ILLINOIS VALLEY
COMMUNITY COLLEGE

2022-2023

CATALOG

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College Catalog

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Welcome to the IVCC College Catalog for the 2022-2023 academic year. We are pleased to provide an interactive and searchable catalog online. This is one way we encourage you to "go green" and utilize the resources available on the internet. If you would like to have printed information, we invite you to take advantage of the click-to-print technology that will allow you to print the sections that you need.

We welcome your feedback and suggestions to make this catalog better for the future. Feedback may be provided through the input boxes across campus or to Mark Grzybowski, Vice President for Student Services, at mark_grzybowski@ivcc.edu.

If you are looking for a previous year's catalog, a hard copy is available for viewing in the Counseling Center.

Previous catalogs are available here (https://www.ivcc.edu/catalog).

Welcome

Office of the President

As Illinois Valley Community College's tenth president, it is an honor to welcome you on behalf of our board of trustees, faculty, staff, and administration. For 98 years, IVCC has earned the reputation of being a high-quality teaching and learning institution.

IVCC was founded as LaSalle-Peru-Oglesby Junior College in 1924 and was located at LaSalle-Peru Township High School for more than 40 years. In 1947, the Truman Commission on Higher Education recommended "junior" colleges become "community" colleges to serve the needs of the communities they serve.

In 1967, Illinois Valley Community College opened as a comprehensive Community College offering something for everyone: adult education, developmental education, vocational and technical training leading to employment, baccalaureate education for students planning to transfer to a university, workforce development, and continuing education.

Throughout its storied history, IVCC has provided tremendous value at an affordable price. Holding to that tradition, we have not raised tuition the past five years.

If your goal is to earn an associate degree and possibly a bachelor's degree, or a certificate leading to immediate employment, or if you are interested in taking courses only for pleasure, IVCC has a place for you.

Our faculty and staff welcome the opportunity to help you achieve your goals. Take advantage of the wonderful opportunities we offer and begin your educational journey with us today. We will exceed your expectations.

Sincerely,

Dr. Jerry Corcoran
President

Our Mission and Vision

Our Mission

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

Our Vision

Illinois Valley Community College is the preferred gateway to advance individual and community success.

IVCC History

Illinois Valley Community College has served the educational needs of its north-central Illinois district for 98 years.

The second oldest public community college in the state, IVCC predecessor La Salle-Peru-Oglesby Junior College was established April 24, 1924, by action of the LaSalle-Peru Board of Education, District 120 and originally located on the third floor of LaSalle-Peru Township High School in LaSalle.

The college's first day of classes was Sept. 15, 1924, when it welcomed 32 freshmen, seven faculty and two administrators.

LPO's mission was to "...lay the foundations for successful careers in vocational, social, and political fields." Tuition and fees totaled $16 per semester for the first ten years of its existence to enable students to bypass four costly semesters at a university.

LPO's first Director, Dr. Thomas J. McCormack, a Princeton University graduate, was recognized as one of the nation's outstanding educators. The college continues to honor his memory by nominating top students as "McCormack Scholars." Francis Dolan and R. Earl Trobaugh joined the LPO teaching staff in 1932 and later served as Presidents.

In 1950, the community raised enough money to send LPO's football team to the Gold Dust Bowl in Vallejo, Cal. Though the team lost to California's Santa Rosa Junior College, the invitation was the athletic highlight of LPO's first 25 years.

On July 1, 1966, the college name was officially changed to Illinois Valley Community College. With the new name came a new location as the campus moved across the river to Oglesby. On Oct. 21, 1967, District 513 voted 10-1 (20,527 "yes" to 2,189 "no") in favor of an $8.25 million referendum to finance the beginning of IVCC.

On Sept. 9, 1968, the first college classes convened in 12 temporary buildings on a scenic bluff overlooking La Salle-Peru and the Illinois River. While students attended the temporary buildings, a new $20 million permanent campus was being built nearby. It was officially dedicated in October 1972.

In May 1974, Dr. Alfred E. Wisgoski, an LPO alumnus, was named IVCC's seventh President, a position he held for 21 years. Dr. Wisgoski was committed to a comprehensive community college with an open-door policy.

Under Dr. Wisgoski's leadership, new partnerships were built to better serve district business and industry. These partnerships and new technical programs prompted IBM to identify IVCC as a business partner in preparing manufacturing industries to convert to computer integrated assembly systems.

IVCC signed a contract with IBM in 1988 that led to the corporate giant donating $1.2 million in state-of-the-art equipment to IVCC. At the time, Dr. Wisgoski said, "This agreement guarantees IVCC will offer the very best in high technology training on equipment better than that found in all but a handful of the nation's community colleges."

Dr. Jean Goodnow was named IVCC's eighth President in 1996 and within a year a master plan for facility renovations, new construction and infrastructure upgrades was developed. In 1998, $4.2 million in Technology Funding Bonds were sold for computer network and telecommunications infrastructure improvements.

During her tenure, the college received in excess of $15 million in grants and nine new career programs were developed. To further expand resources, a Development Office was established and the assets of the IVCC Foundation grew from $1.7 million in 1996 to $2.6 million in 2004.

In the fall of 2000, IVCC opened a new Ottawa Center located in Marquette High School to better serve the students on the east side of the district. In 2003, IVCC won its third consecutive Arrowhead Conference All-Sports Award.

Dr. Goodnow departed IVCC in June of 2005 for Michigan and Dr. Charles R. Novak was appointed Interim President. Dr. Novak, as the former Director of Continuing Education at IVCC in the 1970s and past president of two other Illinois community colleges, came out of retirement to assist the board in its search for IVCC's next president.

After a nationwide search, Dr. Larry Huffman, former longtime President at Kankakee Community College, was chosen as IVCC's ninth President beginning in July 2006. Dr. Huffman had served as IVCC's Dean of Student Development from 1974 to 1977.

Upon returning to IVCC, Dr. Huffman implemented strategic planning, strengthened the college's outreach to businesses and industries, built upon IVCC's strong pre-baccalaureate reputation, enhanced career/occupational program offerings and initiated creation of the Foundation's IVCC-LPO Hall of Fame and 21st Century Scholars Society.

Following Dr. Huffman's resignation in June 2007, Dr. Dave Louis was appointed Interim President. Dr. Louis, retired President of Kishwaukee Community College, served IVCC until the board announced the appointment of Dr. Jerome Corcoran as President on March 18, 2008.

Dr. Corcoran, promoted from Vice-President for Business Services and Finance/Treasurer, is IVCC's tenth President.

Highlights of his tenure include:

- Construction of the 80,000-square-foot Peter Miller Community Technology Center. The CTC project received 75 percent of its $30.5 million in funding from the state.

- Building the Truck Driver Training facility and Skill Path

- Opening the Ottawa Center satellite campus in 2010

- Raising more than $4 million in private funding plus an estate bequest valued at $10 million

- $1 million renovations of both the chemistry and biology labs

- Expanding partnerships with district high schools leading to more opportunities for students to earn college credit including Marquette Academy's Running Start Program.

- Construction of a Student Center and Cyber Café, and

- The successful revival of IVCC's agriculture program while launching new programs in dental hygiene, cybersecurity, medical assistant and paramedic.

IVCC's 2,000-square-mile district encompasses 15 high schools completely in-district and five partially in-district. In-district schools include DePue, Earlville, Hall, LaMoille, La Salle-Peru, Marquette Academy, Mendota, Ottawa, Princeton, Putnam County, St. Bede Academy, Serena, Streator, Woodland and La Salle Peru Christian. Schools partially in-district are Bureau Valley, Fieldcrest, Henry-Senachwine, Midland and Seneca.

The district is primarily made up of La Salle, Bureau and Putnam counties as well as small parts of DeKalb, Grundy, Lee, Livingston and Marshall counties.

District 513 serves approximately 145,000 residents and 6,000 students annually. In 2022, the college had 343 employees.

For a more detailed history of the college through 1994, see:

IVCC: The First 70 Years by Elizabeth Cummings and Bill Danley.

IVCC Profile

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Web site: www.ivcc.edu

Founded: In 1924 as LaSalle-Peru-Oglesby Junior College; renamed Illinois Valley Community College in 1966.

Enrollment: 6,000 per year

Faculty: 75 full-time, 76 part-time

Total Employees: 171 full-time; 150 part-time

Service area: IVCC serves approximately 145,000 residents in its 2,000 square mile district, No. 513. The district encompasses most of LaSalle and Putnam counties as well as the majority of Bureau County and small parts of Lee, DeKalb, Grundy, Livingston and Marshall counties.

District 513 High Schools (20): DePue, Earlville, Hall, LaMoille, LaSalle-Peru, Marquette Academy, Mendota, Ottawa, Princeton, Putnam County, St. Bede Academy, Serena, Streator, Woodland, and LaSalle Peru Christian. High schools partially in IVCC's district are: Bureau Valley, Fieldcrest, Henry-Senachwine, Midland and Seneca.

Locations: Aside from its 425-acre Oglesby campus, IVCC offers day and evening classes at the IVCC Ottawa Center, its downtown satellite site.

Curriculum: IVCC's comprehensive offerings include Associate in Arts and Associate in Science transfer degrees, Associate in Applied Science (career) degrees designed for employment after two years, and certificate programs enabling students to gain employment in two years or less.

Accreditation

Illinois Valley Community College is accredited by the:

Higher Learning Commission
230 South LaSalle Street, Suite 7-500
Chicago, IL 60604
(800) 621-7440
https://www.hlcommission.org/

IVCC is approved by:

The Illinois Community College Board
https://www.iccb.org/

IVCC's programs are accredited by:

- The Accreditation Commission for Education in Nursing (ACEN)

- The Commission on Dental Accreditation (CODA)

- The Commission on Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP)

- National Automotive Technicians Education Foundation (NATEF)

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Board Policies and Procedures

Academic Probation/Dismissal (https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.pdf#page=40)

Affirmative Action (https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.pdf#page=74)

Americans with Disabilities Act (https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.pdf#page=215)

Campus Security (https://www.ivcc.edu/businessservices/campussecurity.php)

Campus Violence (https://www.ivcc.edu/businessservices/Campus_Violence_Prevention_Plan.php)

Children on Campus (http://catalog.ivcc.edu/policiesandprocedures/Children_on_Campus.pdf)

Course drops and withdrawals (https://www.ivcc.edu/admissions/withdraw.php)

Chronic Communicable Diseases (https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.pdf#page=49)

Domestic Violence/Safe Journeys (ADV/SAS (http://advsas.org))

Dual Admissions Agreements (https://www.ivcc.edu/admissions/limited-admissions-programs.php)

Emergency Alerts
(https://www.ivcc.edu/studentservices/alert.php)

Emergency College Closings
(https://www.ivcc.edu/cancellations/emergency-college-
closings.php)

Emergency Procedures
(https://www.ivcc.edu/businessservices/emergency_resp
onse_plan.php)

Final Grades and Incompletes

Gainful Employment
(https://www.ivcc.edu/studentservices/studentconsumer
information.php)

Inclement Weather Policy
(https://www.ivcc.edu/cancellations/emergency-college-
closings.php)

Parking
(https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.
pdf#page=234)

Search and Seizure
(https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.
pdf#page=237)

Sex Offenses on Campus
(https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.
pdf#page=238)

Sexual Misconduct and Other Harassment
(https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.
pdf#page=240)

Smoking/Tobacco Use
(https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.
pdf#page=261)

Student Right to Know
(https://www.ivcc.edu/studentservices/studentconsumer
information.php)

Substance Abuse
(https://www.ivcc.edu/studentservices/studentconsumer
information.php)

Title IX/VAWA/Save Act
(https://www.ivcc.edu/studentservices/titleix.php)

Use of Campus Network Computing Resources
(https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.
pdf#page=200)

Curricular Purposes

Illinois Valley Community College sets forth the following
curricular purposes consistent with its mission.

1. We offer the successful completion of courses and
degrees required for effective transfer to
baccalaureate degree programs.

2. We offer occupational/technical courses, certificates
and degrees leading directly to successful
employment or transfer into baccalaureate degree
programs.

3. We offer courses and academic support services
designed to prepare students to succeed in college-
level coursework.

4. We offer continuing education courses and
community activities that encourage lifelong learning
and contribute to the growth and enrichment of
students in our community.

5. We offer student support services to assist in
developing personal, social, academic and career
goals.

6. We offer academic and student support programs
designed to supplement and enhance teaching and
learning.

Institutional Learning Outcomes

Illinois Valley Community College's Institutional Learning
Outcomes (ILOs) are used to assess knowledge, skills, and
abilities across college curricula. The Higher Learning
Commission indicates a general education "imparts broad
knowledge and intellectual concepts to students and
develops skills and attitudes that the institution believes
every college-educated person should possess." IVCC's
ILOs help demonstrate how students earning degrees and
certificates from IVCC have the knowledge, skills, and
abilities that college-educated people should possess in
order to contribute to their careers and communities. In
2020, IVCC approved Institutional Learning Outcomes
(ILOs) to replace the college's General Education Goals,
which were in place to assess general education between
2014 and 2020.

•

ILO#1 - **Communication**
To communicate effectively

•

ILO#2 - **Inquiry**
To apply critical, logical, creative, aesthetic, or quantitative
analytical reasoning to formulate a judgment or conclusion

•

ILO#3 - **Social Consciousness**
To understand what it means to be a socially conscious
person, locally and globally

•

ILO#4 - **Responsibility**
To recognize how personal choices affect self and society

Programs and Services

Illinois Valley Community College provides programs and services pertinent to the success of students enrolling at the college, community groups, organizations and individuals.

1. We offer comprehensive instructional support and student development services to assist students in discovering, establishing, and attaining their educational, vocational, and personal goals.

2. We offer a comprehensive program for students of cocurricular activities designed to promote and encourage cultural improvements, citizenship responsibilities and physical and social skills.

3. We offer a comprehensive program to accommodate the special academic, social and physical needs of students.

4. We offer cultural awareness and understanding of diversity within our global community by providing cultural and recreational leadership and enrichment activities.

5. We offer community service efforts to provide support to business, industry, agriculture, education and social agencies in order to meet community needs and assist in economic development.

Personnel

IVCC Board of Trustees

The names listed below represent the IVCC Board of Trustees as of the April 2021 election. Please contact Executive Assistant to the President Judy Day (Judy_Day@ivcc.edu) for the most up-to-date listing.

Chair, Everett Solon, Streator
Vice Chair, Jay McCracken, Hennepin
Secretary, Angela Stevenson, Ottawa
Dr. Amy Boyles, Ottawa
Jane Goetz, Ottawa
William F. Hunt, Oglesby
Dr. Maureen Rebholz, Peru
2022-2023 Student Trustee, Austin F. Dille, Ottawa

IVCC Foundation

Illinois Valley Community College Foundation, Inc. is defined as an independent, nonprofit corporation under section 501(c)(3) of the Internal Revenue Code. Contributions are tax-deductible to the extent provided by law.

Since its founding in 1976, the IVCC Foundation has been supported in its mission by generous individuals, civic groups, professional societies and businesses.

Mission
It is the mission of the IVCC Foundation to advance education in our communities through scholarships to deserving and well-qualified IVCC students and provide financial support for worthy and innovative IVCC educational programs and services.

2022-23 IVCC Foundation Board of Directors

<u>Officers</u>
Dr. Susan Schmitt, President, Streator, IL
Mr. James Loveland, Vice President, Spring Valley, IL
Mr. Daryk Brayton, Treasurer, Peru, IL
Ms. Donna Swiskoski, Board Secretary, Oglesby, IL

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Mr. John L. Cantlin, Earlville, IL
Mr. Evan Carroll, Mendota, IL
J. David Conterio, Minooka, IL
Mr. Peter Corgiat, Oglesby, IL
Mr. Larry Johnson, Ottawa, IL
Dr. Kim Novak, Grand Ridge, IL
Mrs. Karen Nussbaum, Ottawa, IL
Mrs. Patricia Seibert, Utica, IL
Mrs. Julie Sloan, Peru, IL
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Academic Calendar

ILLINOIS
VALLEY

COMMUNITY COLLEGE CALENDAR
LIST OF IMPORTANT DATES FALL 2022

August 11 (R)	In-service
August 12 (F)	New Student Convocation
August 15 (M)	CLASSES BEGIN
August 19 (F)	Last day for refund 1st 8-week classes
August 26 (F)	Last day for refund 16-week classes
September 5 (M)	Labor Day (College closed)
September 8 (R)	Midterm 1st 8-week classes
September 22 (R)	Last day to withdraw 1st 8-week classes
October 5 (W)	First 8-week classes end
October 6 (R)	Midterm 16-week classes
October 7 (F)	Development Day (No Classes)
October 10 (M)	Second 8-week classes begin
October 14 (F)	Last day for refund 2nd 8-week classes
October 18 (T)	Spring Priority Registration Begins
November 1 (T)	Spring Registration Begins
November 2 (W)	Last day to withdraw 16-week classes
November 3 (R)	Midterm 2nd 8-week classes
November 8 (T)	Election Day (College Closed)
November 11 (F)	Veterans Day (College closed)
November 18 (F)	Last day to withdraw 2nd 8-week classes
November 23, 24, 25, 26 (W, R, F, S)	Thanksgiving Break (College closed)
Dec 5, 6, 7, 8 (M, T, W, R)	Evening Final Exams
December 7, 8, 9, 12 (W, R, F, M)	Day Final Exams
December 10 (S)	Saturday Final Exams
December 14 (W)	Final Grades due in Records Office at 10 am Semester Ends
December 14 (W)	Faculty Break begins
December 16 (F)	Winter Intersession Classes Begin
December 19 (M)	Last day for refund winter intersession classes
December 20 (T)	College Closes at 4:30 pm Staff Break begins at 4:30 pm

December 27 (T)	Midterm winter intersession classes
January 2 (M)	Last day to withdraw winter intersession classes

ILLINOIS VALLEY COMMUNITY COLLEGE CALENDAR
LIST OF IMPORTANT DATES
SPRING 2023

January 2 (M)	College Reopens
January 6 (F)	In-service
January 9 (M)	CLASSES BEGIN
January 13 (F)	Last day for refund 1st 8-week classes
January 16 (M)	Martin Luther King Jr. Day (College Closed)
January 23 (M)	Last day for refund 16-week classes
February 2 (R)	Midterm 1st 8-week classes
February 16 (R)	Last day to withdraw 1st 8-week classes
February 20 (M)	President's Day (College closed)
March 2 (R)	First 8-week classes end
March 3 (F)	Development Day (No Classes)
March 6-9 (M-R)	Spring Break for Faculty & Students (No Classes)
March 10-11 (F, S)	Spring Break for Faculty, Students, & Staff (College Closed)
March 13 (M)	Midterm 16-week classes
March 14 (T)	Second 8-week classes begin
March 16 (R)	Summer & Fall Priority Registration Begins
March 20 (M)	Last day for refund 2nd 8-week classes
March 28 (T)	Summer Registration Begins
April 5 (W)	Fall Registration Begins
April 6 (R)	Last day to withdraw 16-week classes
April 7 (F)	Midterm 2nd 8-week classes
April 20 (R)	Last day to withdraw 2nd 8-week classes
May 2, 3, 4, 8 (T, W, R, M)	Evening Final Exams
May 6 (S)	Saturday Final Exams
May 4, 5, 8, 9 (R, F, M, T)	Day Final Exams
May 11 (R)	Final Grades due in Records Office at 10 am
May 13 (S)	Commencement/Semester Ends

SUMMER 2023
SUMMER A
May 15 – June 6

May 15 (M)	Summer A Begins
May 16 (T)	Last Day for Refund – Summer A
May 24 (W)	Midterm – Summer A
May 31 (W)	Last Day to Withdraw – Summer A
June 6 (T)	Summer A Ends
June 8 (R)	Grades Due – Summer A

SUMMER B (No Fridays)
May 30 – July 25

May 30 (T)	Summer B Begins
June 5 (M)	Last Day for Refund – Summer B
June 27 (T)	Midterm – Summer B
July 12 (W)	Last Day to Withdraw – Summer B
July 26 (W)	Summer B Ends
July 31 (M)	Grades Due – Summer B

SUMMER C (No Fridays)
June 7 – July 19

June 7 (W)	Summer C Begins
June 12 (M)	Last Day for Refund – Summer C
June 28 (W)	Midterm – Summer C
July 11 (T)	Last Day to Withdraw – Summer C
July 20 (R)	Summer C Ends
July 25 (T)	Grades Due – Summer C

COLLEGE CLOSED:
May 29th, June 9th, June 16th, June 19th, June 23rd, June 30th, July 4th, July 7th, July 14th, July 21st, July 28th

Degrees and Certificates

These degrees and the IAI are to meet general education requirements for a four-year degree. The links below are descriptions and requirements of the IAI General Education Math and transfer degrees.

It is recommended that students planning to transfer follow the requirements of one of the following:

- IAI General Education Core Curriculum Credential (p. 35)

- The Associate of Arts (A.A.) (p. 26)

- The Associate of Science (A.S.) (p. 29)

- The Associate in Engineering Science (A.E.S.) (p. 32)

List of common majors at Illinois Colleges/Universities

The Associate in General Studies Degree (A.G.S)

The Associate in General Studies Degree (A.G.S) requires completion of 60 credit hours with a minimum cumulative GPA of 2.0 and is an individualized degree that meets the needs and interests of the student. This degree allows for the combination of both transfer and career courses. While not intended to be a transfer degree, the A.G.S. degree recognizes completion of two years of college.

Career Programs

Career programs are designed to lead to employment after one or two years of study. Normally courses in these programs are not designed to be transferred. There are exceptions and IVCC counselors can help explain how parts or all of a career program can be transferred. IVCC offers two options within the Career Program:

- Associate of Applied Science
  (p. 37)The A.A.S. is the degree program in the career area. The A.A.S. can be completed in two years of full-time study (or longer if attending on a part-time basis). About 75 percent of the course work required for the A.A.S. is directly in the particular major or field of study, or very closely related to it. The remaining 25 percent of the course work is in General Education. Some IVCC degrees and certificates may lead to licensure and will be cross listed.

- Certificates (p. 64)
  Certificates are shorter career programs. Some certificates consist of as few as three courses; other advanced certificates may contain over 40 credit hours. Most certificate programs take about one year to complete (as a full-time student). Certificate programs contain many of the same courses found in the longer A.A.S. degree programs. Some IVCC degrees and certificates may lead to licensure and will be cross listed.

Licensure Programs (p. 112)

For students wanting to take Emergency Medical Technician (EMT) and/or Emergency Medical Responder (EMR) courses. EMT Basic and EMR courses may lead to State Certification. These do not lead to an IVCC Certificate or Associate in Applied Science.

Degree and Transfer Requirements

The advantages of completing the Associate Degree before transferring:

1. The agreement with most four-year colleges in Illinois allows all lower level general education classes to transfer if they follow the agreed-upon transfer guidelines.

2. Community colleges have agreements with most state universities; students who complete the degrees of A.A., A.S. or A.E.S. will transfer their credit and typically enter the university with full junior standing.

3. Some universities accept degree benefits by allowing students to transfer university credits back to IVCC to complete their associate degree requirements.

4. The more course work you complete prior to transfer, the less your baccalaureate degree will cost.

Transfer Degree Requirements

NOTE: While these degrees can be completed in two years, many students opt to take longer. If you are working full-time or need more developmental course work, for example, you should plan to complete your degree in more than two years.

Associate in Arts and Associate in Science will satisfy lower division general education requirements for Illinois colleges and universities participating in the Illinois Articulation Initiative program. For transfer information, visit http://itransfer.org and contact a Counselor!

Transfer Degree Guarantee

Illinois Valley Community College guarantees to those students earning the Associate in Arts and the Associate in Science degree that their courses will transfer to Illinois state universities as identified and defined in the Course Equivalency Handbook on file in the Counseling Center and in accordance with the General Education Core Curriculum Credential (Illinois Articulation Initiative). If a course in these degree programs is taken at IVCC and successfully completed in compliance with the Transfer Course Equivalency Handbook and not accepted by an Illinois state university, IVCC will pay back to the student the tuition costs of that course.

This transfer guarantee is subject to the conditions stated below.

1. The application for a refund must be submitted within one calendar year of completion or graduation with an AA or AS degree from IVCC.

2. The course must have been completed with a grade of "C" or higher.

3. The refund would be based upon the tuition paid at the time the course was completed.

4. The student has met with an authorized counselor from the college, declared a major and a transfer university prior to taking any courses in the guarantee, and is taking only those courses approved in writing by the counselor.

5. The student must declare, upon his/her initial enrollment at IVCC, what Illinois public university he/she will plan to attend. The student must enroll at the declared university within two years of this declaration.

6. The student requests an evaluation by the transfer university of the IVCC courses completed immediately upon transfer.

7. The student cooperates with IVCC personnel in resolving any transfer difficulties by notifying the college and submitting any necessary consents or releases for student records or correspondence.

8. The student submits within 60 days of being notified by the transfer university that a course has been refused for credit and makes a claim for refund. The claim must state the reasons for the refusal offered by the university, the name, position, address, and telephone number of the person notifying the student of the refusal and copies of any correspondence or documentation provided by the transfer university.

9. The college will first attempt to resolve the issue with the transfer university. If favorable resolution is not achieved within 120 days, the reimbursement will be authorized.

Student rights under this program are personal and may not be assigned or transferred voluntarily or involuntarily. Furthermore, no refund is required or will be made if the scholarship, financial aid program, loan, or other source used to pay the tuition prohibits payment or reimbursement of tuition directly to the student. The sole recourse available to participants enrolled in this guarantee program shall be limited to the tuition reimbursement of the class at the time of enrollment with no recourse for damages, court costs, or any associated costs of any kind or right to appeal beyond those specified by Illinois Valley Community College.

To make a claim for reimbursement or further information about this guarantee, the student should contact the office of the Vice President for Student Services at (815) 224-0393.

Transfer Programs Associate of Arts and Associate of Science

Associate of Arts and Associate of Science: IVCC offers a wide variety of courses specifically designed for transfer. For most college majors this enables students to complete their first two years of coursework leading toward a bachelor's degree in virtually any field of study at a four-year college or university. It is important for successful transfer to start planning immediately where you want to transfer and what baccalaureate degree you plan to complete. Counselors at the college are available to assist students in planning their program of study and their selection of coursework. Students who plan to complete an associate's degree and transfer as a junior in their major should achieve the following goals:

1. **Complete the Associate in Arts (A.A.) or Associate of Science (A.S.) degree.** The general education requirements for these degrees are on the following pages.

2. **Fulfill the lower level (freshman/sophomore) general education and major requirement of the institution you plan to attend.** The AA/AS degrees typically meet the lower level general education requirements, but your college major will determine what general education courses you should complete. For information on college major requirements students should see a counselor and visit https://www.ivcc.edu/transferservices. Another way to meet lower level general education requirements for most Illinois colleges/universities is to complete the General Education Core Course requirements that are part of the Illinois Articulation Initiative (IAI).

3. **When you are ready for transfer,** obtain a Request for Transcript form from the Admissions/Records Office. A transcript should be sent at the time of application and each semester of attendance before matriculation to your college/university.

Program Outcomes for the Associate of Arts Degree Program

With the goal of preparing students to continue their education at a four-year institution, faculty will ensure that students who have earned an Associate in Arts degree demonstrate competence in the following:

Students will make effective decisions to solve problems and achieve goals utilizing critical and creative thinking, information literacy, and quantitative reasoning.

With ethical intent and practice, students will effectively compose, convey, and interpret messages through oral, written, and other means while taking into consideration the perspectives of the intended audience.

Students will demonstrate how aesthetics shape our human experience, reveal the interconnectedness of knowledge and perception, and enhance the importance of liberal arts as essential components of culture.

Students will openly explore and understand the knowledge, customs, and behaviors of diverse cultures within local, regional, and global communities.

Program Outcomes for the Associate of Science Degree Program

With the goal of preparing students to continue their education at a four-year institution, faculty will ensure that students who have earned an Associate in Science degree demonstrate competence in the following:

Students will make effective decisions to solve problems and achieve goals utilizing critical and creative thinking, information literacy, and quantitative reasoning.

With ethical intent and practice, students will effectively compose, convey, and interpret messages through oral, written, and other means while taking into consideration the perspectives of the intended audience.

Students will be able to apply scientific methodology to solve problems by forming hypotheses, developing and evaluating experiments, and interpreting and analyzing scientific data that provide a better understanding of natural systems.

Students will openly explore and understand the knowledge, customs, and behaviors of diverse cultures within local, regional, and global communities.

Occupational Competency Guarantee

Occupational Competency Guarantee

Illinois Valley Community College students graduating with an Associate of Applied Science Degree or Certificate requiring 20 credit hours or more in an occupational program are guaranteed technical skill competency as represented by that AAS degree or certificate. In the situation where the graduate is not able to demonstrate the technical skills expected by his or her employer, the student will be offered up to 12 credit hours of retraining for the AAS degree or 6 credit hours of retraining for the certificate, tuition and lab fees free, subject to the following conditions:

1. All course work for the AAS degree or certificate must have been completed at IVCC and a grade of "C" or better earned.

2. The student must have completed the program within four years of initial enrollment at the college.

3. The student must have been employed full-time in a job directly related to his or her program of study within one year after graduation from the college

with the AAS degree or certificate.

4. The employer must verify in writing to the college within 90 days of initial employment that the graduate lacks competency in specific technical skills as represented by college literature for the AAS degree or certificate.

5. A written retraining plan must be mutually developed by the employer, the graduate, the appropriate dean, and the occupational program instructor specifying the courses needed for retraining and the competencies to be mastered.

6. The retraining will be limited to courses regularly offered by the college and must be completed within one calendar year from the time the educational plan is agreed upon.

7. Prerequisites and other admission requirements for retraining courses must be met and are not included in the courses covered by this guarantee. Students must take the course(s) for a grade and no waivers will be allowed.

8. A maximum of 12 credit hours for the AAS degree and 6 credit hours for the certificate will be provided free for tuition and course fees. Other costs for books, workbooks, etc. will be the responsibility of the graduate and/or the employer.

9. Should the student audit, withdraw, or not receive a passing grade in a course identified in the retraining plan, that course will be included in the offer of credit hours.

10. This guarantee does not imply that the graduate will pass any licensing or qualifying examination for a particular career or occupation.

11. Student's rights under this guarantee are personal and may not be assigned or transferred, voluntarily or involuntarily. Further, no refund is required or will be made.

12. Claims against the occupational program guarantee must be filed with the Director of Admissions and Records within the prescribed time limits as set forth above.

13. This policy becomes effective with students enrolling in the spring semester of 1995. The sole recourse available to participants enrolled in this guarantee program will be limited to the tuition and course fee costs of the retraining with no recourse for damages, court costs, or any associated costs of any kind or right to appeal beyond those specified by the college.

Not all certificates are eligible for financial aid. Consult the Financial Aid Office for more information.

Associate of Arts

LIFE and

The Associate of Arts degree requires completion of **60 credit hours** including the general education requirements listed below with a cumulative GPA of 2.0 on a 4.0 scale. It is the student's responsibility to study carefully the catalog of the institution to which they plan to transfer so the choice of courses in their major field of study will apply toward fulfillment of the baccalaureate degree graduation requirement.

Students seeking this degree typically plan to major in liberal arts disciplines such as art, criminal justice, education, English, foreign language, geography, history, law, music, philosophy, physical education, political science, psychology, sociology, social work, speech communication, and theatre.

All requirements on this guide sheet must be met to receive the degree. To determine appropriate courses, meet with a counselor.

Sample Full-time plan

Sample Part-time plan

Transfer Information For Majors

Choose electives based on major

COMMUNICATIONS: 3 courses

9 credit hours

			IAI Course
ENG 1001	English Composition I	3	C1 900
ENG 1002	English Composition II	3	C1 901R
SPH 1001	Fundamentals of Speech	3	C2 900

MATHEMATICS: 1 course

			IAI Course
ECN 2004	Business Statistics	3	M1 902; BUS 901
MTH 1000	Math for Liberal Arts	3	M1 904
MTH 1006	Finite Mathematics	4	M1 906
MTH 1007	Calculus for Bus. & Soc. Sciences	4	M1900B
MTH 1008	General Elementary Statistics	3	M1 902
MTH 1010	Structure of Number Systems II	3	M1 903
MTH 2001	Calculus & Analytic Geometry I	5	M1 900-1;MTH901
MTH 2002	Calculus & Analytic Geometry II	4	M1 900-2;MTH902
MTH 2003	Calculus & Analytic Geometry III	4	M1 900-3;MTH903

PHYSICAL SCIENCES: 2 courses

Minimum of 7 credit hours to include 1 lab course.
(Lab science courses are italicized below)

LIFE SCIENCES: 1 course

			IAI Course
BIO 1000	The Global Environment	3	L1 905
BIO 1001	General Biology I	4	L1 900L
BIO 1003	Principles of Biology	4	L1 910L;BIO 910
BIO 1004	Biological Diversity	4	L1 910L;BIO 910

Lab: BIO 1001, BIO 1003, & BIO 1004

PHYSICAL SCIENCES: 1 course

			IAI Course
CHM 1000	Introduction To Chemistry	3	P1 902
CHM 1004	Chemistry	4	P1 902L
CHM 1006	General Chemistry I	5	P1 902L; CHM911
GEG 1001	Weather & Climate	4	P1 909L
GEG 1002	Physical Geography	4	P1 909L
GEG 1005	Introduction To Astronomy	4	P1 906L
GEL 1005	Natural Disasters	3	P1 908
GEL 1006	Introduction To Oceanography	3	P1 905
GEL 1007	Environmental Geology	4	P1 908L
GEL 1008	Physical Geology	4	P1 907L
GEL 1009	Historical Geology	4	P1 907L
PHY 1001	General Physics	5	P2 900L
PHY 2003	General Physics	5	P1 900L
PSC 1000	Intro To Physical Science	3	P9 900

Lab: CHM 1004, CHM 1006, GEG 1001, GEG 1002, GEG 1005, GEL 1007, GEL 1008, GEL 1009, and PHY 2003

HUMANITIES AND FINE ARTS: 4 courses

12 credit hours with one course from Humanities Group I; one course from Fine Arts Group II; one course from Group I or II; one course from Group I, II, III or IV; Group III course may be used for Group I or II.

HUMANITIES Group I: 1 course

			IAI Course
FEN 2002	Intermediate French II	4	H1 900
GEN 2000	Women Through Culture and Centuries	3	H9 900
GEN 2002	Women in Literature	3	H3 911D
GER 2002	Intermediate German II	4	H1 900
HIS 1000	History of Western Civilization I	3	H2 901

			IAI Course
HIS 1001	History of Western Civilization II	3	H2 902
HIS 1006	African American History	3	H2909D
LIT 2000	Survey of American Lit I	3	H3 914
LIT 2001	Major English Writers I	3	H3 912
LIT 2005	Children's Literature	3	H3 918
LIT 2010	Survey of American Literature II	3	H3 915
LIT 2011	Major English Writers II	3	H3 913
LIT 2013	Fiction	3	H3 901
LIT 2021	Intro To Shakespeare I	3	H3 905
PHL 1001	Introduction To Philosophy	3	H4 900
PHL 1002	Ethics	3	H4 904
PHL 1003	Philosophy of Religion	3	H4 905
PHL 1005	Logic	3	H4 906
PHL 1013	Comparative Religions	3	H5 904N
SPN 2002	Intermediate Spanish II	4	H1 900

FINE ARTS Group II: 1 course

			IAI Course
ART 1000	Art Survey	3	F2 901
ART 1010	Art Survey II	3	F2 902
FLM 2009	The Art of The Film	3	F2 902
MUS 1000	Music Appreciation	3	F1 901
THE 2002	Introduction To Theatre	3	F1 908

HUMANITIES/FINE ARTS Group III

			IAI Course
FLM 2010	Film, Art & Literature	3	HF 900
GEN 2001	Women in Ancient Cultures	3	HF 907D

HUMANITIES/FINE ARTS Group IV

			IAI Course
FEN 1001	Elementary French I	4	0
FEN 1002	Elementary French II	4	0
FEN 2001	Intermediate French I	4	0
FEN 2003	Composition & Conversation	3	0
GER 1001	Elementary German I	4	0
GER 1002	Elementary German II	4	0
GER 2001	Intermediate German I	4	0
GER 2003	Composition & Conversation	3	0
GER 2004	Survey of German Literature	3	0
SPN 1001	Elementary Spanish I	4	0
SPN 1002	Elementary Spanish II	4	0
SPN 2001	Intermediate Spanish I	4	0
SPN 2003	Composition and Grammar	3	0
SPN 2004	Survey of Spanish	3	0

Literature

SOCIAL SCIENCES: 3 courses

9 credit hours

			IAI Course
ALH 1002	Human Growth & Development for Health Workers	3	S6902
ANT 1000	Introduction To Anthropology	3	S1 900N
ANT 1002	Cultural Anthropology	3	S1 901N
ECN 2002	Principles of Microeconomics	3	S3 902
ECN 2003	Principles of Macroeconomics	3	S3 901
ECN 2005	Global Economic Geography	3	S4 903N
GEG 1003	Cultural Geography	3	S4 900N
GEG 1004	World Regional Geography	3	S4 900N
HIS 2000	United States History To 1865	3	S2 900
HIS 2001	United States History From 1865	3	S2 901
HIS 2006	History of Middle Eastern Civilization	3	S2 920N
HIS 2007	History & Civilization of China	3	S2 920N
HIS 2008	Modern Africa	3	S2 920N
PSI 1000	American National Government	3	S5 900
PSI 1002	State and Local Government	3	S5 902
PSI 2000	International Relations	3	S5 904
PSY 1000	General Psychology	3	S6 900
PSY 2001	Child Growth and Development	3	S6 903; ECE 912
PSY 2004	Social Psychology	3	S8 900
SOC 1000	Introduction To Sociology	3	S7 900
SOC 1002	Marriage and Family	3	S7 902
SOC 2001	Social Problems	3	S7 901

NON-WESTERN: 1 course

			IAI Course
ANT 1000	Introduction To Anthropology	3	S1 900N
ANT 1002	Cultural Anthropology	3	S1 901N
ECN 2005	Global Economic Geography	3	S4 903N
GEG 1003	Cultural Geography	3	S4 900N
GEG 1004	World Regional Geography	3	S4 900N

			IAI Course
GEN 2001	Women in Ancient Cultures	3	HF 907D
HIS 1006	African American History	3	H2909D
HIS 2006	History of Middle Eastern Civilization	3	S2 920N
HIS 2007	History & Civilization of China	3	S2 920N
HIS 2008	Modern Africa	3	S2 920N
PHL 1013	Comparative Religions	3	H5 904N
PSI 2000	International Relations	3	S5 904
SPH 1003	Intercultural Communication	3	MC 904

HEALTH & WELLNESS

1 credit hour

			IAI Course
ALH 1030	Yoga	2	0
ALH 1031	T'ai Chi	2	0
HPE 1000	Wellness	1	0
HPE 1001	Wellness Lab	1	0
HPE 1003	Personal and Community Health	2	0
HPE 1004	First Aid	2	0
HPE 1020	Physical Fitness I	1	0
HPE 1021	Physical Fitness II	1	0

Total Credit Hours: 60

Prerequisite: ENG 1001, ENG 1002, ECN 2004, MTH 1000, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001, MTH 2002, MTH 2003, CHM 1004, CHM 1006, PHY 1001, PHY 2003, FEN 2002, GEN 2002, GER 2002, LIT 2000, LIT 2001, LIT 2005, LIT 2010, LIT 2011, LIT 2013, LIT 2021, SPN 2002, GEN 2001, FEN 1002, FEN 2003, GER 1002, GER 2001 GER 2003, SPN 1002, SPN 2001, SPN 2003, SPN 2004, PSY 2001, PSY 2004, SOC 2001, and HPE 1021

Non-Western: HIS 1006, HIS 2006, HIS 2007, HIS 2008, PHL 1013, ANT 1000, ANT 1002, ECN 2005, GEG 1003, GEG 1004, PSI 2000, GEN 2001, and SPH 1003

ENG 1001, ENG 1002, and SPH 1001: Only grade of "C" or above will count toward meeting graduation requirement.

Fifty-six (56) credit hours must have a "0"second digit "baccalaureate-oriented." Four (4) credit hours may be "2" second digit occupationally oriented.

06/23/2022

Associate of Science

The Associate of Science degree requires completion of **60 credit hours** including the general education requirements listed below with a cumulative GPA of 2.0 on a 4.0 scale. It is the student's responsibility to study carefully the catalog of the institution to which they plan to transfer so the choice of courses in their major field of study will apply toward fulfillment of the baccalaureate degree graduation requirement.

Students seeking this degree typically plan to major in a science related discipline such as biology, chemistry, computer science, dentistry, engineering, geology, mathematics, medicine, clinical laboratory science, nursing, pharmacy, occupational and physical therapy, physics, and veterinary medicine. It is also for transfer business majors such as accounting, business administration, finance, human resources, marketing, and management.

All requirements on this guide sheet must be met to receive the degree. To determine appropriate courses, meet with a counselor.

Sample Full-time Plan

Sample Part-time Plan

Transfer Information For Majors

Requirements

COMMUNICATIONS: 3 courses

9 credit hours

			IAI Course
ENG 1001	English Composition I	3	C1 900
ENG 1002	English Composition II	3	C1 901R
SPH 1001	Fundamentals of Speech	3	C2 900

MATHEMATICS: 2 courses

Minimum of 6 credit hours with one course from Group I; one course from Group I or II.

MATHEMATICS Group I: 1 course minimum

			IAI Course
ECN 2004	Business Statistics	3	M1 902; BUS 901
MTH 1000	Math for Liberal Arts	3	M1 904
MTH 1006	Finite Mathematics	4	M1 906
MTH 1007	Calculus for Bus. & Soc. Sciences	4	M1900B
MTH 1008	General Elementary Statistics	3	M1 902
MTH 1010	Structure of Number Systems II	3	M1 903
MTH 2001	Calculus & Analytic Geometry I	5	M1 900-1;MTH901
MTH 2002	Calculus & Analytic Geometry II	4	M1 900-2;MTH902
MTH 2003	Calculus & Analytic Geometry III	4	M1 900-3;MTH903

MATHEMATICS: Group II

			IAI Course
MTH 1003	College Algebra	3	0
MTH 1004	Trigonometry	3	0
MTH 1005	Precalculus	5	0
MTH 1009	Structure of Number Systems I	3	0

LIFE & PHYSICAL SCIENCES: 3 courses

Minimum of 10 credit hours with one course from Life Science Group I; one course from Physical Science Group II; (one must be lab course from I or II); 1 course from Group I, II, or III.
(Lab science courses are italicized below)

LIFE SCIENCES Group I: 1 course

			IAI Course
BIO 1000	The Global Environment	3	L1 905
BIO 1001	General Biology I	4	L1 900L
BIO 1003	Principles of Biology	4	L1 910L;BIO 910
BIO 1004	Biological Diversity	4	L1 910L;BIO 910

Lab: BIO 1001, BIO 1003, & BIO 1004

PHYSICAL SCIENCES Group II: 1 course

			IAI Course
CHM 1000	Introduction To Chemistry	3	P1 902
CHM 1004	Chemistry	4	P1 902L
CHM 1006	General Chemistry I	5	P1 902L; CHM911
GEG 1001	Weather & Climate	4	P1 909L
GEG 1002	Physical Geography	4	P1 909L
GEG 1005	Introduction To Astronomy	4	P1 906L
GEL 1005	Natural Disasters	3	P1 908
GEL 1006	Introduction To Oceanography	3	P1 905
GEL 1007	Environmental Geology	4	P1 908L
GEL 1008	Physical Geology	4	P1 907L
GEL 1009	Historical Geology	4	P1 907L
PHY 1001	General Physics	5	P2 900L
PHY 2003	General Physics	5	P1 900L
PSC 1000	Intro To Physical Science	3	P9 900

Lab: CHM 1004, CHM 1006, GEG 1001, GEG 1002, GEG 1005, GEL 1007, GEL 1008, GEL 1009, PHY 1001, and PHY 2003

LIFE SCIENCE/PHYSICAL SCIENCE Group III

			IAI Course
BIO 1002	General Biology II	4	0
BIO 1007	Anatomy & Physiology I	4	0
BIO 1008	Anatomy & Physiology II	4	0
BIO 1009	Microbiology	4	0
CHM 1005	Survey of Organic & Biochemistry	4	0
CHM 1007	General Chemistry II	5	0
CHM 2002	Organic Chemistry	5	CHM 913
CHM 2003	Organic Chemistry II	5	CHM 914
PHY 2001	General Physics	4	0
PHY 2002	General Physics	4	0
PHY 2004	General Physics	5	0

Lab: BIO 1002, BIO 1007, BIO 1008, BIO 1009, CHM 1005, CHM 1007, CHM 2002, CHM 2003, PHY 2001, PHY 2002, and PHY 2004

HUMANITIES AND FINE ARTS: 3 courses

9 credit hours with one course from Humanities Group I; 1 course from Fine Arts Group II; 1 course from Group I or II; Group III course may be used for Group I or II.

HUMANITIES Group I: 1 course

			IAI Course
FEN 2002	Intermediate French II	4	H1 900
GEN 2000	Women Through Culture and Centuries	3	H9 900
GEN 2002	Women in Literature	3	H3 911D
GER 2002	Intermediate German II	4	H1 900
HIS 1000	History of Western Civilization I	3	H2 901
HIS 1001	History of Western Civilization II	3	H2 902
HIS 1006	African American History	3	H2909D
LIT 2000	Survey of American Lit I	3	H3 914
LIT 2001	Major English Writers I	3	H3 912
LIT 2005	Children's Literature	3	H3 918
LIT 2010	Survey of American Literature II	3	H3 915
LIT 2011	Major English Writers II	3	H3 913
LIT 2013	Fiction	3	H3 901
LIT 2021	Intro To Shakespeare I	3	H3 905
PHL 1001	Introduction To Philosophy	3	H4 900
PHL 1002	Ethics	3	H4 904
PHL 1003	Philosophy of Religion	3	H4 905
PHL 1005	Logic	3	H4 906
PHL 1013	Comparative Religions	3	H5 904N
SPN 2002	Intermediate Spanish II	4	H1 900

FINE ARTS Group II: 1 course

			IAI Course
ART 1000	Art Survey	3	F2 901
ART 1010	Art Survey II	3	F2 902
FLM 2009	The Art of The Film	3	F2 902
MUS 1000	Music Appreciation	3	F1 901
THE 2002	Introduction To Theatre	3	F1 908

HUMANITIES/FINE ARTS Group III

			IAI Course
FLM 2010	Film, Art & Literature	3	HF 900
GEN 2001	Women in Ancient Cultures	3	HF 907D

SOCIAL SCIENCES: 3 courses

9 credit hours must be selected from at least two disciplines.

			IAI Course
ALH 1002	Human Growth & Development for Health Workers	3	S6902
ANT 1000	Introduction To Anthropology	3	S1 900N
ANT 1002	Cultural Anthropology	3	S1 901N
ECN 2002	Principles of Microeconomics	3	S3 902
ECN 2003	Principles of Macroeconomics	3	S3 901
ECN 2005	Global Economic Geography	3	S4 903N
GEG 1003	Cultural Geography	3	S4 900N
GEG 1004	World Regional Geography	3	S4 900N
HIS 2000	United States History To 1865	3	S2 900
HIS 2001	United States History From 1865	3	S2 901
HIS 2006	History of Middle Eastern Civilization	3	S2 920N
HIS 2007	History & Civilization of China	3	S2 920N
HIS 2008	Modern Africa	3	S2 920N
PSI 1000	American National Government	3	S5 900
PSI 1002	State and Local Government	3	S5 902
PSI 2000	International Relations	3	S5 904
PSY 1000	General Psychology	3	S6 900
PSY 2001	Child Growth and Development	3	S6 903; ECE 912
PSY 2004	Social Psychology	3	S8 900
SOC 1000	Introduction To Sociology	3	S7 900
SOC 1002	Marriage and Family	3	S7 902
SOC 2001	Social Problems	3	S7 901

NON-WESTERN: 1 course

second digit occupationally oriented.   6/28/2022

			IAI Course
ANT 1000	Introduction To Anthropology	3	S1 900N
ANT 1002	Cultural Anthropology	3	S1 901N
ECN 2005	Global Economic Geography	3	S4 903N
GEG 1003	Cultural Geography	3	S4 900N
GEG 1004	World Regional Geography	3	S4 900N
GEN 2001	Women in Ancient Cultures	3	HF 907D
HIS 1006	African American History	3	H2909D
HIS 2006	History of Middle Eastern Civilization	3	S2 920N
HIS 2007	History & Civilization of China	3	S2 920N
HIS 2008	Modern Africa	3	S2 920N
PHL 1013	Comparative Religions	3	H5 904N
PSI 2000	International Relations	3	S5 904
SPH 1003	Intercultural Communication	3	MC 904

HEALTH & WELLNESS: 1 Credit Hour

			IAI Course
ALH 1030	Yoga	2	0
ALH 1031	T'ai Chi	2	0
HPE 1000	Wellness	1	0
HPE 1001	Wellness Lab	1	0
HPE 1003	Personal and Community Health	2	0
HPE 1004	First Aid	2	0
HPE 1020	Physical Fitness I	1	0
HPE 1021	Physical Fitness II	1	0

Total Credit Hours: 60

Prerequisite: ENG 1001, ENG 1002, ECN 2004, MTH 1000, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001, MTH 2002, MTH 2003, MTH 1003, MTH 1004, MTH 1005, MTH 1009, CHM 1004, CHM 1006, PHY 1001, PHY 2003, BIO 1002, BIO 1008, BIO 1009, CHM 1005, CHM 1007, CHM 2002, CHM 2003, PHY 2001, PHY 2002, PHY 2004, FEN 2002, GEN 2002, GER 2002, LIT 2000, LIT 2001, LIT 2005, LIT 2010, LIT 2011, LIT 2013, LIT 2021, SPN 2002, GEN 2001, PSY 2001, PSY 2004, SOC 2001, and HPE 1021

Non-Western: HIS 1006, PHL 1013, GEN 2001, ANT 1000, ANT 1002, ECN 2005, GEG 1003, GEG 1004, HIS 2006, HIS 2007, PSI 2000, HIS 2008, PSI 2000, and SPH 1003

Only grade of "C" or above will count toward meeting graduation requirement: ENG 1001, ENG 1002, and SPH 1001

Fifty-six (56) credit hours must have a "0"second digit "baccalaureate-oriented." Four (4) credit hours may be "2"

Associate in Engineering Science Degree (AES)

Though this degree meets the General Education Core Curriculum (GECC) for the Illinois Articulation Initiative (IAI), it does not qualify for the compact benefits of an Associate of Arts or Associate of Science degree. Please meet with an IVCC counselor to see how this might impact your transfer.

General Education Guide Sheet

The Associate in Engineering Science degree requires completion of **64 credit hours** including the general education requirements listed below with a cumulative GPA of 2.0 on a 4.0 scale. It is the student's responsibility to study carefully the catalog of the institution to which they plan to transfer so the choice of courses in their major field of study will apply toward fulfillment of the baccalaureate degree graduation requirement. **All requirements on this guide sheet must be met to receive the degree. To determine appropriate courses, meet with a counselor.**

COMMUNICATIONS

Must complete all courses

			IAI Course
ENG 1001	English Composition I	3	C1 900
ENG 1002	English Composition II	3	C1 901R
SPH 1001	Fundamentals of Speech	3	C2 900

MATHEMATICS

Must complete all courses

			IAI Course
MTH 2001	Calculus & Analytic Geometry I	5	M1 900-1;MTH901
MTH 2002	Calculus & Analytic Geometry II	4	M1 900-2;MTH902
MTH 2003	Calculus & Analytic Geometry III	4	M1 900-3;MTH903

PHYSICAL & LIFE SCIENCES

PHYSICAL SCIENCES

Must complete all courses

			IAI Course
CHM 1006	General Chemistry I	5	P1 902L; CHM911
PHY 1001	General Physics	5	P2 900L
PHY 2001	General Physics	4	0
PHY 2002	General Physics	4	0

LIFE SCIENCES: 1 course

			IAI Course
BIO 1000	The Global Environment	3	L1 905
BIO 1001	General Biology I	4	L1 900L
BIO 1003	Principles of Biology	4	L1
BIO 1004	Biological Diversity	4	L1 910L;BIO 910 910L;BIO 910

HUMANITIES AND FINE ARTS: 3 courses

9 credit hours with one course from Group I; one course from Group II; and one course from Group I-III.

HUMANITIES Group I: 1 Course

			IAI Course
FEN 2002	Intermediate French II	4	H1 900
GEN 2000	Women Through Culture and Centuries	3	H9 900
GEN 2002	Women in Literature	3	H3 911D
GER 2002	Intermediate German II	4	H1 900
HIS 1000	History of Western Civilization I	3	H2 901
HIS 1001	History of Western Civilization II	3	H2 902
HIS 1006	African American History	3	H2909D
LIT 2000	Survey of American Lit I	3	H3 914
LIT 2001	Major English Writers I	3	H3 912
LIT 2005	Children's Literature	3	H3 918
LIT 2010	Survey of American Literature II	3	H3 915
LIT 2011	Major English Writers II	3	H3 913
LIT 2013	Fiction	3	H3 901
LIT 2021	Intro To Shakespeare I	3	H3 905
PHL 1001	Introduction To Philosophy	3	H4 900
PHL 1002	Ethics	3	H4 904
PHL 1003	Philosophy of Religion	3	H4 905
PHL 1005	Logic	3	H4 906
PHL 1013	Comparative Religions	3	H5 904N
SPN 2002	Intermediate Spanish II	4	H1 900

FINE ARTS Group II: 1 Course

			IAI Course
ART 1000	Art Survey	3	F2 901
ART 1010	Art Survey II	3	F2 902
FLM 2009	The Art of The Film	3	F2 902
MUS 1000	Music Appreciation	3	F1 901
THE 2002	Introduction To Theatre	3	F1 908

HUMANITIES/FINE ARTS Group III: 1 course

			IAI Course
FLM 2010	Film, Art & Literature	3	HF 900
GEN 2001	Women in Ancient Cultures	3	HF 907D

SOCIAL SCIENCES: 3 Courses

9 credit hours must be selected from at least two disciplines.

			IAI Course
ANT 1000	Introduction To Anthropology	3	S1 900N
ANT 1002	Cultural Anthropology	3	S1 901N
ECN 2002	Principles of Microeconomics	3	S3 902
ECN 2003	Principles of Macroeconomics	3	S3 901
ECN 2005	Global Economic Geography	3	S4 903N
GEG 1003	Cultural Geography	3	S4 900N
GEG 1004	World Regional Geography	3	S4 900N
HIS 2000	United States History To 1865	3	S2 900
HIS 2001	United States History From 1865	3	S2 901
HIS 2006	History of Middle Eastern Civilization	3	S2 920N
HIS 2007	History & Civilization of China	3	S2 920N
HIS 2008	Modern Africa	3	S2 920N
PSI 1000	American National Government	3	S5 900
PSI 1002	State and Local Government	3	S5 902
PSI 2000	International Relations	3	S5 904
PSY 1000	General Psychology	3	S6 900
PSY 2001	Child Growth and Development	3	S6 903; ECE 912
PSY 2004	Social Psychology	3	S8 900
SOC 1000	Introduction To Sociology	3	S7 900
SOC 1002	Marriage and Family	3	S7 902
SOC 2001	Social Problems	3	S7 901

Total Credit Hours: 64

* Prerequisites: ENG 1001, ENG 1002, MTH 2001, MTH 2002, MTH 2003, CHM 1006, PHY 1001, PHY 2001, PHY 2002, FEN 2002, GEN 2002, GER 2002, LIT 2000, LIT 2001, LIT 2010, LIT 2011, LIT 2013, LIT 2021, SPN 2002, GEN 2001, ECN 2003, PSY 2001, and PSY 2004

+ Only grade of "C" or above will count toward meeting graduation requirement: ENG 1001, ENG 1002, and SPH 1001

Sixty (60) credit hours must have a "0" second digit "baccalaureate-oriented." Four (4) credit hours may be "2" occupationally oriented.

6/23/2022

Associate in General Studies

The Associate in General Studies Degree (AGS) requires completion of **60 credit hours** with a minimum cumulative GPA of 2.0 and is an individualized degree that meets the needs and interests of the student. This degree allows for the combination of both transfer and career courses. While not intended to be a transfer degree, the A.G.S. degree recognizes completion of two years of college.

General Education Requirements for A.G.S. Degree

The General Education requirements for this degree can be met by successful completion of the courses or subjects approved in the Additional Area of Concentration below.

Curriculum Area	Minimum Credit Hours	Minimum # of Courses
Communications	6	2
Computers	3	1
Health & Wellness	1	1
Humanities/Fine Arts*	1	1
Mathematics	3	1
Science	3	1
Social Sciences	3	1
Total	20	8

*All Humanities/Fine Arts courses listed for either the AA or AS degree will meet requirement.

Additional Area of Concentration

The student pursuing this degree will be required to take twelve (12) additional credit hours beyond the minimum of eight (8) courses in General Education. These twelve additional credit hours must be taken from one of the following curriculum areas and must be college level credit.

Curriculum Area	Prefix of Courses
Agriculture	AGR, HRT
Business	ACT, BFC, BUL, BUS, CSM, ECN, FIN, MGT, MKT
Communication	ENG (Communication Courses), JRN, SPH
Computers	CSC, CSD, CSI, CSM, CSN, CSO, CSP, CSS, CSW
English	ENG, LIT
Education	ECE, EDC
Fine Arts/Graphic Design	ART, GDT, MUP, MUS, THE
Foreign Languages	FEN, GER, ITL, SPN
Health & Wellness	ALH (except ALH-1002), DLA, DLH HPE, EMS, EMT, NUR, THM
Humanities	FLM, GEN, HFA, HIS-1000, HIS-1001, HIS-1006, HON, LIB, LIT, PHL, RED-1008, SFC
Industrial Technology	ATO, CAD, CNC, DFT, ELE, ELT, GNT, HVC, IMT, MET, RBA, WED, WLD, WND, WSP, WWT
Mathematics	BUS-1230, ECE-1205, ECN-2004, MTH
Science	BIO, CHM, GEG (except GEG-1003, GEG-1004), GEL, PHY, PSC, TAM
Social Science & Public Service	ALH-1002, ANT, CRJ, ECN (except ECN-2004), FST, GEG-1003, GEG-1004, HIS (except HIS-1000, HIS-1001), HOS, HSR, PSI, PSY, SOC, SWK

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IAI General Education Core Curriculum Credential

Illinois Valley Community College has agreements with several state and private universities to ensure ease to transfer of credits. Guidelines for completing the first two years of a college major along with listings of transfer course equivalencies are available in the Counseling Center. Also, information on course equivalencies is available at the following Web site: https://www.ivcc.edu/transferservices.

Most students who transfer complete an Associate of Arts or Associate of Science Degree. This degree ensures the transfer of courses to a college or university that participates in the statewide General Education Core Curriculum Credential (GECC). Upon transfer, students with the degree have met lower level general education requirements and attain junior class status. Since some college majors require certain general education courses, students should always consult with an IVCC counselor. Currently 110 Illinois college and universities are GECC/IAI participants. The Web site for GECC/IAI is: http://www.itransfer.org/. The Associate of Arts (AA) and Associate Science (AS) are degrees that incorporate the General Education Core Curriculum (GECC). Students transferring without the AA or AS degree, but desire to transfer with the completion of the GECC are to meet the requirements as listed below. GECC will be noted on transcripts that meet the requirements.

IAI General Education Core Curriculum Credential for Illinois Valley Community College

Communications: 3 courses

9 credit hours with a minimum grade of "C" is required.

			IAI Course
ENG 1001	English Composition I	3	C1 900
ENG 1002	English Composition II	3	C1 901R
SPH 1001	Fundamentals of Speech	3	C2 900

Mathematics: 1 or 2 courses

3 to 6 credit hours

			IAI Course
ECN 2004	Business Statistics	3	M1 902; BUS 901
MTH 1000	Math for Liberal Arts	3	M1 904
MTH 1006	Finite Mathematics	4	M1 906
MTH 1007	Calculus for Bus. & Soc. Sciences	4	M1900B
MTH 1008	General Elementary Statistics	3	M1 902
MTH 1010	Structure of Number Systems II	3	M1 903
MTH 2001	Calculus & Analytic Geometry I	5	M1 900-1;MTH901
MTH 2002	Calculus & Analytic Geometry II	4	M1 900-2;MTH902
MTH 2003	Calculus & Analytic Geometry III	4	M1 900-3;MTH903

Physical and Life Sciences: 2 courses

7-8 credit hours with one lab course; one course from Physical Science; one course from Life Science.

Physical Sciences: 1 course

			IAI Course
CHM 1000	Introduction To Chemistry	3	P1 902
CHM 1004	Chemistry	4	P1 902L
CHM 1006	General Chemistry I	5	P1 902L; CHM911
GEG 1001	Weather & Climate	4	P1 909L
GEG 1002	Physical Geography	4	P1 909L
GEG 1005	Introduction To Astronomy	4	P1 906L
GEL 1005	Natural Disasters	3	P1 908
GEL 1006	Introduction To Oceanography	3	P1 905
GEL 1007	Environmental Geology	4	P1 908L
GEL 1008	Physical Geology	4	P1 907L
GEL 1009	Historical Geology	4	P1 907L
PHY 1001	General Physics	5	P2 900L
PHY 2003	General Physics	5	P1 900L
PSC 1000	Intro To Physical Science	3	P9 900

Life Sciences: 1 course

			IAI Course
BIO 1000	The Global Environment	3	L1 905
BIO 1001	General Biology I	4	L1 900L
BIO 1003	Principles of Biology	4	L1 910L;BIO 910
BIO 1004	Biological Diversity	4	L1 910L;BIO 910

Humanities and Fine Arts: 3 courses

9 credit hours with one course selected from Humanities; one course selected from Fine Arts; one course from Humanities or Fine Arts. One course may be used for either Humanities or Fine Arts credit.

