

Frederick Community College

2017 Summer Credit Schedule



"FCC is affordable, and I am able to get into my creative field with the help of great faculty and staff who help students achieve success in the real world."

*– Carolyn Sangi
FCC student majoring in
Digital Media Design -
Computer Graphics*



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Hours of Operation

Enrollment Services

(J Building)

Admissions, Counseling & Advising, Financial Aid, Registration & Records, Student Accounts, Welcome Center

Monday–Thursday, 8:30am – 7pm

Friday, 8:30am – 4:30pm

Adult Services, Services for Students with Disabilities, & Veterans Services

(A Building, first floor)

Monday, 8:30am – 7pm

Tuesday–Friday, 8:30am – 4:30pm

Student Center

(H Building, first floor)

Multicultural Student Services

Monday–Friday, 8:30am – 4:30pm

Bookstore

Monday–Thursday, 8:30am – 6pm

Friday, 8:30am – 4:30pm

The Testing Center

(L Building, first floor)

Monday–Thursday, 8:30am – 7pm

Friday, 8:30am – 4:30pm

Saturday, 9am – noon

Frederick Community College prohibits discrimination against any person on the basis of age, ancestry, citizenship status, color, creed, ethnicity, gender identity and expression, genetic information, marital status, mental or physical disability, national origin, race, religious affiliation, sex, sexual orientation, or veteran status in its activities, admissions, educational programs, and employment. Frederick Community College makes every effort to accommodate individuals with disabilities for College-sponsored events and programs. If you have accommodation needs, please call 301.846.2408. To request a sign language interpreter, please call 240.629.7819 or 301.846.2408 (Voice) or email Interpreting@frederick.edu. Sign language interpreters will not be automatically provided for College-sponsored events without a request for services. To guarantee accommodations, requests must be made at least five workdays in advance of a scheduled event. If your request pertains to accessible transportation for a College-sponsored trip, please submit your request at least two weeks in advance. Requests made less than two weeks in advance may not be able to be provided.

All members of the College community are expected to abide by this non-discrimination policy and to comply with Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination in Employment Act of 1967, (ADEA), Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990, (ADA), and amendments.

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Summer is in Session

8-week classes begin June 20, 2017



You asked, we listened.

Eight-week summer classes are now scheduled to accommodate everyone: returning FCC students, incoming FCC students, and recent graduates.

This summer, the 8-week credit session begins June 20.

Students can choose online or on-campus classes, both with affordable tuition and credits that transfer. In-county price per credit at FCC is \$144.12.

General education requirements are high-demand courses, providing knowledge for value. Early registration is suggested to guarantee availability.

See page 15 for classes.

Registration opens April 17

Summer 2017 Academic Sessions

Breaks and closings

May 27-29	Memorial Day - College closed
July 3	No classes - College open
July 4	Independence Day - College closed

Graduation Deadlines

Last day to apply for

August 2017 graduation August 15

December 2017 graduation.....December 15

Academic Dates

First day to enroll April 17

Spring 2017 "I" grades to "F" July 12

1st 3-week

First day of session June 5

Last day to add..... June 5

Last day 100% refund..... June 6

Last day 50%..... June 8

Last day to withdraw June 17

Last day of session..... June 24

Grades due (10am) June 27

1st 5-week

First day of session June 5

Last day to add..... June 6

Last day 100% refund..... June 9

Last day 50%..... June 16

Last day to withdraw June 27

Last day of session..... July 11

Grades due (10am) July 14

10-week

First day of session June 5

Last day to add..... June 8

Last day 100% refund..... June 9

Last day 50%..... June 16

Last day to withdraw July 22

Last day of session..... August 15

Grades due (10am) August 18

8-week

First day of session June 19

Last day to add..... June 22

Last day 100% refund..... June 24

Last day 50%..... June 30

Last day to withdraw July 28

Last day of session..... August 15

Grades due (10am) August 17

2nd 3-week

First day of session July 12

Last day to add..... July 12

Last day 100% refund..... July 13

Last day 50%..... July 15

Last day to withdraw July 25

Last day of session..... August 1

Grades due (10am) August 4

2nd 5-week

First day of session July 12

Last day to add..... July 13

Last day 100% refund..... July 17

Last day 50%..... July 22

Last day to withdraw August 3

Last day of session..... August 15

Grades due (10am) August 18

Tuition & Fees

Our College is dedicated to providing quality education, superior resources, and affordable tuition. FCC tuition and fees for a full-time (12 credit) in-county student amount to approximately \$3,500 per year. By comparison, the College Board reports the national average for tuition and fees exceeds \$9,000 at public four-year colleges and averages \$31,000 at private schools. With high academic standards and affordable tuition rates, FCC is a wise choice for higher education.

Summer Tuition & Fees Chart *

Credits	In-County	Out-of-County	Out-of-State
1	\$144.12	\$284.12	\$376.12
2	\$288.24	\$568.24	\$752.24
3	\$432.36	\$852.36	\$1,128.36
4	\$576.48	\$1,136.48	\$1,504.48
5	\$720.60	\$1,420.60	\$1,880.60
6	\$864.72	\$1,704.72	\$2,256.72
7	\$1,008.84	\$1,988.84	\$2,632.84
8	\$1,152.96	\$2,272.96	\$3,008.96
9	\$1,297.08	\$2,557.08	\$3,385.08
10	\$1,441.20	\$2,841.20	\$3,761.20
11	\$1,583.08	\$3,123.08	\$4,135.08
12	\$1,724.96	\$3,404.96	\$4,508.96
13	\$1,866.84	\$3,686.84	\$4,882.84
14	\$2,008.72	\$3,968.72	\$5,256.72
15	\$2,150.60	\$4,250.60	\$5,630.60
16	\$2,292.48	\$4,532.48	\$6,004.48

*Tuition and fees rates are subject to change.

Tuition and fees*

In-County per credit hour. \$119.00
 Out-of-County per credit hour. \$259.00
 Out-of-State per credit hour. \$351.00

Consolidated Service Fee (\$22.88):

Every student taking a credit course will be required to pay a consolidated service fee per credit hour. The consolidated service fee supports costs associated with registration, transcripts, commencement, various instructional and support services, technology costs, capital expenditures including capital improvements, parking, maintenance and repair of College equipment/ systems, and safety and security needs.

Student Activity Fee (\$2.24): The Student Activity Fee is a fee charged to all credit students each academic term. The revenue generated goes into a special account administered by the Student Government Association to fund social, recreational, and cultural events, campus clubs and student organizations, authorized student travel and service trips, and annual signature student events such as New Student Convocation, Success Week, Welcome Week, and Wellness Events. The fee is charged on a credit hour basis for up to a maximum of 10 credit hours.

Other fees**

Credit by Portfolio
 (per credit hour) 50% of tuition
 Credit by Departmental Exam
 (per credit hour) 50% of tuition
 Applied Music fee (per class) \$490
 Building Trades \$71.40
 Culinary Arts (per class) \$121
Please refer to the specific HOS course. Some courses require a chef uniform and basic knife or pastry set.
 FEMA Fee (per credit hour) \$88
 Module Fee (per module) \$100
 Welding \$180

Physical Education Fees
Please refer to the specific PE course for fees that may be payable to the site where the class meets.

Surgical Technology Fees
Please refer to the specific ST course for fees that may be required.

**In special cases, the College may charge additional fees. Some classes may charge additional fees for equipment or materials.

Students are responsible for the purchase of textbooks and other materials for each class. The average cost is about \$150 per course.



May 15, 2017 7pm

How to avoid the Drop Zone: Students must be paid in full, be enrolled in the deferred payment plan, or have enough anticipated financial aid posted to your PeopleSoft account.

June 2, 2017 4:30pm

How to avoid the Drop Zone: Students must be paid in full, be enrolled in the deferred payment plan, or have enough anticipated financial aid posted to your PeopleSoft account.

When enrolling on or after June 2, 2017, payment is due by 4:30 p.m. the day prior to session start date.

For additional information, contact the Student Accounts Office at 301.846.2456 or email questions to studentaccounts@frederick.edu.

Students may not attend a class if they have not registered for that class and made payment arrangements.

Automatic Payment Plan

FCC provides a payment plan for the semester which allows you to divide your total costs into **automatic monthly payments**.

- Sign up early at <http://myFCC.frederick.edu> – log into Peoplesoft, click the link under finance from the student center page.
- Payments are **automatically withdrawn** from your checking/savings account or major credit card on the 5th day of each month that payment is due.
- Enrollment fee is only \$25; No interest charges
- If you sign up for a payment plan, you are entering into a contract for all tuition and fees.

Target Dates To Enroll

Last day to enroll online	Required down payment	Number of payments*	Months of payments
May 15	30%	2	June 20 – July 20
June 2	50%	1	July 5

*Number of payments does not include the down payment made to FCC, if applicable.

For additional information, contact the Student Accounts office at 301.846.2456 or email questions to studentaccounts@frederick.edu.

How to Apply & Register

Please monitor your myFCC email for updates from the College.

New Students

Please follow the steps below and call 301.846.2400 if you have questions.

1) Apply to the College

- Go to **www.frederick.edu** to apply online.
- Click **Apply & Register**.
- Click **Apply Now**.
- You will receive your Welcome Packet and New Student ID number in the mail. You also have the option of coming into the Welcome Center and receiving your ID number at the time you apply.

Or

- Download the application from the FCC website (www.frederick.edu). You can then bring the application to the campus or mail the completed application to:
Admissions Office
Frederick Community College
7932 Opossumtown Pike
Frederick, MD 21702

2) Prepare for registration

To comply with the Maryland College and Career Readiness Act of 2013, the College requires that all degree-seeking students complete a college credit-bearing math and college credit-bearing English course prior to the completion of 24 college credits.

Academic Assessment and Placement Policy and Procedures

I. Philosophy and Scope

Frederick Community College ("FCC" or the "College") is committed to supporting student success by ensuring appropriate course placement using a series of computer-based assessment tests that measure individuals' reading, writing, and math skills. Minimum placement scores, known as cut scores, are established through statewide agreements. These scores are used to determine college-readiness and placement into specific courses, including developmental and college-level courses. Credit courses have prerequisites that include expectations of college-readiness as reflected in the placement scores and/or other pre-established expectations. This policy and procedures outlines placement test requirements, guidelines for placement, and exemptions and exceptions to required placement testing.

II. Definitions for the Purpose of this Policy and Procedures

- A. **"Certificate-Seeking"** refers to a category of individuals who have declared an intent to follow a sequence of specific credit courses resulting in a formal award of completion of up to 36 credits.
- B. **"Courses of Interest"** refers to a category of individuals who seek to take courses listed as credit in the FCC Academic Catalog for personal knowledge or professional development as opposed to the fulfillment of FCC program requirements.
- C. **"Degree-Seeking"** refers to a category of individuals who have declared an intent to follow a prescribed curriculum in a career or transfer program that leads to an associate degree, which is generally sixty (60) credits, unless otherwise specified.
- D. **"Developmental Courses"** are courses that prepare students for college-level coursework in reading, writing, English as a Second Language (ESL), and math. Developmental education includes multiple course sequences with students progressing as skills are developed. Students are assigned to developmental courses based on their placement test scores.
- E. **"Enrollment"** is the status achieved when an individual has registered for classes and has either paid or made arrangements for payment of tuition and/or fees.
- F. **"Full-time Enrollment"** refers to a student enrolled in twelve (12) or more credits during the fall or spring semesters, or in a total of twelve (12) credit hours cumulatively for the summer session.
- G. **"Readmitted Students"** refers to individuals who have attended FCC but not within the past two years.
- H. **"Transfer student"** refers to an individual who has attended another institution of higher learning after high school graduation or equivalency, and who seeks to receive credit for prior coursework completed at previous institutions.

III. Placement Testing Requirements

- A. After applying to the College, placement tests are required for:
 1. Individuals who are first-time college students who are seeking a degree or certificate whether they enroll full-time or part-time.
 2. Individuals planning to take their first English or mathematics course.
 3. Currently enrolled students seeking a degree/certificate, whether enrolled full-time or part-time, who have not been tested in the past or whose placement scores and/or exemptions have expired.

4. Transfer or readmitted individuals who have not completed a college-level math and/or English course.
5. Individuals who are designated as Courses of Interest students and wish to enroll in courses with prerequisites of reading, writing, ESL, or mathematics.
6. Individuals who change their designation from Courses of Interest to certificate- or degree-seeking.
- B. Upon completion of all required placement tests, individuals are required to consult with an advisor to develop a degree or certificate plan for completion, including course selection. Individuals will choose courses based on their placement scores and their individual career and college goals.
- C. Placement tests are not required for individuals as noted under Section VI "Exceptions and Exemptions to Required Placement Testing."

IV. Placement Guidelines

- A. Unless otherwise indicated, placement scores are determined using Accuplacer academic assessments.
- B. Placement scores will be valid for two years after the date of taking the placement tests.
- C. Minimum placements scores, also known as cut scores, have been determined for college-readiness in reading, writing, and mathematics.
- D. Non-native English speakers and some world English speakers will take the Level of English Proficiency (LOEP) test to determine reading and writing placement scores.
- E. Individuals with documented disabilities as verified by the Services for Students with Disabilities Office will receive reasonable accommodations while completing the required placement tests.
- F. Unless outlined in the exemptions and exceptions, high school grades alone do not determine placement.
- G. Individuals are permitted to retest only one time per assessment, no sooner than twenty-four (24) hours after the initial test.
- H. Students who are continuously enrolled will not be permitted to retest once enrolled in their developmental course requirements.
- I. Readmitted students must either retest or complete the developmental requirements as stipulated in the academic catalog.
- J. Individuals who demonstrate college-readiness as stipulated in the exemptions and exceptions section of this policy and procedure will be eligible to enroll in the appropriate credit-level courses according to their specific college-readiness scores.

V. Prerequisites

The FCC Academic Catalog designates courses with prerequisites and/or corequisites. Prerequisites are expectations that must be completed before enrollment in a course is allowed. Corequisites are courses that can be taken concurrently.

VI. Exceptions and Exemptions to Required Placement Testing

- A. Individuals who transfer from accredited institutions of higher education who present unofficial transcripts indicating successful completion (2.00 GPA or higher) of the equivalent of at least twelve (12) college credits will be exempted from the reading placement test if six (6) credits are general education courses.
- B. Individuals will be exempted from the reading and writing placement tests if they provide evidence of successfully completing:
 1. The equivalent of FCC course EN 101 at an accredited U.S. institution or credit through DSST, or CLEP.
 2. The Advanced Placement (AP) test with a score of 3 or higher in English Language and Composition or English Literature and Composition. AP test scores are valid for five years.
 3. The International Baccalaureate (IB) exams with a grade of four (4) or above in one or more of the following exams: Language A Literature SL or HL, and/or Language A: Language & Literature SL or HL. IB test scores are valid for five years.
 4. English 11 PARCC score of Level 4 or 5. This score is valid for one year after an individual's date of high school graduation.
- C. Individuals will be exempted from the math placement tests if they provide evidence of successfully completing:
 1. A general education math course, at the level of college algebra or higher, at an accredited U.S. institution or credit through DSST or CLEP.
 2. The Advanced Placement (AP) test with a score of 3 or higher in Calculus AB, Calculus BC, or Statistics. AP test scores are valid for five years.
 3. The International Baccalaureate (IB) exams with a grade of 4 or above on one or more of the following exams: Mathematical Studies, Mathematics SL or HL and/or Further Math. IB test scores are valid for 5 years.
 4. Algebra II PARCC score of Level 4 or 5. This score is valid for one year after an individual's date of high school graduation.
- D. Individuals from Frederick County Public School (FCPS) who successfully completed the following math courses are exempt from taking the math placement tests. This exemption is valid for one year after the individual's date of graduation from high school.
 1. Algebra II with an A or B during their junior or senior year are eligible to enroll in an appropriate college-level, credit-bearing math course.
 2. Intermediate Transitional Algebra with an A or B and earn the designated score on an FCC-approved college-readiness exam are eligible to enroll in a college-level, non-STEM, credit-bearing math course.
 3. Pre-Calculus or higher level math course with an A, B, or C are eligible to enroll in the equivalent college-level credit bearing course.
 4. Designated transition math modules and earn the designated score on an FCC-approved college-readiness exam are eligible to enroll in a college-level, non-STEM, credit-bearing math course.
- E. Individuals from Frederick County Public School (FCPS) who successfully completed English 12 with a reading comprehension Lexile score of 1050 or higher on the HMH Reading Inventory, 80% or better on Vocabulary in Context assessments, and 80% or better on the Performance Product Portfolio; and earn a final grade of A or B will be exempted from the reading and writing placement tests. They will be deemed college-ready in reading and writing and will be eligible to enroll in English 101. This exemption is valid for one year after the individual's date of graduation from high school.
- F. Individuals who have provided a copy of their SAT/ACT scores that meet the exemption criteria set by Maryland Community College placement guidelines will be exempted from individual placement tests. SAT and ACT scores are valid for five years.
 1. Individuals with a SAT Mathematics score of 500 or above are exempted from math placement testing.
 2. Individuals with an ACT Mathematics score of 21 or above are exempted from math placement testing.
 3. Individuals with a SAT Evidence-based Reading & Writing or Critical Reading score of 500 or above are exempted from reading and writing placement testing.
 4. Individuals with an ACT reading score of 21 or greater average on the English Test & Reading Test scores are exempt from the reading and writing placement testing.
- G. Individuals who provide an official copy of the TOEFL (Test of English as a Foreign Language) score transcript and who score a 575 or higher on the paperbased test, a 233 or higher on the computer-based test, or a score of 90 or higher on the internet-based test are exempted from the reading, writing, and ESL placement tests. TOEFL scores are valid for two years.
- H. Individuals who provide a copy of their official Accuplacer or alternative placement test score(s), and meet the placement criteria that exempts them from developmental reading, writing and/or mathematics will also be exempt from the corresponding FCC placement tests. These scores are valid for two years. The Associate Vice President for the Center for Teaching and Learning or his/her designee will evaluate the scores and assign course placement(s) based on FCC standards.
- I. Individuals who have provided an unofficial transcript indicating satisfactory completion (at a C or better) of the highest-level developmental course work in reading, writing, or mathematics at another Maryland community college or accredited Maryland four-year college/university are exempted from corresponding placement tests. Reading and writing placement exemptions do not apply to ESL course work.
- J. Visiting students from other institutions who present a "Permission to Enroll" form will have prerequisites waived for the courses certified by the sending institutions. No placement exemption will be entered.
- K. Individuals who have provided an official transcript indicating they have been awarded an associate, bachelor's, or higher degree from an accredited U.S. institution will be exempted from placement testing.
- L. Students who have successfully completed an FCC-approved academic intervention will be permitted one additional retest for a total of 3 test attempts.
- M. Individuals who are otherwise exempted by the Associate Vice President for the Center for Teaching and Learning or his/her designee.

