JOHN A. LOGAN COLLEGE

2022-2023 College Catalog

Why would you go anywhere else?

John A Logan College

700 Logan College Drive
Carterville, Illinois 62918-2500
Telephone: (618) 985-2828
Toll-Free: (800) 851-4720
Website: jalc.edu

Additional Sites

Alongi Du Quoin Extension Center
72 Southtowne Shopping Center
Du Quoin, Illinois 62832
Telephone: (618) 542-9210
Fax: (618) 542-9152

Southern Illinois Collegiate Common Market
3213 South Park Avenue
Herrin, Illinois 62948
Telephone: (618) 942-6902
Fax: (618) 942-6658

West Frankfort Extension Center
19 West Frankfort Plaza
West Frankfort, Illinois 62896
Telephone: (618) 932-6639
Fax: (618) 932-6263

Accredited by:

The Higher Learning Commission
230 South LaSalle Street, Suite 7-500
Chicago, Illinois 60604-1411
https://www.hlcommission.org/

Recognized by:

Illinois Community College Board
Illinois Board of Higher Education
Illinois State Board of Education
Illinois Department of Veterans Affairs

Institutional Member of:

Southern Illinois Collegiate Common Market
3213 South Park Avenue
Herrin, Illinois 62948

For the most up-to-date information visit the **college website**. John A. Logan College is committed to equal access and opportunity for all students. For more information, please consult the ***Student Guidebook***.

Why Would You Go Anywhere Else?

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Welcome from the President

Welcome to John A. Logan College! Whether you are a returning student, coming to college for the first time, or coming back to develop new skills, I hope you find the information within this catalog useful. Here you will find resources that will help you make decisions about your educational goals and aspirations. The College is here for you and our community. If you need additional information or assistance, you will find that my colleagues here at John A. Logan College are ready to step in and assist you. We are excited you are here to fulfill your educational and career goals!

At John A. Logan College, we provide many options that will help you achieve your educational goals. The College offers programs for students planning to transfer to a four-year university; career and technical education leading directly to employment; adult education and literacy and enrichment courses for all. Support services like Career Services and the Student Success Center are here to help you succeed in all of these areas. At John A. Logan College, your success is our success.

The campus is located in the heart of southern Illinois on 169 manicured acres with well-maintained buildings providing a safe learning environment for students. The College's highly trained police force is visible on campus and committed to providing the best possible service to students and staff. The College also has a dining service, coffee shop, and bookstore centrally located on campus for your convenience.

I believe you will find that John A. Logan College is committed to providing a high-quality, low-cost education to our community of learners. We are committed to providing a diverse learning and teaching environment that assists our community of learners in improving their individual life, society, and our community. My commitment to you is that John A. Logan College will provide access to high-quality education for all students in a welcoming, diverse, and equitable environment.

The College is fully accredited by the Higher Learning Commission, recognized by the Illinois Community College Board, the Illinois Department of Education, and the Illinois Department of Veteran Affairs. John A. Logan College is a state and national leader in community college education.

We all deserve educational opportunities. My promise is that we at John A. Logan will work diligently to maintain access for you and future generations. While we know you have many choices when it comes to your college education, we believe that with the opportunities here at John A. Logan College, why would you go anywhere else?

My very best to you on your educational journey,

Kirk E. Overstreet, Jr., Ph.D.

Kirk E. Overstreet, Jr., Ph.D.

All About John A. Logan College

Mission

The mission of John A. Logan College:

To enrich lives through learning and community engagement.

Vision

Through innovation and equitable learning opportunities, John A. Logan College will be a College of excellence that inspires growth, cultivates learning, and promotes cultural understanding.

Philosophy

John A. Logan College believes in the inherent worth and dignity of the individual. Derived from that belief is the concept that education is important to the cultural, intellectual, and social enlightenment of the individual; that high-quality educational opportunities are the right of the citizens to whom the College belongs; and that education is vital to the area's economic growth. Because our citizens have worth, dignity, and potential regardless of their age, economic status, or social station, the College assumes the obligation to serve its citizens through an open-admission concept with lifelong learning opportunities.

Within the limits of the College's ability to attain and maintain a solid financial base, it is ready and eager to provide low-cost traditional and non-traditional education opportunities whenever, wherever, and however they are needed by the citizens to improve the quality of their lives.

Core Values

- Student-Centered
  We are committed to providing quality learning opportunities and assisting students at each step in their educational journey.
- Integrity
  We are committed to creating trust and confidence in our college community that acts with honesty and forthrightness, holding ourselves to high academic and ethical standards.
- Respect
  While recognizing and valuing the dignity and uniqueness of every person, we are committed to creating a positive community where everyone is appreciated and considered for their contributions and performance.
- Community
  We are committed to cultivating partnerships within the community for the mutual benefit of the College and the southern Illinois region.
- Optimism
  We are committed to looking at things with a positive eye and an open mind, trying to see the good in things first. Everything we do is with an effort to foster a positive environment even in the toughest challenges.

History

John A. Logan College (JALC) is an open admission, comprehensive community college designed to provide high-quality, affordable educational opportunities to its citizens. The College owes its existence to the Illinois Public Community College Act of July 15, 1965 which provided legislation to create a junior college system in the state of Illinois. John A. Logan College district citizens approved the creation of the Junior College district in September, 1967.

The College is named in honor of John Alexander Logan, a prominent southern Illinoisan whose political career led from county clerk to U.S. Congressman. During the Civil War, Logan volunteered as a citizen soldier and fought in eight major campaigns and is considered one of the premier volunteer generals of the Civil War. After the war, Logan returned to Congress and he helped found Memorial Day as a national holiday. In 1871, and again in 1874, Logan was elected to the U.S. Senate and was James G. Blaines's vice-presidential running mate. Throughout his political career, he was a strong advocate for public education. Logan drafted legislation that established normal schools, teachers' institutes, and instruction in the industrial and mechanical arts.

Senator Logan's speech in support of this public education legislation attracted attention throughout the country. His emphasis on planning for the future helped to refocus and rebuild the nation. The College motto, "To education must we look . . .," is derived from the following excerpt:

"To education, therefore, must we look for all the elements of national strength, and the more generally it is diffused and the higher its grade, in like proportion will our national power be increased." (Congressional Record, March 16, 1882)

About John A. Logan College

The John A. Logan College district (#530) consists of one central campus and extension centers in the towns of DuQuoin and West Frankfort. Many courses in baccalaureate transfer, career education, continuing education and adult literacy are taught in high schools and public facilities throughout the five-county district. The College takes pride in providing high-quality, affordable education to its citizens. JALC is in very close proximity to a four-year educational institution, Southern Illinois University-Carbondale (SIU-C). The College district serves the following high school districts in Illinois: Marion, Johnston City, Herrin, Crab Orchard, Carterville, Carbondale, Tri-Co, Elverado, Murphysboro, West Frankfort, and DuQuoin. The area has a long history of manufacturing and coal-mining. With closures of many mines and manufacturing plants, the College has successfully worked with state and local agencies to provide transition services and training programs to help these workers obtain degrees and training to obtain employment.

Other facts about the college:

Year established:	1967
Current budget:	$32.9 million – Budgeted Operating Expenditures
Enrollment:	Approximately 3,000 full and part-time students
Area population:	209,039 (all five counties served by John A. Logan College)
Employment:	540 employees, 67 full-time faculty, 95 adjunct faculty, 170 part-time staff, and 208 full-time staff
Library:	46,590 physical collections; 34,387 books; 86 magazines and journals; 10,923 government documents; 782 DVDs; 130 VHS tapes; 5,000 + Pro Quest Central E-Books; 73,475 EBSCO E-Book Collection; 100,000 + Cloud Library E-Books and Audio; 10,000+ miscellaneous E-Resources; 40+ databases including thousands of full text titles.

Board of Trustees

- William J. Kilquist, Chair
- Aaron R. Smith, Vice Chair
- Jacob "Jake" Rendleman, Secretary
- Rebecca Borgsmiller
- Dr. Brent Clark
- Mandy Little
- Dr. Glenn Poshard
- Jeremiah Brown, Student Trustee

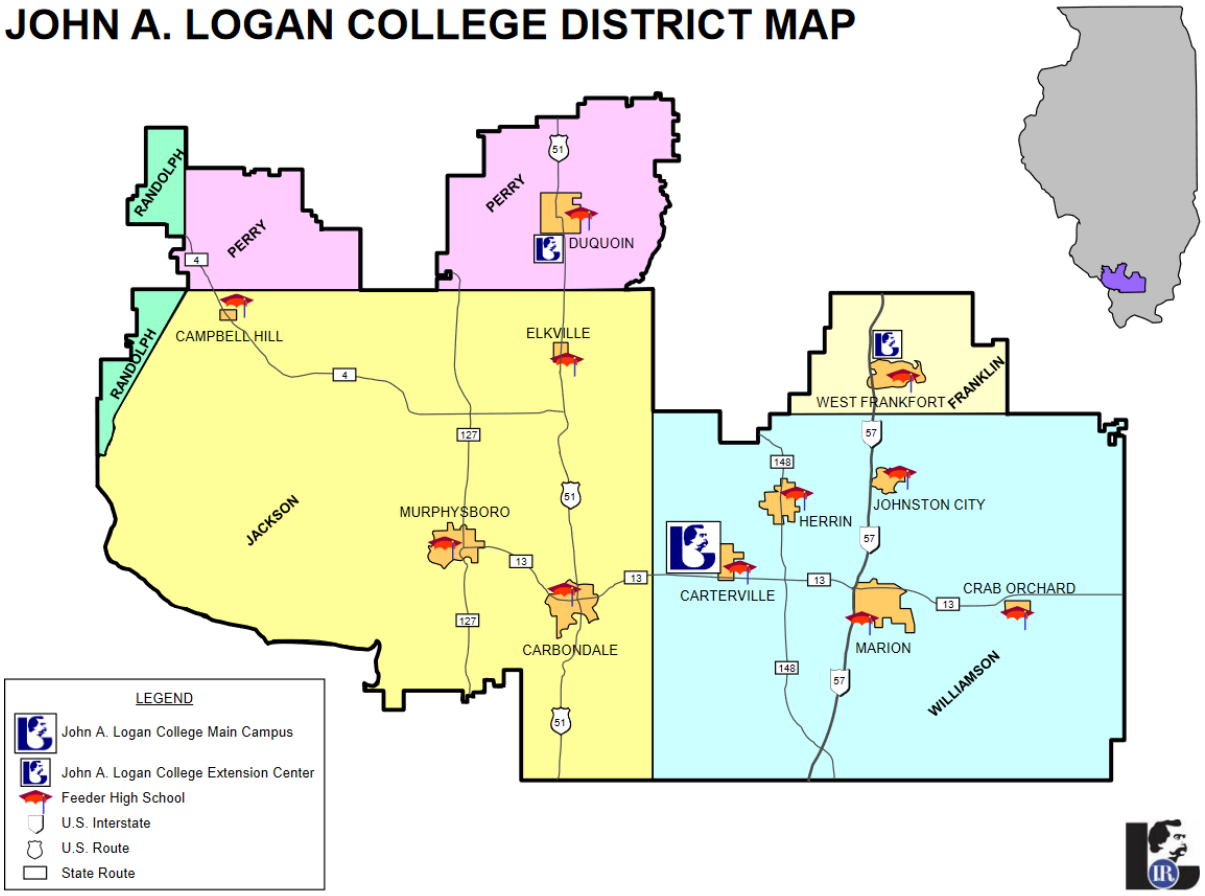
Officers of the College

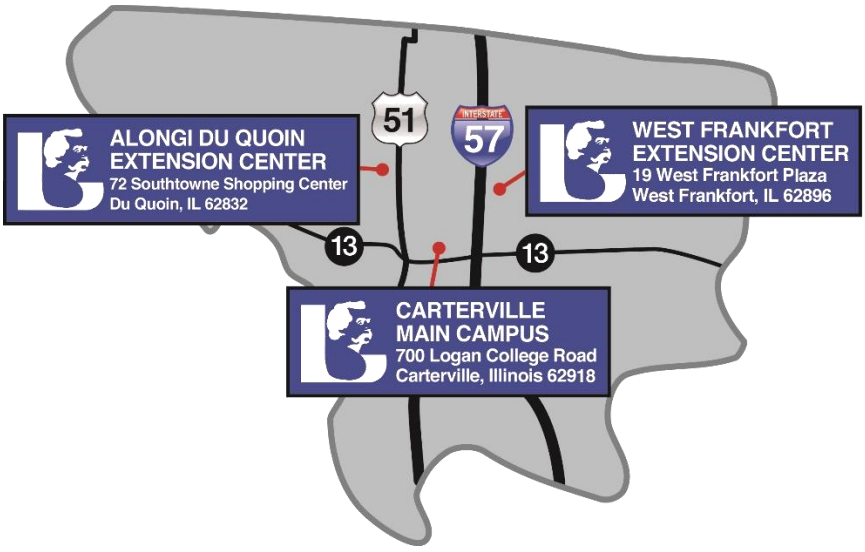
- Kirk Overstreet, President
- Melanie Pecord, Provost
- Stacy Buckingham, Vice President for Business Services, CFO

Past Presidents

- Dr. Nathan Ivey 1968 to 1973
- Dr. Thomas E. Deem 1973 to 1974
- Dr. Robert E. Tarvin 1974 to 1982
- Dr. Harold R. O'Neil 1982 to 1989
- Dr. Ray Hancock 1989 to 2000
- Dr. Robert L. Mees 2000 to 2012
- Dr. Mike Dreith 2012 to 2015
- Dr. Ron House 2015 to 2020

JOHN A. LOGAN COLLEGE DISTRICT MAP





Click here to find maps for campus buildings!

Extension Centers help students pursue their education close to home. The extension centers offer a variety of general education, liberal arts, basic adult education, continuing education and children's classes. The extension centers provide opportunity for students to prepare for the GED, learn skills to become an effective employee and parent, gain knowledge in basic computer skills, address other interests of the community, and provide wholesome activities for children.

Alongi Du Quoin Extension Center: The Alongi Du Quoin Extension Center is located on U. S. 51 south in the Southtowne Shopping Center. The center is host to regular College classes as well as to adult and continuing education classes, children's classes, and seminars for business and industry.

West Frankfort Extension Center: The West Frankfort Extension Center is located at 19 West Frankfort Plaza, West Frankfort. The center is the site for regular College courses as well as for adult and continuing education classes, children's classes, and seminars for business and industry.

Student Guidebook

John A. Logan College provides a ***Student Guidebook*** which is designed to guide students to key information and to enhance the accessibility of John A. Logan College student policies. The *Student Guidebook* provides an alphabetical guide to frequently referenced topics and student-related policies and procedures; use this resource to help you find answers to most of your questions!

Students are subject to all of the policies and procedures covered in this publication and all other policies adopted by the College. Additionally, some programs may have policies that are uniquely applicable to students in that program. However, the *Student Guidebook* is a starting point for students to understand and use college policies.

Getting Started at John A. Logan College

Admission & Registration

Academic and Career Advisement and Counseling

All students should meet with an academic advisor when they first enroll at JALC. Courses and programs should be carefully selected with the assistance of an academic advisor to ensure applicability toward program requirements and effective fulfillment of educational goals. Career counseling is also available to students.

Admission to John A. Logan College

Refer to policy for criteria for full admission to the College.

Program/Course Admission

Admission to the college does not guarantee entrance into particular courses or programs of study. The college reserves the right to establish selective admission procedures and give preference to residents of Community College District 530.

Transcripts

Students should submit official copies of high school transcripts with a graduation date. All financial aid recipients are required to submit an official copy of their final high school or GED® (High School Equivalency) transcripts. In addition, students who have attended other postsecondary institutions are encouraged to have official college transcripts submitted. Students who are required to submit transcripts include:

- Students wishing to apply college credit earned at other postsecondary institutions toward JALC degrees or certificates.
- Students intending to use federal Veteran's benefits.
- Students needing to provide proof of course prerequisites.

Official transcripts must be sent directly from the issuing institution to the JALC Admissions and Records Office. Home-school transcripts must be submitted in a typed transcript format. Transcripts must include students' name (first, middle and last), date of birth, address, course title, units of credit, semester completed, grades, description of grading system, graduation date, signature of parent or home-school administrator and a graduation date if the transcript is complete.

Admissions, degree and certificate requirements that are published in this catalog should be used as a guide for students who begin their course of study in the current academic years.