Humanities: 1 course

			IAI Course
FEN 2002	Intermediate French II	4	H1 900
GEN 2000	Women Through Culture and Centuries	3	H9 900
GEN 2002	Women in Literature	3	H3 911D
GER 2002	Intermediate German II	4	H1 900

			IAI Course					IAI Course
HIS 1000	History of Western Civilization I	3	H2 901		HIS 2000	United States History To 1865	3	S2 900
HIS 1001	History of Western Civilization II	3	H2 902		HIS 2001	United States History From 1865	3	S2 901
HIS 1006	African American History	3	H2909D		HIS 2006	History of Middle Eastern Civilization	3	S2 920N
LIT 2000	Survey of American Lit I	3	H3 914		HIS 2007	History & Civilization of China	3	S2 920N
LIT 2001	Major English Writers I	3	H3 912		HIS 2008	Modern Africa	3	S2 920N
LIT 2005	Children's Literature	3	H3 918		PSI 1000	American National Government	3	S5 900
LIT 2010	Survey of American Literature II	3	H3 915		PSI 1002	State and Local Government	3	S5 902
LIT 2011	Major English Writers II	3	H3 913		PSI 2000	International Relations	3	S5 904
LIT 2013	Fiction	3	H3 901		PSY 1000	General Psychology	3	S6 900
LIT 2021	Intro To Shakespeare I	3	H3 905		PSY 2001	Child Growth and Development	3	S6 903; ECE 912
PHL 1001	Introduction To Philosophy	3	H4 900		PSY 2004	Social Psychology	3	S8 900
PHL 1002	Ethics	3	H4 904		SOC 1000	Introduction To Sociology	3	S7 900
PHL 1003	Philosophy of Religion	3	H4 905		SOC 1002	Marriage and Family	3	S7 902
PHL 1005	Logic	3	H4 906		SOC 2001	Social Problems	3	S7 901
PHL 1013	Comparative Religions	3	H5 904N					
SPN 2002	Intermediate Spanish II	4	H1 900					

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Fine Arts: 1 course

			IAI Course
ART 1000	Art Survey	3	F2 901
ART 1010	Art Survey II	3	F2 902
FLM 2009	The Art of The Film	3	F2 902
MUS 1000	Music Appreciation	3	F1 901
THE 2002	Introduction To Theatre	3	F1 908

Humanities/Fine Arts

			IAI Course
FLM 2010	Film, Art & Literature	3	HF 900
GEN 2001	Women in Ancient Cultures	3	HF 907D

Social and Behavioral Sciences: 3 courses

9 credit hours which courses must be selected from at least two disciplines.

			IAI Course
ALH 1002	Human Growth & Development for Health Workers	3	S6902
ANT 1000	Introduction To Anthropology	3	S1 900N
ANT 1002	Cultural Anthropology	3	S1 901N
ECN 2002	Principles of Microeconomics	3	S3 902
ECN 2003	Principles of Macroeconomics	3	S3 901
ECN 2005	Global Economic Geography	3	S4 903N
GEG 1003	Cultural Geography	3	S4 900N
GEG 1004	World Regional Geography	3	S4 900N

Associate in Applied Science Degrees

Associate Degrees are usually 2-year programs (full-time) designed to prepare the student for employment. A specified number of general education classes in subject areas such as English and math are required, depending on the program. About 75 percent of the course work required for the A.A.S. is directly in the particular major or field of study, or very closely related to it. The remaining 25 percent of the course work is in General Education. Some IVCC degrees and certificates may lead to licensure and will be cross listed.

General Education for Associate in Applied Science

A minimum of 15 credits is required.

One course from each group of English, Math/Science, & Social Science is required. Check the Associate in Applied Science guidesheet for your major to see if specific courses from these groups are required. If additional AAS Gen Ed hours are required, they may be selected from any group below. Check with your Counselor or Program Coordinator to ensure proper course selection.

GROUP 1: ENGLISH 1 course

Check your AAS guidesheet to see if specific courses from this group are required.

			IAI Course
ENG 1001	English Composition I	3	C1 900
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0

GROUP 2: SOCIAL SCIENCE 1 course

Check your AAS guidesheet to see if specific courses from this group are required.

			IAI Course
AGR 1001	Introductory Agricultural Economics	3	0
ALH 1002	Human Growth & Development for Health Workers	3	S6902
ANT 1000	Introduction To Anthropology	3	S1 900N
ANT 1002	Cultural Anthropology	3	S1 901N
ECN 1202	Fundamentals of Economics	3	0
ECN 2002	Principles of Microeconomics	3	S3 902
ECN 2003	Principles of Macroeconomics	3	S3 901
ECN 2005	Global Economic Geography	3	S4 903N
GEG 1003	Cultural Geography	3	S4 900N
GEG 1004	World Regional Geography	3	S4 900N
HIS 2000	United States History To 1865	3	S2 900
HIS 2001	United States History From 1865	3	S2 901
HIS 2006	History of Middle Eastern Civilization	3	S2 920N
HIS 2007	History & Civilization of China	3	S2 920N
HIS 2008	Modern Africa	3	S2 920N
PSI 1000	American National Government	3	S5 900
PSI 1002	State and Local Government	3	S5 902
PSI 2000	International Relations	3	S5 904
PSY 1000	General Psychology	3	S6 900
PSY 2000	Personality	3	0
PSY 2001	Child Growth and Development	3	S6 903; ECE 912
PSY 2004	Social Psychology	3	S8 900
PSY 2005	Human Sexuality	3	0
PSY 2006	Abnormal Psychology	3	PSY 905
PSY 2200	Human Relations in The World of Work	3	0
SOC 1000	Introduction To Sociology	3	S7 900
SOC 1002	Marriage and Family	3	S7 902
SOC 2001	Social Problems	3	S7 901
SWK 1000	Introduction To Social Work	3	0

GROUP 3: MATH/SCIENCE 1 course

Check your AAS guidesheet to see if specific courses from this group are required.

			IAI Course
BIO 1000	The Global Environment	3	L1 905
BIO 1001	General Biology I	4	L1 900L
BIO 1002	General Biology II	4	0
BIO 1003	Principles of Biology	4	L1 910L;BIO 910
BIO 1004	Biological Diversity	4	L1 910L;BIO 910
BIO 1007	Anatomy & Physiology I	4	0
BIO 1008	Anatomy & Physiology II	4	0
BIO 1009	Microbiology	4	0
BUS 1230	Math for Business & Finance	3	0
CHM 1000	Introduction To Chemistry	3	P1 902
CHM 1004	Chemistry	4	P1 902L
CHM 1005	Survey of Organic & Biochemistry	4	0
CHM 1006	General Chemistry I	5	P1 902L; CHM911
CHM 1007	General Chemistry II	5	0
CHM 2002	Organic Chemistry	5	CHM 913
CHM 2003	Organic Chemistry II	5	CHM 914
CRJ 1001	Introduction To Forensic Science	3	0
ECE 1205	Mathematics for	3	0

			IAI Course
	Young Children		
ECN 2004	Business Statistics	3	M1 902; BUS 901
GEG 1001	Weather & Climate	4	P1 909L
GEG 1002	Physical Geography	4	P1 909L
GEG 1005	Introduction To Astronomy	4	P1 906L
GEL 1005	Natural Disasters	3	P1 908
GEL 1006	Introduction To Oceanography	3	P1 905
GEL 1007	Environmental Geology	4	P1 908L
GEL 1008	Physical Geology	4	P1 907L
GEL 1009	Historical Geology	4	P1 907L
MTH 1000	Math for Liberal Arts	3	M1 904
MTH 1003	College Algebra	3	0
MTH 1004	Trigonometry	3	0
MTH 1005	Precalculus	5	0
MTH 1006	Finite Mathematics	4	M1 906
MTH 1007	Calculus for Bus. & Soc. Sciences	4	M1900B
MTH 1008	General Elementary Statistics	3	M1 902
MTH 1009	Structure of Number Systems I	3	0
MTH 1010	Structure of Number Systems II	3	M1 903
MTH 1206	Technical Mathematics I	3	0
MTH 2001	Calculus & Analytic Geometry I	5	M1 900-1;MTH901
MTH 2002	Calculus & Analytic Geometry II	4	M1 900-2;MTH902
MTH 2003	Calculus & Analytic Geometry III	4	M1 900-3;MTH903
PHY 1001	General Physics	5	P2 900L
PHY 2001	General Physics	4	0
PHY 2002	General Physics	4	0
PHY 2003	General Physics	5	P1 900L
PHY 2004	General Physics	5	0
PSC 1000	Intro To Physical Science	3	P9 900

GROUP 4: Additional Communications, Social Science, Math, Science, Humanities, Fine Arts, Career/Wellness

Can include any course from Group 1, 2, or 3 from above or the list below.

Humanities/Fine Arts

			IAI Course
ART 1010	Art Survey II	3	F2 902
ART 1000	Art Survey	3	F2 901
CSC 2203	Computer Ethics	3	0
FEN 1001	Elementary French I	4	0
FEN 1002	Elementary French II	4	0
FEN 2001	Intermediate French I	4	0
FEN 2002	Intermediate French II	4	H1 900

			IAI Course
FEN 2003	Composition & Conversation	3	0
FLM 2009	The Art of The Film	3	F2 902
FLM 2010	Film, Art & Literature	3	HF 900
GEN 2000	Women Through Culture and Centuries	3	H9 900
GEN 2001	Women in Ancient Cultures	3	HF 907D
GEN 2002	Women in Literature	3	H3 911D
GER 1001	Elementary German I	4	0
GER 1002	Elementary German II	4	0
GER 2001	Intermediate German I	4	0
GER 2002	Intermediate German II	4	H1 900
GER 2003	Composition & Conversation	3	0
HIS 1000	History of Western Civilization I	3	H2 901
HIS 1001	History of Western Civilization II	3	H2 902
HIS 1006	African American History	3	H2909D
LIT 2000	Survey of American Lit I	3	H3 914
LIT 2001	Major English Writers I	3	H3 912
LIT 2005	Children's Literature	3	H3 918
LIT 2010	Survey of American Literature II	3	H3 915
LIT 2011	Major English Writers II	3	H3 913
LIT 2013	Fiction	3	H3 901
LIT 2021	Intro To Shakespeare I	3	H3 905
MUS 1000	Music Appreciation	3	F1 901
PHL 1001	Introduction To Philosophy	3	H4 900
PHL 1002	Ethics	3	H4 904
PHL 1003	Philosophy of Religion	3	H4 905
PHL 1005	Logic	3	H4 906
PHL 1013	Comparative Religions	3	H5 904N
SPN 1001	Elementary Spanish I	4	0
SPN 1002	Elementary Spanish II	4	0
SPN 2001	Intermediate Spanish I	4	0
SPN 2002	Intermediate Spanish II	4	H1 900
SPN 2003	Composition and Grammar	3	0
SPN 2004	Survey of Spanish Literature	3	0
THE 2002	Introduction To Theatre	3	F1 908

Career/Wellness

			IAI Course
ALH 1000	Introduction To Nutrition	3	0
ALH 1030	Yoga	2	0
ALH 1031	T'ai Chi	2	0
ALH 1221	Industrial First Aid	1	0
ATO 1270	Service Management	1	0
CSI 1002	Intro To Business Computer Systems	3	0
CSP 1203	Microsoft Office	3	0

			IAI Course
	Professional I		
CSP 1210	Basic Computer Skills for The Workplace	1	0
ECE 1005	Health, Safety and Nutrition	3	0
ELE 1220	Electrical Safety	1	0
EMS 2200	Emergency Medical Responder	4	0
EMS 2201	Emergency Medical Technician - Basic	8	0
GNT 1208	Industrial Safety	1	0
GNT 1220	Intro Manufacturing & OSHA 10-hr Safety	4	0
HPE 1000	Wellness	1	0
HPE 1001	Wellness Lab	1	0
HPE 1003	Personal and Community Health	2	0
HPE 1004	First Aid	2	0
HPE 1020	Physical Fitness I	1	0
HPE 1021	Physical Fitness II	1	0
SDT 1201	Career Exploration	1	0
SDT 1203	Job Seeking Skills	1	0

Additional Communications Courses

			IAI Course
ENG 1002	English Composition II	3	C1 901R
ENG 1003	Creative Writing	3	0
ENG 2000	Technical & Business Writing	3	0
SPH 1001	Fundamentals of Speech	3	C2 900
SPH 1003	Intercultural Communication	3	MC 904
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0

2/7/2022

Accounting Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
BUS 1010	Introduction To Business	3	0
BUS 1201	Let's Talk Business	2	0
BUS 1230	Math for Business & Finance	3	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0

Spring semester, first year

			IAI Course
ACT 1010	Financial Accounting	3	BUS 903
ACT 1240	Payroll Accounting	2	0
ACT 1280	QuickBooks-Pro Accounting	3	0
ECN 1202	Fundamentals of Economics	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		
ENG 1001	English Composition I	3	C1 900
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0
	Or		
SPH 1001	Fundamentals of Speech	3	C2 900

Subtotal: 31

Fall semester, second year

			IAI Course
ACT 1020	Managerial Accounting	3	BUS 904
ACT 2200	Tax Accounting	3	0
ACT 2221	Intermediate Accounting I	3	0
BUL 2000	The Legal Environment of Business		
MGT 2010	Principles of Management AAS General Education Course	3	0

Spring semester, second year

			IAI Course
ACT 2222	Intermediate Accounting II	3	0
ACT 2230	Certified Bookkeeper Review	2	0
CSS 2200	Advanced Excel	1	0
FIN 1200	Principles of Finance AAS General Education Course AAS General Education Course	3	0

Subtotal: 29

Total Credit Hours: 60

ACT 1210, BUS 1010 & BUS 1201 should be taken together as a learning community.

*Alternate options:

- for BUS 1201 (is preferred): CSP 2204, CSD 1210, CSN 1200

- for BUS 1230 (is preferred): ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

- for ECN 1202 (is preferred): ECN 2002 or ECN 2003

**ACT 1210, ACT 1010, & ACT 1020 are offered every semester. The other ACT courses are only offered in the semester that they are listed above.

ENG 1205 is preferred unless transferring.

Students should plan to take ACT 2221 the semester following ACT 1010. ACT 1020 does not need to be taken immediately after ACT 1010. Students are strongly encouraged to complete the required courses in the order they are listed above. Some advanced accounting courses may only be available at night or in specific semesters.

For additional information please consult any counselor at (815) 224-0360 or program coordinator amber_fox@ivcc.edu, (815) 224-0348.

3/15/2022

Agricultural Business Management Associate in Applied Science

What Follows is the Program Outline.

This program has articulation agreements with Iowa State University, Illinois State University, & Southern Illinois University-Carbondale**, but is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
AGR 1000	Introduction To Field Crop Science	4	AG 903
AGR 1002	Intro Agriculture Mechanics	3	AG 906
AGR 1200	Introduction To Agricultural Business Management	3	0
AGR 1202	Intro To Agricultural Industry	2	0
MTH 1206	Technical Mathematics I	3	0

Spring semester, first year

			IAI Course
AGR 1001	Introductory Agricultural Economics	3	0
AGR 1206	Intro To Precision Agriculture	4	0
AGR 1215	Agricultural Marketing	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech Or	3	0
ENG 1001	English Composition I	3	C1 900
	AAS General Education Course		

Subtotal: 31

Fall semester, second year

			IAI Course
AGR 1005	Introductory Soil Science	4	AG 904
AGR 1207	Agricultural Credit & Finance	3	0
AGR 1208	Advanced Agricultural Business Management	3	0

			IAI Course
AGR 1212	Agriculture Sales	3	0
SPH 1204	Oral Communication Skills for Business, Industry & Technology Or	3	0
SPH 1001	Fundamentals of Speech	3	C2 900

Spring semester, second year

			IAI Course
AGR 1004	Microcomputer Applications in Agri	3	AG 913
AGR 1213	Agricultural Internship	3	0
AGR 1214	Agricultural Internship Seminar	1	0
	Agricultural Elective		
	Agricultural Elective		

Subtotal: 29

Total Credit Hours: 60

Agriculture Elective: Any course from the following prefixes: AGR, ACT, BUL, BUS, ELE, IMT, MET, WLD.

*Alternate options for MTH 1206 (MTH 1206 is preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205: Preferred unless transferring.

**Articulation Agreements:
Iowa State -
https://www.admissions.iastate.edu/transfer/pdf/transfer_plans/3252.pdf
https://www.admissions.iastate.edu/transfer/pdf/transfer_plans/3253.pdf
Illinois State
- https://registrar.illinoisstate.edu/downloads/articulation-agreements/IVCC-Agribusiness.pdf
https://registrar.illinoisstate.edu/downloads/articulation-agreements/IVCC-AgronomyManagement.pdf
Southern Illinois -
https://articulation.siu.edu/articulation-agreements/illinois-valley-community-college/index.php

For additional information, please consult any counselor at (815) 224-0360 or program coordinator willard_mott@ivcc.edu, (815) 224-0413.

3/17/2022

Agronomy Associate in Applied Science

What Follows is the Program Outline.

This program has articulation agreements with Iowa State University, Illinois State University, & Southern Illinois University-Carbondale**, but is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
AGR 1000	Introduction To Field Crop Science	4	AG 903
AGR 1002	Intro Agriculture Mechanics	3	AG 906
AGR 1200	Introduction To Agricultural Business Management	3	0
AGR 1202	Intro To Agricultural Industry	2	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech Or	3	0
ENG 1001	English Composition I	3	C1 900

Spring semester, first year

			IAI Course
AGR 1001	Introductory Agricultural Economics	3	0
AGR 1206	Intro To Precision Agriculture	4	0
AGR 1217	Soil Fertility and Fertilizers	3	0
MTH 1206	Technical Mathematics I	3	0
SPH 1204	Oral Communication Skills for Business, Industry & Technology Or	3	0
SPH 1001	Fundamentals of Speech	3	C2 900

Subtotal: 31

Fall semester, second year

			IAI Course
AGR 1005	Introductory Soil Science	4	AG 904
AGR 1209	Crop Production and Management	3	0
AGR 1212	Agriculture Sales	3	0

			IAI Course
AGR 1218	Crop Pest Management AAS General Education Course	3	0

Spring semester, second year

			IAI Course
AGR 1004	Microcomputer Applications in Agri	3	AG 913
AGR 1213	Agricultural Internship	3	0
AGR 1214	Agricultural Internship Seminar Agricultural Elective Agricultural Elective	1	0

Subtotal: 29

Total Credit Hours: 60

Agriculture Elective: Any course from the following prefixes: AGR, ACT, BUL, BUS, ELE, IMT, MET, WLD.

*Alternate options for MTH 1206 (MTH 1206 is preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205: Preferred unless transferring.

**Articulation Agreements:

Iowa State -
https://www.admissions.iastate.edu/transfer/pdf/transfer_plans/3252.pdf
https://www.admissions.iastate.edu/transfer/pdf/transfer_plans/3253.pdf

Illinois State
- https://registrar.illinoisstate.edu/downloads/articulation-agreements/IVCC-Agribusiness.pdf
https://registrar.illinoisstate.edu/downloads/articulation-agreements/IVCC-AgronomyManagement.pdf

Southern Illinois -
https://articulation.siu.edu/articulation-agreements/illinois-valley-community-college/index.php

For additional information, contact any counselor at (815) 224-0360 or program coordinator willard_mott@ivcc.edu, (815) 224-0413.

3/17/2022

Automotive Technology Associate in Applied Science

What Follows is the Program Outline.

This program has articulation agreements with Iowa State University, Illinois State University, & Southern Illinois University-Carbondale^, but is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
ATO 1210	Basic Gas Engines	5	0
ATO 1220	Basic Automotive Electricity	3	0
ATO 2200	Brake Systems	5	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech Or	3	0
ENG 1001	English Composition I	3	C1 900

Spring semester, first year

			IAI Course
ATO 1240	Power Trans & Manual Trans	3.5	0
ATO 1250	Engine Performance	3	0
ATO 1260	Steering and Suspension Systems	4.5	0
ATO 1270	Service Management	1	0
	AAS General Education Course		
	AAS General Education Course		

Summer semester, first year

			IAI Course
ATO 2250	Heating and Air Conditioning	3	0

Subtotal: 36

Fall semester, second year

			IAI Course
ATO 2210	Adv Engine Performance & Drivability	5	0
ATO 2220	Fuel Systems & Emission Controls	4.5	0
ATO 2230	Automatic Transmissions	4.5	0
MTH 1206	Technical Mathematics I	3	0

Spring semester, second year

			IAI Course
ATO 2240	Automotive Accessories	3	0
ATO 2260	Advanced Drivelines	3	0
ATO 2270	Automotive Service	4	0
ATO 2280	Computerized Engine Controls	3	0
ATO 2290	Automotive Certification	1	0
	AAS General Education Social Science Course		

Subtotal: 34

Total Credit Hours: 70

*Alternate options for MTH 1206 (MTH 1206 is preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205: Preferred unless transferring.

Tool list

For additional information please consult any counselor at (815) 224-0360 or art_koudelka@ivcc.edu, (815) 224-0220.

3/10/2022

Business Administration Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
BUS 1010	Introduction To Business	3	0
BUS 1201	Let's Talk Business	2	0
BUS 1230	Math for Business & Finance	3	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0

Spring semester, first year

			IAI Course
ACT 1010	Financial Accounting	3	BUS 903
CSP 2203	Microsoft Office Professional II	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		
ENG 1001	English Composition I	3	C1 900
MKT 1210	Principles of Marketing	3	0
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0
	Or		
SPH 1001	Fundamentals of Speech	3	C2 900

Subtotal: 29

Fall semester, second year

			IAI Course
ACT 1020	Managerial Accounting	3	BUS 904
BUL 2000	The Legal Environment of Business	3	0
MGT 1230	Owning and Operating a Small Business	3	0
MGT 2010	Principles of Management	3	0
	AAS General Education Course		
	AAS General Education Course		

Spring semester, second year

			IAI Course
BUS 2210	Business Internship	3	0
ECN 1202	Fundamentals of Economics	3	0
FIN 1200	Principles of Finance	3	0
MGT 2220	Principles of Supervision	3	0
	Supporting Elective		

Subtotal: 31

Total Credit Hours: 60

ACT 1210, BUS 1010 & BUS 1201 should be taken together as a learning community.

*Alternate options:

- for BUS 1201 (is preferred): CSP 2204, CSD 1210, CSN 1200

- for BUS 1230 (is preferred): ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

- for ECN 1202 (is preferred): ECN 2002 or ECN 2003

ENG 1205: Preferred unless transferring.

**Supporting elective: Choose a course with one of the following prefixes: ACT, BUS, CSC, CSD, CSG, CSI, CSN, CSO, CSP, CSS, CSW, ECN, FIN, LDS, MGT, MKT

For additional information please consult any counselor at (815) 224-0360 or bob_reese@ivcc.edu, (815) 224-0354.

3/15/2022

Computer Aided Engineering and Design Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
CAD 1200	Computer Aided Draft I AutoCAD	3	0
DFT 1200	Basic Drafting	3	0
ELT 1000	Introduction To Electronics	3	0
MET 1202	Manufacturing Materials & Processes I	4	IND 913
MTH 1206	Technical Mathematics I	3	0

Spring semester, first year

			IAI Course
CAD 1201	Comp Aided Draft II, Using AutoCAD	3	0
CAD 1203	Electronics Drafting	2	0
CAD 1206	Descriptive Geometry and Development Drawings.	3	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0
	AAS General Education Social Science Course		

Summer semester, first year

			IAI Course
CAD 2206	Design Technician Internship	3	0

Subtotal: 33

Fall semester, second year

			IAI Course
CAD 1202	Civil Applications of CAD	3	0
CAD 2200	Computer Aided Design I	3	0
CAD 2202	Architectural CAD	3	0
CAD 2203	Engineering Design Concepts	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		

			IAI Course
ENG 1001	English Composition I	3	C1 900

Spring semester, second year

			IAI Course
CAD 2201	Computer Aided Design II	3	0
CAD 2204	Geometric Dimensioning & Tolerancing	3	0
CAD 2208	Design Projects	4	0
	AAS General Education Course		

Subtotal: 28

Total Credit Hours: 61

Students that do not have credit in high school algebra or equivalent math background should enroll in MTH 1206 their first semester, depending on college placement exam results.

Students are strongly encouraged to complete the required courses in the order they are listed above.

*Alternate options for MTH 1206 (MTH 1206 is preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205: Preferred unless transferring.

For additional information please consult any counselor at (815) 224-0360 or dorene_data@ivcc.edu, (815) 224-0221.

3/10/2022

Computer Network Administration Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
CSC 1200	Orientation to IT Professions	1	0
CSP 1203	Microsoft Office Professional I Or	3	0
CSI 1002	Intro To Business Computer Systems	3	0
CSP 2200	CompTIA A+	4	0
CSP 2201	Help Desk/User Support	2	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech AAS General Education Course	3	0

Spring semester, first year

			IAI Course
CSN 1225	Core Networking Technologies	3	0
CSN 1230	Network Administration I	3	0
CSO 2200	UNIX Operating System	3	0
CSC 1201	Managing Information Security	3	0
SDT 1203	Job Seeking Skills	1	0
MTH 1206	Technical Mathematics I	3	0

Subtotal: 31

Fall semester, second year

			IAI Course
CSC 2202	Cybersecurity Scripting	3	0
CSC 2203	Computer Ethics	3	0
CSC 2204	Security+	3	0
CSD 1210	Comprehensive Access	3	0
CSN 1231	Network Administration II	3	0

Spring semester, second year

			IAI Course
CSN 2250	Specialty Servers	2	0
CSN 2260	Network Routing	3	0
CSN 2210	Wireless Networks	3	0
CSN 2222	Computer Networking Internship AAS General Education Social Science Course	3	0

Subtotal: 29

Total Credit Hours: 60

Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

*Alternate options:

- for CSC 2202: CSI 1011

- for MTH 1206 (preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205 and MTH 1206: Preferred unless transferring.

For additional information please consult any counselor at (815) 224-0360 or program coordinator garrick_whitehead@ivcc.edu, (815) 224-0329.

3/10/2022

Criminal Justice Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
CRJ 1000	Introduction To Criminal Justice	3	CRJ 901
CRJ 1210	Policing in America	3	0
CRJ 1001	Introduction To Forensic Science	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech Or	3	0
ENG 1001	English Composition I CRJ Elective* or AAS General Education course	3	C1 900

Spring semester, first year

			IAI Course
CRJ 1070	Corrections in America	3	CRJ 911
CRJ 2020	Criminal Law	3	0
CRJ 2040	Criminology	3	CRJ 912
SOC 1000	Introduction To Sociology AAS General Education Course	3	S7 900

Subtotal: 30

Fall semester, second year

			IAI Course
CRJ 1030	Juvenile Delinquency	3	CRJ 914
CRJ 2010	Criminal Investigation	3	0
	Or		
CRJ 1250	Seminar: Drugs Across America	3	0
CRJ 2030	Evidence and Criminal Procedures CRJ Elective* or AAS General Education course CRJ Elective* or AAS General Education course	3	0

Spring semester, second year

			IAI Course
CRJ 2050	Issues in Criminal Justice	3	0
CRJ 2250	Ethics in Criminal Justice	3	0
CRJ 2260	Police Community Relations CRJ Elective* or AAS General Education course AAS General Education Course	3	0

Subtotal: 30

Total Credit Hours: 60

CRJ Electives: CRJ 2010, CRJ 1250, CRJ 2280

Note: If CRJ 1250 is completed, it cannot also be used as an elective.

ENG 1205: Preferred unless transferring.

With the exception of CRJ 1000, all CRJ classes are only offered in the semester they are listed.

For additional information please consult any counselor at (815) 224-0360 or jon_hubbell@ivcc.edu, (815) 224-0491.

3/16/2022

Cybersecurity Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
CSC 1200	Orientation to IT Professions	1	0
CSC 1203	Intro To Cybersecurity	2	0
CSP 2200	CompTIA A+	4	0
CSP 2201	Help Desk/User Support	2	0
CSP 1203	Microsoft Office Professional I Or	3	0
CSI 1002	Intro To Business Computer Systems	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0

Spring semester, first year

			IAI Course
CSN 1225	Core Networking Technologies	3	0
CSN 1230	Network Administration I	3	0
CSO 2200	UNIX Operating System	3	0
CSC 1201	Managing Information Security	3	0
SDT 1203	Job Seeking Skills	1	0
MTH 1206	Technical Mathematics I	3	0

Subtotal: 31

Fall semester, second year

			IAI Course
CSC 2201	Ethical Hacking I	3	0
CSC 2202	Cybersecurity Scripting	3	0
CSC 2203	Computer Ethics	3	0
CSC 2204	Security+	3	0
CSC 2222	Cybersecurity Internship Or	3	0
CSC 2223	Cybersecurity Capstone	3	0

Spring semester, second year

			IAI Course
CSC 2200	Digital Forensics	3	0
CSC 2205	Ethical Hacking II	3	0
CSC 2206	CySA+	3	0
	AAS General Education Course		
	AAS General Education Social Science Course		

Subtotal: 29

Total Credit Hours: 60

*Alternate options for MTH 1206 (MTH 1206 is preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

CSC 2222: ****The internship is preferred, but the capstone can be done with consent of the program coordinator.

ENG 1205: Preferred unless transferring.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

For additional information please consult any counselor at (815) 224-0360 or Nancy_McDonnell@ivcc.edu (815) 224-0534.

3/10/2022

Dental Assisting Associate in Applied Science

What Follows is the Program Outline

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Requirements

Requirements: Choose courses to include one English; one Social Science; and one Math or Science. The remaining hours can be compromised of any course approved in the General Education Package. Foundational science courses are encouraged.

	IAI Course
AAS General Education English Course	
AAS General Education Math or Science Course	
AAS General Education Social Science Course	
AAS General Education Course	
AAS General Education Course	
AAS General Education Course	

Fall Semester

			IAI Course
DLA 1200	Dental Science I	1	0
DLA 1201	Dental Materials & Lab Procedures	4	0
DLA 1203	Chairside Assisting I	4	0
DLA 1204	Dental Radiography I	2	0
DLA 1205	Preventative Dentistry I	1.5	0
DLA 1206	Communication in Healthcare	1	0
DLA 1209	Infection Control Practices	1.5	0
DLA 1210	Dental Science II	1	0
DLA 1216	Dental Administrative Assistant	1	0
DLA 1226	Dental Software	2	0
DLA 1229	Medical Emergencies in The Dental Office	1	0

Spring Semester

			IAI Course
DLA 1202	Supervised Dental Assisting Practice	1.5	0
DLA 1208	Preventative II- Coronal Scaling	2	0
DLA 2200	Body Systems	1	0
DLA 2201	Dental Materials & Lab Procedures II	2	0
DLA 2203	Chairside Assisting II	3	0
DLA 2204	Dental Radiography II	2	0
DLA 2205	Expanded Functions I	1.5	0
DLA 2210	Pharmacology	0.5	0
DLA 2220	Oral Pathology	0.5	0

Summer Semester

			IAI Course
DLA 2202	Clinical Practice	5	0
DLA 2208	Expanded Functions II - Restorative Func	2	0

Total Credit Hours: 60

For additional information please consult any counselor at (815) 224-0360 or heather_seghi@ivcc.edu, (815) 224-0359.

Pending IBHE in June 2022

4/5/2022

Early Childhood Education Associate in Applied Science

Illinois Gateways ECE Level 4 Credential

What Follows is the Program Outline.

This program is designed for students interested in working with children birth – age 8 (grade 2). The AAS degree (ECE Level 4 Credential) transfers, in full, to all public and some private universities in Illinois. Students wishing to transfer with the AAS in ECE should work with a Counselor or the Program Coordinator to create a personal course plan for your timeframe and transfer university. Program requirements vary from university to university and it is recommended students work with a Counselor or the Program Coordinator to choose AAS Gen Ed courses.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
ECE 1000	Introduction To Early Childhood Education.	3	0
ECE 1027	Child, Family, School & Community	3	ECE 915
ECE 1202	Foundations & Trends for Infant/Toddler/Two Care & Education	3	0
ECE 1203	Creative Activities	3	0
PSY 2001	Child Growth and Development	3	S6 903; ECE 912

Spring semester, first year

			IAI Course
ECE 1005	Health, Safety and Nutrition	3	0
ECE 1204	Developmentally Appropriate Practices For Infants, Toddlers, and Two's	3	0
ECE 2005	The Exceptional Learner	3	ECE 913
ECE 2202	Curriculum Programming	3	0
EDC 1203	Educational Technology	3	0

Summer semester, first year

			IAI Course
ENG 1001	English Composition I	3	C1 900

Subtotal: 33

Fall semester, second year

			IAI Course
ECE 1201	Child Guidance/Child Study	3	0
ECE 1205	Mathematics for Young Children Or IAI General Education Math	3	0
ECE 2207	Observation and Assessment	3	0
ECE 2208	Language Development AAS General Education Course	3	0

Spring semester, second year

			IAI Course
ECE 2203	Supervision and Administration	4	0
ECE 2206	E-Portfolio	1	0
ECE 2219	Practicum/Student Teaching AAS General Education Course	5	0

Subtotal: 27

Total Credit Hours: 60

Upon enrollment to ECE 1000, ECE 1202, ECE 1204, and ECE 2005, students are required to:

- Complete the Illinois State Police (ISP) and Federal Bureau of Investigations (FBI) Background Checks. Students must purchase the "Observation Binder" from the IVCC Bookstore which includes the fee and the forms for a <u>one-time</u> background check.

Students must be petitioned into ECE-2219 by the ECE Program Coordinator in the semester prior to enrollment and have a cumulative 2.5 GPA along with C's or better in all coursework.

Students will be held accountable to the IVCC Education Candidate Disposition Policy found in the Observation Binder.

For additional information please consult any counselor at (815) 224-0360 or tammy_landgraf@ivcc.edu, (815) 224-0477.

Electronics and Electricians Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
ALH 1221	Industrial First Aid	1	0
	Or		
HPE 1004	First Aid	2	0
	Or		
EMS 2200	Emergency Medical Responder	4	0
ELT 1204	Fundamentals of Electronics: Dc/Ac Theory and Circuit Analysis	5	0
ELT 2205	Prototype Design and Fabrication	2	0
ELT 2207	Instruments & Measurements	1	0
GNT 1208	Industrial Safety	1	0
IMT 1200	Equipment Maintenance	3	0
MTH 1206	Technical Mathematics I	3	0

Spring semester, first year

			IAI Course
CAD 1200	Computer Aided Draft I AutoCAD	3	0
CSN 1225	Core Networking Technologies	3	0
ELE 1206	Electrical Wiring	2	0
ELT 2204	Digital/Micro: Principles & Applications	5	0
IMT 1220	Rigging Systems	3	0

Subtotal: 32

Fall semester, second year

			IAI Course
ELE 1202	Motors and Controls I	2.5	0
ELE 1204	Programmable Logic Controllers I	3	0
ELT 1200	Beginning Industrial Electronics	2.5	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		

			IAI Course
ENG 1001	English Composition I AAS General Education Course	3	C1 900

Spring semester, second year

			IAI Course
ELE 1203	Motors and Controls II	2.5	0
ELE 1205	Programmable Logic Controllers II	3	0
ELT 1203	Industrial Instrumentation	2.5	0
ELT 2254	Electrical Capstone	3	0
	Or		
ELT 2209	Electronics Tech Internship AAS General Education Social Science Course AAS General Education Course	3	0

Subtotal: 29

Total Credit Hours: 61

Students are strongly encouraged to complete the required courses in the order they are listed above. Students should see a Counselor to determine the appropriate Math course for transfer to a four-year college/university. Some advanced classes may be available only at night. ELE 1200 & ELE 1201 can be substituted for ELT 1204, ELT 2205, & ELT 2207.

*Alternate options for MTH 1206 (preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205: Preferred unless transferring.

For additional information please consult any counselor at (815) 224-0360 or charles_raimondi@ivcc.edu, (815) 224-0453.

3/10/2022

Engineering Technology Associate in Applied Science

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

This degree allows for cross-training between multiple career and technical disciplines. Students must complete a minimum of 60 credit hours to include a minimum of 45 technical credit hours and 15 general education credit hours.

Requirements

STEP 1: Complete 45 credit hours of technical content from the concentrations listed below. 12 credit hours of the total 45 must be completed in one concentration.

- **Automotive (ATO)**

- **Computer Aided Design/Drafting (CAD, DFT)**

- **Computer Numerical Cont/Ind Maintenance/Manufacturing (CNC, IMT, MET)**

- **Electronics/Electricity/Robotics/Wind/Computer Networking (ELE, ELT, RBA, WND)**

- **General Technology (GNT**)

- **Heating/Ventilation/Air Conditioning (HVC**)

- **Welding (WED, WLD, WSP)**

STEP 2: Complete the general education requirement (15 credit hours minimum)

			IAI Course
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		
ENG 1001	English Composition I	3	C1 900
MTH 1206	Technical Mathematics I	3	0
	AAS General Education Social Science Course		
	AAS General Education Course		
	AAS General Education Course		

Total Credit Hours: 60

*Alternate options for MTH 1206 (preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205 is preferred unless transferring.

Contact a counselor for details at (815) 224-0360 or steve_gibson@ivcc.edu, (815) 224-0255.

3/10/2022

Manufacturing Technology Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
GNT 1208	Industrial Safety	1	0
GNT 1209	Blueprint Reading	3	0
IMT 1200	Equipment Maintenance	3	0
MET 1202	Manufacturing Materials & Processes I	4	IND 913
MTH 1206	Technical Mathematics I	3	0

Spring semester, first year

			IAI Course
CNC 1200	Fundamentals of CNC Operations	3	0
MET 1200	Inspection, Measurement & Quality	3	0
MET 1203	Manufacturing Materials & Processes II	3	IND 913
SPH 1204	Oral Communication Skills for Business, Industry & Technology Or	3	0
SPH 1001	Fundamentals of Speech AAS General Education Social Science Course	3	C2 900

AAS General Education Social Science course: Economics preferred.

Summer semester, first year

			IAI Course
MET 2206	Manufacturing Tech Internship Supporting Elective	3	0

Subtotal: 34

Fall semester, second year

			IAI Course
ELE 1200	Basic Industrial Electricity I	4	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech Or	3	0
ENG 1001	English Composition I	3	C1 900
MET 1204	Tooling Processes I	3	0
MET 2201	Statistical Quality Control Techniques Supporting Elective	3	IND 914

Spring semester, second year

			IAI Course
IMT 1205	Industrial Hydraulics	3	0
IMT 1206	Industrial Pneumatics	2	0
MET 1205	Tooling Processes II AAS General Education Course	3	0

Subtotal: 26

Total Credit Hours: 60

*Supporting Electives: CAD 2201, CNC 1202, ELE 1201, ELE 1206, IMT 1220, WLD 1200

**Alternate options:

- for MTH 1206 (MTH 1206 is preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

- for GNT 1209: DFT 1200 or CAD 1200

MET 1200 is offered Spring odd years only. MET 2201 is offered Fall even years only.

ENG 1205: Preferred unless transferring.

Students are strongly encouraged to complete the required courses in the order they are listed above. Some courses will only be available evenings.

For additional information please consult any counselor at (815) 224-0360, or tim_bias@ivcc.edu, (815) 224-0261.

3/10/2022

Marketing Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
	Or		
ACT 1010	Financial Accounting	3	BUS 903
BUS 1010	Introduction To Business	3	0
BUS 1201	Let's Talk Business	2	0
BUS 1230	Math for Business & Finance	3	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0

Spring semester, first year

			IAI Course
CSP 2203	Microsoft Office Professional II	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		
ENG 1001	English Composition I	3	C1 900
MKT 1210	Principles of Marketing	3	0
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0
	Or		
SPH 1001	Fundamentals of Speech	3	C2 900
	AAS General Education Course		

Subtotal: 29

Fall semester, second year

			IAI Course
BUL 2000	The Legal Environment of Business	3	0
MGT 2010	Principles of Management	3	0
MKT 2210	Principles of Advertising	3	0
	Supporting Elective		
	AAS General Education Course		

Spring semester, second year

			IAI Course
BUS 2210	Business Internship	3	0
ECN 1202	Fundamentals of Economics	3	0
MGT 2220	Principles of Supervision	3	0
MKT 1220	Sales/Retailing	3	0
	Supporting Elective		

Subtotal: 31

Total Credit Hours: 60

^ACT 1210, BUS 1010, & BUS 1201 should be taken together as a learning community.

Students are strongly encouraged to complete the required courses in the order they are listed above. Some advanced courses may only be available at night or in specific semesters.

*Alternate options:

- for BUS 1201 (preferred unless transferring): CSP 2204, CSD 1210, CSN 1200

- for BUS 1230 (preferred unless transferring): ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

- for ECN 1202 (preferred unless transferring): ECN 2002 or ECN 2003

**Supporting elective:

Choose a course with one of the following prefixes: ACT, BUS, CSC, CSD, CSG, CSI, CSN, CSO, CSP, CSS, CSW, ECN, FIN, LDS, MGT, MKT

ENG 1205: Preferred unless transferring.

For additional information please consult any counselor at (815) 224-0360, or bob_reese@ivcc.edu, (815) 224-0354.

3/15/2022

Medical Lab Technology (Cooperative*) Associate in Applied Science

Spring

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Summer semester prior to fall start

			IAI Course
BIO 1200	Human Body Structure & Function	3	0
			Subtotal: 3

Fall semester, first year

			IAI Course
BIO 1003	Principles of Biology	4	L1 910L;BIO 910
CHM 1006	General Chemistry I	5	P1 902L; CHM911
MEDT 1014	Medical Laboratory Skills		
MEDT 1104	Urinalysis and Immunology		

Spring semester, first year

			IAI Course
CHM 1007	General Chemistry II	5	0
ENG 1001	English Composition I	3	C1 900
MEDT 1124	Hematology & Coagulation		
MEDT 1224	Blood Bank		

Summer semester, first year

			IAI Course
BIO 1009	Microbiology	4	0
PSY 1000	General Psychology	3	S6 900
			Subtotal: 40

Fall semester, second year

			IAI Course
ENG 1002	English Composition II	3	C1 901R
MEDT 2044	Clinical Microbiology		
MEDT 2214	Clinical Chemistry		

semester, second year

			IAI Course
MEDT 2316	Clinical Practicum I		
MEDT 2326	Clinical Practicum II		
MEDT 2462	Medical Laboratory Technology Seminar		
			Subtotal: 25

Total Credit Hours: 68

All MEDT courses are available online through Kankakee Community College: http://kcc.smartcatalogiq.com/2020-21/Academic-Catalog/ Programs-of-Study-by-Area/Health-Careers/Medical-Laboratory-Technology-AAS/Copy-of-Medical-Laboratory-Technology-AAS *Each Med Lab course requires a full day of attendance every other week at the Kankakee Community College Campus.*

Students in the past who have a 2.5 minimum cumulative GPA and completed BIO 1003 or BIO 1200 and CHM 1006 have had a very good chance for admission. Students must either test out of or take MTH 0910 for admission to the program. Kankakee Community College may request a copy of test scores or ACT (22) or SAT (530) for admission. Test scores expire after 2 years. A mandatory orientation at KCC and an A2 Hesi exam are required. All BIO & MEDT courses must be completed with a "C" or better.

*Cooperative program between IVCC & Kankakee Community College. For additional information please consult any counselor at (815) 224-0360 or for more information about this program contact Lamanda Baade at (815) 802-8837 or lbaade@kcc.edu.

2/28/2022

Nursing (RN) Associate in Applied Science

Subtotal: 31

Total Credit Hours: 71

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

This is a limited admission program.

Fall semester, first year

			IAI Course
ALH 1002	Human Growth & Development for Health Workers	3	S6902
BIO 1007	Anatomy & Physiology I	4	0
BIO 1009	Microbiology	4	0
NUR 1200	Foundations of The Nursing Profession	8	0
NUR 1205	Pharmacology I for The Nursing Student	1.5	0

Spring semester, first year

			IAI Course
ALH 1000	Introduction To Nutrition	3	0
BIO 1008	Anatomy & Physiology II	4	0
NUR 1206	Pharmacology II for The Nursing Student	1.5	0
NUR 1210	Mental Health Nursing	3	0
NUR 1211	Holistic Nursing I	5	0
PSY 1000	General Psychology	3	S6 900

Subtotal: 40

Fall semester, second year

			IAI Course
ENG 1001	English Composition I	3	C1 900
NUR 2200	Management Concepts in Nursing	2	0
NUR 2201	Holistic Nursing II	5	0
NUR 2202	Maternal Child Nursing I	4	0
SOC 1000	Introduction To Sociology	3	S7 900

Spring semester, second year

			IAI Course
ENG 1002	English Composition II	3	C1 901R
NUR 2210	Issues in Professional Nursing	1	0
NUR 2211	Holistic Nursing III	5	0
NUR 2212	Holistic Nursing IV	5	0

Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Students are encouraged to see a counselor for admission and application information for the Nursing program. Students are also encouraged to attend a Nursing Information Session, call (815) 224-0439 for details. Although the program is designed to be completed in (4) semesters, it is highly recommended that students complete most, if not all non-nursing courses prior to the start of the first Nursing course. If not, all non-nursing, general education courses, must be completed prior to or concurrently with the nursing courses with which they are listed in the curriculum pattern. Failure to complete these general education courses will result in a student being ineligible for graduation and ineligible to take the NCLEX exam for licensure. **Placement testing is to be completed no later than the Spring semester prior to taking the first NUR course: Eligible to enroll in MTH 1206 or completion of MTH 0910 or MTH 0900 with a C or better.**

All nursing and non-nursing courses must be completed with a "C" or better. Successful completion of Certified Nursing Assistant (CNA Program) is required for admission into Nursing Program. SFC 1000 and ALH 1001 are recommended. Most nursing courses (NUR) are 8 weeks in length, 4 days a week. There is no evening or part-time program.

PLEASE NOTE: This is a limited admission program that requires a separate application process. The above excerpts have been taken from the IVCC Nursing Admission Handbook, https://www.ivcc.edu/admissions/nursingadmissions.php. Please refer to that document for all application, admission, and retention information. All students will be required to have a criminal background check and a drug test prior to starting the program. A felony may prevent you from becoming licensed and/or working in a health care profession. http://www.ilga.gov/commission/jcar/admincode/068/068013000A01000R.html

For additional information please consult any counselor at (815) 224-0360 or counseling@ivcc.edu.

3/17/2022

Office Professional Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
	Or		
ACT 1010	Financial Accounting	3	BUS 903
BUS 1010	Introduction To Business	3	0
BUS 1201	Let's Talk Business	2	0
BUS 1230	Math for Business & Finance	3	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0

Spring semester, first year

			IAI Course
CSP 2203	Microsoft Office Professional II	3	0
CSO 1202	Microsoft Windows	2	0
CSP 1230	Computer Keyboarding Applications	2	0
CSP 1231	Adv Keyboarding/Document Formatting	2	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		
ENG 1001	English Composition I	3	C1 900
ECN 1202	Fundamentals of Economics	3	0

Subtotal: 29

Fall semester, second year

			IAI Course
CSP 2201	Help Desk/User Support	2	0
CSP 2204	Microsoft Office Professional III	3	0
	Or		
CSD 1210	Comprehensive Access	3	0
CSC 2203	Computer Ethics	3	0
CSN 1200	Using Internet and The World Wide Web	3	0
MGT 2010	Principles of Management	3	0
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0
	Or		
SPH 1001	Fundamentals of Speech	3	C2 900

Spring semester, second year

			IAI Course
ACT 1280	QuickBooks-Pro Accounting	3	0
	Or		
MGT 2220	Principles of Supervision	3	0
CSM 2240	Office Management	3	0
CSP 2222	Business Technology Internship	4	0
	AAS General Education Course		
	AAS General Education Course		

Subtotal: 31

AAS General Education course: SDT 1203 is preferred.

Total Credit Hours: 60

This degree is designed to prepare personnel for Office Supervisor, Administrative Assistant and clerical positions requiring proficiency in document preparation, bookkeeping, word processing, spreadsheets, databases, and presentation software. Students are strongly encouraged to complete the required courses in the order they are listed above. Some classes may only be available at night or online.

Proficiency exams are available for CSP 1230, CSP 1203, CSO 1202, and CSN 1200. Contact the Workforce Development Division at 815-224-0233 or kimberly_herout@ivcc.edu or speak with a counselor about the available proficiency exams. Proficiency Exam Study Guides are available at https://www.ivcc.edu/assessmentcenter/proficiency-exams.php. Course outline provides course description, working outcomes and related competencies.

ACT 1210, BUS 1010 & 1201 should be taken together as a learning community. Some advanced courses may only be available at night or in specific semesters.

*Alternate options:

- for BUS 1201 (is preferred): CSP 2204, CSD 1210

- for BUS 1230 (is preferred): ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

- for ECN 1202 (is preferred): ECN 2002 or ECN 2003

ENG 1205: Preferred unless transferring.

CSO 1202, CSP 1230, CSP 1231, and CSM 2240: Spring only course offering

CSP 2204 and CSD 1210: Fall only course offering

For additional information please consult any counselor at (815) 224-0360 or mstory@office365.ivcc.edu (815) 224-0441.

3/10/2022

Radiologic Technology Program (Cooperative) Associate in Applied Science

FYE 101: Available online in 1st

Admission To Sauk Valley Community College (SVCC)

Radiologic Technology is a limited admission program at SVCC. Minimum academic and other criteria must be met in order to apply by **March 1** (priority application deadline) or **June 1** (as space allows) for fall only program admission. Students transferring from IVCC should typically plan on a minimum of one year at IVCC completing general education and/or application requirements before transferring to Sauk Valley Community College for their degree in Radiology. All students are required to attend <u>one</u> Radiologic Technology Informational meeting before applying. This meeting includes all required forms including the SVCC application and transcript evaluation process. Students are encouraged to apply for program admission as soon as they are eligible for application. Enrollment to the program is limited to 24-26 students each fall. Admission is based on several factors including a minimum grade point average of 2.5. Only courses used in the program for admission or bonus points are used in calculating the GPA for admission. Once the student is admitted to the program at Sauk, the length is 4 semesters and 1 summer session. Most hospitals within our district participate as clinical sites. By attending the Radiologic Technology Informational Meeting at Sauk and meeting with an IVCC counselor you will receive the most relevant information about admission.

For more information, https://www.svcc.edu/academics/programs/health-and-safety/radiologic-technology/.

Any semester prior to program start

			IAI Course
ALH 1001	Terminology of The Health Field	3	0
			Subtotal: 3

Fall semester, first year

			IAI Course
BIO 1007	Anatomy & Physiology I	4	0
ENG 1001	English Composition I	3	C1 900
	Mathematics		
FYE 101			
RAD 101			
RAD 110			
RAD 120			
			Subtotal: 20

semester or in person at SVCC.

Spring semester, first year

			IAI Course
BIO 1008	Anatomy & Physiology II	4	0
ENG 1002	English Composition II	3	C1 901R
	Or		
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		
SPH 1001	Fundamentals of Speech	3	C2 900
PSY 1000	General Psychology	3	S6 900
RAD 102			
RAD 111			
RAD 121			
			Subtotal: 25

Summer semester, first year

			IAI Course
RAD 103			
RAD 122			
			Subtotal: 5

Fall semester, second year

			IAI Course
RAD 200			
RAD 201			
RAD 220			
RAD 221			
			Subtotal: 13

Spring semester, second year

			IAI Course
RAD 202			
RAD 223			
RAD 222			
RAD 224			
			Subtotal: 13

Total Credit Hours: 70

ALH 1001: B or higher is required in ALH 1001.

*FYE 101 is waived with an Associate's degree or higher.

**Mathematics Electives: MTH 1206 or MTH 1003 or MTH 1005 or MTH 1008 is recommended (Once a math class is

completed, you cannot take a lower level course for additional bonus points, MTH 1206 is considered lower than MTH 1003, MTH 1005, or MTH 1008). MTH 1000 not accepted.

PSY 1000 is highly recommended but any IAI approved Social Science will do.

Prior to program application:

Students must meet minimum requirements for English, math, and anatomy & physiology as well as meet minimum cumulative grade point average requirements prior to applying for admission to the radiologic technology program at SVCC. Students will also be required to attend a program information session, take the Test of Essential Academic Skills (TEAS), create a progression plan with an SVCC Academic Advisor, and have two references submit recommendation forms by the application deadline in order to complete the application process (see below). **Important!!** Students seeking admission after one year at IVCC should have completed **BIO 1007 and a MTH class** (from list above) by the end of their Fall Semester.

- Students who wish to apply to the Radiologic Technology program *MUST* attend a RAD TECH informational meeting. Meetings are held once a month. Please call Sauk Valley Admissions & Records or Academic Advising at 815-835-6354 or 815-835-6273 to register for the meeting.

- Assessment Technologies Inc. (ATI) valid printout for the Heath Occupations Basic Entrance test (TEAS). Go to www.atitesting.com to set up an account for testing at SVCC. After the account has been established, contact the SVCC Testing Center (815-835-6530) to schedule the test date. A test fee is required. No minimum score, but extra points are awarded for scores (70+/2 pts, 60-69/1 pt.)

- **Students must meet with the Radiologic Technology advisor prior to submitting the program application. Please contact Mandy Aldridge at SVCC Student Services Office at 815-835-6390 to schedule an appointment to meet with the academic advisor.**

- Submit required paperwork including program application and two letters of recommendation.

Extra points for admission may be earned by taking any of the following:

- BIO 1008 (needed for graduation, however can earn extra points in admission), 1009

- CHM 1004, CHM 1006

- PHY 1001, PHY 2003

- MTH 1008, MTH 1005, MTH 1006, MTH 1007

- Any *IAI* course in the Humanities and Fine Arts can

be taken (max 2 courses for 1 pt each) with the exception of History courses. History courses at SVCC are part of the Social and Behavioral Sciences.

- RAD 100 @ SVCC for .5 pts *(RAD 100-Introduction to Radiologic Technology (.5 credits) should be taken at SVCC as soon as possible (fill out Coop Agreement). Admission to the program is not required to enroll and it is offered FA, SP, SU)*

8/08/2022

Welding Construction Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
WLD 1200	SMAW Mild Steel, Flat Position	2	0
WLD 1201	SMAW Mild Steel, Horizontal Position	2	0
WLD 1202	SMAW Mild Steel, Vertical Position	2	0
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc	2	0
GNT 1209	Blueprint Reading	3	0
MTH 1206	Technical Mathematics I	3	0

Spring semester, first year

			IAI Course
WLD 1204	SMAW Mild Steel, Overhead Position	2	0
WLD 1231	SMAW Mild Steel, Open Root, All Pos.	2	0
WLD 2203	SMAW Pipe, 2G	2	0
WSP 2206	OAW Gas Welding & Brazing, Flat & Hor.	2	0
MET 1209	Welding Metallurgy	3	0
	AAS General Education Course		
	AAS General Education Social Science Course		

Subtotal: 31

Fall semester, second year

			IAI Course
WLD 1220	GTAW Mild Steel, All Positions	2	0
WSP 1230	FCAW Mild Steel, All Positions	2	0
WED 2211	Introduction To Fabrication	2	0
WLD 2213	SMAW Pipe, 5G	2	0
WLD 2223	SMAW Pipe, 6G	2	0
IMT 1220	Rigging Systems	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech Or	3	0
ENG 1001	English Composition I	3	C1 900

Spring semester, second year

			IAI Course
WLD 1209	GMAW Flat and Horizontal Position	2	0
WLD 2233	SMAW Pipe, 6G, GTAW Root, SMAW Finish	2	0
WED 2250	Welding Internship	3	0
MET 1200	Inspection, Measurement & Quality AAS General Education Course	3	0

Subtotal: 29

Total Credit Hours: 60

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at (815) 224-0233 or email kim_herout@ivcc.edu to sign up.

Industry/Occupation: Construction welding, pipefitters apprenticeship, boilermaker apprenticeship, ironworker apprenticeship, operating engineers mechanic, & fabrication shops.

Alternate options for MTH 1206 (MTH 1206 is preferred unless transferring: MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205: Preferred unless transferring.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.

4/1/2022

Welding Production Associate in Applied Science

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Refer to the General Education for Associate in Applied Science for options to fulfill the AAS General Education courses.

Fall semester, first year

			IAI Course
WLD 1209	GMAW Flat and Horizontal Position	2	0
WLD 2201	GMAW Vertical Up	2	0
WSP 2206	OAW Gas Welding & Brazing, Flat & Hor.	2	0
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc	2	0
GNT 1209	Blueprint Reading	3	0
MTH 1206	Technical Mathematics I	3	0

Spring semester, first year

			IAI Course
WLD 1200	SMAW Mild Steel, Flat Position	2	0
WSP 1211	GMAW Stainless Steel, All Positions	2	0
WSP 1212	GMAW Non-Ferrous Alloys, All Positions	2	0
WSP 1230	FCAW Mild Steel, All Positions	2	0
MET 1209	Welding Metallurgy	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech Or	3	0
ENG 1001	English Composition I	3	C1 900
	AAS General Education Course		

Subtotal: 31

Fall semester, second year

			IAI Course
WLD 1213	GMAW Pipe, All Positions	2	0
WLD	GTAW Mild Steel, All	2	0

			IAI Course
1220	Positions		
WSP 1222	GTAW Non-Ferrous Alloys, All Positions	2	0
WLD 1232	GMAW Open Root, All Positions	2	0
IMT 1220	Rigging Systems	3	0
	AAS General Education Social Science Course		

Spring semester, second year

			IAI Course
WLD 1202	SMAW Mild Steel, Vertical Position	2	0
WSP 1221	GTAW Stainless Steel, All Positions	2	0
WED 2211	Introduction To Fabrication	2	0
WED 2250	Welding Internship	3	0
MET 1200	Inspection, Measurement & Quality	3	0
	AAS General Education Course		

Subtotal: 29

Total Credit Hours: 60

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at (815) 224-0233 or email kim_herout@ivcc.edu to sign up.

Industry/Occupation: Production welding in manufacturing facilities, fabrication shops, & general maintenance welding.

Alternate options for MTH 1206 (MTH 1206 is preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

ENG 1205: Preferred unless transferring.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.

4/1/2022

Certificates

A certificate program requires 1 to 4 semesters of course work which prepares the student for a specific academic or vocational career. Classes are taken only in the student's chosen career area.

Accounting Certificates

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of individual courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Basic

Fall semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
BUS 1010	Introduction To Business	3	0
BUS 1230	Math for Business & Finance	3	0

Spring semester, first year

			IAI Course
ACT 1010	Financial Accounting	3	BUS 903
ACT 1280	QuickBooks-Pro Accounting	3	0
CSP 1203	Microsoft Office Professional I Or	3	0
CSI 1002	Intro To Business Computer Systems	3	0

Subtotal: 18

Fall semester, second year

			IAI Course
ACT 1020	Managerial Accounting	3	BUS 904

Subtotal: 3

*BUS 1230 is preferred. Alternate options: ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

**ACT 1210, ACT 1010, & ACT 1020 are offered every semester. The other ACT courses are only offered in the semester that they are listed above.

Total Credit Hours: 21

Advanced

Fall semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
BUS 1010	Introduction To Business	3	0
BUS 1230	Math for Business & Finance	3	0

Spring semester, first year

			IAI Course
ACT 1010	Financial Accounting	3	BUS 903
ACT 1280	QuickBooks-Pro Accounting	3	0
CSP 1203	Microsoft Office Professional I Or	3	0
CSI 1002	Intro To Business Computer Systems	3	0

Subtotal: 18

Fall semester, second year

			IAI Course
ACT 1020	Managerial Accounting	3	BUS 904
ACT 2221	Intermediate Accounting I	3	0

Spring semester, second year

			IAI Course
ACT 1240	Payroll Accounting	2	0
FIN 1200	Principles of Finance	3	0

Subtotal: 11

NOTE: Students should be aware that the Advanced Accounting Certificate may take 4 semesters to complete for course prerequisites. Some advanced classes may only be available at night.

*BUS 1230 is preferred. Alternate options: ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

**ACT 1210, ACT 1010, & ACT 1020 are offered every semester. The other ACT courses are only offered in the semester that they are listed above.

For additional information, please consult any counselor at (815) 224-0360 or Amber_Fox@ivcc.edu, (815) 224-0348.

Total Credit Hours: 29

03/15/2022

Agricultural Studies Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
AGR 1200	Introduction To Agricultural Business Management	3	0
AGR 1202	Intro To Agricultural Industry	2	0
	Agricultural Elective		

Spring semester, first year

			IAI Course
AGR 1206	Intro To Precision Agriculture	4	0
	Agricultural Elective		
	Agricultural Elective		

Subtotal: 16

Total Credit Hours: 16

*Agricultural Electives - *Students must take one laboratory course:*

Fall semester: Choose from AGR 1207, AGR 1208, AGR 1209, AGR 1212, AGR 1218, or AGR 1220 or laboratory electives AGR 1000, AGR 1002, or AGR 1005.

Spring semester: Choose from AGR 1001, AGR 1213, AGR 1214, AGR 1215, or AGR 1217 or laboratory electives AGR 1003 or AGR 1004.

For additional information, please consult any counselor at (815) 224-0360 or program coordinator willard_mott@ivcc.edu, (815) 224-0413.

03/17/2022

Automotive Technology Certificates

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Basic

Fall semester, first year

			IAI Course
ATO 1210	Basic Gas Engines	5	0
ATO 1220	Basic Automotive Electricity	3	0
ATO 2200	Brake Systems	5	0

Spring semester, first year

			IAI Course
ATO 1240	Power Trans & Manual Trans	3.5	0
ATO 1250	Engine Performance	3	0
ATO 1260	Steering and Suspension Systems	4.5	0
ATO 1270	Service Management	1	0

Summer semester, first year

			IAI Course
ATO 2250	Heating and Air Conditioning	3	0

Subtotal: 28

Total Credit Hours: 28

Advanced

Fall semester, first year

			IAI Course
ATO 2210	Adv Engine Performance & Drivability	5	0
ATO 2220	Fuel Systems & Emission Controls	4.5	0
ATO 2230	Automatic Transmissions	4.5	0

Spring semester, first year

			IAI Course
ATO 2240	Automotive Accessories	3	0

			IAI Course
ATO 2260	Advanced Drivelines	3	0
ATO 2270	Automotive Service	4	0
ATO 2280	Computerized Engine Controls	3	0
ATO 2290	Automotive Certification	1	0

Subtotal: 28

Total Credit Hours: 28

Auto Brakes, Suspension, and Alignment

Some courses are semester specific.

			IAI Course
ATO 1260	Steering and Suspension Systems	4.5	0
ATO 2200	Brake Systems	5	0

Total Credit Hours: 9.5

Engine Performance Certificate

Some courses are semester specific.

			IAI Course
ATO 1220	Basic Automotive Electricity	3	0
ATO 1250	Engine Performance	3	0

Total Credit Hours: 6

Drivability Certificate

Some courses are semester specific.