N. Individuals enrolled in Frederick County Public Schools or another school with a dual enrollment agreement with the College who wish to participate in dual enrollment or open campus may take the placement tests twice. Within six months of graduation from their K-12 institution, individuals may be granted the opportunity to retake the placement test a third time, with an unofficial transcript or report card indicating successful completion of grade 12 English and/or math, and their placement testing records can be verified by the Testing Center.

The official version of the College Academic Assessment and Placement Policy and Procedures is on its website (www.frederick.edu) and may be revised annually.

3) An advisor can help you select your courses and discuss your academic and career goals. The Counseling & Advising Office, 301.846.2471, is located in J-201 of Jefferson Hall.

- Students who are advised by Multicultural Student Services (301.846.2531), Veterans Services (301.624.2836), Office of Adult Services (301.846.2483), or Services for Students with Disabilities (301.846.2408) should make an appointment with their program advisor.

4) Required Orientation, Advising, & Registration (ROAR)

All new students planning to attend FCC for their first college experience will participate in the ROAR program. Students must have applied to the College and completed their placement assessment (or submitted testing exemptions) before they can schedule a ROAR appointment.

Three steps to ROAR:

- An online orientation featuring videos with current FCC students telling you exactly what you need to know about attending college
- An on-campus meeting with an Academic Advisor to help you develop your academic and career plan
- A registration lab where you'll learn how to enroll yourself into classes

For more information about ROAR, please visit <http://www.frederick.edu/credit-admissions/new-student-orientation.aspx>.

5) Register for Classes After meeting with an academic advisor and selecting your courses, you can register for classes.

Students may not attend a class if they have not registered for that class and made payment arrangements.

Readmit Students

If you've attended FCC before, but not since the Spring 2015 semester, complete the admissions application and select "Readmit" under Classification. You may have to submit proof of residency. You will follow the requirements of the current catalog year.

Current Students

1) Meet with your advisor to talk about your course selection and to discuss your academic and career goals.

- Students who are advised by Multicultural Student Services (301.846.2531), Veterans Services (301.624.2836), Office of Adult Services (301.846.2483), or Services for Students with Disabilities (301.846.2408) should make an appointment with their program advisor.
- Students with declared majors (such as business, education, criminal justice, etc.) should meet with their faculty advisor. Faculty advisors' names and contact information can be found on page 12 and on the Counseling & Advising Office Web page at <http://www.frederick.edu/student-resources/counseling-advising/advisor-list.aspx>.
- General studies, undecided, and nursing (pre-clinical) students should meet with an advisor from the Counseling & Advising Office. During registration, the Counseling & Advising Office offers same day walk-in advising service – no appointment necessary! Just stop by J-201 (Jefferson Hall).
- Students on academic alert or academic probation must meet with an advisor from Counseling & Advising Office, Multicultural Services, Adult Services, Veterans Services, or Services for Students with Disabilities prior to registering for classes.
- Students returning to FCC from academic suspension must meet with an advisor in the Counseling & Advising Office prior to registering for classes. Call 301.846.2471 to schedule an appointment. Students returning from academic dismissal must meet with the AVP, Dean of Students. Call 301.846.2469 to schedule an appointment.

Prior to meeting with your advisor, access your **My Degree Plan**. See Student Services Online, third column. Courses still needed are indicated as "Requirement Not Satisfied." Developmental English and mathematics requirements will not appear, but, if needed, you should include them in your schedule and plan to take them first.

2) Register for Classes

On the web or in person

- Web registration—Go to <http://myFCC.frederick.edu>. Click on **PeopleSoft/Student Information System** in the blue navigation bar, then follow the online instructions.

Or

- Register in person—Bring your registration form to the Welcome Center.
- If you're on academic alert or probation, you must have your form approved by an advisor in the Counseling & Advising Office before you register.
- If you plan to take more than 18 credits during the semester, you will need a signature from the Counseling & Advising Office.

3) Review your schedule

- Check classroom locations (Some courses are held off site).
- Check course start and end dates (Some courses do not begin at the start of the semester).
- Check to see if you have registered for a linked class. If so, make sure you are registered for both components.
- Print your schedule to be sure you have completed the process correctly.
- If you have registered for an online class, see page 28 for more information about online classes at FCC.

Students may not attend a class if they have not registered for that class and made payment arrangements.

Visiting Students

Take a class at FCC to transfer back to your four-year college/university. It's less expensive and will move you closer to your degree at your native institution. Follow the simple steps below:

1. First-time students and former students who have not attended FCC in two years: apply at www.frederick.edu. Your admission letter and ID number will be mailed to your permanent address. You must have this ID number to register online.
2. Obtain a permission to enroll form* from the Registrar's Office at your home college, or a copy of your transcript that shows proof of having met FCC prerequisites.
3. You can then register in one of four ways:
 - a. Send an email to registration@frederick.edu. Include your FCC ID number and PDF copies of your permission to enroll form* or transcript. Permission will be entered into the Student Information System to allow web registration.
 - b. Register online using our PeopleSoft system if the required prerequisite has been evaluated by FCC and stored in the system.

- c. Register in person with your permission to enroll form* or your unofficial transcript showing you have met the prerequisite.
- d. Mail your permission to enroll form* to Welcome Center, Frederick Community College, 7932 Opossumtown Pike, Frederick MD 21702. Include an email address where you can be contacted. Permission will be entered into the Student Information System to allow web registration.

For more information, visit <http://www.frederick.edu/enroll-now/visiting-students.aspx>.

Students may not attend a class if they have not registered for that class and made payment arrangements.

**Colleges and universities may use different terminology for this document. Inquire with your school about necessary transfer forms.*

Student Services Available Online

Use your online PeopleSoft Student account to Activate your myFCC email account

- Register and adjust classes (drop/add)
- View degree requirements; plan your courses
- View and print your class schedules and grades
- View your financial aid information
- Sign up for the payment plan
- Print unofficial transcripts and request official transcripts
- View transfer credit
- Make a payment
- View your grades

To Log in go to <http://myFCC.frederick.edu>

- Click on **PeopleSoft** in the green navigation bar
- User ID is a capital W and your 7 digit student ID number
- Enter your password, or select 'reset password' if you've never logged in before, or if you have forgotten your password
- This log-in is **case sensitive**

To find courses needed in your Degree Plan: From **Student Center**, under **Academics**, click on **My Academics**

- Click on View My Degree Plan link
- Read pop-up message; click **OK** to confirm you've read it
- Click on **expand all** (blue button) to open all sections
- Read information sections at the top of your Degree Plan
- Scroll down to find courses needed in your major listed in separate sections (English, Math, Social & Behavioral Sciences, Arts, Humanities, Communications, etc.)
- Click on course name for description of course and prerequisite info
- **To enroll in courses from your Degree Plan:**

- Click **view class sections** and scroll down to see available class times (you may need to click "view all" to see all the sections you can choose from)
- Find the section you want; click **Select** to choose it
- Review class information for day/time/location
- Click **next** to add class to your shopping cart
- A green box appears at the top of the page confirming the class was added to cart
- Click the link **Return to My Degree Plan** to go back to Degree Plan to look up next course and repeat steps
- When all courses are in shopping cart, scroll to top of page, click blue **Enroll** tab
- Review shopping cart for accuracy; click **Proceed to Step 2 of 3**
- Read payment info, then click **OK** to continue
- Click **Finish Enrolling**
- Click **my class schedule** to verify schedule

To enroll in a class using the Class Number from the Credit Schedule (ex., 1009):

- Self Service > Student Center
- Under Academics heading, click on **Enroll**
- Select semester if option appears; click **Continue**
- Enter **Class Number** (4-digit for fall/spring, 3-digit for summer/JanTerm); click **Enter**
- Review course info; if correct click **Next**
- You can add more classes or click **Proceed to Step 2 of 3**
- Review schedule, then click **Finish Enrolling** to complete the registration process
- Print a copy for your record

Making Changes

Schedule changes/withdrawals: You can drop/add on the Web. You can also make changes in person at the Welcome Center.

To drop a credit course/adjust your schedule:

- From **Student Center**, under **Academics**, click on **Enroll**
- Click **drop** from the menu under the Enroll tab
- Select semester (term) if option appears; click **Continue**
- Click the box in front of the class you wish to drop
- Click **drop selected classes**
- Confirm course to be dropped is correct
- Click **Finish Dropping**
- Click on **My Class Schedule** (top of page) to verify schedule changes
- Add a class, if needed, using directions above

Name/Address/Academic Plan changes: Any changes to name, address, or academic plan must be done in person at the Welcome Center using the appropriate form.

Canceled courses: FCC reserves the right to cancel courses due to insufficient enrollment. You will be notified via your MyFCC email account by the academic department if your class is canceled. You will receive a full refund.

Residency

Residency Policy and Procedure

I. Philosophy and Purpose

The determination of residency or domicile for tuition purposes is governed by the Frederick Community College Board of Trustees in accordance with Maryland State law. For the purpose of establishing differential tuition, the following procedure applies to both full and part-time students.

A student's legal residence is determined at the time he/she applies to the College. The burden of proof of residency is to be upon the student, and he/she will be required to certify by signature to the accuracy of the information provided on the College application.

Students will be considered in-county, out-of-county, or out-of-state for tuition calculation. Students whose legal residence is outside the county or the State of Maryland pay a higher tuition rate than those whose legal residence is within the county, unless they are eligible for a waiver or reduction in tuition. (See related Tuition and Fees Policy and Procedures.)

II. Definitions for the Purpose of this Policy and Procedures

A. **"Domicile"** means the permanent place of abode, where physical presence and possessions are maintained with the intention of remaining indefinitely; or the permanent place of abode of any person or persons contributing more than ½ of the student's financial support during the most recently completed year. Only one domicile may be maintained by a student.

B. **"Maryland resident"** means an individual who has maintained a domicile in Maryland for at least three (3) months before becoming an enrolled student.

C. **"Enrolled student"** means an individual who is registered at the College, either full or part-time, in a credit or continuing education class or classes who has either paid or made arrangement for payment of tuition and/or fees, and whose participation in a class has been verified.

D. In-County:

1. **"Non-dependent Maryland resident students"** are considered to be in-county residents if, at the time of their application, they are domiciled in Frederick County for three (3) consecutive months prior to application.
2. **"Dependent Maryland resident students"** are defined as an unmarried individual claimed by parent(s) or guardian(s) as an income tax exemption in the previous taxable year and are considered to be "in-county" residents if, at the time of their application, their parent(s) or guardian(s) are domiciled in Frederick County for three (3) consecutive months prior to application.

E. Out-of-County:

1. **"Non-dependent Maryland resident students"** are considered to be out-of-county residents in the State of Maryland if, at the time of their application, they are domiciled in another county in the State of Maryland, or if they have lived in Frederick County less than three months.
2. **"Dependent Maryland resident students"** are considered to be out-of-county residents in the State of Maryland if, at the time of their application, their parent(s) or guardian(s) are domiciled in another county in the State of Maryland, or if they have lived in Frederick County less than three months.

F. Out-of-State:

1. **"Non-dependent students"** are considered to be residents of another state if, at the time of their application, they are domiciled outside of the State of Maryland, or if they have lived in Frederick County less than three months.
2. **"Dependent students"** are considered to be residents of another state if, at the time of their application, their parent(s) or guardian(s) are domiciled outside of the State of Maryland, or if they have lived in Frederick County less than three months.

G. Military personnel and their dependents:

1. Who are stationed, living, or domiciled in Maryland, and their spouses and dependents, who are entering the College for the first time, are considered residents of Frederick County. If the armed services member moves out of the state, the dependents and spouse may maintain in-county residence as long as they stay continuously enrolled in courses at the College.

2. Who have relocated to Maryland as a result of the Base Realignment and Closure process (BRAC), will be granted a waiver of the three (3) months residency requirement. The employee or his/her dependent must present a letter from an employer on company letterhead, confirming that their relocation to Maryland and/or Frederick County was a result of the BRAC process. For purposes of tuition rates, eligible employees and dependents will be treated as in-county residents if they locate in Frederick County; they will be treated as out-of-county but in-state residents if they locate outside of Frederick County but within Maryland.

- H. **Veterans and their dependents** (to include spouses, including same-sex spouses; and children, including biological, adopted, pre-adoptive and step children of spouses, including same-sex spouses) who are eligible for Chapter 33 (Post 9/11 GI Bill) or Chapter 30 (Montgomery GI Bill), and are within the statutory time limits, will be granted in-county tuition only if the following are met:

1. Veteran enrolls within 3 years of discharge after serving 90 days or more on active duty; or
2. Individual using transferred entitlement enrolls within 3 years of the transferor's discharge after serving 90 days or more of active duty; or
3. Surviving Spouses or Children under the Fry Scholarship who enroll within 3 years of an active duty Service member's death in the line of duty after serving 90 days or more; or
4. Individuals who remain continuously enrolled after initially meeting the requirements and are using Chapter 30 or 33.

III. International and Foreign National Students

- A. A foreign national lawfully eligible for study in the United States may be considered a resident for tuition purposes if he/she meets the domicile requirements stated in this procedure. A foreign national lawfully admitted to the United States on a visa type with a corresponding "date-certain" authorized stay may not be considered a resident for tuition purposes. A foreign national lawfully eligible for study in the United States on certain visa types with an indeterminate authorized stay may be considered as a Maryland resident for tuition purposes, if the domicile requirements of this procedure have been satisfied.

- B. The following visa status types determine residency as indicated:

Visa		
A	Diplomats, family, staff	In-County
B	Temporary visitor	See (c) below
C	Aliens in transit	Out-of-State
E	Treaty trader-Taiwan only	In-County
F	Student and dependents	Out-of-State
G	Representative of a world organization	In-County
H1 or H4	Temporary worker and dependents	In-County
H2 or H3	Other specialty workers	Out-of-State
I	Foreign media/journalist	In-County
J	Exchange visitor, Au pair, scholar	Out-of-State
K	Fiancé of U.S. citizen/Frederick County resident	In-County
L	Intra-company transferee	In-County
M	Foreign vocational student, dependents	Out-of-State
R	Religious worker	In-County
TN	Professionals under NAFTA agreement	Out-of-state
V	Spouse or child of permanent resident	In-County
Permanent Resident; Green Card; Refugee, Asylee		In-County

- C. Individuals in "B Temporary Visitor Status" are not allowed to engage in a course of study leading to a degree or academic certificate. In certain cases, B visa holders can participate in courses which are recreational and do not lead to a degree. Out-of-state tuition rates will apply.

- D. Students who are in the category of "Deferred Action Childhood Arrivals" (DACA), or "Temporary Protected Status" (TPS) are eligible to establish in-state/in-county residency for tuition purposes.

- E. In-county residency status for eligible "International/Foreign National Students" must meet the same three (3) months requirements and proof of residency documents as all other students.

- F. An individual's immigration status may not preclude award of MD residency under this policy if the individual has the legal capacity to establish domicile in Maryland.

IV. Dream Act

- A. Students who have met the eligibility requirements outlined in the Maryland Dream Act will be granted the opportunity to receive in-county tuition. The student must present an affidavit to the Admissions Office stating that he/she will file an application to become a permanent resident within 30 days of becoming eligible to do so.
- B. Students who live in Frederick County or in Maryland, and qualify for in-county or in-state tuition, as outlined by the Maryland Dream Act, will remain undocumented immigrants. U.S. residency status is processed, determined and completed by the U.S. government.

V. Proof of Residency

In accordance with Maryland State and Federal Law, any of the following factors will be considered to be proof of legal residency:

- A. Substantially uninterrupted physical presence, including the months when the student is not in attendance at the college, as evidenced by ownership or rental of living quarters in which the student resides. (12-month lease or mortgage)
- B. Payment of Maryland state and local income taxes. (MD 502 Tax Form)
- C. Registration to vote in Frederick County and/or the state. (Voters Registration Card)
- D. Registration of a motor vehicle in the state, with a local address specified, if the person owns such a vehicle. (Motor Vehicle Registration Card)
- E. Possession of a valid Maryland driver's license, with a local address specified, if the person is licensed anywhere to drive a motor vehicle, or a valid Maryland MVA-issued ID. (Driver's license or MVA issued ID card)
- F. Active duty military personnel, honorably discharged veterans, spouses and dependents who reside, are stationed, or domiciled in Maryland are exempt from the 3-month requirement and are considered in-county once proof is shown. (Military orders, letter from Education Officer, DD214 and any of the residency factors listed above)

VI. Reclassification of Residency

- A. Students requesting reduced tuition rate based on a change in residency must submit proof of actual address change as defined in Section V to the Admissions Office and complete the "Change of Address" form available either online at www.frederick.edu or in the Admissions Office in Jefferson Hall, Suite 101. The proof of residency and "Change of Address" form must be submitted in one of the following ways:
 - 1. in-person to the Admissions Office in Jefferson Hall, Room 101,
 - 2. online through personal "myFCC" email account to admissions@frederick.edu
 - 3. by fax (240-629-7896), or
 - 4. via U.S. postal mail.
- B. Request for change in residency classification must be submitted prior to the "last day to add" for the first session for which the student is enrolled in order to be changed for that session. Residency is not retroactive. A student who changes his/her residency during a semester and provides proof after the "last day to add" will have their residency adjusted for the following semester.
- C. In order to comply with USPS regulations regarding bulk and pre-sort mailings, the College verifies current addresses of students with the National Change of Address (NCOA) listing every 90 days. If there has been a change of address, the student will be notified by email and tuition will be adjusted for the following semester as follows:
 - 1. A student moving to a higher tuition rate based on their residency will have their residency automatically changed to reflect their new residency status.
 - 2. A student moving to a lower tuition rate based on their residency will bear the burden of proof of the new residency status.

