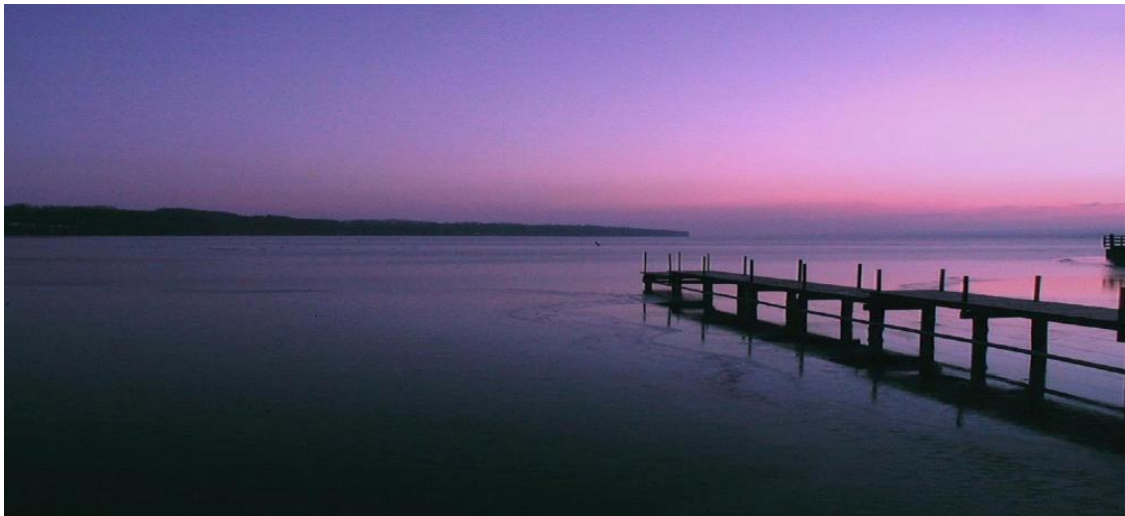


Dual Enrollment



2010-2011 Handbook

*Dual Enrollment
Jessica Delgado, Lake County Manager,
Leesburg and South Lake Campuses
Tanya Rocker, Manager Student Affairs, Sumter Campus*