			IAI Course
ATO 2210	Adv Engine Performance & Drivability	5	0
ATO 2220	Fuel Systems & Emission Controls	4.5	0
ATO 2280	Computerized Engine Controls	3	0

Total Credit Hours: 12.5

Tool list

For additional information consult any counselor at (815) 224-0360 or art_koudelka@ivcc.edu, (815) 224-0220.

03/10/2022

Business Management Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
BUS 1010	Introduction To Business	3	0
BUS 1230	Math for Business & Finance	3	0
CSP 1203	Microsoft Office Professional I	3	0
MGT 2010	Principles of Management	3	0

Spring semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
MKT 1210	Principles of Marketing	3	0
MKT 1220	Sales/Retailing	3	0
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0

Subtotal: 24

Fall semester, second year

			IAI Course
MGT 1230	Owning and Operating a Small Business	3	0
MKT 2210	Principles of Advertising	3	0

Subtotal: 6

Total Credit Hours: 30

The program is specifically designed to prepare students for work in a retail environment. Further course work can be taken to complete the AAS degree in Marketing. Some courses may be available only at night or in specific semesters.

*Alternate options:

- for BUS 1230: ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

For additional information please consult any counselor at (815) 224-0360 or bob_reese@ivcc.edu, (815) 224-0354.

03/15/2022

Cannabis Production

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
AGR 1220	Introduction To Cannabis Production	3	0
AGR 1218	Crop Pest Management	3	0

Spring semester, first year

			IAI Course
AGR 1213	Agricultural Internship	3	0
AGR 1214	Agricultural Internship Seminar	1	0
AGR 1217	Soil Fertility and Fertilizers	3	0

Total Credit Hours: 13

For additional information, please consult any counselor at (815) 224-0360 or program coordinator willard_mott@ivcc.edu, (815) 224-0413.

03/17/2022

Advanced Cannabis Production

What Follows Is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
AGR 1200	Introduction To Agricultural Business Management	3	0
		Subtotal: 3	

Spring semester, first year

			IAI Course
AGR 1221	Advanced Cannabis Production	4	0
AGR 1226	Greenhouse Management	2	0
		Subtotal: 6	

Total Credit Hours: 9

For additional information, please consult any counselor at (815) 224-0360 or program coordinator willard_mott@ivcc.edu, (815) 224-0413.

03/17/2022

Certified Nursing Assistant (CNA) Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Any Semester

			IAI Course
ALH 1214	Certified Nursing Assistant (CNA)	8	0

Total Credit Hours: 8

The Certified Nursing Assistant (C.N.A.) curriculum consists of 1 course which includes lecture, college laboratory practice, and clinical experience in long-term care facility. The C.N.A. Program is approved by the Illinois Dept. of Public Health. Effective Fall 2014, a passing grade of 75% in this course is required in order to be eligible to register for the state competency exam and receive state certification (once the exam is passed). Admission to the C.N.A. course/program does not always follow the usual college schedule. Starting dates are announced in the IVCC class schedule and then via letter to the registered students. The program can be completed in 8 weeks. C.N.A. status is required for admission to the RN and/or Practical Nursing Program. Students must be able to demonstrate these abilities to succeed in this program:

1. Lift 35 pounds with no restriction

2. Perform basic math skills (add, subtract, multiply and divide)

3. Must be sixteen (16) years of age or older

4. Adhere to strict attendance policies for theory, lab, and clinical classes

5. Demonstrate communication skills to safely engage in care of patient/residents

Certain health requirements must be met for admission to the clinical component of the CNA program:

1. Physical Exam

2. TB Skin Test

3. Urine Drug Screen

PLEASE NOTE: All students will be required to have a fingerprinting criminal background check. A misdemeanor or felony conviction may prevent you from becoming certified and/or working in a healthcare setting. Please visit www.idph.state.il.us/nar/home.htm for a listing of disqualifying convictions and waiver information. If you have a disqualifying conviction you must obtain a waiver (as outlined on the Health Care Registry site) prior to starting the ALH 1214 class.

http://www.ilga.gov/commission/jcar/admincode/068/068013000A01000R.html

For additional information please consult any counselor at (815) 224-0360 or christine_blaydes@ivcc.edu, (815) 224-0330.

03/09/2022

Certified Production Technician (CPT) Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Some courses are semester specific.

			IAI Course
GNT 1220	Intro Manufacturing & OSHA 10-hr Safety	4	0
GNT 1225	Quality & Measurement	2	0
GNT 1230	Manufacturing Processes	3	0
GNT 1235	Introduction Manufacturing Maintenance	2	0
SDT 1201	Career Exploration	1	0

Total Credit Hours: 12

Leads to Manufacturing Skills Standards Council (MSSC) CPT Certification.

Leads to OSHA 10 Hour General Industry Certification.

For additional information please contact Workforce Development, shane_lange@ivcc.edu, (815) 224-0233.

03/10/2022

Computer Aided Drafting Certificates

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Basic Computer Aided Drafting
Fall semester, first year

			IAI Course
CAD 1200	Computer Aided Draft I AutoCAD	3	0
CAD 2200	Computer Aided Design I	3	0

Spring semester, first year

			IAI Course
CAD 1201	Comp Aided Draft II, Using AutoCAD	3	0
CAD 2201	Computer Aided Design II	3	0

Total Credit Hours: 12

Architectural/Civil CAD
Fall semester, first year

			IAI Course
CAD 1200	Computer Aided Draft I AutoCAD	3	0
DFT 1200	Basic Drafting	3	0

Spring semester, first year

			IAI Course
CAD 1201	Comp Aided Draft II, Using AutoCAD	3	0
CAD 1206	Descriptive Geometry and Development Drawings.	3	0

Fall semester, second year

			IAI Course
CAD 1202	Civil Applications of CAD	3	0
CAD 2200	Computer Aided Design I	3	0
CAD 2202	Architectural CAD	3	0

Total Credit Hours: 21

Mechanical/Electronic CAD
Fall semester, first year

			IAI Course
CAD 1200	Computer Aided Draft I AutoCAD	3	0
DFT 1200	Basic Drafting	3	0
ELT 1000	Introduction To Electronics	3	0

Spring semester, first year

			IAI Course
CAD 1201	Comp Aided Draft II, Using AutoCAD	3	0
CAD 1206	Descriptive Geometry and Development Drawings.	3	0

Fall semester, second year

			IAI Course
CAD 2200	Computer Aided Design I	3	0

Spring semester, second year

			IAI Course
CAD 2204	Geometric Dimensioning & Tolerancing	3	0

Total Credit Hours: 21

Some advanced classes unique to the CAD program may be available only in the evening.
For additional information please consult any counselor at (815) 224-0360 or dorene_data@ivcc.edu, (815) 224-0221. 03/10/2022

Computer Networking Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
CSC 1200	Orientation to IT Professions	1	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0
CSP 2200	CompTIA A+	4	0
CSP 2201	Help Desk/User Support	2	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0

Spring semester, first year

			IAI Course
CSC 1201	Managing Information Security	3	0
CSN 1225	Core Networking Technologies	3	0
CSN 1230	Network Administration I	3	0
CSO 2200	UNIX Operating System	3	0

Subtotal: 25

Fall semester, second year

			IAI Course
CSC 2203	Computer Ethics	3	0
CSD 1210	Comprehensive Access	3	0
CSN 1231	Network Administration II	3	0
CSN 2222	Computer Networking Internship	3	0

Subtotal: 12

Total Credit Hours: 37

This certificate is designed for students who have had prior course work or industry experience with computers.

For additional information please consult any counselor at (815) 224-0360 or program coordinator garrick_whitehead@ivcc.edu, (815) 224-0329.

3/10/2022

Computer Numerical Control Operators Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Summer semester, first year

			IAI Course
GNT 1209	Blueprint Reading	3	0

Fall semester, first year

			IAI Course
CNC 1200	Fundamentals of CNC Operations	3	0
CSP 1210	Basic Computer Skills for The Workplace	1	0
MET 1202	Manufacturing Materials & Processes I	4	IND 913

Spring semester, first year

			IAI Course
CNC 1202	CNC Milling Machine Operations	3	0
MET 1200	Inspection, Measurement & Quality	3	0
MTH 1206	Technical Mathematics I	3	0

Subtotal: 20

Fall semester, second year

			IAI Course
CNC 1204	CNC Turning Center Operations I	3	0
MET 2201	Statistical Quality Control Techniques	3	IND 914

Spring semester, second year

			IAI Course
CNC 1206	CNC Turning Center Operations II	3	0

Subtotal: 9

Total Credit Hours: 29

*Alternate options:

- for CSP 1210: Any prefix CSD, CSG, CSI, CSM, CSN, CSO, CSP, CSS, CSW, or EDC 1203

- for MTH 1206 (is preferred unless transferring): MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

NOTE: This program will be available evenings. This program will take at least 4 semesters to complete.

For additional information please consult any counselor at (815) 224-0360 or tim_bias@ivcc.edu, (815) 224-0261.

3/10/2022

Criminal Justice Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
CRJ 1000	Introduction To Criminal Justice	3	CRJ 901
CRJ 1030	Juvenile Delinquency	3	CRJ 914
CRJ 1210	Policing in America	3	0

Spring semester, first year

			IAI Course
CRJ 1070	Corrections in America	3	CRJ 911
CRJ 2020	Criminal Law	3	0
CRJ 2040	Criminology	3	CRJ 912

Subtotal: 18

Total Credit Hours: 18

Please note course offerings per semester. Most CRJ courses are offered in the fall or spring semester, not both. *With the exception of CRJ 1000, all CRJ classes are only offered in the semester they are listed.*

For additional information please consult any counselor at (815) 224-0360 or jon_hubbell@ivcc.edu, (815) 224-0491.

03/16/2022

Criminology Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

				IAI Course
CRJ 1000	Introduction To Criminal Justice		3	CRJ 901
CRJ 1030	Juvenile Delinquency		3	CRJ 914
PSY 1000	General Psychology		3	S6 900
SOC 1000	Introduction To Sociology		3	S7 900

Spring semester, first year

				IAI Course
CRJ 1070	Corrections in America		3	CRJ 911
CRJ 2040	Criminology		3	CRJ 912
PSY 2006	Abnormal Psychology		3	PSY 905

Subtotal: 21

Total Credit Hours: 21

Please note course offerings per semester. Most CRJ courses are offered in the fall or spring semester, not both. *__With the exception of CRJ 1000, all CRJ classes are only offered in the semester they are listed.__*

For additional information please consult any counselor at (815) 224-0360 or jon_hubbell@ivcc.edu, (815)224-0491.

03/16/2022

Cybersecurity Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
CSC 2201	Ethical Hacking I	3	0
CSC 2202	Cybersecurity Scripting	3	0
CSC 2203	Computer Ethics	3	0
CSC 2204	Security+	3	0

Spring semester, first year

			IAI Course
CSC 1201	Managing Information Security	3	0
CSC 2200	Digital Forensics	3	0
CSC 2222	Cybersecurity Internship Or	3	0
CSC 2223	Cybersecurity Capstone	3	0

Subtotal: 21

Total Credit Hours: 21

This certificate is designed for students who have had prior course work or industry experience with computers.

CSC 2222: The internship is preferred, but the capstone can be done with consent of the program coordinator.

For additional information please consult any counselor at (815) 224-0360 or nancy_mcdonnell@ivcc.edu, (815) 224-0534.

3/10/2022

Dental Assisting Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
DLA 1200	Dental Science I	1	0
DLA 1201	Dental Materials & Lab Procedures	4	0
DLA 1203	Chairside Assisting I	4	0
DLA 1204	Dental Radiography I	2	0
DLA 1205	Preventative Dentistry I	1.5	0
DLA 1209	Infection Control Practices	1.5	0
DLA 1210	Dental Science II	1	0
DLA 1216	Dental Administrative Assistant	1	0
DLA 1226	Dental Software	2	0
DLA 1229	Medical Emergencies in The Dental Office	1	0

Spring semester, first year

			IAI Course
DLA 1202	Supervised Dental Assisting Practice	1.5	0
DLA 1206	Communication in Healthcare	1	0
DLA 1208	Preventative II- Coronal Scaling	2	0
DLA 2200	Body Systems	1	0
DLA 2201	Dental Materials & Lab Procedures II	2	0
DLA 2203	Chairside Assisting II	3	0
DLA 2204	Dental Radiography II	2	0
DLA 2205	Expanded Functions I	1.5	0
DLA 2210	Pharmacology	0.5	0
DLA 2220	Oral Pathology	0.5	0

Summer semester, first year

			IAI Course
DLA 2202	Clinical Practice	5	0
DLA 2208	Expanded Functions II - Restorative Func	2	0

Subtotal: 41

Total Credit Hours: 41

BIO 1200 & SPH 1001 are highly recommended prior to admission. Consider taking these courses the spring or summer before beginning the program.

All students will be required to have a criminal background check and a 10-panel urine drug screen prior to starting the program.

To enroll in any DLA course, students must hold a current Healthcare provider CPR/BLS card. A grade of "C" or better is required in **all** coursework in order to continue in the program.

Professional Writing Workshop scheduled by Program Coordinator is required one time each semester enrolled.

PLEASE NOTE: This is a limited admission program that requires a separate application process found at www.IVCC.edu/dental. The above excerpts have been taken from the "IVCC Dental Assisting Handbook". Please refer to that document for all application, admission, and retention information.

For additional information please consult any counselor at (815) 224-0360 or heather_seghi@ivcc.edu, 224-0359.

3/17/2022

Basic Dental Office Management Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, 1st 8-weeks

			IAI Course
DLA 1200	Dental Science I	1	0
DLA 1206	Communication in Healthcare	1	0
DLA 1209	Infection Control Practices	1.5	0

Fall semester, first year, 2nd 8-weeks

			IAI Course
DLA 1210	Dental Science II	1	0
DLA 1216	Dental Administrative Assistant	1	0
DLA 1226	Dental Software	2	0
DLA 1229	Medical Emergencies in The Dental Office	1	0

Subtotal: 8.5

Total Credit Hours: 8.5

BIO 1200 & SPH 1001 are highly recommended prior to admission. Consider taking these courses the spring or summer before beginning the program.

All students will be required to have a criminal background check and a 10-panel urine drug screen prior to starting the program.

To enroll in any DLA course, students must hold a current Healthcare provider CPR/BLS card. A grade of "C" or better is required in **all** coursework in order to continue in the program.

Professional Writing Workshop scheduled by Program Coordinator is required one time each semester enrolled.

PLEASE NOTE: This is a limited admission program that requires a separate application process: https://forms.gle/WTTuw3UhBFD661az8. The above excerpts have been taken from the "IVCC Dental Assisting Handbook". Please refer to that document for all application, admission, and retention information.

For additional information please consult any counselor at (815) 224-0360 or heather_seghi@ivcc.edu, 815-224-0359.

3/17/2022

Advanced Dental Office Management Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Spring semester, first year

		IAI Course
Business Elective		
Business Elective		

Fall semester, first year

			IAI Course
DLA 1200	Dental Science I	1	0
DLA 1206	Communication in Healthcare	1	0
DLA 1209	Infection Control Practices	1.5	0
DLA 1210	Dental Science II	1	0
DLA 1216	Dental Administrative Assistant	1	0
DLA 1226	Dental Software	2	0
DLA 1229	Medical Emergencies in The Dental Office	1	0

Subtotal: 14.5

Total Credit Hours: 14.5

Business Elective: Must choose any two of the following courses: BUS 1010, MKT 1210, or MGT 2010

BIO 1200 & SPH 1001 are highly recommended prior to admission. Consider taking these courses the spring or summer before beginning the program.

All students will be required to have a criminal background check and a 10-panel urine drug screen prior to starting the program.

To enroll in any DLA course, students must hold a current Healthcare provider CPR/BLS card. A grade of "C" or better is required in **all** coursework in order to continue in the program.

Professional Writing Workshop scheduled by Program Coordinator is required one time each semester enrolled.

PLEASE NOTE: This is a limited admission program that requires a separate application process: https://forms.gle/WTTuw3UhBFD661az8. The above excerpts have been taken from the "IVCC Dental Assisting Handbook". Please refer to that document for all application, admission, and retention information.

For additional information please consult any counselor at (815) 224-0360 or heather_seghi@ivcc.edu, 224-0359.

3/17/2022

Early Childhood Education Gateways Credential Certificates

What Follows is the Program Outline.

This program is designed for students interested in working with children birth - age 8 (grade 2). The AAS degree (ECE Level 4 Credential) also transfer, in full, to all public and some private universities in Illinois.

http://catalog.ivcc.edu/guidesheet/associate/earlychildhoodeducation/

Level 2

This certificate is intended for students who are currently employed in the early childhood field as teacher assistants and wish to gain the Level 2 credential for the program's ExceleRate status. If student is planning to transfer to a 4-year university, it is important to review the GATEWAYS CREDENTIAL LEVEL 3 CERTIFICATE to insure seamless transfer from Level 2 to Level 3 and/or meet with IVCC ECE Program Coordinator or IVCC Counselor. ECE courses are sequenced (fall/spring) and students beginning in the spring semester may take longer for completion of certificate.

Fall semester, first year

			IAI Course
ECE 1000	Introduction To Early Childhood Education.	3	0
ECE 1027	Child, Family, School & Community	3	ECE 915
PSY 2001	Child Growth and Development	3	S6 903; ECE 912

Spring semester, first year

			IAI Course
ECE 1005	Health, Safety and Nutrition	3	0
ECE 2005	The Exceptional Learner	3	ECE 913
ECE 2202	Curriculum Programming	3	0

Subtotal: 18

Students intending to transfer to a 4-year baccalaureate program must consult with an IVCC Counselor. The transfer schools' general education requirements vary, and may affect a candidate's program enrollment or recognition as an Early Childhood Education major. ***Students must earn a C or above in all courses.***

Total Credit Hours: 18

Infant/Toddler Gateways Credential Level 2 Certificate

(must earn above ECE Gateways Level 2 Certificate)

Fall semester

			IAI Course
ECE 1202	Foundations & Trends for Infant/Toddler/Two Care & Education	3	0

For additional information please consult any counselor at (815) 224-0360 or tammy_landgraf@ivcc.edu, (815) 224-0477.

3/24/2022

Total Credit Hours: 3

Level 3

This certificate is intended for students who plan to transfer to a 4-year university. All or some of the ECE courses will be implemented into the ECE AA degree depending on the university of choice with the addition of general education courses. It will also be used for students employed in the early childhood field who wish to gain the Level 3 credential for the program's ExceleRate status. ECE courses are sequenced (fall/spring) and students beginning in the spring semester may take longer for completion of certificate.

Fall semester, first year

			IAI Course
ECE 1000	Introduction To Early Childhood Education.	3	0
ECE 1027	Child, Family, School & Community	3	ECE 915
PSY 2001	Child Growth and Development	3	S6 903; ECE

			IAI Course 912

Spring semester, first year

			IAI Course
ECE 1005	Health, Safety and Nutrition	3	0
ECE 2005	The Exceptional Learner	3	ECE 913
ECE 2202	Curriculum Programming	3	0

Subtotal: 18

Fall semester, second year

			IAI Course
ECE 1205	Mathematics for Young Children Or IAI General Education Math	3	0
ECE 2207	Observation and Assessment	3	0
ENG 1001	English Composition I	3	C1 900

Subtotal: 9

Students intending to transfer to a 4-year baccalaureate program must consult with an IVCC Counselor. The transfer schools' general education requirements vary, and may affect a candidate's program enrollment or recognition as an Early Childhood Education major. ***Students must earn a C or above in all courses.***

Total Credit Hours: 27

Infant/Toddler Gateways Credential Level 3 Certificate

(must earn above ECE Gateways Level 3 Certificate)

Fall semester

			IAI Course
ECE 1202	Foundations & Trends for Infant/Toddler/Two Care & Education	3	0

Spring semester

			IAI Course
ECE 1204	Developmentally Appropriate Practices For Infants, Toddlers, and Two's	3	0

Subtotal: 6

For additional information please consult any counselor at (815) 224-0360 or tammy_landgraf@ivcc.edu (815) 224-0477.

3/24/2022

Total Credit Hours: 6

Forensic Science Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
CRJ 1000	Introduction To Criminal Justice	3	CRJ 901
CRJ 1001	Introduction To Forensic Science	3	0
BIO 1001	General Biology I	4	L1 900L

Spring semester, first year

			IAI Course
BIO 1002	General Biology II	4	0
CHM 1000	Introduction To Chemistry	3	P1 902
CRJ 2010	Criminal Investigation	3	0

Subtotal: 20

Total Credit Hours: 20

Note: Please note course offerings per semester. Most CRJ courses are offered in the fall or spring semester, not both. *With the exception of CRJ 1000, all CRJ classes are only offered in the semester they are listed.*

For additional information please consult any counselor at (815) 224-0360 or jon_hubbell@ivcc.edu, (815) 224-0491.

3/16/2022

Help Desk Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
CSC 1200	Orientation to IT Professions	1	0
CSC 1203	Intro To Cybersecurity	2	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0
CSP 2200	CompTIA A+	4	0
CSP 2201	Help Desk/User Support	2	0

Subtotal: 12

Total Credit Hours: 12

Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

This is a fall only start.

For additional information please consult any counselor at (815) 224-0360 or nancy_mcdonnell@ivcc.edu, (815) 224-0534.

3/10/2022

Heating, Ventilation, and Air Conditioning (HVAC) Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
ELE 1200	Basic Industrial Electricity I	4	0
HVC 1210	Basic Heating	3	0
HVC 1220	Basic Refrigeration	3	0
HVC 1230	Sheet Metal Fabrication	3	0

Spring semester, first year

			IAI Course
ELE 1202	Motors and Controls I	2.5	0
ELE 1206	Electrical Wiring	2	0
GNT 1208	Industrial Safety	1	0
HVC 1240	Design, Installation & Servicing	3	0
HVC 2210	Advanced Heating	3	0

Any Semester

			IAI Course
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CAD 1200	Computer Aided Draft I AutoCAD	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0

Subtotal: 27.5

Total Credit Hours: 27.5

Students are strongly encouraged to complete the required courses in the order listed above.

For additional information please consult any counselor at (815) 224-0360 or Workforce Development at shane_lange@ivcc.edu, (815) 224-0233.

3/10/2022

Industrial Electricians Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
ALH 1221	Industrial First Aid	1	0
	Or		
HPE 1004	First Aid	2	0
	Or		
EMS 2200	Emergency Medical Responder	4	0
ELE 1200	Basic Industrial Electricity I	4	0
GNT 1208	Industrial Safety	1	0

Spring semester, first year

			IAI Course
ELE 1201	Basic Industrial Electricity II	4	0

Subtotal: 10-13

Fall semester, second year

			IAI Course
ELE 1202	Motors and Controls I	2.5	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0

Spring semester, second year

			IAI Course
ELE 1203	Motors and Controls II	2.5	0
ELE 1206	Electrical Wiring	2	0

Subtotal: 10

Fall semester, third year

			IAI Course
ELE 1204	Programmable Logic Controllers I	3	0
ELT 1200	Beginning Industrial Electronics	2.5	0

Spring semester, third year

			IAI Course
ELE 1205	Programmable Logic Controllers II	3	0
ELT 1203	Industrial Instrumentation	2.5	0

Subtotal: 11

For additional information please consult any counselor at (815) 224-0360 or charles_raimondi@ivcc.edu, (815) 224-0453.

Total Credit Hours: 31-34

Requirements

Recommended additional courses to become more proficient in this field:

			IAI Course
IMT 1200	Equipment Maintenance	3	0
IMT 1205	Industrial Hydraulics	3	0
IMT 1206	Industrial Pneumatics	2	0

Total Credit Hours: 8

This is a three-year (six semester) program requiring attendance two evenings a week. It covers basic electricity, schematic reading, electric motors, motor control devices and circuits, programmable logic controllers and basic wiring techniques. ELT

1204, 2205, & 2207 may be substituted for ELE 1200 & 1201.

3/10/2022

Industrial Maintenance Certificate I

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
GNT 1208	Industrial Safety	1	0
IMT 1200	Equipment Maintenance	3	0
WLD 1200	SMAW Mild Steel, Flat Position	2	0
WLD 1209	GMAW Flat and Horizontal Position	2	0
GNT 1209	Blueprint Reading	3	0
ELE 1200	Basic Industrial Electricity I	4	0

GNT 1208: Or valid OSHA 10 Card.

Spring semester, first year

			IAI Course
ELE 1206	Electrical Wiring	2	0
IMT 1220	Rigging Systems	3	0
IMT 1205	Industrial Hydraulics	3	0
IMT 1206	Industrial Pneumatics	2	0
	Technical Electives		

Total Credit Hours: 30

*ELT 1204 may be substituted for ELE 1200.

**Registration in WLD 1200 is completed through the Workforce Development Division Office at 815-224-0233.

***Technical Electives: 5 credits can be chosen from subjects ELE, ELT, IMT, MET, WED, WLD, WSP, or MTH (only 3 credits of MTH 1000 or higher may be substituted for Technical Electives).

For additional information please consult any counselor at (815) 224-0360 or steve_gibson@ivcc.edu, (815) 224-0255.

3/10/2022

Industrial Maintenance Certificate II

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

				IAI Course
GNT 1209	Blueprint Reading		3	0
ELE 1200	Basic Industrial Electricity I		4	0
IMT 1200	Equipment Maintenance		3	0
GNT 1208	Industrial Safety		1	0
WLD 1200	SMAW Mild Steel, Flat Position		2	0
WLD 1209	GMAW Flat and Horizontal Position		2	0

GNT 1208: Or valid OSHA 10 Card.

Spring semester, first year

				IAI Course
ELE 1206	Electrical Wiring		2	0
IMT 1205	Industrial Hydraulics		3	0
IMT 1206	Industrial Pneumatics		2	0
IMT 1220	Rigging Systems		3	0
MET 1200	Inspection, Measurement & Quality		3	0
WED 2211	Introduction To Fabrication		2	0

Any Semester

IAI Course

Technical Electives

Subtotal: 45

Total Credit Hours: 45

This program will be available evenings.

*ELT 1204 may be substituted for ELE 1200.

**Registration in WLD 1200 is completed through the Workforce Development Division Office at 815-224-0233.

***Technical Electives: 15 credits can be chosen from subjects ELE, ELT, IMT, MET, WED, WLD, WSP, or MTH (only 3 credits can come from subject MTH).

For additional information please consult any counselor at (815) 224-0360 or steve_gibson@ivcc.edu, (815) 224-0255. This program will be available evenings.

3/10/2022

Leadership Elevation Framework Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Any Semester

IAI Course

LEF 1200
LEF 1210
LEF 1220
LEF 1221
LEF 1222
LEF 1223
LEF 1230
LEF 1231
LEF 1232
LEF 1233
LEF 1250
LEF 1260

Subtotal: 16.5

Total Credit Hours: 16.5

The above classes can be substituted with any of the following: LEF 1201-Design Thinking for Business Innovators, LEF 1202-IT Root Cause Analysis, LEF 1203-Strategic Decision Making for High Velocity Teams, LEF 1224-Change Management Practitioner, LEF 1225-Project Management for Professionals, LEF 1226-Project Rescue, or LEF 1227-Management of Portfolio Foundation, LEF 1234-Certified Advanced Security Practitioner, LEF 1235-Certified Ethical Hacker, LEF 1236-Continual Service Improvement, LEF1237-Managing Across the Lifecycle, LEF 1238-Operational, Support, & Analysis, LEF 1239-Planning, Protection, & Optimization, LEF 1240-Service Offering & Agreements, LEF 1241-Service Strategy, LEF 1242-Service Transition, LEF 1243-Release, Control & Validation, LEF 1244-Service Design, LEF 1245-Service Operations, or LEF 1246-ITIL Foundations V4.

Please note: You are allowed to substitute any of the above classes, but in order to earn the LEF Certificate you must obtain a total of 16.5 credit hours.

For additional information, contact Jennifer_Scheri@ivcc.edu, (815) 224-0390.

3/10/2022

Machinist and Tool and Die Making Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
GNT 1209	Blueprint Reading	3	0
MTH 1206	Technical Mathematics I	3	0

Spring semester, first year

			IAI Course
DFT 1200	Basic Drafting	3	0
MET 1200	Inspection, Measurement & Quality	3	0
			Subtotal: 12

Fall semester, second year

			IAI Course
MET 1202	Manufacturing Materials & Processes I	4	IND 913

Spring semester, second year

			IAI Course
MET 1203	Manufacturing Materials & Processes II	3	IND 913
			Subtotal: 7

Fall semester, third year

			IAI Course
CNC 1200	Fundamentals of CNC Operations	3	0
MET 1204	Tooling Processes I	3	0

Spring semester, third year

			IAI Course
MET 1205	Tooling Processes II	3	0
			Subtotal: 9
			Total Credit Hours: 28

The Tool & Die Maker/Machinist Apprenticeship Program requires the satisfactory completion of the above courses and completion of the 8000 hours of on-the-job training under supervision of a certified Journey worker approved by the U.S. Dept. of Labor Bureau of Apprenticeship. The apprenticeship option is typically intended for persons currently employed in industry.

This program may take up to 3 years to complete. Some classes only available evenings.

*Alternate option:

- for MTH 1206: MTH 1000, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 1008, MTH 1010, MTH 2001

For additional information please consult any counselor at (815) 224-0360 or tim_bias@ivcc.edu, (815) 224-0261.

3/10/2022

Maintenance Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Some courses are semester specific.

			IAI Course
GNT 1208	Industrial Safety	1	0
MTH 1206	Technical Mathematics I	3	0
WLD 1200	SMAW Mild Steel, Flat Position	2	0
	Or		
WLD 1209	GMAW Flat and Horizontal Position	2	0
ELE 1206	Electrical Wiring	2	0
IMT 1207	Pipefitting	2	0
IMT 1220	Rigging Systems	3	0
MET 1200	Inspection, Measurement & Quality	3	0

Total Credit Hours: 16

**Registration in WLD 1200 or 1209 is completed through the Workforce Development Division Office at 815-224-0233.

For additional information please consult any counselor at (815) 224-0360 or steve_gibson@ivcc.edu, (815) 224-0255.

3/10/2022

Medical Assistant Certificate

Successful completion of the program and receipt of a certificate from IVCC allows the student to sit for a national exam through the Certifying Board of the American Association of Medical Assistants (AAMA). By successfully passing this exam, an individual can then gain the title of Certified Medical Assistant.

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Please note: ALH 1001 & BIO 1200 must be completed prior to or concurrently with the CMA courses in which they are listed in the curriculum below.

Fall Semester

				IAI Course
ALH 1001	Terminology of The Health Field		3	0
CMA 1200	Administrative Medical Assisting		5	0
CMA 1240	Medical Assisting Skills I		6	0

Spring Semester

				IAI Course
BIO 1200	Human Body Structure & Function		3	0
CMA 1210	Pathophysiology		3	0
CMA 1250	Medical Assisting Skills II		6	0

Summer Semester

				IAI Course
CMA 1260	Medical Assistant Externship		2.5	0
CMA 1270	Professional Development		1	0

Subtotal: 29.5

Total Credit Hours: 29.5

A "C" or better is required in all coursework to remain in the program.

PLEASE NOTE: This is a limited admission program that requires a separate application process. https://www.ivcc.edu/admissions/limited-admissions-programs.php

Please refer to the Medical Assistant webpage https://www.ivcc.edu/programsbyareaofstudy/cma.php for all program, application, admission, and retention information.

For additional information please consult any counselor at (815) 224-0360 or kaity_ritter@ivcc.edu, (815) 224-0274.

6/9/2022

Office Professional I Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
	Or		
ACT 1010	Financial Accounting	3	BUS 903
BUS 1010	Introduction To Business	3	0
BUS 1201	Let's Talk Business	2	0
BUS 1230	Math for Business & Finance	3	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0

Spring semester, first year

			IAI Course
CSO 1202	Microsoft Windows	2	0
CSP 2203	Microsoft Office Professional II	3	0
CSP 1230	Computer Keyboarding Applications	2	0
CSP 1231	Adv Keyboarding/Document Formatting	2	0
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0
	Or		
SPH 1001	Fundamentals of Speech	3	C2 900

Subtotal: 26

Total Credit Hours: 26

This curriculum, leading to a certificate, is designed to prepare personnel for entry into general office positions requiring proficiency in document preparation, filing, word processing, spreadsheets, database, and presentation software. Students are strongly encouraged to complete the required courses in the order they are listed above. Some coursers may be available only at night or online.

ACT 1210, BUS 1010 & BUS 1201 should be taken together as a learning community. Students are strongly encouraged to complete the required courses in the order they are listed above. Some advanced courses may only be available at night or in specific semesters.

*Alternate options:

- for BUS 1201: CSP 2204, CSD 1210, CSN 1200

- for BUS 1230: ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

CSO 1202, CSP 1231, and SPH 1204: Spring only

Proficiency exams are available for CSP 1230, CSP 1203, & CSO 1202. Contact the Workforce Development Division at 815-224-0233 or kimberly_herout@ivcc.edu or speak with a counselor about the available proficiency exams. Proficiency Exam Study Guides are available at https://www.ivcc.edu/assessmentcenter/proficiency-exams.php. Course outline provides course description, working outcomes and related competencies.

For additional information please consult any counselor at (815) 224-0360 or Michelle_Story@ivcc.edu, (815) 224-0441.

3/10/2022

Office Professional II Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

			IAI Course
ACT 1210	Fundamentals of Accounting	3	0
	Or		
ACT 1010	Financial Accounting	3	BUS 903
BUS 1010	Introduction To Business	3	0
BUS 1201	Let's Talk Business	2	0
BUS 1230	Math for Business & Finance	3	0
CSP 1203	Microsoft Office Professional I	3	0
	Or		
CSI 1002	Intro To Business Computer Systems	3	0

Spring semester, first year

			IAI Course
CSP 2203	Microsoft Office Professional II	3	0
CSO 1202	Microsoft Windows	2	0
CSP 1230	Computer Keyboarding Applications	2	0
CSP 1231	Adv Keyboarding/Document Formatting	2	0
SPH 1204	Oral Communication Skills for Business, Industry & Technology	3	0
	Or		
SPH 1001	Fundamentals of Speech	3	C2 900

Subtotal: 26

Fall semester, second year

			IAI Course
CSP 2204	Microsoft Office Professional III	3	0
	Or		
CSD 1210	Comprehensive Access	3	0
CSM 1209	Management Information Systems	3	0
MGT 2010	Principles of Management	3	0
CSN 1200	Using Internet and The World Wide Web	3	0
ENG 1205	Writ Comm Skills for Bus Ind & Tech	3	0
	Or		
ENG 1001	English Composition I	3	C1 900

Subtotal: 15

Total Credit Hours: 41

This curriculum, leading to a certificate, is designed to prepare personnel for entry into general office positions requiring basic computer troubleshooting skills in addition to proficiency in document preparation, bookkeeping, word processing, spreadsheets, databases, and presentation software.

Students are strongly encouraged to complete the required courses in the order they are listed above. Some courses may be available only at night or online.

ACT 1210, BUS 1010, and BUS 1201 must be taken together as a learning community. Students are strongly encouraged to complete the required courses in the order they are listed above. Some advanced courses may only be available at night or in specific semesters.

Alternate options:

- for BUS 1201: CSP 2204, CSD 1210, CSN 1200

- for BUS 1230: ECN 2004, MTH 1008, MTH 1003, MTH 1004, MTH 1005, MTH 1006, MTH 1007, MTH 2001

CSO 1202, CSP 1231, and SPH 1204: Spring only

CSP 2204 and CSM 1209: Fall only

Proficiency exams are available for CSP 1230, CSP 1203, CSO 1202, & CSN 1200. Contact the Workforce Development Division at 815-224-0233 or kimberly_herout@ivcc.edu or speak with a counselor about the available proficiency exams. Proficiency Exam Study Guides are available at https://www.ivcc.edu/assessmentcenter/proficiency-exams.php. Course outline provides course description, working outcomes and related competencies.

For additional information please consult any counselor at (815) 224-0360 or Michelle_Story@ivcc.edu, (815) 224-0441.

3/10/2022

Paramedic Certificate

Courses are semester specific.

Fall semester, first year

			IAI Course
EMS 2220	Paramedic I	11.5	0
EMS 2221	Paramedic Practicum I	3	0

Spring semester, first year

			IAI Course
EMS 2230	Paramedic II	8.5	0
EMS 2231	Paramedic Practicum II	3.5	0

Summer semester, first year

			IAI Course
EMS 1201	International Trauma Life Support Provider Course (ITLS)	1	0
EMS 1203	Advanced Cardiac Life Support	1	0
EMS 2240	Paramedic III	4.5	0
EMS 2241	Paramedic Practicum III	2	0
EMS 2400	Pediatric Ed for Prehospital Professions	1	0

Subtotal: 36

Total Credit Hours: 36

Prerequisite Requirements:

1. The applicant must possess a valid American Heart Association or American Red Cross Healthcare Provider CPR card prior to within 2 weeks of the start of the Paramedic program.

2. The applicant must have a background check, assume the cost of the background check, and have NO felony convictions listed on the background check.

3. The applicant must possess a high school diploma or equivalent (copies are required).

4. The applicant must hold a current and unrestricted state EMT-Basic or EMT-Intermediate license.

5. The applicant will be required to present an EMT-B or EMT-I license and a State Photo ID prior to the Paramedic Entrance Exam test being administered.

6. The applicant will be required to take a written Paramedic Entrance Exam similar to the EMT-B licensure exam. A passing score will be 80% on a 100-question exam.

7. The applicant must complete the hands-on practical skills Paramedic Entrance Exam assessment tests (6-8 stations). The scope and grading of the practical skills will be based on the National Registry Skills forms.
These forms may be downloaded at no cost at https://nremt.org/EMT/Certification. Students will be required to pass each skills station with a minimum score of 80%.

8. The student will be allowed one opportunity to re-test on either the skills or written exam, if necessary to obtain a score of 80%, but will not be allowed to re-test on both tests.

9. Student must have a physical performed by personal physician and at the student's cost within the past year. The IVCC Health Assessment Form must be used.

10. Student must have received all required immunizations as outlined on the health assessment form.

11. All required health information MUST be provided by October 1st before any clinical study begins.

12. Please contact Nick Fish at 815-224-0267 by July 1st to be placed on the list to be notified of the Paramedic Entrance Exam testing dates and times.

For additional information please consult a counselor at 815-224-0360 or the program coordinator Nick Fish at 815-224-0267.

Phlebotomy Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Any Semester

			IAI Course
ALH 1001	Terminology of The Health Field	3	0
ALH 1252	Principles and Practices of Phlebotomy	6	0

Total Credit Hours: 9

ALH 1001 is a pre-requisite and/or co-requisite for ALH 1252. Students who want to take ALH 1001 concurrently with ALH 1252 must see a Counselor.

All students will be required to have a criminal background check and a 10-panel urine drug screen prior to beginning ALH 1252. A felony and certain misdemeanors may prevent you from working in a healthcare setting. A two-step TB Skin Test is also required for admission to ALH 1252. The Hepatitis B Vaccination series is strongly recommended. Additional immunization verification, a seasonal flu shot, and CPR Certification may also be required prior to beginning ALH 1252 based on clinical assignment.

Students must be 18 years of age and possess a high school diploma or GED to meet the qualifications to take the ASCP Phlebotomy Certification Exam.

For additional information please consult any counselor at (815) 224-0360 or counseling@ivcc.edu.

3/18/2022

Practical Nursing (LPN) Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

This is a limited admission program.

Fall semester, first year

			IAI Course
ALH 1002	Human Growth & Development for Health Workers	3	S6902
BIO 1007	Anatomy & Physiology I	4	0
BIO 1009	Microbiology	4	0
NUR 1200	Foundations of The Nursing Profession	8	0
NUR 1205	Pharmacology I for The Nursing Student	1.5	0

Spring semester, first year

			IAI Course
ALH 1000	Introduction To Nutrition	3	0
BIO 1008	Anatomy & Physiology II	4	0
ENG 1001	English Composition I	3	C1 900
NUR 1206	Pharmacology II for The Nursing Student	1.5	0
PSY 1000	General Psychology	3	S6 900
NUR 1210	Mental Health Nursing	3	0
NUR 1211	Holistic Nursing I	5	0

Summer semester, first year

			IAI Course
NUR 1220	Role of The Licensed Practical Nurse	1	0
NUR 1221	Holistic Medical/Surgical Nursing for The Practical Nurse.	5	0

Subtotal: 49

Total Credit Hours: 49

Students are encouraged to see a counselor for admission and application information for the Nursing program. Students are also encouraged to attend a Nursing Information Session, call (815) 224-0439 for details.

Although the program is designed to be completed in two semesters and a summer, it is highly recommended that students complete most, if not all non-nursing courses prior to the start of the first Nursing course. If not, all non-nursing, general education courses, must be completed prior to or concurrently with the nursing courses with which they are listed in the curriculum pattern. Failure to complete these general education courses will result in a student being ineligible for graduation and ineligible to take the NCLEX exam for licensure.

All nursing and non-nursing courses must be completed with a "C" or better. Successful completion of Certified Nursing Assistant (CNA) Program is required for admission into Nursing Program. SFC 1000 and ALH 1001 are recommended.

Most nursing courses (NUR) are 8 weeks in length, 4 days a week. There is no evening or part-time program.

PLEASE NOTE: This is a limited admission program that requires a separate application process. The above excerpts have been taken from the IVCC Nursing Admission Handbook, ivcc.edu/admissions/nursingadmissions.php. Please refer to that document for all application, admission, and retention information. All students will be required to have a criminal background check and a drug test prior to starting the program. A felony may prevent you from becoming licensed and/or working in a health care profession.

For additional information please consult any counselor at (815) 224-0360.

http://www.ilga.gov/commission/jcar/admincode/068/068013000A01000R.html

3/17/2022

Renewable Energy Technician Certificates (Basic/Advanced)

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Basic

Fall semester, first year

			IAI Course
ALH 1221	Industrial First Aid	1	0
GNT 1208	Industrial Safety	1	0
ELT 1204	Fundamentals of Electronics: Dc/Ac Theory and Circuit Analysis	5	0
ELT 2205	Prototype Design and Fabrication	2	0
IMT 1200	Equipment Maintenance	3	0
IMT 1205	Industrial Hydraulics	3	0

Spring semester, first year

			IAI Course
CSN 1225	Core Networking Technologies	3	0
ELE 1202	Motors and Controls I	2.5	0
ELE 1204	Programmable Logic Controllers I	3	0
IMT 1220	Rigging Systems	3	0
WND 2200	Wind Turbine Control, Operation &Maintenance	4	0

Summer semester, first year

			IAI Course
WND 2222	Wind Energy Tech Internship	3	0
	Or		
GNT 1240	OSHA 30 Hour General Industry	3	0

Subtotal: 33.5

ELE 1200 & ELE 1201 can be substituted for ELT 1204 & ELT 2205.

ALH 1221: HPE 1004 can be substituted for ALH 1221.

Total Credit Hours: 33.5

Advanced Renewable Energy Technician Certificate

Some courses are semester specific.

			IAI Course
ELE 1203	Motors and Controls II	2.5	0
ELE 1205	Programmable Logic Controllers II	3	0
ELE 2204	Power Generation & Distribution	3	0
ELT 1200	Beginning Industrial Electronics	2.5	0
ELT 2210	HMI, SCADA & Fiber Optics	3	0
EMS 2200	Emergency Medical Responder	4	0

Subtotal: 18

Total Credit Hours: 18

Advanced Renewable Wind Energy Technician Certificate prerequisite: requires completion of the Basic Renewable Wind Energy Technician Certificate.

For additional information please consult any counselor at (815) 224-0360 or the Workforce Development Division Office at (815) 224-0233.

3/10/2022

Social Justice Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year

				IAI Course
CRJ 1000	Introduction To Criminal Justice		3	CRJ 901
CRJ 1210	Policing in America		3	0
PSI 1000	American National Government		3	S5 900
SOC 1000	Introduction To Sociology		3	S7 900

Spring semester, first year

				IAI Course
CRJ 2260	Police Community Relations		3	0
HIS 1006	African American History		3	H2909D
	Or			
GEN 2000	Women Through Culture and Centuries		3	H9 900
SOC 2001	Social Problems		3	S7 901

Subtotal: 21

Total Credit Hours: 21

Note: Fall/Spring offerings. *Please note course offerings per semester. Most CRJ courses are offered in the fall or spring semester, not both. *With the exception of CRJ 1000, all CRJ classes are only offered in the semester they are listed.*

For additional information please consult any counselor at (815) 224-0360 or jon_hubbell@ivcc.edu, (815) 224-0491.

3/16/2022

Truck Driver Training Certificates

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Basic Truck Driver Training Certificate

Any semester

			IAI Course
TDT 1201	Truck Driving Training I	3	0
TDT 1202	Truck Driver Training II	7	0
			Subtotal: 10

Students who want to utilize Financial Aid** (Pell Grant, MAP Grant, or student loans) MUST pursue the Advanced Truck Driver Training Proficiency Certificate. The Basic TDT program is not eligible for financial aid or student loans, but eligible veterans may utilize their educational benefits for this program.

The Truck Driver Training classes total 160 hours which are a combination of classroom and equipment training. Students have the opportunity to choose between day and evening classes. Day classes are 4 weeks long and meet Monday through Friday from 8:00 a.m. - 4:30 p.m. Evening classes are 6 weeks long and meet Monday through Friday 5:00 - 10:00 p.m. and require 1 Saturday drive. The classroom training is TDT 1201. The equipment training is TDT 1202.

Potential salary base: The IDES employment outlook for truck drivers show greater than average growth through 2017. Opportunities for truck drivers should be good for qualified drivers at all levels. Regional drivers will make an average of $37,000 to $58,000 their first year with a significant increase thereafter.

For additional information, please contact tom_nestler@ivcc.edu, 815-224-0266.

Total Credit Hours: 10

Advanced Truck Driver Training Proficiency Certificate

Students must complete 6 credits of electives prior to enrolling in TDT courses. The 6 credit hours can be chosen from any course that has the prefixes from the list below and/or TDT 1204 or ALH 1221.

Electives:

BUS, CSP, ELE, ELT, GNT, HPE, IMT, MTH, PSY, RED, SDT, SOC, WHS, WLD, WED, WSP and/or TDT 1204 or ALH 1221.

After Completion of Electives: Any semester

			IAI Course
	Elective		
	Elective		
TDT 1201	Truck Driving Training I	3	0
TDT 1202	Truck Driver Training II	7	0
			Subtotal: 16
			Total Credit Hours: 16

For additional information please consult tom_nestler@ivcc.edu, (815) 224-0266.

3/10/2022

Welding Registration

How to Register Each Semester

Go to WebAdvisor to register for any WLD course. WSP classes need to have a coordinator's permission to take the class.

If you are NOT a current welding student:

1. Call (815) 224-0233, email kim_herout@ivcc.edu, or visit the Workforce Development Office in C-317 during office hours.

2. Ask to have your name added to the next public Welding Registration session.

3. Write down the date, time, and IVCC location of the session.

4. If you are a new IVCC student, you will also need to complete an IVCC Application by going to www.ivcc.edu/apply. IVCC will create your unique student ID number and notify you. Protect this number.

5. On your welding registration session date, be sure to arrive on time.

6. The Program Coordinator will advise you on your course(s) to take in the upcoming semester(s) and fill out a registration form for you.

7. You will complete your personal information on the registration form(s).

8. You will submit your registration to IVCC Admissions Office.

9. If you desire to take additional courses in the same semester, you need to register with the IVCC counselors or go to WebAdvisor and process the registration. See Counseling for WebAdvisor assistance.

10. An updated class schedule and tuition/fees due will be sent to you.

11. Pay for your selected courses prior to the first "purge for nonpayment" in order to hold your class schedule. Payment options can be found at www.ivcc.edu/payment.

12. If payment is not processed in time, the courses you selected will be purged/dropped.

Verify your declared program of study

1. Either contact Counseling or look at your WebAdvisor account.

2. Confirm that the declared program of study on your record is what you are pursuing. This will make sure you are on the right track for completing your certificate or degree on time.

4/8/2022

GMAW Basic Welding Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, full semester

			IAI Course
GNT 1209	Blueprint Reading	3	0

Fall semester, first year, first 8-weeks

			IAI Course
WLD 1209	GMAW Flat and Horizontal Position	2	0

Fall semester, first year, second 8-weeks

			IAI Course
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc	2	0

Spring semester, first year

			IAI Course
WSP 1211	GMAW Stainless Steel, All Positions	2	0
WSP 1212	GMAW Non-Ferrous Alloys, All Positions	2	0

Subtotal: 11

Total Credit Hours: 11

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at (815) 224-0233 to sign up.

Industry/Occupation: Production welding in manufacturing facilities, fabrication shops, & general maintenance welding.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.

4/1/2022

GMAW Intermediate Welding Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, full semester

			IAI Course
GNT 1209	Blueprint Reading	3	0

Fall semester, first year, first 8-weeks

			IAI Course
WLD 1209	GMAW Flat and Horizontal Position	2	0
WSP 2206	OAW Gas Welding & Brazing, Flat & Hor.	2	0

Fall semester, first year, second 8-weeks

			IAI Course
WLD 2201	GMAW Vertical Up	2	0
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc	2	0

Spring semester, first year, full semester

			IAI Course
MET 1209	Welding Metallurgy	3	0

Spring semester, first year, first 8-weeks

			IAI Course
WSP 1212	GMAW Non-Ferrous Alloys, All Positions	2	0
WLD 1220	GTAW Mild Steel, All Positions	2	0

Spring semester, first year, second 8-weeks

			IAI Course
WSP 1211	GMAW Stainless Steel, All Positions	2	0
WSP 1230	FCAW Mild Steel, All Positions	2	0

Subtotal: 22

Total Credit Hours: 22

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at (815) 224-0233 to sign up.

Industry/Occupation: Production welding in manufacturing facilities, fabrication shops, & general maintenance welding.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.

4/1/2022

GMAW Advanced Welding Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, full semester

			IAI Course
GNT 1209	Blueprint Reading	3	0

Fall semester, first year, first 8-weeks

			IAI Course
WLD 1209	GMAW Flat and Horizontal Position	2	0
WSP 2206	OAW Gas Welding & Brazing, Flat & Hor.	2	0

Fall semester, first year, second 8-weeks

			IAI Course
WLD 2201	GMAW Vertical Up	2	0
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc	2	0

Spring semester, first year, full semester

			IAI Course
IMT 1220	Rigging Systems	3	0
MET 1200	Inspection, Measurement & Quality	3	0
MET 1209	Welding Metallurgy	3	0

Spring semester, first year, first 8-weeks

			IAI Course
WSP 1211	GMAW Stainless Steel, All Positions	2	0

Spring semester, first year, second 8-weeks

			IAI Course
WSP 1212	GMAW Non-Ferrous Alloys, All Positions	2	0

Subtotal: 24

Fall semester, second year, full semester

			IAI Course
WED 2211	Introduction To Fabrication	2	0

Fall semester, second year, first 8-weeks

			IAI Course
WLD 1213	GMAW Pipe, All Positions	2	0
WLD 1220	GTAW Mild Steel, All Positions	2	0
WLD 1232	GMAW Open Root, All Positions	2	0

Spring semester, second year, full semester

			IAI Course
WSP 1221	GTAW Stainless Steel, All Positions	2	0
WSP 1222	GTAW Non-Ferrous Alloys, All Positions	2	0
WSP 1230	FCAW Mild Steel, All Positions	2	0

Subtotal: 14

Total Credit Hours: 38

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at (815) 224-0233 to sign up.

Industry/Occupation: Production welding in manufacturing facilities, fabrication shops, & general maintenance welding.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.   4/1/2022

GTAW Welding Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, first 8-weeks

			IAI Course
WLD 1200	SMAW Mild Steel, Flat Position	2	0
	Or		
WLD 1209	GMAW Flat and Horizontal Position	2	0
WSP 2206	OAW Gas Welding & Brazing, Flat & Hor.	2	0

Fall semester, first year, second 8-weeks

			IAI Course
WLD 1220	GTAW Mild Steel, All Positions	2	0

Spring semester, first year, first 8-weeks

			IAI Course
WSP 1221	GTAW Stainless Steel, All Positions	2	0
WSP 1222	GTAW Non-Ferrous Alloys, All Positions	2	0

Subtotal: 10

Total Credit Hours: 10

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at 815-224-0233 to sign up.

Industry/Occupation: Boilermaker, pipefitter, maintenance, and new construction (oil refineries, nuclear plants, food service/canning facilities).

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630 .

4/1/2022

OAW Welding Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, first 8-weeks

				IAI Course
WSP 2206	OAW Gas Welding & Brazing, Flat & Hor.		2	0
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc		2	0

Fall semester, first year, second 8-weeks

				IAI Course
WSP 2207	OAW Gas Weld. Vert., Overhd., Mild Stl		2	0

Subtotal: 6

Total Credit Hours: 6

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at 815-224-0233 to sign up.

Industry/Occupation: Boilermaker, pipefitter, ironworker, industrial maintenance mechanics, sheet metal worker, other welders for cutting and fitting, & HVAC for brazing and soldering.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.

4/1/2022

SMAW Basic Welding Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, full semester

			IAI Course
GNT 1209	Blueprint Reading	3	0

Fall semester, first year, first 8-weeks

			IAI Course
WLD 1200	SMAW Mild Steel, Flat Position	2	0

Fall semester, first year, second 8-weeks

			IAI Course
WLD 1201	SMAW Mild Steel, Horizontal Position	2	0

Spring semester, first year, second 8-weeks

			IAI Course
WLD 1202	SMAW Mild Steel, Vertical Position	2	0
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc	2	0

Subtotal: 11

Total Credit Hours: 11

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at (815) 224-0233 to sign up.

Industry/Occupation: Construction welding, pipefitters apprenticeship, boilermaker apprenticeship, ironworker apprenticeship, operating engineers mechanic, & fabrication shops.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.

4/1/2022

SMAW Intermediate Welding Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, full semester

			IAI Course
GNT 1209	Blueprint Reading	3	0

Fall semester, first year, first 8-weeks

			IAI Course
WLD 1200	SMAW Mild Steel, Flat Position	2	0
WLD 1202	SMAW Mild Steel, Vertical Position	2	0

Fall semester, first year, second 8-weeks

			IAI Course
WLD 1201	SMAW Mild Steel, Horizontal Position	2	0
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc	2	0

Spring semester, first year, full semester

			IAI Course
MET 1209	Welding Metallurgy	3	0

Spring semester, first year, first 8-weeks

			IAI Course
WLD 1204	SMAW Mild Steel, Overhead Position	2	0
WLD 1231	SMAW Mild Steel, Open Root, All Pos.	2	0
WSP 2206	OAW Gas Welding & Brazing, Flat & Hor.	2	0

Spring semester, first year, second 8-weeks

			IAI Course
WLD 1220	GTAW Mild Steel, All Positions	2	0
WLD 2203	SMAW Pipe, 2G	2	0

Subtotal: 24

Total Credit Hours: 24

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at (815) 224-0233 to sign up.

Industry/Occupation: Construction welding, pipefitters apprenticeship, boilermaker apprenticeship, ironworker apprenticeship, operating engineers mechanic, & fabrication shops.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.

4/1/2022

SMAW Advanced Welding Certificate

What Follows is the Program Outline.

This program is not designed for students transferring to other colleges or universities. As a rule, courses with a second digit "0" are designed to transfer. Students planning to transfer should consult a Counselor to verify the transferability of courses. Prerequisites for courses are noted in the IVCC Catalog. Program Pre-Admission Information is included if applicable.

Fall semester, first year, full semester

			IAI Course
GNT 1209	Blueprint Reading	3	0

Fall semester, first year, first 8-weeks

			IAI Course
WLD 1200	SMAW Mild Steel, Flat Position	2	0
WLD 1201	SMAW Mild Steel, Horizontal Position	2	0

Fall semester, first year, second 8-weeks

			IAI Course
WLD 1202	SMAW Mild Steel, Vertical Position	2	0
WSP 2208	OAW Oxy, Plasma Cut., Air Carbon Arc	2	0

Spring semester, first year, full semester

			IAI Course
MET 1200	Inspection, Measurement & Quality	3	0
MET 1209	Welding Metallurgy	3	0

Spring semester, first year, first 8-weeks

			IAI Course
WLD 1204	SMAW Mild Steel, Overhead Position	2	0
WLD 1231	SMAW Mild Steel, Open Root, All Pos.	2	0

Spring semester, first year, second 8-weeks

			IAI Course
WLD 2203	SMAW Pipe, 2G	2	0
WSP 2206	OAW Gas Welding & Brazing, Flat & Hor.	2	0

Subtotal: 25

Fall semester, second year, full semester

			IAI Course
IMT 1220	Rigging Systems	3	0
WED 2211	Introduction To Fabrication	2	0

Fall semester, second year, first 8-weeks

			IAI Course
WSP 1230	FCAW Mild Steel, All Positions	2	0
WLD 2213	SMAW Pipe, 5G	2	0

Fall semester, second year, second 8-weeks

			IAI Course
WLD 1220	GTAW Mild Steel, All Positions	2	0
WLD 2223	SMAW Pipe, 6G	2	0

Subtotal: 13

Total Credit Hours: 38

Note: All new welding students must register through a Welding Information Session; contact the Workforce Development Division Office at (815) 224-0233 to sign up.

Industry/Occupation: Construction welding, pipefitters apprenticeship, boilermaker apprenticeship, ironworker apprenticeship, operating engineers mechanic, & fabrication shops.

For additional information please consult any counselor at (815) 224-0360, tony_sondgeroth@ivcc.edu, (815) 224-0319, or theresa_molln@ivcc.edu, (815) 224-0630.

4/1/2022

Licensure Programs

For students wanting to take Emergency Medical Technician (EMT) and/or Emergency Medical Responder (EMR) courses.

EMT Basic and EMR courses may lead to State Certification.

These programs do not lead to an IVCC Certificate.

Emergency Medical Responder (EMR)

EMR course may lead to State Certification and is not an IVCC Certificate.

Any Semester

			IAI Course
EMS 2200	Emergency Medical Responder	4	0

Subtotal: 4

Total Credit Hours: 4

General Physical Demands:

- Walking and standing are major components of this job. Sitting is necessary for transportation to and from scenes of the emergency.

- The EMR student is required to assist in lifting and carrying injured or sick persons. They may be required to engage in pushing and/or pulling to assist with extrication and/or scene management. It is necessary to be able to lift and balance up to 125 pounds (250 with assistance). An example would be moving a patient on a backboard.

- Have the strength and stamina to perform patient treatment such as cardiopulmonary resuscitation for lengthy periods of time.

- Able to bend, stoop, balance and crawl on uneven terrain (flexible).

- Ability to work in low light situations and confined spaces.

- Able to withstand varied environmental conditions such as extreme heat, cold and moisture.

- Must not have a personal device or condition that is subject to interference by electronic equipment such as microwaves or cell phones.

- Must not have any personal issue with environmental factors such as allergens, latex or cologne that would limit ability to function safely.

- Be able to climb and balance as needed to gain access to emergency sites, i.e. sites, hillsides, ladders.

- Good manual dexterity with the ability to perform all tasks related to emergency patient care and documentation.

- Fine finger dexterity is needed for operating some equipment and skills such as inserting a needle or preparing medications.

- Tactile ability to sufficiently assess patients and their environments and to implement appropriate treatment.

- Ability to discern deviations/changes such as eye/skin coloration during patient assessment and issues involved in scene safety and hazards.

- Ability to read road maps, accurately discern street signs and address numbers, read medication/prescription labels and directions for usage in a quick, accurate and expedient manner.

- Responding to patients, coworkers and other EMS agencies through hearing are necessary in a patient's need, transmitting information and following directions.

- Able to converse with dispatchers and EMS providers via phone, radio or computer.

- Be able to function with diverse communication tools.

- Detect sounds that can alert the medic to safety issues or patient concerns.

- Ability to detect sounds that relate to bodily functions using a stethoscope.

For additional information please consult a counselor at 815-224-0360 or nick_fish@ivcc.edu, (815) 224-0267.

Emergency Medical Technician (EMT)

EMT Basic course may lead to State Certification and not an IVCC Certificate.

Any Semester

			IAI Course
EMS 2201	Emergency Medical Technician - Basic	8	0

Subtotal: 8

Total Credit Hours: 8

General Physical Demands:

- All participants in IVCC EMS courses must have a background check. Forms will be provided at orientation. The student must assume the cost of this procedure. Random drug screening will also be required.

- The applicant must possess a high school diploma or equivalent at the time of State or National Registry exam (copies are required).

- The applicant must be at least 18 years of age at time of State or National Registry exam.

- The applicant must have a background check. The applicant must assume the cost of the background check. The applicant must have NO felony convictions. A 10-panel urine drug screening is required at the applicant's cost.

- The student will agree to complete all Health Services requirements by the posted dates. All required health information must be provided before any clinical study begins. Student must have a physical performed by personal physician at student's cost within the past year. The IVCC Health Assessment Form must be used (provided at first class). Students must have received all required immunizations as outlined on the health assessment form or sign a waiver that he/she is refusing the immunization.

- General Physical Demands

  - Walking and standing are major components of this job. Sitting is necessary for transportation to and from scenes of the emergency.
  - The EMT Basic student is required to assist in lifting and carrying injured or sick persons. They may be required to engage in pushing and/or pulling to assist with extrication and/or scene management. It is necessary to be able to lift and balance up to 125 pounds (250 with assistance). An example would be moving a patient on a backboard.
  - Have the strength and stamina to perform patient treatment such as cardiopulmonary resuscitation for lengthy periods of time.
  - Able to bend, stoop, balance and crawl on uneven terrain (flexible).
  - Ability to work in low light situations and confined spaces.
  - Able to withstand varied environmental conditions such as extreme heat, cold and moisture.
  - Must not have a personal device or condition that is subject to interference by electronic equipment such as microwaves or cell phones.
  - Must not have any personal issue with environmental factors such as allergens, latex or cologne that would limit ability to function safely.
  - Be able to climb and balance as needed to gain access to emergency sites, i.e. sites, hillsides, ladders.
  - Good manual dexterity with the ability to perform all tasks related to emergency patient care and documentation.
  - Fine finger dexterity is needed for operating some equipment and skills such as inserting a needle or preparing medications.
  - Tactile ability to sufficiently assess patients and their environments and to implement appropriate treatment.
  - Ability to discern deviations/changes such as eye/skin coloration during patient assessment and issues involved in scene safety and hazards.
  - Ability to read road maps, accurately discern street signs and address numbers, read medication/prescription labels and directions for usage in a quick, accurate and expedient manner.
  - Responding to patients, coworkers and other EMS agencies through hearing are necessary in a patient's need, transmitting information and following directions.
  - Able to converse with dispatchers and EMS providers via phone, radio or computer.
  - Be able to function with diverse communication tools.
  - Detect sounds that can alert the medic to safety issues or patient concerns.