The College's official version of the Residency Policy & Procedures is on its website (www.frederick.edu) and may be revised annually.

In-county Tuition Rate for Employees of Frederick County Business & Industry

FCC offers an agreement that allows employees of Frederick County businesses to take classes at in-county tuition rates. For details, please call the Student Accounts Office at 301.846.2456.

Veterans Educational Benefits

Frederick Community College is approved by the Maryland Higher Education Commission to train eligible veterans, dependents, and active duty personnel. If you are not sure what type of VA benefits you qualify for, you may contact the VA Regional Office's toll-free number 1-888.442.4551 or visit the VA website at www.gibill.va.gov. To learn more about the FCC services available to veterans and their families, please visit www.frederick.edu/veterans. This website includes links for more comprehensive information.

FCC contact for GI Bill use: Rachel Nachlas, Director of Veteran Services and VA Certifying Official, rnachlas@frederick.edu.

For tuition assistance, National Guard waiver, or MyCAA use, please contact the Student Accounts Office.

Student Refunds

Eligibility for a tuition refund is based on the date of your withdrawal. See the **Academic Sessions** on page 2 for those dates. The student refund process begins after the second week of classes. Students who pay with a credit card will be refunded directly back to the card if 60 days from the original transaction date. Greater than 60 days and all other academic refunds, including financial aid and scholarship refunds, will be refunded through BankMobile based on which refund preference a student chooses. Please visit refundselection.com to ensure your BankMobile refund preference is activated. For more information, please contact the Student Accounts Office at 301.846.2456 or BankMobile at 1.877.405.1856. Additional information regarding tuition refund appeals is shown in the Tuition and Fees Policy and Procedures.

Senior Citizen Tuition Benefit Policy

Students age 60 and older who are Maryland residents may take classes at FCC tuition-free if they register starting May 15 for summer. Students must pay fees. See the **Tuition & Fees** on page 3 for an explanation of fees. You can register before this date to reserve space, but you will have to pay full tuition and will not be eligible for the tuition-free benefit. There is no waiver of fees.

Disabled and Retired

Any resident of Maryland who is out of the workforce due to total and permanent disability who enrolls in a class that has at least ten regularly enrolled students is exempt from payment of tuition as defined in Section 16-106, Education Article, Annotated Code of Maryland.

An individual can take up to 12 credits per semester if enrolled in classes as part of a degree or certificate program designed to lead to employment. Individuals not enrolled in a degree or certificate program will be limited to six credits per semester.

In order to receive this waiver of tuition:

1. An individual must provide the College with certification of their total and permanent disability from the Social Security Administration, the Railroad Retirement Board, or in the case of a former federal employee, the Office of Personnel Management.
2. Individuals enrolled in a degree or certificate program must apply for any state or federal student financial aid. Payment for all course fees will be required in order to have classes held. Please refer to the payment chart listed within the Financial Aid section.
 - a. Any student financial aid, other than a student loan, received by the student shall be applied first to pay the individual's tuition.
 - b. The waiver shall apply to the difference, if any, between the charge for tuition and the financial aid award, not including a student loan that the individual receives.

Financial Aid

While FCC is affordable compared to other colleges, tuition, fees, books, and other college expenses can stretch anyone's budget. Our Financial Aid staff (301.846.2620) can help you consider all options and sources for funds including scholarships, grants, work-study opportunities, and different types of loans.

Students can only receive financial aid for courses that are required for the declared degree program. Students are encouraged to meet with an academic advisor to ensure they are enrolled in required course work.

Application Process

1. Complete the 2016–2017 Free Application for Federal Student Aid (FAFSA) online at www.fafsa.gov and list FCC's school code in step 6 (002071). Deadline to apply is June 30, 2017.
2. Upon receipt of your FAFSA data, the Financial Aid Office will contact you regarding eligibility and/or to request additional documentation. Students who are selected for verification will be required to submit additional documentation such as IRS Tax Transcript.
3. Students who wish to pursue their student loan eligibility are required to complete additional steps. The loan application process is outlined at www.frederick.edu.

If you apply after the deadline and your file has not yet been processed, it is your responsibility to make payment arrangements.

Detailed information on all financial aid programs can be found at www.frederick.edu under the financial aid section.

Recommended deadlines for the Summer 2017 semester:

A financial aid file is considered complete when all required documents have been received. Students will be able to view their financial aid awards in PeopleSoft. For students who have a complete file but have not yet been awarded by the payment due date there is a payment plan available.

If you register for classes between	Financial Aid Application must be completed by	Payment Due By
4/17–5/15, 7pm	4/24	5/15, 7pm
5/15–6/2, 4:30pm	Must pay in full or signed up for a payment plan if application is not completed by 5/15	6/2, 4:30pm
6/2 after 4:30pm	Must pay in full or sign up for a payment plan	When enrolling on or after 6/2 payment is due the day prior to each session start date

If award showing in PeopleSoft is greater than your tuition balance, no further action is needed.

If less, you must pay the difference in full or sign up for a payment plan by the due date to avoid the Drop Zone.

If you have an incomplete file, you must pay in full or sign up for the payment plan by the due date to avoid the Drop Zone.

If you have a completed file but are waiting for the award, you must pay in full or sign up for the payment plan to avoid the Drop Zone.

Scholarships

FCC offers institutional scholarships. Students can apply using the online system which is located on the financial aid page at www.frederick.edu. The Academic Works system is open for applications:

- Fall Semester Scholarships
April 1–June 30
- Spring Semester Scholarships
November 1–December 31

For additional information, contact the Foundation Office at 301.846.2438 or email foundation@frederick.edu.

Services for Students with Disabilities

The College provides support services to maximize independence and encourage the integration of students with disabilities into all areas of college life. The particular needs of each student are considered on an individual basis. Students with disabilities are encouraged to contact the Services for Students with Disabilities Office as early as possible after applying for admission. Reasonable accommodations, based on documentation, are then offered to qualified students for courses and placement testing. Students in need of sign language interpreting services should notify the Coordinator for Deaf & Hard of Hearing Services two weeks prior to the beginning of classes to ensure services are in place.

Contact Information:

Services for Students with Disabilities Office
301.846.2408

Coordinator for Deaf & Hard of Hearing
Services 240.629.7819 (Voice); 240.575.1803 (VP);
interpreting@frederick.edu

Bookstore

The Bookstore is located at the main entrance of the Student Center, Building H.

Bookstore Calendar

May 22 . . . Summer books available to purchase
June 29 and 30 . . Bookstore closed for inventory
July 3 and 4 Bookstore closed
August 15 Textbook buyback
from 9am to 6:30pm

Buying/Renting Books

Visit bookstore.frederick.edu to see what books and materials are needed for your courses. You may order books to be shipped to your address, or to be held for pick-up at the FCC Bookstore, which is located on the first floor of the Student Center.

Some course books are available to rent from the FCC Bookstore. All book rentals must be secured with a credit card, and may be paid for with cash, check, or credit card. Students must be 18 or older to rent books and must provide a valid Student ID. Students younger than 18 must have a parent or guardian sign for the rental.

Books cannot be rented through our website.

You cannot use financial aid to order books online. You must come to the Bookstore with your student ID to purchase or rent books with financial aid.

Family Educational Rights & Privacy Act of 1974 (FERPA) (as amended)

FERPA, commonly known as the Buckley Amendment, was issued by the Department of Health, Education and Welfare in the 1976 Federal Register. The regulations were transferred to the Department of Education when it was established and codified in Part 99 of Title 34 of the Code of Federal Regulations.

The purpose of FERPA is to afford certain rights to students concerning their educational records. FERPA applies to all schools that receive funding under most programs administered by the Secretary of Education. Most postsecondary institutions, both public and private, generally receive such funding and must, therefore, comply with FERPA.

FERPA applies to all education records maintained by a postsecondary institution, or by any party acting for the institution, which are directly related to the student. These include, but are not limited to, assessment test scores, academic standing, rosters, class schedule, or any information that would make the student's identification easily traceable. FCC may release directory information, which includes student's name, dates of attendance, and enrollment status—see the FCC catalog for a complete list.

Students wishing to restrict directory information or grant additional access must contact the Welcome Center (in writing) with their request within two weeks of the start of the semester. A new form is required each academic year. Contact the Welcome Center for additional information.

Program Contact List

Allied Health and Wellness

Office Manager (L-101A): Ann Geyer	301.846.2605
Health & Exercise Sciences: Jan Sholes	301.846.2503
Medical Assistant: Dr. Karen A. Wilson	301.624.2848
Nuclear Medicine: Michele Tertel	301.624.2845
Respiratory Care: Rhonda Patterson	301.846.2528
Surgical Technology: Nancy Dankanich	301.846.2506

Computing and Business Technology (CBT)

Office Manager (C-220): Doree Lynn Miles	301.846.2505
Accounting, CPA Prep: Mike Martin	301.846.2543
Architectural Computer Aided Design: Dr. Renee Davis	301.846.2587
Business Administration, Business Management, Economics: Dr. Karen A. Wilson	301.846.2611
Computer Science, Information Systems Management, Information Technology-all options, Cybersecurity: Dr. Andy Yao	301.846.2410
Construction Management: Dr. Renee Davis	301.846.2587
Paralegal: Dr. Tracy Parker	301.624.2819
STEM (Technology): Dr. Andy Yao	301.846.2410

Communications, Humanities & Arts (CHA)

Office Manager (F-143): Karen Santelli	301.846.2512
American Sign Language Studies: David Martin	240.575.2299
Art: Wendell Poindexter	301.846.2513
Communications Speech: Kathy Brooks	301.846.2635
Digital Media Design, Computer Graphics: Lisa Sheirer	301.846.2637
Digital Media Design, Film & Video Production: Jason Santelli	301.846.2533
Humanities: Stephanie Curran	301.846.2512
Music: Dr. Paula Chipman	301.846.2566
Theatre: Tad Janes	301.846.2515
World Languages: Ana María Pinzón	301.624.2843

Construction & Building Trades (The Monroe Center)

Office Manager (Monroe, Main Lobby): Cheryl Concannon	240.629.7903
Instructional Specialist & Interim Program Manager: Chuck LoSchiavo	240.629.7985

Emergency Management

Program Manager (E-102): Sam Lombardo	240.629.7952
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English

Office Manager (H-243): Cheryl Peterson	301.846.2600
Developmental English: Joe Healey	301.846.2633
English as a Second Language: Stephanie Landon	240.629.7925

Honors

Bruce Thompson	301.846.2535
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Hospitality, Culinary and Tourism Institute (HCTI) (The Monroe Center)

Institute Manager: Elizabeth DeRose	301.846.2404
Administrative Associate: Jennifer Goodridge	301.624.2756

Mathematics

Office Manager (B-228): Jeanne Nesbitt	301.846.2530
Mathematics: Gary Hull	301.846.2576
Developmental Coordinator: Kylenea Cross	240.629.7835
STEM Learning Center Coordinator: Mary Mogan-Vallon	240.629.7839

Nursing

Office Manager (L-114): Cathie Galeano	301.846.2524
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Science

Office Manager (C-118): Sharon Smith	301.846.2510
Bioprocessing Technology: Dr. Judy Staveley	301.846.2564
STEM (Science)	
Biology: Marc Frankenberry	301.846.2606
Chemistry: Debra Ellis	301.846.2555
Engineering: Perry Wood	301.846.2554

Social Sciences

Office Manager (H-237): Nicole Welch	301.846.2507
Criminal Justice: Mary Rolle	301.846.2639
Early Childhood Education/Early Childhood Special Education, and Early Childhood Development: Delaine Welch	301.846.2559
Elementary Education/Elementary Special Education, Secondary Education: Delaine Welch	301.846.2559
History, Sociology: Michael Powell	301.846.2571
Human Services: Natalie Bowers	301.846.2696
Psychology: John Sheldon	240.629.7857

Public Safety

Fire Service Administration,	
Police Sciences: Robin Shusko	301.846.2673

Phone Directory

College Information	301.846.2400
College Welcome Center	301.846.2431
Admissions	301.624.2716
Adult Services	301.846.2483
Athletics	301.846.2500
Bookstore	301.846.2463
Carl & Norma Miller Children's Center	301.846.2612
Center for Student Engagement	301.624.2793
Center for Teaching & Learning	301.846.2521
Continuing Education & Workforce Development Registration Center	301.624.2888
Counseling & Advising Services	301.846.2471
Distributed Learning	301.846.2401
Dual Enrollment/Open Campus	240.629.7886
FEMA Transcripts	301.624.2854
Financial Aid	301.846.2480
Honors College	301.846.2535
International Education	301.846.2521
Internships	301.624.2724
Learning Commons/Library	301.846.2444
Multicultural Student Services	301.846.2531
Registration & Records	301.846.2431
Security	301.846.2453
Services for Students with Disabilities	301.846.2408
Student Accounts (Cashier's Office)	301.846.2456
Testing Center	301.846.2522
Transcripts	301.846.2653
Tutoring & Writing Center	301.846.2619
Veterans Center	301.624.2836

General Education Courses Summer 2017 Offerings

1. Arts & Humanities

Arts

AR 100 - Introduction to the Creative Arts (3)
AR 101 - Two Dimensional Art and Design (3)
AR 103 - The History of Art: Non-Western
AR 104 - Survey of Art I (3)
AR 105 - The History of Art: Renaissance to Modern
AR 106 - Drawing I (3)
AR 113 - Pottery I (3)
CMM 101 - Introduction to Electronic Media (3)
CMM 103 - Introduction to Film (3)
MU101 - Introduction to Music History and Appreciation (3)
MU 103 - Fundamentals of Music (3)
MU 109 - History of American Popular Music (3)

Humanities

ASLS 102 - American Sign Language I (3)
ASLS 103 - American Sign Language II (ASL II) (3)
EN 102 - English Composition and Literature (3)
EN 102 can be taken to Satisfy either the General Education requirement in Communications or in Humanities, but not both.
EN 226 - Film as Literature (3)
LF 102 - Introductory French II (3)
LS 101 - Introductory Spanish I (3)
PH 101 - Introduction to Philosophy (3)
PH 204 - World Religions (3)
PH 207 - Biomedical Ethics (3)
PH 208 - Business Ethics (3)

Communications

CMSP 103 - Speech Fundamentals (3)
CMSP 105 - Small Group Communication (3)
CMSP 107 - Career Communication (3)
EN 102 - English Composition and Literature (3)
EN 102 can be taken to Satisfy either the General Education requirement in Communications or in Humanities, but not both.

2. English Composition

EN 101 - English Composition (3)

3. Interdisciplinary & Emerging Issues

Computer Literacy

CIS 101 - Information Systems and Technology (3)
CIS 106 - Object Design and Programming (3)

Wellness

HE 102 - Nutrition in a Changing World (3)
HE 201 - Stress Management (3)
HE 204 - Health Education (3)
PE 154 - Fitness for Living (3)

4. Mathematics

MA 103 - Foundations of Mathematics (3)
MA 103A - Foundations of Mathematics with Algebra (3) [5]
MA 111 - Precalculus (4)
MA 130 - College Algebra (3)
BU/MA 205 - Business Statistics (3)
MA 206 - Elementary Statistics (3)
MA 206A - Elementary Statistics with Algebra (3) [5]
MA 210 - Calculus I (4)
MA 211 - Calculus II (4)

5. Science

BI 100 - Fundamental Concepts of Biology (4)
BI 101 - General Biology I (4)
BI 102 - General Biology 2 (4)
BI 103 - Anatomy and Physiology (4)
BI 104 - Anatomy and Physiology (4)
BI 120 - Microbiology for Allied Health (4)
BI 130 - Forensic Biology (4)
BI 140 - Biotechnology and Society (3)
BI 202 - Human Ecology (3)
CH 101 - General Chemistry (4)
CH 102 - General Chemistry (4)
PC 103 - Elements of Physical Science (3)
PC 104 - The Water Planet: Introduction to Oceanography (3)
PC 107 - Introductory Astronomy (4)
PY 101 - Survey of Physics (3)
PY 201 - Fundamentals of Physics (4)
PY 203 - Introductory Physics I (4)
PY 204 - Introductory Physics II (4)

6. Social & Behavioral Sciences

Anthropology

AN 101 - Introduction to Anthropology (3)

Economics

EC 201 - Principles of Economics (3)
EC 202 - Principles of Economics (3)

Education

ED 102 - Schools & Society (3)
ED 203 - Foundations of Special Education (3)

Geography

GG 102 - Cultural Geography (3)

History

HI 102 - History of Western Civilization (3)
HI 201 - History of the United States (3)
HI 202 - History of the United States (3)

Human Services

HS 102 - Human Relations (3)

Political Science

PI 104 - American Government: National (3)

Psychology

PS 101 - General Psychology (3)
PS 202 - Social Psychology (3)

Sociology

SO 101 - Introduction to Sociology (3)
SO 102 - Social Problems (3)

2017

Summer Credit Schedule

Course Blackboard Requirements

All course sections require access to Blackboard at <https://frederick.blackboard.com>. Students are expected to be able to access Blackboard via the Internet using personal, public or appropriate college-available computers. Blackboard access is also required to complete course evaluations.

ACCT: Accounting

ACCT 100 - Business Accounting (3)

Prerequisite: EN 70 or EN 75 or EN 51 or ESL 97 or ESL 70 OR *Corequisite:* EN 75

Demonstrates the accounting principles and procedures used by a business in setting up and maintaining records for reporting purposes. Topics include the accounting cycle, preparation of the financial statements, payroll and banking procedures, and computerized recordkeeping.