Baccalaureate Transfer Program

New students planning to enroll in transfer programs at John A. Logan College must meet the admission requirements of the college. Admission to transfer programs also requires new students to meet the high school course pattern requirements specified by the Illinois Board of Higher Education:

Subjects	Years	Emphasis
English	4	Emphasizing written and oral communications and literature
Social Studies	3	Emphasizing history and government
Mathematics	3	Introductory through advanced algebra, geometry, trigonometry, or fundamentals of computer programming
Science	3	Laboratory sciences
Electives	2	Foreign language, music, art, or vocational education
Total	**15**	

Students who do not meet the requirements may satisfy a course pattern deficiency by:

- Providing SAT or ACT scores that demonstrate proficiency in the required course patterns, or
- providing acceptable CLEP scores, AP credit, placement scores, or
- successfully completing appropriate developmental courses. These courses may not be used toward graduation credit and cannot be used to fulfill general education requirements, or
- successfully completing any college-level deficiencies.

Acceptable placement scores will be determined by college policy through communication with each academic discipline. Required CLEP and AP scores are available in the Office of Admissions and Records and elsewhere in this Catalog. High school units in excess of the required number of units in mathematics, social studies, or science may be redistributed among the other categories by applying no more than one unit to any of the following categories: mathematics, social studies, science, or an elective. Elective subjects cannot be substituted for required courses in English, mathematics, science, or social sciences.

The following transfer-program applicants are exempt from the high school-subject requirements:

- students whose class rank and ACT or SAT scores are at or above the 75th percentile.
- veterans who have not been enrolled in any college course since discharge. Veterans must have an overall C average or better for college courses taken since separation.
- transfer students who have earned 26 or more hours of transferable credit with an overall C average or better.

Math and English Course Placement

The main goal of the placement process for students is to gather information about current academic skills. This process will not prohibit students from entering college, but determine math and English competency levels. Many courses require specific math and/or English competencies to enroll. Math and English are disciplines that require thinking and reasoning skills. Enrolling in appropriate courses is essential for academic success.
The JALC placement test is available at the main campus and extension centers. Once students have been accepted they may contact the Testing Office to schedule a Placement Test. Since results of this test may determine future course placement, it is important to prepare in order to maximize scores.

Some of the JALC Health Sciences programs may require additional testing prior to acceptance into restricted programs.

In addition to the Placement Test, ACT and SAT scores may be used for placement in math and English.

Following the placement process, it is recommended that students meet with an academic advisor to discuss the results, academic planning and course scheduling.

Who is required to take the College Placement Test?

- Students taking math or English courses for the first time.
- Students wishing to enroll in classes which require specific English and/or math competency levels.

Who will be exempt?

- Students who have successfully completed approved college-level math and English courses at another college or university.
- Students enrolling in certificate programs or classes that do not require math or English competencies.

International Student Admission

- International students will be considered for admission to JALC after the following documents are received by the designated school official at least 90 days prior to the start of the semester in which they plan to enroll.
- A completed New Student Application
- Official copies of all secondary school and college transcripts with notarized English translations.
- An official copy of the Test of English as a Foreign Language test results. F-1 Visa students must achieve a score of 61 or above on the Internet-based TOEFL, which

equates to 173 on the computer-based TOEFL or 500 on the paper-based TOEFL; for more detailed information on TOEFL, visit www.ets.org or call 609-771-7100.

- Certification of the availability of funds to meet expenses while attending JALC. The estimated cost for unmarried students during 2019-2020 is $22,024 (U.S. currency). (This rate is subject to change without notice. Cost may vary slightly based on tuition changes.)
- Home country address must be provided prior to issuance of I-20.
- After acceptance and issuance of the I-20, pay the I-901 SEVIS FEE and then you can apply at a U.S. Embassy or consulate. Once the above documents have been received and reviewed, you will be notified of your admission status. International students who have completed coursework at a regionally accredited college or university in the United States or elsewhere may request that credits be evaluated toward degrees or certificates at JALC. In order to request an evaluation:
- Complete the Transfer Credit Evaluation Request form and submit it to the Admissions and Records Office.
- Submit official transcripts from all institutions attended within the United States.
- Submit official reports in English from one of the following services for international institutions attended: ECE/Education Credential Evaluators or WES/World Education Services. JALC will utilize reports as a guideline for the evaluation of course credits and reserves the right to award appropriate credits.
- When all documents are received, transcripts will be reviewed to determine if any courses apply toward intended programs. Additional information, such as course descriptions may be requested to determine appropriate equivalency.
- Courses accepted for credit will be applied to the JALC transcript.

Student Identification Information

Although JALC uses student ID numbers as the primary method of identification for student records, students are asked to submit their Social Security number when completing the New Student Application. Students should enter their full name and Social Security number exactly as it appears on their Social Security card. The SSN is retained in a secured field in the student information system. The SSN is required for:

- Setting up a MyJALC account, where students enroll, order transcripts and view other important financial and academic information.
- Search/match. When entering a new record into the database, the SSN is one of the "keys" or data elements, in addition to the date of birth and name, utilized to perform a match on a record in order to guard against duplicate entries.
- Enrollment verification. The National Student Clearinghouse requires the SSN for enrollment verification purposes. JALC must comply with Illinois state auditors when reporting enrollment data. The SSN is required by the Illinois Community College Board as part of the reporting process.

- Financial Aid. The FAFSA requires that students provide the SSN before aid can be processed. Veteran and government sponsored tuition assistance programs. The SSN is required for certification of benefits and tuition payments.
- 1098T. JALC must obtain your current identifying number or SSN to file certain returns regarding tuition related expenses with the IRS and to furnish a statement to the student. Without the SSN, students will not receive a 1098T federal income tax document, which JALC is mandated by the IRS to issue annually. In addition to the institution being fined for filing incomplete information, individuals may be subject to a fine for failing to provide an institution with their SSN and their full name EXACTLY as it appears on the social security card.

Readmission

If students are readmitted after having no enrollment for two consecutive semesters (excluding summer term), they are required to reapply. Students who attend continuously will have six years to complete degree/certificate requirements outlined in the catalog at the time of original entry or any catalog published throughout the course of continued enrollment.

Transferring Credit to John A. Logan College

Students who have previously completed college coursework with a grade of D or higher can request to have their transcripts evaluated toward degrees or certificates at JALC. Transfer credits may be accepted from another college or university that is regionally accredited by any of the following associations:

- **HLC: The Higher Learning Commission**
- **MSA: Middle States Association of Colleges and Schools Middle States Commission on Higher Education**
- **NASC: Northwest Association of Schools and Colleges**
- **NEASC-CIHE: New England Association of Schools and Colleges Commission on Institutions of Higher Education**
- **NEASC-CTCI: New England Association of Schools and Colleges Commission on Technical and Career Institutions**
- **NWCCU: Northwest Commission on Colleges and Universities SACS Southern Association of Colleges and Schools Commission on Colleges**
- **WASC-ACCJC: Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges**
- **WASC-ACSCU: Western Association of Schools and Colleges Accrediting Commission for Senior Colleges and Universities**

John A. Logan College will only accept college-level credits from regionally accredited institutions.

Steps to having transcripts evaluated:

1. Request official transcripts be sent to the Admissions and Records Office at JALC from each institution attended
2. Submit a Transfer Credit Evaluation form listing all transfer institutions and stating the intended degree or certificate at JALC.
3. When the required documentation is received, an official evaluation of coursework will be completed. Evaluation results will be noted on the official academic record. Transfer courses that meets general education requirements will be accepted to meet comparable general education requirements at the college. College-level courses that are not direct equivalents will be evaluated for elective credit. Transfer credits do not necessarily apply to all certificate or degree programs. International students should refer to the International Student Admissions section of the catalog.

Proficiency Credit

Proficiency exams are available in certain subject areas. Students wishing to make application to take a proficiency examination should follow the instructions outlined within the Proficiency Examinations Administrative Procedure 804.

College Level Examination Program

College credit may be awarded through the College Level Examination Program (CLEP).

John A. Logan College awards credit for satisfactory performance of both the General and Subject Examinations developed and administered through the College Level Examination Program Board (collegeboard.com). The general examinations cover comprehensive content of a subject which would be covered by several introductory-level courses, while the subject examinations cover more specific content of a single college-level course. These exams allow students who have acquired knowledge outside the traditional classroom setting - through independent study, on-the-job training, or cultural inquiry - to gain recognition of mastering college-level material by receiving introductory course credit. Through the College Level Examination Program (CLEP) students may apply for credit, which may substitute for one or more courses. Listed in the following table are the minimum required scores and credit awarded for each CLEP exam. Only CLEP exams are accepted for credit.

If prior to taking a CLEP examination students receive a grade (including a "W" or an audit) or enroll in college-level work in any discipline included in the CLEP exam, they are ineligible for credit. (Military credit does not constitute prior coursework). A maximum of 30 hours of proficiency credit; including CLEP, Advanced Placement, departmental and core curriculum proficiency exams, will be accepted toward an associate degree. Please note that other educational institutions may require a higher score for certain subjects than what is required

at JALC. In this situation, other institutions may not recognize college-level examination program credit issued by JALC.

CLEP GENERAL EXAMINATIONS		
Exam	**Paper/Computer Score**	**Credit Awarded (semester hours)**
Natural Science	52 or above	6 hours core curriculum Science
Social Sciences and History	52 or above	6 hours core curriculum Social Science
Humanities	52 or above	6 hours core curriculum Humanities
College Composition	61 or above	6 hours (English 101 and 102)
College Mathematics	58 or higher	3 hours (Math 113)
CLEP SUBJECT EXAMINATIONS		
Exam	**Minimum Score**	**JALC Equivalent**
Composition and Literature		
American Literature	50	LIT 280 (3 hours)
English Literature	50	LIT 280 (3 hours)
History and Social Sciences		
American Government	50	PSC 131 (3 hours)
History of US I: Colonization to 1877	50	HIS 201 (3 hours)
History of US II: 1865 to present	50	HIS 202 (3 hours)
Human Growth and Development	50	EDC 202 (3 hours)
Principles of Macroeconomics	50	ECO 201 (3 hours)
Principles of Microeconomics	50	ECO 202 (3 hours)
Introductory Psychology	50	PSY 132 (3 hours)
Introductory Sociology	50	SOC 133 (3 hours)
Western Civilization I	50	HIS 101 (3 hours)
Western Civilization II	50	HIS 102 (3 hours)
Science and Mathematics		
Biology	50	BIO 101 (4 hours)
Calculus	50	MAT 131 (5 hours)
Chemistry	50	General Elective Physical Science (3 hours)
College Algebra	50	MAT 108 (3 hours)
Pre-Calculus	50	MAT 111 (5 hours)
Business		
Financial Accounting	65	ACC 200 and 201 (6 hours)
Information Sys. & Computer App.	50	CIS 207 (3 hours)
Foreign Languages		
German – College Level 1	35/50	GER 101 & 102 (8 hours)
German – College Level 2	42/63	GER 101, 102, & 201 (12 hours)
Spanish – College Level 1	45/50	SPN 101 & 102 (8 hours)
Spanish – College Level 2	50/63	SPN 101, 102, & 201 (12 hours)

Advanced Placement Credit

College credit may be awarded through the Advanced Placement (AP) program. College students who have completed one or more AP exams must have their scores sent directly to JALC from the College Board before credit can be evaluated and awarded. JALC accepts limited credit hours by exam, so please check with the Office of Admissions and Records before taking multiple exams. The following exams will be accepted for credit:

AP Exam	Minimum Score	Credit Granted	Equivalent Course
English			
English Language and Composition	3	3	ENG 101
English Language and Composition	5	6	ENG 101 & ENG 102
English Literature and Composition	3	3	LIT 280
Fine Arts and Humanities			
Art History	3	3	ART 220
World Languages and Cultures			
Chinese Language and Culture	3	3	Humanities Elective
French Language and Culture	3	3	Humanities Elective
German Language and Culture	3	3	Humanities Elective
Italian Language and Culture	3	3	Humanities Elective
Japanese Language and Culture	3	3	Humanities Elective
Latin	3	3	Humanities Elective
Spanish Language and Culture	3	4	SPN 101
Spanish Language and Culture	5	8	SPN 101 & SPN 102
Spanish Literature	3	3	Humanities Elective
Social Science			
European History	3	3	HIS 101
European History	5	6	HIS 101 & HIS 102
Government & Politics: Comparative	3	3	PSC 289
Government & Politics: United States	3	3	PSC 131
Human Geography	3	3	GEO 112
Macroeconomics	3	3	ECO 201
Microeconomics	3	3	ECO 202
Psychology	3	3	PSY 132
Unites States History	3	3	HIS 201
United States History	5	6	HIS 201 & HIS 202
World History	3	3	HIS 103
World History	5	6	HIS 103 & HIS 104
Mathematics and Computer Science			
Precalculus	3	5	MAT 111
Calculus AB	3	5	MAT 131
Calculus BC	3	10	MAT 131 & MAT 201
Computer Science A	3	4	CPS 176
Computer Science A	4	4	CPS 206
Computer Science Principles	3	4	CPS 206
Computer Science Principles	5	8	CPS 206 & CPS 215
Statistics	3	3	MAT 120
Statistics	5	3	MAT 282

Science			
Biology	3	4	BIO 101
Chemistry	3	5	CHM 151
Chemistry	5	10	CHM 151 & CHM 152
Environmental Science	3	3	PHS 111
Physics 1: Algebra-Based	3	5	PHY 155
Physics 2: Algebra-Based	3	5	PHY 156
Physics C: Mechanics	3	5	PHY 205
Physics C: Electricity and Magnetism	3	5	PHY 206
Major Courses			
African American Studies	3	3	HIS 223
Music Theory	3	3	MUS 121
Studio Art: 2-D Design	3	3	ART 101
Studio Art: 3-D Design	3	3	ART 102
Studio Art: Drawing	3	3	ART 180

Re-Entry Nursing Students

Nursing students wishing to return on a full-time basis must follow the same procedures as all other full-time applicants. Nursing students wishing to return on a part-time basis with specific, scheduled graduation dates must follow the same procedures as regular part-time applicants. Nursing students who have left the program must request a meeting with the director of nursing to develop a Success/ Re-Entry Contract. Prerequisites will be followed per JALC policy, as well as the Nursing Handbook rules concerning re-entry. John A. Logan College students take precedence over transfer students.

Nursing students may return on an irregular part-time basis and take classes as space permits. These students may not bump regular full- and part-time students from class slots. These students do not have any scheduled graduation date, since there is no guarantee as to the sequence in which slots in classes will be available. Irregular part-time students are re-entered on a first-come, first-served basis.

Nursing Transfer Students

Transfers will be accepted into the nursing programs on a case-by-case basis as follows: students wishing to transfer into the program must request, in writing, to the director of nursing; students must provide official transcripts from all previous schools from which they wish to transfer credits; students must have the director of nursing from the previous nursing program submit a letter of recommendation directly to the director of nursing at John A. Logan College; and students must meet with the director of nursing to have transcripts reviewed, as well as program curriculum and requirements explained. The director will consult with faculty, review all materials, make a decision related to the request for transfer into the program, and notify students in writing of the decision.

In general, the following considerations will determine if students are accepted for transfer: students must have completed the equivalent of the introductory level courses in the John A. Logan College program; students must be willing to take an assessment exam at John A. Logan College if requested to do so; students must be willing to take courses "as available" with no specific projected completion date; students will be accepted on probationary status for the first semester; students must meet the health and CPR requirements of the program; students wishing to transfer into the program with a specified, scheduled graduation date must follow the same admission procedures as all other regular full- or part-time students; transfer students may not bump regular full- and part-time students from class slots; transfer students are accepted on a first-come, first-served basis; all transfer students must meet the curriculum requirements in effect at the time of acceptance into the program; transcripts of nursing courses will be used to evaluate advanced placement into the ADN program. Transfer students are required to take all general education courses as outlined in the curriculum guide; acceptance in the PN program for transfer students does not guarantee acceptance into the ADN program; and transfer students are required to complete a minimum of 20 hours from John A. Logan College, of which 10 semester hours must be nursing courses; and transfer students will be required to complete BIO 205, BIO 206, SPE 116 and I.V. Certification.

Release of Student Information and Access to Student Records

John A. Logan College maintains individual records and information about students for the purpose of providing educational, vocational, and personal services to the student.

Use the link provided to print Request to Prevent Disclosures of Directory Information form. The completed form can be submitted to Admissions and Records Office, Room C201, 700 Logan College Road, Carterville, IL 62918.

Paying for College

A degree or certificate from John A. Logan College is a great value; you can complete your academic work close to home and at a fraction of the cost of a four-year university. We strive to make it easy to place your goals within reach. As a result, there are many ways to pay for college, including:

1. Payment Plan
   The College offers a short-term option to pay tuition in a few monthly payments.
2. Scholarships
   Many scholarships are available through the John A. Logan College Foundation, funded by generous benefactors of our students.