For additional information please consult a counselor at 815-224-0360 or nick_fish@ivcc.edu, (815) 224-0267.

3/10/2022

Admissions and Registration

Admissions

Illinois Valley Community College has an "open door" admission policy. Any high school graduate or mature person with equivalent educational background is eligible for admission. Admission to most programs is open. Some programs have additional requirements for admission. Please refer to the specific program for details.

- **"Full-time"** status is equivalent to 12 credit hours or more in a semester.

- **"Part-time"** status is equivalent to 11 credit hours or less in a semester.

If you have never completed high school: You may enroll for part-time or full-time. (Students who have discontinued high school may enroll after their high school class has graduated or may obtain a certificate of severance from the superintendent or principal in the high school district in order to begin IVCC courses earlier.)

International Students are <u>strongly</u> urged to have a local sponsor in the IVCC district at the time of application. Admission requests should be made directly to the Admissions, Records, and Transfer Services Office. Specific requirements will be mailed. International student packets and forms are available at www.ivcc.edu/admissions. All forms, requirements, and information must be completed before the Form I-20 is issued.

High School Student Enrollment: It is the policy of the Board of Trustees of Illinois Valley Community College that current high school students, ages 16 and older, will be permitted to attend IVCC. Such students wishing to take college courses during the regular high school day must submit written authorization from their designated high school official detailing the number of courses and/or credit hours and the particular courses for which the student wishes to enroll. Additionally, such students must take and pass any necessary placement exams. Transfer-related questions can be discussed with an IVCC counselor.

Students under the age of 16 who wish to enroll in any courses must petition the Vice President for Student Services. Information, including the appropriate forms, can be obtained by calling (815) 224-0361 or contacting Angie Partridge (angie_partridge@ivcc.edu) in Student Services, Room CTC 202A.

Students who are at least 16 years of age who no longer attend high school and do not have verification of a severed relationship with their high school must wait until their high school class graduates to enroll at IVCC.

Home schooled students: Students who have been home schooled must provide transcripts and/or GED scores (if available). Students not having either of these documents must contact the Office of Admissions, Records Transfer Services.

Students must take any necessary placement exams. Transfer-related questions can be discussed with an IVCC Counselor.

Home schooled students who wish to enroll in any courses before their official completion of high school curriculum must follow the same process as listed above.

*Exceptional circumstances may be reviewed by petitioning the Vice President for Student Services. The form for appeal is available in the Counseling Center and the Admissions Office.

Registration

Register here

- Registration is required prior to the first-class meeting.

- Late registration is NOT permitted.

- Once the first-class meeting has occurred, registration for the class will not be allowed.

- Registration for ONLINE courses will NOT be permitted once the start date of the online course has passed.

- Schedule adjustments or "switching classes" after the class has met the first time is NOT allowable in most instances.

- Payment for your classes must be made by the payment deadline specified at the time of your registration

- All students receiving some form of FINANCIAL AID including LOANS, SCHOLARSHIPS, and TUITION WAIVERS must contact the CASHIER department. Failure to do so may result in the cancellation of your class schedule.

Registration and Payment Tips

- Plan ahead and register for classes on time.

- Schedule an appointment to meet with a counselor EARLY in the semester to have your schedule of classes ready for registration.

- Pay for your classes before the payment deadline. If classes are dropped from your schedule due to non-payment after the classes have started, you will NOT be able to re-register and retrieve your schedule.

- Be aware of payment deadlines.

Cooperative Agreements

IVCC has entered into the Comprehensive Agreement Regarding the Expansion of Education Resources (CAREER) with all other community college districts in the state of Illinois. This agreement allows students to attend programs in other districts if the home district does not have the career or occupational program desired by the student. A complete list of community colleges participating in this agreement is listed below.

Cooperative Agreements make it possible for:

- Residents of the IVCC district to attend other community colleges as an in-district student to pursue a career or occupational program NOT OFFERED by IVCC and pay that college's in-district tuition rate.

  - Students need to complete IVCC's cooperative agreement form. The form should be completed and submitted to the Office of Academic Affairs for approval **at least 30 days** prior to the start of the semester. The form is approved by the Office of Academic Affairs and sent directly to the college to be attended. An approved IVCC cooperative agreement is good for one academic year. The cooperating college will issue the degree or certificate for success completion of the program of study.

  - IVCC's cooperative agreement form can be found at https://www.ivcc.edu/cooperativeagreement/.

  - IVCC has an agreement with three community colleges that the cooperative agreement can be used by the student if he or she only wants or needs to take one course not offered by IVCC in a particular semester. The other community college's course number and title of the course should be used in place of the program on the form

- Residents of other community college districts to attend IVCC to pursue a career or occupational program NOT OFFERED by their home district community college and pay IVCC's in-district tuition rate.

  - Students need to contact their home district community college to obtain a cooperative agreement form and adhere to that institution's guidelines for completing the form.

  - Three community colleges have an agreement with IVCC that the cooperative agreement can be used by the student if he or she only wants or needs to take one course not offered by their

home district community college in a particular semester.

A complete listing of other Illinois public community college districts participating in cooperative agreements can be found at https://www.ivcc.edu/cooperativeagreement/other_illinois_colleges.php.

All forms should be sent to:

Office of Academic Affairs
Illinois Valley Community College
815 N. Orlando Smith Road
Oglesby, IL 61348
Phone: (815) 224-0409
Fax: (815) 224-3033
Email: sandy_beard@ivcc.edu

Please contact the Office of Academic Affairs at (815) 224-0409 for more information about cooperative agreements.

Credit Hours

College credit hours are earned by students when they spend hours learning a skill or a specific body of knowledge. At IVCC, credit hours are assigned to each course when it is developed. One credit hour is equal to one 50-minute class "hour" per week for a lecture course over a sixteen-week semester. The number of credit hours assigned to a course and required for student attendance are equated, based on the length and method(s) of the course. Credit hour equivalents vary for different types of methods (lecture, lab, field experience, etc.) All courses, including assigned credit hours, are approved by the Illinois Community College Board.

Financial Aid

The Financial Aid Office Mission

The Financial Aid Office serves students and families by helping them find sources of assistance that give them access to college.

The Financial Aid Office educates people about financial aid programs, application procedures, responsible management of financial aid funds and fulfilling all responsibilities that accompany being a student, student employee or an educational loan borrower.

Phone: (815) 224-0438
Fax: (815) 224-0638
Web Address: https://www.ivcc.edu/financialaid/

Overview of Services

Financial Aid Advising

The Financial Aid Office staff is available to answer your

questions about all aspects of applying for and receiving financial assistance. Students and their parents are welcome to contact us at any time.

Special Financial Aid Reviews

In certain cases, a financial aid application may not accurately reflect an applicant's current financial situation due to circumstances beyond his/her control. As a result, the Financial Aid Office may exercise "professional judgment" and revise an application to reflect the applicant's current financial situation.

The following scenarios illustrate some special circumstances that can be addressed by the Financial Aid Office. This is not an exhaustive list.

- Major loss of income or benefits due to unemployment, unexpected layoff, dislocation, natural disaster, certain unexpected nondiscretionary expenses, etc.

- Separation or divorce after an initial financial aid application has been completed.

- Death of a parent or spouse after an initial financial aid application has been completed.

Tuition Deferments and Bookstore Vouchers

Students with financial aid, if the amount awarded exceeds the cost of tuition and fees, are eligible to defer their tuition and may charge required books and supplies in the bookstore before financial aid funds are disbursed.

- Contact the Financial Aid Office or Cashier for information.

What happens to Financial Aid recipients who withdraw or stop attending classes?

Students who receive federal financial aid are subject to a federal regulation *if they cease attending* before the end of the term. This law applies in cases where a student ceases enrollment officially OR unofficially. This law is explained in the following paragraphs.

Leave of Absence

Students who need to request a complete withdrawal (withdrawal from all courses) may do so by using WebAdvisor or by submitting a Withdrawal Form to the Records Office. Students who receive financial aid are strongly encouraged to contact the Financial Aid Office to determine what effect it may have on their current and future financial aid eligibility. (see Return of Title IV Funds.)

Return of Title IV Funds

IVCC must return financial aid funds to the Department of Education when a student stops attending before 60% of

the term has been completed. If a student stops attending classes before that point in time, IVCC must return a portion of the financial aid because it was not "earned."

Because IVCC has to repay money to the federal government, the Business Office will bill the student for this amount (i.e., the balance created on the student's account once the funds have been returned by the college). If this balance is not paid, the student will be prevented from registering for future classes at IVCC and a hold will be placed on the student's academic transcripts.

The amount the student will owe is based on the date the student stops attending. IVCC will determine what percent of the semester has been completed. For example, if the student's tuition and fees are $800 and the student completes 25% of the semester, then IVCC must return 75% of the student's aid (= $600) to the Department of Education. The student will then owe $600 to IVCC for the now unpaid tuition and fees.

Financial Aid Disbursements

A student receiving financial aid who stops attending IVCC may ***also*** be required to return a portion of Federal Grant aid (Pell Grant or SEOG Grant) which was paid directly to the student by IVCC. The student may be required to return a percentage of the unearned grant aid he/she received if he/she stopped attending before 60% of the term has been completed.

Students who do not return these federal funds will be barred from receiving further financial aid because IVCC will refer these persons to the Department of Education for debt collection. If that happens, the student will lose eligibility for financial aid at all colleges in the United States until he/she has either repaid the money or established a satisfactory repayment program with the Department of Education.

Because this regulation is complex, you are strongly encouraged to ***contact the Financial Aid Office before you stop attending IVCC.***

Who is eligible to receive financial aid?

In order to be eligible for Financial Assistance the applicant must:

- Be a U.S. citizen or eligible non-citizen;

- have a high school diploma, graduated from a Home School, or have a GED certificate;

- not be in default on a student loan, nor have borrowed in excess of established Title IV loan limits;

- not owe a refund on a Federal or State grant received at any previously attended school(s);

- be registered with Selective Service if you are a male as required by Federal law;

- be enrolled in an associate degree program or an approved certificate program of at least 16 credit hours in length;

- maintain Satisfactory Academic Progress while completing a degree or certificate program (see section on Satisfactory Academic Progress (p. 119)).

How do I apply for financial aid?

To apply for Federal and State financial aid (grants, work-study and loans) you must complete a Free Application for Federal Student Aid (FAFSA). You can complete the FAFSA online at https://fafsa.ed.gov/. (https://fafsa.ed.gov/) Use School Code: 001705.

Satisfactory Academic Progress

What is satisfactory academic progress?

Federal and state regulations require that Illinois Valley Community College establish and implement a standard of academic progress for students receiving financial assistance. The Satisfactory Academic Progress Policy applies to all IVCC students receiving federal Title IV financial aid, state aid, institutional aid, and/or military benefits. Satisfactory academic progress is measured in three ways:

1. GRADE POINT AVERAGE

2. COURSE COMPLETION RATE

3. MAXIMUM TIME FRAME TO COMPLETE PROGRAM

You must satisfy all three of these standards of progress to maintain financial aid eligibility, including veteran benefits (except where noted).

1. Cumulative Grade Point Average (GPA) Requirement:

A student must have a cumulative grade point average of 2.0 or higher to be eligible for continued financial assistance. Incomplete (I) grades will be calculated as an 'F' until the final grade has been submitted. It is the student's responsibility to notify the Financial Aid Office when their final grade has been completed. Withdrawals (W) and transfer courses are not normally included in the GPA calculation. For repeated classes, all grades will be included in the GPA calculation.

Students who do not have a cumulative 2.0 GPA will be put on one semester of warning, but will still receive financial aid for that semester. If a 2.0 GPA is not achieved by the end of that semester, they will be suspended and will no longer be eligible for financial aid.

2. Course Completion Rate:

A new, continuing, or transfer student must successfully complete more than 66.67 percent of the courses attempted throughout his/her entire enrollment at IVCC. A successful completion is defined as earning a grade of 'D' or better. Withdrawals (official or unofficial), incompletes, repeated courses, developmental courses, and transfer credits are included in hours attempted. Courses completed with a passing grade and transfer courses, applicable to the student's program of study, will count as completed credit hours.

Students who do not have a completion rate of more than 66.67 percent will be put on a one semester warning, but will still receive financial aid for that semester. If the required completion rate is not achieved by the end of that semester, they will be suspended and will no longer be eligible for financial aid (Note: Illinois Veteran's Grant and Illinois National Guard Grants are exempt from course completion requirements.)

3. Maximum Timeframe to Complete Program:

Students may pursue completion of a degree or certificate program on a full or part-time basis, but the federal government requires that students make progress toward completion in a timely fashion. A student cannot receive financial assistance beyond the specified time allotted for completion of his/her program.

Students maximum attempted hours of eligibility at IVCC are determined by multiplying the length of the Academic Program by 150 percent. Included in attempted hours are credit hours transferred to IVCC from other institutions and "Prior" hours attempted at IVCC, regardless of whether or not the student previously received financial aid. Examples are as follows:

Associate Degree requiring 64 credit hours = 60 x 150% = 90 Maximum Credit Hours Attempted.

Certificate Program requiring 24 credit hours = 24 x 150% = 36 Maximum Credit Hours Attempted.

If financial aid is discontinued under the Maximum Timeframe Standard, special consideration **may** be given, through the Appeal Process, only for the following reasons:

- Students are allowed a maximum of 30 attempted hours of developmental course work in addition to the 90 Maximum Credit Hour Limit.

- Students who have changed majors may be granted a reasonable extension of hours provided they submit a letter from an IVCC Counselor verifying the change in major and the remaining courses required for degree completion. Students must have been meeting the required Standards of Satisfactory Academic Progress prior to changing majors.

The review of the Maximum Timeframe Standard will occur at the end of each semester. Once a student reaches 150 percent of the standard program hours, financial aid

will be discontinued.

Important note: Students who have completed their program of study, regardless of whether they have received their degree or certificate, will be considered as suspended from receiving further financial aid. Financial aid cannot pay for course work taken to meet prerequisites for a program of study at another college or university. Students who plan on pursuing a second degree or certificate at IVCC may submit an appeal for the reinstatement of their financial aid.

Evaluation and Appeal Process

Evaluation Process:

The Standards of Academic Progress tracking begins when the student attempts his/her first credit hour course at IVCC. The evaluation process is run at the end of each academic semester.

1. Students who do not meet the cumulative 2.0 GPA and/or a completion rate of more than 66.66 percent will be placed on **"Warning Status"** for their next semester of attendance. Students will be allowed to receive financial aid during this warning period.

2. Students, who are currently on warning status and fail to meet the 2.0 GPA, a completion rate of more than 66.66 percent, and/or have exceeded the 150 percent timeframe, will be placed on **"Suspend Status."** While on suspended status students may not receive any federal or state financial aid, including: grants, student loans and military benefits (an exception is made for the Illinois Veteran and National Guard Grants if the 2.0 GPA requirement has been met.)

3. Students who have met or exceeded the maximum program timeframe will be placed on **"Suspend Status."**

Appeal Process:

Any student placed on suspend status has the right to appeal. Appeal Forms are available in the Financial Aid Office or may be printed from the Financial Aid web page. All appeals must be complete and provide detailed information about extenuating circumstances. Extenuating circumstances include: personal illness/accident, serious illness or death within the immediate family, an auto accident or other situation beyond the reasonable control of the student. Third party documentation is required with each appeal when applicable. Documentation may include, but is not limited to, copies of medical records, accident reports, and/or letters from an IVCC counselor, work supervisor or another counselor. Appeals must be submitted prior to or during the semester for which the student is seeking financial aid. Students will be notified **by mail** of the *Standards of Academic Progress Committee's* decision as promptly as possible. **All appeal decisions are final.**

Students whose initial appeal is denied cannot submit a subsequent appeal until successful completion of at least one additional term, in which a minimum of six credit hours have been attempted.

Students may also regain good standing by completing additional semester(s) at their own expense and bringing their cumulative GPA and/or course completion rate up to the required standard, or, by completing 'I' grades or repeating failed courses for a higher grade. It is the student's responsibility to notify the Financial Aid Office, through an appeal, in order to have their financial aid reinstated.

Students who are reinstated by the *Standards of Academic Progress Committee* are placed on "Probation Status" and are expected to meet and maintain the cumulative 2.0 GPA and a completion rate of more than 66.67 percent by the end of the semester for which he/she was reinstated. Students who meet the standards for the reinstated term but have not been able to bring their cumulative rates up to the required standards may appeal for another semester of **"Probation Status."**

NOTE: If a student is not meeting the minimum standards of academic progress at either the time of initial application or after the warning semester and the student has shown academic improvement during the preceding term(s), the Director of Financial Aid reserves the right, on a case-by-case basis, to "place" or "continue" a student on probation. The Director also reserves the right to suspend a student without a semester of warning based on academic performance during the preceding term(s). This includes new transfer students who failed to meet the required standards of academic progress at their previous postsecondary institution(s).

While the Financial Aid Office will attempt to notify students of their warning, probation or suspended status, it is the student's responsibility to read, understand and follow the Standards of Academic Progress Policy. If you have any questions or need additional information regarding this policy or appeal procedures, please contact the Financial Aid Office, CTC-101S, (815) 224-0438.

Financial aid is intended to assist students in financing their education when family and personal resources are not adequate to meet their total educational cost. The information that follows is general. For more detailed information on all these programs, contact the Financial Aid Office.

The principal forms of financial aid are:

- **GRANTS:** Financial aid awarded to students based on financial need. They are typically funded by the federal or state government; however many private colleges and universities have institutional grants that are awarded according to their own criteria.

- **SCHOLARSHIPS:** Financial aid awarded to students based on merit, talent, financial need, or other specialized criteria. Scholarships given to IVCC students are funded by the state government, the Illinois Valley Community College Foundation, and private agencies.

- **LOANS:** Financial aid awarded to students - or parents - to help meet education-related expenses. An educational loan is just that a loan which must be repaid, with interest.

Grants and Scholarships

Federal Grants

- **Federal Pell Grant:** For students pursuing their first undergraduate degree who qualify based on the federal formula. Awards range from $692 to $6,795.

- **Federal Supplemental Educational Opportunity Grant (FSEOG):** For students who are eligible for the Federal Pell Grant and who have exceptional financial need. At IVCC these awards range from $250 to $500. Funding is limited.

Illinois State Grants

- **Monetary Award Program:** Covers a portion of tuition and fees for eligible students registered 3 credit hours to 15 credit hours per semester. Award amount is based on the availability of state funds.

- **Illinois Veteran Grant:** Full tuition for Illinois veterans.

- **Illinois National Guard Grant:** Full tuition for Illinois National Guard personnel.

Illinois State Scholarships

- **Illinois MIA/POW Scholarship** is available to any spouse, natural child, legally adopted child, or any step-child of an eligible veteran or service person who has been declared to be a prisoner of war, missing in action, has died as a result of a service-connected disability or was permanently disabled for service-connected causes with 100% disability and who at the time of entering service was an Illinois resident or was an Illinois resident within six months of entering such service.

- **Minority Teachers of Illinois Scholarship Program:** Tuition scholarships of up to $5,000 per year to assist individuals of African American/Black, Hispanic American, Asian American or Native American origin who plan to become teachers at the preschool, elementary or secondary level.

- **Golden Apple Scholar:** $2,500 to $10,000 to academically talented students, with a priority given to minority students, to pursue careers as public preschool, elementary and secondary school teachers in disciplines that have been designated as Teacher Shortage Disciplines in the State of Illinois.

- **Illinois Special Education Tuition Waiver Program:** The Illinois Special Education Teacher Tuition Waiver Program encourages current teachers and academically talented students to pursue careers in any area of special education as a public, private or parochial preschool, elementary or secondary school teacher in Illinois. Recipients are exempt from paying tuition and fees at an eligible institution for up to four calendar years.

Additional information on Illinois State Scholarships and application deadlines is available from the College Illinois website at https://www.collegeillinois.org/

IVCC Foundation Scholarships

Each year, more 200 students earn scholarships through the IVCC Foundation ranging in value from $500 to $4,500. Over the past five years alone, the Foundation has awarded over $1.4 million.

In all, more than 150 scholarships are available for students to apply for between December and early February. Scholarships are awarded for the following fall semester.

Awards are available in specific disciplines such as criminal justice, education, nursing, automotive, STEM and others. In addition, there are over 30 scholarships open to students in all programs of study.

The application and information are available online at www.ivcc.edu/foundation by calling (815) 224-0551 or by stopping by the Foundation Office, C202. All applicants for Foundation Scholarships are required to complete the Free Application for Federal Student Aid (FAFSA).

Employment

Two different types of employment opportunities are available to IVCC students.

- **Federal Work-Study** is a federally funded financial aid employment program for students with demonstrated financial need. A variety of on-campus jobs are offered through the Work-Study Program. Student employment enables students to earn money while attending school. All student employees at IVCC are paid the State Minimum Wage and are limited to 20 hours per week (or less) during enrollment periods.

- **College employment** opportunities are also available (without regard to financial need).

Students interested in employment should contact the

IVCC Financial Aid Office to obtain an application for employment. Applicants are not guaranteed a job but are given equal consideration for positions that are open.

Loans for Students

Stafford Loans: Stafford Loans are either subsidized or unsubsidized.

- A subsidized loan is awarded on the basis of financial need. You will not be charged any interest during periods of enrollment. The federal government "subsidizes" the interest during these periods.

- An unsubsidized loan is not awarded on the basis of need. You'll be charged interest from the time the loan is disbursed until it is paid in full. If you allow the interest to accumulate, it will be capitalized - that is, the interest will be added to the principal amount of your loan and additional interest will be based upon the higher amount. This will increase the amount you have to repay. If you choose to pay the interest as it accumulates, you'll repay less in the long run.

You can receive a subsidized loan and an unsubsidized loan for the same enrollment period. If you're a dependent undergraduate student at IVCC, you can borrow up to $5,500 if you're a first-year student enrolled in a program of study that is at least a full academic year ($3,500 of this amount may be in a subsidized loan; the remainder will be unsubsidized); $6,500 if you've completed your first year of study and the remainder of your program is at least a full academic year ($4,500 of this amount may be in a subsidized loan; the remainder will be unsubsidized).

If you're an independent undergraduate student or a dependent student whose parents are unable to get a PLUS Loan (see the following), you can borrow up to $9,500 if you're a first-year student enrolled in a program of study that is at least a full academic year ($3,500 of this amount may be in a subsidized loan; the remainder will be unsubsidized); $10,500 if you've completed your first year of study and the remainder of your program is at least a full academic year ($4,500 of this amount may be in subsidized loans; the remainder will be unsubsidized).

These are the maximum amounts that you can borrow for a full academic year. For periods of study that are shorter than an academic year, the maximum amounts you can borrow may be less. The Financial Aid Office will determine the specific amount that you are eligible to borrow.

The Financial Aid Office has the right to refuse certification of a student loan or may reduce the amount requested. Students will be sent written notification of the denial or reduction and the reason why this action was taken.

Parent Loan for Undergraduate Students (PLUS)

PLUS Loans enable parents with good credit histories to borrow to pay the education expenses of each child who is a dependent undergraduate student enrolled at least half time. To be eligible to receive a PLUS Loan, your parents generally will be required to pass a credit check. The yearly limit on a PLUS Loan is equal to your cost of attendance minus any other financial aid you receive. For example, if your cost of attendance is $6,000 and you receive $4,000 in other financial aid, your parents could borrow up to - but no more than $2,000.

Other Local Resources of Financial Aid

- **Business Employment Skills Team (BEST):** Offers educational assistance (tuition, books, transportation), child care, tutoring guidance and support, and job placement assistance.

Ottawa: (815) 433-4550
Peru: (815) 224-1586
Princeton: (815) 872-0255
Oglesby: (815) 224-0370 (at Illinois Valley Community College)

- **Department of Human Services-Office of Rehabilitation Services (ORS):** Offers educational assistance to students who have a physical or mental disability that is a handicap to employment.

LaSalle: (815) 224-1314

- **Dislocated Workers Center (BEST):** Offers educational and training assistance to students who have experienced employment dislocation (e.g., plant closing, lay-off, etc.). Contact Illinois Valley Community College: (815) 224-0370.

Veterans Education Benefits

The Veteran's Certifying Official, located in the Financial Aid and Veteran's Affairs Office, is available to assist with GI Bill enrollment certification, and provide information or special services for veterans, service personnel and eligible dependents. The application process for military educational benefits can be complicated and lengthy. Therefore, interested applicants begin the process as soon as possible and allow 2-3 months for results. You may also want to contact the Department of Veterans' Affairs at (888) 442-4551 with questions about eligibility criteria.

The following information outlines some of the GI Bill programs available: Montgomery GI Bill - Active Duty (MGIB, Chapter 30); Montgomery GI Bill - Selected Reserve (MGIB, Chapter 1606); Survivors' and Dependents' Educational Assistance Program (Chapter 35); Training for Veterans with Service-Connected Disabilities (Veteran Readiness and Employment, Chapter 31), Post 9/11 (Chapter 33), and Reserve Educational Assistance Program (Chapter 1607).

Illinois Valley Community College will not take any of the

four following actions toward any student using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Veteran Readiness 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 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 this provision, such students may 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).

Payment Options

Payment Plans

Payment Plans are available online through FACTS/Nelnet using WebAdvisor. For more information go to www.ivcc.edu/ecashier or call the payment plan information line at (815) 224-0586. If schedule changes are made or classes are dropped after a payment plan is set up contact the Cashier Department immediately.

Full Payments through WebAdvisor

Full payments can be made through WebAdvisor. Methods of payment accepted are Visa, MasterCard, Discover, American Express or eCheck. A WebAdvisor account must be set up in order to use this feature.

Other Payment Options

Mail Payments

Payment can be mailed to:

IVCC - Attn: Cashier Department
815 N. Orlando Smith Road
Oglesby, IL 61348

Please allow at least 3 business days.

Credit Card by Phone

Call (815) 224-0213 or fax to (815) 224-0892.

In Person

Payments can be made in person at the Cashier Department located in the Peter Miller Community Technology Center CTC 101.

Considering Financial Aid?

Apply for financial aid to help make college more affordable.

Students must complete the Free Application for Federal Student Aid (FAFSA), available in the Financial Aid Office, at high schools, or online at www.fafsa.gov. IVCC Foundation scholarships are also available -- apply each year between January and February. Be sure to visit our financial aid Web site at www.ivcc.edu/financialaid. See the financial aid (p. 117) section of this catalog for more information.

FACTS/Nelnet Tuition Management

Monthly Tuition Payments

To help you meet your educational expenses, Illinois Valley Community College offers FACTS/Nelnet as a convenient budget plan. FACTS/Nelnet is a tuition management plan that provides you with a low-cost option for budgeting tuition and other educational expenses. It is not a loan program; therefore, you have no debt, there are no interest or finance charges assessed and there is no credit check. The only cost to budget monthly payments through FACTS/Nelnet is a $25 per semester nonrefundable enrollment fee. The enrollment fee is automatically deducted within 14 days from the day the agreement is submitted to FACTS/Nelnet.

How FACTS/Nelnet Works

Using FACTS/Nelnet is simple. Information for enrolling online is provided below. You may budget your tuition and fees one of two ways.

Automatic Bank Payment (ACH) - ACH payments are those payments you have authorized FACTS/Nelnet to process directly with your financial institution. It is simply a bank-to-bank transfer of funds that you have preapproved for your expenses at Illinois Valley Community College. Payments may be made from either your checking or savings account. Payments are processed on the fifth of each month and will continue until the balance due the college is paid in full.

Credit Card Option - Many students and families have requested the option of charging their monthly tuition payment to Visa, MasterCard, Discover or American Express credit cards. This enables you to take advantage of

various bonus programs offered by your credit card company. If you select to use this option, your monthly payment will be automatically charged to your credit card on the fifth of each month.

NOTE: Should an automatic bank payment or credit card payment be missed, a $25 missed payment fee will be automatically assessed to your account. You will be notified of the missed payment by FACTS/Nelnet via mail.

Completing the FACTS/Nelnet Agreement

When you enroll online, be sure to have the following information:

1. Your 7-digit student ID number as assigned by IVCC - located on the registration statement.

2. The name and address of the person responsible for making payments.

3. Account information for the responsible person.

If paying by automatic bank payments, you will need the bank name, account number, and the bank routing number. Most of this information is located on your check. If paying by credit card, you will need the credit card number and expiration date.

Avoid the line ... pay online.
www.ivcc.edu/ecashier

Enrolling Online is Simple

Connect to the e-Cashier site at www.ivcc.edu/ecashier. Once you are in e-Cashier, review all information and refer to the menu bar at the top for additional answers to questions you may have. After you have reviewed all information, scroll down and select the "Proceed" button. Follow the simple steps outlined. After you have accepted the Terms and Conditions and submitted your agreement, you will receive an immediate e-mail (if email address was provided). This e-mail will confirm receipt of your enrollment through FACTS/Nelnet e-Cashier. Please remember, any required down payment will be deducted immediately.

Questions

For more information on availability, please visit IVCC's Web site at www.ivcc.edu or call the Illinois Valley Community College Cashier's Office at (815) 224-0213.

Full Payment Information

You may pay for your tuition in full through the e-Cashier site by selecting the payment in full option. This allows you the convenience of paying your tuition without having to visit or mail information to the Illinois Valley Community College Cashier's Office. Please remember, once you select this option, full payment will be deducted immediately and a $2.00 fee assessed.

Important

Call FACTS/Nelnet at (800) 609-8056 to make any changes to your address, phone, or banking information. If you have questions regarding your FACTS/Nelnet Agreement, please contact FACTS/Nelnet directly or go to "My FACTS/Nelnet" Account to review your agreement online. The instructions to access "My FACTS/Nelnet" Account are located in your confirmation letter or e-mail. If you have questions regarding your financial aid award or tuition balance, or you make any changes whatsoever to your schedule, please call the Illinois Valley Community College Cashier's Office at (815) 224-0213 so we can adjust or terminate your plan.

Records

Records

The Office of Admissions, Records and Transfer Services has the responsibility of maintaining the permanent academic records of all students who attend IVCC. Requests to have an official transcript sent to another institution must be submitted to the Office of Admissions, Records and Transfer Services in writing. The forms are available in the Office of Admissions, Records and Transfer Services, in the Counseling Center or at www.ivcc.edu/transcripts.

In order to better protect the security of student records released by the Office of Admissions, Records and Transfer Services, a photo ID will be required when a schedule, transcript, or insurance form is picked up in the office. When another person is picking up an official document listed above, that person will need a letter signed by the student to release the document and will be asked for a photo ID as well.

In situations where a person does not have one of the above forms of ID, the document will be processed immediately and mailed to the student address on file.

Student Access to Records

In accordance with the provisions of Public Law 93-380, a student currently or formerly enrolled at Illinois Valley Community College has the right of access to his/her records.

The types of educational records maintained by the college and directly related to students are those to which student access is allowed per Public Law 93-380. Following are types of educational records at IVCC to which students may request access and the name of the college official responsible for each type of record:

- An official college academic record (transcript) from the Director of Admissions, Records and Transfer Services.

- Student disciplinary records from the Associate Vice

President for Student Services.

For more complete details concerning student access to educational records, refer to the section titled FERPA (p. 125)in the college catalog and student handbook.

Student IDs

It is recommended all students have an IVCC photo ID. ID photos are taken in the Admissions & Records office:

IDs are required in Jacobs Library to check out books, for free admittance to cultural or intercollegiate sporting events, and when using the Computer Labs.

Effective Summer 2011, the student's K-Number (on the bottom of the student ID) is the username for WebAdvisor, Blackboard, and the network. It is the first part of a student's IVCC email address (knumber@office365.ivcc.edu). It will never be used to identify a student. It is to be used only as the username to log into the various computerized college systems.

Students can find their K-Number by:

1. Visiting the WebAdvisor home page and clicking on "What is myuser ID".

2. Using any of the "What is my K-Number" computers across campus.

3. Visiting the Learning Commons in A-201.

If requesting a new card, students are required to bring a copy of their schedule and their old ID card. If the student does not have their old ID, they are required to show a photo ID and pay a $5 replacement fee.

Effective Summer 2011, all students will be responsible for checking their IVCC email. Official electronic college correspondence will only be sent to the student's IVCC email account. For information on accessing this account, please contact the Learning Commons in A-201.

Transcripts

Transcripts will be released only upon written request by the student.

Transcript request forms may be obtained in the Office of Admissions, Records and Transfer Services, in the Counseling Center, or at www.ivcc.edu/transcripts In order to better protect the security of student records released by the Office of Admissions, Records and Transfer Services, a photo ID will be required when a transcript is picked up in the office. When another person is picking up an official document listed above, that person will need a letter signed by the student to release the document and will be asked for a photo ID as well.

FERPA

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. They include the right to inspect and review the student's education records within 45 days of the day the College receives a request for access.

The student should submit to the Director of Admissions and Records or other appropriate official, written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the College official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

Grading System

A = Excellent-4 grade points per each credit hour

B = Good-3 grade points

C = Average-2 grade points

D = Passing, Below Average-1 grade point

F = Failing-0 grade point

P = Passing-credit earned only, not computed in grade point average

I = Incomplete-temporary grade assigned when a small portion of the class remains to be completed. Assigned for extenuating circumstances. Must eventually be replaced by a letter grade (A through F above).

W = Withdrawn-not computed in the grade point average

Computing your Grade Point Average

The formula for computing the GPA is:

Total grade points earned ÷ total hours attempted = GPA

Example: Student attempts 9 credit hours (three courses) and earns grades of A, B, D respectively.

24 grade points (12 for 3 credit hours of A, 9 for 3 hours of B and 3 for 3 hours of D) ÷ 9 total credit hours attempted = 2.666 GPA

A GPA of 2.0 and above is considered Good Academic Standing

Pass/Fail Grade

Students enrolling in certain designated courses may elect a pass/fail option. Students electing this option must declare their intent at the time of registration. No more than 12 credit hours earned in pass/fail courses are

applicable to a degree and no more than three credit hours earned are applicable toward a certificate offered by the college.

Grade of "Incomplete"

"Incomplete" is a temporary grade assigned when illness, unavoidable absence, or other reasons satisfactory to the instructor prevent completion of the course requirements by the end of the semester. A grade of "INC" must be removed as designated by the instructor, but <u>not later than the last class day of the semester following the issuance of the incomplete, excluding Summer semester.</u>

If the incomplete is not made up within the allotted time, the grade for the course is changed to an F, or failing grade. Questions about incompletes should be directed to the Office of Admissions and Records.

Veterans must make up incomplete grades promptly to insure continued receipt of G.I. Bill benefits. Questions about the impact on veteran benefits should be directed to the Financial Aid Office.

Withdrawal from Classes

<u>Rationale</u>:

The purpose of the withdrawal option is to allow students to make responsible decisions regarding their academic status and their ability to complete an individual course. This responsibility is similar, and thus preparatory, to students' experiences in universities and the workforce. It is understood that for them to make informed decisions regarding their academic careers, students must have the appropriate information regarding their status. It is the instructor's responsibility, therefore, to provide students with some form of assessment of their academic status prior to the last official withdrawal date.

- All withdrawals earn a grade of "W," which does not affect the GPA but deletes the course credit(s) for the involved course(s).

- No refund is given for withdrawals.

Procedure for Student Withdrawal:

1. Students have until the end of the twelfth week of a regular 16-week semester course (or an equivalent length of time in courses of different lengths) to request a withdrawal.

2. Students who wish to withdraw from a course can withdraw in person in the Office of Admissions and Records or online through WebAdvisor.

3. In person withdrawals will require a photo ID and the withdrawal to be signed by the student. No instructor or dean signature will be needed. The yellow copy of the withdrawal will be forwarded to the instructor upon processing of the withdrawal.

4. Online withdrawals will require full course information provided, as well as the Student ID number to serve as the student's signature. An electronic copy of the withdrawal will be forwarded to the instructor upon processing of the withdrawal.

5. Faculty will still have the same options to withdraw students. Instructors may initiate the withdrawal process if the student fails to comply with the attendance requirements as outlined in the course syllabus.

6. There may be situations in which a withdrawal is not allowed or is rescinded due to academic integrity issues. In these cases, the faculty member will have the ability to rescind the withdrawal with the approval of the dean and the student will be notified by mail.

7. Leave of Absence - Students who need to request a complete withdrawal (withdrawal from all courses) may do so using WebAdvisor or by submitting a Withdrawal Form to the Records Office. Students who receive financial aid are strongly encouraged to contact the Financial Aid Office to determine what effect it may have on their current and future financial aid eligibility.

Tuition and Fees

Tuition*

Students shall pay $125.60 per credit hour for tuition if they are residents of District 513. (The Illinois Valley Community College Board of Trustees reserves the right to change tuition at any time.)

Students whose permanent residence is outside District 513 but who are live-in guests of a sponsor who resides within District 513 shall be charged the in-district tuition and fees for credit courses in which they register at IVCC.

The student must provide the Office of Admissions and Records with their in-district address.

Students who reside outside of District 513 but who have been employed at least 30 days and work 30 hours or more per week within District 513 must provide a letter from their employer supporting this.

Legal residents of Community College District 513 who are 65 or older may enroll in regularly scheduled classes tuition free, provided that classroom space exists and tuition paying students enrolled constitute the maximum number required for the course. Laboratory fees, course fees and registration fees still apply.

Extra Charge for Non-Resident

Students (see Residency definition)

Students who are not residents of Community College District 513 shall pay an extra charge equal to the per capita cost per credit hour less tuition and state apportionment.

Fees*

Illinois Valley Community College assesses a standard fee for all students per credit hour (currently $7.40). This fee is returned to the student in the form of several services and programs. The Standard Fee supports instructional technology and activities designed to enhance student life and contribute to the overall college experience.

Course supply fees will be charged. A nonrefundable registration fee of $5 per semester will be charged (except for ABE, GED, and ESL students).

Fee Payments

Tuition and fees are due on or before the semester tuition due date. Students who register after the semester tuition due date must pay at the time of registration.

Students who do not have a deferment (scholarships, financial aid, or sponsorships) will be dropped from their classes for nonpayment and will not be able to attend until their bills are paid.

Students with deferments for tuition and/or fees must pay any fees that are not covered by their deferment before the semester tuition due date.

Students must contact the Cashier Department to apply financial aid to their accounts. Failure to do so will result in their classes being dropped.

Refund of Tuition and Fees

Refund of tuition and fees will be made on the following basis:

For students who drop classes before the tenth day of a regular 16week fall or spring semester, a full refund less the registration fee will be generated. For drops taking place during summer semester or for classes of varied lengths, the refund period varies according to the length of the class. The refund period is indicated on each student's registration statement at the time of registration.

Out-of-district colleges will be billed after the midterm of a semester for their students on chargeback who were officially enrolled at IVCC through the tenth day of the semester.

A student's decision to withdraw from classes could affect financial aid. Please see a financial aid advisor before withdrawing.

*Tuition and fees are subject to change by Board of Trustees (District 513) action.

Auditing a Class

Many courses at Illinois Valley Community College may be audited. An auditor is a participating listener in a course and is not required to take tests or submit reports unless the course is required for admission and/or progress in a program. A student auditing a class receives no grade or credit on a transcript. Registration for audit classes will be accepted beginning the week the class is scheduled to begin, provided space is available in the class.

Audit students pay the regular tuition and fee rates. A student may not change class registration from audit to credit or from credit to audit once the semester begins.

Further information about which courses may be audited and procedures for registering may be obtained from the Counseling Center or Deans Offices.

Attendance/Student Progress (http://catalog.ivcc.edu/studentservices/studenthandbook/studentrightsandresponsibilities/)

International Study Abroad

Illinois Valley Community College recognizes the importance of providing opportunities for students to develop an understanding of the interdependence of people and nations in today's world. The college therefore provides students with a variety of courses that contribute to an understanding of the relationships between other nations' cultural, economic, and political systems and our own. The college also participates in international study programs where students reside and study in another country for an extended period. The college also invites students from other countries to seek admission to our college.

IVCC students have the opportunity to study abroad while earning IVCC credit and paying IVCC tuition. 4 Semester Study abroad programs are offered in: Salzburg Austria, Canterbury England, Carlow Ireland, and Seville Spain. Additionally, summer study abroad programs are available in: Salzburg Austria, Costa Rica, Dijon France, and Seville Spain. Information about study abroad can be found at http://icisp.org/

For further information, contact International and Multicultural Education Coordinator, Amanda Cook Fesperman by email at Amanda_CookFesperman@ivcc.edu or by phone at 815-224-0203.

Academic Performance

Academic Forgiveness Options

Grade Exclusion Policy*

It is the policy of the Board of Trustees of Illinois Valley Community College that students will be provided an opportunity to achieve objectives without the demotivating effects of previously earned failing grades. To be eligible for consideration, a student must meet the following criteria:

1. The student could not have attended any post-secondary educational institution for two consecutive semesters. (Summer sessions are not counted as semesters for this policy, but three consecutive academic quarters are considered the equivalent of two semesters.)

2. Upon returning to IVCC after the two consecutive semester out of-school period, the student must complete a minimum of 12 credit hours with a grade point average of 2.0 or better.

3. Upon satisfying criterion (B), the student must apply to the Admissions & Credentials Analyst for implementation of the grade exclusion policy. Only Failing ("F" or "WF") grades will be excluded from computation of the cumulative grade point average. If the student wishes to repeat some courses in which failing grades were received, the student may utilize the college repeat policy for those courses. Students planning to transfer to another institution are cautioned that the receiving college may use all grades earned in repeated or excluded courses for computation of grade point average for admission or other purposes.

Repeating a Class

Students may repeat any course, regardless of the grade previously received (including "withdrawal"). However, credit will only be granted once except as noted in the "Course Descriptions (p. 148)" section of the catalog. Only the highest grade earned for any repeated course will be calculated into the grade point average. Students should be aware that, for transfer purposes, other schools may not calculate grade point average in this manner.

Academic Standings and Academic Probation

The scholastic requirements of the college are detailed below. To remain in "good standing," a student must achieve the minimum cumulative grade point average (GPA). Only students who have earned a cumulative GPA of 2.0 (C) or better will be recommended for transfer to other colleges and universities.

All students will be subject to the same scholastic requirements.

Academic probation or dismissal standards will not apply until a student has attempted a total of at least twelve (12) credit hours of credit. Developmental course credit is eligible to be counted toward this total.

There are three levels of probation for students with poor academic performance. A student is placed on *Academic Caution* after the first semester of poor academic performance. After the second consecutive semester of poor performance, the student is placed on *Academic Warning* and, after the third semester, *Academic Probation*. Students placed on any level of probation are required to meet with a counselor to discuss their status and options for academic success.

Academic Dismissal **(**https://www.ivcc.edu/board/IVCC_Board_Policy_Manual.pdf#page=40**)**

Classification of Students

Freshman

A student who has completed fewer than 30 credit hours of college credit will be given freshman status.

Sophomore

A student who has completed a minimum of 30 credit hours of credit will be given sophomore status.

Grade	Description
A	Excellent - 4 grade points per credit hour
B	Good - 3 grade points per credit hour
C	Average - 2 grade points per credit hour
D	Lowest passing grade - 1 grade point per credit hour
F	Failure - 0 grade points per credit hour
P	Passing - not included in computing grade point average
W	Withdrawn - not included in computing grade point average
INC	Incomplete - not included in computing grade point average

Student Honors

The academic honors recognized at IVCC include the following:

President's Honors

It is the policy of the Board of Trustees of Illinois Valley Community College that the "President's Honors" will include students earning a term grade point average of 3.75 to 4.00 in 12 or more credit hours. The 12 completed college-level credit hours exclude noncredit courses, courses taken for audit, and developmental courses.

President's Honors will be awarded in the fall and spring semesters.

Academic Honors

It is the policy of the Board of Trustees of Illinois Valley Community College that "Academic Honors" will include students earning a term grade point average of 3.25 or above in 6 or more completed college level hours. The 6 completed college-level credit hours exclude non-credit courses, courses taken for audit, and developmental courses. Academic Honors will be awarded in the fall and spring semesters.

Note: Students will receive the higher of the two applicable honors.

Annual Academic Awards Program

Students will receive a special certificate at the spring Awards Banquet for having achieved full-time honors status for two or three consecutive semesters.

Thomas J. McCormack Scholars

Students earning a minimum grade point average of 3.75 in 14 or more college-level credit hours each of the first three semesters will be designated as Thomas J. McCormack Scholars at the Annual Academic Honors Banquet held in the spring. Dr. McCormack was principal of LaSalle-Peru Township High School from 1903-1932 and was the first director of L-P-O Junior College, which was housed at the high school for many years.

Academic Support Services

IVCC offers a variety of academic support services and resources designed to assist students in meeting their educational goals and in maximizing their potential for academic success.

Center for Accessibility and Neurodiversity

- Room C-211

- (815) 224-0284 or 224-0634

- tina_hardy@ivcc.edu

- https://www.ivcc.edu/can/

Academic accommodations for students with any type of learning difference are available through the office of Center for Accessibility and Neurodiversity, located in C-211. **Students must request academic accommodations**. The need for those accommodations must be validated by documentation and/or supporting evidence that the student must provide. Accommodations are determined on a case-by case basis based on individual need and course expectations.

Transitional Services

- Coordination with high school and/or previous college or agency when requested

- Assistance with college transition steps. College visits and informational sessions can be coordinated with area high schools.

- Testing accommodations for IVCC's placement testing

Academic Accommodations

- Testing accommodations

- Note taking services

- Scribes

- Assistive technology

- Alternate text format

- Sign language interpreters

- Additional services based on individual student need

Support Services

- Individual study assistance/guidance

- Check-in appointments and academic coaching

- Campus-wide learning resource referrals

Information regarding documentation guidelines and forms, initially acquiring services, and accommodation processes for current students can be found at https://www.ivcc.edu/can/

Tutoring and Writing Center

- Room A-201, Academic Support Center

- (815) 224-0637

- tutoring@ivcc.edu and writing@ivcc.edu

- https://www.ivcc.edu/twcenter/

The Tutoring and Writing Center provides free in-person and online academic support to the IVCC community with the goals of improving students' confidence and academic skills.

Course-specific tutors are available to help with a variety of coursework. Writing tutors are available to help with every stage of the writing process. Services include:

- Online appointment (Zoom)

- Online drop-in

- In-person appointment

- In-person drop-in

- Email consultation

Student Help Desk

- Room A-201, Academic Support Center

- (815) 224-0318

- https://www.ivcc.edu/studenthelpdesk/

The Student Help Desk is the single point of service for students to receive technology support. This includes providing resources for setting up technology accounts, resetting passwords, and ensuring technology issues are resolved quickly.

Jacobs Library

- Room A-201. Academic Support Center

- (815) 224-0306

- www.ivcc.edu/library

Jacobs Library offers its collections and services to students, faculty, staff, and District 513 residents. The library's website, www.ivcc.edu/library, provides access to the library's catalog, SOAR, as well as information about

the library's services and resources to help in the research process.

The library strives to integrate the college's mission and values into library programs and services to invite discovery, transform thinking, and increase student success.

Our mission is to support learning and teaching at Illinois Valley Community College with several objectives in mind:

- provide equitable access to information and discovery through the library's services, resources, and technology

- teach information literacy skills that underline the importance of developing critical thinking skills and searching as strategic exploration

- provide space for knowledge exchange, collaborative learning, and meaningful study

- curate, assess, and develop the collections to ensure they meet the needs of our community

Students benefit from off-campus access to all electronic library resources. IVCC students use many of the same information tools available in Illinois four-year universities. Jacobs Library partners with over 126 CARLI academic libraries in Illinois for the I-Share library catalog.

The library has several group and quiet study rooms to accommodate student learning preferences. A fully equipped active learning space is in the library and is used to teach research and information literacy skills to students. When not scheduled, the space is open for use by students. Computers are available throughout the library, and laptops are available at the library service desk.

Library staff are friendly, knowledgeable, and always ready to answer any questions you may have. You can schedule a research appointment with a librarian, ask a quick question with our online chat feature, or book a group study room at the library's Service Desk.

Assessment Center

Required Assessment Testing

It is the policy of the Board of Trustees of Illinois Valley Community College that: "The college requires placement testing and counseling of all students." This policy seeks to assure the successful completion of a Degree or Certificate program of 30 or more credit hours by students at this college.

1. All first-time full-time students must complete assessment in reading, writing and math.

2. All part-time students who enroll in on-campus or off-campus courses in composition and/or mathematics must undergo placement examinations in composition, reading, and/or mathematics prior to the first-class meeting.

3. Students transferring from other colleges and universities, with from 9 to 29 credit hours attempted, and who plan to enroll full-time, will be required to be tested in English, reading and mathematics, unless they meet the following criteria (as documented on an official transcript); (1) a 2.0 grade point average in at least 9 credit hours completed; and (2) a "C" or better grade point in college freshman English class and a "C" average or better in mathematics if needed within the curriculum.

4. IVCC will accept ACT, SAT, PSAT (version 10 or NMSQT), HiSET or GED scores that are submitted directly from testing or on an official High School Transcript in lieu of ACCUPLACER Placement Test scores. See the IVCC Placement Interpretation Guide below for the scores that will be accepted for placement. Students whose subscores are lower must take the appropriate ACCUPLACER Placement Test to determine placement. ACT, SAT, PSAT (version 10 or NMSQT), HiSET and GED scores are valid for two years (Math content areas) or three years (English content areas) from the date of the testing.

5. Those that have completed high school, may also submit their official high school transcript to determine if GPA and coursework may place a student into transferable or college level coursework.

IVCC Placement Interpretation Guide (https://www.ivcc.edu/assessmentcenter/placement-testing.php)

Higher level Math courses require the ACCUPLACER Math Placement Test be taken.

1. Students whose ACT, SAT, PSAT (version 10 or NMSQT), HiSET or GED scores are lower must take the appropriate ACCUPLACER placement test to determine placement. ACT/SAT Math scores are valid for two years and English content area scores for ACT or SAT are valid for three years.

2. Students who do not achieve minimum scores on the ACCUPLACER placement tests will be required to take appropriate developmental reading, writing or math courses.

Appointments are required for placement testing. An individual may contact the IVCC Assessment Center at (815) 224-0542, schedule their appointment online at www.ivcc.edu/assessment, or stop in Room E215.

Appointments must be scheduled 24 hours or more in advance. Students must already have an IVCC application completed and processed.

Assessment Center

- (815) 224-0542

- assessmentcenter@ivcc.edu

- www.ivcc.edu/assessment

Assessment Center and Placement Testing Hours

Assessment Center Hours for Fall 2021, Spring 2022, and Summer 2022:

Main Campus (Oglesby)

- Monday-Thursday 8 am - 4 pm

- Friday - 8 AM - 1 PM (College closed most Fridays during summer)

Ottawa Center

The Assessment Center will hold hours sporadically throughout the semester at the Ottawa Center. Please go to www.registerblast.com/ivcc to see the most up to date schedule.

Hours subject to change. Please go to www.registerblast.com/ivcc or call the Assessment Center at (815) 224-0542 to schedule a testing appointment.

Placement Testing Hours:

Main Campus (Oglesby)

Please go to www.registerblast.com/ivcc or call the Assessment Center at (815) 224-0542 to schedule a testing appointment.

Ottawa Center

Hours at the Ottawa Center will be limited for the 22/23 academic year. Please to www.registerblast.com/ivcc or call the Assessment Center at (815) 224-0542 to learn about availability at the Ottawa Center.

The Assessment Center provides a variety of options and services for the college community. The center is responsible for the following services:

- IVCC computerized placement tests for English, math, reading

- Make-up tests for IVCC students

- IVCC Proficiency tests

- Online and telecourse tests

- CLEP Tests

- Exams for other universities proctored

- GED Testing

- Contractor Safety Training (Site Specific)

- Pearson Vue testing

- Scantron Worldwide Testing

- Accuplacer placement testing for other institutions

Placement Retest Procedure

IVCC placement test scores, ACT scores, and SAT scores will be valid for a period of 2 years (Math) or 3 years (English/Reading) from the initial testing date. Individuals who have taken an IVCC placement test will be allowed to retest in any or all of the three testing areas, English, Mathematics or Reading, twice in a 12-month period.

There will be no charge for placement testing the **first** time. Individuals choosing to retest will be charged the following fees: Reading $10, Math $10, and English $15.

After retesting, the score that will be valid will be the higher of the scores.

Placement results from IVCC or any other college are not valid after a 2- or 3-year period(depending on subject), unless you have successfully completed coursework in the particular subject.

Any individual wanting to take a retest must contact the IVCC Assessment Center at (815) 224-0542, schedule their appointment online at www.ivcc.edu/assessment, or stop in Room E215 to schedule an appointment to retest. Payment must be made before taking a retest.

Retest questions not covered by this procedure should first be directed to the Assessment Center Coordinator at (815) 224-0552. Issues, which cannot be resolved through the Assessment Center Coordinator, will be referred to dean in the appropriate division, whose decision will be final.

IVCC Assessment Center is currently offering the option of having placement testing proctored virtually by a third-party service. If interested, please go to www.ivcc.edu/assessment **and complete the placement voucher request form.**

Placement Test Review Options

Students often need help preparing for coursework in college. Proper placement is very important for future success. There are several online options that can be beneficial to students to review before taking placement testing.

ACCUPLACER-- Accuplacer offers two options for review.

One is a downloadable PDF files of multiple-choice questions and the other is a free web-based app. Go to www.accuplacer.org/ and select the "Information for Students" button and be directed to the Student Practice page. IVCC administers Next-Generation Accuplacer for placement testing.

www.testprepreview.com
www.test-guide.com

Alternative Credit

Proficiency Examinations

Credit for proficiency examinations may be granted for full college credit for all students currently accepted to Illinois Valley Community College. Proficiency examinations may be offered in the form of a course written examination, combination of written and performance examination, and/or documentation of prior learning through the use of a portfolio. The division in which the course is taught will place on file timelines and standards that must be attained to pass the examination. Approval to take an examination must be granted by the appropriate Dean. Credit offerings are at the discretion of each division and a list of the offerings and procedures are available in the Counseling Center and Division Offices. The current courses for which one may receive proficiency credit include but are not limited to:

	Credit Hours
CSP 1210 Basic Computer Skills for The Workplace	1
CSP 1203 Microsoft Office Professional I	3
CSP 1230 Computer Keyboarding Applications	2
CSO 1202 Microsoft Windows	2
CSN 1200 Using Internet and The World Wide Web	3
BIO 1001 General Biology I	4
BIO 1007 Anatomy & Physiology I	4
BIO 1200 Human Body Structure & Function	3
BIO 1008 Anatomy & Physiology II	4

Fee

A $15.00 non-refundable fee is payable at the time the student makes application for a proficiency examination for each course.

Credit

Students passing the examination are granted college credit upon payment of the course tuition. In lieu of a grade, a P (Pass) is posted on the student's college transcript. No official record is made of not passing a proficiency examination. The student's grade point average is not affected in either case. A maximum of 12 hours of credit can be earned through CLEP, Advanced Placement, military or other proficiency credit.

College Level Examination (CLEP)

The College Level Examination Program (CLEP) is a national testing service that provides students an opportunity to demonstrate college level learning from experiences outside the classroom. Where appropriate, CLEP subject exams may be used to meet general education requirements. General exams will be equated to elective credit.

Through CLEP, a person can demonstrate knowledge that is awarded with academic credit. On-the-job experience, military training, personal reading, correspondence courses or telecourses are some of the sources that can prepare an individual to earn college credit. Transferability of CLEP credit is subject to the policies of the transfer school. All CLEP examinations are in addition to, not a replacement of, other forms of proficiency examinations, including departmental proficiency examinations. No grades are assigned for credit received through CLEP.

The College Level Examination Program includes two types of examinations. The CLEP General Examinations cover the areas of English composition, humanities, mathematics, natural sciences and social sciences and history. The General Examinations are intended to cover learning usually included within the general education requirements in a college program. The CLEP Subject Examinations test the knowledge or skills achieved by students completing specific freshman-sophomore level courses. Credit earned through CLEP tests cannot duplicate credit earned or attempted in college course work. Credit awarded for CLEP General or Subject Exam will be recorded as P (Pass) and earned credit hours of credit.

Information about CLEP General and Subject Exams, scores required for IVCC credit, transfer of credit, registration, cost, and testing location at IVCC are available in the Assessment Center, Admissions Office, and Counseling Center. Information is also available at www.ivcc.edu/assessment.

Advanced Placement (AP Credit)

Students may be awarded credit for the College Board's Educational Testing Services Advanced Placement Examinations when they correspond to equivalent IVCC courses. For other criteria in awarding Advanced

Placement credit, students are to contact the Admissions Office or the Counseling Center. Credit awarded in this manner will be added to the semester credit hours earned, but not to the credit hours attempted or grade point average. The criteria for awarding credit are based on the recommendation of the consortium of colleges and universities that belong to the Illinois Articulation Initiative. Information on this group can be accessed through the following Web address: www.itransfer.org. Students may be awarded credit for scores of 3, 4 and 5. Students transferring are urged to contact the college/university they plan to attend to see how test scores will be evaluated. If additional credit would be awarded, please contact the Admissions Office to determine if you are entitled to additional credit from IVCC.

Transfer Credit

(From other Regionally Accredited Colleges)

1. Have transcript of credit earned at other colleges sent directly to IVCC Admissions Office - Official Transcripts Only.

2. Complete a Request for Evaluation of Transcript form indicating the degree or certificate you are seeking. Credit to be accepted at IVCC must have at least a "D" grade. A "D" course may need to be repeated in certain IVCC programs.

3. GPA (Grade Point Average) will not be transferred or computed into IVCC GPA unless credits equal 50% or more of the credits on an IVCC degree or certificate.

4. A maximum of 12 credit hours with grades of "P" (Pass) can be transferred in.

5. A maximum of 48 hours of credit can be transferred in for a degree. For a certificate-seeking student, a maximum of 75% of the total amount of credit hours required for the certificate can be transferred in. If a student has earned credit through another means (Advanced Placement, CLEP, Proficiency, or military), the total of all these types of credit may not exceed the maximum amounts listed above.

Military Service Contract

Veterans: Options open to veterans in evaluating prior military experiences:

1. Up to four hours of physical education elective credit (HPE 0000) and two hours of HPE 1003 Personal and Community Health will be awarded if honorably discharged and with more than 12 months of active military service. A DD-214 is required by the Office of Admissions and Records, in order for credit to be granted. Reservists may also receive the same credit upon presenting their DD 2384-1 (NOBE) form.

2. Elective credit may be granted based upon American Council of Education's "Guide to the Evaluation of Education Experiences in the Armed Forces."

3. A maximum of 12 credit hours with grades of "P" (Pass) can be transferred in.

Continuing Education

The Continuing Education & Business Services (CEBS) Division at IVCC is committed to the College's mission by providing lifelong learning experiences to community members and business development opportunities to local companies. In addition, CEBS supports our communities through community outreach initiatives and partnerships with local economic development organizations and chambers of commerce. The CEBS Division is comprised of two service centers; the Continuing Education Center and the Business Training Center.

Continuing Education Center

The Continuing Education Center's (CEC) mission is to enrich lives by providing lifelong learning opportunities to the IVCC community. Staff design, develop, and offer a wide array of activities and cultural experiences to enrich your life, improve your health, explore hobbies and the arts, travel, and continue a lifelong learning adventure. Affordable, convenient classes are offered each summer, fall, and spring on the college campus and at community locations including IVCC's Ottawa Center.

In addition, staff collaborate with our community, area business professionals, and instructors to ensure the delivery of innovative professional development courses and career training programs.

Community Education
Professional Development
Accelerated Career Programs
Youth Programs
Trips and Tours
Phone: (815) 224-0427
Website: www.ivcc.edu/cec

Business Training Center

The Business Training Center (BTC) serves district companies by providing business consulting and customized training programs that **improve employee performance and enhances organizational productivity, efficiency and quality.** The services are comprehensive in scope and are designed to meet the needs of district companies that want to improve the skills of their workforce to become or remain competitive in our ever-changing global marketplace. Services include:

Customized Training
Business Consulting
Employee Skill Assessment
Contractor Safety Training Program
Phone (815) 224-0280
Website: www.ivcc.edu/btc

Student Services

The IVCC Office of Student Services invites you to utilize the many resources available to you through our website, catalog, and the links along the right side of this page. If you have any issues, please contact the Vice President for Student Services, Mark Grzybowski by email at Mark_Grzybowski@ivcc.edu or by phone at 815-224-0393.

Athletics

Intercollegiate athletics plays an integral role in the college experience at IVCC.

The College offers 10 intercollegiate teams including:

Men's Sports: Baseball, Basketball, Golf, Soccer, and Tennis

Women's Sports: Basketball, Soccer, Softball, Tennis, and Volleyball

The Student-Athletes that represent IVCC perform extremely well in competition, as well as in the classroom. Athletically, many teams have won Arrowhead Conference Championships, advanced to Regional Tournaments, won Regional Tournaments, and earned an opportunity to compete at NJCAA National Tournaments. In addition, many athletes have earned individual athletic awards at the conference, regional and national levels. However, more importantly, IVCC Student-Athletes have consistently earned Academic All-Conference and Academic All-American honors.

While participating in athletics, IVCC Student-Athletes gain knowledge and experience in many areas that will help them in other aspects of their life including: competition, teamwork, discipline, organization, and communication. Further, our programs strongly support the College's Core Values of responsibility, fairness, respect, honesty, and caring. These values are evident the way athletes approach their academic careers, represent IVCC in competition, and the many community service projects they perform.

Click here to be taken to the IVCC Athletic team sites (https://www.ivcceagles.com/landing/index/).

Men

- Basketball
- Baseball
- Soccer
- Tennis
- Golf

Women

- Basketball
- Volleyball
- Softball
- Soccer
- Tennis

The Athletics Office is located in G-211 or by phone at (815) 224-0472.

Bookstore

IVCC Bookstore Products and Services

The IVCC Bookstore stocks all course materials (paper text, eBooks, rentals, access codes) and supplies needed by students to complete their course work. Refurbished laptops are available at excellent prices. In addition, customers will find an assortment of emblematic clothing and merchandise, Innova golf disks, nursing supplies, greeting cards, snacks and gift items.

The Mission of the Bookstore

The IVCC Bookstore is a self-supporting operation owned and operated by Illinois Valley Community College. We are committed to serving students, faculty, staff, and visitors to our campus with the products and services necessary for their success within the college environment. These products and services will be delivered with courtesy, professionalism and an understanding of our financial responsibility to the college as a whole.