125	ACCT100-1	MW	5pm-9pm	2nd 5-week
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ACCT 101 - Principles of Accounting I (3)

Prerequisites: EN 70 OR (EN 50 and EN 51) OR (ESL 94 and ESL 97) OR (ESL 70 and ESL 71)

Introduces the principles and procedures related to accounting theory and practice. The analysis of transactions under generally accepted accounting principles (GAAP) and their relationship to the financial statements are covered from a user's perspective.

126	ACCT101-1	MW	8am-12pm	1st 5-week
127	ACCT101-2	MW	5pm-9pm	1st 5-week
128	ACCT101-ONL1		Online Course	8-week

ACCT 102 - Principles of Accounting II (3)

Prerequisite: ACCT 101

Continues the study of financial accounting principles and procedures from BU 101, with emphasis on the corporate form of business organization. Students will also be introduced to managerial accounting concepts used for planning and controlling the business enterprise.

129	ACCT102-1	MW	8am-12pm	2nd 5-week
404	ACCT102-2	MW	5pm-9pm	1st 5-week
130	ACCT102-ONL1		Online Course	8-week

ACE: Academic and Career Engagement

ACE 100 - Advanced Reading for Composition (2)

Prerequisite: (A grade of C or better in EN 70 or EN 75) OR ((EN 51 or EN 52) and EN 61) OR (appropriate scores on the reading and writing placement tests) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73); *Corequisite:* EN 101

Provides supplemental reading and writing support for students co-enrolled in English Composition (EN 101). The course targets critical reading strategies necessary for success in EN 101 and other college-level courses that require intensive reading. Students are guided to become independent readers capable of engaging in rigorous academic conversations.

447	ACE100-LK1	TuWTh	11:30am-12:20pm	10-week
446	EN101-LK1	TuWTh	10am-11:15am	10-week

Students must register for ACE100-LK1 and EN101-LK1 together.

AN: Anthropology

AN 101 - Introduction to Anthropology (3)

Gen Ed Anthropology; Cultural Competence

Prerequisites: (EN 70 or EN 75) OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Presents general patterns of the development of human culture and the basic principles of social anthropology and ethnology. Provides field work experience and emphasizes concepts of the modern practical views of anthropology.

319	AN101-1	TuTh	12:30pm-4:30pm	2nd 5-week
320	AN101-ONL1		Online Course	8-week

AR: Art

AR 100 - Introduction to the Creative Arts (3)

Gen Ed Arts

Prerequisites: (EN 70 or EN 75) OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Introduces students to the areas of visual arts, dance, music, and theater through an exploration of representative works with a global perspective. The study of the creative arts will develop critical appreciation for the arts, enhance self-expression, and provide a better understanding of the human experience. Attendance at an art exhibition and two different live performance is required. The course meets the Maryland state approved Associate of Arts in Teaching degree.

227	AR100-1	TuTh	8am-12pm	1st 5-week
228	AR100-ONL1		Online Course	8-week

AR 101 - Two Dimensional Art and Design (3)

Gen Ed Arts

Prerequisite: EN 70 OR *Prerequisites or Corequisites:* EN 75 OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Investigates the concepts and principles of two-dimensional visual design using black and white through a series of design exercises of increasing complexity.

229	AR101-1	MW	5pm-9pm	2nd 5-week
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Note: Students must furnish own supplies.

AR 104 - The History of Art: Prehistoric to Early Renaissance (3)

Gen Ed Arts; Cultural Competence

Prerequisites: (EN 70 or EN 75) OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Surveys the major developments in painting, sculpture and architecture from prehistoric times to the Italian Renaissance. Explores multi-cultural diversity through the study of the history of civilization, religion, myth, literature, politics and the human condition as manifested in the visual arts. A visit to an art museum is required.

230	AR104-ONL1		Online Course	8-week
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AR 106 - Drawing I (3)

Gen Ed Arts

Prerequisite: EN 70 OR *Prerequisites or Corequisites:* EN 75 OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Develops skills in using different drawing mediums and approaches. Emphasizes learning how to draw still life, landscape, drapery studies and experimental problems. Includes problems of scale and collage. Students will acquire a portfolio of drawings from studio work. Students must furnish supplies.

231	AR106-1	TuTh	12:30pm-4:30pm	2nd 5-week
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Note: Students must furnish own supplies.

232	AR106-2C	MW	5pm-9pm	1st 5-week
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AR 107 - Drawing II (3)

Prerequisite: AR 106

A continuation of AR 106 with more complex drawing. Emphasizes arranging and understanding the various composition formats, picture planes and pictorial methods of expression found in drawing. Students must furnish supplies.

233	AR107-2C	MW	5pm-9pm	1st 5-week
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AR 113 - Pottery I (3)

Gen Ed Arts

Prerequisite: EN 70 OR *Prerequisites or Corequisites:* EN 75 OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Explores clay as a medium for the expression of art. Uses various production techniques, decorating and glazing methods to achieve well-conceived and designed objects of ceramic art.

234	AR113-1C	MW	12:30pm-4:30pm	1st 5-week
235	AR113-2C	MW	12:30pm-4:30pm	2nd 5-week

AR 114 - Pottery II (3)

Prerequisite: AR 113

An advanced study into the nature of ceramic art. Skills and techniques learned in Pottery I are refined and advanced, chemical information and historical traditions are elaborated upon to prepare the student for the production of fine ceramic art.

236	AR114-1C	MW	12:30pm-4:30pm	1st 5-week
237	AR114-2C	MW	12:30pm-4:30pm	2nd 5-week

AR 119 - Pottery: The Wood Kiln (3)

Prerequisite: AR 113

Explores wood-firing as a medium for the expression of ceramic art. Uses various production techniques, decorating and glazing techniques, along with wood kiln firing methods to achieve well-conceived and well-designed objects of ceramic art.

238	AR119-1	MW	5pm-9pm	1st 5-week
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ASLS: American Sign Language Studies

ASLS 102 - American Sign Language I (3)

Gen Ed Humanities

Presents the basic skills used in American Sign Language. Includes vocabulary and grammar related to the exchange of personal information, introductions and negotiating the environment of sign conversation. Uses workbooks and videotapes. (First of four courses in ASL. Credit by examination is available.)

239	ASLS102-1	TuTh	8am-12pm	1st 5-week
240	ASLS102-2	TuTh	5pm-9pm	2nd 5-week

ASLS 103 - American Sign Language II (ASL II) (3)

Gen Ed Humanities

Prerequisite: ASLS 102

A continuation of American Sign Language I. Further develops communication competencies in sign language above the basic level. Introduces transcription symbols, sentence types, time pronominalization, subjects and objects, classifiers, locatives, pluralization and temporal and distributional aspects. Develops receptive/ expressive skills. Features additional information about the deaf community and deaf culture.

375	ASLS103-1	MW	5pm-9pm	2nd 5-week
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BI: Biological Science

BI 55 - Preparation for Allied Health (0) [3]

Prerequisites: (EN 70 or EN 75) OR (EN 50 and EN 51) OR (ESL 94 and ESL 97) OR (ESL 70 and ESL 71) OR (Corequisite: EN 75) AND (MA 81 or MA 83 or MA 85 or appropriate score on mathematics placement test)

Presents basic science concepts and science study skills. A preparatory course for students who have limited science background.

161	BI55-1	MW	12:30pm-4:30pm	1st 5-week
162	BI55-2	TuTh	8am-12pm	2nd 5-week

BI 100 - Fundamental Concepts of Biology (4)

Gen Ed Science

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 81 or MA 83 or MA 85 or appropriate score on mathematics placement test)

Explores basic biological concepts involved in understanding the structure, function, and evolution of organisms. Introduces organization of living matter, metabolism, genetics, evolution, and ecology, and their application to everyday life. This one semester laboratory course is intended for non-STEM (science, technology, engineering, and math) majors, and is designed to provide students with an appreciation of biological concepts and their current applications. Meets the requirement for a general education science lab course.

163	BI100-1LC	MWF	9:30am-12:05pm	2nd 5-week
164	BI100-11LB	MWF	12:30pm-3pm	2nd 5-week
165	BI100-2LC	TuTh	9:30am-12:05pm	8-week
166	BI100-21LB	TuTh	12:30pm-3pm	8-week
167	BI100-3LC	MW	5pm-7:35pm	8-week
168	BI100-31LB	MW	7:45pm-10:15pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

BI 101 - General Biology I (4)

Gen Ed Science

Prerequisites: Completion of high school biology strongly recommended AND (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 82 or MA 85 or appropriate score on mathematics placement test)

Explores the basic biological principles common to all living organisms, including biological chemistry, bioenergetics and metabolism, cellular and molecular biology, and classical and molecular genetics. Methods of scientific inquiry and data analysis are studied and practiced. BI 101 is the first of a two semester series that together with BI 102 is a comprehensive survey of modern biology. This course is intended for STEM (science, technology, engineering, and math) majors, and pre-allied health majors.

169	BI101-1LC	MWF	9:30am-12:05pm	1st 5-week
170	BI101-11LB	MWF	12:30pm-3pm	1st 5-week
171	BI101-2LC	MWF	12:30pm-3:05pm	2nd 5-week
172	BI101-21LB	MWF	9:30am-12:05pm	2nd 5-week
173	BI101-3LC	TuTh	5pm-7:35pm	8-week
174	BI101-31LB	TuTh	7:45pm-10:15pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

BI 102 - General Biology 2 (4)

Gen Ed Science

Prerequisite: BI 101

Continues the comprehensive survey of modern biology begun in BI 101 with an emphasis on mechanisms of evolution, methods of phylogenetic reconstruction and analysis, diversity of life, and ecology. Surveys biological diversity of all eukaryotic domains and kingdoms, including the study of various anatomical, physiological, and behavioral adaptations for life in different habitats. Select vertebrate body systems are studied.

175	BI102-1LC	MWF	9:30am-12:05pm	2nd 5-week
176	BI102-11LB	MWF	12:30pm-3pm	2nd 5-week

BI 103 - Anatomy and Physiology (4)

Gen Ed Science

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 82 or MA 85 or appropriate score on mathematics placement test) AND (BI 55 or BI 101 or BI 120 or CH 101)

The first course in a two-semester sequence. Presents a study of physiology according to the body systems approach. Emphasizes relationships between form and function at both the microscopic and gross levels of organization. Includes basic anatomical terminology, concepts of cell biology, histology, integumentary system, skeletal system, muscular system, nervous system, special senses and endocrine system.

177	BI103-1LC	TuTh	9:30am-12:05pm	8-week
178	BI103-11LB	TuTh	12:30pm-3pm	8-week
181	BI103-2LC	MW	5pm-7:35pm	8-week
182	BI103-21LB	MW	7:45pm-10:20pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

BI 104 - Anatomy and Physiology (4)

Gen Ed Science

Prerequisite: BI 103

The second course in a two-semester sequence. Includes the cardiovascular system, lymphatic system and immunity, respiratory system, digestive system and metabolism, urinary system, fluid/electrolyte balance, acid/base balance, and reproductive system.

183	BI104-1LC	MW	9:30am-12:05pm	8-week
184	BI104-11LB	MW	12:30pm-3pm	8-week
185	BI104-2LC	TuTh	5pm-7:35pm	8-week
186	BI104-21LB	TuTh	7:45pm-10:15pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

BI 120 - Microbiology for Allied Health (4)

Gen Ed Science

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 82 or MA 85 or appropriate score on mathematics placement test) AND (BI 55 or BI 101 or BI 103 or CH 101)

For allied health students. Covers the basic principles of cell chemistry and microbiology with respect to human physiology. Includes cell physiology, growth and metabolism of microorganisms, import groups of pathogenic microorganisms, antimicrobial agents, immunology and introductory biochemistry.

189	BI120-1LC	TuTh	12:30pm-3:05pm	8-week
190	BI120-11LB	TuTh	9:30am-12pm	8-week
193	BI120-2LC	MW	5pm-7:35pm	8-week
194	BI120-21LB	MW	7:45pm-10:15pm	8-week
191	BI120-3LC	TuTh	5pm-7:35pm	8-week
192	BI120-31LB	TuTh	7:45pm-10:15pm	8-week


Note: Students must register for corresponding lecture (LC) and lab (LB).

BI 130 - Forensic Biology (4)

Gen Ed Science

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73); *Prerequisite or Corequisite:* MA 82 or MA 85 or appropriate score on mathematics placement test

Introduces the principles and concepts of the biological aspects of forensic science. Examines the role of the laboratory in criminal investigation and human identification using forensic pathology, serology, anthropology, molecular biology, and other specializations.

195	BI130-ONL1		Online Course	8-week
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BI 140 - Biotechnology and Society (3)

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 82 or MA 85 or appropriate score on mathematics placement test)

Presents an overview of biotechnology and its scientific foundation through introductory investigations of the cell, protein structure and function, genetic expression, ecological and evolutionary interactions, and technological applications and issues. Introduces how science blends with consumer applications, regulatory information and social issues to provide a detailed perspective of the interrelationship among science, technology and society. May include one or more mandatory field trips, and/or guest lecturers.

427	BI140-1	TuTh	1pm-3:30pm	8-week
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BI 202 - Human Ecology (3)

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73); *Prerequisite or Corequisite:* MA 82 or MA 85 or appropriate score on mathematics placement test

Investigates physical environments of human beings and the effect of technologies on the environment. Emphasizes small group investigations of air, water and soil pollution and the rapidly expanding population as it affects the natural ecosystem within Frederick County and the Eastern seaboard. Some Friday or Saturday field trips.

196	BI202-1	MW	8am-12pm	2nd 5-week
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BU: Business Studies

BU 103 - Introduction to Business (3)

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) OR *Corequisite:* EN 75

Introduces effective use of planning, organization and control in the management of an enterprise. Introduction to finance, personnel and plant management, marketing and business and government relations.

131	BU103-HYB1	M	11am-1:30pm	1st 5-week
132	BU103-HYB2	W	5pm-7:30pm	2nd 5-week
133	BU103-ONL1		Online Course	8-week

BU 211 - Business Law I (3)

Prerequisite: EN 101

Introduces business law and its application to business activity. Includes contracts, agency and employment, negotiable instruments and sales.

134	BU211-ONL1		Online Course	8-week
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BU 225 - Marketing (3)


Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Explores problems and organization of systems that distribute goods and services in the business world. Promotion through retail and wholesale parallels; consumer buying habits; pricing, budgeting, transportation and warehousing; and sources and uses of marketing information.

135	BU225-ONL1		Online Course	1st 5-week
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BU 227 - Principles of Management (3)

Provides an introduction to basic principles of management in business and other organizations. Emphasizes management functions including planning, organizing, staffing, directing, controlling and coordinating. Explores the role leaders play in strategic planning, change management, innovation, decision making, and motivating employees/teams.

136	BU227-ONL1		Online Course	2nd 5-week
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BU 273 - Business Communications (3)

Emphasizes the theory and practice of oral, written, and interpersonal communication used in the workplace. Classroom activities and assignments will focus on writing business correspondence and reports, planning and delivering effective presentations, and developing teamwork and collaboration skills.

137	BU273-ONL1		Online Course	8-week
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BU/MA: Business/Mathematics

BU/MA 205 - Business Statistics (3)

Gen Ed Math

BU/MA 205 Prerequisites: (MA 81 or MA 83 or appropriate score on mathematics placement test) and (CIS 101 or CIS 111E or CIS 116E) and (placement in EN 70 or ESL 70 or higher on the reading placement test)

BU/MA 205A Prerequisites: (A grade of B or better in MA 80 or appropriate score on mathematics placement test) and (CIS 101 or CIS 111E or CIS 116E) and (placement in EN 70 or ESL 70 or higher on the reading placement test) Introductory non-calculus statistics course for business using spreadsheets. Topics include descriptive analysis and treatment of data, probability, statistical inference, linear regression and correlation, chi-square tests and non-parametric tests. Students can only receive credit for one of the following: BU/MA 205 or BU/MA 205A. Business Administration students must take BU/MA 205 (not BU/MA 205A).

300	BU/MA205-1	MW	5pm-8:45pm	2nd 5-week
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CH: Chemistry

CH 101 - General Chemistry (4)

Gen Ed Science

Prerequisites: Completion of high school chemistry strongly recommended AND (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 82 or MA 85 or appropriate score on mathematics placement test)

Intended for science majors, technology majors and pre-allied health majors. Examines the concepts underlying modern chemistry, including atomic and molecular structure, bonding, states of matter and solutions. Laboratory experiments illustrate the lecture material.

197	CH101-1LC	MWF	9:30am-12:05pm	1st 5-week
198	CH101-11LB	MWF	12:30pm-3pm	1st 5-week
199	CH101-2LC	TuTh	8am-10:35am	8-week
200	CH101-21LB	TuTh	11am-1:30pm	8-week
201	CH101-3LC	TuTh	5pm-7:35pm	8-week
202	CH101-31LB	TuTh	7:45pm-10:15pm	8-week
203	CH101-HYBC		Online Course	8-week
204	CH101-HYBB	MW	5pm-7:30pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

205	CH 101-ONL1		Online Course	8-week
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CH 102 - General Chemistry (4)

Gen Ed Science

Prerequisite: CH 101

Continues examining the concepts underlying modern chemistry, including kinetics, equilibrium, acid-base theory, nuclear chemistry, electro-chemistry, chemistry of the elements and an introduction to organic and biochemistry. Laboratory experiments illustrate the lecture material.

206	CH102-1LC	TuTh	12:30pm-3:05pm	8-week
207	CH102-11LB	TuTh	9:30am-12pm	8-week
208	CH102-2LC	MW	5pm-7:35pm	8-week
209	CH102-21LB	MW	7:45pm-10:15pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

CH 201 - Organic Chemistry (4)

Prerequisite: CH 102

Presents the hydrocarbon and derivatives, emphasizing bonding, structure, nomenclature, methods of preparation, reaction and reaction mechanisms. Laboratory emphasizes common techniques, synthesis of representative compounds.