3. Federal Pell Grants
   Pell Grants are awarded to undergraduate students with exceptional financial need.
4. Illinois Monetary Award Program (MAP) Grants
   MAP grants are available to certain Illinois residents who attend college and demonstrate financial need.
5. Student Loans
   Students who do not otherwise qualify for grants or financial aid may be eligible for student loans, many of which are subsidized by the Federal government, depending on need.

For any financial aid, the Free Application for Federal Student Aid (FAFSA) form from the US Department of Education must be completed; contact the Financial Aid office at financialaid@jalc.edu or (618) 985-2828 ext. 8308 if you have questions or need assistance.

Tuition & Fees

John A. Logan College is one of the best college values in the state, maintaining low tuition and high standards for teaching and student customer service. The most up-to-date tuition and fee amounts can be found at https://www.jalc.edu/admissions/tuition-and-fees/.

The actual out-of-pocket cost of college can vary based on your living expenses, choice of program, and eligibility for financial aid; the College offers a Net Price Calculator to help you plan your budget and determine your need for financial aid. Tuition waivers shall be given following Board Policy 7370.

Tuition and Fees	
Tuition – In-District	$140/credit hour
Tuition – Online/Hybrid Courses	$154/credit hour
Tuition – Out-of-District	$188/credit hour
Tuition – Out-of-State	$234/credit hour
Tuition – International	$234/credit hour
Technology Fee	$5/credit hour
Graduation Fee	$10
Return Check Fee	$15
Transcript Fee	$6 (online); $8 (in-person)
Student Activity Fee*	$65 / $40
Test Proctoring Fee†	$25
Specific Course Fees	Varies
Allied Health Restricted Program Costs	Varies

*$65 for students enrolled in 6 or more credit hours for fall or spring terms; $40 for students enrolled in 3 or more credit hours for summer terms
†Applies to tests proctored at the request of other institutions

Pre-Registration, Tuition and Fees

Students who fail to pay deferred tuition and fee charges by the end of the designated deferment deadline for any semester will have their pre-registration canceled.

Refund Policy

Students withdrawing from classes in the transfer, career, or community education divisions of the College during the following periods will be given 100% refunds:

- First 14 calendar days of the Fall and Spring Semesters for 16 week courses;
- First 7 calendar days of the Summer Semester and for eight week block courses.

Upon notification that an enrolled student has died during a semester, the student will be removed from courses and charges pertaining to the semester will be refunded to his/her student account. If the refunding of charges generates a credit, such will be remitted to the student's estate. Consumer Statement: JALC provides specific consumer, and textbook information to current and prospective students through the college website. For consumer information, visit Students Right to Know/Consumer Information webpage. Students can also access information through the MyJALC portal.

Financial Responsibility

By registering for classes at John A. Logan College, students accept full financial responsibility for payment of tuition and fees, as well as associated costs related to registration and/or JALC services. Should students default on their account, JALC may use any and all means necessary to collect this debt in accordance with state and federal laws.

Debt Collection

The Business Office should make all efforts possible to collect debts owed to the College by any person.

Charge-back

A resident of Community College District 530 who wants to enroll in an educational program which is not available at John A. Logan College may apply for charge-back tuition if he/she enrolls in such a program at another public community college in Illinois.

The student must notify John A. Logan College 30 days before the beginning of the semester that he/she will be attending another college in a program not offered at John A. Logan College in order to receive this charge-back.

The president or his/her designee is authorized to sign the necessary forms on behalf of the College.

Definition of In-District Residency for Tuition and Credit Hour Claim Purposes

An in-district student at John A. Logan College, for tuition purposes is defined as students who can establish proof of residency within the legal boundaries of Community College District No. 530.

Employer In-District

Out-of-district and out-of-state students who are employed at least 35 hours per week by an entity located within District 530 may qualify for in-district rates. Students may obtain the required residency form in the Admissions and Records Office. In-district employees must complete a new form each semester.

Financial Aid

General Information

The objective of John A. Logan College in maintaining a student financial assistance program is to assist in the removal of barriers to postsecondary education. To accomplish this goal, the College endeavors to provide financial assistance that is designed to complement the financial resources of students rather than to finance their education totally. Financial assistance at John A. Logan College is available in the form of grants, part-time employment, and scholarships. Information concerning assistance may be obtained from the John A. Logan College Student Financial Assistance Office.

The John A. Logan College Financial Aid Office does not participate in the Federal Direct Loan Program. Students interested in the Private Alternative Loan Program should contact a bank, a credit union, or other qualified lender. The John A. Logan College Financial Aid Office does not keep a listing of these vendors. All students who apply for private alternative loans must first submit a FAFSA with John A. Logan College, federal school code 008076. Students will also be required to meet with a financial aid coordinator for loan counseling to fully understand their debt and its consequences. Students seeking to become fully eligible for financial assistance programs administered by the College must be aware of, and comply appropriately with, the following:

1. Be enrolled or accepted for enrollment at John A. Logan College as a degree- or certificate-seeking student and maintain "satisfactory academic progress" as defined by John A. Logan College.
2. Must have received a high school diploma (or its equivalent) or passed the GED exam to be eligible for financial assistance.
3. Be a full-time student (carry 12 hours or more each semester).
4. Have not earned a bachelor's degree.
5. Complete the Free Application for Federal Student Aid (FAFSA) form to apply for a monetary-award program award, from the Illinois Student Assistance Commission (ISAC), and a federal Pell Grant award. The Federal Student Aid Form is also required for private loan consideration.
6. Complete a John A. Logan College Student Employment Request Form if interested in applying for the Federal Work Study Program or part-time employment.
7. Complete a John A. Logan College Scholarship application.
8. Demonstrate financial need.
9. Complete (with their parents, if applicable) a Free Application for Federal Student Aid form (see item 5 above), and apply via the web at http://www.fafsa.gov. Application results will be returned to the student within two weeks if applying over the web. Students should complete all necessary paperwork with the Financial Aid Office in order to receive any assistance. Students who are interested in obtaining a Federal Work Study job or part-time employment must complete an Application for Financial Assistance and a Student Employment Request Form (see item 6 above), which can be obtained from the John A. Logan College Career Services Office.

Financial need is generally considered to be the difference between one year's educational expenses (tuition, books, board, transportation, etc.) and the student's resources for the same period. Student resources include aid from parents, guardian, relatives, personal savings, vacation earnings, and other forms of assistance. Financial need must be documented each year because financial need is the basis for financial assistance distribution.

The college adheres to the policies and guidelines set forth by the U.S. Department of Education. To review the Department of Education's policies and guidelines in detail visit the **Federal Student Aid website**.

Financial aid will not be awarded for courses not required for degree/certificate programs. Financial aid will be awarded for the total number of hours for required courses that are listed on the curriculum guide for their degree/program. Students will be responsible to cover any costs associated with courses they choose to take but are not required for their degree/program

Financial aid does not apply to students who are not seeking a degree at John A. Logan College. Courses such as MAT 052H, 062H, orientation courses (ORI) business and industry courses, as well as adult and continuing education courses are not eligible for financial

assistance. The nursing assistant program (NAD 101), pharmacy technician, and short term certificate programs are also not covered by financial assistance.

Financial Aid Standards of Progress

John A. Logan College will follow The Code of Federal Regulations – Title 34: Education, Part 668 – Student Assistance General Provisions Subpart C – Student Eligibility to develop financial aid standards of progress for students receiving Title IV funds. The College shall maintain reasonable satisfactory academic progress procedures for determining whether an otherwise eligible student is making satisfactory academic progress in his/her educational program and may receive assistance under the Title IV HEA programs. The procedures for standards of progress are published in the College Catalog and in Administrative Procedure 833, Satisfactory Academic Progress.

Student Loans

The John A. Logan College Financial Aid Office does not participate in the Federal Direct Loan Program. Students interested in the Private Alternative Loan Program should contact a bank, a credit union, or other qualified lender, The John A. Logan College Financial Aid Office does not keep a listing of these vendors. All students who apply for private alternative loans must first submit a FAFSA with John A. Logan College, federal school code 008076. Students will also be required to meet with a financial aid coordinator for loan counseling to fully understand their debt and its consequences.

Return of Funds

Students who receive Federal Title IV Funds (Pell Grant, SEOG Grant) and stop attending classes, withdraw from classes, receive all failing grades, or a combination of withdrawals and failing grades are subject to a Return of Title IV Funds. This may result in the student owing a refund to the College, to the Federal Student Aid Program or both.

Please refer to Return of Title IV Funds in the Financial Aid Handbook.

Payment Plan

Students who are not eligible for financial assistance but unable to pay their tuition in full by their due date may set up a payment plan through the MyJALC portal. This program allows students to make monthly payments that are automatically withdrawn from a designated account of the students' choice.

If financial assistance eligibility is established, it is the student's responsibility to request cancellation of the payment plan.

Satisfactory Academic Progress, Probation and Suspension

Satisfactory Academic Progress Requirements:
Students are considered to be making satisfactory academic progress if the following conditions are met:

1. Maintain regular class attendance as determined by the instructor.
2. Maintain a cumulative GPA of at least 2.0. Students who fails to maintain the required cumulative GPA will be placed on probation for one semester. Probation is a warning status. While on probation, students are eligible for Pell Grants, ISAC monetary awards, scholarships, outside awards, and/or veteran benefits. If, after the probation semester, students fail to meet the required cumulative GPA of 2.0, students may remain on probation if the semester GPA was at least 2.0. If, after the probation semester, students fail to return to satisfactory academic standing or qualify to remain on probation, will be placed on academic suspension.

Academic Suspension

Failure to meet any of the aforementioned procedures will result in academic suspension subject to appeal to the Academic Progress Review Committee. Academic suspension is a state of involuntary separation of students from the institution for a period of one calendar year.

Appeals Involving the Placement of Students on Academic Suspension

Decisions involving the placement of students on academic suspension, based on the requirements of this section, may be appealed as follows:

1. Instances involving academic suspension may be appealed in writing to the Academic Progress Review Committee through the Dean for Student Services within 10 calendar days of the notification by the Dean for Student Services.
2. Appeals shall be reviewed by the Academic Progress Review Committee.
3. Further appeals may be made within 10 calendar days to the Vice President for Instructional Services of the College who may consider the appeal further.

Veteran Benefits Policies

Students receiving veteran benefits must follow the academic policy for satisfactory academic progress.

Beginning August 1, 2019, and despite any policy to the contrary, John A. Logan College will not take any of the four following actions toward any student using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) (GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by

VA is available at the official U.S. government Web site at **https://www.benefits.va.gov/gibill**) or Vocational Rehabilitation and Employment (Ch. 31) benefits, while their payment from the United States Department of Veterans Affairs is pending to the educational institution:

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

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

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

Withdrawals Prior to 60% Completion Point

Students that stop attending before the 60% point in a semester are reported by instructors to the Admissions and Records Office, along with last dates of attendance. The last date of attendance is also reported by the instructors if students receives a failing grade and stopped attending prior to the end of the semester. The earlier date will be used to determine Return of Funds calculations.

If students withdraw prior to the 60% completion point, the Return to Title IV Funds calculation will determine the amount of funds which must be returned to the College. Students will be responsible for this amount and must repay funds to the institution before registration for classes or to receive transcripts from the College.

Before withdrawing from the college, the student who has received financial aid should notify the Student Financial Aid office of his or her decision. The Financial Aid Office will perform the Return of Funds calculation and send notification to the student of funds refunded back to the Department of Education by the college and in turn owed by the student to his or her account with John A. Logan College. A notification is sent within 30 days of the school's determination of the student's withdrawal. The institution must return these funds within 45 days.

Financial Aid Procedure For Withdrawal or Non-Attendance In All Courses

A student who withdraws from (or) stops attending ALL COURSES before the 60% point in a semester WILL have their Financial Aid Award adjusted. Students earn financial aid by attendance. Once a student has attended beyond the 60% point of a semester, the Department of Education allows the student to keep ALL of the awarded aid. If the student stops attending or withdraws from ALL courses before the 60% point the Financial Aid Office is REQUIRED to calculate the aid earned by the student. That will change the financial aid award. A percentage of the aid that was awarded or could have been awarded after the non-attendance or withdrawal date must be sent back to the Department of Education. The student will then owe the college a percentage of the aid that was disbursed or could have been disbursed to the student because the student didn't earn all of the aid awarded. The amount owed will depend on the last date of attendance or the official withdrawal date of the student.

Post Withdrawal Disbursements

In some cases, a student may be eligible to receive a "post-withdrawal" disbursement after the student completely withdraws from the school. This is possible when the amount of aid awarded and processed is less than the amount of aid disbursed. In such cases, the Student Financial Aid Office will notify the student within 30 calendars days of the "post-withdrawal" disbursement by mail. The student must respond within 14 days from the date the school sends notification to deny a post-withdrawal disbursement.

Financial Assistance Procedures

1. The Pell Grant results of the Free Application for Federal Student Aid (FAFSA) form, known as the Student Aid Report (SAR), will be released to the Student Financial Assistance Office directly from the U. S. Department of Education as long as students list John A. Logan College as one of their eight college choices on the SAR. The information will be used to assist students seeking financial aid through the John A. Logan College Foundation Scholarship program, the Illinois State Monetary Award program, the Pell Grant program, Federal Supplemental Educational Opportunity Grant (FSEOG), and the student employment program.
2. John A. Logan College Foundation scholarships, Pell Grants, FSEOG, and student employment payments administered by the College will be made available to the student by depositing payments into student's account of choice.
3. Tuition awards authorized by the Illinois State Monetary Award program, the National Guard Grant program, the Illinois Veterans' Grant program, and other agencies are credited to the recipient's account. Any refund resulting from such awards will be made available in the student's account of choice. See Appendix A.
4. Normally, any financial aid award is contingent on the actual receipt of funds or authorization appropriated to John A. Logan College by federal or state agencies.
5. Current or prospective students receiving financial assistance through John A. Logan College have the right to inquire about the following topics:

- names of accrediting/licensing organizations
- academic programs, facilities, and faculty
- cost of attendance and Refund Policy 7320
- financial assistance availability
- financial assistance application procedures
- financial assistance recipient selection criteria
- financial need determination
- amount of financial need met
- payment of financial assistance
- student-worker job responsibilities
- loan responsibilities
- academic progress determination
- facilities and services for the disabled

6. Current or prospective students receiving financial assistance through John A. Logan College have the following responsibilities:
    - be familiar with program requirements
    - accurately complete and submit financial assistance applications
    - meet all financial assistance application deadlines
    - provide requested financial assistance application documentation
    - read and understand all forms requiring student signatures
    - comply with loan promissory note provisions
    - notify the College of changes in name, address, or attendance status
    - perform work agreed upon in student worker assignments
    - understand the College's Refund Policy 7320.

Scholarship Opportunities

Complete just one online application at the JALC Foundation's website and you will be considered for hundreds of scholarship opportunities. Visit the Foundation's page on the JALC website and click on "apply online" to access the online application. You can find a complete list of available scholarships on the page as well. Once completing the application it will give you a list of scholarships that you meet the criteria for. You will be notified if you are selected for a scholarship. If you need assistance completing the application, or have questions about scholarships, please contact the Foundation office at 985-3741 ext. 8355 or stop by our office, B33 and we will be more than happy to help you.

New Student Quick Information Guide

- Your JALC email account is called VOLmail; it will be set up automatically. Go to the JALC homepage (www.jalc.edu) and click the MyJALC tab. You'll find "VOLmail" under Campus Resources. Your new VOLmail address is your first initial, last name, and last four numbers of your JALC ID, @volmail.jalc.edu. A temporary password was sent to your alternate (personal) e-mail address when you completed your application. If you need to reset your password contact IT at (618) 985-2828, ext. 8388. All information

from the college and your instructors will be sent to the VOLmail address; including class cancellations and course information. To be a successful student at John A. Logan College you MUST check your VOLmail account on a regular basis.