Contact Information

IVCC Bookstore
815 N. Orlando Smith Road
Oglesby, IL 61348
Phone: (815) 224-0311
Fax: (815) 224-3294
Email: bookstore@ivcc.edu
Website: www.ivccbookstore.com

Hours of Operation

Monday-Friday: 8:00 am to 4:30 pm
Closed Saturday and Sunday

The Bookstore is closed when the college is closed.
The Bookstore is closed Fridays during the eight-week summer session.

Forms of Payment

The IVCC Bookstore accepts cash, checks, Visa, MasterCard, and Discover as well as debit cards sponsored by those companies. Also accepted are many types and forms of financial aid.

Textbooks

Purchasing Textbooks

The IVCC Bookstore offers three ways to purchase textbooks:

1. Bring a copy of your schedule to the bookstore and present it at the textbook counter. Bookstore staff will pull your textbooks and answer any questions you may have.

2. Call the bookstore with a credit card and we can USPS your books to your home or business (a shipping charge applies).

3. Order online from www.ivccbookstore.com. Have a copy of your schedule ready and follow the prompts from our homepage.

4. Some instructors are using a method course material delivery called Inclusive Access. Additional information can be found at https://www.ivcc.edu/bookstore/inclusiveaccess.php.

Textbook Refund Policy

No Receipt-No Refund

For a Full Refund -

- For classes lasting a full semester during the fall or spring, you may return textbooks for a full refund for any reason for **10 business days from the first day of class.**

- Textbooks for classes lasting eight weeks may be returned for five business days following the first day of class for any reason.

- Textbooks for classes lasting four weeks or less may be returned until the class meets for the second time.

- Count days Monday-Friday to compute the refund time limit. Do not count Saturdays, Sundays or holidays. Days must be counted from and include the first day of the semester or the first day that the class meets.

- Any required or optional book purchased during the last 14 business days of the semester will be non-refundable. To determine this day count days Monday-Friday. Do not count Saturdays, Sundays, or holidays. Days must be counted from and include the last day before book buyback begins, counting backwards 14 business days.

Book Condition

- New books must be in brand new condition when returned. If you write in the book, damage it or open included software, we must consider that book used.

- Never write in, mark, soil or remove plastic wrapping from your textbooks _until you are sure you have the correct book or you are sure your class won't be canceled._

- Defective books will be replaced at no charge if returned as soon as the defect is discovered.

Receipt required for refund or exchange!

Other Refund Information and Guidelines

- Optional books and all other merchandise (other than textbooks) may be returned for two weeks from the date of purchase with receipt. This two-week policy applies to all other policy information below:

- All non-text merchandise must be in original condition. If the merchandise came packaged, it must be returned unopened and undamaged. Defective merchandise must be returned with the original packaging for refund or exchange.

- All refund policies described in this publication are subject to change without notice.

- Please direct questions concerning information in this publication to bookstore employees.

Textbook Rental-Option Program

Designated textbooks are rented for $48 each, which includes a $28 rental fee plus a $20 deposit. When the student has finished with their rental book at the end of the semester, they simply return it to the IVCC Bookstore in good condition by the published date on their rental agreement and receive their $20 deposit back.

The student's final textbook rental is $28. Due to the nature of this program, rental costs are subject to change.

Not all textbooks are part of our rental program.

Rental Requirements:

1. An IVCC student ID.

2. A copy of your schedule showing that you are enrolled in the class.

3. When at the register, you will sign a rental agreement stating that you understand when your rental book must be returned and the penalties if the books are returned late or not returned.

Rental Return Policy:

- For classes lasting a full semester during the fall or spring, you may return your rental book for any reason within the first 10 days of class and receive

the full $48 refund.

- For classes lasting eight weeks, rentals may be returned for a full refund within five days from the first day of class.

- For classes lasting four weeks or less, rentals may be returned for a full refund until the class meets for the second time. After the initial full refund period, you must return your rental book by the published date (detailed on your rental agreement) to receive your deposit of $20.

- After the final date, your student account will be charged for the retail price of a new book plus a $10 handling cost less your $28 rental fee. This covers the replacement cost of the book plus shipping. Your deposit is forfeited.

- You will be unable to rent books, receive a transcript or register for classes until these fees have been paid.

- At the time you rent your books, you will sign a rental agreement detailing the information above. It is important that you keep your receipt and rental agreement in case you need to return your books and to remind you of when your books are due back without penalty.

- When determining the final day for a full refund: Count days Monday-Friday to compute the refund time limit. Do not count Saturday, Sunday or holidays. Days must be counted from and include the first day the class meets.

For Purchased Textbooks or Rentals

If your class is canceled or you drop a class, the timing guidelines of the textbook and rental return policy still apply.

Ordering Textbooks Online from The IVCC Bookstore:

- **Order textbooks in Blackboard under "textbooks" tab beginning summer 2021 (or see next bullet).**

- Go to www.ivccbookstore.com

- Find the Textbooks tab and click "Buy/Rent".

- Choose your term from the drop-down menu.

- Select your course listed alphabetically under "Departments"

- Select your course number, then select your section.

- Click on 'compare prices on these course materials'.

- Click through to begin your price comparison.

- Find the course materials chosen by your instructor in the purple bar on the left side of the page.

- Select the items you would like to purchase and place them in your cart.

- Once the items have been added, press 'checkout'.

- Confirm that you are purchasing from the IVCC Bookstore by clicking 'checkout from retailer'.

- You will be redirected to the IVCC Bookstore site where you will complete your checkout.

- OUR WEBSITE COMPARISON SHOPS FOR YOU AS FOLLOWS:

- Once you click on 'compare prices on these course materials', you will have the opportunity to compare prices from other internet vendors.

- If purchasing from an internet vendor, you will need to go through the checkout process for each one.

Renting Textbooks Online

- Go to www.ivccbookstore.com

- Find the Textbooks tab and click "Buy/Rent".

- Choose your term from the drop-down menu.

- Select your course listed alphabetically under "Departments"

- Select your course number, then select your section.

- Click on 'compare prices on these course materials.

- When books come up you will see the textbook for purchase and the same textbook for rental online, listed separately.

- Choose the rental textbook only, if you wish to rent it. DO NOT choose both.

- You will be asked to "accept" the current semester's rental agreement before your book will be placed in the basket. You must accept to have the book placed in your basket.

- You may add other books before completing your order.

Ottawa Center Textbook Pick Up

If you are taking courses at the Ottawa Center, you can have your textbooks delivered to the center at no charge. You will need to pick them up. To order your books online go to www.ivccbookstore.com. Find the Textbooks tab and click "Buy/Rent" and follow the steps above. When you arrive at the checkout screen, choose "Pick up at Ottawa Center" as your shipping choice. Currently books are delivered to the Ottawa Center on Wednesdays and will be available after 2:00pm. All online orders placed Monday to Tuesday will be available for pick up at the Ottawa Center

on Wednesday of that week. Orders placed on Tuesday after 2pm, Wednesday, Thursday, Friday, Saturday, or Sunday will be delivered on the Wednesday of the following week.

Textbook Buyback and Rental Return

In person Textbook Buyback and Rental Return are held at the same time, in the hall outside the Bookstore, during final exams each semester.

Online Buyback is offered 365/24/7 at ivccbookstore.com

Signs will be posted around the college and in the Bookstore noting the date and times of the buyback. The $20 deposit will be refunded for rental books. Textbooks purchased by the IVCC Bookstore must be in good condition and adopted for the next semester. These will be repurchased at 50% of the new price at the beginning of the term subject to the following conditions:

- Textbooks that have been revised by the publisher and textbooks in poor condition will not be bought back (highlighting and margin notes are acceptable; written or circled answers and loose or missing pages are not).

- The bookstore reserves the right to limit quantities on any title based on current inventory.

- Titles that have not been re-adopted or that exceed the bookstore's limits will be repurchased at the current wholesale market value if there is one. Old editions, however, do not usually have any market value.

- Textbooks used by a student for a class that he or she drops after the tenth day of the semester must be held for the term ending buyback.

For more information on the IVCC Bookstore and its policies, please visit our website at www.ivccbookstore.com (https://www.ivccbookstore.com).

Career Services

Career Services
Located in CTC-203
Phone (815) 224-0502

Overview of Services
Career Services specializes in assisting students, alumni and college district residents by providing resources and the tools needed in all aspects of career decision making and job search. Individual appointments are available for assistance on the job search process, including resume and cover letter writing and interviewing skills. To make an appointment, please call the Career Services Office at (815) 224-0502.

Workshops and classroom visits are held throughout the academic year offering topics related to the job search such as Resume Writing, Cover Letters, Interviewing Skills and Career Decision Making. For a schedule of workshops and activities and job search resources, contact Career Services or visit the Career Services website at: **https://www.ivcc.edu/careerservices/**.

Job Postings and On-Line Services
We offer a variety of job postings from IVCC's district employers who are interested in hiring our students and district residents. With an email address and a password, job seekers can register for IVCC's online job search/job posting system, **https://www.collegecentral.com/ivcc/**, and have access to job postings throughout the year within our district as well as throughout the Chicago suburbs and Central Illinois. These postings may offer part and full-time employment opportunities as well as internships. Many postings target IVCC's occupational programs, although we offer information on entry-level positions and those requiring a Bachelor's degree or greater. These plus additional position openings can also be viewed by visiting Career Services Job Board on campus.

Job Fair
Our annual spring job fair offers a variety of opportunities from an average of over 70 employers and is open to all IVCC students, alumni and our college's district residents. This major event, held in April of each year provides an opportunity for job seekers to meet a variety of employers face-to-face in one setting. This event is held to recruit students who attend IVCC and to attract people who are currently employed and are interested in a career change. Employers who may wish to participate in this annual event should call the Career Services Office to request more information. Information on Job Fair is available on the Career Services website, **https://www.ivcc.edu/careerservices/job_fair.php**. On-Campus recruitment by individual businesses is sponsored by Career Services and is listed as a Recruitment Visit in our College Central Network (CCN) event announcements.

Career Resource Center
The Career Resource Center is a three-station computer lab and printer designated entirely to support the job search process. The Center is staffed daily during regular business hours to provide hands-on assistance with resumes and cover letters, and to assist visitors with accessing career planning and labor market information via the Internet. The Center is located within the Career Services area.

Internships
Career Services works collaboratively with Academic Program Coordinators and serves as a resource to students who are seeking an internship opportunity. Assistance may include internship forms and resources to find information about internships available. IVCC's Career Services is also the tracking hub to ensure our students are

getting internship course credit to complete their programs.

Wage Data and Labor Market Information

Employment wages, projections, as well as state and regional data, are available through the Career Services website. Career Services can assist individuals with locating and understanding the information as it relates to making career decisions.

Career Assessments and Exploration Tools

Personality and interest-based inventories are available to assist in the decision-making process and in selecting educational programs. Our on-line career assessment and exploration tool, CareerCruising provides an individualized assessment utilizing interest-based career matching software and occupational information. CareerCruising may be accessed 24/7 and is our most valuable and used career decision-making tool. (First-time Cruisers will need to contact Career Services for access information.) SkillsMatch is IVCC's on-line skill-based tool. Designed with adult learners in mind, SkillsMatch makes it easy to identify your aptitudes by extracting skills from your resume and suggesting relevant options. It helps you find what skills you already have from previous work experience, education, and more. Career Services utilizes additional on-line personality and interest-based exploration resources. All may be accessed via the internet from school or home.

College and Career Start

College and Career Start is an opportunity for students to earn college credit while enrolled as a junior or senior in high school. Qualified students, with permission from their high school principal or designee, are eligible to enroll in IVCC courses offered on-site at their local high schools, Area Career Center, and IVCC campuses during the day. IVCC courses can also be taken in the evenings and online.

What is Dual Credit?

Dual credit is an instructional arrangement where an academically qualified high school student enrolls in a college-level course and, upon successful course completion, concurrently earns both college credit and high school credit. Dual Credit is governed by ICCB Administrative Rules (section 1501.507-11) and the Dual Credit Quality Act.

What is Dual Enrollment?

An academically qualified student who is still enrolled in high school also enrolls in a college level course at the community college. Upon successful course completion the student exclusively earns college credit. No high school credits are earned.

What is Career and Technical (CTE) Dual Credit?

These courses are offered at area high schools or at the Area Career Center through agreements with SRAVTE – Starved Rock Associates for Vocational & Technical Education. The courses are at no cost to the students, and upon successful completion can be applied to a certificate or an Associate in Applied Science Degree.

Reduced Cost

High school students receive IVCC courses at dramatically reduced costs:

- IVCC courses taught by a credentialed high school teacher at the high school = $30 tuition cost per course plus course fees, registration fee, and potential textbook costs

- IVCC courses taught by IVCC instructors at the high school, main campus, Ottawa Center or online = 25% discount off tuition plus course fees, registration fee, and textbook costs

- Tuition waivers for students receiving free or reduced lunch and tuition. Student pays only the $5 registration fee, course fees and textbook costs

- Specially designated Career & Technical Education (CTE) courses taught at the Area Career Center and some high schools = free, no cost to the student

Enrollment Requirements for Dual Credit/Dual Enrollment

- Student must be a junior or senior at least 16 years old.

- Student must meet the high school's requirements to register for dual credit/dual enrollment courses.

- Student must meet IVCC's placement requirements.

- Student must complete the appropriate Dual Credit/Dual Enrollment registration form.

Taking IVCC Classes while in High School

Any student that is 16 years of age is able to take IVCC classes at our main campus, Ottawa Center, or online. Classes are held during the day or evenings. Summer is a great way to earn a few credits to help lighten the load in college and has a variety of start dates. IVCC Counselors can assist with course selection, and registration occurs through the Dual Credit Office. For anyone under the age of 16 who wishes to enroll at IVCC, please email Susan Monroe at Susan_Monroe@ivcc.edu.

Please visit the Dual Credit web page at https://www.ivcc.edu/dualcredit for additional information.

For questions on the College and Career Start program, contact Susan Monroe by phone at (815) 224-0598 or by

email at Susan_Monroe@ivcc.edu

Counseling Center

Location: Room CTC 202
Phone: 815-224-0360

Reception Desk Hours:

Monday, Thursday, **Friday
8:00 a.m. - 4:30 p.m.

Counselors are typically available:

8:00 a.m. - 11:30 a.m.
1:00 p.m. - 3:15 p.m.

*Please call to confirm walk-ins are available.

Reception Desk Hours:

Tuesday and Wednesday
8:00 a.m. - 7:00 p.m.

Counselors are typically available:

8:00 a.m. - 6:15 p.m.

*Please call to confirm walk-ins are available.

Academic Advising Statement

The functions of academic advising at IVCC include:

- Providing students with current information on policies, procedures and programs of IVCC and other universities as possible

- Assisting students in choosing educational and career objectives that commensurate with their interests and abilities

- Assisting students in exploring the possible short- and long-range consequences of their choices

- Making students aware of the wide range of services and educational opportunities that may be pertinent to their educational objectives

- Ensuring students understanding of their responsibility to know and meet graduation requirements and to make every reasonable effort to obtain adequate academic advising

- Encouraging frequent advisor contact that will help to ensure the student has current academic information and is making adequate progress towards educational goals

Confidentiality Statement

When meeting with a counselor, some students are concerned about privacy and confidentiality. We do our very best to minimize these concerns by respecting student anonymity and protecting student information. IVCC counselors operate within the professional guidelines of the American Counseling Association and are professionally obligated to keep information confidential. Information about counseling sessions will not be related to, or discussed with, any external constituents to Counseling without the explicit written permission from the student except in cases where harm to self or others is discovered. Referrals are also provided only with the student's permission.

Counseling, Advising and Transfer Services

Counselors at IVCC provide comprehensive services that are designed to assist you in reaching your educational goals and to enhance your learning and personal development. We strive to educate you about graduation and transfer requirements, college policies, student support resources, educational and career planning, and much more. We advocate for you to ensure your academic success as well as personal growth and social development. We empower you through working collaboratively with you to develop strong decision-making skills, as well as the necessary skills that you need to assume responsibility of your education plans and achievements. Visit the Counseling webpages at https://www.ivcc.edu/counseling (https://www.ivcc.edu/counseling/).

Academic Planning

Counselors are available to assist you in the exploration of your educational goals. We help you to:

- Develop an education plan

- Learn how to succeed in college

- Explore educational options and develop a map to meet educational goals

- Succeed when experiencing academic challenges

Career Counseling

IVCC Counselors can help you to explore and clarify your understanding of personal qualities that influence your career choices. Counselors assist with:

- Identifying your personal interest, skills, and abilities

- Exploring options in career fields

- Helping to match an educational plan to your personal and career interests

Academic Advising

IVCC Counselors provide developmental advising support,

which includes

- Career and educational planning

- Interpretations of assessments

- Strategies to address academic difficulties

- Preparation for university transfer or entry into the workforce

- Assistance planning a schedule for the next semester

Transfer Services

IVCC offers a wide variety of courses specifically designed for transfer. This enables you to complete the first two years of coursework leading toward a bachelor's degree in virtually any field of study at a four-year college or university. Visit the IVCC Transfer Services website at https://www.ivcc.edu/transferservices (https://www.ivcc.edu/transferservices/). Our Transfer Coordinator and counselors are available to assist you to:

- Plan your program of study

- Select coursework for a seamless transfer

Personal Counseling

The IVCC Personal Counseling Assistance Program (P-CAP) provides confidential and professional counseling assistance to enrolled students in emergency situations. Counselors are professionally trained in mental health, personal development and relationship issues and can provide immediate, short-term assistance. Referrals may be made to community agencies, medical services or public assistance for continued services. IVCC does not provide long-term counseling services.

In the event you are experiencing a crisis or emergency situation when you are on campus, you will be given priority attention. Please come to the **Counseling Center** in CTC 202 or call 815-224-0324 or 815-224-0361. **When calling or visiting, be sure to indicate that you need to speak to a counselor about a personal and urgent issue so that you can be given first priority.**

Counseling and Advising Resources ULifeline

ULifeline is an anonymous, confidential, online resource center, where college students can be comfortable searching for the information they need and want regarding mental health and suicide prevention. It is available where college students seek information the most - at their fingertips on the internet. Visit http://www.ulifeline.org/ for further information on ULifeline.

First-Year Counseling and Registration

The purpose of the First-Year Counseling and Registration

is to orient new students with IVCC, acquaint new students with college services and resources, familiarize new students to the campus and appropriate college processes, receive advisement, and register for classes. Make your appointment mid-January at https://www.ivcc.edu/fcr (https://www.ivcc.edu/fcr/) by choosing First-Year Counseling and Registration. For your convenience, we offer day and evening options which run approximately 2 hours on the main campus. If you haven't already taken the college placement tests, you should do so *BEFORE* your First Year Counseling and Registration appointment.

Graduation

Associate Degree Completion

To qualify for any of the associate degrees conferred by the college, students must complete requirements of their degree and the following requirements which apply to all associate degrees:

1. Successful completion of a minimum of 60 credit hours of credit; actual credit hour requirements vary by degree.

2. Of the minimum of 64 credit hours of credit required for the Associate in Arts, Associate in Science, and Associate in Engineering Science degrees, 60 credit hours must be earned in courses having a second digit of "0." (Example: ENG 1001 has a second digit of "0" whereas ENG 1205 has a second digit of "2"). Any course number below 1000 does not generate credit toward a degree.

3. Completion at Illinois Valley Community College of at least 16 credit hours required for graduation. When online courses are incorporated into the student's educational plan, those courses offered through and taught by IVCC faculty will apply to the 16-credit hour requirement.

4. Successful completion of all required courses for the Associate Degree desired and required minimum cumulative grade point average of 2.0. For the Associate in Arts (AA), Associate in Science (AS), and Associate in Engineering Science (AES) degrees, a minimum grade of "C" in English 1001, 1002 and Speech 1001 are required for graduation.

5. File an intent to graduate. Intent to graduate forms must be filed during or prior to the semester in which graduation requirements will be fulfilled. The deadlines for filing the intent to graduate are as follows:

Date	Event
July 1	Summer Graduation (August)
October 1	Fall Graduation (December)
February 15	Spring Graduation (May)

Students in all associate degrees or certificates with continuous enrollment may use the catalog in use at the time of enrollment or any subsequent catalog. Students who are not enrolled for two consecutive semesters, excluding summer, must complete the requirements of the current catalog in use at the time of re-enrollment.

Students that are not currently enrolled in the term that they have applied to graduate may use the catalog in use at the time of enrollment if all requirements have been met. If all required courses are not completed, the student must complete the requirements of the current catalog in use at the time of re-enrollment.

Certificate Completion

To qualify for a certificate, students must complete requirements which apply to each specific certificate.

1. Successful completion of all required courses for the certificate desired and required minimum grade point average of 2.0.

2. Completion at Illinois Valley Community College of at least 25% of the coursework required for graduation.

3. File an intent to graduate. Intent to graduate forms must be filed during or prior to the semester in which graduation requirements will be fulfilled. The deadlines for filing the intent to graduate are as follows:

Date	Event
July 1	Summer Graduation (August)
October 1	Fall Graduation (December)
February 15	Spring Graduation (May)

Cap and Gown Measurement

Cap and gown measurement information will be sent in February of each year for students who file an Application for Graduation inviting them to participate in the annual spring (May) commencement ceremony. Cap and gown measurement are available in the Counseling Center CTC-202, allowing the opportunity for students to submit measurements for their graduation cap and gown. In addition to May graduates, August and December graduates are also invited to participate in the commencement ceremony as well. No fee is charged for the graduation cap and gown.

If you are within two (2) classes of graduation and plan to complete these classes during the upcoming summer semester, you can participate in the Commencement ceremony in May prior to the completion of your summer classes. You would simply need to fill out the graduation application, indicate summer graduation, and return completed form to the Counseling Center by February 15.

Graduation Honors

F. W. Matthiessen Award

This award is presented during commencement to the student who has not only attained the highest grades but who has also distinguished himself/herself in service to the college and to the local community. This distinguished award is given to commemorate the civic leadership, community service and philanthropic spirit of Frederick Matthiessen, one of the area's most prominent industrialists and philanthropists.

Honors at Graduation

Honors at commencement will be as follows:

Cum Laude
GPA of 3.25 to 3.74

Magna Cum Laude
GPA of 3.75 and above

Summa Cum Laude
Highest rank in scholarship above 3.75

Certificate Honors
GPA of 3.25 and above

Honors Program

IVCC offers students a comprehensive Honors Program. To qualify for the program, students must demonstrate potential for academic excellence, must show commitment to achieving Honors Program standards, must commit to 4 Honors courses including Honors Orientation (HON 1001) and Honors Portfolio (HON 1002) and must be seeking a degree or certificate from IVCC. While a member of the Honors Program, students must maintain a GPA of 3.25 or above. To begin application to the Honors Program, students should write an essay giving their reasons for wanting to enter the program and their rationale for their ability to complete it.

Obtain further information by contacting the Humanities, Fine Arts and Social Sciences division office (815) 224-0487.

Online Distance Learning

IVCC delivers classes in a variety of formats:

- Internet, Fully Online Classes

- Virtual Class Meetings Classes

- Blended (Online and In-Person) Classes

- In-Person Classes

- In-Person Classes with Virtual Class Meeting or Flexible Attendance

Check your class schedule and know if/when your classes meet on campus or online. Pay attention to section numbers, locations, and meeting information.

Visit www.ivcc.edu/online for tips on searching the class schedule for online, virtual, blended, and in-person classes.

Flex Classes

- In-person or blended classes with virtual meeting and/or flexible attendance options.

- These classes are not identified in the class schedule. Contact the instructor with questions.

- Visit www.ivcc.edu/delivery for a list of flex classes.

Internet, Fully Online Classes

Delivered via the internet with dates and deadlines but no specific meeting times online or in-person.
Section Name and Title: Sections starting with 100, up to 149
Location: IN - Internet Classes
Meeting Information: Start and End Dates, Internet Days to be Announced, Times to be Announced On-line, Room LINE

Virtual Class Meetings Classes

Delivered via the internet with specific online live meeting times. Students need a webcam and microphone to participate in online live meetings.
Section Name and Title: Sections starting with 170 (daytime) or 370 (evening)
Location: VCM - Virtual Class Meetings
Meeting Information: Start and End Dates, Virtual Class Meeting (Day/s), Start Time, End Time, Room ON-LINE.

Blended Classes

Delivered both via the internet and in a classroom on campus. Time in the classroom is reduced by the time spent online.
Section Name and Title: Sections starting with 150
Location: BMC - Blended Main Campus, BOT - Blended Ottawa Center
Meeting Information: Start and End Dates, Blended (Day/s), Start Time, End Time, On-line, Room LINE, Room Location/Number. This may also include lecture/lab section meeting information.

In-Person/On-Campus Classes

A traditional in-person class held in a classroom on campus.

Section Name and Title: Sections starting with 01
Location: MC - Main Campus, OC - Ottawa Center
Meeting Information: Start and End Dates, Lecture (Day/s), Start Time, End Time, Room Location/Number.

Need tech help? Call the Student Help Desk, 815-224-0318.

Need more help?

- Registration 815-224-0447

- Counseling 815-224-0360

- Student Help Desk 815-224-0318, **www.ivcc.edu/shd**

Project Success

Built on Relationships

The Project Success staff strives to develop personal and professional relationships with their students. Such positive relationships are critical to the success of every TRIO student. The goal of Project Success is to provide an open, supportive and friendly environment that encourages the personal and academic growth of program participants.

Our Mission

The mission of Project Success is to work in partnership with students to help them achieve academic success, promote personal growth and improve student retention. Through a wide range of academic and personal support activities, Project Success will help students achieve their goals and make the most of their college experience.

What We Offer

1. Personal Attention and Support

2. Academic Advising and Early Registration

3. Easy Access Computers for Project Success Student Use

4. Career Exploration Activities

5. Transfer Assistance and visits to Four-Year Colleges and Universities

6. Opportunities for Cultural Enrichment and Leadership Training

7. Workshops and Support Groups

8. Limited Scholarships

Are You Eligible?

Project Success is designed to assist first-generation and low-income students who are degree seeking and/or hope

to transfer to a four-year college or university. Project Success also serves students with physical or learning disabilities through collaboration with the Office of Disability Services.

How to Contact Us

Project Success is located in CTC204 and may be reached at (815) 224-0594.

Project Success Staff

Director
Chris Herman - (815) 224-0593

Counselors
Cynthia Cardosi - (815) 224-0592
Diane Scoma - (815) 224-0591

Administrative Assistant
Danielle Jackson **-** (815) 224-0594

Student Activities and Organizations

Mission Statement

The Student Activities department complements the student's academic experience through the development of, exposure to, and participation in social, cultural, multi-cultural, intellectual, recreational, community service and campus governance programs.

Opportunities for the development of leadership, social and interpersonal relationships, skills and character are offered through participation in recognized campus organizations.

Included among these are professional and honorary societies related to the academic areas of the college, departmental organizations, service and social organizations and recreational groups.

Each organization, in fulfilling its obligation as a part of the college, has a faculty member, staff member, or administrator as an advisor.

All social activities planned by the student organizations are held under the supervision of the organization's advisor.

To inquire about creating a new organization, please contact the Coordinator of Student Activities, Room E-306 or (815) 224-0509.

Clubs and Organizations Descriptions and Advisor Contact Information (https://www.ivcc.edu/studentactivities/)

Student Government Association

The Student Government Association (SGA) is the officially recognized student government organization at IVCC.

The SGA, composed of four officers and a student representative to the Board of Trustees, three representatives of the freshman and three representatives of the sophomore classes (based on enrollment), meet to discuss matters of concern to the entire student body and to plan events and activities for students at the college. In addition, members of SGA serve with faculty and administrators on various committees.

Watch for notices regarding Student Government petitioning and elections during September and April.

Questions regarding the Student Government Association, its membership, and activities should be directed to the Coordinator of Student Activities, Room E-306 or (815) 224-0509.

The Student Government Office is located in E-201B. Member office hours are posted on the office door.

Co-Curricular Transcripts

The Co-Curricular Transcript is a self-reported document that provides students an opportunity to record and verify participation in co-curricular and extra-curricular activities, learning, and development while attending Illinois Valley Community College.

Purpose

The Co-Curricular Transcript is an official record of a student's involvement in nonacademic activities that may be used to complement a resume, an academic transcript, a scholarship application and the like.

Eligibility

All students who are in good standing with IVCC are invited to participate in this program.

Eligible Activities

Only noncredit events and activities qualify for Co-Curricular Transcripts. These events can take place on or off campus and need not be sponsored by the college. The Co-Curricular Transcripts will be divided into seven categories.

- Clubs/Organizations

- Leadership Development

- Career Development

- Campus Service

- Community Service

- Athletics/Recreation

- Other (Awards, Honors, etc.)

Process

Students will be required to follow the following process in order to complete and request a co-curricular transcript.

Enrolling

Each student that would like to participate in this program will be required to contact the Coordinator of Student Activities (E-306) to fill out an initial enrollment application form. The Coordinator of Student Activities will then create an electronic and paper file for the student.

Application Form (https://www.ivcc.edu/studentactivities/Applicationfo rCo-CurricularTranscriptProgram.pdf)

Activity Verification

The student can obtain an Activity Verification Form from the Coordinator of Student Activities. These forms must be completed by the student and must be signed by the appropriate Activity Representative for each activity. These forms may be turned in to the Coordinator of Student Activities (E-306) at any time and must be submitted by the end of the semester in order for events to be included on the transcript.

Verification Form (https://www.ivcc.edu/studentactivities/ActivityVerifi cationForm_Co-CurricularTranscriptProgram.pdf)

Follow Up

Upon receipt of the Activity Verification Form, the Coordinator of Student Activities will contact the appropriate Activity Representative to personally verify the student's participation in the activity. Once verified, the activity will be documented in the student's file.

Requesting a Transcript

A student must request a transcript from the Coordinator of Student Activities by completing a Request Form. Request Forms should be filled out at least 48 hours prior to the desired pick up time. Transcripts will only be issued to the student unless a signed consent directs otherwise.

Issuing a Transcript

The Coordinator of Student Activities will compile a complete transcript. The Vice President for Student Services will sign and authorize each Co-Curricular Transcript. Transcripts will only be issued to the student unless a signed consent directs otherwise.

Courses

Course Numbering System

All courses are made up of a four-digit number

1. The first digit indicates freshman or sophomore level (1 or 2). A first digit of zero (0) signifies a remedial-developmental review of basic skill courses. First digit of 0 courses are not applicable toward a degree or certificate nor are counted towards honors designations.

2. The second digit identifies the curriculum area the course is assigned to:

0 = Baccalaureate (AA, AS and AES transfer degrees)
1 = Continuing Education (not applicable to degrees/certificates)
2 = Career/occupationally oriented (applies to AAS career degrees and Certificates)
9 = General studies (these courses do not generate credit that may be applied to any degree or certificate)

IAI Code :

The IVCC/IAI explanation found at the end of some course descriptions means that the course has been approved as meeting a specific general education core requirement for transfer and has been assigned a statewide IAI code.

EXAMPLE: ART 1000 Art Survey - "Fulfills an IVCC/IAI General Education/Fine Arts requirement with the IAI Code number of F2 901."

Understanding Credit Hours

College credit hours are earned by students when they spend hours learning a skill or a specific body of knowledge. At IVCC, credit hours are assigned to each course when it is developed. One credit hour is equal to one 50-minute class "hour" per week for a lecture course over a sixteen-week semester. The number of credit hours assigned to a course and required for student attendance are equated, based on the length and method(s) of the course. Credit hour equivalents vary for different kinds of methods (lecture, lab, field experience, etc.). All courses, including assigned credit hours, are approved by the Illinois Community College Board.

ACT - Accounting

ACT 1010 - Financial Accounting (3)

An introduction to financial accounting as an information processing system that communicates relevant financial data regarding the business entity to external decision-makers. Emphasizes the basic concepts, principles, and techniques used in the generation of accounting data for financial statement preparation, interpretation, and use. (Students with one year of high school accounting may enroll by consent of instructor.) IAI: BUS 903

Prerequisite: Sophomore standing with a 2.0 GPA or ACT-1210 with a C or better -Must be completed prior to taking this course.

ACT 1020 - Managerial Accounting (3)

Course deals with basic managerial accounting concepts and practice including classification of costs, cost-volume-profit relationship, manufacturing costs, job order and process cost systems, budgeting, standard costs and variance analysis, direct and absorption costing, cost allocation, decentralized operations, pricing decisions, capital budgeting, and statement of cash flows. IAI: BUS 904

Prerequisite: ACT-1010 -Must be completed prior to taking this course.

ACT 1210 - Fundamentals of Accounting (3)

Emphasis is placed on the procedural aspects of financial accounting for a sole proprietorship. The accrual basis is used, debit and credit is studied as it relates to the accounting equation. The entire accounting cycle is covered for both service and merchandising businesses, including adjustments, preparation of financial reports, and closing procedures. Also included are bank statement reconciliation, petty cash, special journals, and payroll accounting procedures. A practice set is included at the end of the semester. Intended for students who plan to take only one semester of accounting or for those who need preparation before enrolling in ACT 1010.

ACT 1240 - Payroll Accounting (2)

This course is designed to prepare students to handle payroll preparation and record keeping, as well as computation, payment, and reporting of payroll related taxes. Various other business taxes are covered including sales tax and highway use tax. (Students with practical accounting experience may enroll by consent of instructor.)

Prerequisite: ACT-1210 or instructor consent -Must be completed prior to taking this course.

ACT 1280 - Quickbooks-Pro Accounting (3)

This course utilizes QuickBooks-Pro Software to perform various financial accounting functions including general ledger, accounts payable, accounts receivable, inventory, and fixed assets. There is an emphasis on payroll

regulations and the payroll functions of maintaining employee information, processing the payroll, and preparing required governmental reports.

Prerequisite: ACT 1210 with a C or better, ACT 1010 or instructor consent -Must be completed prior to taking this course.

ACT 2020 - Cost Accounting (3)

A study of the process of generating accounting data which will be useful to management in performing the functions of planning and control and decision making. Topics emphasized include: product costing, cost-volume-profit relationships, budgeting and standard costs.

Prerequisite: ACT-1020 -Must be completed prior to taking this course.

ACT 2200 - Tax Accounting (3)

The course is intended for students that seek to file business and personal tax returns. Such topics as methods of payment of tax liability, recognition of gains and losses, capital gains and losses, dividends, inventories, and depreciation will be covered.

Prerequisite: ACT-1210 -Must be completed prior to taking this course.

ACT 2221 - Intermediate Accounting I (3)

A study of the theory, concepts and procedures underlies the preparation of external accounting reports for corporate organizations. Topics to be covered include: financial statement preparation, monetary assets, inventories, plant assets, current liabilities, intangibles, and time value of money concepts.

Prerequisite: ACT-1010 -Must be completed prior to taking this course.

ACT 2222 - Intermediate Accounting II (3)

A continuation of Intermediate Accounting I dealing with theory and concepts of external reporting. Topics covered include comprehensive treatment of liabilities, capital stock, retained earnings, the statement of cash flows, financial statement analysis, and full disclosure in financial accounting. Emphasis is also given to internal records including sole proprietorships and manufacturing firms. Computerized accounting methods are explored.

Prerequisite: ACT-1020, ACT-2221 -Must be completed prior to taking this course.

ACT 2230 - Certified Bookkeeper Review (2)

This course is intended for AAS Accounting students in their final semester of the program. The course is a review and includes new information that is essential for students to master prior to entering the field of accounting. The course covers six (6) main topics: adjusting entries, correction of accounting errors, payroll, depreciation, inventory, and internal controls and fraud prevention. Upon completion of the course the student will be prepared to take the four-part nationally recognized Certified Bookkeeper exam. Once the student passes all four exams they will gain candidate status and be able to enter the workforce. After two years of experience in accounting they can then be issued their Certified Professional Bookkeeper designation.

Prerequisite: ACT-1010, ACT-1020 -Must be completed prior to taking this course.

AGR - Agriculture

AGR 1000 - Introduction To Field Crop Science (4)

The basic principles of plant growth, including human and environmental influences and the theoretical and practical application of agronomic principles to crop production. Includes the historical and economic importance of crop plants for food, feed, and fiber; origin, classification, and geographic distribution of field crops; environmental factors and agronomic problems; crop plant breeding, growth, development, and physiology; cropping systems and practices; seedbed preparation, tillage, and crop establishment; pests and controls; and harvesting, storing, and marketing practices. IAI: AG 903

AGR 1001 - Introductory Agricultural Economics (3)

An introduction to the principles of economics including production principles; production costs, supply and revenue; profit maximization; consumption and demand; price elasticity; market price determination; and competitive versus noncompetitive market models. These principles are applied to agriculture and the role of agriculture in the United States and world economics. Other topics include a survey of the world food situation; natural, human and capital resources; commodity product marketing; and agricultural problems and policies.

AGR 1002 - Intro Agriculture Mechanics (3)

This course is designed to introduce students to the various aspects of agricultural mechanics. The content of this course is chosen to give an overview of several technical areas that compromise agricultural

mechanization. IAI: AG 906

AGR 1003 - Introduction To Animal Science (4)

The application of the sciences of genetics, physiology and nutrition to the improvement of the animal industries and an introduction to management and production practices. Includes animal breeds, breeding and selection; anatomy, physiology, nutrition, growth; environment, health and sanitation; products and marketing; production technology and economics; animal behavior; and current issues in animal science. IAI: AG 902

AGR 1004 - Microcomputer Applications in Agri (3)

Introduction to computer hardware, file manipulation, printers and the use of word processing, electronic presentations and communications, graphics, spreadsheet, database management and web development software. Also includes solution of agriculture data-related problems and use of prepared software and templates. IAI: AG 913

AGR 1005 - Introductory Soil Science (4)

This course will cover such areas as: soil formation, color, structure, texture, classes and types. The classes will also include the use of fertilizers and the interpretation of soil tests. Laboratory experiments will be provided to enhance the work with soils and provide the student with ample opportunities to do class and individual experiments, and to ask questions. IAI: AG 904

AGR 1200 - Introduction To Agricultural Business Management (3)

This course is an introduction to the principles of agriculture business management and the role of the agribusiness manager. Topics covered include business organization structures, budgeting, marketing, inventory management, and human resource management.

AGR 1202 - Intro To Agricultural Industry (2)

An introduction to the vast agricultural industry exploring the various sectors including agribusiness management, agronomy, animal science, and precision agriculture. Preparation for a successful career in the agricultural industry will be the focus of the course.

AGR 1203 - Agriculture Production Techniques (0.5)

This course is designed to meet the needs of the agriculture community for specialized educational experiences. Each class will be individualized to to a particular set of needs and a credit value assigned for each section offered. Typical exam- ples include: uses of herbicides and insecticides machine operation techniques farm problems and proper land usage. This course may be repeated for a maximum of six credit hours.

AGR 1206 - Intro To Precision Agriculture (4)

This course is an introduction to the principles of precision agriculture as applied to modern farming techniques. This course provides an overview of precision farming concepts and the tools of precision farming (GPS, GIS, and VRT). Students will be engaged in hands-on laboratory activities to provide initial experience with the use of precision agriculture tools.

AGR 1207 - Agricultural Credit & Finance (3)

This course is an introduction to the financial aspects of operating an agricultural business. The focus of the course will be financial statements, financial analysis, calculations, and amortization. Students will apply and develop financial skills necessary as an employee or owner of an agribusiness.

AGR 1208 - Advanced Agricultural Business Management (3)

This course will focus on advanced management strategies used in agricultural businesses. Students will apply management techniques throughout the course to further develop their understanding of agricultural business management. Topic areas include marketing management, consumer demand, competition, and human resource management.

Prerequisite: AGR-1200 -Must be completed prior to taking this course.

AGR 1209 - Crop Production and Management (3)

A study of the grain and forage crop production methods used in the Midwest. Course emphasis will be on seed selection, seeding rates, fertility management, pest management, seedbed preparation, harvesting methods, and technology used in crop production and management.

AGR 1212 - Agriculture Sales (3)

This course examines the principles and techniques used in selling agricultural goods and services. Practical application and development of the skills and techniques necessary to sell agricultural products will be the primary focus.

AGR 1213 - Agricultural Internship (3)

This is an on-the-job learning experience. Students work in agricultural jobs related to their field of study. This course gives students an opportunity to put into practice what they learned in the classroom and laboratory. The student is required to work a minimum of 225 hours.

Prerequisite: 30 credit hours of AGR coursework and instructor consent -Must be completed prior to taking this course. Corequisite: AGR-1214 -Must be taken at the same time as this course.

AGR 1214 - Agricultural Internship Seminar (1)

This course is to be taken at the same time as AGR 1213, Agricultural Internship. The course is designed to enhance the overall internship experience. Students will be engaged in classroom activities designed to help the student further understand the agricultural work environment. The focus of the course is to prepare students for future employment in the agricultural industry.

Corequisite: AGR-1213 -Must be taken at the same time as this course.

AGR 1215 - Agricultural Marketing (3)

This course is an introduction to the marketing of agricultural products. The course will focus on marketing strategies, futures markets, and cash markets for both livestock and grain commodities. The course will also explore the use and application of modern technology to buy, sell, and trade agricultural commodities.

AGR 1217 - Soil Fertility and Fertilizers (3)

A study of the fundamental concepts of soil fertility and fertilizers used in agriculture and related fields. Students will become familiar with plant nutrition, factors affecting plant growth, macro and micro-nutrients, fertilizer recommendations, and application methods.

AGR 1218 - Crop Pest Management (3)

The study of the principles of weed, insect, and disease identification and management techniques used in agriculture and closely related fields. The emphasis of the course will be identification, prevention, and management of agricultural pests.

AGR 1220 - Introduction To Cannabis Production (3)

This course is an introduction to the production of cannabis and its related products. Content will focus on the anatomy and physiology of the cannabis plant, hemp and marijuana production and processing methods, and the various uses for and products of hemp and marijuana. The course will also explore the economics and legal issues associated with hemp and marijuana production, as well as professional opportunities in the cannabis industry.

AGR 1221 - Advanced Cannabis Production (4)

This course covers advanced strategies in cannabis production, cultivation, and processing. Topics covered include genetics and breeding, agronomics of indoor and outdoor hemp and marijuana production, and product testing and processing practices. The course will also explore various economic aspects of hemp and marijuana production and the cannabis industry.

Prerequisite: AGR-1220 or instructor consent -Must be completed prior to taking this course.

AGR 1226 - Greenhouse Management (2)

This course will cover topics related to greenhouse structures and their operation. Included topics are design, construction, location, heating and cooling systems, cultural practices, and cost accounting as they are related to greenhouse management. Lecture, 2 hours.

ALH - Allied Health

ALH 1000 - Introduction To Nutrition (3)

The objective of this course is to provide the student with the scientific principles of nutrition across the lifespan and to acquaint him/her with the recent scientific findings in the nutrition field. With the knowledge acquired, the student should be able to evaluate her/his daily lifestyle thereby enabling her/him to reach and maintain optimum health, nutrition, and fitness. The nutrition student should be able to evaluate her/his personal food choices as well as to evaluate nutritional information found in popular books and magazines and scientific nutritional journals. The student will examine the basic concepts of nutrition as they apply to various stages of the life cycle and to common disease processes.

ALH 1001 - Terminology of The Health Field (3)

This course focuses on basic language related to the health field. Emphasis is given to work analysis and construction, definitions, pronunciation, and spelling. Fundamentals of the anatomy, physiology, and pathology of body systems are explored, and terminology related to these systems is

presented.

ALH 1002 - Human Growth & Development for Health Workers (3)

This course is a study of human growth and developmental process as they relate to physical, cognitive, emotional, social and moral development throughout the life span (conception through death). Health promotion and maintenance measures for each stage of development are introduced within the context of the family including the socio-cultural aspects.

ALH 1030 - Yoga (2)

This introductory course contextualizes yoga as it is popularly understood in the West. The class begins with fundamental exercises and adds new postures and exercises throughout the course which are designed to balance mind, body, and spirit. The wellness benefits of yoga are explored from the mind-body perspective with emphasis on stress reduction and its relationship to well-being as understood from a holistic perspective. Psychology of yoga is also discussed as are foundational moral and ethical principles which contribute to a balanced, stable, and vital lifestyle conducive to health and wellness.

ALH 1031 - T'ai Chi (2)

This beginning level course introduces students to TaiJi, its historical origins and philosophical foundations, fundamental principles, the Chen Style of TaiJi, and TaiJi meditation. The course will include exercises geared toward developing sensitivity to natural rhythms of movement in the body and in nature. Beneficial effects of TaiJi on health and well being as understood from the Eastern and Western perspectives will also be discussed.

ALH 1202 - Allied Health Dosage Calculations (2)

This course covers common mathematical requirements for Allied Health professions with a focus on nursing. It includes a review of the following: basic math, systems including conversions, metric, apothecary, and household, interpretations of drug labels, charting, abbreviations, and methods of calculations for oral, injectable, and intravenous drugs, calculations for specialty areas including pediatrics, critical care, labor and delivery. The Dimensional Analysis in the mathematical process is used in this course.

ALH 1214 - Certified Nursing Assistant (CNA) (8)

The Certified Nursing Assistant (C.N.A.) curriculum

consists of 1 course which includes lecture, college laboratory practice, and clinical experience in long-term care facility. The C.N.A. Program is approved by the Illinois Department of Public Health. A grade of C" or above in this course is required to be eligible for state certification. Admission to the C.N.A. does not always follow the usual college schedule. Starting dates are announced in the school class schedule and via letter to the registered students. The program can be completed in 8 weeks. The two step T-B test is required for admission to the clinical component of the program. Taking the TABE reading test is a requirement of the course and will be administered through the Adult Education Department prior to the start of class. Must pass a fingerprinting background check with no disqualifying convictions if necessary have already obtained a waiver from the Illinois Department of Public Health. C.N.A. status is required for admission to the RN and/or Practical Nursing Program. Successful completion of this course allows the individual to take the state exam to become certified in the State of Illinois."

ALH 1215 - Certified Nursing Assistant Refresher (2)

Certified Nursing Assistant Refresher Course provides the opportunity for a Nursing Assistant who has not provided nursing assistant related services for a consecutive 24-month period of time after January 1, 1990 to review and test. Reviewing will take place in IVCC labs. Testing will take place in IVCC labs and at a clinical site per IDPH guidelines. Prerequisite: Verification that the individual's name is on the Illinois Nurse Aide Registry in good standing. Has not failed the competency test three times.

ALH 1220 - Cardio-pulmonary Resuscitation (1)

A course designed to teach the principles and techniques needed to deal with resuscitation emergencies. Included will be: rescue breathing, choking, and cardiopulmonary resuscitation skills for adults, children and infants. Upon satisfactory completion of the course, students will receive certification in American Red Cross Community CPR.

ALH 1221 - Industrial First Aid (1)

A course designed to prepare students to recognize emergencies and make appropriate decisions regarding the care of people who are ill or injured. The student will also be able to recognize and utilize appropriate safety procedures. Students passing the course will be eligible to receive American Red Cross certification in Adult CPR (two year certification) and First Aid (2 year certification).

ALH 1250 - Principles & Practices of Phlebotomy (3)

This course consists of a lecture and laboratory practice of the proper collection of laboratory specimens. It includes terminology, anatomy and physiology appropriate to

phlebotomy techniques, safety, quality control, professionalism and communication techniques. It provides exposure to the necessary skills to effectively function as part of the medical laboratory-healthcare team. Prerequisite: ALH 1001 with minimum grade of C; Minimum age of 18 and high school diploma or GED.

Prerequisite: ALH 1001 with a C or better. Corequisite: ALH 1251.

ALH 1251 - Phlebotomy Practicum (3)

This course consists of 100 hours of clinical practice of phlebotomy at an affiliated laboratory site. This supervised training will emphasize competency in blood collection, specimen handling and processing, safety, quality control, and communication skills necessary to function as a member of the medical laboratory health care team. After completion of ALH 1250 and ALH 1251 the student will be eligible to take the Phlebotomy Certification Exam offered by certifying agencies. Exit level competencies and generally consistent with entry level responsibilities. Prerequisite: ALH 1250 and current immunization. Students must receive a B" or better in ALH 1250 to be able to enter ALH 1251."

ALH 1252 - Principles and Practices of Phlebotomy (6)

This course consists of lecture and laboratory practice of the proper collection of laboratory specimens along with a minimum of 65 hours of clinical (practice of phlebotomy at an affiliated laboratory site). It includes terminology, anatomy and physiology appropriate to phlebotomy techniques, safety, quality control, professionalism, and communication techniques. It provides exposure to the necessary skills to effectively function as part of the medical laboratory-healthcare team. This supervised training will emphasize competency in blood collection, specimen handling and processing, safety, quality control and communication skills necessary to function as a member of the medical laboratory healthcare team. Exit level competencies are generally consistent with entry level job responsibilities. After completion of ALH 1252, the student will be eligible to take the phlebotomy certification exam offered by certifying agencies. Eligibility: 18 years of age; High School Diploma or GED; 2 Step TB test within last 12 months; Hepatitis B immunization or documented refusal; Criminal Background Check (A felony or certain misdemeanors may prevent you from working in a healthcare setting); Drug test; any other requirements of clinical site.

ANT - Anthropology

ANT 1000 - Introduction To Anthropology (3)

This course is designed as a general anthropology course. The intent is to provide the student with a systematic and comprehensive coverage of basic concepts, principles and terminology; in both physical and cultural anthropology. Multicultural issues are examined. Considers human origins and human evolution and the evolution of non-human primates. Also briefly surveys the major subfields of anthropology: cultural, physical, archaeology, and linguistics. IAI: S1 900N

ANT 1002 - Cultural Anthropology (3)

This course explores culture as an adaptive mechanism that assists the human species in its survival. An understanding of the physical environment and its reciprocal relationship to culture will be explored. Further, this class will examine how different cultural traits such as religion, beliefs, social organization, economics, technology, and the use of language, developed and spread. Various regions of the world and various peoples will be studied, including past and present day societies. IAI: S1 901N

ART - Art

ART 1000 - Art Survey (3)

Cultural analysis of the interrelated fields of architecture, sculpture, painting, and other humanistic studies beginning with the Paleolithic period and continuing through the Gothic period. Lecture, 3 hours. IAI: F2 901

ART 1002 - Drawing I (3)

An introduction to the fundamental concepts and techniques of drawing using a variety of black and white media. Includes drawing from observation and invention leading to an interpretation and evaluative approach to drawing. Emphasis on descriptive drawing techniques from geometric and organic objects. Course includes vocabulary development, critical analysis activities, and reference to contemporary and historic models of drawing. Lecture, one hour per week; laboratory, five hours per week.

ART 1005 - Design I (3)

This course is a studio class exploring the fundamentals of the formal systems and basic elements of visual organization through two-dimensional design principles and theories using a variety of tactile and digital media. Lecture, one hour per week; laboratory, five hours per week.

ART 1007 - Painting I (3)

Painting is explored through instruction in materials and techniques, composition and color, and the development of individual expression. Lecture, one hour per week, laboratory, five hours per week.

ART 1009 - Ceramics I (3)

Introduction to the terminology, aesthetic and technical aspects of ceramics. Basic techniques for clay preparation, hand forming, wheel throwing, and operation of the kiln, kick wheels and power operated potter's wheels. Lecture, one hour per week; laboratory, five hours per week.

ART 1010 - Art Survey II (3)

Cultural analysis of the interrelated fields of architecture, sculpture, painting, and other humanistic studies beginning with the Italian Renaissance and continuing through the 20th Century's Modern period. Lecture, 3 hours. IAI: F2 902

ART 1012 - Drawing II (3)

This course builds on and refines the experiences of Drawing I, focusing on a variety of media including color. Emphasis is on invention and formal concerns. Explorations into abstraction, nonobjective and fabricated image making is covered in this class. Course includes vocabulary development, critical analysis activities, and reference to contemporary and historic models of drawing. Lecture, one hour per week; laboratory, five hours per week.

Prerequisite: ART-1002 -Must be completed prior to taking this course.

ART 1015 - Design II (3)

A studio course exploring the fundamentals of the formal systems and basic elements of visual organization through three-dimensional design principles and theories using a variety of materials. Lecture, one hour per week; laboratory, five hours per week.

Prerequisite: ART-1005 -Must be completed prior to taking this course.

ART 2009 - Ceramics II (3)

Continued application of first semester procedures of Ceramics I with emphasis on the control of design in form and techniques, including methods of glaze application and decorative techniques. Practice in the operation of clay equipment, stacking, and firing kilns. Experimentation in the possibilities and limitations of the medium. Continued

exploration of exemplar ceramic art. Lecture, one hour per week; laboratory, five hours per week.

Prerequisite: ART-1009 -Must be completed prior to taking this course.

ATO - Automotive Technology

ATO 1210 - Basic Gas Engines (5)

The purpose is to give the student a background in the theory, construction, design, operation, and service of gasoline piston engines. Laboratory work will consist of the following requirements on a given engine: disassembly, cleaning, inspecting, measuring, recording, machining and reassembly. Students are encouraged to supply their own engine for this course. Lecture, 2 hours; lab, 6 hours.

ATO 1220 - Basic Automotive Electricity (3)

This is a basic automotive electricity course dealing with voltage, current, resistance, series and parallel circuits, digital multimeter, digital storage oscilloscope, basic electronics, wiring diagrams, batteries, starting systems, and charging systems. Lecture, 2 hours; lab, 2 hours.

ATO 1240 - Power Trans & Manual Trans (3.5)

This course includes information relative to clutches, manual transmissions/trans-axles, driveshafts/halfshafts and differentials on front wheel drive and rear wheel drive vehicles. The course will study the operation, service and rebuilding of constant mesh, fully synchronized manual transmissions and trans-axles. Lecture, 2 hours; lab, 3 hours.

ATO 1250 - Engine Performance (3)

This course is a basic tune-up class with the purpose of obtaining an understanding of ignition systems used in automotive vehicles. The basic design of all electronic ignition systems and how to troubleshoot each component from a no-start or driveability condition will be taught in the classroom. Basic test equipment such as compression and cylinder leakage testers, regular oscilloscope, hand-held digital storage oscilloscope, multimeter, and 4-gas analyzer will be taught during lab. Lecture, 2 hours; lab, 2 hours.

ATO 1260 - Steering and Suspension Systems (4.5)

This course describes the various styles of automotive suspension and steering systems and their components.

They include wheel bearings, tires, shock absorbers and struts, front and rear suspension systems, steering columns, power steering, gear boxes, rack and pinion steering, four wheel steering systems, alignment angles and four wheel alignment. The main emphasis in this class will be on performing a complete 4-wheel alignment on any vehicle. Lecture, 2 hours; lab, 5 hours.

ATO 1270 - Service Management (1)

This class deals with management principles as they relate to the automotive service industry. Topics covered include: resume writing, job interviewing, formation of a business, hiring and firing personnel, small business bookkeeping, job estimating, profitability, insurance, EPA and OSHA regulations, and computer management systems.

ATO 1280 - Automotive Tech. Internship (3)

This course offers supervised on-the-job experience in an approved automotive facility. Students will gain valuable work experience in the automotive field during this internship. Students must work a minimum of 225 hours to earn three credit hours. The student must work at an instructor approved automotive facility.

Prerequisite: Instructor consent -Must be completed prior to taking this course.

ATO 2200 - Brake Systems (5)

This course of study is for the design and operation of automotive brake systems used on cars and light trucks. It will focus on the theory of operation for disc and drum brake designs, hydraulics, master cylinder and power assist units, valves, and anti-lock brakes. The service of these systems will be practiced during lab sessions. Lecture, 2 hours; lab, 6 hours.

ATO 2210 - Adv Engine Performance & Driveability (5)

This is an advanced tune-up class that covers distributor, distributorless, optical, and coil-on-plug electronic ignition systems. Computer controlled electronic spark advance systems will be explained. Students will service vehicles during lab sessions and diagnose driveability problems using the 4-gas analyzer, regular oscilloscope, digital storage oscilloscope and scanner. Students will be taught how to do a proper tune-up and solve engine performance problems such as lack of engine power, poor fuel economy, and engine driveability issues. Lecture, 2 hours; lab, 6 hours.

Prerequisite: ATO-1210, ATO-1220, ATO-1250 or instructor consent -Must be completed prior to taking this course.

ATO 2220 - Fuel Systems & Emission Controls (4.5)

The theory, service, diagnosis of gasoline fuel systems (fuel injection and direct fuel injection) will be the main emphasis of this class. Other areas studied will be computer controls, sensors, forced induction intake systems and exhaust systems. The following emission control systems will be covered: positive crankcase ventilation, exhaust gas recirculation, air management, catalytic converters and evaporative control systems.

Prerequisite: ATO-1220, ATO-1250 -Must be completed prior to taking this course.

ATO 2230 - Automatic Transmissions (4.5)

This course includes information relative to automatic transmission and trans-axles found on the modern day motor vehicle. Classroom topics covered include: planetary gear operation, application devices, hydraulics, torque converters and diagnosis. The main emphasis in lab will be the diagnosing of transmission problems, service procedures and rebuilding of automatic transmissions/trans-axles. Lecture, 2 hours; lab, 5 hours.

ATO 2240 - Automotive Accessories (3)

This course provides a comprehensive understanding of vehicle electrical accessories/ systems, and troubleshooting techniques. They include electrical wiring diagrams, basic electrical tests, cruise controls, windshield wipers, instrument gauges, lighting circuits, steering wheels, short circuit testers, power (seats, door locks, windows and sliding door), body computer, air bags, keyless entry, anti-theft, electronic displays, and communications networking. Lecture, 2 hours; lab, 2 hours.

Prerequisite: ATO-1220 or instructor consent -Must be completed prior to taking this course.

ATO 2250 - Heating and Air Conditioning (3)

This course covers the theory, construction, operation and servicing of the air conditioning, heating and cooling systems found on the automobile. Emphasis will be placed on testing, troubleshooting, and servicing of the air conditioning system using appropriate manuals, tools, equipment, and safety practices. The recovery and recycling of refrigerant, laws governing R-12 and R-134a, and technician refrigerant certification will receive special emphasis. Lecture, 2 hours; lab, 2 hours.

ATO 2260 - Advanced Drivelines (3)

This course includes information relative to four wheel drive transfer cases, front axles, all wheel drive systems, and computer controlled transmissions and trans-axles. The theory, diagnosis and repair of electronically controlled transmissions and transaxles will be covered. Some of the topics covered include: the computer, sensors, shift solenoids, force motors, pulse width modulation, torque converter clutches, PM generators and all other related electronics that allow the computer to control the shift pattern and shift quality. The student is required to rebuild a minimum of two electronically controlled transmissions in this course. Lecture, 2 hours; lab, 2 hours.

Prerequisite: ATO-1240, AT0-2230 or instructor consent - Must be completed prior to taking this course.

ATO 2270 - Automotive Service (4)

This course is designed to provide an on-the-job type experience to the advanced automotive student. The student will be given selected vehicles to diagnose and repair using knowledge acquired from previous automotive classes. The student may choose to specialize in one area or perform services in all areas much like the general automotive technician. This course will prepare the student for an entry-level job in the automotive service industry. Lecture, 1 hour; lab, 6 hours.

Prerequisite: ATO-1210, ATO-1220, ATO-1240, ATO-1250, ATO-1260, ATO-2200, ATO-2210, ATO-2220 -Must be completed prior to taking this course.

ATO 2280 - Computerized Engine Controls (3)

This course is designed to teach how computers aid in controlling fuel systems, electronic ignition, and emission control devices. On-Board Diagnostics Generation II system will be taught along with all of the various engine input and output devices and how they work with the engine computer (PCM). During lab scanners, digital storage oscilloscopes, and other electronic testers will be used to solve issues associated with Service Engine Soon light and other driveability problems.

Prerequisite: ATO-1220, ATO-1250, ATO-2210, ATO-2220 or instructor consent -Must be completed prior to taking this course.

ATO 2290 - Automotive Certification (1)

This lecture course is designed to assist the advanced automotive student or the experienced automotive technician who is preparing to take the ASE (Automotive Service Excellence) certification exams.

Prerequisite: ATO-1210, ATO-1220, ATO-1240, ATO-1250, ATO-1260, ATO-2200, ATO-2210, ATO-2230 or instructor consent -Must be completed prior to taking this course.

BIO - Biology

BIO 1000 - The Global Environment (3)

A study of the human relationship with and responsibility for, the health and well-being of our earth. Ecology, the branch of science investigating the relationships of an organism (man) with its environment (earth) is the emphasis of this course. Major considerations are given to the use and misuse of the earth's energy and material resources, the consequences and alternatives to human actions and the individual physical costs plus collective social costs. IAI: L1 905

BIO 1001 - General Biology I (4)

An integrated course covering the fundamentals of the plant and animal world. Special attention is given to the structure and function of cells, the genetic continuity of life, and evolution. Lecture, two hours per week; seminar, one hour per week; lab, two hours per week. IAI: L1 900L

BIO 1002 - General Biology II (4)

This course reinforces the concepts introduced in BIO 101 with an emphasis on human biology, ecology, and the diversity of life. Special attention is given to the biological processes of digestion, respiration, circulation, excretion, communication and reproduction.

Prerequisite: BIO-1001 or instructor consent -Must be completed prior to taking this course.

BIO 1003 - Principles of Biology (4)

This course will present the unifying concepts of biology which form the foundation for the biological sciences. The topics will include an introduction to biochemistry, cellular structure, functions and processes of the cell, energetics of cellular respiration and photosynthesis, Mendelian and molecular genetics, and natural selection. IAI: L1 910L; BIO 910

BIO 1004 - Biological Diversity (4)

This course will include the structure, function, evolutionary relationships and ecology of major groups of microorganisms, protists, fungi, animals, and plants. IAI: L1 910L; BIO 910

BIO 1007 - Anatomy & Physiology I (4)

This course involves an introductory study of the structure

and function of the human body. A study of cytology, histology, and five organ systems (integumentary, skeletal, muscular, nervous, and endocrine) illustrates the relationships between structures and their functions. Laboratory   - exercises include cat dissection, microscopy, cadaver demonstration and other materials. Lecture two hours per week; lab three hours per week; seminar one hour per week. Prerequisite: None, but BIO 1200 or BIO 1001 is recommended for students with a limited science background.

BIO 1008 - Anatomy & Physiology II (4)

A continuation of BIO 1007, this course completes an introductory study of the structure and function of the human body. Six major systems: reproductive, circulatory, lymphatic, respiratory, digestive, and excretory are studied, along with metabolism and regulation of fluids, electrolytes and pH. Lecture two hours per week; lab three hours per week; seminar one hour per week.