210	CH201-1LC	MWF	9:30am-12:05pm	1st 5-week
211	CH201-11LB	MWF	12:50pm-3:45pm	1st 5-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

CH 202 - Organic Chemistry (4)

Prerequisite: CH 201

Continues to present the hydrocarbon and derivatives, emphasizing bonding, structure, nomenclature, methods of preparation, reaction and reaction mechanisms. Laboratory emphasizes common techniques, synthesis of representative compounds and qualitative organic analysis.

212	CH202-1LC	MWF	9:30am-12:05pm	2nd 5-week
213	CH202-11LB	MWF	12:50pm-3:45pm	2nd 5-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

Summer Session Dates	
1st 3-week session	6/5-6/21
1st 5-week session	6/5-7/11
2nd 3-week session	7/11-8/1
2nd 5-week session	7/12-8/15
8-week session	6/19-8/15
10-week session	6/5-8/15
For closings & breaks	See page 2
For online courses: Students will need to contact the Distributed Learning Office for permission to register in an online section after the second day of classes.	




CIS: Computer and Information Sciences

CIS 101 - Information Systems and Technology (3)

Gen Ed Computer Literacy

Prerequisite: EN 70 OR Prerequisites or Corequisites: EN 75 OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Explores the fundamentals of information systems and relevant technologies. This course surveys the terminologies, types, components, functions, architectures, and development life cycle of information systems. Topics include roles, values, impacts, applications, security concerns, social issues, ethics, and responsibilities related to the use of information systems in businesses. Students also learn productivity applications, such as word processing, spreadsheet, presentation, and database software.

138	CIS101-HYB1	TuTh	9am-11:55am	1st 5-week
139	CIS101-HYB2	TuTh	9am-11:55am	2nd 5-week
140	CIS101-HYB3	F	9am-11:55am	2nd 5-week
141	CIS 101-HYB4	MW	6pm-8:30pm	1st 5-week
143	CIS101-ONL1		Online Course	1st 5-week
142	CIS101-ONL2		Online Course	8-week
144	CIS101-ONL3		Online Course	2nd 5-week

CIS 106 - Object Design and Programming (3)

Gen Ed Computer Literacy

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND Prerequisite or Corequisite: MA 81 or MA 83 or MA 85 or appropriate score on mathematics placement test

Covers basics of object-oriented programming, fundamentals of computer information systems, impact of information technology on the economic, political and cultural development of society as well as the ethical, societal, and legal aspects of information technology. Students will design, implement, document, and debug object-oriented programs to solve problems by utilizing various data types and algorithms, control structures, encapsulation, and inheritance. Students will participate in structured walkthroughs and discussions, create Unified Modeling Language (UML) diagrams in designing solutions, and debug errors within the designed solutions. Requires no prior programming experience.

405	CIS106-HYB1	MW	9:30am-11:55am	8-week
146	CIS106-HYB2	TuTh	5:30pm-8pm	8-week

CIS 111J - Microcomputer Software Applications: Web Page Development (3)

Prerequisite or Corequisite: CIS 101, CIS 106, or CIS 116D

Introduces modern web development tools for website construction. This course covers the topics relevant to the development of interactive websites, including conceptualization, design, layout, and visual stimulation. Students will learn HTML5, CSS3, and JavaScript.

147	CIS111J-HYB1	W	5:30pm-8:15pm	8-week
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CIS 116F - Microcomputer Software Applications: Computer Fundamentals (1)

Surveys computer basics including hardware, applications, operating systems, and communication works. Students learn the components of hardware, applications of software in work place, variety of operating systems, and the basics of communication works.

148	CIS116F-ONL1		Online Course	2nd 5-week
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CIS 179 - Cybersecurity Fundamentals (3)

Prerequisite or Corequisite: CIS 106

Introduces the Essential Body of Knowledge for IT security and the fundamentals of cybersecurity, including the cyber architecture, components of security practices, and cybersecurity-related legislative framework. Students learn to identify risks, threats, and vulnerabilities relevant to information technology resources and to analyze the significance of security models and issues associated with security management. Surveys the software lifecycle and software assurance.

149	CIS179-ONL1		Online Course	8-week
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CMM: Communications Media

CMM 101 - Introduction to Electronic Media (3)

Gen Ed Arts

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) OR Corequisite: EN 75

Surveys the functions and effects of the electronic mass media. Emphasis will be placed on researching and analyzing the history of radio and television, including government regulations, audience measurement, advertising and careers in broadcasting.

243	CMM101-ONL1		Online Course	8-week
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CMM 103 - Introduction to Film (3)

Presents an analytical and interpretative study of film masterworks. Covers the historical development of film from silent short movies to the present and includes an analysis of film from several perspectives: artistic, technological, social and economic.

244	CMM103-1	TuTh	9am-12:45pm	2nd 5-week
245	CMM103-ONL1		Online Course	8-week

CMM 114 - Web Design I (3)

Prerequisite: CMM 111 or CMM 132

Presents beginning level design for the Inter. Taught from a design perspective, students learn software, hardware, and design principles used to produce successful web sites. Assignments include the design and creation of web publications. Lectures cover the study and critique of contemporary web design. Primary Software: HTML, Adobe Dreamweaver, Photoshop and Imageready.

432	CMM114-ONL1		Online Course	8-week
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CMM 132 - Digital Photography I (3)

Designed for students interested in digital photographic processes. The class will introduce basic concepts for acquiring digital images and the process of manipulating the image through the use of a Macintosh computer with Adobe Photoshop software. Hands-on instruction with Photoshop will include making selections, cropping images, using paint and editing tools and working with color and brush palettes. A portfolio of digital photographic work will be produced by the end of the semester.

246	CMM132-1	MW	6pm-9:45pm	1st 5-week
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CMSP: Communications Speech

CMSP 103 - Speech Fundamentals (3)

Gen Ed Communications

Prerequisite: EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72 or Corequisite: EN 75

Emphasizes the attainment of understanding and skill in public speaking. Assignments require analyzing the audience, researching, organizing, outlining, supporting and delivering a variety of extemporaneous speeches.

250	CMSP103-1	MW	12:30pm-4:30pm	1st 5-week
251	CMSP103-2	TuTh	5pm-9pm	2nd 5-week

CMSP 105 - Small Group Communication (3)

Gen Ed Communications; Cultural Competence

Prerequisite: EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72 or Corequisite: EN 75

Offers skills development in verbal, non-verbal and intercultural communication, listening, observation, leadership, and participation in groups. Emphasizes collaborative learning through researching and analyzing questions of fact and policy, problem solving and decision making, interacting and reaching consensus.

255	CMSP105-1	MW	12:30pm-4:30pm	2nd 5-week
256	CMSP105-2	TuTh	8am-12pm	1st 5-week
257	CMSP105-3	TuTh	12:30pm-4:30pm	1st 5-week
259	CMSP105-4	MW	5pm-9pm	1st 5-week

CMSP 107 - Career Communication (3)

Gen Ed Communications

Prerequisite: EN 70 or EN 75 or EN 50A or EN 61 or ESL 95 or ESL 73 or Corequisite: EN 75

Offers students knowledge and skills needed to communicate within their prospective professions and with others outside those professions. Assignments in interview, group discussion and extemporaneous speaking are adapted to individual students.

260	CMSP107-ONL1		Online Course	8-week
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EC: Economics

EC 201 - Principles of Economics (3)

Gen Ed Economics

Prerequisite: EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72

Introduces basic concepts, the national accounts, national income analysis, business cycles and the monetary system with an essentially macro-economic approach.

150	EC201-1	TuTh	8am-12pm	1st 5-week
151	EC201-2	MW	5pm-9pm	1st 5-week
152	EC201-ONL1		Online Course	1st 5-week
153	EC201-ONL2		Online Course	2nd 5-week

EC 202 - Principles of Economics (3)

Gen Ed Economics

Prerequisite: EC 201

Emphasizes price theory, distribution, international trade and economic development with an essentially micro-economic approach.

154	EC202-1	TuTh	12:30pm-4:30pm	1st 5-week
155	EC202-2	MW	5pm-9pm	2nd 5-week
156	EC202-ONL1		Online Course	2nd 5-week

ED: Education

ED 203 - Foundations of Special Education (3)

Cultural Competence

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) It is strongly recommended that students pass ED 102 or ECD 101, if applicable, prior to taking this course.

Provides an overview of critical issues and strategies related to educating students who have been identified as exceptional. The course content focuses on historical and legal foundations of special education, inclusive education, developmental characteristics of exceptional students, and strategies for accommodating students. (This course satisfies the Maryland State Department of Education professional education course work in inclusion of special populations.) Fifteen hours of documented observation are required.

344	ED203-ONL1		Online Course	8-week
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ED/PS: Education/Psychology

ED/PS 208 - Human Growth and Development (3)

Gen Ed Education

Presents central concepts related to parameters of human development through the life span. Includes physical, social, emotional and mental development at the various stages of life. Considers the influence of culture as well as individual differences.

346	ED/PS208-1	TuTh	5pm-9pm	2nd 5-week
347	ED/PS208-ONL1		Online Course	8-week

EN: English

EN 52 - Effective College Reading II (0) [4]

Prerequisite: EN 51 or appropriate score on reading placement exam

Promotes the development of active reading strategies for the tasks and texts students encounter in college. Stresses the interaction among the reader, the text and the context as applied to a variety of disciplines. Guides students to become independent readers who process information to enhance learning. Placement based on the reading placement exam.

275	EN52-1	TuTh	9am-12:40pm	8-week
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EN 60 - Writing Skills II Part 1 (0) [2]

Prerequisite: EN 50 and EN 51 or placement based on the reading and writing placement exams

The first of a two-part sequence that develops writing skills in preparation for EN 61 and EN 101.

Emphasizes writing well-organized paragraphs and essays. Includes review of grammar and punctuation and development of proofreading and editing skills.

276	EN60-1	TuWTh	9am-12pm	1st 3-week
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EN 61 - Writing Skills II Part 2 (0) [2]

Prerequisite: EN 60 or results of writing placement exam

The second of a two-part sequence that develops writing skills in preparation for EN 101.

Emphasizes writing well-organized essays. Includes review of grammar and punctuation and development of proofreading and editing skills.



277	EN61-1	TuWTh	9am-12pm	2nd 3-week
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EN 101 - English Composition (3)

Gen Ed English

Prerequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) OR (satisfactory performance on the writing assessment and satisfactory performance on the reading assessment)

Develops students' ability to use writing, reading, research, and thinking processes to create documented essays that demonstrate the conventions of academic writing.

278	EN101-1	MW	8am-10:30am	8-week
279	EN101-2	TuTh	12pm-2:30pm	8-week
281	EN101-ONL1		Online Course	8-week
282	EN101-ONL2		Online Course	8-week
446	EN101-LK1	TuWTh	10am-11:15am	10-week
447	ACE100-LK1	TuWTh	11:30am-12:20pm	10-week

Students must register for EN101-LK1 and ACE100-LK1 together.

EN 102 - English Composition and Literature (3)

Gen Ed Humanities; Gen Ed Communications

Prerequisite: EN 101

Reinforces, through an examination of literature, the reading, writing, critical thinking, and information literacy skills introduced in English Composition. By exploring literary texts from fiction, poetry, and drama, students learn to clarify their own values and identities as well as develop a better understanding of ideas and cultures beyond their own experience.

283	EN102-1	MW	1pm-3:20pm	8-week
284	EN102-2	TuTh	9am-11:30am	8-week
285	EN102-ONL1		Online Course	8-week
286	EN102-ONL2		Online Course	8-week

EN 210 - Creative Writing I (A,B, etc) (3)

Introduces skills of writing narrative fiction and/or poetry and/or drama. The complexities of creative writing as a craft and an art are explored through analysis of representative works, study of techniques and extensive practice.

424	EN210-1	TuTh	9am-11:30am	8-week
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EN 226 - Film as Literature (3)

Gen Ed Humanities

Surveys selected films and their counterparts in literature. Emphasizes narrative abilities of film.

287	EN226-1	MW	9am-12:45pm	1st 5-week
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ESL: ESL (English as a Second Language)

ESL 70 - Academic Reading I (0) [4]

Prerequisite: Placement on the college's ESL assessment (LOEP)

Designed for students whose native language is not English, but who have a working knowledge of the English language. This course focuses on developing the strategies, vocabulary, and fluency necessary for comprehension of academic texts.

411	ESL70-1	TuWTh	8:30am-12pm	2nd 5-week
413	ESL70-2	TuWTh	6pm-9:30pm	1st 5-week

Note: All ESL courses will require approval for Summer registration. Online registration will not be available for ESL courses.

ESL 71 - Academic Grammar & Writing I (0) [4]

Prerequisite: Placement on the college's ESL assessment (LOEP)

Designed for students whose native language is not English, but who have a working knowledge and understanding of the English language. Includes integrated instruction in grammar and writing with emphasis on developing the grammar proficiency for academic writing necessary for success in subsequent ESL courses.

409	ESL71-2	TuWTh	6pm-9:30pm	2nd 5-week
414	ESL71-1	TuWTh	8:30am-12pm	1st 5-week

ESL 72 - Academic Reading II (0) [4]

Prerequisites: (ESL 70 and ESL 71) or (ESL 98 and ESL 95) or placement on the college's ESL assessment (LOEP);

Corequisite: ESL 73

Designed for students whose native language is not English, but who have advanced knowledge of the English language. This course focuses on developing proficiency in the employment of reading strategies and usage, and comprehension of college-level vocabulary necessary for success in credit courses. Placement is based upon students' performance on the college's ESL assessment.

412	ESL72-1	TuWTh	8:30am-12pm	2nd 5-week
415	ESL72-2	TuWTh	6pm-9:30pm	1st 5-week

ESL 73 - Academic Grammar & Writing II (0) [4]

Prerequisites: (ESL 70 and ESL 71) or (ESL 98 and ESL 95) or placement on the college's ESL assessment (LOEP);

Corequisite: ESL 72

Designed for students whose native language is not English, but who have advanced knowledge and understanding of the English language. Includes integrated instruction in grammar and writing with an emphasis on developing grammatical variety and sophistication for academic communication as well as an introduction to integrating sources in academic essay writing.

416	ESL73-1	TuWTh	8:30am-12pm	1st 5-week
410	ESL73-2	TuWTh	6pm-9:30pm	2nd 5-week

FSA: Fire Service Administration

FSA 109 - GIS and Technology for Fire Services (3)

Prerequisites or Corequisites: [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Provides a foundation for implementing geospatial technologies in a local emergency service agency, within the context of planning, mitigation, response, and recovery. GIS can be applied to each of the phases of crisis management and whole community planning. The value, application, and use of geospatial technologies in emergency services and the fundamental skills required for basic implementation will be addressed.

369	FSA109-HYB1	M	7pm-10pm	8-week
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FSA 205 - EMS Operations (3)

Prerequisite: FSA 105

Provides EMS personnel/officers/supervisors the knowledge and skills to apply proper scene command techniques for management of medium to large incidents involving multiple sick or injured patients. Topics covered include problem-solving and EMS functions within incident command, resource management, interagency and mutual aid, size-up and strategy, tactics and action plans, EMS company operations, pre-incident preparation, incident organization, and strategic command. Emphasis is placed on pre-incident planning and the use of standard operating procedures.

370	FSA205-HYB1	Tu	7pm-10pm	8-week
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GG: Geography

GG 102 - Cultural Geography (3)

Gen Ed Geography; Cultural Competence

Prerequisite: EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72

Studies man in his regional settings, with emphasis on the interrelationships of physical and cultural phenomena.

322	GG102-ONL1		Online Course	8-week
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HE: Health Education

HE 102 - Nutrition in a Changing World (3)

Gen Ed Wellness

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
OR Corequisite: EN 75

Presents the basic principles of human nutrition with emphasis on the nutrients and factors that affect their use in the human body.

103	HE102-1	MW	9am-11:30am	8-week
104	HE102-ONL1		Online Course	8-week
105	HE102-ONL2		Online Course	8-week

HE 110 - Nutrition Basics (1)

Applies a basic knowledge of nutrition to enable the students to make good dietary decisions. Provides a basis for discerning healthy diets.

106	HE110-ONL1		Online Course	8-week
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HE 201 - Stress Management (3)

Gen Ed Wellness

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
OR Corequisite: EN 75

Examines current theories regarding the nature and sources of stress in life. Students are introduced to the physiology and psychology of stress. A variety of stress management techniques and coping strategies are explored.

418	HE201-1	TuTh	1pm-2:15pm	8-week
107	HE201-ONL1		Online Course	1st 5-week
108	HE201-ONL2		Online Course	2nd 5-week

HE 204 - Health Education (3)

Gen Ed Wellness

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
OR Corequisite: EN 75

Covers basic areas of health, including mental health, fitness, nutrition, weight control, sexual health, drugs and alcohol, disease and consumer and environmental health.

109	HE204-1	TuTh	5pm-9pm	2nd 5-week
110	HE204-ONL1		Online Course	1st 5-week
111	HE204-ONL2		Online Course	2nd 5-week

HI: History

HI 102 - History of Western Civilization (3)


Gen Ed History

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Covers Western history from 1500 to the present.

323	HI102-1	MW	8am-12pm	1st 5-week
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HI 201 - History of the United States (3)

Examines the economic, political and social forces that have shaped the patterns of life, institutions and thought in the United States through the Civil War.

324	HI201-1	TuTh	8am-12pm	1st 5-week
325	HI201-ONL1		Online Course	8-week

HI 202 - History of the United States (3)

Gen Ed History

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)
Covers United States history from Reconstruction to the present.

326	HI202-1	MW	8am-12pm	2nd 5-week
327	HI202-ONL1		Online Course	8-week


HS: Human Services

HS 102 - Human Relations (3)

Gen Ed Human Services; Cultural Competence

Prerequisite: EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72 or *Corequisite:* EN 75

Introduces students to the fundamentals of interpersonal communication and examines such communication in the context of culture, ethnicity, gender, age, and race in particular. As an experiential course, it seeks to increase the skills and sensitivity necessary for successful human relationships in a diverse global, national and local community. The impact of the increasing use of interactive technologies is also examined.