2009 – 2010 ACADEMIC & REGISTRATION CALENDAR

	FALL 2009 Aug. 23–Dec. 11 (16 weeks)	SPRING 2010 Jan. 5 – May 2 (16 weeks)	SUMMER A 2010 May 9–June 23 (7 weeks)	SUMMER AE 2010 May 9–Aug. 11 (14 weeks)	SUMMER B 2010 June 27–Aug. 11 (7 weeks)
Class Schedule Available Online	Mon., June 7	Mon., Oct. 11	Fri., Mar. 4	Fri., Mar. 4	Fri., Mar. 4
Foundation Scholarship Applications Available	Tues., June 1	Fri., Oct. 1	Tues., Mar. 1	Tues., Mar. 1	Tues., Mar. 1
Foundation Scholarship Application Deadline	Wed., June 30	Fri., Oct. 31	Thurs., Mar. 31	Thurs., Mar. 31	Thurs., Mar. 31
Current Student Registration 45+ Hours	Tues., July 6 to Wed., Aug. 25	Mon., Nov. 1 to Fri., Jan. 7	Mon., Mar. 21 to Wed., May 11	Mon., Mar. 21 to Wed., May 11	Mon., Mar. 21 to Wed., May 11 Wed., May 18 to Sun., June 29
Current Student Registration 0+ Hours	Mon., July 12 to Wed., Aug. 25	Mon., Nov. 8 to Fri., Jan. 7	Mon., Mar. 28 to Wed., May 11	Mon., Mar. 28 to Wed., May 11	Mon., Mar. 28 to Wed., May 11 Wed., May 18 to Sun., June 29
Open Registration	Mon., July 19 to Wed., Aug. 25	Mon., Nov. 15 to Fri., Jan. 7	Mon., Apr. 4 to Wed., May 11	Mon., Apr. 4 to Wed., May 11	Mon., Apr. 4 to Wed., May 11 Wed., May 18 to Sun., June 29
Financial Aid Priority Deadline to Complete File	Mon., May 24	Mon., Nov. 8	Mon., Apr. 11	Mon., Apr. 11	Mon., Apr. 11
1st Fee Payment Deadline (BY 6:00 PM)	Thurs., July 29	Wed., Dec 15	Mon., May 9	Mon., May 9	Thurs., June 23
Credit by Exam & Tech Prep Deadline to Register	Fri., Aug. 13	Fri., Dec. 17	Fri., Apr. 29	Fri., Apr. 29	Fri., Apr. 29
2nd Fee Payment Deadline (BY 4:00 PM)	Thurs., Aug. 19	Tues., Jan 4	Wed., May 4	Wed., May 4	-----
Pay Same Day you Register by 4 pm	Mon., Aug. 23 to Wed. Aug 25	Wed., Jan. 5 to Fri., Jan. 7	Mon., May 9 to Wed., May 11	Mon., May 9 to Wed., May 11	Mon., June 27 to Wed., June 29
Late Registration (State Employee Fee Waiver Registration)	Wed., Aug. 18	Sat., Jan. 3	Mon., May 2	Mon., May 2	Thurs., June 23
Credit by Exams/Computer Proficiency Exams	Fri., Aug. 20	Tues., Jan. 5	Thurs., May 6	Thurs., May 6	Thurs., May 6
Tech Prep Assessments	Fri., Aug. 20	Tues., Jan. 4	Thurs., May 5	Thurs., May 5	Thurs., May 5
Classes Begin	Mon., Aug. 23	Wed., Jan. 5	Mon., May 9	Mon., May 9	Mon., June 27
Add/Drop Begins	Mon., Aug. 23	Wed., Jan. 5	Mon., May 9	Mon., May 9	Mon., June 27
Add Ends	Wed., Aug. 25	Fri., Jan. 7	Wed., May 11	Wed., May 11	Wed., June 29
Drop Ends (last day for refund)	Mon., Aug. 30	Wed., Jan. 12	Thurs., May 12	Thurs., May 12	Thurs., June 30
Graduation Application Deadline	Fri., Oct. 8	Fri., Feb. 18	Wed., May 11	Tues., July 5	Tues., July 5
Withdrawal Deadline[§]	Mon., Nov. 1	Fri., Mar. 25	Mon, June 6	Mon., July 11	Thur., July 28
Classes End	Sat., Dec. 4	Mon., April 25	Wed., June 22	Thur., Aug. 4	Wed., Aug. 10
Final Exams	Mon., Dec. 6 – Sat., Dec. 11	Tues., April 26 – Mon., May 1	Wed., June 22 – Thurs., June 23	Mon., Aug. 8 – Thurs., Aug. 11	Wed., Aug. 10– Thurs., Aug. 11
Term Ends	Sat., Dec. 11	Mon., May 2	Thurs., June 23	Thurs., Aug. 11	Thurs., Aug. 11
Grades Due (by 4:00 p.m.)	Mon., Dec. 13	Tues., May 3	Fri., June 24	Fri., Aug. 12	Fri., Aug. 12
Grades Available via LOIS	Wed., Dec. 15	Thurs., May 5	Tues., June 28	Tues., Aug. 16	Tues. Aug. 16
Degree/Certificate Conferral	Thurs., Dec. 16	Fri – May 6 (formal ceremony)	Wed., June 29	Wed., Aug. 17	Wed., Aug. 17

Dual Enrollment Quick Reference Guide

Eligibility:

- Must have an unweighted high school GPA of 3.0 or higher.
- Must be a high school freshman, sophomore, junior or senior, age 15 or above on the first day of classes each term.
- Must meet assessment criteria.

Assessment:

- Prospective dual enrollment students must provide ACT, SAT or PERT assessment scores as part of the application process.
- For admittance to a college-credit English or math courses, students must score at the college level on the appropriate assessments.
- PERT Retake: You may retake the PERT one time. (The PERT test may be taken twice within each school year, July 1 through June 30).

Admission/Application:

- Obtain an LSCC Dual Enrollment Application for Admission from your high school guidance counselor.
- The counselor will place the assessment scores and dates taken on the back of the application along with their signature.
- The form **must be signed** by the high school counselor, the parent and the student.
- Submit the application to LSCC Admissions at any of the three LSCC Campuses.
- At this time the student will be assigned a Student X ID number.
- Allow 48 hours for application to be processed.