- New students need to provide the Admissions Office proof of in-district residency and a final high school transcript by the 10th day of classes. Failure to provide this information will result in being charged out of district tuition and having a registration hold placed on your account.
- Login to My JALC to view your schedule, bill, payment due date, registration, grades, financial aid, etc. Go to the JALC homepage (www.jalc.edu) and in the top right corner click the blue MyJALC tab, click the Login button at the top of the page (the username and password are the same as VOLmail and D2L). There you will find the Students and Finances tab. For help with your ID or password, click "I.D./Password Request Form" or see your advisor.
- Make sure your contact information; including VOLmail, home address, telephone, and cell phone are correct. You can update this information with the Admissions Office, your academic advisor, or through MyJALC.
- New students need to have their photo taken in room C204 for their JALC Student ID Card.
- Pay tuition and fees on MyJALC, at the Bursar's Office (C213), or by phone with a credit card. If you receive financial aid that covers tuition and fees be sure to complete all of the required paperwork. To make a payment or sign up for a payment plan, go to the Finances tab on MyJALC, under My Student Information click "my account balances". The course and fee statement is also available in this area.
- If you are receiving any type of financial aid, login to MyJALC and click on Financial Aid to view the status of your award and information concerning financial aid.
- If you are receiving a scholarship (other than Federal financial aid), be sure to check with the JALC Foundation Office in B33 to assure that the scholarship is credited to your account.
- Sign up for JALCtxt to receive campus alerts via text messages. This includes weather related campus closings. Go to the JALC homepage (www.jalc.edu) and click on MyJALC. You'll find "JALCtxt" under Campus Resources.
- Go to the JALC Library to receive a library card. You will need a photo I.D. and to know your student I.D. number to obtain a card.
- Activate your account with BankMobile immediately upon receiving the Refund Selection Kit (green envelope) in the mail if you receive financial aid or scholarships. Be sure to enter the personal code you received to select your refund preference.
- Click on Online Learning on the home page. This is where you'll find information about online courses, creating an online account, and orientations. If you're taking an online class, be sure to do the D2L Orientation.
- Purchase textbooks and workbooks for all of your classes.

MyJALC Student Portal Guide

To access the Student Portal…

1. Go to the John A. Logan College home page at jalc.edu.
2. Click the blue MyJALC tab in the top right corner.
3. Click the Login button at the top of the page.
4. Enter your username (Volmail address) and password (the same password for Volmail and Desire2Learn). Your Volmail address is your first initial, last name, and the last four numbers of your JALC ID number, followed by @volmail.jalc.edu. A temporary password was sent to your alternate (personal) e-mail address when you completed your JALC application. If you need to reset your password you can contact IT at (618) 985-2828, ext. 8388.

To view your bill and schedule, and make a payment…

1. Once you are logged into the system you will be on the Home tab.
2. From the Home tab, click on "Student Home" located in the top left column under MyJALC.
3. To view your bill, scroll down until you see My Student Information. Click on "Course and Fee Statement" and then select the semester in the drop down box. Then click "Generate My Course and Fee Statement" followed by "View My Course and Fee Statement". Depending on your browser, you may need to select the circle next to "Open with Adobe Reader" and click OK to open your bill, or open the downloaded PDF file.
4. To pay your bill under My Student Information, click on "My Account Balances". From here you can sign up for a payment plan, make a credit card payment, or view transactions for a specific semester.
5. To view your schedule scroll down until you see My Course Schedule. Next click "View Details" and select the semester from the drop down box. You can view and print your schedule from here.

To add and drop classes…

1. Click on the Students tab across the top of the page. Click the "Add/drop classes" tab in the left column. Click on the "Add/drop classes" icon and select the semester. If you have a restriction or receive an error message when you try to register, you will need to contact the college for further assistance.
2. There are other tabs located in your MyJALC Portal that you will find useful. The links for Volmail, Desire2Learn, and other information are located on your page.

To view a list of required textbooks…

1. Click on the Students tab across the top of the page. Click the "Add/drop classes" tab in the left column. Click on the "Add/drop classes" icon and select the semester.

2. At the bottom of the page you will see "My Schedule (Registered)" and a list of your classes. Next to each class click on the "Buy Books" link to view the required textbooks for the course. This will link you to the Bookstore page and allow you to purchase your books by clicking on the "+" next to each required textbook.

Achieving Your Goals at John A. Logan College

Graduation

General Program and Residency Requirements for Graduation

Minimum enrollment residency requirements as outlined in board policy must be satisfied for graduation from John A. Logan College.

Awarding of Degrees

JALC awards degrees at the end of each academic term (fall, spring, and summer). Graduation ceremonies are held once a year at the end of the spring semester. Students meeting graduation requirements during the fall, spring, or summer semesters who plan to participate in graduation ceremonies must apply by the posted graduation deadline. Students who meet graduation requirements but who do not wish to participate in graduation ceremonies must still apply for graduation. Graduation application forms are available online. A graduation fee is established for all students receiving degrees. The cost of graduation regalia is not included in the fee and may be purchased through the Campus Bookstore.

In addition to completing the graduate survey and applying for graduation, students are responsible for determining they have met all graduation requirements and have no outstanding financial obligations to the College. Students should meet regularly with their academic advisor to ensure that progress is being made toward their degree objectives. The advising of individual students as to their degree progress is a service provided and does not relieve students of their responsibility to make certain they are meeting all degree requirements.

Graduating students who have outstanding financial obligations or delinquent College accounts will not receive diplomas or transcripts until accounts are paid in full.

Transfer Education

The College offers associate degree programs in the arts (AA), science (AS), fine arts (AFA), engineering science (AES) and arts in teaching (AAT). Students can complete the freshman and sophomore requirements for a specific major by following the appropriate curriculum guide.

Certain Associate in Applied Science (AAS) degrees may transfer to a four year institution. Articulation Agreements, Two plus Two Agreements and Capstone Options offer students the opportunity for the AAS degree to a four-year bachelor degree program. Southern Illinois University (SIUC), for example, offers a Capstone Option for AAS degree program graduates. Eastern Illinois University (EIU) offers a Bachelor of Arts in General Studies (BGS) degree.

Western Illinois University (WIU) also offers a Board of Trustees Bachelor of Arts in General Studies degree.

Each degree program has specific requirements articulated in the curriculum guide. Students should carefully select courses to ensure degree progress. The Academic Advisement Office and faculty advisors are available to help guide students, however, it is each student's responsibility to meet all degree requirements for graduation. Additionally, students are responsible for knowing all information provided in the College Catalog concerning regulations and requirements of the College and the specific program of study. Students planning to pursue a bachelor's degree should be familiar with any special requirements for the selected transfer institution. For instance, certain universities and even programs may require a grade of "C" or higher for certain courses in order to accept them for credit.

Students desiring to pursue pre-medicine, pre-law, pre-veterinary, pre-chiropractic, or other pre-professions career paths should consult with their academic advisor to select the appropriate courses for the field of study and anticipated transfer institution. The student's preference of senior institution may impact the courses and/or grades required for transfer coursework and admission to the professional program of study.

Illinois Articulation Initiative (IAI)

John A. Logan College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum (GECC) between participating institutions in Illinois. Completion of the transferable General Education Core Curriculum (GECC) at any participating college or university in Illinois assures transferring students that lower division general education requirements for an associate or bachelor's degree have been satisfied. This agreement is in effect for students who entered an associate- or baccalaureate-degree-granting institution in Illinois as first-time freshmen in the summer of 1998 (and thereafter).

The minimum requirements established for the Illinois Transferable General Education Core Curriculum (GECC) are as follows:

- Communications. 3 courses (9 semester credits). The three courses should include a two-course (6 semester credits) sequence in writing and one course (3 semester credits) in oral communications. A grade of "C" or better is required in the two-course writing sequence.
- Mathematics. 1 course (3 to 5 semester credits).
- Physical and Life Sciences. 2 courses (7 or 8 semester credits). One course must be from the Physical Sciences, one must be from the Life Sciences, and one of these must be a laboratory course.
- Humanities and Fine Arts. 3 courses (9 semester credits). One course must be selected from the Humanities, one from the Fine Arts, and one from either the Humanities or Fine Arts.
- Social and Behavioral Sciences. 3 courses (9 semester credits). Courses must be selected from at least two different disciplines.

Credit Hour Requirements for Associate in Arts Degree

Group	AA Credit Hours
Communications	**9**
Humanities and Fine Arts	**9**
Mathematics	**3**
Social and Behavioral Sciences	**9**
Physical and Life Sciences	**7-8**
Major and General Electives	**25+**
Minimum-Maximum Credits	**62-64**

The Associate in Arts General Degree Requirements Worksheet can be viewed at Program Guide Associate in Arts.

See your specific curriculum guide for courses recommended for your area of study.

Credit Hour Requirements for Associate in Science Degree

Group	AS Credit Hours
Communications	**9**
Humanities and Fine Arts	**6**
Mathematics	**3**
Social Sciences	**6**
Physical and Life Sciences	**7-8**
Additional Math and Physical or Life Science Course	**6**
Major and General Electives	25
Minimum-Maximum Credits	**62-64**

The Associate in Science General Degree Requirements Worksheet can be viewed at Associate in Science General Degree Requirements Worksheet.

See your specific curriculum guide for courses recommended for your area of study.

This revised Associate in Science degree model is effective with the fall 2016 term for those who have officially graduated from high school and who has not yet taken a college level course before the start of the fall 2016 semester. This revised model does not change the credits needed to fulfill the IAI GECC package. Credit hours taken from the Humanities and Fine Arts area and the Social Behavioral Sciences are moved to support the "Additional A.S. degree requirement" posting of a course in Mathematics and a course in Physical or Life Science that directly supports your intended major after transfer to a four year IAI participating institution in Illinois. To fulfill the IAI GECC package in this revised model, you will

need to complete an additional three credit course approved as an IAI Humanities or Fine Arts course and a three credit course approved as an IAI Social and Behavioral Sciences course. These courses most likely will be completed after transfer but "may" be included in your JALC curriculum Guide document under the Major and General Electives section. If these two courses are completed after transfer, you should send an official transcript back to John A. Logan College and request a review of the IAI GECC requirements and if appropriate, request a posting on your official transcript that the IAI GECC package is complete.

IAI GECC Completion

John A. Logan College students who complete the core curriculum with approved IAI courses will have the designation noted on their transcript. Students who have completed the IAI General Education Core Curriculum (GECC) and transfer to another IAI participating institution will have completed that institution's lower division general education requirements required for general graduation purposes. Students who do not complete the IAI GECC requirements prior to transfer should expect to fulfill the general education requirements established by the transfer institution. However, some IAI participating institutions are now allowing students who transfer with at least 30 semester credits the option of completing the remaining IAI GECC after transfer.

In this case, it is recommended that the student send an official transcript back to John A. Logan College and request a review of the IAI GECC package. If it is now complete, the designation will be posted to the official JALC transcript. Students should also be aware that the recommended IAI Associate in Science (AS), Associate in Engineering Science (AES) and Associate in Fine Arts (AFA) curricula are designed to keep them on schedule with the native students in these disciplines at the participating four-year institution, but they do not fulfill the transferable General Education Core Curriculum (GECC) requirements.

IAI Major Recommendations

The Illinois Articulation Initiative (IAI) also includes recommended freshmen- and sophomore-level courses for specific majors in the IAI Baccalaureate Majors Curricula. The majors' course recommendations build on the transferable General Education Core Curriculum (GECC) by identifying major and prerequisite courses that students need to complete to transfer as a junior (that is, with an associate degree into a specific major). Each major panel recommendation explicitly encourages community college students to complete an associate degree prior to transfer.
In the course description section of this Catalog, the following codes identify qualifying general education courses: The IAI General Education Core Curriculum (GECC) courses:

IAI	C	Communications
IAI	F	Fine Arts
IAI	H	Humanities

IAI	L	Life Sciences
IAI	M	Mathematics
IAI	P	Physical Sciences
IAI	S	Social/Behavioral Sciences

The following codes identify qualifying major courses:

IAI	AG	Agriculture
IAI	ART	Art
IAI	BIO	Biological Sciences
IAI	BUS	Business
IAI	CHM	Chemistry
IAI	CRJ	Criminal Justice
IAI	CS	Computer Sciences
IAI	ECE	Early Childhood Education
IAI	EGR	Engineering
IAI	ENG	English
IAI	HIS	History
IAI	MTH	Mathematics
IAI	MC	Media and Communication Arts
IAI	PHY	Physics
IAI	PLS	Political Science
IAI	PSY	Psychology
IAI	SOC	Sociology
IAI	TA	Theater Arts

A database is maintained that contains all of the statewide IAI articulated courses at each participating institution. Students who plan to transfer at some point during their college career should access this IAI information on the IAI website at http://www.itransfer.org. The IAI Major Advisory Committees are undergoing a review of the core curriculum for each major. Changes to the current major core course recommendations may be altered. It is advisable for all students thinking about transferring to another institution to meet with an academic advisor to discuss the applicability of courses to a specific major or degree program of that other institution. The following listing represents the John A. Logan College courses that are approved as matches to IAI courses as of the printing of this Catalog edition. All credits shown in the table below are semester credits.

JALC Course	Title	Credits	IAI Code	GECC/ Majors
ACC 200	Financial Accounting I (must also take ACC 201)	3	BUS 903	Majors
ACC 201	Financial Accounting II (must also take ACC 200)	3	BUS 903	Majors
ACC 202	Managerial Accounting	3	BUS 904	Majors
AGR 101	AG Economics	3	AG 901	Majors
AGR 102	Intro to Crop Science	4	AG 903	Majors

AGR 103	Horticulture	3	AG 905	Majors
AGR 104	Intro to Soil Science	3	AG 904	Majors
AGR 111	Intro Agriculture Education	3	AG 911	Majors
AGR 112	Computers in AG	3	AG 913	Majors
AGR 121	Intro to Animal Science	4	AG 902	Majors
AGR 122	Intro to Agriculture Mechanics	3	AG 906	Majors
ANT 111	Anthropology	3	S1 900N	GECC
ANT 202	America's Diverse Cultures	3	S1 904D	GECC
ANT 216	Cultural Anthropology	3	S1 901N	GECC
ANT 240	Introduction to Physical Anthropology	3	S1 902	GECC
ART 101	Two-Dimensional Design	3	ART 907	Majors
ART 102	Three-Dimensional Design	3	ART 908	Majors
ART 111	Art Appreciation	3	F2 900	GECC
ART 180	Drawing I	3	ART 904	Majors
ART 220	History of Art I	3	F2 901	GECC
ART 221	History of Art II	3	F2 902	GECC
ART 256	Drawing II	3	ART 905	Majors
ART 291	History of Photography	3	F2 904	GECC
BIO 100	Biology for Non-Science Majors	3	L1 900L	GECC
BIO 101	Biological Science for Science Majors	4	L1 910L	GECC
BIO 101	Biological Science for Science Majors	4	BIO 910	Majors
BIO 102	Biological Science II	4	BIO 910	Majors
BIO 102	Biological Science II	4	L1 910L	GECC
BIO 105	Human Biology	4	L1 904L	GECC
BIO 225	Genetics	3	L1 906	GECC
BUS 121	Business Statistics	3	BUS 901	Majors
CHM 141	General, Organic and Biochemistry I	4	P1 902L	GECC
CHM 151	Chemical Principles	5	P1 902L	GECC
CHM 151	Chemical Principles	5	CHM 911	Majors
CHM 152	Chemical Principles with Qualitative Analysis	5	CHM 912	Majors
CHM 201	Organic Chemistry I	5	CHM 913	Majors
CHM 202	Organic Chemistry II	5	CHM 914	Majors
COM 201	Writing for Mass Media (previously JRN 201)	3	MC 919	Majors
COM 115	Speech (previously SPE 115)	3	C2 900	GECC
COM 215	Introduction to Mass Media (previously JRN 215)	3	MC 911	Majors
CIS 207	Computer Applications for Business	3	BUS 902	Majors
CPS 202	Discrete Structures	3	M1 905	GECC
CPS 202	Discrete Structures	3	CS 915	Majors
CPS 206	Computer Science I	4	CS 911	Majors
CPS 215	Computer Science II	4	CS 912	Majors
CRJ 103	Intro to Criminal Justice	3	CRJ 901	Majors
CRJ 105	Criminal Behavior	3	CRJ 912	Majors
CRJ 218	Intro to Corrections	3	CRJ 911	Majors