Prerequisite: BIO-1007 or instructor consent -Must be completed prior to taking this course.

BIO 1009 - Microbiology (4)

An introductory study of the nature and activities of micro-organisms and their effect on human affairs. Emphasis is on the fundamental principles and their applications. Lecture, two hours per week; seminar, one hour per week; lab, three hours per week.

Prerequisite: BIO-1001 or BIO-1003 or BIO-1007 -Must be completed prior to taking this course.

BIO 1200 - Human Body Structure & Function (3)

This course will emphasize the anatomy (structure) and physiology (function) of the human body. Lecture, demonstrations, discussions and laboratory activities focus on how the body is constructed and how it functions.

BUL - Business Law

BUL 2000 - The Legal Environment of Business (3)

This course deals with the legal environment in which businesses operate. The general areas of study are: the legal framework of business, antitrust law, consumer law, securities law, labor law, and the social environment of business. Some specific topics include: the judicial system, the Clayton Act, Sherman Act, FTC, product liability, truth in lending agency, S.E.C., labor law, the constitution, agency, and international law.

BUS - Business

BUS 1010 - Introduction To Business (3)

An introductory survey course covering such topics as management, marketing, finance, economics, stocks and bonds, small business, technology, social responsibility, ethics, human resources, and international business. The course is designed to provide students an opportunity to learn business terminology and to understand the interrelatedness of the various business functions.

BUS 1201 - Let's Talk Business (2)

This course is designed to show the integration of the content across the two target courses: Fundamentals of Accounting and Introduction to Business. An understanding of this connection between the courses will help to ease the student's transition into college-level business degree programs. Guest speakers and field trips, both on-campus and off-campus, will expand the scope of the business and accounting courses to which it is linked. Concurrent enrollment in ACT 1210 and BUS 1010.

BUS 1230 - Math for Business & Finance (3)

A review of the fundamental mathematical process, fractions, and percentage. A study of discounts, commissions, depreciation, overhead, interest, bank discount, amortized mortgage loans, balance sheet ratios, statistical measures, financial statements, graphs, stocks and bonds, solving for the unknown, and time value of money.

BUS 2000 - International Business (3)

This course focuses on the environmental complexities that arise when business activities and institutions transcend international borders. Emphasis on the impact and the dynamics of sociocultural, demographic, economic, technological, and political-legal factors in the foreign trade environment. Topics include globalization, patterns of world trade, and operation procedures of the multinational enterprise, international monetary systems, foreign exchange markets, international marketing and global supply chain management.

BUS 2210 - Business Internship (3)

Students work in jobs directly related to their field of study. This gives them a first-hand opportunity to see the principles they are learning in the classroom put into practice. This course may be repeated for credit. Lab, fifteen hours per week. Prerequisite: Consent of instructor.

BUS 2260 - Integrated Business Operations (3)

This course offers students in business computer or industrial programs the opportunity to form and run a small company. Each student company pre- pares a marketing plan does a cost analysis designs manufactures and sells a product. Students have the opportunity to interact with those from different functional areas and develop an understanding of the overall considerations involved in running a business. Prerequisite: Sophomore standing.

CAD - Computer Aided Design

CAD 1200 - Computer Aided Draft I AutoCAD (3)

This course is an introduction to computer-aided drafting (CAD) for use in basic mechanical drafting principles. Students will learn the basics of 2D CAD and its applications to different industries. Students compare 2D CAD operations to 3D and compare the different types of software used in both. This course will focus on the basics of AutoCAD. Content will include such topics as: setting up drawings, constructing lines, circles, arcs and other shapes. Basics of geometric construction and adding text will be included. Students will use display and editing techniques as well to obtain information about their drawings and work with layers and drawing files. This course examines basic dimensioning and tolerancing concepts. Students will learn to produce pictorial drawings and orthographic layouts. Upon completion a student will know how to read and interpret engineering drawings. Lecture, 2 hours; lab, 2 hours.

CAD 1201 - Comp Aided Draft II, Using AutoCAD (3)

This course is designed to build on the skills acquired in the Computer Aided Drafting I course. This course builds on the fundamentals of drafting. Students familiar with basic drafting terminology will produce detail drawings and assemblies to produce production drawings using 2D CAD (AutoCAD). Advanced principles of dimensioning will be used to produce industry standard drawings. Students will use real world projects to compile drawings, check drawings and plot the working drawing package. Additional fundamentals of CAD such as blocks, attributes, external references, and an introduction to parametric drawings will be explored. Students will learn how to use AutoCAD to draw and edit polylines, set layers, line types and colors; dimension drawings; create section lines and graphic patterns, design symbols and attributes for multiple use. Upon completion a student will know how to draft, read and interpret engineering drawings. Lecture, 2 hours; lab, 2 hours.

Prerequisite: CAD-1200 or instructor consent -Must be completed prior to taking this course.

CAD 1202 - Civil Applications of CAD (3)

This course introduces the CAD technician to civil applications. Emphasis is placed upon preparing survey plats and topographical drawings from surveyor coordinates. Lecture, 2 hours; lab, 2 hours. (Students with working knowledge of AutoCAD may enroll by consent of instructor.)

CAD 1203 - Electronics Drafting (2)

This course trains the student in reading blueprints (technical drawings). This course contains principles involved with blueprint reading and sketching principles, concepts, ANSI and ISO drafting symbols and standards, terminology, manufacturing process notes and other related technical information contained on a mechanical or CAD produced engineering drawing. Lecture, 1 hour; lab, 2 hours.

Prerequisite: CAD-1200 or DFT-1200 -Must be completed prior to taking this course.

CAD 1206 - Descriptive Geometry and Development Drawings. (3)

This class will deal with descriptive geometry, the graphical representation and solution of spatial relationships of points, lines and planes by means of projections. The drafter will understand the various steps to graphically solve problems with points, lines and planes and apply descriptive geometry to various drafting problems. Also, the drafter will learn surface developments patterns for the bending or folding of a material to a required shape. Lecture, 2 hour; lab, 2 hours.

Prerequisite: DFT-1200 or instructor consent -Must be completed prior to taking this course.

CAD 2200 - Computer Aided Design I (3)

This course is intended to prepare the student for the role of engineering design as it relates to Computer Aided Drafting/Design. This course will teach the student to implement the use of the 3D solid modeling CAD package SolidWorks. Students will learn the key skills and knowledge required to design models starting with 2D sketching, solid part modeling, assembly creation, and drawing production. Emphasis will be given to design intent. The student will use the design process to plan and develop a design for manufacture. The student will prepare models of this design to be prototyped by 3D printing. Production drawings of this design will be plotted and checked. Lecture, 2 hours; lab, 2 hours.

CAD 2201 - Computer Aided Design II (3)

In this advanced competency-based course students will be prepared for careers in engineering technology. This course is a continuation of Computer Aided Design I and includes computer graphic principles as they relate to the concepts of CAD Solid Modeling. Students will gain advanced skills in drafting layout, CAD editing techniques, dimensioning and visual presentation. Students will learn how to create virtual 3-D models and how to render them with color, light and shadows. These principles will be applied to the latest educational version of SolidWorks. Principles will include advanced modeling parts and assemblies and creation of working drawings. Students will use the design process to develop models to prototyping a product. Students will prepare models to be printed on a 3D and prepare production drawing for this product. Students will be able to take the SolidWorks Certified Associates exam at the end of this course. Students passing the exam will be issued a certificate of passing. Students will be able to utilize and reinforce their intermediate workplace skills, including teamwork, communication and math skills. Lecture: two hours per week, lab two hours per week.

Prerequisite: CAD-2200 -Must be completed prior to taking this course.

CAD 2202 - Architectural CAD (3)

This course is designed to develop an understanding of drafting procedures in preparation of architectural, civil and construction drawings. Units of study will include graphic representation of residential and commercial buildings, site analysis, building codes, conventional symbols, spatial concepts, and the use of various materials related to construction. The basis of the course work will consist of the preparation of detail working drawings for construction purposes. Lecture, 2 hours; lab, 2 hours.

Prerequisite: CAD-1200 -Must be completed prior to taking this course.

CAD 2203 - Engineering Design Concepts (3)

This course introduces the CAD technician to key engineering design concepts. Emphasis is placed upon strength of materials (such as stresses, shear, bending and bean design) and the ability to calculate and analyze the forces that operate upon static structures. Lecture, 2. hours; lab, 2 hours.

Prerequisite: CAD-1200, MTH-1206 or higher level Math - Must be completed prior to taking this course.

CAD 2204 - Geometric Dimensioning & Tolerancing (3)

This is a course in Geometric Tolerance and Dimensions including tolerances of form and position or location control. The student will learn methods of indicating geometric tolerances by means of geometric characteristic symbols, as recommended by ANSI, rather than by traditional notes. Lecture, 2 hours; lab, 2 hours.

Prerequisite: DFT-1200 -Must be completed prior to taking this course.

CAD 2206 - Design Technician Internship (3)

Individual students will be assigned to an engineering department in local industries. Work will be that normally performed by a design technician. Students meet one hour per week with instructor and spend 15 hours per week on the job. Prerequisite: Consent of instructor.

CAD 2208 - Design Projects (4)

This course will give the student the opportunity to apply the knowledge and training achieved in preceding courses in an on-the-job" situation. Assignments will consist of analysis of problems; synthesis; preliminary design; layout; and production of the final set of working drawings. Students in this class will participate in the award winning MIMIC (Making Industry Meaningful In College) program. Students from CAD; Electronics; Marketing; Accounting and Manufacturing will be teamed together in companies to design market and sell a product on campus. Lecture 2 hours: lab: 4 hours.

Prerequisite: CAD-1201, CAD-2200 -Must be completed prior to taking this course.

CHM - Chemistry

CHM 1000 - Introduction To Chemistry (3)

This course surveys the fundamental concepts of chemistry as these topics apply to personal and societal issues such as the environment, energy production, technology and medicine. A non-mathematical approach is used where possible. The course is intended for non-science majors or as a background for science majors but does not serve as a prerequisite for any advanced chemistry course. Lecture, three hours per week. IAI: P1 902

CHM 1004 - Chemistry (4)

This is an introductory course in chemistry suitable as a general education laboratory science course or as a preparatory course for general chemistry. Basic concepts, terminology, and mathematical skills are emphasized. Concepts of matter and its classification, energy, atomic

structure, periodic table, chemical compounds and their nomenclature, mole concept, chemical reactions, reaction stoichiometry, and introductory organic chemistry are covered. Two lecture hours per week; two lab hours per week; one seminar hour per week. IAI: P1 902L

CHM 1005 - Survey of Organic & Biochemistry (4)

This course is designed to provide students with the knowledge and skills needed for Allied Health, Agriculture, and other related majors. It covers the fundamentals of Organic Chemistry with emphasis on nomenclature, isomerism, properties and reactions of different classes of organic compounds such as alkanes, alkenes, alkynes, arenes, alkyl halides, alcohols/thiols, aldehydes & ketones, amines, carboxylic acids and derivatives. In addition, the course provides an overview of biochemical topics such as amino acids, proteins, carbohydrates, lipids, enzymes, vitamins, generation of biochemical energy, nucleic acids and proteins. Three lecture hours per week; three lab hours per week.

Prerequisite: CHM-1004 with a C or better -Must be completed prior to taking this course.

CHM 1006 - General Chemistry I (5)

This course covers the general principles of chemistry including atomic theory, bonding, and molecular geometry, stoichiometry, the states of matter, thermodynamics, nuclear chemistry, and solutions. Laboratory emphasizes quantitative work. Lecture, three hours per week; seminar, one hour per week; lab three hours per week. IAI: P1 902L; CHM 911

Prerequisite: CHM-1004 (or one year of high school chemistry) and appropriate assessment for MTH-1003 or higher -Must be completed prior to taking this course.

CHM 1007 - General Chemistry II (5)

This course is a continuation of CHM 1006. Topics include kinetics, equilibrium, acid-base theories, buffers, electrochemistry, coordination chemistry, nuclear chemistry and organic chemistry. Laboratory includes gravimetric, volumetric, electroanalytic, and spectrophotometric methods of analysis.

Prerequisite: CHM-1006 -Must be completed prior to taking this course.

CHM 2002 - Organic Chemistry (5)

The course covers the fundamental principles of organic chemistry stressing the preparation, reactions, mechanisms, and structure of organic compounds.

Laboratory includes basic techniques in compound purification, synthesis and identification. Hands-on application of infra-red spectroscopy and gas chromatography are utilized in qualitative and quantitative analysis of organic compounds. IAI: CHM 913

Prerequisite: CHM-1007 -Must be completed prior to taking this course.

CHM 2003 - Organic Chemistry II (5)

This course is a continuation of Organic Chemistry I and including applications of mechanisms to synthetic reactions, the use of special data in the determination of structure and analysis, and natural products. IAI: CHM 914

Prerequisite: CHM-2002 with a C or better -Must be completed prior to taking this course.

CMA - Certified Medical Assistant

CMA 1200 - Administrative Medical Assisting (5)

This course will begin by introducing the concepts, roles and responsibilities of a Medical Assistant, the legal scope of Medical Assistants, personal/professional ethics, the purpose of medical records, charting and filing. Additional topics in the course will emphasize professional and business communications (electronic and written), greeting/receiving patients, basic office finances, mail services, and keyboarding. Students will learn to chart in an EHR learning skills such as patient registration, scheduling, organizing and maintaining the electronic health record, practical application of insurance billing procedures and various health plans, basic insurance terminology, and completion of claim forms using online simulation.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course. Corequisite: CMA-1240 -Must be taken at the same time as this course.

CMA 1210 - Pathophysiology (3)

This course will start by covering the Medical Assistants role in exams, pathophysiology and anatomy of each body system. Students will complete a 2-part course project that consists of 10 worksheets each week related to the body system/s being discussed. Students will identify common diseases of each body system, doctors/specialists and medications that treat that disease/system and etiology of the disease. Part 2, students will create a patient handout and present their information in-class on their chosen disease.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program and CMA-1200, CMA-1240, ALH-1001 with a C or better -Must be completed prior to taking this course. Corequisite: CMA-1250 -Must be taken at the same time as this course.

CMA 1230 - Intro To Electronic Health Records (3)

This course will allow the student to gain hands on experience of working in the medical office, by simulating real world administrative duties of the medical assistant. Students will be introduced to the electronic health record, also well as learn skills such as patient registration, scheduling, office management, insurance processing, patient care documentation and written orders. Prerequisite - Admission to the Medical Assisting Certificate Program.

CMA 1240 - Medical Assisting Skills I (6)

This course introduces the skills necessary for assisting the physician with a complete history and physical examination (patient intake), how to obtain height, weight, vital signs such as blood pressure, pulse, temperature, pulse oximetry, and using pediatric growth charts. Students will learn both hands-on in the lab as well as using online, real-world simulation, paper and EHR charting. Other topics include: Infection control, autoclaving instruments, medical and surgical asepsis, life span specialties, safety in the medical office, emergencies in the medical office, first aid procedures and include a diverse research project. Students will also be CPR and AED certified.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course. Corequisite: CMA-1200 -Must be taken at the same time as this course.

CMA 1250 - Medical Assisting Skills II (6)

This course expands on the knowledge of the more complex procedures in the clinic setting such as introduction to pharmacology, medication and immunization administration, venipuncture, centrifugation, CLIA waived testing, specimen collection, identification and processing (urinalysis, strep testing, HCG), hematology testing, performing EKGs and spirometry testing. Students will gain more practice in both the hands-on lab and online, real-world simulation using SimPractice. Additional topics include: Physical rehabilitation, nutrition, exercise and guidelines for good physical and mental health. (Note: students are required to successfully perform 10 injections and 10 venipunctures using correct technique, needle gauge and body location.)

Prerequisite: This course is part of a Limited Admissions

Program; registration in this course requires admission to the program and CMA-1200, CMA-1240, ALH-1001 with a C or better -Must be completed prior to taking this course. Corequisite: CMA-1210 -Must be taken at the same time as this course.

CMA 1260 - Medical Assistant Externship (2.5)

This course requires the student, in the controlled environment of an approved externship site to experience the hands-on application of administrative, clinical and professional procedures required. The experience allows the student to apply knowledge from the classroom and college medical laboratory environment to the ambulatory healthcare environment. The overall goal of the experience is to provide the student the appropriate environments and opportunities that will assist the student in perfecting learned medical assisting competencies. The student will gain hands-on experience and be an active member of a health care team. This is on-the-job training with each individual's experience being unique but related to the course outcomes/competencies. Students are required to complete a minimum of 200 clock hours of supervised (unpaid) practical experience in a program approved site (25 contact hours x 8 weeks).

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program and CMA-1200, CMA-1240, CMA-1210, CMA-1250, BIO-1200, ALH-1001 with a C or better -Must be completed prior to taking this course. Corequisite: CMA-1270 -Must be taken at the same time as this course.

CMA 1270 - Professional Development (1)

This course allows students to discuss what they are learning from their practicum focusing on various topics such as conflict resolution and inter-professional communication. Students will create a resume and cover letter and participate in mock interviews.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program and CMA-1200, CMA-1240, CMA-1210, CMA-1250, BIO-1200, ALH-1001 with a C or better -Must be completed prior to taking this course. Corequisite: CMA-1260 -Must be taken at the same time as this course.

CNC - Computer Numerical Control

CNC 1200 - Fundamentals of CNC Operations (3)

In this course, the student will learn the basics of computer numerical control. They will, by the end of the semester, have a knowledge of the types of machines, purpose, and controls. They will also study basic CNC operation and programming. Lecture, two hours per week; lab, two hours

per week.

CNC 1202 - CNC Milling Machine Operations (3)

In this course, students will learn about the basic and advanced features of CNC milling machines, including controls and programming. They will learn how to read blueprints and use GM codes to write programs. Students will also learn how to select tools, speeds and feeds for different operations and materials. They will also learn how to download and upload files from a computer.

Prerequisite: CNC-1200 -Must be completed prior to taking this course.

CNC 1204 - CNC Turning Center Operations I (3)

In this course, students will learn basic CNC Turning Center Operations (Lathe). The student will learn basic CNC Lathe components and operations, understand and write part programs, and learn Lathe operator skills. Proper loading of programs into the machine control, verifying accuracy and program editing, and the basis of speeds and feeds will also be taught.

Prerequisite: CNC-1200, CNC-1202 -Must be completed prior to taking this course.

CNC 1206 - CNC Turning Center Operations II (3)

This course is a continuation of CNC Turning Center Operations I (CNC 1204). The student will learn how to control quality, basic and advanced setup skills, and advanced programming skills.

Prerequisite: CNC-1204 -Must be completed prior to taking this course.

CRJ - Criminal Justice

CRJ 1000 - Introduction To Criminal Justice (3)

This course provides an overview and integration of major concepts, assumptions, developments, and approaches of the criminal justice system, including; law enforcement, the courts, corrections, and legislative control. Current events and developments in the criminal justice system will be emphasized. IAI: CRJ 901

CRJ 1001 - Introduction To Forensic Science (3)

This course examines the field of forensic science. The categories of criminalistics, criminology, psychiatry, dentistry, handwriting, finger print comparison, toxicology, serology, and other specialties will be used in this course.

CRJ 1030 - Juvenile Delinquency (3)

This course deals with juvenile offender theory and the etiology of deviant behavior. The juvenile justice system, sentencing practices, and alternative dispositions are examined. IAI: CRJ 914

CRJ 1070 - Corrections in America (3)

The purpose of this course is to examine the philosophical and theoretical study of the American correctional process: including a critique of assumptions, policies, and practices of present correctional institutions and consideration of strategies for implementation of change. IAI: CRJ 911

CRJ 1210 - Policing in America (3)

The course will explore various issues involved in the policing mission through an interdisciplinary perspective, i.e., history, economics, sociology, psychology, etc. The student will become acquainted with the basic elements of policing in America. The concept of a professional police system will be investigated and the relationship of this approach to policing in a free society will be evaluated.

CRJ 1250 - Seminar: Drugs Across America (3)

In this seminar course, students will study the impact of drug use and abuse across the United States. The course content will be dependent upon current topics chosen by the instructor and student feedback. Lecture: 3 hours.

CRJ 2010 - Criminal Investigation (3)

This course will examine the fundamentals of investigation; crime scene applications, collection of evidence, presentation of evidence, investigative techniques and procedures; and follow-up case studies.

Prerequisite: CRJ-1000 -Must be completed prior to taking this course.

CRJ 2020 - Criminal Law (3)

This course examines the components, the purposes, and the functions of criminal law. The course applies general criminal law concepts and is examined with emphasis placed upon identifying the elements of various crimes against property and persons as well as applicable constitutional amendments.

Prerequisite: CRJ-1000 -Must be completed prior to taking this course.

CRJ 2030 - Evidence and Criminal Procedures (3)

This course will acquaint the student with the concept of due process within the criminal justice system. The development and the application of due process are explored. Evolutionary changes in the criminal law that affect the criminal process will also be considered.

Prerequisite: CRJ-1000, CRJ-2020 -Must be completed prior to taking this course.

CRJ 2040 - Criminology (3)

The focus of the course is on the acquisition of knowledge in the area of conceptual and theoretical aspects of criminal behavior. The emphasis of the course will be on an examination and study of the psychological, biological, and sociological behavioral factors related to offender interaction in the criminal justice system. IAI: CRJ 912

Prerequisite: CRJ-1000 -Must be completed prior to taking this course.

CRJ 2050 - Issues in Criminal Justice (3)

In this survey course, students will study a fundamental aspect of the criminal justice field. The course content will be dependent upon current topics chosen by the instructor and student feedback. The course may be repeated two times for credit, if the topic areas of the course are different.

Prerequisite: CRJ-1000, CRJ-2020 -Must be completed prior to taking this course.

CRJ 2250 - Ethics in Criminal Justice (3)

This course shall examine ethical theory as it applies to discretion and our due process model within criminal justice practice. The course shall provide an in-depth understanding of ethical philosophies in parallel to the application of ethical decision-making through discussion, analysis, and examination of past and current events that have impacted the police, courts, corrections, and the communities served. Lecture: 3 hours.

Prerequisite: CRJ-1000, CRJ-2020 -Must be completed prior to taking this course.

CRJ 2260 - Police Community Relations (3)

This course takes a human relations approach to exploring the complex factors involved in police-community relations. The case approach to gaining insights and understandings into the law enforcement role, professionalism, and use of discretion is utilized in this course.

Prerequisite: CRJ-1000 -Must be completed prior to taking this course.

CRJ 2280 - Criminal Justice Internship (3)

This is an internship arrangement whereby each student receives credit for work experience within a chosen career path related to course work in the criminal justice system. Students will be offered the opportunity to partake and or observe in practical application the theoretical topics and methodologies learned within the classroom environment. The criminal justice internship may be repeated once for credit, thus providing the student with the possibility of expanded experience within the field. If the internship is repeated, the student must seek placement at an agency other than the initial internship agency. Students must complete 225 hours of on-the-job work experience (15 hours x 15 weeks).

Prerequisite: CRJ-1000, sophomore standing and instructor consent -Must be completed prior to taking this course.

CSC - Cybersecurity

CSC 1200 - Orientation to IT Professions (1)

This course enables students to analyze the Information Technology field and professions. Students will learn and research various areas of concentration within Information Technology as well as the necessary employment skills, local and national associations, current issues, salaries, skills, knowledge, and certifications recommended for the different employment options. The mode of instruction for this course may be lecture or web-based. Lecture, 1 hour per week.

CSC 1201 - Managing Information Security (3)

Organizations must be able to apply effective strategies to secure their networks and keep personnel and customers data safe and secure. This course covers the key principles and practices of information security. The course discusses topics such as threats, vulnerabilities, countermeasures, risk management, compliance, cybersecurity frameworks, disaster recovery, incident response and business continuity.

CSC 1203 - Intro To Cybersecurity (2)

This course is aimed to educate students about the main

threats to data security. It also equips the students with the basic knowledge to keep devices and data secure in daily life. It teaches basic techniques of being secure both online and offline. This course prepares students to sit for EC Council's entry level certification: Certified Secure Computer User" (CSCU)."

CSC 2200 - Digital Forensics (3)

This course instructs the student in how to discover, identify, extract and document computer crimes and corporate policy violations. The student performs this work by analyzing computer data through digital forensic tools. Lecture: 2 hours, Lab: 2 hours.

Prerequisite: CSO-2200, CSO-2202, CSN-1225 -Must be completed prior to taking this course.

CSC 2201 - Ethical Hacking I (3)

This is the first of two Ethical Hacking courses that focus on EC-Council's Certified Ethical Hacker (C|EH v10) training and certification program. Certified Ethical Hacking skills have become a core skillset and a cyber staple within Cybersecurity and Information Technology. This course will provide you with the tools and techniques used by hackers and information security professionals alike to gain information, attack and detect malicious activity. This course in conjunction with Ethical Hacking II is designed to provide you with the knowledge necessary to sit for EC-Council's Certified Ethical Hacker exam.

CSC 2202 - Cybersecurity Scripting (3)

This course teaches students the basics of the Python Programming Language to understand script writing and how it is used in Cybersecurity. The students will learn the fundamentals of Python and write Python scripts demonstrating how it is used throughout the cybersecurity field. Lecture: 2 hours, Lab: 2 hours.

Prerequisite: CSO-2200, CSN-1225 -Must be completed prior to taking this course.

CSC 2203 - Computer Ethics (3)

This course offers an introduction to ethical behavior in business. It will discuss the nature of ethical behavior, the concept of values, morality, and cultural beliefs and how they apply to all segments of business, industry and education. This course is intended for cybersecurity professionals. Lecture: 3 hours.

CSC 2204 - Security+ (3)

This course focuses on CompTIA's Security+ Certification exam. Currently the SY0-501 exam consists of six domains: Threats, Attacks and Vulnerabilities; Technologies and Tools; Architecture and Design; Identity and Access Management; Risk Management; and Cryptography and PKI. This course is designed to provide you with the foundational knowledge necessary to prepare you to sit for the Security+ Certification exam. Lecture: 2 hours, Lab: 2 hours.

Prerequisite: CSN-1225 -Must be completed prior to taking this course.

CSC 2205 - Ethical Hacking II (3)

This is the second of two Ethical Hacking course that focus on EC-Council's Certified Ethical Hacker (C|EH v10) training and certification program. This course will provide you with the tools and techniques used by hackers and information security professionals alike to break into any computer system, bypass controls and hijack sessions. This course in conjunction with Ethical Hacking I is designed to provide you with the knowledge necessary to sit for EC-Council's Certified Ethical Hacker exam.

Prerequisite: CSC-2201 -Must be completed prior to taking this course.

CSC 2206 - CySA+ (3)

This course focuses on CompTIA's CySA+ Certification exam. This certification is the next level CompTIA certification to earn after the Security+. CompTIA's Cybersecurity Analyst course will teach you the fundamental principles of using threat and vulnerability analysis tools. CySA+ covers the most up-to-date core security analyst skills and upcoming job skills used by threat intelligence analysts, application security analysts, compliance analysts, incident responders/handlers, and threat hunters. This course is designed to provide you with the foundational knowledge necessary to prepare you to sit for the CySA+ certification exam.

Prerequisite: CSC-2204 -Must be completed prior to taking this course.

CSC 2222 - Cybersecurity Internship (3)

Students will work in jobs directly related to the cybersecurity field of study. This gives the student an opportunity to utilize the principles and skills they have learned in the classroom in real-world situations. Individual students are responsible for contacting a local business to secure an internship position. The IVCC Program Coordinator can assist in obtaining the internship. Students must complete 225 hours of on-the-job work experience (15 hours x 15 weeks). Lab: 15 hours.

Enrollment in class requires permission of Program Coordinator.

CSC 2223 - Cybersecurity Capstone (3)

This course will give the student the opportunity to apply the knowledge and training obtained in the preceding courses culminating in a capstone project that correlates to the students' field of interest in Cybersecurity. The capstone project may consist of community classes, research, and specific assignments to their field of study. Assignments will consist of research, analysis, written and oral presentations in the field of cybersecurity.
Prerequisite: Consent of the CSC Program Coordinator

CSD - Computer Databases

CSD 1210 - Comprehensive Access (3)

In this comprehensive course in Microsoft Access, student will learn basic through advanced database topics to create and maintain databases. Tables, Fields, Relationships, Queries, Forms, Reports, Switchboards, and SQL will be covered. Lecture, 2 hours; lab, 2 hours.

Prerequisite: CSP-1203 -Must be completed prior to taking this course.

CSI - Computer Programming

CSI 1002 - Intro To Business Computer Systems (3)

A course for many different majors planning to transfer to a four-year institution. Computer concepts, terminology, equipment, system analysis and design; management information systems; and applications are surveyed. Business application skills in the microcomputer areas of spreadsheet, database, word processing and presentation are emphasized. Use of e-mail and the world wide web are used throughout the course.

CSI 1007 - C++ Programming (4)

This course will teach structured programming concepts using C++ language. Algorithm design and implementation are emphasized. Topics include: data types operators input/output statements functions arrays and pointers. Prerequisite: CSI 1000 or previous programming experience. Lecture 4 hours. IAI: CS 911

Prerequisite: CSI 1000 OR CSI 1011.

CSI 1011 - Computer Science I (4)

This is the first course in a sequence of courses for computer science, mathematics and engineering majors.

This course introduces procedural programming and advances to object-oriented programming. Topics include: algorithm development, input/output, selection, repetition, using objects, creating objects, arrays, records and files. Students learn good programming practices in programming, documentation, and testing. This course is equivalent to the College Board Computer Science A AP exam. Lecture, 3 hours; lab, 2 hours.

Prerequisite: MTH-0920 or MTH-1206 -Must be completed prior to taking this course.

CSI 1012 - Object Oriented Programming (4)

Introduces the concepts of object oriented programming to students with a background in the procedural paradigm. Taught using the Java programming language. The course begins with a review of control structures and datatypes with emphasis on structured data types and array processing. It then moves to introduce the object-oriented programming paradigm, focusing on the definition and use of classes along with the fundamentals of object-oriented design. Additional topics may include overview of simple analysis of algorithms, basic searching and sorting techniques and an introduction to software engineering issues. Lecture, 3 hours; lab, 2 hours. IAI: CS 911

Prerequisite: CSI-1011 with a grade of C or better. -Must be completed prior to taking this course.

CSI 1013 - Discrete Mathematics (3)

This course offers an intensive introduction to discrete mathematics as it is used in computer science. Topics include functions relations sets propositional and predicate logic simple circuit logic proof techniques elementary combinatorics and discrete probability. Three hours of lecture. Prerequisite: MTH 0907 Intermediate algebra (or equivalent) with a grade of C or better.

Prerequisite: 1GROUP MTH 0907 MINIMUMGRADEC MTH 0004 FROMRULEACCU.2YR MTH 0009 FROMRULEACT.2YR MTH 0005 FROMRULEACCU.2YR MTH 0006 FROMRULEACCU.2YR MTH 0007 FROMRULEACCU.2YR MTH 0008 FROMRULEACCU.2YR MTH 0010 FROMRULEACT.2YR MTH 1000 MTH 1008 MTH 1009 MTH 1010 MTH 1011 MTH 1003 MTH 1004 MTH 1005 MTH 1006 MTH 1007 MTH 2001 MTH 2002 ECN 2004 MTH 0012 FROMRULESAT.2YR MTH 0013 FROMRULESAT.2YR MTH 0920.

CSI 1299 - Special Topics in Computers (0.5)

CSI 1299 is a variable credit course offering .5 - 4 credits. The course topics vary according to the semester taught. It is taken by students who need a course for substitution during times when the computer curriculum changes. Each class will be individualized to a particular set of needs and a credit value assigned for each section offered.

CSI 2011 - Computer Science II (4)

This is the second course in a sequence of courses for computer science majors. This course covers the design, coding, and implementation of larger projects involving multiple objects/classes using inheritance, generics and interfaces. Topics include: data structures (stacks, queues, lists, iterators, trees, heaps), recursion, algorithm efficiency, sorts, and some GUI programming. Lecture: 3 hours; lab, 2 hours. IAI: CS 912

Prerequisite: CSI-1011 -Must be completed prior to taking this course.

CSI 2222 - Computer Information Systems Internship (3)

Students will work in jobs directly related to their field of study. This gives the student an opportunity to utilize the principles and skills they have learned in the classroom in real-world situations. Individual students are responsible for contacting a local business to secure an internship position. Students must complete 225 hours of on-the-job work experience. Prerequisite: Consent of the Program Coordinator.

CSM - Computer Science Management

CSM 1209 - Management Information Systems (3)

This course will cover the use of information systems that help businesses achieve their goals. The topics include business process modeling, hardware and software systems used in corporate environments, the cloud, social media, systems development methods, management information systems, decision support systems and expert systems. Students will also learn how to use the Internet for communication, collaboration, and research purposes. Lecture, 3 hours.

CSM 2240 - Office Management (3)

This course will prepare students for the role of the professional office manager in today's global job market. Topics to be covered include defining the administrative office manager, understanding basic forms of organizations, developing problem-solving skills, recruiting and orienting a culturally diverse workforce, and analyzing office jobs, salaries, benefits, and workplace issues. Also covered will be resume writing, travel arrangements, planning meetings and conferences, and time and record management. Lecture, 3 hours.

Prerequisite: ENG-1205 or ENG-1002 -Must be completed prior to taking this course. CSP-1203 or CSI-1002 -Must be completed prior to taking this course.

CSN - Computer Networking

CSN 1200 - Using Internet and The World Wide Web (3)

This course is an introductory-level course designed to equip the student with the necessary tools to navigate through the World Wide Web. Topics include E-mailing, browsing, searching, communicating, and downloading. Also, basic web page construction and web security will be covered. Lecture, 2 hours; lab, 2 hours.

CSN 1202 - Web Site Development (3)

Creation of sophisticated web pages and applications; advanced skills in web site organization; updating of web content; using Microsoft Expression Web. Topics include text formatting, working with images, working with hyperlinks, creating tables, creating forms, and creating page layouts. (Expression Web 3) Lecture, 2 hours; lab, 2 hours. (Previous computer and internet experience recommended.)

CSN 1225 - Core Networking Technologies (3)

The course introduces the student to the essential terminology and basic concepts of networking. These will consist of network components, designs, and physical media. Networking topics will include media, topologies, protocols, networking devices, network design and layouts, basic troubleshooting, security, and documentation. Lecture, 2 hours; lab, 2 hours.

CSN 1230 - Network Administration I (3)

An introductory course to Microsoft Server network operating system. Basic system administration and troubleshooting are covered. Creation of user accounts, groups, storage management are examined and applied through lecture, demonstration and hands-on activities. Lecture, 2 hours; Lab, 2 hours.

CSN 1231 - Network Administration II (3)

A continuation of CSN 1230. In this course the student installs a Novell Netware server and attaches clients to it. Advanced network administration and setup are covered. Lecture, two hours; lab, two hours.

Prerequisite: CSN-1230 -Must be completed prior to taking this course.

CSN 1234 - Securing & Analyzing TCP/IP Networks (3)

Students will learn how to implement and support TCP/IP in local and wide area network environments. Various TCP/IP utilities and commands will be covered. Topics will include setting up, configuring, testing, and optimizing a TCP/IP server. This course is intended for network administrators.

Prerequisite: CSN-1225, CSN-1230 -Must be completed prior to taking this course.

CSN 2210 - Wireless Networks (3)

This course teaches how to design, install, and configure wireless networks. It covers protocols, wireless security, and wireless troubleshooting. Lecture 2 hours; lab 2 hours.

Prerequisite: CSN-1225 -Must be completed prior to taking this course.

CSN 2222 - Computer Networking Internship (3)

Students will work in jobs directly related to their field of study. This gives the student an opportunity to utilize the principles and skills they have learned in the classroom in real-world situations. Individual students are responsible for contacting a local business to secure an internship position. Students must complete 225 hours of on-the-job work experience. Prerequisite: Consent of the Program Coordinator.

CSN 2250 - Specialty Servers (2)

This course will cover working with heterogeneous computer systems. The student will work with current server, LAN, and WAN technology and be able to demonstrate how the systems interact with each other.

Prerequisite: CSN-1231, CSO-2200 -Must be completed prior to taking this course.

CSN 2260 - Network Routing (3)

An introductory course to routing in local-area networks (LANs) and wide-area networks (WANs). Cisco routers and IOS Basics will be covered. Emphasis will be placed on the use of problem solving to solve LAN and WAN networking problems. Lecture, 2 hours; lab, 2 hours.

Prerequisite: CSN-1225 -Must be completed prior to taking this course.

CSO - Computer Operating Systems

CSO 1202 - Microsoft Windows (2)

Microsoft Windows is an operating system, which allows the user to integrate the different tasks performed on a personal computer. Windows is a graphical user interface that can make DOS based computers more user friendly. (Windows 10)

CSO 2200 - UNIX Operating System (3)

This course will present a theoretical and hands-on study of the UNIX operating system. Topics include operating system concepts, terminology, file system structure, network communication, and network management. Lecture, 2 hours; lab, 2 hours.

CSO 2202 - Comprehensive Windows (3)

This class will cover the latest release of Windows for the corporate workstation. Topics include installing and upgrading the operating system, configuring hardware and applications, network connectivity, access to resources, backup and recovery options and mobile users. Monitoring and maintaining systems is also covered. At the end of the class, students are prepared to test for the Microsoft 70-680 exam. Lecture, 2 hours; lab, 2 hours.

CSP - Computer Personal Use

CSP 1203 - Microsoft Office Professional I (3)

Students will gain hands-on experience using the applications included in Microsoft Office Professional. This course is designed to use the basic features of Word, Excel, Access, and PowerPoint, and to integrate data between the applications. Students will also be introduced to topics about purchasing, installing, and maintaining a personal computer system. The mode of instruction for this course may be lecture/lab or web based. Lecture, 2 hours; lab, 2 hours. (Previous computer experience is strongly encouraged.)

CSP 1206 - Computer Skills for College Success (1)

The course objective is to assist students build a foundation for essential application computer skills including basic word processing, basic presentation software, basic use of the Internet and email, computer concepts and file management. The material is developed to ensure that students will see the importance of learning how to use the applications for future coursework. This course is intended for students with no prior computer

application experience. Keyboarding experience strongly recommended. Lecture, 1 hour.

CSP 1210 - Basic Computer Skills for The Workplace (1)

Students will gain basic hands-on experience using Windows, word processing, and spreadsheets. Activities will emphasize their application in the technical and manufacturing workplace. Lecture, .5 hour; lab, 1 hour.

CSP 1230 - Computer Keyboarding Applications (2)

This course is designed to introduce, develop and build basic skills in keyboarding using the touch method. Learning keyboarding technique, and developing speed and accuracy are the major goals. Topics include basic letter styles, reports, and tables. The following grading scale is used for speed for 3-minute timings on straight copy: A=40 wpm; B=36-39 wpm; C=32-35 wpm.

CSP 1231 - Adv Keyboarding/Document Formatting (2)

This course is designed to increase speed, accuracy, and production of mailable copy. Advanced keyboarding applications are introduced, including various letter styles, comprehensive reports and business documents. Keyboard a minimum of 50 wpm on a five-minute straight copy timed writing with no more than one error per minute

Prerequisite: CSP-1230 or pass keyboarding proficiency exam -Must be completed prior to taking this course.

CSP 2200 - CompTIA A+ (4)

This course covers the basics for supporting hardware and operating systems along with troubleshooting issues on PC's, mobile devices, and networking configurations. Basic concepts of security including identifying and protecting against security vulnerabilities are discussed. The student can earn CompTIA A+ Core 1 and Core 2 certifications from this course. Lecture, 3 hours; lab, 2 hours.

CSP 2201 - Help Desk/User Support (2)

This course will present an overview of the wide range of topics than an entry level user support specialist will be expected to know. This course will include the technical aspects of end user support along with necessary problem-solving and communication skills. Topics will include customer support, help desk organization, procedures, and resources.

CSP 2203 - Microsoft Office Professional II (3)

This course is a continuation of Microsoft Office Professional I (CSP 1203). It is designed to further develop skills in Microsoft Office applications of Word, Excel, Access, and PowerPoint and the integration of these programs. Microsoft Office Outlook and One Note from Microsoft Office Professional will be introduced. Lecture, 2 hours; lab, 2 hours.

Prerequisite: CSP-1203 -Must be completed prior to taking this course.

CSP 2204 - Microsoft Office Professional III (3)

A continuation of topics studied in Microsoft Office Professional II. Advanced topics in Microsoft Word, Excel, Access, and PowerPoint, and Outlook will be covered. Microsoft Publisher will be introduced. Integration of data among the applications will be covered as well as using Visual Basic with some of the applications. Lecture, 2 hours; lab, 2 hours.

Prerequisite: CSP-2203 -Must be completed prior to taking this course.

CSP 2222 - Business Technology Internship (4)

Students will work in jobs directly related to their field of study. This gives the student an opportunity to utilize the principles and skills they have learned in the classroom in real-world situations. Individual students are responsible for contacting a local business to secure an internship position. Students must complete 225 hours of on-the-job experience. Interns will also participate in a seminar that will meet on a regular basis during the semester. Prerequisite: Consent of Program Coordinator.

CSP 2230 - A+ Certification (1)

This course covers the major areas on the CompTIA A+ cerfitication exam and helps prepare the student to take the A+ certification exam. Prerequisite: CSP 2200 AND CSN 1225

Prerequisite: CSP 2200 CSN 1225.

CSS - Computer Spreadsheets

CSS 2200 - Advanced Excel (1)

This is an advanced course in Microsoft Excel 2013 that covers a number of accounting functions along with several advanced problem solving components. Tasks include analysis of financial statements, depreciation calculations, amortizations, cash flow budgets and

projections. Lecture: .5 hours; Lab, 1.5 hours.

Prerequisite: CSP-1203, CSI-1002 or CSS-1200 -Must be completed prior to taking this course.

DFT - Drafting

DFT 1200 - Basic Drafting (3)

This course is designed to be used as an introduction to engineering graphics and will give the student a basic understanding of how to create and read engineering drawings. It covers the main topics of drafting theory including terms common to an engineering drawing, basic drawing and technical sketching, an in-depth study of multi view projection, sectional and auxiliary views, dimensioning (customary and metric system) and multi view projection in the production of a complete set of detail and assembly drawings. The course will also include an introduction to tolerancing and fasteners. Lecture, 2 hours; lab, 2 hours.

DFT 1203 - Machine Blueprint Reading (3)

Machine blueprint reading is a course designed to progress logically from an introduction to blueprint reading through a study of the fundamental skills and concepts involved in reading, sketching, and interpreting drawings.

DLA - Dental Assisting

DLA 1200 - Dental Science I (1)

This 8-week course will familiarize students with the foundations of anatomical terminology and the basic dental structures, nomenclature, structures of the oral cavity, information about the tooth and its surrounding structures, tooth identification systems, and an in-depth study of the different types of teeth, the description, surfaces, and additional details needed to identify the tooth inside or outside of the oral cavity. Students will study embryology and histology, occlusion, as well as form and function of the permanent and primary dentitions. Prerequisite: Acceptance into the Dental Assisting Program.

DLA 1201 - Dental Materials & Lab Procedures (4)

This course stresses the physical properties, manipulation and applications of gypsum products, dental cements, restorative products, bonding systems, impression materials, and dental waxes currently used in dentistry. Hands-on, laboratory experience is used to ensure proper technique is being followed. CODA standards, CDC and OSHA guidelines and proper aseptic techniques are strictly

adhered to. Prerequisite: Admission to the Dental Assisting Program; successful completion with a C" or better in DLA 1209."

DLA 1202 - Supervised Dental Assisting Practice (1.5)

This course provides the student with actual clinical experience in four-handed, sit-down dentistry. Through supervised clinical practice in our on-campus clinic an opportunity for developing competence and confidence in the utilization of dental assisting knowledge and skills will be provided to the student. Competence in expanded functions allowed in Illinois will also be developed by the student. Lab, two hours per week; lecture, one-half hour per week. Prerequisite: Successful completion of all first semester DLA courses and enrollment in, or successful completion of second semester DLA courses.

DLA 1203 - Chairside Assisting I (4)

This course provides information on the history of dentistry and its progression, educational requirements of the dental team, as well as ethics, jurisprudence and the Health Information Portability and Accountability Act relating to dentistry. Preparation for patient care, including the patient record, observations and assessments, examination, vital signs, dental charting, and the introduction to the dental office and basic chairside assisting are also emphasized. Students will learn basic chairside instruments and maintenance, tray systems, instrument transfer, and how to maintain the operating field. An introduction to communication skills and emergency management will also be presented. Current OSHA and CDC guidelines for infection control and handling of hazardous materials are practiced. Prerequisite: Admission to the Dental Assisting Program.

DLA 1204 - Dental Radiography I (2)

This course consists of the study and practice of exposing radiographs commonly required in dental practice, and includes the processing, mounting, and filing of intra-oral radiographs. Biological effects of radiation and safety measures are emphasized. Lecture, two hours per week; lab, two hours per week. Prerequisite: Admission to the Dental Assisting Program; successful completion with a C" or better in DLA 1209."

DLA 1205 - Preventative Dentistry I (1.5)

This course includes discussion on the causes and treatments of dental caries and periodontal disease with emphasis on diet, nutrition, proper home care, preventative agents, and the dental assistant's role in prevention. Personal oral health is stressed and students will prepare and present programs to patients regarding

personal oral hygiene. Prerequisite: Admission to the Dental Assisting Program; successful completion of DLA 1209.

DLA 1206 - Communication in Healthcare (1)

This course is designed to provide students with all the necessary tools to effectively communicate with patients and other health care professionals. It presents condensed amounts of content for learning the basic principles and then integrating elements such as case scenarios, questions, or hints and tips to encourage application of those principles into real-life situations. Prerequisite: Admission to the Dental Assisting Program or Dental Office Management Certificate.

DLA 1208 - Preventative II- Coronal Scaling (2)

This course will include areas of study in dental anatomy, public health dentistry, medical history, dental emergencies and managing the pediatric patient. It will stress the importance of ergonomics, fulcrums and instrumentation necessary to remove calculus and plaque supragingivally from the coronal portion of the tooth. This course will also include an outcome assessment examination that demonstrates competency. There are four pathways for enrollment in this course. Contact the Program Coordinator to document your pathway.

DLA 1209 - Infection Control Practices (1.5)

This course introduces the student to microbiology as it relates to infection control. Basic concepts, procedures, and current regulatory mandates related to infection control and the management of hazardous materials will be presented. Current OSHA and CDC guidelines for compliance will be presented. Admittance to the Dental Assisting program is required.

DLA 1210 - Dental Science II (1)

This 8-week course builds on the information provided in DLA 1200 - Dental Science I. The course details information on the osteology of the skull; muscles, nerves and arteries of the head and neck; salivary glands; distribution patterns of the lymphatic/immune systems relating to the spread of infection related to dentistry; and the anatomy, function/dysfunction, and clinical considerations of the temporomandibular joint. Prerequisite: Completion of DLA 1209 and DLA 1200 with a C or higher.

Prerequisite: DLA-1209 DLA-1200 Minimum grade C - Must be completed prior to taking this course.

DLA 1216 - Dental Administrative Assistant (1)

This course emphasizes telephone techniques, appointment control, recall system management and insurance form generation and tracking. Financial records, withholding taxes, collection of accounts and payment of bills is studied. Inventory, ordering and receipt of supplies is also studied. Prerequisite: Admission to the Dental Assisting Program.

DLA 1226 - Dental Software (2)

This course emphasizes the dental software used in modern dental offices. It will give in depth information regarding scheduling, patient record keeping, dental charting, periodontal probing, treatment planning, walk-outs and much more. Information taught in this course is highly sought after in dental administrators. Prerequisite: Admission to the Dental Assisting Program. DLA 1206 must be taken concurrently with DLA 1216.

Corequisite: DLA-1206 -Must be taken at the same time as this course.

DLA 1229 - Medical Emergencies in The Dental Office (1)

This course will prepare students to recognize and manage medical emergencies in the dental office or clinic. It will prepare students to create action plans for anticipating and responding to common medical emergencies that could save a patient's life. Prerequisites: Admission to the Dental Assisting Program and DLA 1209.

Prerequisite: DLA-1209 -Must be completed prior to taking this course.

DLA 2200 - Body Systems (1)

This course is an introduction to basic functions of integumentary, endocrine, reproductive, digestive, respiratory, muscle, integumentary and immune systems and body structure is presented. Systems from DLA 1210 - Dental Science I: nervous, circulatory, lymph, and skeletal are reviewed and expanded upon beyond the head and neck. Oral embryology and histology are also presented. Prerequisite: Successful completion with a grade of C" or better in DLA 1210."

Prerequisite: Successful completion with a grade of "C" or better in DLA 1210 -Must be completed prior to taking this course.

DLA 2201 - Dental Materials & Lab Procedures II (2)

This course is designed to continue the knowledge of dental materials currently used in the dental office and is a continuation of DLA 1201. Dental ceramics, implants, casting metals, solders, wrought metal alloys, and abrasives will be discussed. Teeth whitening materials and procedures, as well as fabrication of bleaching trays, mouth guards and other corrective oral appliances are discussed and demonstrated. Polymers used in dentistry in the fabrication of dentures will be discussed and demonstrated chairside and in laboratory procedures as necessary for fixed and removable prosthodontics. Provisional restorations will be discussed, and fabricated using several different techniques appropriate to the situation. Prerequisite: Successful completion of DLA 1201 with a grade of C" or better."

Prerequisite: DLA-1201 Minimum grade C -Must be completed prior to taking this course.

DLA 2202 - Clinical Practice (5)

Assignments will be to two private dental offices to provide practical experience in dental assisting. Students will also observe the role of the dental assistant in working with an Oral Surgeon, Pedodontist, Periodontist, Endodontist, and Orthodontist. Five observations are required with no less than 3 hours at each office to ensure observation of a variety of procedures. Online seminars provide the student with opportunities to discuss practical experiences and allow for preparation for the Dental Assisting National Board Exam through discussion, video, and quizzes for review. Students must complete 300 hours of on-the-job work experiences (30 hours per week x 10 weeks). Prerequisite: Completion with a grade of C" or better of DLA 1200 DLA 1201 DLA 1203 DLA 1204 DLA 1205 DLA 1209 DLA 1206 DLA 2200 DLA 2201 DLA 2203 and DLA 1202. Must be taken immediately following DLA 1202 and DLA 2204."

Prerequisite: DLA-1200 DLA-1201 DLA-1203 DLA-1204 DLA-1205 DLA-1209 DLA-1206 DLA-2200 DLA-2201 DLA-2203 DLA-2204 DLA-1202 Minimum grade C -Must be completed prior to taking this course.

DLA 2203 - Chairside Assisting II (3)

This course is a continuation of DLA 1203, Chairside Assisting I. It will require the student to utilize basic chairside assisting skills and principles of four-handed sit-down dentistry, learned in DLA 1203, during dental procedures. Specialty procedures and instrumentation in the areas of restorative, prosthetic, orthodontic, pediatric dentistry, oral surgery, and endodontics will be introduced and practiced. Dental terminology and materials are integrated throughout this course and current OSHA and CDC guidelines for infection control and handling of hazardous materials will be followed. Prerequisite: All first semester DLA courses with a C or higher.

Prerequisite: All first semester DLA courses with a C or higher. -Must be completed prior to taking this course.

DLA 2204 - Dental Radiography II (2)

This course continues intensified practice in exposure, processing, and mounting of dental radiographs. Students will also be introduced to interpretation of radiographs and specialized intraoral and extraoral radiographic techniques. Lecture, one hour per week; lab, two hours per week. Prerequisite: Successful completion of DLA 1204 with a grade of C" or better."

Prerequisite: Successful completion of DLA 1204 with a grade of "C" or better. -Must be completed prior to taking this course.

DLA 2205 - Expanded Functions I (1.5)

This course is designed to acquaint the student with expanded functions such as, coronal polishing, placing sealants, applying topical anesthetic, application of topical fluorides, and monitoring the patient during Nitrous Oxide. The student will have developed the knowledge necessary to participate in Community Dentistry. This course will prepare the student to take the CPFDA exam and become a Certified Expanded Functions Dental Assistant. Prerequisite: DLA 1209, DLA 1200, DLA 1205, DLA 1201, DLA 1203, DLA 1204 with minimum grades of C. Must be taken concurrently with DLA 1202, DLA 2203, DLA 2204.

Prerequisite: DLA-1209 DLA-1200 DLA-1205 DLA-1201 DLA-1203 DLA-1204 Minimum grade C -Must be completed prior to taking this course.

DLA 2208 - Expanded Functions II - Restorative Func (2)

This condensed course provides participants with online, didactic, lab, and clinical patient experiences to increase proficiency or introduce various aspects of restorative dentistry including placement of direct restorative materials. The purpose of this course is to improve existing restorative clinical skills or introduce participants to the basic techniques of restorative dentistry to become SAFE BEGINNERS in the practice of restorative dentistry. Content is based on participants' prior knowledge and clinical competency on the dental assisting process of care, dental anatomy, dental materials, head and neck anatomy, and local anesthetic. The course provides a review of dental materials, including placing a rubber dam, placement of cavity liners, mercury assisting, and amalgam, composite and dentin bonding agent properties. The main focus of the course is placement techniques and assessment for functional composite and amalgam restorations, to prepare students with the skill needed for entry level as an expanded functions clinician. Upon

successful completion, participants will be competent in placement of direct restorative materials, and assessing the quality of the restorations, take material or digital final impressions, and perform pulp vitality testing. All training is approved by the Illinois State Dental Society and dentists experienced in restorative dentistry and teaching. Upon successful completion of this course, participants will meet the criteria for Illinois State Restorative Expanded Functions certification. Success in this course requires knowledge in basic computer skills, head and neck anatomy, pharmacology, dental anatomy, dental materials, and dental assisting skills. There are two pathways for enrollment in this course. Contact the Program Coordinator to document your pathway.

DLA 2210 - Pharmacology (0.5)

This course is designed to familiarize the student with the broad definition of pharmacology and drugs, with the study of all drugs, their properties, how they react with each other, and the actions of the drugs within the body. Prerequisite: DLA 1210

Prerequisite: DLA-1210 -Must be completed prior to taking this course.

DLA 2220 - Oral Pathology (0.5)

The field of oral pathology will be studied, familiarizing the student with oral diseases, their causes (if known), and their effects on the body. A dental assistant does not diagnose oral pathological diseases, but may alert the dentist to abnormal conditions of the mouth. This course will ensure a basic understanding of recognizing abnormal conditions (anomalies), how to prevent disease transmission, how the identified pathological condition may interfere with planned treatment, and what effect the condition will have on the overall health of the patient. Prerequisite: DLA 1210

Prerequisite: DLA-1210 -Must be completed prior to taking this course.

ECE - Early Childhood Education

ECE 1000 - Introduction To Early Childhood Education. (3)

This course is designed as an overview of early childhood care and education, including the basic values, structure, organization and programming in early childhood. Examination of the student's personal qualities in relationship to expectations of the field is addressed throughout the course. A field experience component of 15 contact hours in a variety of early childhood settings is required with a minimum of 10 hours declared as ECE supervised experience. Students currently in the

workforce who have documented 1600 clock hours may be eligible for the online format of the course. Students are required to become a member of the TEACH organization on campus or documentation of membership to an education-based professional organization. Lecture, three hours per week; observation, fifteen hours.

ECE 1005 - Health, Safety and Nutrition (3)

This course provides an overview of the health, safety and nutritional needs of young children and early childhood practices to ensure children's well-being in group settings. Content includes roles and responsibilities of adults in meeting children's needs, the promotion of healthy lifestyle practices, understanding common childhood illnesses and injuries, meeting health, nutrition and safety standards, and planning nutritionally appropriate meals.

ECE 1027 - Child, Family, School & Community (3)

This course focuses on the diverse needs of the child in the context of family, school and community. An analysis of the contemporary American family will be discussed, with emphasis on the family interactions which largely dictate the child's behavior and way of relating to people. Included are the interplay of diverse cultures, life styles, language and communication and the role of the school and community as social agents with our changing society. Students will gain an understanding of their professional role in supporting evidence-based practices that strengthen respectful, collaborative family/child relationships through effective use of family and community resources.

ECE 1201 - Child Guidance/Child Study (3)

This course is designed to provide the student with an understanding of young children's behavior. The course will provide to the student underlying causes of problem behavior, foundations for developmentally appropriate child guidance, different caregiving styles, specific positive discipline strategies and ways to manage the physical environment effectively. Students will gain various suggestions/tips on managing specific types of behavior. Students will have opportunities to solve specific problems relating to theory as compared to real-life situations.

ECE 1202 - Foundations & Trends for Infant/Toddler/Two Care & Education (3)

This course is designed to provide the student with an overview of physical, motor, social, emotional, cognitive and linguistic growth of the very young child birth to three. Students will become familiar with the foundations and historical impact of serving the very young child in quality programs. It will focus on current pedagogical practices as

well as conditions and trends that impact the child's learning and development. Special emphasis will be placed on culture, family and environments. Students will demonstrate understanding of the Infant/Toddler Environment Rating Scale (ITERS) by performing an evaluation in an infant/toddler classroom setting.

ECE 1203 - Creative Activities (3)

This course is designed to give the student an understanding of the natural creative potential that evolves through play within all areas of development /academic disciplines (language/literacy, music, creative movement, dance, drama, visual arts, mathematics, science, physical activity, social studies, health and safety). The student will have the opportunity to learn how to establish an aesthetically creative environment for young children. The student will learn methods of presenting activities to young children in ways to enhance and encourage creativity. The student will enhance their observational and documentation skills of the young child through activity presentations. Lecture, three hours per week.

ECE 1204 - Developmentally Appropriate Practices For Infants, Toddlers, and Two's (3)

This course is designed to provide the student with an in-depth look at developmentally appropriate practices (DAP) including assessment and curriculum for infant, toddler and two (IT) programs. A study of observational techniques and developmentally appropriate assessments for the very young child will be emphasized, including informal and formal assessment techniques. Special attention will focus assessment and its use in guiding decision-making and instructional planning. The course will lead students through the process of planning and implementing the curriculum, focusing on developmentally appropriate practices that promote the very young child's total well-being including play, physical growth and development, mental health, emotional stability, brain development, and human relationships. Emphasis will be placed on the learning environment. Students will participate in a minimum of 15 hours of required field experience.

Prerequisite: ECE-1202 -Must be completed prior to taking this course.

ECE 1205 - Mathematics for Young Children (3)

This course concentrates on providing early childhood educators with the knowledge, skills, techniques, and strategies necessary to incorporate mathematical concepts through developmentally appropriate practice into the curriculum of early childhood programs from birth through kindergarten. Students will identify what mathematics looks like during the early years and learn strategies to recognize and promote mathematical understanding in young children.

ECE 2005 - The Exceptional Learner (3)

This course is designed to introduce the student to many types of exceptionalities which may be encountered in the classroom and within society. It will address an overview of children/adults with exceptional cognitive, physical, social, and emotional characteristics; analysis of developmental and educational needs imposed by exceptionality; identification, intervention strategies, methods, and programs designed to meet their needs, including, but not limited to, children identified as learning disabled. It will present the historical, philosophical and legal foundations of special education including the study of applicable state and federal laws and requirements. Individuals with Disabilities Education Act (IDEA): Americans with Disabilities Act (ADA): Individualized Family Service Plan (IFSP): and Individualized Education Plan (IEP): Response to Intervention (RTI): etc. It will provide current data on causes, characteristics, assessment, intervention, mainstreaming, inclusive programs and innovation. This course is inclusive of 15 hours of observation/field experience. A minimum grade of C" is required for transferability of all teacher education majors. Lecture: three hours per week."

ECE 2202 - Curriculum Programming (3)

This course is designed to acquaint the student with the broad knowledge of appropriate curriculum for young children from birth through age 8. Students will understand the central concepts, tools of inquiry, and structures of the content disciplines. Students will recognize and value the interdependence between children's relationships with others and their construction of knowledge. They will learn to view curriculum development as a collaborative, dynamic and ever-changing professional endeavor among colleagues, children, families and the community. They will take responsibility for planning and providing an emerging, bias-sensitive, integrated curriculum to build on each child's current abilities and interests to expand competence in all content areas and developmental domains.

ECE 2203 - Supervision and Administration (4)

Students will integrate knowledge, theory and practical experience to develop skills in administration and supervision of early childhood education centers. The following topics will be included: interpersonal relationships, program planning, staff hiring, staff training and development, motivation, licensing standards, working with a board, establishing policies and

procedures, community resources, facility planning, budgeting, purchasing equipment/materials, grouping and enrolling children, managing the food services, health/safety, center evaluations, working with families, volunteers and the role of the community. Students will gain hands-on experience through field placement with a local early childhood center director.

ECE 2206 - E-Portfolio (1)

This course is designed to mentor and support students throughout their implementation of a personal/professional portfolio. The development of the portfolio will provide students with a framework for initiating, planning, and facilitating their professional development while building connections between their professional career goals and educational goals. Students will prepare a portfolio and use the materials as a means to show overall achievement and growth, document the scope and quality of educational experiences and show proof of skills and knowledge. The portfolio will serve as an assessment of student learning and will enhance the students' abilities to be able to document knowledge and skills according to the National Association for the Education of Young Children (NAEYC) Standards for Associate Degree programs. Additionally, it will require students to reflect on their performance and learning. Students pursuing the AAS degree must complete the online portfolio with 80% mastery to obtain the degree.

Prerequisite: EDC-1203 -Must be completed prior to taking this course.

ECE 2207 - Observation and Assessment (3)

This course is designed to demonstrate to the student how to do authentic, alternative, classroom-based assessment on young children. It will further provide the student with the knowledge and skills to interpret and use the information gained to plan curriculum that is responsive to and supportive of children's learning. Students will have the opportunity to engage in assessment processes through means of classroom observations, providing each student with a stronger understanding of child development skills. Students will take responsibility for using a variety of age, developmentally, linguistically, and culturally appropriate formal and informal assessments to gather and share information on each child's skills, abilities, interests and needs, birth through age 8.

Prerequisite: ECE-1000 -Must be completed prior to taking this course.

ECE 2208 - Language Development (3)

This course is designed to introduce the student to the four components of language arts: listening, speaking, reading

and writing - and how these are interrelated throughout the early childhood curriculum. The whole language approach will be emphasized as well as incorporating children's literature into the curriculum. The student will have the opportunity to develop skills in different methods of presenting literature-reading stories, storytelling, flannel boards stories, cut-a-story, etc. This course concentrates on teaching environmental strategies to support the English Language Learner (ELL). Course content includes children ranging in ages from birth - eight years old.