Orientation/Advising:

- Once the application has been processed, the student must attend a New Student Orientation Program (NSO) prior to the first term of enrollment.
- A hold will be placed the student's LSCC account until completion of the NSO.
- Contact the campus of choice to make an appointment:
Leesburg: (352) 365-3575
South Lake: (352) 243-5722
Sumter: (352) 568-0001
- Prior to selecting college-level courses, the student is strongly encouraged to contact the Dual Enrollment Manager or their high school counselor to receive academic advising and post-secondary planning.

Setting up a LOIS Account:

Once your application has been processed and New Student Orientation has been completed, student will set up the LOIS Account:

- Go to www.lsc.edu and click on the LOIS
- Place student XID number in the correct location.
- Student's first PIN # is their 6 digit birth date (mmddyy).
- The student will then be prompted to choose a 6 digit PIN number.
- Following the selection of a PIN number, the student will then chose a security question and answer.
- The LOIS Account set up is complete and the student will be able to access their LSCC e-mail address.

ACT, SAT or PERT Scores

(Scores must be less than 2 years old)

ACT	Reading	18
	English	17
	Math	19

SAT	Critical Reading	440
	Math	440

(ACT and/or SAT scores must be from the same testing date.)

PERT	Reading	104
	English	99
	Math	113

PLEASE NOTE:

Once the student is admitted into the Dual Enrollment Program, he/she must maintain a minimum Lake-Sumter Community College GPA of 2.0 and an unweighted high school GPA of 3.0 to continue in the dual enrollment program. If either GPA falls below the specified level, the student will no longer be eligible to participate in the program.

Visit our website at:

<http://www.lsc.edu/families/Pages/DualEnrollment.aspx>

Registration:

- Student will register via their LOIS account.
- Enter student XID and PIN numbers
- Click on Express Registration
- Place the CRN numbers of the planned course work in the boxes and “Submit Changes”.
- **DE Students may NOT register for courses less than 3 credits, preparatory (courses beginning with a zero (0) and PE courses.**
- After submitting the CRN numbers, scroll to the bottom of the page and click on “Detail Schedule”.
- Print three copies of your detail schedule.
 - a. One for your records
 - b. One for your high school counselor at which time the HS counselor will
 - c. give the student an approved and signed Fee Waiver Form.
 - d. One attached to your fee waiver form that **MUST** be turned into LSCC
 - e. Student Services as soon as possible signed by the high school counselor,
 - f. a parent and the student.
 - g. Fee Waivers must be turned into the dual enrollment office prior to the fee
 - h. payment deadline date.
 - a. **All classes are dropped for non-payment if the fee waiver is**
 - b. **not received prior to the time and date of the fee payment deadline.**

Books:

Books for classes at any of the three LSCC Campuses are the property of the School district and free to all public high school students.. Private and home educated students are responsible for the purchase of their own books.

- Upon submission of the Fee Waiver form to LSCC, students will receive their books from the Dual Enrollment Manager or a Book Voucher.
- Students take the Book Voucher to the Book Store, along with their photo ID to pick up required books.
- In Lake County, all books are returned at the end of each semester to the Dual Enrollment Manager upon completion of the class.
 - These books are due back to the DE Manager prior to the start of the next term.
 - A hold will be placed on your account until the books are returned.
- In Sumter County, books are returned at the end of each semester to the Adult Education Center located on the LSCC Sumter Campus.

Fees:

- Fees (application, matriculation, and laboratory fees) are waived by LSCC for all approved dual enrollment courses.
- Fees for Dual Enrollment courses will post to student’s LOIS account after registration for classes is completed. The College will waive those fees upon student submission of the waiver fee form signed by the high school counselor, parent and student.

General Information:

- Students may pick up their parking decals after the fees have been waived and there is a \$.00 balance on their LOIS account.
Leesburg Campus – Student Services Information Desk
South Lake – Security Office in the Student Services Building
Sumter – Front desk in the Student Services Building
- Students must provide picture identification and vehicle registration.