CRJ 223	Juvenile Justice	3	CRJ 914	Majors
ECE 160	Child Growth & Development	3	ECE 912	Majors
ECE 245	The Exceptional Child	3	ECE 913	Majors
ECE 260	Child, Family & Community Relations	3	ECE 915	Majors
ECO 201	Introduction to Macroeconomics	3	S3 901	GECC
ECO 202	Introduction to Microeconomics	3	S3 902	GECC
EGR 101	Engineering Graphics	3	EGR 941	Majors
ENG 101	English Composition I	3	C1 900	GECC
ENG 102	English Composition II	3	C1 901R	GECC
ENG 113	Professional Technical Writing	3	C1 900R	GECC
FRE 202	Intermediate French II	4	H1 900	GECC
GEO 112	Regional Geography	3	S4 900N	GECC
GER 202	Intermediate German II	4	H1 900	GECC
HIS 101	Western Civilization I	3	H2 901	GECC
HIS 102	Western Civilization II	3	H2 902	GECC
HIS 103	World Civilization I	3	S2 912N	GECC
HIS 104	World Civilization II	3	S2 913N	GECC
HIS 201	United States History I	3	S2 900	GECC
HIS 202	United States History II	3	S2 901	GECC
HIS 213	Eastern Civilizations	3	H2 903N	GECC
LIT 210	British Literature	3	H3 912	GECC
LIT 230	American Literature	3	H3 914	GECC
LIT 235	American Short Story	3	H3 901	GECC
LIT 264	Literature for Children	3	H3-918	GECC
LIT 275	Art of the Cinema	3	F2 909	GECC
LIT 280	Introduction to Literature	3	H3 900	GECC
LIT 281	Introduction to Mythology	3	H9 901	GECC
LIT 284	Ethnic Literature in America	3	H3 910D	GECC
LIT 295	Women in Literature	3	H3 911D	GECC
MAT 112	Intro to Contemporary Math with Integrated Review	3	M1 904	GECC
MAT 113	Intro to Contemporary Mathematics	3	M1 904	GECC
MAT 116	Finite Mathematics for Business and Management	3	M1 906	GECC
MAT 117	Calculus for Business and Social Science	4	M1 900-B	GECC
MAT 119	Elementary Statistics with Integrated Review	3	M1 902	GECC
MAT 120	Elementary Statistics	3	M1 902	GECC
MAT 125	Discrete Structures	3	M1 905	GECC
	Discrete Structures	3	CS 915	Majors
MAT 131	Calculus I	5	M1 900-1	GECC
	Calculus I	5	MTH 901	Majors
MAT 201	Calculus II	5	M1 900-2	GECC
	Calculus II	5	MTH 902	Majors
MAT 202	Calculus III	3	M1 900-3	GECC

	Calculus III	3	MTH 903	Majors
MAT 205	Differential Equations	3	MTH 912	Majors
MAT 209	Math for Elementary Teachers II	3	M1 903	GECC
MAT 221	Introduction to Linear Algebra	3	MTH 911	Majors
MAT 282	Statistics	3	M1 902	GECC
MUS 105	Music Appreciation	3	F1 900	GECC
MUS 225	Music History/Literature	3	F1 901	GECC
PHL 111	Ethics and Moral Problems	3	H4 904	GECC
PHL 121	Introduction to Logic	3	H4 906	GECC
PHL 131	Introduction to Philosophy	3	H4 900	GECC
PHL 200	Asian Philosophy	3	H4 903N	GECC
PHL 260	World Religions	3	H5 904N	GECC
PHL 265	Introduction to Philosophy of Religion	3	H4 905	GECC
PHS 101	Environmental Science (must also take PHS 111)	3	LP 900	GECC
PHS 102	Astronomy	3	P1 906	GECC
PHS 103	Earth Science	3	P1 905L	GECC
PHS 105	Physics for Non-Science Majors	3	P1 900	GECC
PHS 107	Weather and Climate	3	P1 905	GECC
PHS 111	Environmental Science II (must also take PHS 101)	3	LP 901	GECC
PHY 121	Technical Physics	3	P1 900L	GECC
PHY 155	College Physics I	5	P1 900L	GECC
PHY 201	Statics	3	EGR 942	Majors
PHY 202	Dynamics	3	EGR 943	Majors
PHY 203	Mechanics of Solids	3	EGR 945	Majors
PHY 205	University Physics I	5	P2 900L	GECC
	University Physics I	5	PHY 911	Majors
PHY 206	University Physics II	5	PHY 912	Majors
PHY 214	Introduction to Circuit Analysis	3	EGR 931	Majors
PHY 224	Electric Circuit Analysis Laboratory	1	EGR 931L	Majors
PSC 131	American Government	3	S5 900	GECC
PSC 211	State and Local Government	3	S5 902	GECC
PSC 212	Introduction to International Relations	3	S5 904N	GECC
PSC 213	World Affairs	3	S5 906N	GECC
PSC 289	Introduction to Comparative Government	3	S5 905	GECC
PSY 132	General Psychology	3	S6 900	GECC
PSY 200	Social Psychology	3	S8 900	GECC
	Social Psychology	3	PSY 908	Majors
PSY 203	Adolescent Psychology	3	S6 904	GECC
PSY 262	Child Psychology	3	S6 903	GECC
PSY 270	Abnormal Psychology	3	PSY 905	Majors
SCI 210A	Integrated Science I (must also take SCI 210B)	3	LP 900L	GECC
SCI 210B	Integrated Science II (must also take SCI 210A)	4	LP 901L	GECC
SCI 215	Environmental Biology	3	LI 905	GECC

SOC 133	Principles of Sociology	3	S7 900	GECC
SOC 215	Diversity in American Life	3	S7 903D	GECC
SOC 221	Race and Ethnicity	3	S7-903D	GECC
SOC 263	Marriage and Family	3	S7 902	GECC
SOC 264	Social Problems	3	S7 901	GECC
SPE 115	Speech (As of August 2019-COM 115)	3	C2 900	GECC
SPN 202	Intermediate Spanish II	4	H1 900	GECC
THE 113	Theater Appreciation	3	F1 907	GECC
THE 124	Fundamentals of Acting I	3	TA 914	Majors

Career Education

Career Education curricula prepare students for careers in occupations related to business, education, health, industry, office technology, or public service. The curricula are developed with the assistance of advisory committees representing business and industry and on the basis of survey information identifying area manpower needs. Both certificate and degree programs are offered. Most certificate programs require one year of study; degree programs require two. Note: Due to their specialized technical nature, some courses are offered each semester and some are not; students beginning in the spring semester may not be able to carry a full load of courses.

The overall objective of career-oriented education is to contribute to the scientific, technical, industrial, business, and economic welfare of southern Illinois through provision of low-cost, current, college-level technical training geared to the citizens of the College district.

The career curricula are technical in nature and lie in the post-high school area. They differ in content and purpose not only from those of the trade school but also from those of the engineering college. All have in common the following purposes and characteristics:

The purpose is to prepare students for employment in high-skill career fields.

1. There are hands-on learning experiences provided for the student to gain prospective in relation to their future occupation.
2. Methods of instruction are relatively direct with a strong emphasis on learning specific skills. Ordinarily, a high proportion of the work is done during the hours of instruction. Individualized instructional materials provide opportunities for home study and independent progress. Many curricula articulate to baccalaureate degree-granting institutions, and many individual courses are transferable. A majority of curricula have programs of study with well-defined entry and exit points.

CAREER Agreement

Most community colleges of Illinois coordinate their educational services through the statewide Comprehensive Agreement Regarding the Expansion of Educational Resources (CAREER).

Through this agreement, the colleges listed below work together to provide access to career and technical programs (e.g. Associate in Applied Science degrees, Career and Technical Education certificates). The agreement allows students in one community college district to enroll in a program in another community college district with in-district tuition if their local college does not offer the same program.

Contact your advisor if you have questions about the CAREER Agreement.

The following Illinois community colleges are CAREER Agreement participants:

- Black Hawk College
- Carl Sandburg College
- City Colleges of Chicago
- College of DuPage
- College of Lake County
- Danville Area Community College
- Elgin Community College
- Heartland Community College
- Highland Community College
- Illinois Central College
- Illinois Eastern Community Colleges
- Illinois Valley Community College
- John A. Logan College
- John Wood Community College
- Joliet Junior College
- Kankakee Community College
- Kaskaskia College
- Kishwaukee College
- Lake Land College
- Lewis and Clark Community College
- Lincoln Land Community College
- McHenry County College
- Moraine Valley Community College
- Morton College
- Oakton Community College
- Parkland College
- Prairie State College
- Rend Lake College
- Richland Community College
- Rock Valley College
- Sauk Valley Community College
- Shawnee Community College
- South Suburban College
- Southeastern Illinois College
- Southwestern Illinois College
- Spoon River College
- Triton College
- Waubonsee Community College
- William Rainey Harper College

Credit Hour Requirements for Associate in Applied Science Degree

Group	AAS Credit Hours
Group I: Communications	**6**
Group II: Humanities and Fine Arts, Social and Behavioral Sciences, Physical and Life Sciences	**6**

Group III: Mathematics	**3**
Group IV: Career Major Requirements	**45-57**
Minimum-Maximum Hours	**62-72**

See your specific AAS degree for requirements; a table of AAS programs can be found in this Catalog in the Academics section.

Career Education Advisory Committees

Training people for employment in career and technical education fields is a task that should be shared by the College and the community. To provide quality programs and competent graduates, the College must understand the needs of area businesses and industries. It is important that a two-way system of communication among the College and the community be maintained to meet the educational and training needs of the College district.

Local advisory committees perform a significant function because they represent not only secondary education but also industries and businesses that are respected and recognized within the area served by the College. The feedback from advisory committees enables the College to develop or modify programs of career education to reflect current needs of the community. Each committee assists the College in determining industry needs, developing curricula, establishing work experiences, identifying equipment and facility needs, and assessing program objectives and content. College staff carefully consider all committee recommendations because they guide program enhancement to ensure graduates are ready to enter a skilled workforce.

The public can have confidence in these programs because the experiences and counsel of responsible citizens are solicited and acted upon by the College. These committees are comprised of community and business representatives plus the chairperson of each program's advisory committee.

Community Education & Workforce Development

The Literacy Program

The Literacy Program is an adult reading improvement program. It is a free program available throughout the year for individuals age 17 or older who are out of school. Volunteers are recruited and trained to tutor students enrolled in adult basic education or in a one-on-one situation. Tutoring is conducted on campus and in communities throughout the College district. Entry to the program for both learners and tutors can be arranged by contacting the Literacy Counselor.

Child Care Resource and Referral (CCR&R)

Child Care Resource and Referral (CCR&R) administers the Illinois Department of Human Services Child Care Assistance program for the southern fifteen counties in Illinois. They help eligible students and working families with child care costs. In addition, CCR&R assists families in finding and selecting child care and/or early education programs.

For those providing early care and education in southern Illinois, CCR&R provides training, education and professional development assistance in meeting state standards and requirements. Quality improvement grants and accreditation support is also available.

Center for Workforce Development

A variety of vocational, customized training, seminars, workshops, and conferences are available to southern Illinois employers and workers through John A. Logan College's Center for Workforce Development. Training is offered on site or at the campus and designed increase productivity. Courses are created to serve the unique needs of the business and industrial communities for short-term training and non-traditional programs. Representative courses of instruction include supervisory skills, computer software, CPR, occupational health and safety, real estate, and many more. Non-transferable vocational courses are available for individuals needing to upgrade skills to obtain or retain employment. Continuing Education Units (CEU's) and Continuing Professional Development Units (CPDU's) are offered for many professions. Visit **http://www.jalc.edu/cwd** for more information.

Highway Construction Careers Training Program (HCCTP)

The Highway Construction Careers Training Program (HCCTP) is designed to help increase the number of minorities, females and disadvantaged individuals employed on highway construction projects funded by the Illinois Department of Transportation.

The course consists of 450 hours of training in both a classroom and hands-on environment. The classroom portion primarily consists of math and job/life skills training, while the hands-on portion involves mainly concrete and carpentry skills training. The curriculum is designed to allow students to learn about the various trade unions and the type of work they perform, as well as learn the skills necessary for acceptance into the various highway construction trades as an apprentice. Additionally, students will receive a 10-hour OSHA certification, forklift safety training, boom/aerial lift training, CPR/First Aid, portable fire extinguisher training, flagger certification training, and spend 32 hours in the welding lab.

Successful candidates must be at least 18 years old, have a high school diploma or GED, possess a valid driver's license, and consent to random drug screens.

Program applications are available by visiting:
Highway Construction Careers Training Program (HCCTP) Application

Workforce Innovation and Opportunity Act (WIOA)

Man-Tra-Con, Corp. is housed on the JALC campus and has grant funding available to assist students with attending college. Students may be eligible for assistance with tuition, fees, books, supplies, transportation, childcare, testing fees, etc. The Man-Tra-Con Career Specialist on campus can provide information in determining eligibility and accessing services under the WIOA program. Man-Tra-Con can also help students with finding employment upon completion of the student's college program. All of these services are provided at no-cost to the student. For additional information, please visit the Man-Tra-Con website at **www.mantracon.org**.

Community Education Courses

The Community Education Department makes available a comprehensive program of educational activities that is designed to meet the needs of district citizens. Enrollment in these classes does not require formal admission to the College. Included in the program are non-transferable courses such as public service courses, public service activities (such as workshops, conferences, and seminars), and other community service activities as needed.

Classes are offered in the following areas: Photography, computers, general education, firearms, health care, classes/camps for kids, physical education, dance, pet care, homemaking, music, arts and crafts as well as Logan Fitness classes and memberships. Located at our Community Health Education Complex (CHEC), this facility includes both a Fitness Center and an Aquatic Center. Logan Fitness is available to students, faculty and the community. Patrons wishing to use the facility may enroll in a semester-long or monthly membership.

The public service courses are of a hobby, recreational, or leisure-type nature and a flat fee is charged for students who enroll. These classes are provided to promote health and wellness in the community. Some classes do offer a certificate after successful completion of the course and may be repeated by the student as many times as he or she wishes.

The Community Education Department is responsible for the Colleges annual and popular Southern Illinois Hunting and Fishing Days. This event draws in more than 36,000 people and over 200 vendors on the last weekend in September. Established in 1987, Hunting and Fishing Days is the largest celebration of National Hunting and Fishing Days in the country and hosted its one millionth visitor in 2018. The event was created to celebrate our heritage of Hunting and Fishing in Illinois. It is a free educational, family event, dedicated to teaching ethics, safety, and conservation in order to enhance the outdoor experience.

For a current list of Community Education classes, visit **https://www.jalc.edu/community-education**.

Adult Basic/Adult Secondary Education

Adult Basic Education (ABE) Program

Students who have not completed high school and wish to improve their skills in mathematics and reading may enroll in the Adult Basic Education (ABE) program. (This program is for students who have limited skills but are not prepared to review for the GED® examination). Classes are offered at the College and in various communities for adults 16 years of age or older. Interested persons may obtain information regarding registration, class meeting times, and dates by contacting the Director of Adult Basic Education.

Adult Secondary Education (ASE) Program

The Adult Secondary Education (ASE) program at John A. Logan College provides intervention services through: 1) an optional learning opportunity to dropout and potential dropout youth and 2) a credit recovery opportunity to potential dropout youth with academic problems associated with attendance issues.
Services provided in programming include:

1. An intensive, comprehensive, full-day educational program for dropout and potential dropout youth that includes education (academic instruction), academic and personal counseling, support services, community internships, workplace readiness, and volunteer activities.
2. A supportive educational summer and evening program that allows potential dropout youth with truancy issues the opportunity to earn high school credit and remain "on track" for high school graduation.
3. A supportive program of counseling and communication for students, parents, and staff facilitated by on-staff counselors and licensed social workers.
4. A program of assessment and counseling in academic, vocational, and life skill areas. Type of Service Offered: Truant Intervention (Supplemental Services) and Optional Education/Alternative. Students Served: Potential Dropout and Dropout. Grade of Students Served: 9-12. Age of Students Served: 16-21

Early School Leavers Program

The Early School Leaver Transition Program (ESLTP) is specifically aimed at helping at-risk students become reoriented and motivated to complete their education by allowing students to participate in adult education instruction as well as career and work training activities. Students must be between the ages of 16-21 and not currently attending traditional high school. The program provides assessments and counseling in career and life skills areas, exploration of post-secondary training options by job or class shadowing, develop a career portfolio, receive job-search assistance, and earn credit towards high school completion. Students interested in more information may call the ESLTP Coordinator.

General Educational Development (GED) Classes

Free GED® classes are offered at the College and in various communities for adults 16 years of age or older who were unable to complete their formal high school studies. Instruction in English, mathematics, social studies, science, and Illinois and U.S. Constitutions is provided to assist students in acquiring the knowledge and skills necessary to pass the GED® exam. Interested persons may obtain information regarding registration, class meeting times, and dates by contacting the Director of Adult Basic Education.

Student Services & Student Life

Academic Advisement

Students have access to John A. Logan College prior to, and during, registration to develop an academic plan. This service is provided by a counselor or academic advisor. Advisors are available throughout the year to help students with questions or issues related to courses or academic progress.