ECE 2219 - Practicum/Student Teaching (5)

This course is designed to provide the student with an opportunity to participate as a student teacher in two early childhood settings/programs. The student will apply previous learned theory and implement prior learning by utilizing the skills and techniques they have gained. The student will engage in every phase of the program-- working 20 hours per week in on-the-job experience under the direction of qualified supervising teachers and/or directors. Students will be placed in two diverse and varied settings serving young children and families. Students will complete lessons, units, and other required assignments throughout their practicum/student teacher placement. Individual conferences, reports, projects and seminar sessions are also integral parts of this course. Petitioned approval by ECE Program Coordinator is required for enrollment into the course.

ECN - Economics

ECN 1202 - Fundamentals of Economics (3)

A general survey of the operation of the economic system, with reference to the business firm, the determination of price and output, the level of national income, and conditions. Specifically designed for one semester in economics at the undergraduate level.

ECN 2002 - Principles of Microeconomics (3)

An introduction to market structures, behavior of the firm, consumer demand, the pricing and employment of resources and current economic problems. IAI: S3 902

ECN 2003 - Principles of Macroeconomics (3)

An introduction to the major areas of modern economic theory and public policy; national income theory, and monetary theory and institutions, economic stability, taxation, and international trade and finance. IAI: S3901

ECN 2004 - Business Statistics (3)

This course will provide an introduction to descriptive statistics and statistical inference as employed in business decision-making. Emphasis is on measures of central tendency and dispersion, frequency distribution, probability, hypothesis testing, estimation, statistical inference, simple linear regression, correlation and multiple linear regression. IAI: M1 902; BUS 901

Prerequisite: MTH-0910 with a C or better or appropriate assessment -Must be completed prior to taking this course.

ECN 2005 - Global Economic Geography (3)

This introduction to diverse, global patterns of economic activity focuses exclusively on developing economies, describing their geography and populations in terms of production and trade; investment and consumption; income and inequality; and overall freedom of opportunity and well-being. The course explores theories and processes of spatial-temporal differences and the development strategies to advance human conditions in their physical and social environments. It explores domestic and international structures, models and institutions which address policies aimed to improve health, education, economic outcomes, and international relations. And presents students with cultures and contexts outside of the western world. IAI: S4 903N

EDC - Education

EDC 1000 - Introduction To Education (3)

In this course students will explore teaching as a profession in the American education system. It offers a variety of perspectives on education including historical, philosophical, social, legal, and ethical issues in a diverse society. It also includes background knowledge in organizational structure of schools. A practicum component is required which includes 15 hours of classroom observation. This course requires direct contact with children. Because of that fact, students will be required to complete a fingerprint background check.

EDC 1201 - Special Topics in Instructional Tech (0.5)

This course is designed to meet the needs of faculty in the area of instructional technologies. Each class will be individualized to particular set of needs and a credit value assigned for each section offered. Typical examples include Internet technologies, courseware development, multi-media, and smart classroom technologies.

EDC 1203 - Educational Technology (3)

Students/educators will develop skills and knowledge in learning technologies that allow the student/educator to appropriately and responsibly use tools, resources, processes, and systems to retrieve, assess, and evaluate information from various media. Students/educators will use that knowledge, along with the necessary skills and information to create engaged learning environments.

EDC 2000 - Educational Psychology (3)

This comprehensive course concerns psychological principles underlying educational practice. Theories concerning cognitive and psychological development, human learning/development, and motivation are studied with emphasis on application for instruction, including assessment. Emphasis will also be placed on learner-centered instruction and diversity. Application includes preschool through high school, including students with special needs.

Prerequisite: PSY-1000 or instructor consent -Must be completed prior to taking this course.

EDC 2003 - Clinical Experiences in Education (1)

This course is a pre-student teaching practicum (K-12). It allows for students who are considering the field of education an opportunity to observe and interact with children and state certified teachers in a classroom setting. Required participation includes a minimum of 30 clock hours in the classroom. A weekly 50-minute seminar is provided for students to focus on classroom issues including classroom management and effective teaching and learning methods/styles. Students are supervised by the college instructor and a cooperating teacher. Discussions of classroom situations are explored as they gain experience through the practicum. This course requires direct contact with children. Because of that fact, students will be required to complete a criminal background check. Prerequisite: Suggested concurrent enrollment in EDC 2000.

EDC 2006 - Multicultural Educ:Agent for Change (3)

This course is designed to provide students the opportunity to explore the theories and processes needed to examine social forces influencing American education including social and global perspectives. The course content will assist students to understand and become aware of working with and teaching culturally diverse groups within the educational setting and how schooling is shaped by the social contexts in which it occurs. The complex issues facing educational environments will be

examined which include issues of heritage, class, gender, religion, ethnicity, and exceptionality. Effective teaching strategies and resources will be explored. In addition, global standards will be reviewed. Multicultural best practices will be explored as students develop their philosophy of education.

EGR - Engineering Graphics

EGR 1000 - Engineering Graphics I (4)

A course in orthographic projection, auxiliary views, basic principles of descriptive geometry involving point, line, and plane relationships, charts and diagrams, and computer applications to graphics. Lecture, 2 hours; lab, 4 hours. IAI: EGR 941

ELE - Electricity

ELE 1200 - Basic Industrial Electricity I (4)

The first in a series of two basic electricity classes for industrial electricians. It includes a study of electricity from its basic nature through resistive circuits with AC and DC voltages applied. Practical applications are emphasized. Necessary mathematics is integrated. This course introduces students to the safety required in industry today. The course will focus on NEC regulations, local codes where they apply and 70 E regulations. Lecture, 2 hours; lab, 4 hours.

ELE 1201 - Basic Industrial Electricity II (4)

A continuation of Basic Industrial Electricity I with the introduction of capacitive and inductive circuit elements and how they react to sinusoidal and unit step voltage. Practical application to industrial type circuits will be emphasized. Necessary mathematics is integrated. Lecture, 2 hours; lab, 4 hours.

Prerequisite: ELE-1200 or instructor consent -Must be completed prior to taking this course.

ELE 1202 - Motors and Controls I (2.5)

Principles of operation and control of DC and single phase AC motors and generators are studied. Additional topics include: J.I.C. symbols, power and control wiring in ladder diagram format, and wiring techniques for forward-reverse and speed-control operations. Troubleshooting techniques will be emphasized throughout this course. Lecture, 2 hours; lab, 1 hour.

Prerequisite: ELT-1204 or ELE-1200 -Must be completed prior to taking this course.

ELE 1203 - Motors and Controls II (2.5)

Principles of operation and control of three-phase motors and generators are studied. Additional topics include: power and control wiring, forward-reverse and speed-control operations, AC variable frequency drives and dynamic and regenerative braking. Troubleshooting techniques will be emphasized throughout this course.

Prerequisite: ELE-1202 or instructor consent -Must be completed prior to taking this course.

ELE 1204 - Programmable Logic Controllers I (3)

This course introduces students to Programmable Logic Controllers (PLCs). Course content includes: PLC logic concepts, basic PLC programming, and PLC hardware components and their installation, application, and maintenance. Troubleshooting techniques will be emphasized throughout this course. Lecture, 2 hours; lab, 2 hours.

Prerequisite: ELT-1204 or ELE-1200 -Must be completed prior to taking this course.

ELE 1205 - Programmable Logic Controllers II (3)

This course is a continuation of ELE 1204, emphasizing PLC systems, advanced programming, networking and troubleshooting. Lecture, 2 hours; lab, 2 hours. Prerequisite: ELE 1204

ELE 1206 - Electrical Wiring (2)

This course will cover the skills necessary to perform most residential and light industrial wiring. These skills include installing and wiring breaker boxes, motor controls, outlets and switches, and pulling wire through conduit after bending and installation. The installation of telephone and computer network wiring will also be discussed. Lecture, 1 hour; lab, 2 hours.

Prerequisite: ELT-1204 or ELE-1200 -Must be completed prior to taking this course.

ELE 1220 - Electrical Safety (1)

This course will introduce students to the safety required in industry today. The course will focus on NEC Regulations, local codes where they apply and 70 E regulations. Lecture, 1 hour.

ELE 2204 - Power Generation & Distribution (3)

The Power Generation & Distribution course looks at the generation, distribution and transmission of electricity as it relates to wind farm production and maintenance. This is a two-hour lecture and two-hour lab course with a large hands-on component. Lecture, 2 hours; lab, 2 hours.

Prerequisite: ELE-1202 -Must be completed prior to taking this course.

ELE 2205 - Electrician Internship (2)

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial, and/or specialized electrical systems. All of the on-the job work-related activities will be performed under the directed supervision of the journeyworker. [This course offered through IBEW local unions only.]

ELE 2206 - Electrician Internship (2)

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial, and/or specialized electrical systems. All of the on-the job work-related activities will be performed under the directed supervision of the journeyworker. [This course offered through IBEW local unions only.]

ELE 2207 - Electrician Internship (2)

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial, and/or specialized electrical systems. All of the on-the-job work-related activities will be performed under the direct supervision of the journeyworker. [This course offered through IBEW local unions only.]

ELE 2208 - Electrician Internship (2)

The Electrician Internship course has been developed and established as the on the job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial, and/or specialized electrical systems. All of the on-the-job work-related activities will be performed under the direct supervision of a journeyworker. [This course offered through IBEW local unions only.]

ELE 2209 - Electrician Internship (2)

The Electrician Internship course has been developed and established as the on-the-job component of the Electrician Apprenticeship program. The on-the-job component will consist of work relating to the wiring of residential, commercial, industrial, and/or specialized electrical systems. All of the on-the-job work-related activites will be performed under the direct supervision of the journeyworker. [This course offered through IBEW local unions only.]

ELT - Electronics

ELT 1000 - Introduction To Electronics (3)

This course is an introduction to electricity, magnetism, and basic electrical and electronic circuits for students with a BACKGROUND IN BASIC MATHEMATICS. Topics include: single DC and AC circuits, resistance, capacitance, inductance, transistors, diodes, Ohm's Law, Kirchhoff's Laws, etc. Labs will reinforce the lecture and promote the proper use of test equipment. Lecture; 2 hours; lab, 2 hours.

ELT 1200 - Beginning Industrial Electronics (2.5)

Basic theory and construction of semiconductors and operation of transistor circuits. Converting alternating current to direct current. Introduction to integrated circuit construction and operation. Lecture, 2 hours; lab, 1 hour.

Prerequisite: ELT-1204 or ELE-1201 -Must be completed prior to taking this course.

ELT 1202 - Solid State Electronics: Characteristics And Analysis. (5)

An introduction to semiconductor theory and transistor characteristics. The diode as applied to rectification, logic, and clamping is investigated as well as transistor biasing, load line analysis and amplification. Class A, B, and C amplifiers, SCRs, TRIACs, photo-devices, and high-power devices are covered. Lecture, 3 hours; lab, 4 hours.

Prerequisite: ELT-1204 or both ELE-1200 and ELE-1201 -Must be completed prior to taking this course.

ELT 1203 - Industrial Instrumentation (2.5)

This course is designed to cover the basic concepts of: temperature; pressure; flow and level and how each is

measured; the operation and applications of transducers, meters, and control circuits; along with practical installation and troubleshooting techniques for instrumentation systems. Lecture, 2 hours; lab, 1 hour.

Prerequisite: ELT-1200 or ELT-1202 -Must be completed prior to taking this course.

ELT 1204 - Fundamentals of Electronics: Dc/Ac Theory and Circuit Analysis (5)

This course introduces an analysis of DC circuits using Kirchhoff's laws, ohms and network theorems. This course is also an introduction to magnetism, inductance, capacitance, principles, and analysis of AC circuits, resonant circuits, and filters. Lecture, 3 hours; lab, 4 hours.

ELT 2204 - Digital/Micro: Principles & Applications (5)

Introduction to basic logic gates and design procedures. Additional topics include adders, encoders, multiplexors, flip-flops, registers, counters, logic families and RAM and ROM; as well as a hands-on introduction to microprocessor principles on a discrete component level. Lecture,3 hours; lab, 4 hours.

Prerequisite: ELT-1204 or ELE-1200 -Must be completed prior to taking this course.

ELT 2205 - Prototype Design and Fabrication (2)

This course is an introduction to print reading, design, layout, packaging and fabrication of electronic equipment. An individual project is required. Lecture, 1 hour; lab, 2 hours.

ELT 2207 - Instruments & Measurements (1)

A study of circuits used in electronic measurements; applications and theory of the circuits used in test instruments; capabilities and limitations of test instruments; and loading effects of the instruments. Lecture, .5 hour; lab, 1 hour.

ELT 2209 - Electronics Tech Internship (3)

Individual students will be responsible for contacting a local industry to secure an internship position related to electronics repair, manufacturing, or design. The work that the student will perform would be that performed by an entry-level electronics technician. Students must complete 225 hours of on-the-job work experience. Students must contact the internship supervisor before they can register for this course. Prerequisite: Consent of instructor.

ELT 2210 - HMI, SCADA & Fiber Optics (3)

This course is a continuation of the PLC automation classes utilizing software and hardware to build and use a Human Machine Interface (HMI) and the introduction of the System Control and Data Acquisition (SCADA) system. Lecture, 2 hours; lab, 2 hours.

Prerequisite: ELE-1204 -Must be completed prior to taking this course.

ELT 2254 - Electrical Capstone (3)

This course will give the student the opportunity to apply the knowledge and training obtained in the preceding courses culminating in two capstone projects. One project will be an industrial group project. One project will be an automation project utilizing a micro-controller or PIC. Assignments will consist of analysis, synthesis, design, flow-charting, programming, and construction of an automation project. I/O interfaces and optical isolators in connection with any programmable interface controller will be utilized. Prerequisite: Consent of ELE/ELT Program Coordinator. Lecture, 2 hours; lab, 2 hours.

EMS - Emergency Medical Services

EMS 1201 - International Trauma Life Support Provider Course (ITLS) (1)

ITLS is accepted internationally as the standard training course for prehospital trauma care. ITLS courses combine classroom learning and hands-on skill stations. Scenario assessment stations enable you to put your learning to work in simulated trauma situations. ITLS courses are designed, managed and delivered by course directors, coordinators and instructors experienced in EMS, prehospital care and the ITLS approach. This course can be used as a state-of-the art continuing education course and as an essential curriculum in many paramedic, EMT, and first responder training programs. Prerequisite: Consent of instructor with current, Unrestricted State Approved EMT-Basic, EMT-Intermediate, or EMT-Paramedic License.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

EMS 1203 - Advanced Cardiac Life Support (1)

The Advanced Cardiac Life Support (ACLS) Provider Course is designed for healthcare providers who either direct or participate in the resuscitation of a patient,

whether in or out of a hospital. In this course students will enhance their skills in the treatment of arrest and peri-arrest patients through active participation in a series of simulated cardiopulmonary cases. The goal of the ACLS provider Course is to improve the quality of care provided to the adult victim of cardiac arrest or other cardiopulmonary emergencies. Prerequisites: Consent of Instructor and Current EMT-Intermediate, EMT-Paramedic, Registered Nurse (RN), Registered Respiratory Therapist (RRT), Physician (MD, DO), or Physician's Assistant (PA) license. Other allied health professions with approval of EMS Program Coordinator, and a basic understanding of ECG recognition is required.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

EMS 2200 - Emergency Medical Responder (4)

This course is designed to provide the knowledge, skills and attitudes required to provide immediate emergency medical care. Students will learn medical techniques needed to treat life-threatening conditions until the arrival of other emergency medical services. It is designed for police, firemen, industry, public service individuals and others who may be present at the scene of any medical condition. Students completing this course will meet the requirements for formal recognition by the State of Illinois as a First Responder.

EMS 2201 - Emergency Medical Technician - Basic (8)

This course is designed to prepare students for the overall roles and responsibilities of the Emergency Medical Technician. Training in emergency medical care and operational aspects of the EMT's role is accomplished by developing skills short of those rendered by physicians, or by paramedical personnel under the direct supervision of a physician. The course also includes training in the use of all equipment required to accomplish this role. Enrollment priority is given to people working for an ambulance service or those who will work for an ambulance service upon course completion. A student must be 18 years of age and complete the class with a final grade of 80% or above to be permitted to take the State EMT certification exam or National Registry Certification Exam.

EMS 2207 - EMT-I to EMT-P Transition (9)

This course is designed to expand, enhance, and develop the knowledge and skills of new and experience EMT-Intermediate in the advanced emergency care of ill or injured persons. This course follows the National Department of Transportation Guidelines and is approved by the Illinois Department of Public Health. Lecture,

demonstrations, skills evaluation, and both hospital and field internship are the principle methods of instruction. Specific training areas include administration of different I.V. fluids, advanced airway management, cardiac monitoring including defibrillation, cardioversion, cardiac pacing, and the administration of different emergency medications. The curriculum for the EMT-Intermediate to EMT-Paramedic educational bridge program shall be the 1998 United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Paramedic course: National Standard Curriculum. Prerequisite: Consent of instructor with: (1) Completion of an I-99 based EMT-Intermediate Course Curriculum and (2) Unrestricted State Approved EMT-Intermediate License or Completion of an I-99 based EMT-Intermediate Course with an average of 80% or higher, and have not attempted licensure and (3) Completion of Biology 1200, Human Structure Function, or its equivalent with the past seven years with a grade of C" or better."

EMS 2220 - Paramedic I (11.5)

This course is designed to introduce and develop the knowledge and skills of the Emergency Medical Technician in the area of advanced emergency care of the sick or injured person. This course follows the National Department of Transportation Guidelines and is approved by the Illinois Department of Public Health. Areas of instruction include, but not limited to: Introduction to Paramedicine, pathophysiology, medication administration, advanced airway management, patient assessment, obstetrical and cardiac emergencies. Prerequisites: Current licensure as EMT or Intermediate; BLS for Healthcare Provider; High School Diploma or GED.

Corequisite: EMS-2221 -Must be taken at the same time as this course.

EMS 2221 - Paramedic Practicum I (3)

This course is designed to introduce and develop the knowledge and skills for EMT in the area of advanced emergency care of ill or injured persons. This section places students in the pre-hospital and hospital settings. Students will be exposed to a variety of patients, focusing their psychomotor skills on airway management, patient assessment techniques, and pharmacologic interventions. Prerequisites: BLS for Healthcare Provider; Background check within past 12 months; Physical within past 6 months and Drug screen within past 6 months.

Corequisite: EMS-2220 -Must be taken at the same time as this course.

EMS 2230 - Paramedic II (8.5)

This course is designed to build upon the knowledge and

skills of the Emergency Medical Technician in the area of advanced emergency care of the sick or injured person. Areas of instruction include, but not limited to: medical and traumatic emergencies along with special considerations and operations.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

EMS 2231 - Paramedic Practicum II (3.5)

This course is designed to develop the knowledge and skills for EMT in the area of advanced emergency care of ill or injured persons. This section places students in the pre-hospital and hospital settings. Students will be exposed to a variety of patients, focusing on their psychomotor skill acquisition. Students will build upon the skills learned in the previous clinical session.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

EMS 2240 - Paramedic III (4.5)

This is the final section of classroom and lab in the paramedic program. During this class students apply the information that was learned in previous class to various situations while preparing to take the licensure exam.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

EMS 2241 - Paramedic Practicum III (2)

This is the final section of clinical in the paramedic program. During these clinical session students apply the information that was learned in previous clinicals to various situations and begin functioning as an entry level paramedic.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

EMS 2400 - Pediatric Ed for Prehospital Professions (1)

This course is a teaching tool that enhances and expands the knowledge and skills of professionals who care for a unique group of EMS patient, the ill and injured children,

during the prehospital phase and in disaster preparedness. This course is intended for the following: RN, LPN, EMT B, EMT I, Paramedic or Physician. Prerequisite: Consent of Program Coordinator.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

ENG - English

ENG 0800 - Basic Composition I (3)

Basic Composition I is a preparation course before enrolling in ENG 0900, Basic Composition II. The course work focuses on sentence structure, grammar, mechanics, and paragraph writing. The course is evaluated by a letter grading system; however, it is not calculated into the GPA.

Prerequisite: Placement by Accuplacer. -Must be completed prior to taking this course.

ENG 0900 - Basic Composition II (3)

Basic Composition II is a preparation course before enrolling in the transfer course, ENG 1001, or the communications course, ENG 1205. The course work focuses on writing paragraphs and essays. The course includes a review of functional grammar, usage, and punctuation.

Prerequisite: ENG-0800 with a C or better or appropriate assessment -Must be completed prior to taking this course.

ENG 0909 - English Lab (1)

This individualized course provides opportunities for students to strengthen their writing skills in one or more areas in which they have a demonstrated weakness. It is required for any student who places into ENG 1001 but whose placement writing sample demonstrates one or more areas in which the student needs to improve to succeed in ENG 1001.* Course topics may include the following: pre-writing strategies, essay structure and development, paragraph structure and development, syntax, grammar, mechanics, and revision strategies. Instruction is presented via a number of learning modalities that may include the following: computer programs, videos, books, computer-aided instruction, and/or one-on-one instruction. This course does not receive college credit and is graded on a pass/fail basis. *Some students successfully completing ENG 0900 may also be required to take this course.

Prerequisite: Appropriate assessment in English -Must be completed prior to taking this course. RED 0900 with a C

or better or appropriate assessment in reading -Must be completed prior to taking this course.

ENG 0920 - Composition Development (2)

This required lab is paired with English Composition (ENG 1001) for students who meet the ENG 0920 prerequisites. The course provides supplemental instruction in college-level writing skills. Class activities support and complement the 1001 coursework as students gain confidence in themselves as writers, learn to navigate the college environment, and strengthen college-level writing skills. No college credit is given for this class.

Prerequisite: Appropriate assessment in English -Must be completed prior to taking this course. RED-0900 with a C or better or appropriate assessment in reading -Must be completed prior to taking this course.

ENG 1001 - English Composition I (3)

English Composition I allows the student to study and apply rhetorical principles of writing in developing effective sentences, paragraphs, and essays, with particular emphasis on analyzing and writing expository prose. Students' essays will be based upon their readings of a variety of texts on various topics. The course includes the use of various computer applications, including word-processing and the Internet. IAI: C1 900

Prerequisite: ENG-0900 and RED-0900 with a C or better or appropriate assessment -Must be completed prior to taking this course.

ENG 1002 - English Composition II (3)

English Composition II continues the study and application of rhetorical principles of expository writing in developing effective sentences, paragraphs, and essays, with particular emphasis on analyzing and writing expository prose. Students' essays will be based upon their readings of literature and other texts. The library research writing will be developed from those readings. The course includes the use of various computer applications, including word-processing and the Internet.   IAI: C1 901R

Prerequisite: ENG-1001 -Must be completed prior to taking this course.

ENG 1003 - Creative Writing (3)

An introduction to the techniques and strategies of creative writing, including primarily fiction and poetry, and not excluding creative non- fiction, drama, film scripts, graphic novels, and hypertexts. The course will make use of models from established contemporary writers and

allow students to practice the techniques of these writers.

ENG 1205 - Writ Comm Skills for Bus Ind & Tech (3)

This course focuses on writing for vocational, technical, and business worlds. Designed for students in business, technical, and vocational programs, the writing includes memos, letters, resumes, reports, and other business/technical documents. The course also stresses team building, critical thinking, and problem solving.

Prerequisite: ENG-0900 and RED-0900 with a C or better or appropriate assessment -Must be completed prior to taking this course.

ENG 2000 - Technical & Business Writing (3)

Designed for the student in baccalaureate technical and business programs, this course focuses on the types of on-the-job writing encountered in technical, professional, and business areas: short and long report writing in the student's major, as well as other standard practical, technical and business written communication (such as formal letters, professional e-mail, resumes/cover letters, proposals, and instructions).

Prerequisite: ENG-1001 -Must be completed prior to taking this course.

FEN - French

FEN 1001 - Elementary French I (4)

An elementary French course designed to foster development of the four essential skills of language acquisition: comprehension of spoken French, reading comprehension, speaking and writing. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners, write and participate in class discussions.

FEN 1002 - Elementary French II (4)

A continuation of FEN-1001 designed to foster development of the four essential skills of language acquisition: comprehension of spoken French, reading comprehension, speaking and writing. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners, write and participate in discussions.

Prerequisite: FEN-1001 or instructor consent -Must be completed prior to taking this course.

FEN 2001 - Intermediate French I (4)

An intermediate French course designed to foster development of the four essential skills of language acquisition: comprehension of spoken French, reading comprehension, speaking and writing, and an awareness of cultural and literary contributions from Francophone countries. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners, write and participate in discussions.

Prerequisite: FEN-1002 or instructor consent -Must be completed prior to taking this course.

FEN 2002 - Intermediate French II (4)

A continuation of FEN 2001 designed to foster development of the four essential skills of language acquisition: comprehension of spoken French, reading comprehension, speaking and writing, and an awareness of cultural and literary contributions from Francophone countries. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners, write and participate in discussions. IAI: H1 900

Prerequisite: FEN-2001 or instructor consent -Must be completed prior to taking this course.

FEN 2003 - Composition & Conversation (3)

An advanced level composition and conversation course with emphasis on oral and written proficiency, study of idiomatic expression and current usage.

Prerequisite: FEN-2002 or instructor consent -Must be completed prior to taking this course.

FIN - Finance

FIN 1200 - Principles of Finance (3)

An introductory finance course dealing with principles of financial management and control. Emphasis will be placed on the areas of financial analysis and return on investment, administration of assets, financial institutions, capital structure and cost of capital, short and long-term financing, and short, intermediate and long-term debt financing.

Prerequisite: ACT-1010 -Must be completed prior to taking this course.

FLM - Film

FLM 2009 - The Art of The Film (3)

Background viewing, critiquing, lectures, and discussions on the history and appreciation of cinema as an art form and its influence on and reflection of society. The course introduces students to art aesthetics and theory using a wide variety of film genres. IAI: F2 902

FLM 2010 - Film, Art & Literature (3)

This course looks closely at the relationship of film, visual art, and literature, focusing most specifically upon the interaction between them from a historical perspective, i.e. how this relationship has changed as the art forms have changed since their inception. Required comparative readings and film and art viewings are a component of this course. IAI: HF 900

GDT - Graphic Design Technology

GDT 1201 - Introduction To Page Layout (3)

In this class students will produce a variety of single-page and multi-page documents. They will learn to set and format type, work with paragraph styles, import images from Illustrator and Photoshop, define and apply color, apply graphic effects, create PDF's and package files for printing. Please note: students must have previous experience working on a Mac or PC platform. Prerequisite: The student should know how to use the mouse to point and click, and how to drag items around the screen. The student should know how to resize a window, and how to arrange windows on the desktop to maximize the space available. The student should know how to access pull-down menus and how check boxes work. Lastly, the student should know how to create, open and save files. Experience on either platform (Mac or PC) is required.

GDT 1202 - Photoshop I for Graphic Design (3)

This course is an introduction to this image editing software for printing and Web design. Students will learn the basics of this program in a step-by-step format on the Macintosh platform. This is a cross-platform course so students using Intel-based systems running Windows will also benefit from this instruction. Prerequisite: The student should know how to use the mouse to point and click, and how to drag items around the screen. She/he should know how to resize a window, and how to arrange windows on the desktop to maximize the space you have available. She/he should know how to access pull-down menus and how check boxes work. Lastly, the student should know how to create, open and save files. Experience on either platform (Mac or PC) is required.

GDT 1203 - Printing Technology (3)

This course is an introduction to the history and

technology of the printing process. This course will give students a better understanding of what happens to their digital layout during the printing process. The basic concepts of traditional prepress are reviewed as well as digital terminology and digital prepress concepts.

GDT 1204 - Web Design for Graphic Design (3)

This course is an introduction to professional Web site management and page creation. Students will learn the basic program in a step-by-step format on the Macintosh platform.

GDT 1205 - Introduction To Social Media Marketing (1)

This class is intended for professionals in marketing, web design and development, graphic design, journalism, visual communications, customer service, and others who want to understand and implement social media more effectively. It is also aimed to help businesses set up and run profitable social media campaigns. This is an introduction to the social web and current, popular tools and topics. While an individual's interests in and goals for using social media will be varied and perhaps specific this class will provide the student with a working knowledge of the tools and address questions, concerns, and possible misconceptions of their use in the everyday workplace. Lecture: one hour per week.

GDT 1207 - Digital Photography (3)

This course is an introduction to digital photography and is designed to take the photographer from auto to manual settings. The class will cover the terminology and fundamentals of photography. Students will be required to use manual settings on their cameras to create digital images for class critiques and projects. A digital camera with manual mode and ISO, aperture and shutter control, memory card for camera, and a USB flash drive are required for this course. Lecture: 3 hours per week.

GDT 1208 - Introduction To Facebook (1)

This course is an introduction to the most popular social networking vehicle. Students will explore Facebook's role in marketing. Students will set up a Facebook profile and adhere to best practices. Students will also explore how Facebook may be used by businesses and non-profits to generate meaningful posts and status updates to build and maintain a business community. Information will be provided about ads, analytics and how to assess the performance of the competition. Lecture: one hour per week.

GDT 1222 - Introduction To Illustrator (3)

This course is an introduction to familiarize the student with the fundamentals of Adobe Illustrator. The program is an industry standard in the graphic arts and produces vector artwork. This is a cross-platform course so students using Intel-based systems running Windows will also benefit from this instruction.

GDT 2006 - Visual Communications I (3)

Introduction to Design in Advertising. A studio course in layout, lettering, mechanical skills and studio preparation for graphic production; survey of reproduction processes. Lecture, one hour per week; laboratory, four hours per week.

Prerequisite: ART-1002 and ART-1005 -Must be completed prior to taking this course.

GDT 2202 - Photoshop II (3)

This course is an advanced class in Adobe Photoshop for Graphic Design. In this class the students will build on their existing knowledge of the programs expanding creative techniques and pursue production setup. This is a cross-platform course so students using Intel-based systems running Windows will also benefit from this instruction.

Prerequisite: GDT-1202 or CSG-1202 -Must be completed prior to taking this course.

GDT 2205 - Graphic Design Internship I (1)

The student will relate academic studies to the world of work, become familiar with the career of graphic design, apply the principles and theories learned in classroom experiences, establish learning outcomes, and prepare related reports. Application of materials and skills learned in prior classes will be the focus of this internship. Prerequisite: Students must complete at least one full semester of the Graphic Design courses (GDT 1201, GDT 1202, ART-1002, ART-1005) as outlined in the student guide sheet and have a minimum of a C average in graphic classes and the consent of the program director.

GDT 2206 - Graphic Design Internship II (1)

The student will relate academic studies to the world of work, become familiar with the career of graphic design, apply the principles and theories learned in classroom experiences, establish learning outcomes, and prepare related reports. Application of materials and skills learned in prior classes will be the focus of this internship.

Prerequisite: Students must complete at least one full semester of the Graphic Design courses (GDT 1201, GDT 1202, ART-1002, ART-1005) as outlined in the student guide sheet and have a minimum of a C average in graphic classes and the consent of the program director.

GDT 2207 - Graphic Design Internship III (1)

The student will relate academic studies to the world of work, become familiar with the career of graphic design, apply the principles and theories learned in classroom experiences, establish learning outcomes, and prepare related reports. Application of materials and skills learned in prior classes will be the focus of this internship. Prerequisite: Students must complete at least one full semester of the Graphic Design courses (GDT 1201, GDT 1202, ART-1002, ART-1005) as outlined in the student guide sheet and have a minimum of a C average in graphic design classes and the consent of the program director.

GDT 2211 - Design Solutions I (4)

This is a student staffed in-house design studio course. Participants will work on real life assignments from many areas including jobs from Illinois Valley Community College, not-for-profit groups, and area businesses in the Apple Mac Lab. The student will relate academic studies to the world of work, become familiar with their career, apply the principles and theories learned in classroom experiences, establish learning outcomes, and prepare related reports.

Prerequisite: GDT-1201, GDT-1202, GDT-1222, GDT-2006 -Must be completed prior to taking this course.

GDT 2214 - Multimedia I (3)

Students will explore theories, elements, and hardware/software components of multimedia. Topics include digital image editing, digital sound and video editing, animation, web page development, and interactive presentations. Emphasis is on conceptualizing and producing effective multimedia.

GDT 2216 - Visual Communications II (3)

This course is an advanced class in Visual Communications. The student will review the design procedures and gain advanced knowledge in the principles of design and develop solutions for advanced design problems.

Prerequisite: GDT-2006 -Must be completed prior to taking this course.

GDT 2221 - Graphic Design Solutions II (4)

This is the advanced level of the student staffed in-house design studio course. Participants will continue to work on real life assignments from many areas including jobs from IVCC, not-for-profit groups, and area business in the Mac lab. The students will relate academic studies to the world of work, become familiar with their careers in graphic design, apply the principles and theories learned in classroom experiences, establish learning outcomes, and prepare related reports. They will also prepare a professional portfolio and resume for a job search.

Prerequisite: GDT-2211, GDT-2202, GDT-2232 -Must be completed prior to taking this course.

GDT 2232 - Illustrator II (3)

This course is advanced instruction on Adobe Illustrator. The program is an industry standard in the graphic arts field and produces vector artwork. This is a cross-platform course so students using Intel-based systems running Windows will also benefit from this instruction.

Prerequisite: GDT-1222 -Must be completed prior to taking this course.

GEG - Geography

GEG 1001 - Weather & Climate (4)

An investigation into the science of the earth's atmosphere and its related weather. Emphasis will be placed on the origin and composition of the atmosphere, earth-sun relationships, radiation, temperature, humidity, condensation and precipitation, air pressure and winds, air masses, climates, severe weather, and forecasting. Typical assignments will involve interpretation of weather symbols, the identification of weather conditions, and simple weather forecasting techniques. Lecture, three hours per week; lab, two hours per week. IAI: P1 909L

GEG 1002 - Physical Geography (4)

This course identifies key elements within the Earth's atmosphere, hydrosphere, lithosphere and biosphere, and explains the processes that shape these subsystems and that govern their interaction Special emphasis is given to the geographic distribution of these phenomena and the manner in which human populations are affected by their natural surroundings and how they impact the physical environment. Lecture, two hours per week; seminar, one hour per week; lab, two hours per week. IAI: P1 909L

GEG 1003 - Cultural Geography (3)

This course systematically examines present-day cultural landscapes in an attempt to ascertain the spatial manifestations of various cultural elements: demography, migration, language, religion, agriculture, political/economic systems and urbanization. Geographical analysis is emphasized as an important tool that can be applied to find solutions to the problems confronting humankind at various scales (local, regional, and global). Lecture, three hours per week. IAI: S4 900N

GEG 1004 - World Regional Geography (3)

This is a survey course that examines each of the world's major geographical realms: Europe, Russian Realm, East Asia, Southeast Asia, South Asia, North Africa and Southwest Asia, Subsaharan Africa, Australia/Oceania, South America, Latin America and North America. A systematic review is conducted of the unique physiographic, climatic, cultural, historical, political, and economic elements that define and differentiate these regions. Lecture: three hours per week. IAI: S4 900N

GEG 1005 - Introduction To Astronomy (4)

Astronomy, one of mankind's oldest intellectual pursuits, continues to both intrigue and awe man, even after 5,000 years. This course is designed to meet the needs of those students who merely have a cursory interest in the where, what, and how of cosmic phenomenon such as the sun, moon, planets, stars, meteors, comets, and constellations. Also, we will speculate on the why and when of black holes, and the possibility of life in space. Weather permitting, we will have laboratory sessions on stellar observational equipment and techniques. Lecture, two hours per week; seminar, one hour per week; lab, two hours per week. IAI: P1 906L

GEL - Geology

GEL 1005 - Natural Disasters (3)

This is an introductory course in the study of the interactions between human activities and hazardous natural processes. An overview of modern concepts in geology and other earth sciences is followed by an in-depth examination of natural hazards including the nature of hazards, human impacts on hazardous processes, the impact of hazards on humans, and human responses to hazards. This course provides instruction in applied geology and other earth sciences and scientific reasoning that is useful to all students. IAI: P1 908

GEL 1006 - Introduction To Oceanography (3)

The course focuses on the marine environment as a unique feature of the planet earth and investigates areas of intense and public concern--the pervasiveness of the ocean and its effect on the earth's weather, its stunning physical size and diversity of contained life forms, its contributions to the physical and historical development of man, its impact on geopolitical and economic matters, the impact of oceanic pollutants, and the potential exploitation of marine resources. IAI: P1 905

GEL 1007 - Environmental Geology (4)

This is an introductory course in the study of the interactions between human activities and the earth and geologic processes. An overview of modern geologic concepts is followed by an in- depth examination of natural hazards, natural resources, waste management, environmental restoration and land-use planning. This course provides instruction in applied geology and scientific reasoning that is useful to all students. IAI: P1 908L

GEL 1008 - Physical Geology (4)

An introduction to the study of the earth as it is carried on by geologists. Geological principles and processes dealing with mineral and rock identifications, plate tectonics, crust deformation by folding, faulting, and volcanism, and landforms produced by erosional agents are some of the topics covered. Experience in aerial photo and topographic map interpretation is provided in laboratory exercises. IAI: P1 907L

GEL 1009 - Historical Geology (4)

This course is an introductory study into the origin and structure of the earth. Emphasis will be placed on North America, dealing with the growth of continents, and mountain building. The course includes a study of evolutionary changes occurring in plant and animal life as documented by fossil remains and the interpretation of geologic forces by means of topographic and geologic maps. Field trips are an integral part of the course. IAI: P1 907L

GEN-Gender-Culture

GEN 2000 - Women Through Culture and Centuries (3)

This course examines the historical development of gender norms, identities and roles as they have been shaped and changed by cultural, historical, and political factors. The

course will promote understanding of the significance that gender plays in societies. The opportunity to learn about the history and contributions of women in the arts and sciences, and to think critically regarding these issues is available to male and female students in this context. IAI: H9 900

GEN 2001 - Women in Ancient Cultures (3)

This course is designed to give students an understanding of the foundation of both western civilization and patriarchy, especially as they apply to the status and relationships of men and women today. Students will learn of archeological finds, including architecture, art, literature-both belles letters and otherwise-and human remains and also of social, philosophical, and historical theories that explain or attempt to explain the ideologies of ancient societies. IAI: HF 907D

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

GEN 2002 - Women in Literature (3)

This course looks closely at literature by and/or about women as it informs their gendered identity. Historical and chronological discussion of gender role definition and the relationship between that and how women are viewed and view themselves is a key component of this course. Discussion of readings, films, and other media trace the development of women's writings and increases students' appreciation and awareness of the excellence in women's writing. IAI: H3 911D

Prerequisite: ENG-1001 -Must be completed prior to taking this course.

GER - German

GER 1000 - Conversational German (3)

Introduction to the basics of the language, with emphasis on speaking and listening skills. A supplement to the GER-1001-GER-2002 language courses with additional practice in basic conversation. Can be taken prior to the regular language sequence(s) -- 1001 and following -- or concurrently with any other course (except 2003 Advanced Composition and Conversation). Can also be taken on its own merits for those with a personal interest for avocational purposes. Provides basic conversational patterns, idiomatic vocabulary, basic grammar and syntax, and general cultural patterns. IN THE MAJORITY OF INSTANCES, THIS COURSE WILL TRANSFER ONLY AS A GENERAL ELECTIVE FOR THE B.A. DEGREE OR FOR OTHER BACCALAUREATE DEGREES REQUIRING A WORLD LANGUAGE.

GER 1001 - Elementary German I (4)

An elementary German course designed to foster development of the four essential skills of language acquisition: comprehension of spoken German, reading comprehension, speaking and writing. The student will develop, review and expand skills acquired through assigned study and active classroom participation. They will collaborate with other learners to develop projects, write journals, and participate in class discussions.

GER 1002 - Elementary German II (4)

A continuation of GER 1001 designed to build on the fundamentals already learned and to foster development of the four essential skills of language acquisition: comprehension of spoken German, reading comprehension, speaking and writing. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners, write and participate in discussions.

Prerequisite: GER-1001 or instructor consent -Must be completed prior to taking this course.

GER 2001 - Intermediate German I (4)

An intermediate German course designed to foster development of the four essential skills of language acquisition: comprehension of spoken German, reading comprehension, speaking and writing, and an awareness of German cultural and literary contributions. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners, write and participate in discussions.

Prerequisite: GER-1002 or instructor consent -Must be completed prior to taking this course.

GER 2002 - Intermediate German II (4)

A continuation of GER 2001 designed to foster development of the four essential skills of language acquisition: comprehension of spoken German, reading comprehension, speaking and writing, and an awareness of German cultural and literary contributions. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners, write and participate in discussions. IAI: H1 900

Prerequisite: GER-2001 or instructor consent -Must be completed prior to taking this course.

GER 2003 - Composition & Conversation (3)

An advanced level composition and conversation course with emphasis on a variety of readings; modern German authors, newspapers and magazines and selected short texts to illustrate points of grammar.

Prerequisite: GER-2001 or instructor consent -Must be completed prior to taking this course.

GER 2004 - Survey of German Literature (3)

An advanced level composition and conversation course based upon a survey of modern German prose and poetry, principally as a means of gaining insight into modern German thought and character. Writers include Hoffmansthal, Schnitzler, Boll, Mann, Brecht, Rilke, Grass and Eichendorf.

Prerequisite: GER-2003 or instructor consent -Must be completed prior to taking this course.

GNT - General Technology

GNT 1201 - Industrial Production Techniques (0.5)

This course is designed to meet the needs of industry and industrial employees for specialized education experiences. Each class will be individualized to a particular set of needs and a credit value assigned for each section offered. Typical examples include: inspection and measuring techniques, tool set-up, and machine operation techniques. This course may be repeated for a maximum of three times.

GNT 1208 - Industrial Safety (1)

This course will introduce students to the safety required in industry today. The course will focus on OSHA 10 standards and NFPA 70 E regulations.

GNT 1209 - Blueprint Reading (3)

The Master Blueprint Reading course is designed to progress logically from an introduction to blueprint reading through a study of the fundamental skills and concepts involved in reading, sketching, and interpreting drawings. Basic drafting principles related to information conveyed in oblique, isometric, and multi-view drawings will be reviewed with regards to industrial blueprints from multiple disciplines. Discussion will also include basic metallurgy and nondestructive examination of piping systems.

GNT 1220 - Intro Manufacturing & OSHA 10-hr Safety (4)

This course provides the student with an introduction to the manufacturing world and provides specific instruction to facilitate safe work practices in industrial environments. Introduces manufacturing specializations such as mechatronics, precision machining and welding. Covers fire safety, pressurized gases, electrical hazards, and safe machine usage. Students will also become acquainted with OSHA policy. The OSHA 10-Hour General Industry card will be earned upon successful completion of this class. Students will have the opportunity to earn the Safety Certification through Manufacturing Skill Standards Council (MSSC). Lecture, 3 hours; lab 2 hours.

GNT 1225 - Quality & Measurement (2)

This course provides an introduction to controlling and improving quality in a manufacturing setting. Explores ways that manufacturers use data and analysis to improve quality. Students will have the opportunity to earn the Quality and Measurement Certification through the Manufacturing Skills Standards Council (MSSC). Lecture, 1 hour; lab, 2 hours.

GNT 1230 - Manufacturing Processes (3)

This course introduces the basics of how manufacturing transforms materials into products. Students will learn about the varying types of production and will learn about the materials that are used in production and the types of processes used in manufacturing including machining, casting, and assembly. Students will have the opportunity to earn the Manufacturing Process and Production Certification through the Manufacturing Skill Standards Council (MSSC). Lecture, 2 hours; lab, 2 hours.

GNT 1235 - Introduction Manufacturing Maintenance (2)

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. Students will have the opportunity to earn the Manufacturing Maintenance Certification through the Manufacturing Skill Standards Council (MSSC). Lecture, 1 hour; lab 2 hours.

GNT 1240 - OSHA 30 Hour General Industry (3)

This course covers introduction of OSHA, the ACT, and OSHA standards for 29 CFR 1910 and fulfills the requirements for the OSHA 30 Hour General Industry card. Lecture, 3 hours.

HFA-Humanities-Fine-Arts

HFA 1007 - Special Topics in Humanities and Fine Arts (0.5)

A study of timely and specific problems in the humanities and fine arts (art, drama, foreign languages, literature, music, philosophy, theatre) presented from an interdisciplinary view through directed readings, discussion, projects, or field trips. Specific topics vary from term to term.

HIS - History

HIS 1000 - History of Western Civilization I (3)

This is an introductory course dealing with an analysis of the political, economic, social and cultural events and achievements of Western Civilization. The course begins with early man and ends with the Middle Ages. Special emphasis will be placed on early man, Sumer, Egypt, Greece, Rome and the Middle Ages. In appropriate places, a multicultural approach will be stressed. IAI: H2 901

HIS 1001 - History of Western Civilization II (3)

This is an introductory course that deals with an analysis of the political, economic, social and cultural events and achievements of Western Civilization. The course begins with the Renaissance and ends with the aftermath of World War II. Special emphasis will be placed on such developments of the Renaissance, the Reformation, The Enlightenment, the French Revolution, World War I, World War II and its aftermath. In appropriate places, a multicultural approach will be stressed. IAI: H2 902

HIS 1005 - American Labor History (3)

This course is a survey of the history of workers in America from colonial times to today, with an emphasis on the relationship between workers and industrialization. The role of work, the history and development of labor unions, and the impact of a modern global economy on workers are some of the topics which will be studied.

HIS 1006 - African American History (3)

This course is designed to introduce students to the experience of African Americans in United States History. It serves as an introductory overview of that experience through the use of readings, lectures, discussion, art, film, and music. Some of the specific topics covered include the African experience, slavery and slave culture, the abolition movement, the free black experience, emancipation, Jim Crow segregation, racial violence, black culture, the civil rights movement, popular culture, modern political movements, and the contemporary experience. Students should gain an understanding of how the history of slavery and segregation impacted the lives of African Americans, the political movements of African Americans, the culture and contributions of African Americans to American society, and the current state of African Americans in America. IAI: H2909D

HIS 2000 - United States History To 1865 (3)

An introductory course that examines the political, social, cultural and economic developments of United States history from the pre-Columbian era through the Civil War. IAI: S2 900

HIS 2001 - United States History From 1865 (3)

An introductory course that examines the political, social, cultural and economic developments of United States history since the end of the Civil War. IAI: S2 901

HIS 2006 - History of Middle Eastern Civilization (3)

This course introduces the student to Middle Eastern societies and their culture from the introduction of Islam to the present. Social, economic, political and religious institutions will be examined within an historic context. Special topics will include the origin and spread of Islam, the economics of oil, sciences and mathematics, and the Israeli-Palestinian controversy. IAI: S2 920N

HIS 2007 - History & Civilization of China (3)

This course introduces the student to China, from the origins of Chinese civilization to the present. It will examine the political, social and economic history of China, including the origins and development of its peoples and cultures. IAI: S2 920N

HIS 2008 - Modern Africa (3)

This course will introduce the student to Africa in the pre-colonial, colonial and post-colonial time periods, with an emphasis on social, cultural, and political institutions. Students will be introduced to ancient African Civilizations, African Geography, European Exploration and colonization of the Continent, Independence and Nationalist Movements, the African Experience during the Cold War, the struggle for Democracy, and Current Events in Africa. IAI: S2 920N

HIS 2010 - Special Topics in History (3)

In this survey course, students will study a specific issue or period in history. The course content will be dependent upon the topic chosen. The course may be taken four times for credit if the topic(s) of the course is different.

HON - Honors Program Colloquium

HON 1001 - Honors Orientation (2)

Honors Orientation is for first semester Honors Program students and helps students identify, plan, and achieve educational and/or career goals. The course culminates with students presenting an Honors Plan which states their educational and/or career goals and their plan for how they will pursue and/or achieve their goals through community involvement, campus leadership, and experiential learning while members of the IVCC Honors Program. Prerequisite: Honors Program admission.

HON 1002 - Honors Portfolio (1)

Honors portfolio is for Honors Program students in their final semester in the program and helps document and reflect upon the pursuit and/or achievement of their education and/or career goals. The course culminates with students presenting an Honors Portfolio which documents and reflects upon their education and/or career goals and how they pursued and/or achieved their goals through community involvement, campus leadership, and experiential learning while members of the IVCC Honors Program. Prerequisite: Honors Program admission; Completion of HON 1001; Completion of or concurrent enrollment in second Honors section course.

HON 1003 - Honors Project (1)

Honors Project is the second course in the Honors Program sequence following the successful completion of HON 1001, Honors Orientation. This course focuses on a study of leadership styles, further investigation of a career or educational goal, and a group project based on the three pillars of the Honors Program: community involvement, campus leadership, and experiential learning.

Prerequisite: HON-1001 with a C or better -Must be completed prior to taking this course.

HOS - Hospitality

HOS 1000 - Introduction To Hospitality (3)

This course explores the major components and organization structure of the hospitality industry; presents historical development opportunities and current trends; and, stresses the importance and relationship of education and work experience to career success.

HOS 1200 - Introduction To Hospitality Services (3)

Students will explore different careers in Hospitality and Tourism while learning and practicing basic skills in the field. Students will also tour different hospitality and tourism venues and observe professionals in this field. The course will equip students with the awareness, skills, and plans needed to begin a successful career in the hospitality and tourism industry. Student will develop a career plan based on research into the profession they desire, and learn the customer service skills, ethical behaviors, and professional skills, vocabulary development, and critical thinking skills to succeed in any hospitality and tourism service position. The career navigator will provide career counseling to transition students into a career or post-secondary education.

HPE-Health-Wellness-Physical-Ed

HPE 1000 - Wellness (1)

This is a course designed to help students under- stand the wellness concept and how it applies to the development of a healthy lifestyle. The course content includes information on self-responsibility, nutrition, stress management, and physical fitness.

HPE 1001 - Wellness Lab (1)

A course designed to help the student appraise and develop his/her own level of physical fitness as it applies to the total concept of wellness. Each student will actively take part in a personal fitness program using the college fitness center. An orientation session for each student will be held at the beginning of the semester and each student's level of fitness will be evaluated through pre- and post-physical fitness assessment measures. Prerequisite: HPE 1001 cannot be taken concurrently with HPE 1020, 1021, 2020 or 2021.

HPE 1003 - Personal and Community Health (2)

This course includes a study of community health problems caused by pollution, communicable disease and chronic illness. It considers personal problems caused by malnutrition, drugs and emotional illness. Current developments in health science are discussed. One lecture and one seminar per week.

HPE 1004 - First Aid (2)

A course designed to provide the citizen responder with the knowledge and skills necessary in an emergency to help sustain life, reduce pain and minimize the consequences of injury or sudden illness until professional medical help arrives. Students passing the course may be eligible to receive American Red Cross certification in American Red Cross First-Responding to Emergencies and American Red Cross Adult CPR.

HPE 1008 - Physical Education Activities for Elementary School Children. (2)

A course designed to present the activities involved in physical education for elementary school children. Progression within the activities and techniques of organization will be included.

HPE 1020 - Physical Fitness I (1)

This course is designed for the student desiring to reach a beginning level of fitness. Emphasis is placed on three areas of physical fitness: strength, flexibility, and cardiovascular endurance. Each student must attend an orientation session at the beginning of the class. Each student's level of fitness will be evaluated through a pre-and-post-physical fitness assessment. Prerequisite: None. HPE 1001 cannot be taken concurrently with this course.

HPE 1021 - Physical Fitness II (1)

This course is designed for the student desiring to reach an intermediate level of fitness. Emphasis is again placed on three areas of physical fitness: strength, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre-and post-physical fitness test.

Prerequisite: HPE-1020 -Must be completed prior to taking this course.

HPE 1201 - Physical Fitness in The Workplace (1)

This course is designed for the student desiring to reach a beginning level of fitness. Emphasis is placed in three areas of physical fitness: strength, flexibility and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre-and post-physical fitness assessment.

HPE 1301 - Physical Fitness in The Workplace II (1)

This course is designed for the student desiring to reach an intermediate level of fitness. Emphasis is again placed in three areas of physical fitness: strength, flexibility and cardiovascular endurance. Each students level of fitness will be evaluated through a pre-and post-physical fitness assessment.

Prerequisite: HPE-1201 -Must be completed prior to taking this course.

HPE 1302 - Physical Fitness WorkplaceIII (1)

This course is designed for the student desiring to reach an advanced level of fitness. Emphasis is again placed in three areas of physical fitness: strength, flexibility and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre- and post-physical fitness assessment.

Prerequisite: HPE-1301 -Must be completed prior to taking this course.

HPE 1303 - Physical Fitness Workplace IV (1)

This class is designed for the advanced student who is interested in maintaining a high degree of physical fitness. This class emphasizes all the components of composition, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre- and post-physical fitness assessment.

Prerequisite: HPE-1302 -Must be completed prior to taking this course.

HPE 1304 - Physical Fitness in The Workplace V (1)

This course is designed for the student desiring to maintain an advanced level of fitness. Emphasis is placed in three areas of physical fitness: strength, flexibility and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre- and post-physical fitness assessment.

Prerequisite: HPE-1303 -Must be completed prior to taking this course.

HPE 1305 - Physical Fitness Workplace VI (1)

This class is designed for the advanced student who is interested in maintaining a high degree of physical fitness. This class emphasizes all the components of physical fitness; muscular strength, body composition, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre- and post-physical fitness assessment.

Prerequisite: HPE-1304 -Must be completed prior to

taking this course.

HPE 1306 - Physical Fitness Workplace VII (1)

This class is designed for the advanced student who is interested in maintaining a high degree of physical fitness. This class emphasizes all the components of physical fitness: muscular strength, body composition, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre- and post-physical fitness assessment.

Prerequisite: HPE-1305 -Must be completed prior to taking this course.

HPE 1307 - Physical Fitness Workplace Viii (1)

This class is designed for the advanced student who is interested in maintaining a high degree of physical fitness. This class emphasizes all the components of physical fitness: muscular strength, body composition, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre- and post-physical fitness assessment.

Prerequisite: HPE-1306 -Must be completed prior to taking this course.

HPE 1308 - Physical Fitness in the Workplace IX (1)

This class is designed for the advanced student who is interested in maintaining a high degree of physical fitness. This class emphasizes all the components of physical fitness: muscular strength, body composition, flexibility and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre- and post-physical fitness assessment.

Prerequisite: HPE-1307 -Must be completed prior to taking this course.

HPE 1309 - Fitness in the Workplace X (1)

This class is designed for the advanced student who is interested in maintaining a high degree of physical fitness. This class emphasizes all the components of physical fitness: muscular strength, body composition, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre-and post-physical fitness assessment.

Prerequisite: HPE-1308 -Must be completed prior to taking this course.

HPE 1310 - Fitness in the Workplace XI (1)

This class is designed for the advanced student who is interested in maintaining a high degree of physical fitness. This class emphasizes all the components of physical fitness: muscular strength, body composition, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre- and post-physical fitness assessment.

Prerequisite: HPE-1309 -Must be completed prior to taking this course.

HPE 2020 - Physical Fitness III (1)

This course is designed for the student desiring to maintain a high level of fitness. Emphasis is placed in three areas of physical fitness: strength, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre-and post-physical fitness test.

Prerequisite: HPE-1021 -Must be completed prior to taking this course.

HPE 2021 - Physical Fitness IV (1)

The course is designed for the student desiring to maintain a high level of fitness. Emphasis is again placed on the three areas of physical fitness: strength, flexibility, and cardiovascular endurance. Each student's level of fitness will be evaluated through a pre-and post-physical fitness test.

Prerequisite: HPE-2020 -Must be completed prior to taking this course.

HRT - Horticulture

HRT 1010 - Principles of Horticulture (3)

This course will present a general background in the basic principles of plant growth and development. The topics will include a survey of the wide range of horticulture. Industries related to the production, marketing, and utilization of horticulture crops will be explored. Lecture, 3 hours. IAI: AG 905

HVC - Heating Ventilation Air Cond

HVC 1210 - Basic Heating (3)

This course is a beginning course using gas heating to illustrate basic concepts.

HVC 1220 - Basic Refrigeration (3)

This course will introduce the basic concepts of refrigeration and air conditioning. Instruction will include laboratory activities of basic mechanical and physical refrigeration work.

HVC 1230 - Sheet Metal Fabrication (3)

Students will gain knowledge and obtain practical hands-on skills in using sheet metal equipment to make a variety of ducts, fittings, and grills for the fabrication of air and gas handling duct work.

HVC 1240 - Design, Installation & Servicing (3)

This course is designed to provide the necessary skills and knowledge associated with the design of different air conditioning and heating systems, pipe lay-out and components along with the service aspects and installation. Lecture, 2 hours; lab, 2 hours.

Prerequisite: HVC-1210 or HVC-1220 with a C or better - Must be completed prior to taking this course.

HVC 2210 - Advanced Heating (3)

This course is a continuation of the HVC 1210. It is designed to provide more detailed coverage of the different types of heating systems. Lecture, 2 hours; lab, 2 hours.

Prerequisite: HVC-1210 or HVC-1220 with a C or better - Must be completed prior to taking this course.

IMT-Industrial-Maint-Technology

IMT 1200 - Equipment Maintenance (3)

This course provides a basic theory of power transmission equipment and practical applications of it. Basic concepts and procedures for the maintenance and replacement of bearings, vee, timing and flat belts, chain and chain drives, shaft couplings, gearing, clutches and brakes, lubrication, centrifugal pumps, bearings, screw threads, mechanical fasteners, and packing and seals will be studied. Basic troubleshooting techniques will be studied. Lecture, 2 hours; lab, 2 hours.

IMT 1205 - Industrial Hydraulics (3)

This course is designed to safely introduce all components, circuits, and principles commonly used in industry, and to fully acquaint the student with principles of fluid power. Practical working circuits with many variations have been developed to demonstrate machine behavior and malfunctions as they actually happen. Electro-mechanical

exercises tie machine fluid and pneumatic power and electrical behavior together for industrial understanding. Also basic trouble-shooting techniques will be addressed. This course is competency-based instruction. Lecture, 2 hours; lab, 2 hours.

IMT 1206 - Industrial Pneumatics (2)

This course is designed to safely introduce all component circuits, and principles commonly used in industry, and to fully acquaint the student with principles of pneumatic power. Practical working circuits with many variations have been developed to demonstrate machine behavior and malfunctions as they actually happen. Electro mechanical exercises tie machine pneumatic power and electrical behavior together for industrial understanding. This course is competency-based instruction. Lecture, 1 hour; lab, 2 hours.

IMT 1207 - Pipefitting (2)

This course will provide the student with the knowledge and practical applications necessary for the installation and maintenance of building and industrial piping systems. Piping systems and piping components applied to industrial situations will be analyzed.

IMT 1208 - Industrial Safety (1)

This course provides a basic overview of the concepts of industrial safety, the origins of the safety movement, the elements of a good safety program and an understanding of those elements.

IMT 1220 - Rigging Systems (3)

This course will introduce the student to the discipline known as rigging as applied to maintenance work. The student will participate in a lecture/lab setting, featuring a series of written and performance tests. Safety, rigging math, rigging principles, slings, chains, cranes, rigging hardware, and forklifts will be covered. Lecture, 1.5 hours; lab, 3 hours.

ITL - Italian

ITL 1000 - Conversational Italian I (3)

Introduction to the basics of the language, with emphasis on speaking and listening skills. Provides basic conversational patterns, idiomatic vocabulary, basic grammar and syntax, and general cultural patterns. IN THE MAJORITY OF INSTANCES, THIS COURSE WILL TRANSFER ONLY AS A GENERAL ELECTIVE FOR THE B.A. DEGREE OR

FOR OTHER BACCALAUREATE DEGREES REQUIRING A WORLD LANGUAGE.

ITL 1010 - Conversational Italian II (3)

A continuation of ITL 1000, with additional conversation practice and review. Provides an expansion of conversational patterns, vocabulary, review of basic grammar and syntax, and continued exploration of Italian culture. IN THE MAJORITY OF INSTANCES, THIS COURSE WILL TRANSFER ONLY AS A GENERAL ELECTIVE FOR THE B.A. DEGREE OR FOR OTHER BACCALAUREATE DEGREES REQUIRING A WORLD LANGUAGE.

Prerequisite: ITL-1000 -Must be completed prior to taking this course.

JRN - Journalism

JRN 1001 - Intro To The Mass Media (3)

A survey of the historical, sociological, economic, political and intellectual contexts of the media. Emphasis on criticisms and challenges to newspapers, magazines, radio, television, and films. IAI: MC 911

JRN 1002 - Reporting (3)

Instruction and practice in the skill of reporting journalistic ethics, and writing copy for the mass media. IAI: MC 919

JRN 1003 - Advanced Reporting (3)

This course presents the instruction, practice, and laboratory experience in advanced techniques of reporting; with emphasis on public affairs, interpretations, and investigation. Lecture, two hours a week; laboratory two hours a week.

Prerequisite: JRN-1002 -Must be completed prior to taking this course.

JRN 2000 - Journalism/Communications Internship (1)

This course offers the student a practicum experience. Students will work in jobs directly related to their fields of study. This gives the student an opportunity to utilize the principles and skills they have learned in the classroom in real-world situations. Individual students are responsible for contacting a local communications outlet to secure an internship position.

Prerequisite: JRN-1002 or instructor consent -Must be completed prior to taking this course.

LIB - Research Strategies

LIB 1000 - Research Strategies (1)

This course prepares the student to address the challenges of an information-rich society. Students will learn how to develop an effective research strategy incorporating traditional library materials and emerging technologies. Information literacy skills can be applied to academic, professional, and personal pursuits.

LIT - Literature

LIT 2000 - Survey of American Lit I (3)

Survey of American Literature from its settlement to 1855. A consideration of representative major writers, the significance of their contributions and influence. Attention also to the social, economic, and political milieu and influences upon literature. IAI: H3 914

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

LIT 2001 - Major English Writers I (3)

A study of the principal works and writers of the British Isles, from the Anglo-Saxon period through the 18th century, with special attention to political, social and philosophical backgrounds. IAI: H3 912

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

LIT 2005 - Children's Literature (3)

A study of the major genres, themes and critical concerns of literature written for children and young adults. Special attention to the historical, social, and cultural contexts that have influenced literature for young people. IAI: H3 918

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

LIT 2010 - Survey of American Literature II (3)

A continuation of the survey described for LIT 2000 from 1855 to the present. A consideration of representative major writers, the significance of their contributions and influence is covered. Attention is also given to the social economic, and political milieu and influences upon literature. IAI: H3 915

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

LIT 2011 - Major English Writers II (3)

A continuation of the subject material offered in LIT 2001: Major English Writers I, beginning with writers of the Romantic period and concluding with writers of the twentieth century. IAI: H3 913

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

LIT 2013 - Fiction (3)

Designed to acquaint the student with a selection of masterpieces of fiction. The emphasis will be on the pleasures and subtlety of the details and narrative artistry contained in the novels and short stories. The course is less a historical survey than an intense appreciation of individual works of art. IAI: H3 901

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

LIT 2021 - Intro To Shakespeare I (3)

A consideration of the development of Shakespeare's dramatic genius through a study of selected comedies, tragedies, and chronicles. IAI: H3 905

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

LIT 2023 - Science Fiction (3)

A study of a major type of popular literature, the course closely investigates the creation of futuristic fiction, its techniques and forms. Extensive reading in both short stories and novels will develop the student's abilities to understand how such literature contributes to western literary tradition. Two sci-fi movies are included in order to study this literature in a popular medium.