FIVE STEPS TO FOLLOW:

- 1) Submit ACT, SAT or PERT scores
- 2) Complete application
- 3) Attend New Student Orientation
- 4) Set up Lois Account
- 5) Register for classes

IMPORTANT PHONE NUMBERS:

DUAL ENROLLMENT CONTACTS:

Jessica Delgado, Lake County Dual Enrollment Manager

DelgadoJ@lsc.edu

(352) 365-3569 Leesburg or
(352) 243-5722 Clermont

Tanya Rocker, Manager Student Affairs,
Sumter Campus

rockert@lsc.edu

(352) 568-0001

NSO AND PLACEMENT TEST APPOINTMENTS:

Leesburg (352) 365-3574

South Lake (352) 243-5722

Sumter (352) 568-0001

Overview

Statement of Purpose

Dual enrollment is an articulated acceleration mechanism authorized under Florida Statute 1007.271. It is intended to shorten the time required for students to complete the requirements associated with the conference of a degree broaden the scope of curricular options, and increase the depth of study for a particular subject.

Lake-Sumter's Dual Enrollment Program is a cooperative effort between Lake-Sumter Community College and the Lake and Sumter County School Districts and/or interested private and home schools. Courses taken through the dual reenrollment program may be credited simultaneously toward both the high school diploma and the associate or baccalaureate degree.

LSCC's commitment to teaching excellence is reflected in the Dual Enrollment Program. For courses offered on the high school campus, course content, requirements, and evaluation components are identical to those of academic courses taught on LSCC's three campuses. Faculty selected to teach dual enrollment, whether employed by the school district or by Lake-Sumter Community College, meet the teaching credentials established by the Commission on Colleges of the Southern Association of Colleges and Schools.

Definition

Dual Enrollment is the enrollment of an eligible secondary student or home educated student in a postsecondary course creditable toward both high school and an associate or baccalaureate degree. The key elements are:

1. The student has not graduated from high school yet and is 15 years of age or above before the first day of classes each term.
2. The student meets the eligibility requirements for the Dual Enrollment Program.
3. The student is receiving both high school and college credit for the course.

Student Qualifications and Expectations For Dual Enrollment

Requisite student qualifications for college dual enrollment include demonstration of readiness for college level course work. In addition to the common placement exams required for all dual enrolled students, (AC, SAT, and PERT), students enrolling in college credit dual enrollment courses must have a minimum 3.0 unweighted high school GPA.

It is very important that all students entering the dual enrollment program are aware of the following:

1. Expectation of 2 to 3 hours of outside coursework for every hour spent in class.
2. Any letter grade below a "C" will not count as credit toward satisfaction of the Gordon Rule requirement.
3. All grades, including "W" for withdrawal, become a permanent part of the student's college transcript and may affect subsequent postsecondary admission.
4. Students must comply with add/drop/withdraw policies and deadlines.

Academic Credit Equation

The State of Florida has determined the equation of dual enrollment credit. The Dual Enrollment Course Equivalency List http://www.fldoe.org/articulation/pdf/DEList8_07.pdf presents how specific college courses equate to high school credit.

Transfer of Credit Within Florida

Students who plan to transfer to a public or private institution within the State of Florida will be able to transfer credit in accordance with established articulation agreements between Florida's community colleges, public universities and selected private institutions. The Statewide Course Numbering System (SCNS) in the state of Florida facilitates the credit transfer process. Students cannot be required to retake any course with the same course prefix and last three digits in which they have earned a minimum of a C.

**Transfer
Credit
Outside of
Florida**

Students who plan to transfer to public or private institutions outside the State of Florida should contact that institution to determine which lower division (freshman and sophomore year courses) taken through dual enrollment, will be accepted as transfer credit.

In order to have a smooth transition, it is very important that students take the initiative to know all of the requirements for their desired majors at the institution to which they plan to transfer.

**Continuing
Enrollment
at LSCC**

Upon graduation from high school, students planning to attend LSCC to complete their associate's degree must submit their high school transcripts along with a completed Application for Admission. Due to the students past dual enrollment status, the fee normally associated with the LSCC Application for admission is waived.

**Private and/or
Home School**

Students attending private schools or participating in home education programs in Lake and Sumter Counties may participate in dual enrollment with LSCC if their high school (public or private) or parent/guardian (if home educated) has a signed articulation agreement on file with the College. Typically, these students will attend classes on one of LSCC's campuses. Application, matriculation and fees are waived; however, the students are responsible for purchasing their own textbooks. Schools desiring to enter into an agreement with LSCC should contact the Dual Enrollment Office.

Graduation

Students who complete all the requirements for an associate degree by the time they graduate from high school have the option of participating in the Lake-Sumter Community College graduation ceremonies held each spring.