Athletics

John A. Logan College provides a well-balanced athletic program. The College competes inter-collegiately in basketball, baseball, and golf in the men's division and in volleyball, basketball, softball, and golf in the women's division. John A. Logan College strives to be competitive in all sports on the community college level and attempts to provide an enthusiastic and positive atmosphere for all student athletes. John A. Logan College is a member of the National Junior College Athletic Association (NJCAA) and the Great Rivers Athletic Conference (GRAC).

For more information, visit JALC Athletics or contact the Athletic Department in C-101 or call 618-985-2828 Ext. 8503.

Campus Information Services

The Student Activities office operates the College's Information Desk and switchboard, manages campus bulletin boards, and provides other information services. The information desk can be reached at 618-985-2828 Ext. 0.

Campus Police

Campus Police represents a progressive campus police organization providing protection to the facilities of the College and protection and services to its population. It has a walk-up window (Room E105).

The officers of the department are empowered by Illinois law to enforce all criminal and traffic laws of the state and the local ordinances of the College. All standard means are used by the department to enforce good order and to maintain traffic control on campus.

Career Services

Career Services assists students in effectively realizing their career goals. This is achieved through computerized testing and by personal interviews. Students receive help in clarifying goals and objectives that are related to their life and work values, abilities, needs, and

interests. The center recognizes that making realistic career choices and reviewing current job market trends is important to successful career planning.

Off Campus Employment

John A. Logan College provides services to assist students, and alumni in securing employment in positions directly related to their areas of academic preparation. Individuals seeking positions in Illinois and several other Midwestern states are aided by an online job board. Students can further utilize Career Services by receiving individual assistance with résumé preparation, interviewing techniques, and other valuable pre-employment skills. Students can visit the Career Services website for additional information.

Career Services will also assist students in finding part-time employment while enrolled at John A. Logan College. Those seeking off campus employment should inquire with Career Services after being admitted to the college.

On Campus Employment

In addition to assisting students in locating off-campus employment, Career Services is responsible for coordinating the student work program at John A. Logan College. There are limited positions available in the student-work program, which was designed to provide part-time employment for students who are seeking financial assistance in order to attend college.

Career Testing

Individual testing is available and administered by career counselors. The tests can assist students in discovering interests and skills in various career areas. Interested students should contact Career Services, C215, to schedule an appointment.

Clubs and Organizations

The College's 20-plus clubs and organizations provide students with opportunities for leadership development, service to the College and surrounding community, and socialization with peers. For a current and complete list of clubs and organizations, visit **Listing of Clubs and Groups** or contact the Student Activities office in C214 or email activities@jalc.edu, or call 618-985-2828 Ext. 8287.

Student Government: The College's student government association is the Student Senate. It is comprised of representatives from student clubs, the student trustee, and other at-large students. The Senate identifies and addresses student issues, sponsors service projects, and encourages student involvement on campus.

For more information about the Student Senate, contact the Student Activities office in B29 or email activities@jalc.edu, or call 618-985-2828 Ext. 8287.

College Website

The College website provides information and services for students, faculty, staff, and the community. The website provides up-to-date and accessible information on departments, programs, events, and other college resources.

Communication: JALCText

John A. Logan College offers a text/email messaging system (JALCtext). The system allows students and staff to receive text and/or email messages about emergencies and school closures. In addition, registered users can choose to receive information about various other campus activities through this system (alumni information, athletic scores, performance series information, etc.). This service is offered at no charge to the user, except for the wireless carrier's text message charge (if applicable). To register, go to JALCtext and create an account.

Disability Support Services

The Student Success Center can arrange reasonable accommodations for students with disabilities. Students with disabilities who want to request accommodations are required to meet with the Disability Support Services coordinator to complete an intake to initiate services. Students requesting accommodations must have appropriate documentation of a disability in order to receive reasonable accommodations. Visit the following site to view our documentation standards: **Disability Support Services**.

In addition, students are required to request accommodations each semester they plan to use the approved accommodations. An Accommodation Request Form is available on the **DSS website** or in room C219.

Reasonable accommodations may include, but are not limited to, note takers, sign language interpreters, alternative format books, extended time for exams, readers/scribes, adaptive technology, accessible seating, and parking permits.

Professional sign language interpreters are available for students who are deaf or hard-of-hearing for class lectures, tests, field trips, personal and career counseling, advisement, and other scheduled activities upon advanced request.

Diversity & Inclusion

The Diversity and Inclusion (D & I) Program at John A. Logan College provides resources and programs to promote a welcoming campus that enhances learning and enriches lives. Our recognizes that an ethnically, racially and culturally diverse composition of students and faculty enhances the education of all students and we, as educators, have a responsibility to provide a variety of learning opportunities which will prepare our students for success in a global environment. Email toyinfox@jalc.edu, call (618) 985-2828 Ext. 8586, or visit **Diversity and Inclusion** to learn more.

Educational Workshops

The Student Success Center offers a variety of workshops each semester designed to enhance students' academic skills. Workshop topics include study skills, test-taking techniques, stress management, fitness and nutrition, relaxation techniques, and overcoming math anxiety. See a list of times and locations at **Student Success Workshops** or call (618) 985-3741, ext. 8289.

Graphics Services

Graphics Services provides graphic and publication design services for the College. The office produces photographs, posters, newsletters, pamphlets, web graphics, and other materials for offices throughout the College.

Internship Program

The John A. Logan College Internship Program is an on-the-job work experience that will enable the student to apply the skills and knowledge learned in the classroom. This experience is a cooperative adventure involving the student, the College, and a training station. It is closely planned and supervised by the College coordinator and the employer in order to allow students to obtain the maximum benefit. Students are evaluated by the College coordinator after a conference with the trainer at the training station.

Learning Laboratory

The facility is located on the upper level of the LRC (C-227). Its mission is to provide materials and equipment needed by students working on an individualized study basis. The Learning Lab is a secure testing facility where students receive proctored examinations. They may also pick up instructional packets from instructors and leave completed assignments. Students can also receive technical assistance with online courses here.

Learning Resources Center

The LRC supports instructional programs of the College. It consists of the College's Library; a Teaching and Learning Center, which supports the professional development of faculty and staff; a Learning Laboratory for proctored testing and online class support services; and a Student Multimedia Lab. The College's Distance Learning program is also administered by the LRC.

Library Services

The library provides access to a collection of books, e-books, periodicals, pamphlets, maps, government documents, newspapers, online databases, and the Internet. Library Services supervises the circulation of materials from this area and materials placed on reserve. Library personnel provide reference services and library instruction. Students may request materials through interlibrary loan if the needed materials are not available at the John A. Logan College Library. Students with off-campus access may connect to the College's home page, the online catalog, and many online databases. Copy machines are provided for student use. Computers are available for students to search the online catalog, online databases, and Internet as well as for word processing use. The Library also has student access to typewriters. Study carrels are available for individualized study.

The library at John A. Logan College is an active, participating member of ILLINET library network, the Southern Illinois Learning Resources Cooperative, NILRC, and the Shawnee Library System's automated catalog.

Logan Fitness

Logan Fitness, which is located within the Community Health Education Complex (J Building), is a fitness facility that includes both a fitness center and an aquatic center. Dozens of instructor-led fitness classes are also offered. Logan Fitness is available to students, employees, and the community. Students enrolled in six credit hours in the fall and spring and three hours in the summer have automatic access to Logan Fitness.

For more information, visit **Logan Fitness** or call Logan Fitness at 618-985-2828 Ext. 8502.

Media Distribution

Media Distribution (C122) supervises the scheduling, distribution, and use of audio-visual equipment and instructional materials used in classrooms and throughout the College. Media Distribution maintains a large collection of instructional videos and other multimedia materials for faculty use. Throughout campus, the Media Distribution office supports multimedia classrooms and delivers and maintains audio-visual equipment.

Performing Arts

Theatrical plays, musicals, and concerts are presented throughout the year. Tickets are reasonably priced for all audiences, and students have free admission when providing their student ID card. Daytime performances are offered at reduced prices. Most productions take place in O'Neil Auditorium.

Personal Counseling

Often students need assistance with social and personal problems, as well as with academic and career concerns. For this reason, professionally trained counselors are available to help students understand and resolve these problems. Referrals to community resources are also provided for situations requiring additional support. Crisis counseling is available in the Student Success Center, C219.

Public Transportation

Public transportation is available to John A. Logan College students through **Rides Mass Transit District** (RMTD) and **Jackson County Mass Transit**. RMTD has routes that include John A. Logan College and offers a reservation service for scheduling rides that are not on their routes. RMTD semester bus passes may be purchased in the John A. Logan College Bookstore. RMTD and Jackson County Mass Transit bus fares may be purchased directly from bus drivers. Bus schedules may be picked up at the Information Desk. For more information about Rides Mass Transit District, visit **www.ridesmtd.com** or call 877-743-3402. For more information about Jackson County Mass Transit, visit **www.jcmtd.com** or call 866-884-7433.

Student Activities and Cultural Events

The Office of Student Activities and Cultural Events enriches life in the John A. Logan College district by providing accessible, diverse, and engaged learning experiences through co-curricular and cultural programs.

Student Multimedia Center

The Student Multimedia Center (C231A) houses a computer laboratory, which features both Windows and Macintosh computers with a selection of multimedia production programs. This lab provides open hours for students to work on course assignments that require multimedia production. Web design, photography editing, and digital painting are just a few of the things students are able to do. Each computer has a scanner, and most have a graphics tablet for drawing and painting.

Student Publication: Expressions

The College's student literary magazine, Expressions, is published annually by the Department of Communication, Humanities, and Social Science. For more information, contact David Evans at davidevans@jalc.edu or 618-985-2828 ext. 8317.

Student Success Center

The Student Success Center (SSC) coordinates several programs including TRIO Student Support Services, Tutoring, and Disability Support Services.

The TRIO Program: The TRIO program is a component of the Educational Opportunities Program (EOP) that is funded through the U. S. Department of Education. This program provides individual support to students who meet one or more of the following: low-income, first-generation college student, and have a disability.

The purpose of TRIO is to increase college retention and graduation rates for eligible students. Benefits provided may include mentoring, cultural enrichment activities, tutoring, leadership-development training, scholarships, transfer and financial aid assistance, and others. TRIO students may also utilize any of the other support services offered through the Student Success Center based on their individual needs. Applications for the TRIO program are available in room C219 or online at Online TRIO Application. All students who qualify are encouraged to apply.

Study Abroad

Recognizing the value of studying abroad, John A Logan College endorses and supports educationally sound international programs in compliance with College policies, and those of our accrediting and governing boards.

John A. Logan College encourages students to explore the benefits of living and studying in a foreign culture. As a member of the Illinois Consortium for International Studies and Programs (ICISP), the College offers students a variety of study abroad opportunities. Any John A. Logan College student who has completed at least 12 hours of college-level work with a cumulative grade-point average of 2.75/4.00 is eligible to participate in these programs. All programs provide John A. Logan College credit or transferable credit from another Illinois institution with a range of courses that should fit into most baccalaureate transfer programs.

The College foundation and faculty/staff provide financing for some partial scholarships for these programs. For more information programs, contact the international education coordinator.

Some programs are done in cooperation with other ICISP member institutions, and new programs are added on a regular basis. Contact the international education coordinator for details on specific programs and deadlines for applications.

The most current information on other study abroad opportunities is available from the international education coordinator or on the College's homepage under "International Education."

Student enrollment in a program of study abroad approved for credit by the home institution may be considered enrollment at the home institution for the purpose of applying for assistance under the FSA programs.

Teaching & Learning Center

The Teaching & Learning Center supports the faculty and staff by providing training and professional development services. The TLC provides training and support in instructional design, pedagogy, multimedia authoring, and implementing instructional technology in the classroom and online. The TLC maintains a multimedia/computer classroom (C230H) and a video recording studio (C229). The TLC multimedia/computer lab is for faculty use and has both Apple and Windows-based computers. The lab has up-to-date versions of the leading office and multimedia suites and has graphics tablets, scanners, and webcams on each workstation.

Tutoring

The Student Success Center offers students the opportunity to increase their educational skills through tutoring.

Tutoring is offered at no charge in both transfer and career areas, including mathematics, science, social sciences, business, and language arts. The center uses both professional and peer tutors to assist students. Tutoring is available on a walk-in basis in the Math Help Room (C218F) and Biology Help Room (C243A), or one-on-one appointments are available. Request appointments in Room C219 or online at Tutor Request Form. Located in C214, the Write Place is the College's writing center. Staff offer free tutoring in English to help students with essays, research papers, and other written assignments.

The tutoring program is certified through the College Reading and Learning Association (CRLA), and all tutors complete Level I and II training requirements.

Academics

Academic Policies

For information on the Academic Honor Code, grading system, student classification, course repeat policies, acceptance of Advance Placement credit, Dual Credit/Dual Enrollment, and other academic policies, please refer to the *Student Guidebook*.

Student Attendance Policy

The student attendance policy for each class will be determined by the instructor and it will be the student's responsibility to comply with the policy for each class and/or program. No central attendance records, other than those required by state and federal regulations, are reported.

Withdrawal from Class

Student-Initiated Withdrawal: Students who do not wish to continue in a course are responsible for officially withdrawing or dropping the course from their schedule. To do so, they should drop the course through the student portal or contact their academic advisor for assistance.

- Students who fail to drop during the designated drop-period at the beginning of the semester as outlined in the Instructional Calendar will not be eligible for a refund of tuition and fees, and may receive a failing grade for the course.
- Students may formally withdraw from a class during the designated period outlined in the Instructional Calendar in order to receive a grade of "W". The "W" grade is not used in calculation of the grade point average, however, it may negatively impact eligibility to receive financial aid. Students should contact the Financial Aid Office with questions concerning eligibility.
- Students who withdraw from a class may register for that class again in a subsequent semester.

Administrative Withdrawal: John A. Logan College reserves the right to administratively withdraw students for disciplinary reasons as outlined in the Rights and Responsibilities: A Student Code of Conduct. The College may also withdraw students who fail to meet the financial obligations of attendance.

Faculty-Initiated Withdrawal: Instructors reserve the right to withdraw students from classes at any point in the semester due to plagiarism, cheating, or other conduct violations. Further, they reserve the right to withdraw a student from class during the withdrawal period due to excessive absences as outlined below and in the course syllabus.

- Traditional Classes: In a traditional eight or 16-week class, "withdrawal" grades may be assigned at the time students miss the equivalent of one consecutive week of class

without approval from the instructor. (For example, in an eight week class that meets four times per week, students could be withdrawn after being absent two consecutive class periods.)

- Online and Hybrid Classes: In a 16-week online/hybrid class, a "withdrawal" grade may be assigned when students do not participate in the course for 10 days, as indicated by course activity reports. In an eight week or less course, students may be withdrawn after failing to participate for five days. Logging into the course is not sufficient to be considered active participation. Participation for online and hybrid courses is defined as an active process and may include: posting/sending assignments to the drop box or instructor's email, participating in online discussion boards, taking quizzes or exams, or otherwise communicating and participating in some manner that is approved by the instructor.

Administrative Procedure to Withdraw a Student

- The appropriate college administrator or faculty member will notify the Admissions and Records Office, in writing or through email, requesting students be withdrawn. Once the documentation is received, students will be formally withdrawn from the course.
- Students will then receive email notification of the withdrawal from the Admissions and Records Office. The notification will outline the appeal process if they wish to re-enroll in the course.
- If students wish to challenge a "withdrawal" grade, they will have due process as with the appeal of any other grade. Students should obtain a Special Exemption Form from the Admissions and Records Office or on the College website and submit the appeal to the Office of the Dean for Student Services (Article III, Section 2 of the Rights and Responsibility: A Student Code of Conduct handbook.)
- A faculty member granting an appeal to be re-enrolled in a course must notify the Admissions and Records Office in writing or through email. The office will then officially re-enroll the student.
- "Withdrawal" grades may not be issued after the last day to withdraw from a course for the semester as noted in the Instructional Calendar.

Audit Policy

Registered students who do not desire or feel qualified to complete a particular course may request to audit the course.