329	HS102-1	TuTh	5pm-9pm	1st 5-week
330	HS102-ONL1		Online Course	8-week

HS 103 - Introduction to Social Work and the Human Services (4)

Prerequisite: EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72

Surveys the philosophies of the field of social work and all of the human services. Examines the historical and theoretical approaches to the understanding of social work and the agencies that deal with delivery of services to members of society. Includes the interrelationship of human services and examines the knowledge, values and skills of the helping process. Particular emphasis is placed on the concept of human diversity and the impact of oppression and discrimination. This course will highlight the human needs that social workers address across the life span with particular emphasis on the needs of older adults.

426	HS103-1	MW	5pm-9pm	8-week
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HS 204 - Ethics and Practice Issues in the Human Services and Addiction Counseling (3)

Prerequisite: HS 203; *Corequisite:* INTR 103

Integrates a study of ethical and practice issues in the human service field with the student's experience in the internship education practicum. Special attention will be given to the special ethical issues in the addictions field.

368	HS204-ONL1		Online Course	8-week
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HOS: Hospitality, Culinary and Tourism Institute

HOS 111 - Culinary Fundamentals

Prerequisite: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 80 or appropriate score on mathematics placement test); *Prerequisite or Corequisite:* HOS 121

Examines the basic concepts related to the preparation of food and introduces culinary terms. Demonstrates skills in knife usage, equipment identification and handling. Reviews issues related to menu planning, recipe development and cost control. Identifies skills and attributes needed to fill entry level culinary and food service positions. Discusses careers in restaurants and food/beverage operations. Students learn resume writing and job interviewing techniques.

433	HOS111-1	MW	9:00am-11:30am	1st 3-week
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Note: Class held at FCC's Monroe Center, 200 Monroe Ave.

HOS 112 - Culinary I

***Culinary Arts fee per class: \$121**

Prerequisite: HOS 111 and grade of C or better in HOS 121

Introduces the fundamental concepts, skills, and techniques involved in basic food preparation and cookery. Emphasis is placed on recipe conversion, measurements, terminology, knife skills, safe food handling, cooking methods, flavorings, seasonings, stocks/sauces/soups, and other related topics.

435	HOS112-1	MW	9:00am-3:30pm	2nd 3-week
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Note: Class held at FCC's Monroe Center, 200 Monroe Ave. Chefs uniform, non-slip black shoes and knife kit required, available from FCC Bookstore.

HOS 114 - Culinary Baking

***Culinary Arts fee per class: \$121**

Prerequisite: HOS 111 and HOS 121

Provides students with the basic skills required for entry level work in a bakery or pastry shop of a restaurant or hotel. These skills include: working in a safe and sanitary manner; working as part of a team; reading and accurately following a recipe; proper mixing, make-up and baking of yeast raised breads, laminated dough, cookies, cakes, pies and tarts; cake icing; basic decorating techniques using a pastry bag; plating techniques.

436 HOS114-1 TuTh 9:00am-3:30pm 2nd 3-week

Note: Class held at FCC's Monroe Center, 200 Monroe Ave. Chefs uniform, non-slip black shoes and knife kit required, available from FCC Bookstore.

HOS 121 - Sanitation & Food Safety

Prerequisite: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Develops an understanding of basic principles of sanitation and safety in hospitality operations. The course focuses on prevention of foodborne illnesses and introduces the student to HACCP planning and implementation. Successful completion of the course can lead to certification as a "ServSafe Food Protection Manager" accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

434 HOS121-1 TuTh 12:00am-3:30pm 1st 3-week

Note: Class held at FCC's Monroe Center, 200 Monroe Ave.

INTR: Internship

INTR 101 - Internship (1)

Provides the student with an opportunity to gain knowledge and skills from a planned work experience in the student's chosen career field. In addition to meeting Core Learning Outcomes, jointly developed Specific Learning Outcomes are selected and evaluated by the Faculty Internship Advisor, Work-Site Supervisor, and the student. Internship placements are directly related to the student's program of study and provide learning experiences not available in the classroom setting. Internships provide entry-level, career-related experiences, and workplace competencies that employers value when hiring new employees. Internships may also be used as an opportunity to explore career fields. Students must meet with the Internship Coordinator prior to registering.

360 INTR101-1 TBA 10-week
361 INTR101-2 TBA 8-week

INTR 102 - Internship (2)

Provides the student with an opportunity to gain knowledge and skills from a planned work experience in the student's chosen career field. In addition to meeting Core Learning Outcomes, jointly developed Specific Learning Outcomes are selected and evaluated by the Faculty Internship Advisor, Work-Site Supervisor, and the student. Internship placements are directly related to the student's program of study and provide learning experiences not available in the classroom setting. Internships provide entry-level, career-related experiences, and workplace competencies that employers value when hiring new employees. Internships may also be used as an opportunity to explore career fields. Students must meet with the Internship Coordinator prior to registering.

362 INTR102-1 TBA 10-week
363 INTR102-2 TBA 8-week
376 INTR102-3 TBA 1st 5-week
377 INTR102-4 TBA 2nd 5-week

Summer Session Dates

1st 3-week session	6/5-6/21
1st 5-week session	6/5-7/11
2nd 3-week session	7/11-8/1
2nd 5-week session	7/12-8/15
8-week session	6/19-8/15
10-week session	6/5-8/15
For closings & breaks	See page 2

For online courses: Students will need to contact the Distributed Learning Office for permission to register in an online section after the second day of classes.

INTR 103 - Internship (3)

Provides the student with an opportunity to gain knowledge and skills from a planned work experience in the student's chosen career field. In addition to meeting Core Learning Outcomes, jointly developed Specific Learning Outcomes are selected and evaluated by the Faculty Internship Advisor, Work-Site Supervisor, and the student. Internship placements are directly related to the student's program of study and provide learning experiences not available in the classroom setting. Internships provide entry-level, career-related experiences, and workplace competencies that employers value when hiring new employees. Internships may also be used as an opportunity to explore career fields. Students must meet with the Internship Coordinator prior to registering.

364 INTR103-1 TBA 10-week
365 INTR103-2 TBA 8-week
378 INTR103-3 TBA 1st 5-week
379 INTR103-4 TBA 2nd 5-week

ITR: American Sign Language Interpreting

ITR 104 - Introduction to Interpreting (3)

Prerequisites: (EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72) and (ASLS 106 and ASLS 202); Prerequisite or Corequisite: ASLS 203

Introduces students to the profession of sign language interpreting. Covers the history of interpreting as a field of professional practice, the ethical and performance standards, the impact of legislation on the field, the phenomena of cross cultural dynamics, knowledge of environmental conditions, and the role of the interpreter as cultural mediator.

428 ITR104-1 MW 4pm-8pm 2nd 5-week

LA: Paralegal

LA 210 - Estates and Probate (3)

Prerequisite: LA 100

Covers basic legal concepts and fundamental principles of law as applied to the more common forms of wills, trusts, and intestacy, as well as organization and jurisdiction of the probate court.

366 LA210-ONL1 Online Course 1st 5-week

LA 230 - Law of the Real Estate Business (3)

Prerequisite: LA 100

Reviews the essentials of real estate law and the processes and procedures for which the paralegal is responsible, including discussion of landlord/tenant matters; easements and covenants; analysis of real estate contracts; types and sources of mortgage financing; ordering title work; preparation of closing documents; settlement statements; closing; and coordination of closing.

367 LA230-ONL1 Online Course 2nd 5-week

LF: French

LF 101 - Introductory French I (3)

Gen Ed Humanities

Presents study of French grammar and vocabulary with selected readings in contemporary literature. Develops competence in and knowledge of French language and culture.

261 LF101-1 MW 5pm-9pm 1st 5-week

Note: Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.

LF 102 - Introductory French II (3)

Prerequisite: LF 101

A continuation of LF 101 with increased emphasis on literature and idiomatic speech.

425 LF102-1 MW 5pm-9pm 2nd 5-week

LS: Spanish

LS 101 - Introductory Spanish I (3)

Introduces Spanish grammar and vocabulary. Develops oral and reading skills in the language and competence in answering basic questions. Through the reading of lifelike dialogs, students gain insight into Spanish culture, thought and expression.

262	LS101-1	MW	5pm-9pm	2nd 5-week
<i>Note: Introductory level language courses are not open to native or fluent speakers of the target language. These are beginning language courses. Students with prior language knowledge should discuss placement with the World Languages Program Manager.</i>				

263	LS101-ONL1		Online Course	8-week
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LS 102 - Introductory Spanish II (3)

Gen Ed Humanities

Prerequisite: LS 01

A continuation of LS 101. Introduces more complicated readings.

264	LS102-ONL1		Online Course	8-week
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MA: Mathematics

MA A - Instruction with Algebra (2)

309	MAA-1	ASG		8-week
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Note: Students registering for MA 103A or MA 206A must also register for MA A.

MA 80 - Pre-Algebra (0) [1]

Prerequisite: Placement into EN 51 or ESL 70 or higher on the reading placement test

Develops foundational math skills needed for Algebra. Topics include whole numbers, factors, fractions, signed numbers, and basic Algebra skills such as working with variables and solving one step equations. Technology is integrated with traditional skill practice throughout the course.

444	MA80-1	TuWTh	9am-10:20am	1st 5-week
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MA 82 - Intermediate Algebra (0) [4]

Prerequisites: A grade of B or better in MA 81 or appropriate score on mathematics placement test, and placement in EN 51 or ESL 70 or higher on the reading placement test

Develops intermediate algebra skills with a graphing approach. Topics include linear equations, systems of equations, quadratic equations, functions, exponents, radical functions, exponential functions, logarithmic functions, polynomial functions, and rational functions. Technology is integrated with traditional skill practice throughout the course.

290	MA82-1	MTuWTh	9am-11:30am	1st 5-week
291	MA82-2	MTuWTh	9am-11:30am	2nd 5-week
292	MA82-3	MTuWTh	6pm-8:30pm	2nd 5-week

MA 85 - Introductory and Intermediate Algebra (0) [6]

Prerequisites: Placement in EN 51 or ESL 70 or higher on the reading placement test AND a grade of B or better in MA 80 or Accuplacer placement score of 30 or greater on the Beginning Algebra section

Develops introductory and intermediate algebra skills. Topics include algebraic expressions, linear expressions and equations, exponents, polynomials, factoring, rational expressions and equations, graphing and solving linear, quadratic, radical, exponential, and logarithmic functions. Technology is integrated with traditional skill practice throughout the course.

445	MA85-1	MTuWTh	12:30pm-2:55pm	8-week
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MA 103 - Foundations of Mathematics (3)

Gen Ed Math

Prerequisite: MA 81 or MA 83 appropriate score on mathematics placement test

Covers various topics within mathematics for those who need a survey of mathematical principles rather than the in-depth analysis required for a mathematics or science-related program. Areas covered may include problem-solving strategies, logic, numeration systems, set theory, classification of numbers, algebra, financial management, geometry, measurement and right triangle trigonometry, probability, statistics, graphs, systems of equations, linear programming, graph theory, and voting theory. Students cannot receive credit for both MA 103 and MA 103A.

293	MA103-1	TuWTh	9am-11:35am	2nd 5-week
294	MA103-ONL1		Online Course	8-week

MA 103A - Foundations of Mathematics (3) [5]

Gen Ed Math

Prerequisites: MA 80 or appropriate score on mathematics placement test AND placement in EN 70 or ESL 70 or higher on the reading placement test

Combines topics with Algebra with topics from college math for those whose need is a survey of mathematical principles rather than the in-depth analysis required for a mathematics or science-related program. This course begins with a course in Algebra followed immediately by a survey of college math. Topics of Algebra include linear equations, quadratic functions, exponential functions, and logarithmic equations with an emphasis on functions, graphing, and modeling. Topics of college math covered may include problem solving strategies, logic, numeration systems, classification of numbers, algebra, financial management, geometry, measurement and right triangle trigonometry, probability, statistics, graphs, systems of equations, linear programming. Students cannot receive credit for both MA 103 and MA 103A.

295	MA103A-1	TuWTh	9am-11:35am	8-week
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Note: Students registering for MA 103A must also register for MA A - Instruction with Algebra.

MA 111 - Precalculus (4)

Prerequisite: A grade of B or better in MA 82 or MA 85

Includes topics from college algebra and trigonometry with a graphing approach such as right triangle trigonometry, circular trigonometric functions, inverse trigonometric functions, exponential functions, power functions, logarithmic functions, and polynomial functions and their zeros.

296	MA111-1	TuWTh	5pm-7:05pm	8-week
297	MA111-ONL1		Online Course	8-week

MA 130 - College Algebra (3)

Gen Ed Math

Prerequisite: A grade of C or better in MA 82 or MA 85 or appropriate score on mathematics placement test.

This class can be taken as a single semester course in College Algebra or as the first part of a two semester sequence (MA 130 and MA 131) to prepare for Calculus.

Topics covered include a study of function behavior, composition, and inverse using linear, polynomial, rational and radical functions; definition and analysis of exponential and logarithmic functions, complex numbers, formulae of midpoint, distance and average rate of change, and right triangle trigonometry. Two of the following courses: MA 111, MA 130 and MA 131 may be taken for a maximum of 7 credits.

298	MA130-1	TuWTh	9am-11:35am	2nd 5-week
299	MA130-2	TuWTh	12:30pm-2:35pm	1st 5-week

MA 206 - Elementary Statistics (3)

Gen Ed Math

Prerequisite: MA 81 or MA 83 or appropriate score on mathematics placement test

An introductory non-calculus statistics course. Topics include descriptive analysis and treatment of data, probability, statistical inference, linear regression and correlation, chi-square tests and non-parametric tests. Students can only receive credit for one of the following: MA 206 or MA 206A.

301	MA206-1	TuWTh	9am-11:35am	2nd 5-week
302	MA206-2	TuWTh	6pm-8:35pm	1st 5-week
303	MA206-ONL1		Online Course	8-week
304	MA206-ONL2		Online Course	8-week

MA 206A - Elementary Statistics (3) [5]

Gen Ed Math

Prerequisites: A grade of B or better in MA 80 or appropriate score on mathematics placement test AND placement in EN 70 or ESL 70 or higher on the reading placement test

Combines an introductory non-calculus statistics course with topics from Algebra. Topics of Algebra include graphing and solving linear equations, inequalities, function notation and interval notation. Topics of Statistics include descriptive analysis and treatment of data, probability, statistical inference, linear regression and correlation, chi-square tests, and non-parametric tests. Students can only receive credit for one of the following: MA 206 or MA 206A.

305	MA206A-1	TuWTh	9am-11:35am	8-week
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Note: Students registering for MA 206A must also register for MA A - Instruction with Algebra.

MA 210 - Calculus I (4)

Prerequisite: Grade of C or better in MA 111 or grades of C or better in both MA 130 and MA 131

Presents the first course in the three-semester calculus sequence (MA 210, MA 211, MA 212).

Designed for students in mathematics, science, engineering, medical and other technical programs. Topics covered include: functions, limits, continuity, the derivative concept, differentiation techniques (including produce rule, quotient rule, chain rule and implicit differentiation), applications of the derivative, and definite and indefinite integral concepts. The Fundamental Theorem of Calculus is discussed and used in the context of introductory integration.

306	MA210-1	TuWTh	5pm-7:05pm	8-week
307	MA210-ONL1		Online Course	8-week

MA 211 - Calculus II (4)

Gen Ed Math

Prerequisite: MA 210

Presents the second of three courses in the calculus sequence. Topics include methods and applications of integration, improper integrals, sequences and series, Taylor approximations, polar functions, introduction to differential equations.

308	MA211-ONL1		Online Course	8-week
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MA 213 - Differential Equations (3)

Prerequisite: MA 211; *Prerequisite or Corequisite:* MA 214

Presents differential equations of order one; linear differential equations with constant coefficients; non-homogenous equations with undetermined coefficients; variation of parameters; inverse differential operators; Laplace Transform; systems of differential equations; nonlinear equations; elementary applications.

402	MA213-ONL1		Online Course	8-week
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MA 214 - Introduction to MATLAB (1)

Prerequisite or Corequisite: MA 210

Provides an introduction to MATLAB. This course provides a comprehensive introduction to MATLAB environment. Assigned projects emphasize basic programming and graphing skills, as well as using MATLAB to solve appropriate mathematical problems.

373	MA214-ONL1		Online Course	1st 5-week
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MDA: Medical Assisting

MDA 104 - Medical Assisting Clinical I (1)

Prerequisites: MDA 102, MDA 112

Provides supervised placement in a contracted facility for guided experience in application of knowledge and skill of business and administrative skills in a medical office. Emphasis is placed on enhancing competence in medical skills necessary for comprehensive patient care and strengthening professional communications and interactions.

157	MDA104-1	ASG		1st 5-week
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MDA 109 - Medical Terminology (3)

Prerequisite: EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72 or *Corequisite:* EN 75

Teaches the basic principles of building and defining medical words. Students use techniques learned to develop an extensive medical terminology vocabulary. No previous knowledge of anatomy, physiology or pathology is necessary.

158	MDA109-ONL1		Online Course	1st 5-week
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MDA 201 - Medical Assisting Laboratory Procedures (3)

Prerequisite: MDA 102; *Prerequisite or Corequisite:* MDA 104

Introduces the basic routine laboratory skills and techniques required for assisting with patients in the medical office. Emphasizes laboratory activities and responsibilities of the medical laboratory technician for a physician's office. Skills include (but are not limited to): collecting, handling, and examining laboratory specimens and using phlebotomy procedures according to OSHA regulations.

159	MDA201-1	TuTh	6:30pm-8:45pm	8-week
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MDA 205 - Medical Administrative Clinical II (2)

Prerequisite: MDA 216

Provides students with supervised patient-care experience in the medical office. Emphasis is placed on enhancing competence in medical office administration for patient care and strengthening professional communications and interactions including accounting, billing and coding procedures.