- Meet with the dual enrollment advisor the second week in January of the spring term prior to graduation.
- An audit of your classes taken will be completed.
- A graduation application will be signed by the advisor.
- Submit your audit form and the graduation application to Admissions prior to the deadline.
- Pay the graduation fee prior to the deadline.
- After high school graduation submit your final high school transcript to Admissions.
- Student will receive degree after verification of transcript is complete.

**Financial
Aid**

Dual enrollment students who plan to continue at LSCC after high school graduation will no longer be eligible for fee waivers. This policy includes enrollment in HS Senior year Summer Term A or AE which begin before high school graduation.

As early as January of the senior year, students interested in financial aid should complete the **Free Application for Federal Student Aid (FAFSA)**; available online at www.fafsa.ed.gov Lake-Sumter's School Code for use on the application is 001502. Students wishing to receive financial aid for the summer will need to file the **FAFSA** twice because the fall term (which begins in August) is the start of a new academic year for financial aid purposes:

- Once for the tax year 2007-08
- One for the tax year 2008-09

Students must complete a new **FAFSA** each academic year.

Information about Lake-Sumter's financial aid programs, the steps to complete the application, as well as copies of all required forms, can be found by visiting <http://www.lsc.edu/financialaid/forms.aspx>.

Bright Futures does not require completion of the **FAFSA**. The application is available online at www.floridiastudentfinancialaid.org. Students who plan to continue as degree-seeking students at LSCC should notify **Bright Futures** that LSCC is where they will be attending. **Bright Futures** does not cover summer terms.

The Dual Enrollment Admissions and Enrollment Process

Application

Students applying for admission to the Dual Enrollment Program the first time must complete the Dual Enrollment Application for Admission. The Application certifies that the student is eligible with regard to high school GPA and assessment scores through the signature of the high school counselor.

Maintaining Status

It is the responsibility of the high school counselor to notify the Dual Enrollment Office if the student's high school GPA falls below a 3.0. If the LSCC GPA falls below a 2.0, the student no longer qualifies for the Dual Enrollment Program. The student has the option of taking classes the next semester, but is financially responsible for the cost of tuition, fees and books.

Accepted Tests

Every prospective dual enrollment student must submit test scores as part of the application process. Acceptable tests include the ACT, SAT and PERT. LSCC offers the PERT at no cost for dual enrolled students. PERT testing occurs on all three LSCC campuses. Students should call the campus of their choice for the testing dates and times and to make an appointment for testing. Study materials are found at

<http://www.lsc.edu/academics/Pages/Academic%20Resources/Learning%20Center/Placement.aspx>

Test Scores And Placement

Reading:	Sentence Skills /English:	Elementary Algebra /Arithmetic
<i>REA 1105</i> PERT 104 + SAT Verbal 440+ ACT Reading 18+	<i>ENC 1101</i> PERT 99+ SAT Verbal 440+ ACT English 17+	<i>MAT 1033</i> PERT 113 – 122; SAT Math 440, ACT Math 19 <i>MAC 1105 or MGF 1106 or MGF 1107</i> PERT 123+ **

** Students scoring 95 or higher may choose to take an additional Math Placement Test on the Leesburg Campus to determine if they may place into a higher level math course.

New Student Orientation After acceptance into the dual enrollment program, all dually enrolled students are required to attend a New Student Orientation session. Call for an appointment at the campus of your choice. For dual enrollment orientation dates and times go to: <http://www.lscce.edu/students/Pages/Future/NSO.aspx>

Student Confidentiality Even though high school students may be “dependent minors,” under the Family Educational Rights and Privacy Act (FERPA) they still have rights to privacy in all matters relating to their academic enrollment in LSCC courses, regardless of where and how the courses may be delivered. Information from the college, including individual faculty members, may not be released to parents or guardians unless students have signed an [Authorization for Release of Student Information](#). Please stop by the Admissions office for this form. It is highly recommended that this form is signed and submitted with the Student Dual Enrollment Application for Admission.

Course Selection All students are strongly encouraged to meet with their high school counselors to determine the appropriate courses needed to meet their high school graduation requirements and those which meet the prerequisites that will count toward their postsecondary academic goals:

http://www.fldoe.org/articulation/pdf/DEList8_07.pdf

Any student, including those who may not have access to a high school counselor, may contact the dual enrollment advisor on the campus they are completing registered course work. Public school students in Lake and Sumter counties should refer to **Appendix A** for an advising guide to coursework.