Academic Programs and Requirements

Specific degree and certificate requirements are outlined in program guides provided in this catalog. The following degrees are granted by John A. Logan College:

- **Associate in Applied Science (AAS Degree)**: The AAS Degree is awarded for the satisfactory completion of a prescribed curriculum intended to prepare individuals for employment in a specific field. Some AAS degree programs include coursework and requirements dictated by specialized accreditation or licensure by a state or national organization. Many health career programs have entrance requirements based on specific test scores, academic grades and residency. AAS degree programs are often articulated as a package with select four-year institutions in specified bachelor degree programs including Two-plus-Two, Capstone, or Program-to-Program articulation agreements.
- **Associate in Arts (AA) Degree**: The AA Degree is intended to equate to the first two years of a four year baccalaureate degree. An AA degree program includes the IAI transferable general education core curriculum (GECC) to satisfy the lower division general education requirements for a bachelor's degree at participating IAI institutions in Illinois. The program guides prepared for each AA degree program include the common lower division course recommendations/requirements for the corresponding bachelor's degree option at four-year institutions
- **Associate in Engineering Science (AES) Degree**: The AES Degree is aligned with the first two years of a baccalaureate degree in engineering. Unlike the AA degree, the AES does not include the full IAI GECC component. Completion of the GECC package should be an option after transferring to an IAI participating institution.
- **Associate in Fine Arts (AFA) Degree**: The AFA Degree is aligned with the first two years of a baccalaureate degree in a fine arts area such as music or art. Unlike the AA degree, the AFA does not include the full GECC package. Completing the GECC package should be an option after transferring to an IAI participating institution.
- **Associate in General Studies (AGS) Degree**: The intent of the AGS is to meet unique needs and interests of students that cannot be met by another associate degree option. An AGS degree program is individually designed by mutual agreement between students and a college-appointed academic advisor. The courses selected may or may not be accepted by a four-year institution, and if accepted may or may not be evaluated as applicable to a specific degree program or major. AGS candidates may be enrolled in a certificate program and find a need for earning an associate degree. Other AGS candidates may want to design a program providing a broad general education background.
- **Associate in Science (AS) Degree:** The AS Degree is intended to equate to the first two years of a four-year baccalaureate degree. An AS degree includes the IAI transferable general education core curriculum (GECC) but does not satisfy the lower division general education requirements for a bachelor's degree at participating IAI institutions in Illinois. An additional 3 credits of approved humanities or fine arts and 3 credits of social sciences are needed to complete the core. These additional courses may be taken as electives or upon transfer to the four year institution. If taken at the four year institution, students may send a transcript back to John A. Logan College and request a review of the IAI GECC package and the posting of "IAI GECC package completed" on the official transcript. The program guides prepared for each AS degree program

include common lower division course recommendations/requirements for the corresponding bachelor's degree option at four-year institutions.

- **Certificate of Achievement:** The Certificate of Achievement prepares individuals for employment or advancement in various occupational specialties.

General Program Requirements

To be awarded an AAS, AA, AES, AFA, AGS or AS degree, students must:

- complete 12 semester hours of credit in residence at John A. Logan College;
- maintain a cumulative grade point average of 2.0 or above;
- satisfactorily complete all specific degree requirements; and
- make application for graduation and pay the required graduation fee

To be awarded a certificate of achievement, students must:

- complete at least nine semester hours of credit in residence at John A. Logan College. If the certificate is less than 15 semester hours, three semester hours of credit must be completed in residence at John A. Logan College.
- satisfactorily complete all certificate program requirements with a 2.0 overall grade-point average or above;
- make application for graduation and pay the required graduation fee.

Waiver of Academic Requirements

Institutional Responsibility: In order to maintain the integrity of the College's academic programs, special criteria for admission to certain courses and curricula must be set, minimum requirements for retention of student status must be defined, and requirements for completion of curricula and awarding degrees must be set. However, in recognition of the fact that there may be extenuating circumstances, appeals for waivers of specific graduation requirements may be made through a student's advisor to the Vice President for Instructional Services. All waivers of required courses in any college program and all authorizations for substituting certain courses in lieu of specific program requirements must be approved by the Vice President for Instructional Services. The vice president's written approval for the waiver must be filed with the Admissions and Records Office prior to the student's formal graduation check.

Student Responsibility: In order that academic requirements may be protected and applied in an effective and reasonable manner, students have the right to request an exception to the requirements only in extenuating circumstances. Likewise, students are obligated to follow the appeal process.

Reverse Transfer: Students who transfer to a four-year institution prior to fulfilling the IAI GECC package and/or before earning an Associate Degree, may send an official transcript to John A. Logan College after completing coursework and ask for a review of IAI GECC and/or

Associate Degree requirements. If all requirements are complete, students may submit an online graduation application and have the degree awarded.

Academic Calendar

Fall Session 2022
Instruction begins 08/17/2022 First block (eight-week) classes begin 08/17/2022 Twelve-week classes begin 09/12/2022 Second block (eight-week) classes begin 10/12/2022 Instruction ends 12/12/2022 Final Exams: 12/13/2022 – 12/16/2022 08/15/2022 – 08/16/2022 – Convocation (faculty and staff) 09/05/2022 – Labor Day (no classes) 10/07/2022 – Faculty & Staff Engagement Day (no classes; College offices closed) 11/11/2022 – Veteran's Day (no classes) 11/21/2022 – 11/26/2022 – Thanksgiving Holiday (no classes)
Winter Session 2022-2023
Instruction begins 12/19/2022 Instruction ends 01/06/2023
Spring Session 2023
Instruction begins 01/09/2023 First block (eight-week) classes begin 01/09/2023 Twelve-week classes begin 02/06/2023 Second block (eight-week) classes begin 03/06/2023 Instruction ends 05/05/2023 Final Exams: 05/08/2023 – 05/11/2023 Commencement: 05/11/2023 01/05/2023 – 01/06/2023 – Convocation (faculty and staff) 01/16/2023 – Martin Luther King, Jr. Birthday (no classes) 02/20/2023 – President's Day (no classes) 03/13/2023 – 03/18/2023 – Spring Break (no classes) 04/06/2023 – Faculty & Staff Engagement Day (no classes; College offices closed) 04/07/2023 – Good Friday (no classes)

Summer Semester 2023

First five-week classes begin 05/30/2023
Eight-week classes begin 06/05/2023
Final Exams (first five-week classes): 06/29/2023
Second five-week classes begin 07/03/2023
Final Exams (eight-week classes): 07/27/2023
Final Exams (second five-week classes): 08/03/2023

05/29/2023 – Memorial Day (no classes)
06/19/2023 – Juneteenth (no classes)
07/04/2023 – Independence Day (no classes)

Higher Educational Opportunity Act

John A. Logan College is required to disclose certain consumer information as authorized by the Higher Education Opportunity Act. All information regarding Students Right to Know/Consumer Information can be found on the college webpage.

Rights Under the Family Educational Rights and Privacy Act: The Family Educational Rights and Privacy Act affords all students certain rights with respect to their educational records.

These rights are as follows:

- the right to inspect and review the student's own educational records;
- the right to request the amendment of the educational records to insure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;
- the right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent that the law authorizes disclosure without consent;
- the right to file with the U. S. Department of Education a complaint concerning alleged failures by the College to comply with the requirements of the law; and the right to obtain a copy of the College's student records policy. FERPA Guidelines

Other Important Policies and Procedures for Students Attending John A. Logan College

- Student Disciplinary Action (Administrative Procedure 827)
- Student Appeals (Administrative Procedure 832)
- Removal from Campus - Student, Guest, or Employee (Administrative Procedure 361)
- Excused Student Absences (Administrative Procedure 805)
- Disabled Students (Administrative Procedure 807)
- Sexual Harassment (Board Policies 3364, 8317)
- Sexual Harassment of Students (Board Policy 8317)

- Weapons and Firearms Policy (Board Policy 3373)
- Anti-Harassment Policy: Zero Tolerance for Violence or Threatening Behavior (Board Policy 3372)

Scheduling Options

Many of the College's courses have been approved to be offered in either a virtual or a hybrid format, which means that many programs have at least 50 percent of their courses available to be completed online. Consult with your academic advisor to choose the appropriate courses for the completion of your program.

Online courses enable students to customize learning to accommodate their time and location since the courses are taught primarily via the Internet rather than in the classroom. Online courses are no less challenging or academically rigorous. The student will spend at least as much time, and possibly more, to be successful.

Online courses are not independent study courses. They are highly structured and include frequent interaction with the instructor and other students enrolled in the course. Students use the Internet for communicating with the instructor and other students, gaining access to course materials, conducting research, and submitting assignments. Although it is not necessary to have a high level of computer proficiency, the online student should have some computer experience navigating the Internet, using e-mail, and have the ability to use a word processing program. It is recommended students have access to consistent Internet access to be successful in online courses. The college does offer open lab hours but the availability is restricted by their operating hours.

Face-to-Face Courses

Face-to-face courses are held entirely in person on John A. Logan College premises. Instructors of face-to-face courses will often use D2L, the college's learning management system, to provide course materials and facilitate classroom work.

Virtual Courses

Virtual courses are any courses approved for online instruction that require no more than three visits to a campus or off-campus location during a semester. (Courses section numbers for virtual courses are V1, V2, etc.)

Hybrid

Hybrid courses are any courses approved for online instruction that require four or more visits to a campus or non-campus location during a semester. (Course section numbers for hybrid courses are H1, H2, etc.)

Textbooks and other materials may be ordered from the campus bookstore.

Academic Departments

All departments prepare students for transfer to four-year institutions. In addition, the departments have the following program goals:

Applied Technologies

The Applied Technologies Department offers occupational certificates and associate in applied science degrees designed to prepare students to enter the workforce. Many of our programs are accredited and offer workplace experience through internships. Our labs feature state-of-the-art equipment that students use to complete hands-on projects. Certain Associate in Applied Science (AAS) degrees can be considered as transfer degrees. Articulation Agreements, Two plus Two Agreements and Capstone Options are a few examples that spell out the opportunity for an AAS degree to fit into a four-year bachelor degree program.

Communication, Humanities, Social Science

The Communication, Humanities, and Social Science Department prepares students to think clearly and critically so they can make informed decisions in their private and professional lives. It teaches them to participate effectively in the entire communication process (reading, writing, speaking, and listening). The study of literature prepares students to clarify their own values while developing an understanding of others' beliefs and an aesthetic awareness of life.

In the Humanities area the College strives to expand students' awareness of, and sensitivity to, the human condition. By examining human needs, values, and achievements through the study of art, communication, languages, music, theater, and philosophy, students develop insights, critical thinking skills, and practical applications necessary for private and professional goals. The humanities help students define who they are and who they may become.

In the Social Science area, the College prepares students to understand the relationships between the individual and society, the process of human social evolution, and the institutions of complex societies. Students who major in the social sciences read primary and secondary sources in the social sciences, demonstrate knowledge of the basic concepts, models, and theories of the social sciences, and use the basic analytical methods and techniques of the social sciences. Students develop a critical analysis of the strengths and weaknesses of social science and an appreciation and understanding of human social and cultural diversity.

Life and Physical Science Department

The Life and Physical Science Department provides students with opportunities to acquire knowledge in a variety of science topics, including: biology, chemistry, integrated science,

physical science, and physics. In addition, the department offers courses in health and physical education.
The department strives to advance scientific literacy for general education opportunities, as well as for more specialized preparation for upper level science, engineering, and health occupations.

Many of the courses in the Life and Physical Science Department include laboratory components where students have hands-on learning experiences to further advance scientific understanding and knowledge.

Business, Computer Science, and Mathematics

In the area of Business, the College strives to provide students with knowledge and skills to compete for entry-level jobs in the business world. The program also prepares business students for job promotions, career advancements, and lifelong learning experiences in the business working environment and for transfer to four-year institutions.

Computer Information Systems provides the students with a range of curriculums that will provide students with opportunities for careers in computer forensics, cyber security, and information assurance, while also preparing the student to take industry-standard certification exams. John A. Logan College has been designated a National Center of Academic Excellence in Cyber Defense Two-Year Education (CAE2Y) by the National Security Agency (NSA) and the Department of Homeland Security (DHS). Therefore, graduates will be qualified for careers in federal, state and local agencies.

Computer Science provides a solid foundation for students who are looking to transfer to a four-year institution. The classes have been articulated with many colleges and provide students with knowledge and skills in different programming languages. Students have an opportunity to develop their programming skills.

In the area of Mathematics, the College strives to emphasize the mathematical reasoning skills necessary to function in a technology-oriented society and workplace. Students can become quantitatively literate and capable of applying quantitative methods to real-life situations.

Additional Transfer Information

The College offers associate degree programs in the arts (AA), science (AS), fine arts (AFA), engineering science (AES) and arts in teaching (AAT). Students can complete the freshman and sophomore requirements for a specific major by following the appropriate curriculum guide.

Certain Associate in Applied Science (AAS) degrees may transfer to a four year institution. Articulation Agreements, Two plus Two Agreements and Capstone Options offer students the opportunity for the AAS degree to a four-year bachelor degree program. Southern Illinois University (SIUC), for example, offers a Capstone Option for AAS degree program graduates.

Eastern Illinois University (EIU) offers a Bachelor of Arts in General Studies (BGS) degree. Western Illinois University (WIU) also offers a Board of Trustees Bachelor of Arts in General Studies degree.

Each degree program has specific requirements articulated in the curriculum guide. Students should carefully select courses to ensure degree progress. The Academic Advisement Office and faculty advisors are available to help guide students, however, it is each student's responsibility to meet all degree requirements for graduation. Additionally, students are responsible for knowing all information provided in the College Catalog concerning regulations and requirements of the College and the specific program of study. Students planning to pursue a bachelor's degree should be familiar with any special requirements for the selected transfer institution. For instance, certain universities and even programs may require a grade of "C" or higher for certain courses in order to accept them for credit.

Students desiring to pursue pre-medicine, pre-law, pre-veterinary, pre-chiropractic, or other pre-professions career paths should consult with their academic advisor to select the appropriate courses for the field of study and anticipated transfer institution. The student's preference of senior institution may impact the courses and/or grades required for transfer coursework and admission to the professional program of study.

Illinois Articulation Initiative (IAI)

John A. Logan College is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum (GECC) between participating institutions in Illinois. Completion of the transferable General Education Core Curriculum (GECC) at any participating college or university in Illinois assures transferring students that lower division general education requirements for an associate or bachelor's degree have been satisfied. This agreement is in effect for students who entered an associate- or baccalaureate-degree-granting institution in Illinois as first-time freshmen in the summer of 1998 (and thereafter).

IAI General Education Core Curriculum (GECC)

The minimum requirements established for the Illinois Transferable General Education Core Curriculum (GECC) are as follows:

- Communications
  3 courses (9 semester credits). The three courses should include a two-course (6 semester credits) sequence in writing and one course (3 semester credits) in oral communications. A grade of "C" or better is required in the two-course writing sequence.
- Mathematics
  1 course (3 to 5 semester credits).
- Physical and Life Sciences

2 courses (7 or 8 semester credits). One course must be from the Physical Sciences, one must be from the Life Sciences, and one of these must be a laboratory course.

- Humanities and Fine Arts
  3 courses (9 semester credits). One course must be selected from the Humanities, one from the Fine Arts, and one from either the Humanities or Fine Arts.
- Social and Behavioral Sciences
  3 courses (9 semester credits). Courses must be selected from at least two different disciplines.

Accountability: Assessment of Student Learning Outcomes

John A. Logan College recognizes that assessment of student learning is central to its mission and has developed a systematic and purposeful process for the assessment of student learning based on five student learning outcomes. To learn more about assessment, visit the JALC Assessment web page.

Student Learning Outcomes

The faculty and staff of John A. Logan College are committed to providing students with opportunities to develop learning abilities that will last a lifetime. Graduates will be prepared to succeed in their personal and professional lives because of achieved competence in the following student learning outcomes:

1. **Communication**: Students express thoughts, ideas, and feelings in both written and oral modes. Students will demonstrate one or more of the following:
   a. Articulate and select appropriate purposes for reading, writing, speaking, and listening, as individuals and in groups.
   b. Engage in the stages of the written and oral communication process.
   c. Select, organize, and present details to support a main idea.
   d. Demonstrate knowledge of target audiences' expectations and values in the communication process.
   e. Select appropriate rhetorical strategies for writing and speaking.
   f. Apply appropriate reading strategies to comprehend literature, nonfiction, and academic texts.
2. **Critical Thinking**: Students apply a rational and methodical approach to problem solving based on use of appropriate evidence. Students will demonstrate one or more of the following:
   a. Develop analytical skills to interpret, evaluate, and synthesize information across disciplines.
   b. Interpret and evaluate statements, theories, problems, and observations from different points of view to make appropriate inferences.
   c. Use evidence from a variety of credible sources, including literary texts, to support conclusions.

   d. Apply principles that guide the aesthetic valuation of a work or movement within a discipline and articulate subjective preference.
   e. Apply the scientific method, empirical methods, and/or testing processes as appropriate.
   f. Evaluate the relevance and credibility of evidence.
3. **Cultural and Global Awareness**: Students demonstrate an understanding of the influence of culture and society. Students will demonstrate one or more of the following:
   a. Identify the influence of history, geography, the arts, humanities, and the environment on individuals and their cultural development.
   b. Differentiate subjective opinions and ideologies based on social and individual bias from objective findings and data.
4. **Information Literacy**: Students locate, evaluate, retrieve, organize, create, and disseminate information. Students will demonstrate one or more of the following:
   a. Integrate information from various sources.
   b. Distinguish between credible and non-credible scholarly information.
   c. Cite information and sources correctly.
   d. Demonstrate the ability to access and use information legally and ethically in appropriate disciplines.
5. **Quantitative Reasoning**: Students use and understand numbers to interpret, evaluate, and express information in quantitative terms. Students will demonstrate one or more of the following:
   a. Interpret, analyze, and solve problems.
   b. Differentiate among reasonable and plausible results.
   c. Interpret, evaluate, and present data.

