Academic Services

Introduction

KCTCS colleges offer AA, AS, and AFA degree programs which allow students to tailor and complete a general course of study to meet their interests and to fulfill the general education requirements of the first two years of bachelor degree programs; AAS occupational/technical degree programs to meet workforce needs and which may be transferable to a bachelor degree; occupational/technical diplomas and certificates that are also aligned with workforce needs; dual credit courses for high school students; and continuing education and community service opportunities.

All students are encouraged to utilize the advising and transfer services available to complete programs of study at KCTCS, and to plan for lifelong and continuing education to support academic and career goals. Advising and transfer services are available to help facilitate students' progress and success.

Academic Advising

Academic advising is an essential element of the total educational experience and is available to every KCTCS student. Whether a student is seeking credentials exclusively from KCTCS or plans to use the education obtained at KCTCS to pursue a higher degree at another institution, academic advising is critical. Advisors strive to assist students in obtaining accurate information about academic requirements, long- and short-term educational planning, and resources available to assist students in advancing their academic and professional goals. Students with specific plans should contact an advisor at the local KCTCS college as soon as these goals are identified for the most effective advising and planning. In order to receive academic advising students should consult the local KCTCS college for information. Students can also refer to the Transfer Contacts listed on pages 59 to 61 on the KCTCS web site at: kctcs. edu Search words: Transfer Contacts to assist with transfer planning at KCTCS and a four-year university.

Although academic advisors provide assistance, students are responsible for knowing institutional policies, procedures, requirements, and seeking out assistance when needed.

General Education Certifications

Students with defined professional/career goals requiring a bachelor's degree may choose to begin their education at a community college then transfer to any four-year college or university. The General Education Transfer Policy is in place between all public colleges and universities in Kentucky, and guarantees the transfer of general education courses as follows:

Fully General Education Certified

Students who have completed a general education program* of 33 credit hours and who are in good academic standing will be "fully general education certified". Students may then transfer these hours altogether as a block. Students must fulfill any additional general education requirements of the receiving institution that have not been satisfied through the courses in the core or through additional KCTCS college courses.

Category Certification

Students in good academic standing who have completed only some categories in the 33-credit hour component will be certified for those categories they complete. For example, a student who has completed the six-hour Arts & Humanities requirement of the AA/AS degree may be certified as having met the General Education Transfer Policy's six-hour Arts & Humanities requirement. Students with "category" certification and/or additional coursework must fulfill the remaining general education requirements for the bachelor degree program.

If you have questions about the General Education Transfer Policy, please contact your college's Transfer Contact. Completed general education certifications are automatically printed on the official transcript. If the requirements for certification have been completed, but the appropriate certification is not printed on the transcript, contact the college registrar's office to request the appropriate certification be added to your transcript and request an additional transcript including the certification.

* Outlined in the Council on Postsecondary Education's "The General Education Transfer Policy and Implementation Guidelines" at http://cpe. ky.gov/policies/academicinit/Transfer/

Transfer to Baccalaureate Institutions

All students are encouraged to complete a program of study at KCTCS and to consider transferring to a bachelor degree program to further their academic and career goals. The AA and AS degrees include a substantial amount of general education courses and are designed to accommodate transfer. KCTCS has developed a number of transfer agreements to assist students completing AA, AS, and AAS programs to transfer to bachelor degree programs. A list of these transfer agreements can be found at the KCTCS web site at: kctcs.edu Search words: Transfer Agreements.

Transfer Contacts and Services

There are a number people available to assist students with information about planning and resources for transferring to a bachelor's degree program. Students who are interested in transferring, or who just have questions about transferring, are encouraged to seek information as soon as possible. Each KCTCS college provides transfer services and has at least one transfer contact to assist students. Each public and private postsecondary institution in Kentucky also has staff to provide information to KCTCS students about transferring to that specific institution. Students are encouraged to talk with transfer contacts at their KCTCS college as well as transfer contacts at the college or university to which they want to transfer. A short list of public university transfer contacts is included below for quick reference. A complete list of transfer contacts at each KCTCS college and public and private colleges/universities in Kentucky is available at the KCTCS web site at: kctcs.edu Search words: Transfer Contacts.