Fees Dual Enrollment students, including those from home schooled, private, charter and public affiliations, are exempt from Lake-Sumter Community College application, matriculation and laboratory fees.

Textbooks Lake County Public School dual enrolled students will receive their books or a book voucher after they submit their Fee Waiver. Students submit the book voucher to the Campus Book Store to receive their books. The books are the property of Lake County School Board and must be returned to the Dual Enrollment Manager at the end of each semester.

Sumter County Public School dual enrolled students pick their books up at the Office of Adult Education located in the main building on the LSCC Sumter Campus. At the end of each semester the books will be returned to the same office.

Parking Decal Students may pick up their parking decals after the fees have been waived and there is a \$.00 balance on their LOIS account. Students must provide picture identification and vehicle registration.

Leesburg Campus – Student Services Information Desk
South Lake – Security Office in the Student Services Building
Sumter – Front desk in the Student Services Building

Lake Sumter

COMMUNITY COLLEGE

DUAL ENROLLMENT

2010-11 Advising Guide

GENERAL EDUCATION REQUIREMENTS

Credit Hours 36

Completion of the A.A. degree guarantees admission to a Florida public university, yet does not guarantee admission to an upper division limited access program. In a limited access program, the admissions requirements are more competitive and may include criteria such as a higher grade point average, higher test scores, additional courses or prerequisites, auditions, and/or portfolios.

COMPOSITION/ ORAL COMMUNICATIONS (3 College Credits and 1 High School Credit)

Each of these will take the place of a Sophomore, Junior OR Senior English

___ ENC 1101 College Composition I

___ ENC 1102 Composition: Literature

Composition with Oral Communications (Choose One)

___ AML 2010 American Lit. I

___ ENC 2300 Composition: Argumentation

___ ENL 2012 English Literature I

___ LIT 2110 European Lit. I

___ LIT 2090 Contemporary Lit: Survey

___ CRW 2002 Creative Writing 2

___ ENL 2022 English Literature 2

___ LIT 2091 Contemp. Literature

___ LIT 2120 European Literature 2

___ AML 2020 American Lit. II

___ ENC 2210 Technical Report Writing

___ ENL 2022 English Lit. II

___ LIT 2120 European Lit. II

___ CRW 2000 Creative Writing 1

___ ENL 2012 English Literature 1

___ LIT 2090 Contemp. Literature 1

___ LIT 2110 European Literature 1

MATHEMATICS (3 College Credits and 1 High School Credit)

___ MAC 1105 College Algebra (3)

___ MGF 1106 Liberal Arts Math (3)

___ MAC 2233 Calculus for Business (3)

___ MAC 1140 PreCalculus Algebra (4)

___ MAC 2311 Calculus w/ Analytical Geometry I (5)

___ MAC 2312 Calculus w/ Analytical Geometry II (4)

___ MAC 2313 Calculus w/ Analytical Geometry III (4)

___ MAC 1114 Trigonometry (3)

___ MGF 1107 Explorations in Math (3)

___ STA 2023 Elementary Statistics (3)

(3 Elective College Credits and .50 High School Credit)

___ MAT 1033 Intermediate Algebra

HUMANITIES (3 College Credits and .50 High School Credit)

___ ARH 2000 Art History & App. I

___ HUM 1211 Intro to Humanities I

___ *FIL 2001 Intro to American Cinema (GR)

___ MUH 2011 Intro to Music

___ *PHI 2010 Intro to Philosophy (GR)

___ *THE 2020 Intro to Western Theatre Arts (GR)

___ ARH 2051 Art History & App. II

___ HUM 1230 Intro to Humanities II

___ MUH 1018 Intro to Jazz

___ REL 2300 World Religions

___ *PHI 2630 Contemporary Ethics (GR)

BEHAVIORAL/SOCIAL SCIENCE (3 College Credits and .50 High School Credit)