160	MDA205-1	ASG		1st 5-week
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MU: Music

MU 101 - Introduction to Music History and Appreciation (3)

Gen Ed Arts

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

OR Corequisite: EN 75

Presents a study of music masterpieces of the past and present through reading, listening and analysis.

422	MU101-ONL1		Online Course	8-week
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MU 103 - Fundamentals of Music (3)

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

OR Corequisite: EN 75

Covers the basic elements of music for the interested student or prospective classroom teacher. Includes study of musical notation, terminology, major and minor scales, simple and compound meters, familiarity with the piano keyboard, intervals, triads, sight-singing, ear-training and simple dictation.

266	MU103-ONL1		Online Course	8-week
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MU 107 - Aural and Keyboard Skills II (1)

Prerequisite: MU 106

A continuation of Aural and Keyboard Skills I, coordinated with material presented in Music Theory II, including more difficult triad types and seventh chords, non-harmonic tones, part-singing, syncopated rhythms, cadences, harmonic progressions and modulations.

267	MU107-1	MTuWTh	1pm-2pm	1st 5-week
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MU 109 - History of American Popular Music (3)

Gen Ed Arts

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

OR Corequisite: EN 75

Surveys the development of American popular music in the 20th and 21st centuries, including the origins of both pop/rock styles, significant artists, cross-pollination with other genres, and impact on American culture. Selected pieces are examined in detail through directed listening. Topical writing assignments are required. Music reading skills unnecessary.

269	MU109-ONL1		Online Course	8-week
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MU 112 - Music Theory II (3)

Prerequisite: MU 111

A continuation of Theory I, with more advanced harmony. Introduces contrapuntal technique. Offers more advanced dictation skills, beginning composition using course skills.

270	MU112-1	MTuWTh	11am-1pm	1st 5-week
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NM: Nuclear Medicine

NM 204 - Clinical Nuclear Medicine Technology III (4)

Prerequisites: NM 105, NM 107, NM 202, and NM 203

Provides directed practice in a clinical affiliate hospital/imaging center. Students continue to develop their individual clinical techniques and create a clinical procedures manual. Daily imaging critiques by licensed/certified technologists and on-site lectures by board certified nuclear medicine physicians supplement clinical experiences.

112	NM204-1	TuWThF	8am-4:30pm	10-week
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NM 205 - Professional Development in Nuclear Medicine (2)

Prerequisites: NM 105, NM 107, NM 202, and NM 203

Prepares students for their board certification exam. Teaches students how to develop a resume, prepare for an interview, and develop the professional knowledge, skills, and attitudes to prepare for professional employment and lifelong learning.

113	NM205-1	M	9am-11:30am	8-week
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NU: Nursing

NU 50 - Preparation for Nursing (0) [1]

Prerequisite: Acceptance into clinical nursing program

Serves as a basis for developing proficiency and accuracy in dosage calculation. Includes computations for oral, parenteral, and intravenous routes of administration for adults and children using the apothecaries, metric, and household systems of measurement.

310	NU50-HYB1	W	9am-1pm	1st 3-week
311	NU50-HYB2	W	9am-1pm	2nd 3-week

NU 105 - Pharmacology for Nurses (2)

Prerequisite: Passing score on the Math for Medication Safety test

Provides instruction in basic pharmacology necessary for providing safe and effective medication administration. Content includes essential drug knowledge needed to adequately assess, administer, and evaluate drug effects in clients. Emphasis is on the acquisition and application of basic knowledge needed for the delivery of comprehensive care to clients in all healthcare settings.

417	NU105-HYB1	Tu	6:30pm-8:30pm	8-week
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NU 215 - Nursing Care of Children (3)

Prerequisites: NU 212, NU 214; passing score on the Math for Medication Safety test

Introduces the study of the pediatric client experiencing acute alterations in health. Client care in acute and community care settings will be explored with a focus on wellness, health promotion, and safety. Emphasis is on assimilation of knowledge, skills, and professional behaviors needed for the delivery of family-centered, safe, and comprehensive care.

314	NU215-1LC	W	5pm-9pm	8-week
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Note: Students must register for corresponding lecture (LC) and lab (LB).

315	NU215-11LB	ASG		8-week
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PC: Physical Science

PC 103 - Elements of Physical Science (3)

Gen Ed Science

Prerequisites: (EN 70 or EN 75) OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 82 or MA 85 or appropriate score on mathematics placement test)

Covers selected aspects of earth science, physics, chemistry and the quantitative relationships involved in the behavior of matter. Uses simple experiments to introduce scientific topics as needed. Restricted to non-science majors. Students cannot receive credit for both PC 103 and PC 114.

214	PC103-1	TuTh	8am-12pm	2nd 5-week
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PC 104 - The Water Planet: Introduction to Oceanography (3)

Prerequisites: (EN 70 or EN 75) OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 82 or MA 85 or appropriate score on mathematics placement test)

Presents a study of the ocean as a dynamic and changing entity. Emphasizes connections among disciplines in and outside the areas of science. Provides a basic understanding of scientific questions, complexities and uncertainties involved with the study and use of oceans.

215	PC104-ONL1		Online Course	8-week
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PC 107 - Introductory Astronomy (4)

Prerequisites: (EN 70 or EN 75) OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) AND (MA 82 or MA 85 or appropriate score on mathematics placement test)

Presents a survey of astronomy that includes a study of the physical nature of the universe, the solar system, stars, nebulae and galaxies. The laboratory includes sky observations for collection and analysis of data, photographic analysis and laboratory experiments.

217	PC107-1LC	TuTh	5pm-7:35pm	8-week
218	PC107-11LB	TuTh	7:45pm-10:15pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

219	PC107-ONL1		Online Course	8-week
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PE: Physical Education

PE 108 - Body Mechanics (1)

Examines the application of physical laws to the human body at rest or in motion, including concepts of effective, efficient and aesthetic postures, both static and dynamic. Emphasizes joint motions, care of the back and components of fitness including body compositions, flexibility, strength, muscular endurance and cardiovascular endurance.

114	PE108-1	Tu	6pm-8pm	8-week
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PE 154 - Fitness for Living (3)

Gen Ed Wellness

Prerequisites: (EN 70 or EN 75) OR ((EN 50A or EN 61) and EN 52) OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73) OR Corequisite: EN 75

Covers the components of physical fitness, stress, care of the back, nutrition and weight control. Evaluations in all areas included through laboratory experiences.

115	PE154-1	TuTh	10am-1:45pm	1st 5-week
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PE 179 - Tennis I (1)

Introduces the basic skills of tennis, including the basic grips, forehand and backhand groundstrokes, volleys and serves; covers the rules and etiquette of the sport.

117	PE179-1	TuTh	9am-10:15am	1st 5-week
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Note: After first day, class will meet at the tennis courts.

PE 181 - Golf I (1)

Introduces the basic skills of golf, including the grip, stance, addressing the ball, aiming, putting, chipping, pitching and the basic full swing; covers the rules and etiquette of the sport.

118	PE181-1	W	5:30pm-8pm	1st 5-week
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Note: After first day, class held at Saber Golf and Rec. . \$8-\$9 per class fee (approx. \$35 total) paid at site.

PE 188 - Yoga (3)

Provides a holistic approach to understanding some of the fundamental principles and philosophies of yoga while also providing a weekly experiential Hatha (physical) practice.

119	PE188-1	MW	9:30am-12pm	8-week
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PE 190 - Pilates (1)

Introduces the history of Pilates and describes the physiological basis of exercises that promote core body strength. Includes demonstration and active student participation of Pilates movements.

120	PE190-1	TuTh	9am-10:15am	1st 5-week
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PE 195 - Tai Chi (1)

Tai Chi is an unique and traditional Chinese exercise. The benefits of practice include strengthening health, preventing illness, and slowing the effects of aging. The class is designed to provide students with a basic knowledge and history of Tai Chi, and to provide an opportunity to learn and master Tai Chi skills.

121	PE195-1	TuTh	2pm-3:15pm	2nd 5-week
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PH: Philosophy

PH 101 - Introduction to Philosophy (3)

Gen Ed Humanities

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Surveys the major intellectual problems faced by great philosophers of all ages.

271	PH101-ONL1		Online Course	8-week
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PH 204 - World Religions (3)

Gen Ed Humanities; Cultural Competence

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

OR Corequisite: EN 75

Introduces the historical background, beliefs, scriptures and practices of the world's major religious traditions including Hinduism, Jainism, Buddhism, Sikhism, Taoism, Confucianism, Shintoism, Judaism, Zoroastrianism, Christianity and Islam.

272	PH204-1	TuTh	12:30pm-4:30pm	2nd 5-week
273	PH204-ONL1		Online Course	8-week

PH 205 - Ethics (3)

Gen Ed Arts and Humanities; Humanities

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Introduces the problems and possibilities of moral philosophy and ethical decision making.

448	PH205-1	MW	5pm-9pm	1st 5-week
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PH 207 - Biomedical Ethics (3)

Gen Ed Humanities

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Explores some of the most troubling problems that health care professionals, physicians and lawyers as well as individual patients and their families are called upon to solve. Examines principles in biomedical ethics, as well as general ethical theories in major problem areas, including euthanasia and prolongation of life, genetic intervention, behavior control, experimenting with human subjects, etc.

421	PH207-ONL1		Online Course	8-week
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PH 208 - Business Ethics (3)

Introduces business ethics. Clarifies moral obligations and ethical dilemmas for managers who make business decisions.

274	PH208-ONL1		Online Course	8-week
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PI: Political Science

PI 104 - American Government: National (3)

Gen Ed Political Science

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Covers basic principles of the national government: structure, powers and operations of Congress; the presidency and the Supreme Court; citizenship, elections, political parties and pressure groups.

371	PI104-ONL1		Online Course	8-week
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PN: Practical Nursing

PN 112 - Nursing Throughout Developmental Stages (8)

Prerequisites: NU 210, NU 211; *Corequisite:* PN 113

Prepares practical nursing students to provide care for adult and pediatric clients systems with commonly recurring physiological, psychological and developmental health problems. The Neuman Systems Model is used as the framework for the course. Supervised clinical experiences on medical-surgical and pediatric units in the hospital as well as observation in community-based centers are provided.

316	PN112-1LC	MTuWTh	8am-3pm	8-week
317	PN112-11LB	ASG		8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

PN 113 - Issues in Practical Nursing (1)

Prerequisites: NU 210, NU 211; *Corequisite:* PN 112

Focuses on the effective transition from student to licensed practical nurse. Emphasis is on the responsibilities associated with licensure, ethical and legal issues, employment strategies, continuing professional growth and leadership and management principles. Relevant trends in the development of the discipline of practical nursing are also emphasized.

318	PN113-1LC	ASG		8-week
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PS: Psychology

PS 101 - General Psychology (3)

Gen Ed Psychology

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Emphasizes the major factors that influence human behavior, including behavioral neuroscience, perceptual processes, consciousness, intelligence, personality and psychological disorders.

332	PS101-1	MW	8am-12pm	1st 5-week
333	PS101-2	TuTh	12:30pm-4:30pm	1st 5-week
334	PS101-3	TuTh	12:30pm-4:30pm	2nd 5-week
335	PS101-ONL1		Online Course	8-week
336	PS101-ONL2		Online Course	8-week

PS 202 - Social Psychology (3)

Gen Ed Psychology

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Explores the effects of the social environment upon the human organism through the study of interpersonal relationships, and the social influences on cognitive processes such as social perception, attribution, persuasion, prejudice and discrimination, aggression, prosocial behavior and group interaction.

337	PS202-1	MW	5pm-9pm	2nd 5-week
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PS 204 - Psychology of Adolescence (3)

Prerequisite: PS 101

Explores physiological, psychological and social dilemmas of the adolescent. Considers relevant contemporary research and behavioral determinants.

338	PS204-ONL1		Online Course	8-week
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PS 206 - Abnormal Psychology (3)

Explores the nature, etiology, diagnosis, prognosis, treatment and possible prevention of the major classifications of psychological disorders including anxiety, mood, eating, substance-related, schizophrenic, dissociative, personality and childhood disorders.

339	PS206-1	TuTh	5pm-9pm	1st 5-week
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PY: Physics

PY 101 - Survey of Physics (3)

Gen Ed Science

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

AND (MA 82 or MA 85 or appropriate score on mathematics placement test)

Gives students a general background in physics and prepares those who must take a two-semester physics course who have not had high school physics.

220	PY101-1	TuTh	8am-12pm	1st 5-week
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PY 201 - Fundamentals of Physics (4)

Prerequisites: Completion of high school physics or PY 101 strongly recommended, and [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 111 or (MA 130 and MA 131)

Presents an introductory study of physics, with the fundamental principles of mechanics, dynamics and mechanical waves. Emphasizes problem-solving and modeling of physical systems.

221	PY201-1LC	MW	8am-10:35am	8-week
222	PY201-11LB	MW	11am-1:30pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

PY 203 - Introductory Physics I (4)

Gen Ed Science

Prerequisites: Completion of high school physics or PY 101 strongly recommended, and [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73), and MA 210

Presents an introductory study of physics covering the fundamental principles of mechanics, dynamics and mechanical waves. Emphasizes problem solving and modeling of physical systems. Physical laws and theories are developed by the application of calculus. Prepares students for advanced work in the physical sciences. An analytical course primarily for majors in science or mathematics.

223	PY203-11LC	TuTh	9:30am-12:05pm	8-week
224	PY203-11LB	TuTh	12:30pm-3pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

PY 204 - Introductory Physics II (4)

Gen Ed Science

Prerequisites: PY 203, MA 211

Continues the study of fundamental principles of physics. Topics include thermodynamics, electricity and magnetism, optics and modern physics. The theoretical approach and use of calculus are continued.

420	PY204-11LC	MW	11am-1:35pm	8-week
419	PY204-11LB	MW	2pm-4:30pm	8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

RC: Respiratory Care

RC 110 - Clinical Practicum II (2)

Prerequisite: RC 103, RC 105, RC 107, RC 109

Teaches proficiency in administering basic respiratory care procedures and handling every aspect of general care. Introduces the intensive care environment and the theory and practical use of mechanical ventilators. Includes practical experience in obtaining arterial blood gases.

122	RC110-1	TuTh	7am-2pm	8-week
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Note: held at hospital

SO: Sociology

SO 101 - Introduction to Sociology (3)

Gen Ed Sociology

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Introduces the student to the study of society and the impact of society upon the individual. Exemplifies social processes in cultural patterns and institutions. Examines group values at various levels of human relationship.

340	S0101-1	TuTh	8am-12pm	1st 5-week
341	S0101-2	MW	5pm-9pm	1st 5-week

SO 101 - Introduction to Sociology (3)

Gen Ed Sociology

Prerequisites: (EN 70 or EN 75) OR [(EN 50A or EN 61) and EN 52] OR (ESL 95 and ESL 99) OR (ESL 72 and ESL 73)

Introduces the student to the study of society and the impact of society upon the individual. Exemplifies social processes in cultural patterns and institutions. Examines group values at various levels of human relationship.

342	S0101-ONL1		Online Course	8-week
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SO 102 - Social Problems (3)

Gen Ed Sociology; Cultural Competence

Offers the study of community problems and sociological processes involved in the analysis of universal and local sociological phenomena.

343	S0102-ONL1		Online Course	8-week
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SO 210 - Ethnic Diversity (3)

Prerequisite: EN 70 or EN 75 or EN 52 or ESL 99 or ESL 72

A survey of the status and treatment of ethnic groups in the United States; patterns of dominant and subordinate relations, prejudice and discrimination; historical and current problems, demographic and social background, political and social policies.

331	S0210-ONL1		Online Course	8-week
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ST: Surgical Technology

ST 105 - Clinical Practicum (5)

Prerequisite: ST 100

Develops surgical technology concepts, attitudes, and skills needed by students to perform as professional members of a surgical team. Demonstration of proficiency is essential during the perioperative phases of surgical procedures.

123	ST105-11C	M	9am-3pm	10-week
124	ST105-11LB	ThF	6:45am-3pm	10-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

Summer Session Dates

1st 3-week session	6/5-6/21
1st 5-week session	6/5-7/11
2nd 3-week session	7/11-8/1
2nd 5-week session	7/12-8/15
8-week session	6/19-8/15
10-week session	6/5-8/15
For closings & breaks	See page 2

For online courses: Students will need to contact the Distributed Learning Office for permission to register in an online section after the second day of classes.



Online & Hybrid Courses

Please read the following requirements before registering for an online or hybrid course.

Frederick Community College offers two types of courses over the internet: hybrid courses and online courses. Hybrid courses require the student to attend some class sessions on campus, while online courses do not. Any course section with the letters "HYB" indicates a hybrid course. The mouse icon (🖱️) indicates online courses.

Both online and hybrid courses are taught on Blackboard™ and require that students:

- Have internet access through broadband connection or Wi-Fi (wireless)
- Have access to a Windows, Mac, or Linux computer
- Have Windows 7 or higher, Mac OS X, or Linux with Ubuntu 14 or higher
- Have Internet Explorer 8 or higher, or the most recent version of Mozilla Firefox or Google Chrome, all with the most recent Java and Flash updates applied
- Establish a myFCC e-mail account
- Have basic computer skills in word processing, e-mail procedures, web-browsing, and handling features such as pop-up blockers
- Are responsible for maintaining appropriate security and virus protection when using the student's own personal computer(s)

Students should expect to spend as much time on an Internet course as they would on a traditional on-campus course.

Students should be self-motivated to handle the independent nature of learning that occurs in online courses.

Access to Blackboard: <http://frederick.blackboard.com>. User name Wxxxxxxx (where xxxxxx is the seven digit student ID number); first time login password is first two letters of last name and last five digits of Student ID number. If one does not work, try the other.

Textbooks: Purchase textbooks from the FCC Bookstore. Make sure you select books for the online section of the course as they may differ from textbooks used in on-campus sections. Some instructors require the corresponding access code for web resources.