Programs, Degrees, and Certificates

Educational Guarantees

JALC issues educational guarantees applicable to graduates of the Associate in Arts, Associate in Arts in Teaching, Associate in Fine Arts, Associate in Science, Associate in Engineering Science, Associate in Applied Science and career certificate programs, subject to specific conditions and program approval. Transfer program guarantees assure the student that Illinois Articulation Agreement approved courses will transfer to the Illinois four-year public institution chosen by the student. Occupational guarantees assure the student and employer that a graduate has learned entry-level skills. Further information is available through the Admissions Office for programs covered by the educational guarantee.

Transfer Programs

Transfer programs are designed to allow students to transfer to a four-year college or university for the purpose of completing a Bachelor degree. Transfer degrees include Associate in Arts and Associate in Science degrees. More details about each of these programs can be found below:

Associate in Arts

Below is a list of Associate in Arts programs. View the 2022-2023 Catalog Addendum for detailed program guides that provide course requirements and other important program information.

Program Name and Link to PDF	Type
Actuarial Science	Associate in Arts
Agribusiness Economics	Associate in Arts
Agriculture-Agricultural Mechanization	Associate in Arts
Agriculture-Agriculture Education	Associate in Arts
Agriculture-Animal Science	Associate in Arts
Agriculture-Crop Science and Soil Science	Associate in Arts
Agriculture-General Agriculture	Associate in Arts
Agriculture-Horticulture	Associate in Arts
Art	Associate in Arts
Art Education	Associate in Arts
Business	Associate in Arts
Business Education	Associate in Arts
Criminal Justice	Associate in Arts
Early Childhood Education	Associate in Arts
Economics	Associate in Arts
Elementary Education	Associate in Arts
English	Associate in Arts
English Education	Associate in Arts
Environmental Resources and Geography	Associate in Arts
History	Associate in Arts
History Education	Associate in Arts
International Studies	Associate in Arts
Mathematics Education	Associate in Arts
Music	Associate in Arts
Physical Education/Kinesiology Teacher Education	Associate in Arts
Political Science	Associate in Arts
Pre-BSN	Associate in Arts
Pre-Law	Associate in Arts
Psychology	Associate in Arts
Social Work	Associate in Arts
Sociology	Associate in Arts
Special Education	Associate in Arts
Speech Communication	Associate in Arts

Credit Hour Requirements for Associate in Arts Degree:

Group	AA Credit Hours
Communications	9
Humanities and Fine Arts	9
Mathematics	3
Social and Behavioral Sciences	9
Physical and Life Sciences	7-8
Major and General Electives	25+
Minimum-Maximum Credits	62-64

The Associate in Arts General Degree Requirements Worksheet can be viewed by following this link: **Program Guide Associate in Arts**.

See your specific curriculum guide for courses recommended for your area of study.

Associate in Science

Below is a list of Associate in Science programs. View the 2022-2023 Catalog Addendum for detailed program guides that provide course requirements and other important program information.

Program Name and Link to PDF	Type
Biological Science	Associate in Science
Computer Science - Business Applications Track	Associate in Science
Computer Science - Traditional Track	Associate in Science
Engineering Technology	Associate in Science
Mathematics	Associate in Science
Physics	Associate in Science
Pre-Chiropractic	Associate in Science
Pre-Pharmacy	Associate in Science
Pre-Physical Therapy	Associate in Science
Pre-Physician Assistant	Associate in Science
Pre-Professional Dental, Medicine, Optometry, Podiatry	Associate in Science
Pre-Veterinary Medicine	Associate in Science

Credit Hour Requirements for Associate in Science Degree:

Group	AS Credit Hours
Communications	9
Humanities and Fine Arts	6
Mathematics	3
Social Sciences	6
Physical and Life Sciences	7-8
Additional Math and Physical or Life Science Course	6
Major and General Electives	25
Minimum-Maximum Credits	62-64

See your specific curriculum guide for courses recommended for your area of study.

The Associate in Science General Degree Requirements Worksheet can be viewed by following this link: **Associate in Science.**

This revised Associate in Science degree model is effective with the fall 2016 term for those who have officially graduated from high school and who has not yet taken a college level course before the start of the fall 2016 semester. This revised model does not change the credits needed to fulfill the IAI GECC package. Credit hours taken from the Humanities and Fine Arts area and the Social Behavioral Sciences are moved to support the "Additional A.S. degree requirement" posting of a course in Mathematics and a course in Physical or Life Science that directly supports your intended major after transfer to a four year IAI participating institution in Illinois. To fulfill the IAI GECC package in this revised model, you will need to complete an additional three credit course approved as an IAI Humanities or Fine Arts course and a three credit course approved as an IAI Social and Behavioral Sciences course. These courses most likely will be completed after transfer but "may" be included in your JALC curriculum Guide document under the Major and General Electives section. If these two courses are completed after transfer, you should send an official transcript back to John A. Logan College and request a review of the IAI GECC requirements and if appropriate, request a posting on your official transcript that the IAI GECC package is complete.

Career & Technical Education Programs

Career & Technical Education Programs are designed to provide a credential (degree or certificate) that allows the student to begin a career upon graduation. Below is a list of Career & Technical Education programs. View the 2022-2023 Catalog Addendum for detailed program guides that provide course requirements and other important program information.

Program Name and Link to PDF	Type
Accounting	Associate in Applied Science
Accounting	Certificate of Achievement
Administrative Assistant	Associate in Applied Science
Agribusiness Management	Associate in Applied Science
Art Studio	Associate in Fine Arts
ASL/Deaf Studies	Associate in Applied Science
ASL/Deaf Studies	Certificate of Achievement
Auto Collision Technology	Associate in Applied Science
Auto Collision Technology - Structural Damage Repair	Certificate of Achievement
Auto Services Technology (Block Scheduling)	Associate in Applied Science
Automotive Services Technology	Associate in Applied Science
Automotive Services Technology - Basic Certificate	Certificate of Achievement
Automotive Services Technology - Hybrid/EV	Certificate of Achievement - Short Term
Automotive Services Technology - Master Certificate	Certificate of Achievement
Biological Science	Associate in Science
Biomedical Electronics Technician	Certificate of Achievement
Biomedical Electronics Technology	Associate in Applied Science

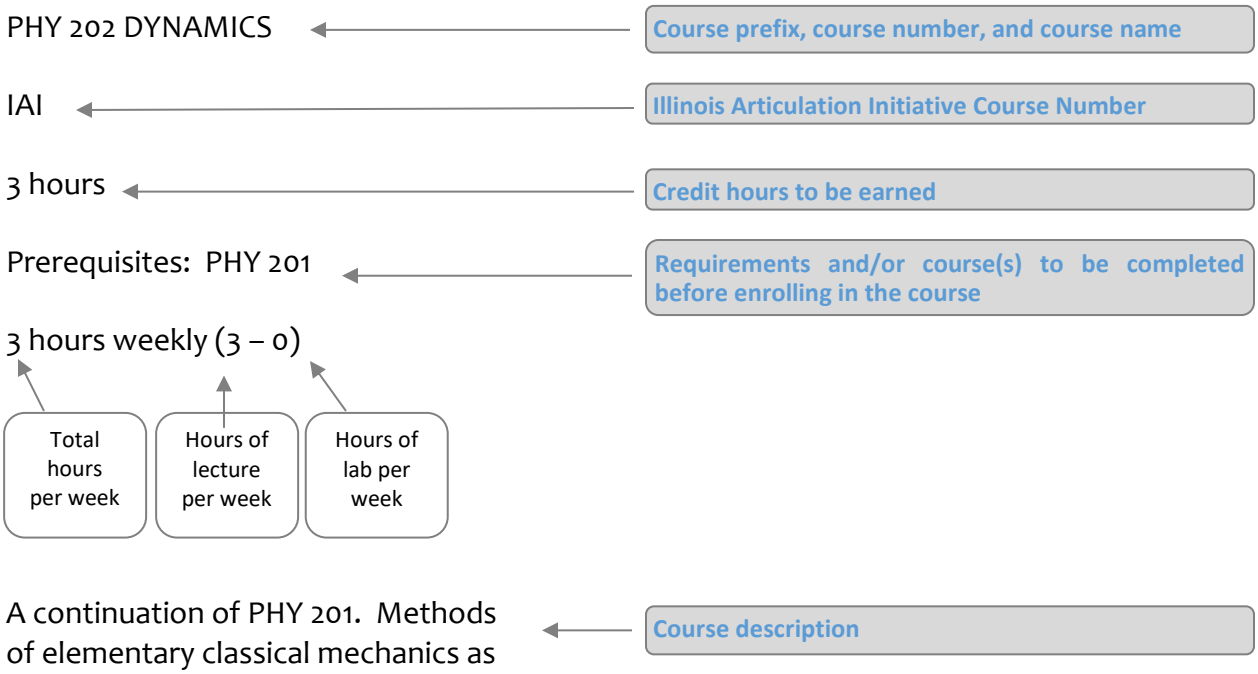
Business Management	Certificate of Achievement
CNC Machinist	Certificate of Achievement
Computer Forensics	Associate in Applied Science
Computer Information Systems	Associate in Applied Science
Computer Information Systems	Certificate of Achievement
Computer Networking	Certificate of Achievement - Short Term
Computer Support & Networking	Associate in Applied Science
Construction Management Technology	Associate in Applied Science
Cosmetology	Associate in Applied Science
Cosmetology	Certificate of Achievement
Cosmetology - Cosmetology Teacher Program	Certificate of Achievement - Short Term
Criminal Justice	Associate in Applied Science
Customer Service	Certificate of Achievement - Short Term
Cyber-Security/Information Assurance	Associate in Applied Science
Dental Assisting	Certificate of Achievement
Diagnostic Cardiac Sonography	Associate in Applied Science
Digital Media Technology (program starting Fall 2023)	Associate in Applied Science
Director's Credential - Early Childhood Education	Certificate of Achievement - Short Term
Early Childhood Education (Career)	Associate in Applied Science
Early Childhood Education (Career)-Gateways ECE Level 2	Certificate of Achievement - Short Term
Early Childhood Education (Career)-Gateways ECE Level 3	Certificate of Achievement - Short Term
Early Childhood Education (Career)-Infant Toddler	Certificate of Achievement
Early Childhood Education Family Childcare	Certificate of Achievement
Electrical Engineering Technology	Associate in Applied Science
Electronics Technician	Certificate of Achievement - Short Term
Electronics Technology	Associate in Applied Science
Emergency Medical Services	Associate in Applied Science
Emergency Medical Services	Certificate of Achievement
Engineering - Chemical Engineering	Associate in Engineering Science
Engineering - Civil Engineering	Associate in Engineering Science
Engineering - Computer Engineering	Associate in Engineering Science
Engineering - Electrical Engineering	Associate in Engineering Science
Engineering - General Engineering	Associate in Engineering Science
Engineering - Industrial Engineering	Associate in Engineering Science
Engineering - Mechanical Engineering	Associate in Engineering Science
Engineering Technology	Associate in Science
Graphic Design	Associate in Applied Science
Graphic Design	Certificate of Achievement
Heating and Air Conditioning	Associate in Applied Science
Heating and Air Conditioning	Certificate of Achievement
Home Performance Specialist	Certificate of Achievement - Short Term
Industrial Maintenance	Associate in Applied Science
Industrial PLC Systems	Certificate of Achievement - Short Term
Information System Technician	Certificate of Achievement - Short Term
Interpreter Preparation	Associate in Applied Science
IST Computer Support and Networking	Associate in Applied Science
Massage Therapy	Certificate of Achievement
Mechatronics Engineering Technology	Associate in Applied Science
Medical Assistant	Certificate of Achievement
Medical Clerk	Certificate of Achievement - Short Term

Medical Laboratory Technology (MLT)	Associate in Applied Science
Music Education	Associate in Fine Arts
Music Performance	Associate in Fine Arts
Nursing (5-Semester, Part-Time Option) - Practical Nursing	Certificate of Achievement
Nursing (Hybrid Online) - Associate Degree Nursing	Associate in Applied Science
Nursing (Part-Time) - Associate Degree Nursing	Associate in Applied Science
Nursing - Associate Degree Nursing	Associate in Applied Science
Nursing - Nursing Assistant	Certificate of Achievement - Short Term
Nursing - Practical Nursing	Certificate of Achievement
Occupational Therapy Assistant	Associate in Applied Science
Office Assistant	Certificate of Achievement - Short Term
Paint and Metal Technician - Auto Collision Technology	Certificate of Achievement - Short Term
Small Business Management	Associate in Applied Science
Surgical Technology	Associate in Applied Science
Surveying Technician	Certificate of Achievement - Short Term
Welding - Advanced SMAW (Stick)Welding Technology	Certificate of Achievement - Short Term
Welding - Basic GMAW (MIG)Welding Technology	Certificate of Achievement - Short Term
Welding - Basic GTAW (TIG)Welding Technology	Certificate of Achievement - Short Term
Welding - Basic SMAW (Stick)Welding Technology	Certificate of Achievement - Short Term
Welding Technology	Associate in Applied Science
Welding Technology	Certificate of Achievement - Short Term

Course Descriptions

Detailed course descriptions for course offerings in all subject areas are linked below. The following diagram describes how to find key information for each course.

Course Descriptions Explained



Please view the 2022-2023 Catalog Addendum for detailed course descriptions in all subject areas:

Subject Area and Link to PDF
Accounting (ACC)
Agriculture (AGR)
Air Force ROTC (AFS)
Allied Health (ALH)
American Sign Language (ASL)
Anthropology (ANT)
Army Military Science (AMS)
Art (ART)
Associate Degree Nursing (ADN)
ATI 200 Applied Technologies Internship (ATI)
Automotive Collision Technology (ACT)
Automotive Services Technology (AST)

Biological Science (BIO)
Business (BUS)
Chemistry (CHM)
Communication (COM)
Computer Information Systems (CIS)
Computer Science (CPS)
Construction Management Technology (CMG)
Cosmetology (COS)
Criminal Justice (CRJ)
Dental Assisting (DNA)
Diagnostic Medical Sonography (DMS)
Drafting Technology (DRT)
Early Childhood Education (ECE)
Economics (ECO)
Education (EDC)
Electronics (ELT)
Emergency Medical Services (EMS)
Emergency Medical Technician (EMT)
Engineering Graphics (EGR)
English (ENG)
English as a Second Language (LIN)
French (FRE)
Geography (GEO)
German (GER)
Graphics Design (GRD)
Health (HTH)
Health Information Technology (HIT)
Heating and Air Conditioning (HAC)
History (HIS)
Humanities (HUM)
Independent Study (IDS)
Industrial Maintenance (IDM)
Industrial Processes (IND)
Interdisciplinary (Special) Topics (ITD)
Internship (INT)
Interpreter Preparation (IPP)
Literature (LIT)
Machine Tools (MAC)
Management (MGT)
Manufacturing Technology (MFT)
Marketing (MKT)
Massage Therapy (MAS)
Mathematics (MAT)
Medical Assistant (MDA)
Medical Laboratory Technology (MLT)
Music (MUS)
Nursing Assistant Training (NAD)
Occupational Therapy Assistant (OTA)
Orientation (ORI)
Philosophy (PHL)

Physical Education Development (PED)
Physical Education Development/Education Courses (PEDE)
Physical Science (PHS)
Physics (PHY)
Political Science (PSC)
Practical Nursing (PNE)
Psychology (PSY)
Recreation (REC)
Science, Integrated (SCI)
Social Work (SOCW)
Sociology (SOC)
Spanish (SPN)
Sports Management (SPM)
Surgical Technology (STP)
Surveying (SRV)
Theater (THE)
Travel and Tourism (TRT)
Volunteerism (VOL)
Welding (WEL)

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