Prerequisite: ENG-1001 with a C or better -Must be completed prior to taking this course.

MET - Manufacturing Engineering Tech

MET 1200 - Inspection, Measurement & Quality (3)

Inspection and gaging covered in a concise manner, including many phases of inspection work and their application to present-day manufacturing operations. The course covers a variety of manual and automatic measuring devices and gages, their specific function and specialized techniques of application. The course also analyzes quality systems and the methods and duties of the different types of inspectors.

MET 1202 - Manufacturing Materials & Processes I (4)

This course introduces the student to basic manufacturing processes. The course is designed to develop fundamental understanding of the processes used in manufacturing various products. The course covers areas such as; casting, forging, rolling, and machining techniques. This course also has a lab in which students will gain hands-on experience in using basic machine tools such as lathe, milling, and grinding machines. Students will learn how to read and utilize precision measuring instruments such as micrometers, calipers, and height gauges. This course also includes a study of the composition and physical properties of ferrous and non-ferrous metals. Lecture, 2.5 hours; lab, 3 hours. IAI: IND 913

MET 1203 - Manufacturing Materials & Processes II (3)

This course is a continuation of MET 1202. In this course, students are exposed to other manufacturing processes not covered in MET 1202, such as: welding, nontraditional machining and latest trends in manufacturing. Students will also have opportunity to do advanced machining and measuring on lathes, mills, and drills. This course may be repeated for credit. Lecture, 1.5 hours; lab, 3 hours. IAI: IND 913

Prerequisite: MET-1202 -Must be completed prior to taking this course.

MET 1204 - Tooling Processes I (3)

This course covers the fundamentals of press tool design and tool die making principles. Students develop an understanding of basic die types such as piercing, blanking, and stamping. Emphasis is placed on the above die making principles with students working in hands-on environment to produce a series of elementary press tools for secondary die operations. Lecture, 1.5 hours; lab, 3 hours.

Prerequisite: MET-1202, MET-1203 -Must be completed prior to taking this course.

MET 1205 - Tooling Processes II (3)

This course is a continuation of MET 1204. Students will further develop their understanding of press tool processes. Emphasis in this course shifts from simple secondary type tooling to more complex progressive dies. Students will help design and build a working progressive die. Lecture, 1.5 hours; lab, 3 hours.

Prerequisite: MET-1202, MET-1203, MET-1204 -Must be completed prior to taking this course.

MET 1209 - Welding Metallurgy (3)

Basic introduction to ferrous and non-ferrous material and alloys, and their molecular activity during processing from raw material to finished product. The composition and changes of the metal are analyzed under laboratory testing to heat treatment, destructive and nondestructive testing, and various fabrication processes. Lecture, 3 hours.

MET 2201 - Statistical Quality Control Techniques (3)

This course includes: fundamentals of statistics including standard deviation; normal curve frequency distribution; central limit theorem; construction and use of variable control charts (X and R charts); study of process capability; control charts for attributes such as P&C charts; basic concepts of acceptance sampling; various sampling plans; AQL; and introduction to the reliability of the product. Students will work on SPC Plus software. IAI: IND 914

Prerequisite: MTH-1206 or instructor consent -Must be completed prior to taking this course.

MET 2206 - Manufacturing Tech Internship (3)

Individual students will be assigned to a manufacturing department in a plastics or metal industry. Students meet 1 hour per week with instructor and spend a minimum of 225 hours per semester on the job. Prerequisite: Sophomore manufacturing student or consent of instructor.

MGT - Management

MGT 1230 - Owning and Operating a Small Business (3)

An introduction to understanding the critical elements that are involved with starting and operating a small business. Among the topics discussed are: entrepreneurial alternatives, the business plan, marketing strategies, financial matters, and human resource considerations. Special topics such as social responsibility and ethics may be covered.

MGT 2010 - Principles of Management (3)

This course is an introduction to the principles of management with an emphasis on the major functions of management: planning, organizing, leading and controlling. Students will examine current management practices, the evolution of management theory, decision making and creative problem solving, organizational design, motivating and leading employees, and team development strategies. Prerequisite: Students enrolling in Management should have second-year standing or business experience, or consent of instructor.

MGT 2220 - Principles of Supervision (3)

A practical introduction to first-line supervision. Emphasis will be given to the topics of leadership, organization, selection and evaluation of employees, safety, and employee motivation.

Prerequisite: MGT-2010 or instructor consent -Must be completed prior to taking this course.

MKT - Marketing

MKT 1210 - Principles of Marketing (3)

An introductory course in fundamentals of marketing, the nature of competition, basic marketing problems, and policies of business organizations and the planning of marketing.

MKT 1220 - Sales/Retailing (3)

A basic course designed to give students a broad understanding of the principles, methods, policies, problems, and functions of retailing and sales. Students give sales presentations and study actual retail establishments.

MKT 2210 - Principles of Advertising (3)

A study of current trends and recent research in advertising. Planning, creation, and use of advertising and how it relates to the economy and marketing. Evaluation of newspaper, radio, television, outdoor, specialty advertising, and direct mail to find the most economical and effective method of delivering the message to the desired market.

MTH - Mathematics

MTH 0103 - College Algebra Supplement (2)

This course covers pre-requisite skills necessary to be successful in MTH 1003 College Algebra and is taught concurrently with MTH 1003. The course integrates mathematical content with instruction in the study/critical thinking skills necessary for successful completion of MTH 1003 College Algebra. Emphasis will be placed on work with systems of linear equations in 2 & 3 variables, absolute value equations/inequalities, polynomials,

factoring, functions, rational expressions/equations, exponents, radicals, and quadratic equations. Additional topics to be addressed include time management, note-taking, study skills, math anxiety, test prep/test-taking/test analysis, problem-solving, personal responsibility, self-motivation, and self-management. The grade in this course is not computed in G.P.A. or applicable to any degree or certificate program for graduation.

Corequisite: MTH 1003 -Must be taken at the same time as this course.

MTH 0108 - Statistics Supplement (2)

This course covers pre-requisite skills necessary to be successful in MTH 1008-General Elementary Statistics and is taught concurrently with MTH 1008. The course integrates mathematical content with instruction in the study/critical thinking skills necessary for successful completion of MTH 1008-General Elementary Statistics course work. Emphasis will be placed on work with fractions, decimals, ratios and proportions, percent, signed numbers, equation solving, Cartesian coordinate system, graphing and writing equations of lines and their applications, interpreting slopes and intercepts, and square roots. Additional topics to be addressed include time management, note-taking, study skills, math anxiety, test preparation, test-taking skills, critical thinking/problem-solving, personal responsibility, self-motivation, and self-management. The grade for this course is not computed in G.P.A. or applicable to any degree or certificate program for graduation.

Corequisite: MTH-1008 -Must be taken at the same time as this course.

MTH 0908 - Basic Geometry (3)

This is the beginning course in geometry. Topics of study include: angles, triangles, quadrilaterals, circles, congruence, similarity, area and perimeter of plane figures, and surface areas and volumes of selected solids. Emphasis is on applying knowledge of geometry relations to solve problems rather than on rigorous development of geometric relations. An individualized approach is used. Completion of this course satisfies the geometry prerequisite for any other course.

Prerequisite: MTH-0910 or appropriate assessment -Must be completed prior to taking this course.

MTH 0910 - Foundations of Algebra (3)

This course is for students planning to continue on a Non-STEM path for degree completion. (For those pursuing a STEM path, this is the first course in a 2-semester developmental algebra sequence.) Topics of study include:

whole numbers, fractions, decimal numerals, percents, ratios and proportions, integers, algebraic expressions, linear equations inequalities, linear equations in two variables, and square roots Pythagorean Theorem. This course is offered in an individualized lab format in the Math Learning Center. The grade in this course is not computed in G.P.A. or applicable to any degree or certificate program for graduation. This course is a prerequisite for MTH-0920, MTH-1000, or MTH-1008.

Prerequisite: Appropriate score on Accuplacer -Must be completed prior to taking this course.

MTH 0920 - Inter. Algebra - Founds. of STEM Math (3)

This course is for students planning to continue on a STEM path for degree completion. Topics of study include: systems of linear equations in 2 3 variables, relations & functions, compound inequalities, absolute value equations/inequalities, polynomials, factoring, rational expressions/equations; exponents, radicals, and quadratic equations functions. This course is offered in an individualized lab format in the Math Learning Center. The grade in this course is not computed in G.P.A. or applicable to any degree or certificate program for graduation. This course is a prerequisite for MTH-1003, MTH-1004, MTH-1005, MTH-1009 or MTH-1010.

Prerequisite: MTH-0910 with a C or better or appropriate score on Accuplacer -Must be completed prior to taking this course.

MTH 1000 - Math for Liberal Arts (3)

Intended as a survey course for those students interested in developing an appreciation of the role of mathematics and mathematical methods in contemporary thought. Emphasizes the understanding and application of mathematics. The course includes the study of set theory, probability, statistics, and other selected topics such as consumer math, scientific notation, problem solving, and geometry. This course does not serve as the prerequisite for any other mathematics course. IAI: M1 904

Prerequisite: MTH-0910 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 1003 - College Algebra (3)

This course is primarily for students who need to continue on in mathematics in a Non-STEM math course. Topics of study include: review of fundamental algebraic operations, radicals, systems of equations, higher degree equations, inequalities, absolute value, exponential functions, logarithms functions, and matrices.

Prerequisite: MTH-0908 and MTH-0920 with a C or better or appropriate assessment -Must be completed prior to

taking this course.

MTH 1004 - Trigonometry (3)

This course is primarily for students who need to continue on in the study of mathematics. Topics of study include the trigonometric functions, equations, graphs, identities, and applications of trigonometry including vectors, polar equations, and parametric equations.

Prerequisite: MTH-0908 and MTH-0920 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 1005 - Precalculus (5)

This course covers the same topics as College Algebra (MTH 1003) and Trigonometry (MTH 1004) with emphasis on functions approach and curve sketching. It is recommended for students planning to take the calculus sequence but have not met the prerequisites.

Prerequisite: MTH-0908 and MTH-0920 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 1006 - Finite Mathematics (4)

This course is intended for students in business, social science, and other areas in which a knowledge of the mathematics of probability, matrices, linear programming and their applications is used. IAI: M1 906

Prerequisite: MTH-1003 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 1007 - Calculus for Bus. & Soc. Sciences (4)

This course is for students who need a basic understanding of differential and integral calculus, but do not need the more rigorous traditional calculus sequence. Applications in the fields of business and social sciences are stressed. IAI: M1900B

Prerequisite: MTH-1003 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 1008 - General Elementary Statistics (3)

This course is intended to provide students with a basic understanding of the role of statistics in society along with a workable knowledge of statistical methods. Topics include: graphical methods of organizing data, numerical descriptions of data, basic probability theory, probability distributions, statistical inference, estimation, hypothesis testing, correlation and regression, and analysis of variance. IAI: M1 902

Prerequisite: MTH-0910 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 1009 - Structure of Number Systems I (3)

This course is a study of the basic structure of the real number system, set theory, basic algorithms, informal geometry, and problem solving. The goal of this course is to increase the student's knowledge and understanding of mathematical theories and concepts. This is not a course in computational arithmetic skills. This course is recommended for students majoring in elementary or junior high education.

Prerequisite: MTH-0908 and MTH-0920 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 1010 - Structure of Number Systems II (3)

This course is the second course in a two-semester sequence. Topics of study include, but are not limited to, introductory geometry, measurement, probability, statistics, motion geometry, and coordinate geometry. This course is recommended for students majoring in elementary or junior high education. IAI: M1 903

Prerequisite: MTH-0908 and MTH-0920 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 1206 - Technical Mathematics I (3)

This course in Technical Mathematics includes topics in arithmetic, the metric system, selected topics in basic algebra, practical geometry and right triangle trigonometry. Emphasis is on the use of mathematics to solve typical job problems. An individualized study approach is used.

Prerequisite: MTH-0910 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 2001 - Calculus & Analytic Geometry I (5)

This course is the first in a three-semester sequence of analytic geometry and calculus. Topics include: real numbers, lines, circles, conics, functions, limits, derivative and anti-derivative with applications, transcendental functions and the definite integral with applications. IAI: M1 900-1; MTH 901

Prerequisite: MTH-1005 or MTH-1003 and MTH-1004 with a C or better or appropriate assessment -Must be completed prior to taking this course.

MTH 2002 - Calculus & Analytic Geometry II (4)

Topics include: the definite integral and applications, techniques of integration, polar coordinates, indeterminate forms, improper integrals, conics, Taylor polynomials, sequences, and series. IAI: M1 900-2; MTH 902

Prerequisite: MTH-2001 with a C or better -Must be completed prior to taking this course.

MTH 2003 - Calculus & Analytic Geometry III (4)

Topics include: three dimensional vectors, parametric equations, analytical geometry, partial differentiation, multiple integrals, and vector analysis. IAI: M1 900-3; MTH 903

Prerequisite: MTH-2002 with a C or better -Must be completed prior to taking this course.

MTH 2007 - Differential Equations (3)

Solution of ordinary differential equations of the first order and higher order with constant coefficients by exact methods, some equations with variable coefficients, systems of equations, Laplace transforms, and an introduction to numerical methods. Applications of all topics to problems arising in engineering and the physical sciences are studied. IAI: MTH 912

MUP - Music Professional

MUP 1001 - Collegiate Chorale (1)

A course in the understanding and enjoyment of music. Musical examples studied through selections from standard choral literature. Laboratory, three hours per week. This course may be repeated for a maximum of four hours credit. Prerequisite: None. A desire to sing in a choir.

MUP 1002 - Wind Ensemble (1)

Designed primarily to provide performing instrumental ensemble for students and community members with (at least) high school band experience, as well as an ensemble for IVCC students preparing for future college music study. The music selected is written primarily for the Wind Ensemble which is a small wind and percussion performing organization. The ensemble will appear in one formal concert each semester, with informal appearances as activities will allow. This course may be repeated for a maximum of four hours credit. Prerequisite: High school band experience and consent of instructor.

MUP 1003 - Percussion Ensemble (1)

Designed primarily to provide performing percussion ensemble for students and community members as well as an ensemble for IVCC students preparing for future college music study. The music selected is chamber music for percussion ensembles of various sizes. The percussion ensemble will appear in one formal concert each semester, with informal appearances as activities will allow. This course may be repeated for a maximum of four hours credit. Prerequisite: High school experience or consent of instructor.

MUP 1004 - Jazz Ensemble (1)

A study of style and techniques in the jazz idiom. The course is open to all wind instrument players in addition to piano, guitar, and drum set players. This course may be repeated for maximum of four hours credit. Lecture, one hour per week; Laboratory, one hour per week. Prerequisite: Performance ability on a wind instrument, piano, guitar or drum.

MUP 1012 - Flute Ensemble (1)

Designed primarily to provide performing instrumental ensemble for students and community members with (at least) high school band experience, as well as an ensemble for IVCC students preparing for future college music study. The music selected is written primarily for the Flute Ensemble which is a small wind and percussion performing organization. The ensemble will appear in one formal concert each semester, with informal appearances as activities will allow. This course may be repeated for a maximum of four hours credit. Prerequisite: High school band experience or consent of instructor.

MUP 2001 - Applied Music- Vocal (2)

Individual instruction for music students whose principal performing medium is voice. Emphasis on technique, literature on performance, with proficiency requirements at each level. One hour lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the College vocal groups recommended. Prerequisite: Music major or audition. The 1-credit Applied Voice which includes MUP 1001, MUP 1011, MUP 1021 or MUP 1031 and permission of instructor.

MUP 2003 - String Ensemble (1)

Designed to provide a performing ensemble for students and community members with high school string

experience, as well as an ensemble for IVCC students preparing for future collegiate or professional music programs. Literature selected is written primarily for violin, viola, cello and bass. The ensemble will appear in one formal concert each semester, with informal appearances as activities will allow. This course may be repeated for a maximum of four (4) credit hours. Prerequisite: Consent of instructor.

MUP 2005 - Applied Music: Piano (2)

Individual music instruction for students whose principal performing medium is piano. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week.

MUP 2013 - Applied Music: Guitar (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2014 - Applied Music: Trumpet (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2015 - Applied Music: Percussion (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2022 - Applied Music: Oboe (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2023 - Applied Music: Violin (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2024 - Applied Music: Trombone (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2025 - Applied Music: Drum Set (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2032 - Applied Music: Clarinet (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2034 - Applied Music: French Horn (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2043 - Applied Music: Bass (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2044 - Applied Music: Tuba (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2055-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2052 - Applied Music: Saxophone (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano,

organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2053 - Applied Music: Cello (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUP 2062 - Applied Music: Flute (2)

Individual music instruction for students whose principal performing medium is one of the variety of instruments classified as string (2013-2053), woodwind (2022-2072), brass (2014-2044) or percussion (2005-2025). Piano, organ and guitar are also available. Emphasis is placed on technique, literature and performance, proficiency requirements at each level. One hour per lesson per week. This course may be repeated for a maximum of eight (8) credit hours. Concurrent enrollment in one of the college instrumental groups is recommended.

MUS - Music

MUS 1000 - Music Appreciation (3)

A survey course covering the history of music. Intended to broaden the students understanding of music as an essential component of culture. Course work is divided into three categories: study of elements and fundamentals, study of music history and context in which major works were created, and listening. Lecture, three hours per week. IAI: F1 901

MUS 1002 - Music Theory I (4)

Introductory study of the basic elements of music theory. Coursework is divided into two categories: study of music theory, rhythm, triads, seventh chords and diatonic harmony and aural skills; the development of proficiency in ear training and sight singing using the movable do solfege. Lecture, three hours per week; lab 2 hours per week. NOTE: Music majors must be concurrently enrolled in applied music lessons. Prerequisite: Basic knowledge of

music reading.

MUS 1012 - Music Theory II (4)

Continuation of MUS 1002. Continuation of diatonic harmony, part writing and analysis. Continuation of aural skills; ear training, rhythmic dictation and sight singing using the movable do solfege. Lecture, three hours per week; lab, two hours per week. NOTE: Music majors must be concurrently enrolled in applied music lessons.

Prerequisite: MUS-1002 -Must be completed prior to taking this course.

NUR - Nursing

NUR 1200 - Foundations of The Nursing Profession (8)

The content focuses on nursing as a profession within varied settings, integrating personal philosophy, legal documentation, and ethical accountability. The nursing process is introduced as the foundation for the development of critical thinking skills. An approach to goal-oriented communication is utilized in promotion, protection, and maintenance of health. These skills are blended to assist the student in providing individuals, families, or groups with health education within various community settings. Cultural diversity is introduced as a consideration in providing the learner with health care knowledge based on varied values and personal belief systems. Holistic wellness and health restoration across the life span is introduced with a focus on medication administration, principles of asepsis, elimination, fluid and electrolytes, oxygenation, and perioperative and wound care. Campus lab experiences enhance development of dexterity and proficiency of nursing skills. Supervised practice in the clinical area provides students opportunities to implement critical thinking, therapeutic nursing skills, communication skills, and care management in providing patient care. Prerequisites: Admission to the Nursing Program; concurrent enrollment or completion of prerequisites/co-requisites as outlined in nursing handbook for PN and ADN programs.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 1201 - Fundamentals of Nursing I (4)

An introductory course in nursing. The content focuses on nursing as a profession within varied settings, integrating personal philosophy, legal documentation, and ethical accountability. The nursing process is introduced as the foundation for the development of critical thinking skills. An approach to goal-oriented communication is utilized in promotion, protection, and mainte- nance of health. These

skills are blended to assist the student in providing individuals, families or groups with health education within various community settings. Cultural diversity is introduced as a consideration in providing the learner with health care knowledge based on varied values and personal belief systems. Prerequisite: Admission to the nursing program; concurrent enrollment or completion of prerequisites/co-requisites as outlined in nursing handbook for PN and ADN programs.

NUR 1202 - Fundamentals of Nursing II (4)

A basic course in nursing which expands the knowledge and skills acquired in Fundamentals of Nursing I. The content incorporates holistic wellness and health restoration across the life span focusing on medication administration, principles of asepsis, elimination, fluid and electrolytes, oxygenation, and perioperative and wound care. Campus lab experiences enhance development of dexterity and proficiency of nursing skills. Supervised practice in the clinical area provides students opportunities to implement critical thinking, therapeutic nursing skills,communication skills, and care management in providing patient care. Prerequisite: Successful completion of NUR 1201; concurrent enrollment in, or completion of BIO 1007, BIO 1009, ALH 1002.

NUR 1205 - Pharmacology I for The Nursing Student (1.5)

This course is designed to prepare the nursing student to safely administer medications in the clinical setting. The intent of this course is to introduce the nursing student to the fundamentals of drug therapy and pharmacotherapeutics of nursing practice. The focus of major drug classifications and specific medicinal agents will be discussed in relation to pharmacodynamics, pharmacokinetics, therapeutic use, adverse reactions, and precautions. Major classifications studied in this course include Anti-inflammatory Agents, Non-narcotic and Narcotic Analgesics, and Anti-infective Agents. Students who successfully complete Nursing 1205 with a C" or greater will continue the study of pharmacology in Nursing 1206. Prerequisite: Acceptance into the Nursing program and concurrent enrollment in NUR 1201."

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 1206 - Pharmacology II for The Nursing Student (1.5)

This course is designed to continue to prepare the nursing student to safely administer medications in the clinical setting. The intent of this course is to assist the nursing student in application of the fundamentals of drug therapy and pharmacotherapeutics of nursing practice that were

introduced in Nursing 1205. The focus of major drug classifications and specific medicinal agents will continue from Nursing 1205 and be discussed in relation to pharmacodynamics, pharmacokinetics, therapeutic use, adverse reactions, and precautions. Major drug classifications included in this course include Cardiovascular Agents, Respiratory Agents, Neurologic Agents, and Psychiatric Agents. Substance abuse is also addressed. This course is intended for nursing students who have successfully completed NUR 1201 and NUR 1205 with a grade of C" or better and who have successfully completed or are concurrently enrolled in NUR 1202. Prerequisite: Credit or concurrent enrollment in NUR 1202."

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 1210 - Mental Health Nursing (3)

The focus on this course is the nursing care of patients with mental health problems throughout the life cycle. The student is provided the opportunity to utilize critical thinking, the nursing process, nursing skills, and theoretical knowledge in a variety of health care settings. Prerequisite: NUR 1201, NUR 1202; (A.D.N.) BIO 1007, BIO 1009, ALH 1002; OR (P.N.) ALH 1200, ALH 1002, BIO 1200. Concurrent enrollment in, or completion of (A.D.N.) ALH 1000, BIO 1008, PSY 1000 or (P.N.) PSY 1000, ENG 1001.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 1211 - Holistic Nursing I (5)

The focus of this course is the nursing care of patients with the most commonly experienced problems of the respiratory, cardiovascular, gastrointestinal, urinary, endocrine, and integumentary systems across the life span. Students are provided an opportunity to utilize critical thinking, the nursing process, nursing skills, and theoretical knowledge in a variety of health care settings. Prerequisite: NUR 1201, NUR 1202, (A.D.N.) BIO 1007, BIO 1009, ALH 1002; or (P.N.) ALH 1200, ALH 1000, BIO 1200. Concurrent enrollment in, or completion of (A.D.N.) ALH 1000, BIO 1008, PSY 1000 or (P.N.) PSY 1000, ENG 1001.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 1220 - Role of The Licensed Practical Nurse (1)

The role and function of the licensed practical nurse will be identified and discussed in relation to law, institutional policy, professional standards, and ethical behavior. Prerequisite: NUR 1201, NUR 1202, NUR 1210, NUR 1211; ALH 1200 (or ALH 1000 and BIO 1009); BIO 1200 (or BIO 1007 and BIO 1008); PSY 1000; ENG 1001. Completion of or concurrent enrollment in NUR 1221.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 1221 - Holistic Medical/Surgical Nursing for The Practical Nurse. (5)

The focus of this course is the nursing care of patients with the most commonly experienced conditions and problems of the reproductive, nervous, musculoskeletal, and immunological systems across the lifespan. Care of the childbearing client/family, including normal pregnancy and common complications is also covered. Students are provided an opportunity to utilize critical thinking, the nursing process, nursing and communication skills, and knowledge of theory and community in the clinical setting. Prerequisite: NUR 1201, NUR 1202, NUR 1210, NUR 1211; ALH 1200 (or ALH 1000 and BIO 1009); ALH 1002; BIO 1200 (or BIO 1007 and BIO 1008); PSY 1000; ENG 1001. Completion of or concurrent enrollment in NUR 1220.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 1230 - Intro To Registered Nursing for The Practical Nurse. (2)

This course is designed to assist the LPN in the understanding of the comprehensive role of the registered nurse as specified by the philosophy and curriculum of the Illinois Valley Community College Associate Degree Nursing Program. Learning experiences will be provided to evaluate and enhance the LPN's knowledge of nursing concepts and performance of selected nursing skills. This course is a requirement for students who have not graduated from the Practical Nursing program at Illinois Valley Community College and wish to pursue the Associate Degree in Nursing. It is also a requirement for individuals who have graduated from the IVCC P.N. program over three years ago. Independent study. Prerequisite: Licensure as a Practical Nurse and Advanced Placement standing in the Associate Degree Nursing program.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 2200 - Management Concepts in Nursing (2)

This course introduces the Associate Degree nursing student to the basic knowledge related to managing client care as required by the profession of Nursing. Key concepts to be included are: leadership, client care management, time management, health care, economics, supervision, delegation, conflict resolution, quality and safety in nursing, and transition from student to professional practice. Prerequisite: NUR 1201, NUR 1202, NUR 1210, NUR 1211; BIO 1007, BIO 1008, BIO 1009, ALH 1002, ALH 1000, PSY 1000. Concurrent enrollment in or completion of ENG 1001, SOC 1000; or licensure as a Registered Nurse.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 2201 - Holistic Nursing II (5)

The focus of this module is the holistic nursing care across the life span of patients with problems related to the biliary, digestive, hematologic and reproductive systems, cancer, burns, and HIV/AIDS. The student is provided the opportunity to utilize critical thinking, the nursing process, nursing skills, theoretical knowledge, and management skills in various health care settings. Prerequisite: NUR 1201, NUR 1202, NUR 1210, NUR 1211, BIO 1007, BIO 1008, ALH 1002, BIO 1009, ALH 1000, PSY 1000. Concurrent enrollment in or completion of ENG 1001, SOC 1000, NUR 2200. A minimum grade of C is required for each prerequisite course.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 2202 - Maternal Child Nursing I (4)

The focus of this course is on the nursing needs of individuals as they relate to childbearing and children. Experience in preventive, supportive, and therapeutic care is offered through clinical experience in the care of the obstetrical patient, newborn, child, and adolescent. Students are provided the opportunity to utilize critical thinking, the nursing process, nursing skills, and management skills in various health care settings. Prerequisite: NUR 1201, NUR 1202, NUR 1210, NUR 1211, BIO 1007, BIO 1008, BIO 1009, ALH 1002, ALH 1000, PSY

1000. Concurrent enrollment in or completion of ENG 1001 and SOC 1000 and NUR 2200.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 2210 - Issues in Professional Nursing (1)

This course is concerned with the current issues and trends in the practice of nursing and the delivery of health care. Students will have an opportunity to apply concepts learned in NUR 2200 to current issues and trends to continue preparation for transition into practice. Analytical reasoning skills are presented to assist the student nurse to adopt a point of view to make or defend legal, ethical, and moral judgments. The Illinois Nursing Act and ethical issues in nursing are discussed. Prerequisite: NUR 1201, NUR 1202, NUR 1210, NUR 1211, NUR 2200, NUR 2201, NUR 2202; BIO 1007, BIO 1008, BIO 1009, ALH 1002, ALH 1000, PSY 1000, ENG 1001, SOC 1000. Concurrent enrollment in or completion of ENG 1002 or licensure as a registered nurse.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 2211 - Holistic Nursing III (5)

The focus of this course is the nursing care of clients/patients throughout the life cycle with neurological, endocrine, and musculoskeletal(NEMS) problems. Students are provided the opportunity to utilize critical thinking, the nursing process, nursing skills, theoretical knowledge, and management skills in various health care settings. Prerequisite: NUR 1201, NUR 1202, NUR 1210, NUR 1211, NUR 2200, NUR 2201, NUR 2202, BIO 1007, BIO 1008, BIO 1009, ALH 1000, ALH 1002, PSY 1000, SOC 1000, ENG 1001. Concurrent enrollment or completion of ENG 1002 and NUR 2210.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

NUR 2212 - Holistic Nursing IV (5)

The focus of this module is the nursing care of individuals throughout the life cycle with needs related to the cardiac, respiratory, vascular, and renal systems. The student is provided the opportunity to utilize critical thinking, the nursing process, nursing skills, theoretical knowledge, and management skills in various health care settings.

Prerequisite: NUR 1201, NUR 1202, NUR 1210, NUR 1211, NUR 2200, NUR 2201, NUR 2202, BIO 1007, BIO 1008, BIO 1009, ALH 1000, ALH 1002, PSY 1000, SOC 1000, ENG 1001. Concurrent enrollment in or completion of ENG 1002 and NUR 2210.

Prerequisite: This course is part of a Limited Admissions Program; registration in this course requires admission to the program -Must be completed prior to taking this course.

PHL - Philosophy

PHL 1001 - Introduction To Philosophy (3)

An introduction to the major types of philosophical thought and the central problems of philosophy as presented through classical and contemporary reading selections. IAI: H4 900

PHL 1002 - Ethics (3)

This course examines moral principles and moral issues. The course focuses on the nature and ground of moral obligation. It introduces major ethical systems and tests those against selected contemporary moral problems. IAI: H4 904

PHL 1003 - Philosophy of Religion (3)

A rational examination of the nature and content of religious belief through an examination of such issues as the relation of reason to faith, the existence and nature of God, religious experience, and the occurrence of evil. IAI: H4 905

PHL 1005 - Logic (3)

A study of the methods and principles used to recognize, analyze and evaluate arguments. The course focuses on formal methods of evaluating arguments, the language used in argumentation, and the fallacies of reasoning made in everyday arguments. IAI: H4 906

PHL 1013 - Comparative Religions (3)

This course examines and compares the various major religions around the world, including ancient religions of the Near East, Hinduism, Buddhism, Confucianism, Shinto, Judaism, Christianity and Islam, with an emphasis on finding the common themes to all religions. IAI: H5 904N

PHY - Physics

PHY 1001 - General Physics (5)

This course is for students in chemistry, engineering, and physics. This course includes forces, motion, work and energy, circular and harmonic motion. Lecture, four hours per week; lab, two hours per week. IAI: P2 900L

PHY 2001 - General Physics (4)

This course is for students in chemistry, engineering, and physics. This course includes the concepts of temperature, heat, molecular properties of matter, concepts of waves and wave motion, vibrating bodies, electric fields, DC current and circuits. Lecture, two hours per week; seminar, one hour per week; lab, two hours per week.

Prerequisite: PHY-1001 -Must be completed prior to taking this course.

PHY 2002 - General Physics (4)

This course is for students majoring in chemistry, engineering, and physics. This course includes the concepts of magnetic field, A.C. current and circuits electromagnetic waves, light, optics, atomic and nuclear physics.

Prerequisite: PHY-2001 -Must be completed prior to taking this course.

PHY 2003 - General Physics (5)

This course is for students in the Arts and Sciences. (Not for chemistry, engineering, or physics majors.) This course includes the basic concepts of force and motion, energy and momentum, properties of matter, heat and thermodynamics, wave motion, and sound. Lecture, three hours per week; seminar, one hour per week; lab, two hours per week. IAI: P1 900L

PHY 2004 - General Physics (5)

This course is for students in the Arts and Sciences. (Not for chemistry, engineering, or physics majors.) This course includes the concepts of light and optics, electricity and magnetism, and atomic and nuclear physics.

Prerequisite: PHY-2003 -Must be completed prior to taking this course.

PSC-Physical Science

PSC 1000 - Intro To Physical Science (3)

The course surveys the fundamental concepts of physics, chemistry, geology, astronomy and meteorology. A non-mathematical approach is used. The course is intended for non-science majors and does not serve as a prerequisite for any advanced science course. Lecture, three hours per week. IAI: P9 900

PSI - Political Science

PSI 1000 - American National Government (3)

This course will introduce students to the Constitution and the formal governmental institutions of the United States of America. Students will also learn about political parties, both modern and historical, lobbying and interest groups, civil liberties, and civil rights. This course will allow students to critically analyze our system of government and to thoughtfully address some of the major dilemmas that face American politics today. IAI: S5 900

PSI 1002 - State and Local Government (3)

This course introduces the student to the study of state and local governments within the federal system. Students will study the U.S. and Illinois Constitutions, the powers of state and local governments, state executives, legislators, courts, police and corrections. Students will also study local governments, policy making, budgets, and social programs. IAI: S5 902

PSI 1003 - Introduction To Global Studies (3)

This course introduces the student to the concepts of globalizations through the comparative study of global issues. Topics to be discussed in the course include: The changing nature of the international system, globalization, human rights, poverty, global health, the environment, and global conflict and terrorism. The course is required for students completing the Emphasis in Global Studies.

PSI 2000 - International Relations (3)

This course explores the relationships that nations have with each other in the international community. It introduces the student to theories of International Relations, Globalization, Power and Diplomacy, Intergovernmental and Nongovernmental Organizations and Political Economy. An emphasis is placed on current international events. IAI: S5 904.

PSY - Psychology

PSY 1000 - General Psychology (3)

This is an introductory course dealing with analysis and description of human behavior with special reference to research methods, psychological influences on the brain and behavior, learning memory, perception, motivation, emotions, personality and adjustment. Emphasis is placed on psychological principles as they relate to daily life. IAI: S6 900

PSY 2000 - Personality (3)

This course is designed to provide an introduction to the major personality theories in psychology. Included are the psychoanalytic/psychodynamic/ humanistic/behavioral/cognitive behavioral and trait approaches. Considerable emphasis will be placed upon the integration of theory and research through the review and practical application of personality assessment techniques and research methodology.

Prerequisite: PSY-1000 -Must be completed prior to taking this course.

PSY 2001 - Child Growth and Development (3)

This course reviews the study of human development from conception through adolescence. It includes research methods, developmental theories, addresses the major areas of development (physical, social, emotional and cognitive) and the interaction among these areas. The relationship between theory, research and practical application is emphasized along with diversity. Considerable emphasis will be placed upon the integration of theory and research through the review and practical application of personality, behavior, biological and environmental factors, assessment techniques and research methodology. IAI: S6 903; ECE 912

PSY 2004 - Social Psychology (3)

This course involves the scientific study of human behavior as influenced by other individuals. Emphasis is placed on research and theory regarding such social factors as communication, motivation, differential social and cultural factors in personality, social interaction, prejudice, gender issues, attraction, conformity, group processes.

Prerequisite: PSY-1000 -Must be completed prior to taking this course.

PSY 2005 - Human Sexuality (3)

An introductory course dealing with basic biological, psychological, and cultural aspects of human sexuality as they relate to daily life. Emphasis will be placed on psychological dimensions of sexuality to promote an increased personal understanding of sexual behavior.

Prerequisite: PSY-1000 -Must be completed prior to taking this course.

PSY 2006 - Abnormal Psychology (3)

Abnormal Psychology is designed to acquaint the student with the study of symptoms, causes, and treatments of various psychological disorders. A variety of other classifications from DSM-5 will be covered. Prerequisite: IAI: PSY 905

Prerequisite: PSY-1000 -Must be completed prior to taking this course.

PSY 2200 - Human Relations in The World of Work (3)

This course is designed specifically for students in one or two-year occupational programs; this course focuses on applied psychology related to the world of work. Attention is given to motivation, job-related problems, interpersonal relations on the job and adjustment to typical stress situations. Attention is also given to the job selection and interview process. Instruction is directed toward the practical application of behavioral principles, and the recognition and incorporation of individual or cultural differences in the global workplace.

REA - Real Estate

REA 1200 - Real Estate Broker Pre-License I (6)

This course provides students with instruction in real estate fundamentals. Students are required to attend all sessions which include introduction to the license law and real property, basics of agency, seller and buyer relationships and counseling, local, state and federal laws, brokerage, property management, leases, independent contractor and employee status, financing, contracts and title records, transactions, etc. This course is appropriate and required for anyone interested in obtaining a broker license in Illinois. This course fulfills the education requirements for obtaining an Illinois Real Estate Broker license. Offered in partnership with the Illinois Realtors Licensing and Training Center and Illini Valley Association of Realtors. Please note: If you have any disabilities that require special accommodations, please identify those special needs.

RED - Reading

RED 0800 - Basic Reading I (3)

This course is designed to help students build a foundation of basic word analysis, vocabulary, and reading skills. Students will be introduced to various study strategies to promote academic success. The course will build on students' strengths and is recommended for students who need an intensive review of the basic reading skills necessary for successful comprehension. The course is evaluated by a letter grading system; however, it is not calculated into the GPA.

Prerequisite: Appropriate assessment -Must be completed prior to taking this course.

RED 0900 - Basic Reading II (3)

This course is designed to enhance student knowledge of word analysis, vocabulary, comprehension, digital literacy and academic honesty. It explores and practices critical reading and thinking. Students will be introduced to study and test-taking strategies that promote academic success. This course builds on students' strengths and is for those who need greater efficiency in the reading skills necessary for academic success. The course is evaluated by a letter grading system; however, it is not calculated into the GPA. Students must complete the course with a C" or higher to satisfy the requirement for Basic Reading II. Students must earn 80 percent of the total points available to pass the course.

Prerequisite: RED-0800 with a C or better or appropriate assessment -Must be completed prior to taking this course.

RED 1008 - Power Reading (3)

Power Reading develops college reading efficiency by strengthening inferential comprehension, vocabulary depth, and reading rate. Students will actively analyze a best-seller, explore current issues, sharpen skills by reading selections from a variety of disciplines, and engage in roundtable discussions, presentations, written summaries, and computer research. This course is offered in the classroom format. IVCC and transferable college credit are awarded.

Prerequisite: RED-0900 with a C or better or appropriate assessment -Must be completed prior to taking this course.

SDT - Student Development Tech

SDT 1201 - Career Exploration (1)

This course is designed to teach each student how to systematically approach the task of exploring the world of work. Students will be taught how to make use of resource materials. They will be taught how to differentiate between useful resources and non-useful resources. Students will also be taught how to incorporate their own values in deciding which occupational grouping to further pursue. Examination of identified strengths as they apply to job skills will be discussed.

SDT 1203 - Job Seeking Skills (1)

The unit is designed to help the student acquire the necessary skills and strategies essential to obtain a job; and the essentials for adjustment to the occupation and for upward and lateral mobility within the occupation. Lecture, 1 hour.

SFC - Strategies for College

SFC 1000 - Strategies for College (2)

In Strategies for College, students learn strategies to assist them in taking charge of their life. The course allows students through journal writing, reading and group activities to investigate strategies and options that will lead to success in college and in life. An investigation of study skills, IVCC support services, and careers is included.

SOC - Sociology

SOC 1000 - Introduction To Sociology (3)

An introduction to basic sociological principles, concepts, and methods. Efforts will be made to develop an understanding of the social world, social organization and collective behavior. IAI: S7 900

SOC 1002 - Marriage and Family (3)

This course is a survey of the contemporary American Family. A historical comparison (i.e. colonial family, the Victorian era family among others) and a cross-cultural comparison of the institution of marriage and the family unit will be undertaken. The cross-cultural comparison includes a discussion of contemporary ethnic families as well as historical ethnic families such as the slave family and ethnic immigrant families and a module that compares US marriage and family customs/traits to that of other countries in the world. Additionally, this class discusses dating and mate selection, contemporary marriage and family issues such as gay marriage and adoption, child rearing, work and family, gender roles and gender socialization, and communication within the family unit. IAI: S7 902

SOC 2001 - Social Problems (3)

An investigation of contemporary and historical social problems within the United States and globally. Students will explore the ways different perspectives lead to different approaches in defining and addressing social problems. Societal problems ranging from prejudice to environmental degradation will be critically evaluated. IAI: S7 901

Prerequisite: SOC-1000 -Must be completed prior to taking this course.

SPH - Speech

SPH 1001 - Fundamentals of Speech (3)

A course in fundamentals of speech in audience situations with emphasis upon development of effective research, organization, and delivery of informative, analytical, and persuasive speeches. IAI: C2 900

SPH 1003 - Intercultural Communication (3)

This course examines how culture influences the communication process including values, beliefs, norms, linguistic and nonverbal differences between cultures, cultural bias, ethnocentrism, globalization, and cultural adjustment. Theories of intercultural communication and the practical approaches to communicating more effectively with persons from other cultures will be explored. Lecture: Three hours per week. IAI: MC 904

SPH 1204 - Oral Communication Skills for Business, Industry & Technology (3)

This course focuses on the recognition and practical application of speaking, listening and observing skills for the world of work. Designed for students in business, technical, and vocational programs, the course stresses team building, critical thinking and problem solving.

SPN - Spanish

SPN 1001 - Elementary Spanish I (4)

An elementary Spanish course designed to foster development of the four essential skills of language acquisition: comprehension of spoken Spanish, reading comprehension, speaking and writing. The student will develop, review and expand skills acquired through assigned study and active classroom participation. They will collaborate with other learners to develop projects, write journals and participate in discussions.

SPN 1002 - Elementary Spanish II (4)

A continuation of SPN 1001 designed to build on the fundamentals already learned and to foster development of the four essential skills of language acquisition: comprehension of spoken Spanish, reading comprehension, speaking and writing. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners, write and participate in discussions.

Prerequisite: SPN-1001 or instructor consent -Must be completed prior to taking this course.

SPN 1010 - Conversational Spanish for Professionals (3)

This course provides an expansion of conversational patterns, vocabulary, review of basic grammar and syntax, and exploration of Spanish culture. IN THE MAJORITY OF INSTANCES, THIS COURSE WILL TRANSFER ONLY AS A GENERAL ELECTIVE FOR THE B.A. DEGREE OR FOR OTHER BACCALAUREATE DEGREES REQUIRING A WORLD LANGUAGE. Prerequisite: None (previous exposure to Spanish language helpful).

SPN 1200 - Conversational Spanish for Med Personnel (3)

Introduction to the basics of the Spanish language with emphasis on business and professional communication. Presentation of basic grammar, syntax and conversational patterns. Provides realistic dialogues and situational exercises about cases that medical personnel encounter in the course of their work. Students are required to work with partners in role playing situations and vocabulary drills. Short readings, covering business and professional topics are followed by brief conversations and a question-answer exercise. SPN 1200 is designed and recommended for all medical personnel with a desire to communicate with Spanish-speaking patients.

SPN 2001 - Intermediate Spanish I (4)

An intermediate Spanish course designed to foster development of the four essential skills of language acquisition: comprehension of spoken Spanish, reading comprehension, speaking and writing, and an awareness of cultural and literary contributions from the 21 Spanish speaking societies. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners to develop projects, write journals and participate in discussions.

Prerequisite: SPN-1002 or instructor consent -Must be completed prior to taking this course.

SPN 2002 - Intermediate Spanish II (4)

A continuation of SPN-2001 designed to foster development of the four essential skills of language acquisition: comprehension of spoken Spanish, reading comprehension, speaking and writing, and an awareness of cultural and literary contributions from the 21 Spanish speaking societies. The student will develop, review and expand skills acquired through assigned study and will collaborate with other learners to develop projects, write journals and participate in discussions. IAI: H1 900

Prerequisite: SPN-2001 or instructor consent -Must be completed prior to taking this course.

SPN 2003 - Composition and Grammar (3)

An advanced level composition and conversation course based upon a cultural approach. Grammar is reviewed extensively. Advanced selections from Hispanic literature will be read and analyzed.

Prerequisite: SPN-2002 or instructor consent -Must be completed prior to taking this course.

SPN 2004 - Survey of Spanish Literature (3)

An advanced level composition and conversation course based upon a survey of historical Hispanic literature. Grammar is reviewed extensively. Advanced selections from Hispanic literature will be read and analyzed. The course titles include both SPN-2004 and HFA-1007 Special Topic so that two semesters - each with a different topic can be taken for 3 semester credit hours per course, or a total of 6 credit hours. Fall semester covers Iberian Spanish Literature and spring semester covers Latin American Literature.

Prerequisite: SPN-2002 or instructor consent -Must be completed prior to taking this course.

SSK - Study Skills

SSK 0904 - College Study Skills (3)

This course is designed to give new and returning college students an opportunity to learn about and practice important study skills needed for college success. Topics covered include strategic reading, note taking, memory and test-taking strategies, critical thinking, learning styles, time-management and organization, career awareness, and college knowledge (an introduction to services, supports, policies, and procedures at IVCC). There will be an emphasis on the application of these skills to content areas. SSK 0904 is strongly recommended for students

who place into two developmental courses.

SWK - Social Work

SWK 1000 - Introduction To Social Work (3)

This course is a study of the broad field of social issues; and social work as a profession.

TAM-Theoretical-App-Mechanics

TAM 2001 - Theoretical & Applied Mechanics (Stat/Dynam) (5)

This course employs a vector approach to statics and dynamics. The topics covered include resultants of force systems; algebraic and graphical methods of resolution; analysis of forces acting on members of trusses, frames, etc; friction, centroids, kinematics or particles and rigid bodies; moments of inertia; kinetics of particles and rigid bodies; solution of kinetics problems by methods work, energy impulse and momentum; mechanical vibrations. IAI: EGR 944

Prerequisite: PHY-1001 -Must be completed prior to taking this course.

TDT - Truck Driver Training

TDT 1201 - Truck Driving Training I (3)

This course is the classroom presentation portion of the truck driver training program. The course is designed for people with no commercial driving experience. This course will provide the student with a basic orientation on commercial driver's license requirements. This course will concentrate on the rules, regulations, and other requirements necessary to prepare students for passing the written portion of the CDL examination. Prerequisite: At least 18 years old, show that driving privileges are not suspended, revoked, canceled or disqualified, meet the medical requirement of the Federal Motor Carrier Safety Regulation or prove exempt status of not being subject to the regulations. Lecture, 3 hours.

TDT 1202 - Truck Driver Training II (7)

This course is the driving or behind-the-wheel portion of the truck driver training program. The student will be expected to demonstrate the proper preparation, handling, safety, and driving skills necessary to pass the Commercial Driver's License (CDL) examination. The activities included in this course will involve both on-the-lot driving as well as over-the-road driving on city streets and highways. Prerequisite: At least 18 years old, show that

driving privileges are not suspended, revoked, canceled or disqualified, meet the medical requirement of the Federal Motor Carrier Safety Regulation or prove exempt status of not being subject to the regulations. Lecture, 7 hours.

Corequisite: TDT-1201 -Must be taken at the same time as this course.

TDT 2210 - Equipment Refresher Training (6)

CDL-Basic Operating Practices, CDL-Safe Driving Practices, and CDL Advanced Operating Practices are all reviewed in this course. This course will include hands-on, over-the-road driving of equipment and review class A' commercial driver's license requirements. The course will review general knowledge and safe driving practices while operating a commercial vehicle. Detailed knowledge of advanced operating practices will also be reviewed in order to drive a commercial vehicle. This training will include information on federal/state rules and regulations. Prerequisite: At least 18 years old, show a current Illinois Driver's License with no outstanding or unpaid violations anywhere in the United States, meet the medical requirements of the Federal Motor Carrier Safety Regulations or prove exempt status of not being subject to the regulations, meet the employment standards of the trucking industry; hold a current commercial driver's license (CDL). Lab 12 hours."

THE - Theatre

THE 1005 - Theatre Play Production (3)

The study and production of a major play, musical, revue, and/or readers' theatre. All areas of production related to acting, technical work, business, and public relations will be dealt with as areas of specific assignments. The class meeting times will be arranged with the instructor for rehearsal and for independent work assignments.

THE 1006 - Acting (3)

A first year course in basic skills in the art of acting in interpretation of roles. Lecture, three hours per week. IAI: TA 914

THE 2001 - Oral Interpretation (3)

Intensive study of literary selections involving critical reading and interpretation of oral readings to audiences.

THE 2002 - Introduction To Theatre (3)

A study of the origins and the development of theatre arts

from primitive man to contemporary theatre movements. Representative examples of theatre from each period will be studied throughreadings and/or performances. The application of critical elements to a production will be used as a basis for the course. The course deals primarily with western world theatre with a brief presentation of theatre from the Middle and Far East. IAI: F1 908

THE 2005 - Theatre Play Production (3)

A continuation of THE 1005. Lecture, one hour per week; laboratory, five hours per week. This course may be taken twice for credit.

WED - Welding

WED 1200 - Introduction To Welding (1)

WED 2200 - Welding Blueprint Reading (3)

This course relates the basic drafting principles and how they determine the information the designer is conveying through oblique, isometric and/or multi-view engineering drawings. Sketching, related math, joint design, welding processes and basic material stresses are also discussed in relation to drawings. The welding symbol is explored in segments pertaining to the weld and weld process as called out. Piping on engineering drawings, basic metallurgy and nondestructive examination symbols as related are discussed.

WED 2211 - Introduction To Fabrication (2)

Theory and practice on the introduction to metal fabrication. Shop safety, Layout, basic Printreading, cutting, drilling, tapping, and grinding skills will be taught. Students will develop better welding skills through the theory and practice of fit up and fabrication. Basic math and formulas will be utilized.

Prerequisite: WLD-2208 -Must be completed prior to taking this course.

WED 2250 - Welding Internship (3)

Students will be responsible for contacting local industry to secure an internship within the welding, fabrication, metal working department. This will give the student the opportunity to apply the knowledge and training obtained in the preceding welding and fabrication courses they have taken. Students MUST complete 225 hours of on-the-job experience. Prerequisite: Program Coordinator approval.

WHS - Warehousing

WHS 1200 - Basic Forklift Operation (1)

This course is designed to ensure that all forklift operators, regardless of their degree of experience, have uniform understanding of the safe and efficient operation of forklifts and compliance with the safety rules and OSHA regulations at their worksite. Students will learn safe driving skills while gaining concise knowledge of how a forklift works. Safety will be stressed as means of reducing accidents and injuries in the workplace. Lecture, .5 hour; lab, 1 hour.

WLD - Welding Types

WLD 1200 - SMAW Mild Steel, Flat Position (2)

Theory and practice in the preparation and welding of mild steel plate in the flat position using E6010 and E7018 electrodes will be explored.

WLD 1201 - SMAW Mild Steel, Horizontal Position (2)

Theory and practice in the preparation and welding of mild steel in the horizontal position using E6010 and E7018 electrodes will be explored.

WLD 1202 - SMAW Mild Steel, Vertical Position (2)

Theory and practice in the preparation and welding of mild steel plate in the vertical position upward progression, using E6010 and E7018 electrodes, downward progression using E6010 will be explored.

WLD 1203 - SMAW Vertical Down (2)

Theory and practice in the preparation and welding of SMAW in the vertical position in downward progression utilizing E6010, or mandated electrode rod.

Prerequisite: WLD-1200 and Program Coordinator Approval -Must be completed prior to taking this course.

WLD 1204 - SMAW Mild Steel, Overhead Position (2)

Theory and practice in the preparation and welding of mild steel plate in the overhead position using E6010 and E7018 electrodes will be explored.

WLD 1209 - GMAW Flat and Horizontal Position (2)

Theory and practice in the preparation and welding of mild steel plate in the flat and horizontal positions using GMAW process with solid wire electrode.

WLD 1210 - GMAW Plate, All Positions (2)

Theory and practice in the preparation and welding of mild steel plate in all positions using GMAW process with solid wire electrode. This course is an overview of all positions in GMAW, it is not intended to create proficiency in any position. Prerequisite: Approval from Program Coordinator.

WLD 1211 - GMAW Stainless Steel, All Positions (2)

Theory and practice in the preparation and welding of Stainless steel plate in all positions using GMAW process with solid state electrode.

WLD 1212 - GMAW Non-Ferrous, All Positions (2)

Theory and practice in the preparation and welding of Nonferrous, specifically aluminum, plate in all positions using GMAW process with solid wire electrode.

WLD 1213 - GMAW Pipe, All Positions (2)

Theory and practice in the preparation and welding of mild steel pipe, vee groove, open root, in all positions using GMAW process with solid wire electrode.

Prerequisite: WLD-1232 -Must be completed prior to taking this course.

WLD 1220 - GTAW Mild Steel, All Positions (2)

Theory and practice in GTAW welding process, focusing on preparation and welding of mild steel plate in all positions.

Prerequisite: WSP-2206 -Must be completed prior to taking this course.

WLD 1221 - GTAW Stainless Steel, All Positions (2)

Theory and practice in GTAW welding process, focusing on preparation and welding of Stainless steel plate in all positions.

Prerequisite: WSP-2206 -Must be completed prior to taking this course.

WLD 1222 - GTAW Non-Ferrous Alloys, All Positions (2)

Theory and practice in GTAW welding process, focusing on preparation and welding of Non-ferrous, specifically aluminum, plate in all positions.

Prerequisite: WLD-2206 -Must be completed prior to taking this course.

WLD 1230 - FCAW Mild Steel, All Positions (2)

Theory and practice in the preparation and welding of mild steel plate in all positions using FCAW process with cored wire electrode, in gas shielded and self-shielded.

WLD 1231 - SMAW Mild Steel, Open Root, All Pos. (2)

Theory and practice in the preparation and welding of mild steel plate, vee groove, with backing and open root, in all positions using E6010 and E7018 electrodes will be explored.

Prerequisite: WLD-1200, WLD-1201, WLD-1202, WLD-1204 -Must be completed prior to taking this course.

WLD 1232 - GMAW Open Root, All Positions (2)

Theory and practice in the preparation and welding of mild steel plate, vee groove, with backing and open root, in all positions using GMAW process with solid wire electrode.

Prerequisite: WLD-1209 -Must be completed prior to taking this course.

WLD 2201 - GMAW Vertical Up (2)

Theory and practice in the preparation and welding of mild steel plate in the vertical position using GMAW process with solid wire electrode.

WLD 2202 - GMAW Plate, Overhead Position (2)

Theory and practice in the preparation and welding of mild steel plate in the overhead position using GMAW process with solid wire electrode. Prerequisite: Approval from Program Coordinator

WLD 2203 - SMAW Pipe, 2G (2)

Theory and practice in the preparation and welding of mild steel pipe, open root, in 2G position using E6010 and E7018 electrodes will be explored.

Prerequisite: WLD-1231 -Must be completed prior to taking this course.

WLD 2204 - GTAW Pipe, Mild Steel, All Positions (2)

Theory and practice in GTAW welding process, focusing on preparation and welding of mild steel pipe in all positions. Prerequisite: Program Coordinator Approval

WLD 2206 - OAW Gas Welding & Brazing, Flat & Horiz (2)

This course includes the theory, safety, and operation of oxyacetylene welding and braze welding equipment in the production of flat and horizontal welds.

WLD 2207 - OAW Gas Weld. Vert., Ovhd,Mild Stl Pipe (2)

This course includes the theory, safety and operation of oxyacetylene welding in flat plate in vertical up, overhead positions, as well as mild steel pipe in all positions.

Prerequisite: WLD-2206 -Must be completed prior to taking this course.

WLD 2208 - OAW Oxy, Plasma Cutting, Air Carbon Arc (2)

This course includes the theory, safety, and operation of oxyacetylene cutting, plasma cutting, and carbon arc use.

WLD 2209 - Introduction To Fabrication (2)

Theory and practice on the introduction to metal fabrication. Shop safety Layout basic Printreading cutting drilling tapping and grinding skills will be taught. Students will develop better welding skills through the theory and practice of fit up and fabrication. Basic math and formulas will be utilized. Prerequisite: Lower level welding course and WLD 2208

Prerequisite: WLD 2208.

WLD 2210 - MIG Special Topics (2)

In this course, the theory and practice in the preparation and welding of mild steel, stainless steel, and non ferrous metals, in all positions, using the Gas metal Arc Welding (MIG) process are explored. Safety, equipment components, nozzle set-up, travel direction, torch angles, weave and stringer techniques will be stressed. Emphasis on perfecting basic skills learned in WLD 1210, 1211, and 1212 and working on repairing broken parts that must be salvaged. Joints are prepared and welded in accordance with AWS standards used in industry and construction. All position welds are accomplished on the appropriate plate and tests accomplished on the appropriate plate and tests

will be given according to AWS criteria. AWS testing procedures will be performed and completed according to ANSI/AWS D1.1 Structural Steel Welding Code. Lecture, 1 hour; lab, 2 hours. Prerequisite: Minimum of 120 clock hours of GMAW or concurrent enrollment or consent of instructor.

WLD 2213 - SMAW Pipe, 5G (2)

Theory and practice in the preparation and welding of mild steel pipe, open root, in 5G position using E6010 and E7018 electrodes will be explored.

Prerequisite: WLD-1231 -Must be completed prior to taking this course.

WLD 2223 - SMAW Pipe, 6G (2)

Theory and practice in the preparation and welding of mild steel pipe, open root, in 6G position using E6010 and E7018 electrodes will be explored.

Prerequisite: WLD-1231 -Must be completed prior to taking this course.

WLD 2233 - SMAW Pipe, 6G, GTAW Root, SMAW Finish (2)

Theory and practice in the preparation and welding of mild steel pipe, open root, in 6G position using GTAW root and hot pass, then SMAW E7018 electrode fill and cap passes will be explored.

Prerequisite: WLD-1231, WLD-1220 -Must be completed prior to taking this course.

WLD 2250 - Welding Internship (3)

Students will be responsible for contacting local industry to secure an internship within the welding fabrication metal working department. This will give the student the opportunity to apply the knowledge and training obtained in the preceding welding and fabrication courses they have taken. Students MUST complete 225 hours of on-the-job experience. Prerequisite: Program Coordinator approval.

WND - Wind Energy

WND 1200 - Wind Energy Concepts (3)

This course is the first course in the wind energy program. Topics include the history, economics, operation and terminology of the wind turbine. This class also introduces students to the wind energy trainers and has a lab component. Lecture, 2 hours; lab, 2 hours.

WND 1210 - OSHA & Wind Turbine Safety (2)

This course covers the basic safety practices for the Wind Turbine industry with a focus on OSHA regulations and standards and is appropriate for any industrial Electro-mechanical system. This course also covers Personnel Protective Equipment (PPE). Prerequisite: Pass physical from a medical professional before attempting the climb component.

WND 2200 - Wind Turbine Control, Operation &Maintenance (4)

This course covers the relationships between mechanics, electronics, and wind energy to operate, control, and maintain a wind turbine. Major lab time will be devoted to troubleshooting and field testing techniques. Lecture, 2 hours; lab, 4 hours.

Prerequisite: WND-1200, WND-1210 -Must be completed prior to taking this course.

WND 2222 - Wind Energy Tech Internship (3)

This course is the final course for the Basic Wind Energy Tech Certificate. The student must work 225 hours at an approved site and complete weekly reports as well as a final written report.

Prerequisite: WND-2200 and Program Coordinator Approval -Must be completed prior to taking this course.

WSP-Welding Spec Proc

WSP 1210 - GMAW Mild Steel, All Positions (2)

Theory and practice in the preparation and welding of mild steel plate in all positions using GMAW process with solid wire electrode. This course is an overview of all positions in GMAW, it is not intended to create proficiency in any position. Prerequisite: Approval from Program Coordinator.

WSP 1211 - GMAW Stainless Steel, All Positions (2)

Theory and practice in the preparation and welding of Stainless steel plate in all positions using GMAW process with solid wire electrode. Prerequisite: Approval from Program Coordinator.

WSP 1212 - GMAW Non-Ferrous Alloys, All Positions (2)

In this course, the theory and practice in the preparation and welding of non-ferrous (aluminum) plate, in all positions, using the Gas metal Arc Welding (MIG) process are explored. Safety, equipment components, nozzle set-up, travel direction, torch angles, weave and stringer techniques will be stressed. Joints are prepared and welded in accordance with AWS standards used in industry and construction. All position welds are accomplished on the appropriate plate and tests will be given according to AWS criteria. AWS testing procedures will be performed and completed according to ANSI/AWS D1.2 Aluminum Welding Code. Prerequisite: Approval from Program Coordinator.

WSP 1221 - GTAW Stainless Steel, All Positions (2)

Theory and practice in GTAW welding process, focusing on preparation and welding of Stainless steel plate in all positions.

Prerequisite: WSP-2206 -Must be completed prior to taking this course.

WSP 1222 - GTAW Non-Ferrous Alloys, All Positions (2)

Theory and practice in GTAW welding process, focusing on preparation and welding of non-ferrous, specifically aluminum, plate in all positions.

Prerequisite: WSP-2206 and Program Coordinator Approval -Must be completed prior to taking this course.

WSP 1230 - FCAW Mild Steel, All Positions (2)

Theory and practice in the preparation and welding of mild steel plate in all positions using FCAW process with cored wire electrode, in gas shielded and self-shielded. Prerequisite: Approval from Program Coordinator.

WSP 2206 - OAW Gas Welding & Brazing, Flat & Hor. (2)

This course includes the theory, safety and operation of oxyacetylene welding and braze welding equipment in the production of flat and horizontal welds. Prerequisite: Approval from Program Coordinator.

WSP 2207 - OAW Gas Weld. Vert., Overhd., Mild Stl (2)

This course includes the theory, safety and operation of oxyacetylene welding in flat plate in vertical up, overhead positions, as well as mild steel pipe in all positions.

Prerequisite: WSP-2206 and Program Coordinator

Approval -Must be completed prior to taking this course.

WSP 2208 - OAW Oxy, Plasma Cut., Air Carbon Arc (2)

This course includes the theory, safety and operation of oxyacetylene cutting, plasma cutting, and carbon arc use. Prerequisite: Approval from Program Coordinator.

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