Email Advising (emailadvising@frederick.edu): If you are unable to come on campus for advising services, Email Advising is available to all current FCC students using their <http://myFCC.frederick.edu> email accounts. Please provide your full name and Student ID number. Typical response time is 24-48 hours depending on the information requested.

Students will need to contact the Distributed Learning Office for permission to register in an online section after the second day of classes.

Online and Hybrid Orientation

Broadcast live online

June 1 • 6pm

<https://goo.gl/35xdTw>

Learn about the special demands of online learning, and preview an actual online course.

A recording of the orientation will be available for students unable to participate in the live viewing.

No registration necessary.



Summer

2017

Online Courses

See complete course descriptions and prerequisites and/or corequisites in the main course section of this schedule.

Note: All course sections require access to Blackboard at <https://frederick.blackboard.com>. Students are expected to be able to access Blackboard via the Internet using personal, public, or appropriate College-available computers. Blackboard access is also required to complete course evaluations. **Students will need to contact the Distributed Learning Office for permission to register in an online section after the second day of classes.**

ACCT: Accounting

ACCT 101 - Principles of Accounting I (3)

128 ACCT101-ONL1 8-week

ACCT 102 - Principles of Accounting II (3)

130 ACCT102-ONL1 8-week

AN: Anthropology

AN 101 - Introduction to Anthropology (3)

320 AN101-ONL1 8-week

AR: Art

AR 100 - Introduction to the Creative Arts (3)

228 AR100-ONL1 8-week

AR 104 - History of Art: Prehistoric to Early Renaissance (3)

230 AR104-ONL1 8-week

BI: Biological Science

BI 130 - Forensic Biology (4)

195 BI130-ONL1 8-week

BU: Business Studies

BU 103 - Introduction to Business (3)

133 BU103-ONL1 8-week

BU 211 - Business Law I (3)

134 BU211-ONL1 8-week

BU 225 - Marketing (3)

135 BU225-ONL1 1st 5-week

BU 227 - Principles of Management (3)

136 BU227-ONL1 2nd 5-week

BU 273 - Business Communications (3)

137 BU273-ONL1 8-week

CH: Chemistry

CH 101 - General Chemistry (4)

205 CH101-ONL1 8-week

CIS: Computer and Information Sciences

CIS 101 - Information Systems and Technology (3)

142 CIS101-ONL2 8-week

143 CIS101-ONL1 1st 5-week

144 CIS101-ONL3 2nd 5-week

CIS 116F - Microcomputer Software Applications: Computer Fundamentals (1)

148 CIS116F-ONL1 2nd 5-week

CIS 179 - Cybersecurity Fundamentals (3)

149 CIS179-ONL1 8-week

CMM: Communications Media

CMM 101 - Introduction to Electronic Media (3)

243 CMM101-ONL1 8-week

CMM 103 - Introduction to Film (3)

245 CMM103-ONL1 8-week

CMM 114 - Web Design I (3)

432 CMM114-ONL1 8-week

CMSP: Communications Speech

CMSP 107 - Career Communication (3)

260 CMSP107-ONL1 8-week

EC: Economics

EC 201 - Principles of Economics (3)

152 EC201-ONL1 1st 5-week

153 EC201-ONL2 2nd 5-week

EC 202 - Principles of Economics (3)

156 EC202-ONL1 2nd 5-week

ED: Education

ED 203 - Foundations of Special Education (3)

344 ED203-ONL1 8-week

ED/PS: Education/Psychology

ED/PS 208 - Human Growth and Development (3)

347 ED/PS208-ONL1 8-week

EN: English

EN 101 - English Composition (3)

281 EN101-ONL1 8-week

282 EN101-ONL2 8-week

EN 102 - English Composition and Literature (3)

285 EN102-ONL1 8-week

286 EN102-ONL2 8-week

GG: Geography

GG 102 - Cultural Geography (3)

322 GG102-ONL1 8-week

HE: Health Education

HE 102 - Nutrition in a Changing World (3)

104 HE102-ONL1 8-week

105 HE102-ONL2 8-week

HE 110 - Nutrition Basics (1)

106 HE110-ONL1 8-week

HE 201 - Stress Management (3)

107 HE201-ONL1 1st 5-week

108 HE201-ONL2 2nd 5-week

HE 204 - Health Education (3)

110 HE204-ONL1 1st 5-week

111 HE204-ONL2 2nd 5-week

HI: History

HI 201 - History of the United States (3)

325 HI201-ONL1 8-week

HI 202 - History of the United States (3)

327 HI202-ONL1 8-week

HS: Human Services

HS 102 - Human Relations (3)

330 HS102-ONL1 8-week

HS 204 - Ethics and Practice Issues in the Human Services and Addiction Counseling (3)

368 HS204-ONL1 8-week

LA: Paralegal

LA 210 - Estates and Probate (3)

366 LA210-ONL1 1st 5-week

LA 230 - Law of the Real Estate Business (3)

367 LA230-ONL1 2nd 5-week

LS: Spanish

LS 101 - Introductory Spanish I (3)

263 LS101-ONL1 8-week

LS 102 - Introductory Spanish II (3)

264 LS102-ONL1 8-week

MA: Mathematics

MA 103 - Foundations of Mathematics (3)

294 MA103-ONL1 8-week

MA 111 - Precalculus (4)

297 MA111-ONL1 8-week

MA 206 - Elementary Statistics (3)

303 MA206-ONL1 8-week

304 MA206-ONL2 8-week

MA 210 - Calculus I (4)

307 MA210-ONL1 8-week

MA 211 - Calculus II (4)

308 MA211-ONL1 8-week

MA 213 - Differential Equations (3)

402 MA213-ONL1 8-week

MA 214 - Introduction to MATLAB (1)

373 MA214-ONL1 1st 5-week

MDA: Medical Assisting

MDA 109 - Medical Terminology (3)

158 MDA109-ONL1 1st 5-week

MU: Music

MU 101 - Introduction to Music History and Appreciation (3)

422 MU101-ONL1 8-week

MU 103 - Fundamentals of Music (3)

266 MU103-ONL1 8-week

MU 109 - History of American Popular Music (3)

269 MU109-ONL1 8-week

PC: Physical Science

PC 104 - The Water Planet: Introduction to Oceanography (3)

215 PC104-ONL1 8-week

PC 107 - Introduction Astronomy (4)

219 PC107-ONL1 8-week

PH: Philosophy

PH 101 - Introduction to Philosophy (3)

271 PH101-ONL1 8-week

PH 204 - World Religions (3)

273 PH204-ONL1 8-week

PH 207 - Biomedical Ethics (3)

421 PH207-ONL1 8-week

PH 208 - Business Ethics (3)

274 PH208-ONL1 8-week

PI: Political Science

PI 104 - American Government: National (3)

371 PI104-ONL1 8-week

PS: Psychology

PS 101 - General Psychology (3)

335 PS101-ONL1 8-week

336 PS101-ONL2 8-week

PS 204 - Psychology of Adolescence (3)

338 PS204-ONL1 8-week

SO: Sociology

SO 101 - Introduction to Sociology (3)

342 SO101-ONL1 8-week

SO 102 - Social Problems (3)

343 SO102-ONL1 8-week

SO 210 - Ethnic Diversity (3)

331 SO210-ONL1 8-week

Hybrid Courses

BU: Business Studies

BU 103 - Introduction to Business (3)

131 BU103-HYB1 M 1st 5-week

132 BU103-HYB2 W 2nd 5-week

CH: Chemistry

CH 101 - General Chemistry (4)

203 CH101-HYBC 8-week

204 CH101-HYBB MW 8-week

Note: Students must register for corresponding lecture (LC) and lab (LB).

CIS: Computer and Information Sciences

CIS 101 - Information Systems and Technology (3)

138 CIS101-HYB1 TuTh 1st 5-week

139 CIS101-HYB2 TuTh 2nd 5-week

140 CIS101-HYB3 F 2nd 5-week

141 CIS101-HYB4 MW 1st 5-week

CIS 106 - Object Design and Programming (3)

405 CIS106-HYB1 MW 8-week

146 CIS106-HYB2 TuTh 8-week

CIS 111J - Microcomputer Software Applications: Web Page Development (3)

147 CIS111J-HYB1 W 8-week

FSA: Fire Service Administration

FSA 109 - GIS and Technology for Fire Services (3)

369 FSA109-HYB1 M 8-week

FSA 205 - EMS Operations (3)

370 FSA205-HYB1 Tu 8-week

NU: Nursing

NU 50 - Preparation for Nursing (0) [1]

310 NU50-HYB1 W 1st 3-week

311 NU50-HYB2 W 2nd 3-week

NU 105 - Pharmacology for Nurses (2)

417 NU105-HYB1 Tu 8-week



Home for the Summer?

Each summer, hundreds of students take classes at FCC. Some come for a quick visit.

Visiting students are those who are currently enrolled at a College or University.

Visiting students can earn credits from FCC and transfer them back to their school.

Credit courses at FCC are about one-third of the cost of most colleges, with in-county price per credit being \$144.12, and most general education courses have similar curriculums.

www.frederick.edu/enroll-now/visiting-students.aspx

Campus Locations

FCC classes are held on the main campus, at The Monroe Center, online, and offsite at various locations throughout the community and surrounding areas.

Campus Locations

- A—Annapolis Hall
- B—Braddock Hall
- C—Catoctin Hall
- D—Athletics Center
- E—Conference Center
- F—Visual & Performing Arts Center
- G—Gambrill Hall
- H—Student Center
- J—Jefferson Hall
- L—Linganore Hall
- P—Plant Operations
- S—Sweadner Hall
- K—Mercer-Akre Kiln

The Monroe Center
200 Monroe Avenue • Frederick, MD 21701
240.629.7900

Visit frederick.edu for directions.

FCC Main Campus

7932 Opossumtown Pike • Frederick, MD 21702



Join us as we celebrate

the arts

at  Frederick Community College

Kick off for Jazz in April The Great American Songbook April 8, Saturday, 7:30pm

Directed by Anita Thomas. FCC's Jazz Workshop with special guest Craig Gildner, will explore the music of timeless classics of Tin Pan Alley and Broadway Musicals. Joining forces with selected students to explore the intimate setting of a jazz combos.



Shibori Visual Art Program Spring Workshop

April 21 and 22, Friday & Saturday, 10am-4pm
A ancient tie-dye technique practiced in many cultures. This 2 - day workshop, Students will learn the proper selection and preparation of cloth, and explore shaped resist techniques which are easy to learn and offers interaction of pattern and color.

Jack B. Kussmaul Theater

May 6, Saturday, 7:30pm
Romanian Rainbow; Young Artist Showcase
Frederick Symphony Orchestra conducted by Glenn Quader, Enescu, Bartok

May 20, Saturday, 8pm
American Classics
The Spires Brass Band, Featuring American patriotic and popular music.

June 17, Saturday, 7:30pm
"Forbidden Love" West Side Story and More...
The Frederick Symphony Orchestra conducted by Glenn Quader/Horner. The music of famous forbidden love stories.

July 14, 15, Friday & Saturday, 8pm
July 21, 22 and 23, Friday, Saturday, 8pm
& Sunday, 2pm
Hairspray
The Fredericktowne Players (FTP)

Theatre FCC

April 14, 15, & 21, 22, Friday & Saturday, 8pm
Theatre FCC Production #1
"30 Plays in 60 Minutes." performed at random with an interactive audience.

May 5 & 6, Friday & Saturday at 8pm
Theatre FCC Production #2
A theatre piece, as a result of the Theatre Ensemble workshop class.

Music Program Artist Series

April 6, Thursday, 7:30pm
A Taste of Italy
Directed by Jennifer Rundlett

April 8, Saturday, 7:30pm
The Great American Songbook
Directed by Anita Thomas. A Jazz Workshop with special guest Craig Gildner.

April 14, Friday, 7:30pm
Swing into Spring with the Commodores
The U.S. Navy's premier jazz ensemble.

April 18, Tuesday, 12:30pm
The Life and Times of Thelonius Monk
Studio Theater F142, Free Admission

April 27, Thursday, 7:30pm
Rhythm-A-Ring
Directed by Howard Burns. FCC's jazz ensemble featuring Otherworld.

April 28, Friday 7:30 & April 29, Saturday, 3pm
You and the Night and the Music
Directed by Lynn Staininger. The Choral Arts Society of Frederick joined by FCC jazz faculty.

May 9, Tuesday, 7:30pm
An American Art Form
Directed by Anita Thomas. Improvisational Jazz Workshop

May 11, Thursday, 7:30pm
Carnival
Directed by Lynn Fleming. The FCC String Ensemble featuring music by Saint-Saens.

May 12, Friday, 7:30pm
Music of Our National Parks
Directed by Aaron Lovely. FCC's Wind Ensemble present music celebrating the 100 - year anniversary of the National Park Service.

May 14, Sunday, 3pm
Music of the Americas
Faculty/Student recital to pay tribute to the music of North and South American composers.

Mary Condon Hodgson Art Gallery

April 21 and 22, Friday & Saturday, 10am-4pm
Shibori, The Visual Art Spring Workshop
An ancient tie-dye technique

February 4 – March 1
Jane Byron
Edges of Abstraction
Acrylic on Canvas and Oil on Canvas.
Opening Reception – Saturday, February 4, 5-7pm

March 4 – April 5
Phyllis Mayes
Paintings
Oil, Charcoal, Graphite, Pastel, Mixed Media. Opening Reception - Saturday, March 4, 5-7pm

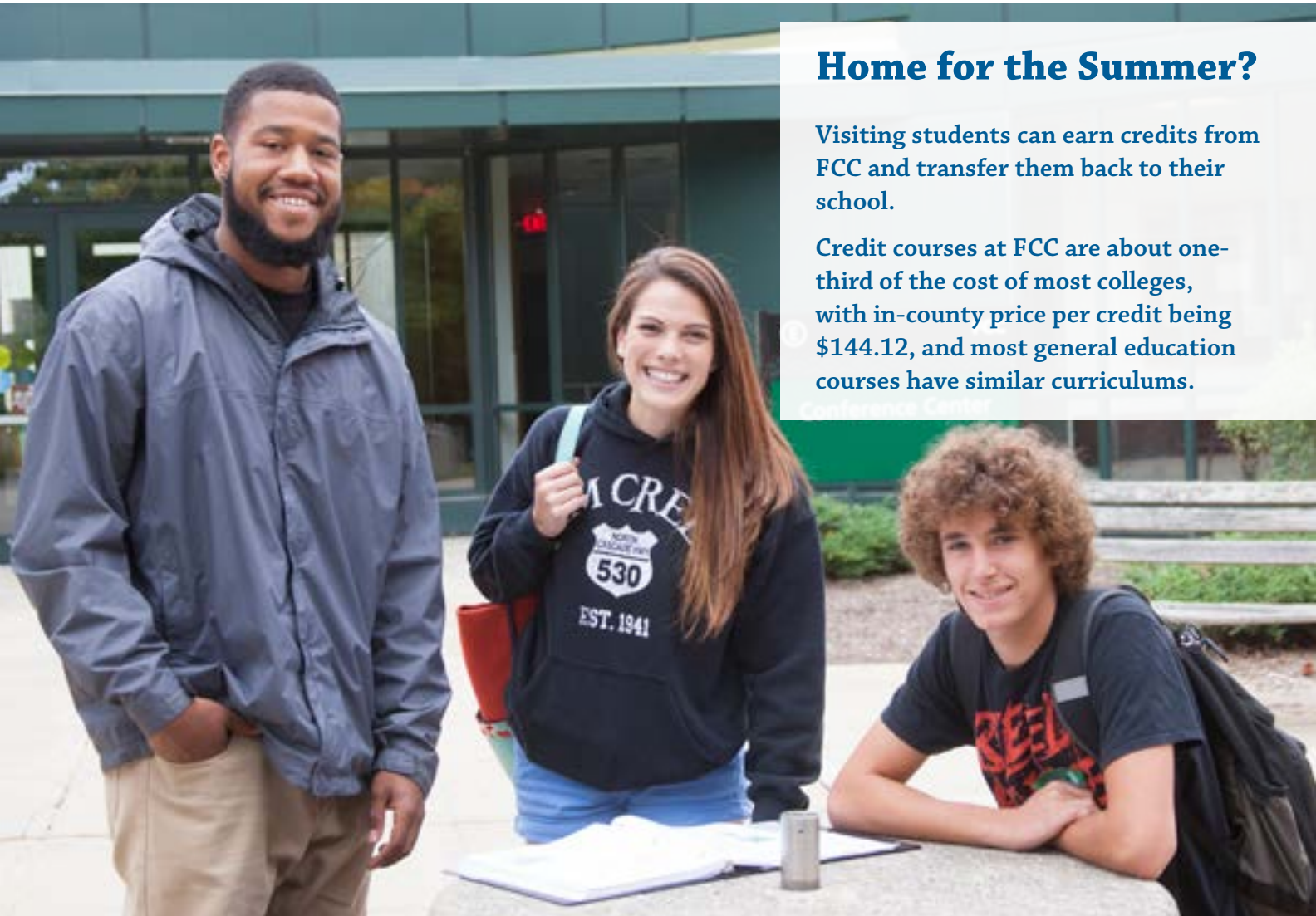
April 8 – May 3
Luc Fiedler
Sculpture
Opening Reception - Saturday, April 8, 5-7pm

May 8 – June 7
**The FCC Visual Arts Department Presents:
The Student Juried Show, Spring 2017**
Opening Reception - Monday, May 8, 11:30am-12:30pm

June 10 – July 12
Members Summer 2017 Exhibit
FCAA members share their visions through a variety of media and style.
Opening Reception - Saturday, June 10, 5-7pm

July 15 – September 6
Frederick Camera Clique
Annual Photography Exhibition
Opening Reception – Saturday July 15, 5-7pm

Questions? Call 301.846.2512 or email ksantelli@frederick.edu • www.frederick.edu/arts@fcc



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