KCTCS Transfer Contacts

Chancellor's Office

Nicole McDonald System Director for Transfer and Retention 300 North Main Street Versailles, KY 40383 (859) 256-3389 nicole.mcdonald@kctcs.edu

Ashland Community and Technical College

Transfer Services

College Drive Campus - Room G101 Technology Drive Campus - Room 157

Transfer Contact

Cris McDavid

Associate Dean of Advising and Retention Ashland Community and Technical College 1400 College Dr. Ashland, KY 41101 (606) 326-2003 cris.mcdavid@kctcs.edu

Sheila Marcum

Admissions Advisor 1400 College Ashland, KY 41101 606-326-2418 sheila.marcum@kctcs.edu

Jim Jagielo

Admissions Advisor Ashland Community and Technical College 1400 College Ashland, KY 41101 (606) 326-2028 (800) 928-4256 jjagielo@kctcs.edu

Big Sandy Community and Technical College

Transfer Services

Prestonsburg Campus - Counseling Center, Student Center Building Pikeville Campus - Counseling Services, N 105]

Transfer Contact

Jeffrey T. Hicks

Counselor

Big Sandy Community and Technical College

One Bert T. Combs Drive Prestonsburg, KY 41653 (606) 886-3863 (888) 641-4132 jeffery.hicks@kctcs.edu

Jimmy Wright

Interim Dean of Student Affairs
Big Sandy Community and Technical College

One Bert T. Combs Drive Prestonsburg, KY 41653 (606) 886-7347 (888) 641-4132

jimmy.wright@kctcs.edu

Bluegrass Community and Technical College

Transfer Services

BCTCTransfer Center

Cooper Campus, Room 100B Academic and Technical Building

Transfer Contact

Angel Clay

Director, Transfer Center Bluegrass Community and Technical College 100B A.T. Building, 470 Cooper Drive Lexington, KY 40506 (859) 246-4620

Becky Critchfield

Transfer Advisor 100 B A.T. Building 470 Cooper Drive Lexington, KY 40506 (859) 246-4620

www.bluegrass.kctcs.edu/transfer_center.aspx

Bowling Green Technical College

Transfer Services

Transition Center Main Campus, Building A

Transfer Contact

Denna White

Director of Admissions
Bowling Green Technical College
1845 Loop Drive
Bowling Green, KY 42101
(270) 901-1001
(800) 790-0990
denna.white@kctcs.edu

Elizabethtown Community and Technical College

Transfer Services

Counseling and Transfer Center Main Campus, Room 106 CRPEC Building

Transfer Contact

Sharon Spratt

Director of Counseling Elizabethtown Community and Technical College 600 College St. Rd. Elizabethtown, KY 42701 (270) 706-8478 sharon.spratt@kctcs.edu

Gateway Community and Technical College

Transfer Services

Student Support Services

Edgewood Campus, Student Services Center Building

Transfer Contact

Mike Rosenberg

Director of Transfer Services 500 Technology Way Florence, KY 41042 Phone: 859-442-1609 Fax: 859-815-7162 michael.rosenberg@kctcs.edu

Hazard Community and Technical College

Transfer Services

Career and College Transfer Center Main Campus, Jolly Classroom Center Building

Transfer Contact

Renee Back

Coordinator

Career and Transfer Center Hazard Community and Technical College One Community College Drive