___ ECO 2013 Principles of Economics I (Macro)

___ *AMH 2010 U.S. History to 1877 (GR)

___ *AMH 2035 U.S. History Since 1945 (GR)

___ *EUH 1000 Western Civ. I (GR)

___ POS 2041 American National Government

___ PSY 2012 Intro to Psychology

___ DEP 2004 Psych of Human Development

___ GEO 1000 Intro to Geography

___ SYG 2010 Social Problems

___ ECO 2023 Principles of Economics II (Micro)

___ *AMH 2020 U.S. History since 1877 (GR)

___ ANT 2410 Cultural Anthropology

___ *EUH 1001 Western Civ. II (GR)

___ POS 2112 State & Local Government

___ DEP 2002 Psych of Child Development

___ *INR 2002 International Relations (GR)

___ SYG 2000 Intro to Sociology

___ SYG 2430 Marriage and Family

HUMANITIES OR BEHAVIORAL/SOCIAL SCIENCE (3 College Credits and .50 High School Credit) ___ Choose one from above that has an *(Gordon Rule)

NATURAL/PHYSICAL SCIENCE (1 High School Credit, unless otherwise noted)

Requires 1 course from each category OR a 2 course sequence. At least 1 course must include a LAB

Category - Biological Science

- ___ BOT 2010C General Botany w/Lab (4) ___ BSC 1005 Intro to Life Science (3) (0.5 Cr HS)
- ___ BSC 1010C Gen. Biology I w/Lab (4) ___ BSC 1011C Gen. Biology II w/Lab (4)
- ___ BSC 2093C Human Anat. & Phys. I w/Lab (4) ___ BSC 2094C Human Anat. & Phys. II w/Lab (4)
- ___ MCB 2010C Microbiology w/Lab (4) ___ OCE 1000 Intro to Marine Science (3) (0.5 Cr HS)
- ___ MCB 1278C Intro to Epidemiology if Infectious Diseases w/Lab (3)

Category - Physical Science

- ___ CHM 1020C Chemistry for Lib Arts w/Lab (3) ___ CHM 1025C Gen Chemistry w/Lab (5)
- ___ CHM 1205C General Organic & Biochemistry w/Lab (4)
- ___ CHM 2045C Chemistry I w/Lab (5) ___ CHM 2046C Chemistry II w/Lab (5)
- ___ CHM 2210C Organic Chem. I w/Lab (5) ___ CHM 2211C Organic Chem. II w/Lab (5)
- ___ AST 1002C Intro to Astronomy w/Lab (3) ___ ESC 1000 Earth Science Survey (3) (0.5 Cr. HS)
- ___ GLY 1030 Environmental Geology (3) (0.5 Cr. HS)
- ___ MET 1010C Intro to Meteorology w/Lab (3) ___ PHY 1020C Physics for Lib Arts w/Lab (3)
- ___ PHY 2048C Physics w/ Calculus I w/Lab (5) ___ PHY 2049C Physics w/ Calculus II w/Lab (5)
- ___ PHY 2053C General Physics I w/Lab (5) ___ PHY 2054C General Physics II w/Lab (5)

Each course listed above is a course that all community colleges and universities offer or accept as a part of their general education requirements.

ELECTIVES Credit Hours 24

University Requirement: 2 years of same foreign language in high school OR 8 college credit hours. Some specific degrees require college-level work. Some state universities require students to fulfill these criteria as part of the A.A.

- ___ SLS 1501 Foundations of Success3
- ___ ___ Computer Course_
- ____
- ____
- ____
- ____
- ____
- ___ SPN 1120 Spanish 14
- ___ SPN 1121 Spanish 24

- CPT SCORES**
- English _____
 - Reading _____
 - Algebra _____
 - Adv. Math _____

- ACT SCORES**
- English _____
 - Reading _____
 - Mathematics _____

PROGRAM DEGREE TOTAL Credit Hours 60

- SAT SCORES**
- Verbal _____
 - Mathematics _____
 - Written _____

Appendix B

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. *These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."*

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
 - School officials with legitimate educational interest;
 - Other schools to which a student is transferring;
 - Specified officials for audit or evaluation purposes;
 - Appropriate parties in connection with financial aid to a student;
 - Organizations conducting certain studies for or on behalf of the school;
 - Accrediting organizations;
 - To comply with a judicial order or lawfully issued subpoena;
 - Appropriate officials in cases of health and safety emergencies; and
 - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

For additional information or technical assistance, you may call (202) 260-3887 (voice). Individuals who use TDD may call the Federal Information Relay Service at 1-800-877-8339.

Or you may contact us at the following address:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5920