Hazard, KY 4170 606-487-3155 renee.back@kctcs.edu

Henderson Community College

Transfer Services

Success Center

Green Street Campus, Sullivan Technology Building

Transfer Contacts

Cary Conley

Admissions Counselor

Henderson Community College

102 Admin. Bldg., 2660 S. Green St.

Henderson, KY 42420

(270) 831-9610

cary.conley@kctcs.edu

Hopkinsville Community College

Transfer Services

Transfer Center

Main Campus, Technology Center Building

Transfer Contact

Kanya Allen

Career Services Coordinator

Technology Center Building

Career and Transfer Center, Room 216

(270) 707-3827

kanya.allen@kctcs.edu

Jefferson Community and Technical College

Transfer Services

Transfer Center

Downtown Campus - JEC Building

Southwest Campus - Community Center Building

Transfer Contact

Donna Edgar

Director of Academic Advising & Transfer

Jefferson Community and Technical College

109 E. Broadway

Louisville, KY 40202

(502) 213-2119

donna.edgar@kctcs.edu

Michelle Thompson

Jefferson Community and Technical College

Transfer Advisor

109 E. Broadway

Louisville, KY 40202

(502) 213-2285

michelle.thompson@kctcs.edu

Madisonville Community College

Transfer Services

Transfer Center

North Campus, John H. Gray Building

Transfer Contact

Lori Johnson

Advising & Transfer Center

John H. Gray Building

Madisonville, KY 42431

(270) 824-1827

(866) 227-4812

lori.johnson@kctcs.edu

Maysville Community and Technical College

Transfer Services

Transfer Center

Main Campus, Administration Building

Transfer Contact

Billie Barbour

Transfer Coordinator

Maysville Community and Technical College

1755 US 68

Maysville, KY 41056

(606) 759-7141, ext. 66182

Billie.barbour@kctcs.edu

Owensboro Community and Technical College

Transfer Services

Student Transfer and Educational Planning Center

Main Campus, Campus Center Building

Transfer Contact

Sandy Carden

Registrar

Owensboro Community and Technical College

4800 New Hartford Road

Owensboro, KY 42303

(270) 686-4536

(866) 755-6282

sandy.carden@kctcs.edu

Katie Ballard

Career Resource and Transfer Counselor

4800 New Hartford Road

Owensboro, KY 42303

(270) 686-4529

katie.ballard@kctcs.edu

Somerset Community College

Transfer Services

Transfer Center

Somerset Campus, Harold Rogers Student Commons

Laurel Campus North, Building 1

Transfer Contact

Karen McClain Wright

Director of Professional and Organizational Development

Somerset Community College

Student Commons Bldg. Room 208B, 808 Monticello Rd.

Somerset, KY 40506

(606) 451-6703

karen.wright@kctcs.edu

Laurel Campus

James Davis

Academic Advisor

Somerset Community College 100 University Drive

London, KY 40701

(606) 877 4732

james.davis@kctcs.edu

Gera Jones

Academic Advisor

Somerset Community College

100 University Drive

London, KY 40701

(606) 877 4723

gera.jones@kctcs.edu

www.somerset.kctcs.edu/GET_Transfer_FromSCC.html

Southeast Kentucky Community and Technical College

Transfer Services

Transfer Assistance Center

Cumberland Campus, Newman Hall

Middlesboro Campus, Administration Building Whitesburg Campus, Allied Health Building

Harlan Campus, Administration Building

Transfer Contact

Ron Brunty

College Counselor

Southeast Kentucky Community and Technical College

2 Long Avenue

Whitesburg, KY 41858

(606) 589-3320

(888) 274-7322

ron.brunty@kctcs.edu

Joe Sutton

Counselor

Southeast Kentucky Community and Technical College

1300 Chichester Ave.

Middlesboro, KY 40965

606 248-0768

joe.sutton@kctcs.edu

Georgenia Billings

Counselor

Southeast Kentucky Community and Technical College

2 Long Avenue

Whitesburg, KY 41858

(606) 589-0853

georgenia.billings@kctcs.edu

West Kentucky Community and Technical College

Transfer Services

Transfer Center

Main Campus, Anderson Technology Building

Transfer Contact

Rachel Goatley

Coordinator of Transfer Advising

West Kentucky Community and Technical College

106 Anderson Bldg., P.O. Box 7380

Paducah, KY 42002

(270) 534-3187

rachel.goatley@kctcs.edu

Sandra Tucker

Director of Distance Education Advising

West Kentucky Community and Technical College

106 Anderson Bldg.

P.O. Box 7380

Paducah, KY 42002

270-534-3263

sandra.tucker@kctcs.edu

Public University Transfer Contacts

Eastern Kentucky University

Nicole McGrew

Transfer Admissions & Articulation Coordinator

859-246-6430

859-248-4340

nicole.mcgrew@eku.edu

Gail Creekmore

Transfer Center

(606) 451-6708

gail.creekmore@eku.edu

Kentucky State University

Jonathan Lott

KSU Transfer Coordinator

Office of Admissions

400 East Main St.

Frankfort, KY 40601

(502) 597-6462

jonathan.lott@kysu.edu

Morehead State University

Brad Bennington

Transfer Coordinator (606) 783-2008

b.bennington@morehead-st.edu

Jen Crisp

Transfer Senior Enrollment Services Counselor

(606) 783-5488

j.crisp@morehead-st.edu

Murray State University

Crystal Riley

Coordinator, Transfer Center

(800) 669-7654

(270) 809-2185

transfercenter@murraystate.edu

Northern Kentucky University

Matt Elrod

Transfer Coordinator

859-572-7524 (800) 637-9948

elrodma@nku.edu

University of Kentucky

Ryan Wagoner

Assistant Director of Transfer Recruitment

(859) 257-7595

ryan.wagoner@uky.edu

University of Louisville

Jessica Hamilton

Admissions Counselor

Transfer and Adult Student Services

(502) 852-4092

jessica.hamilton@louisville.edu

Sarah Maurer

Senior Admission Counselor

Transfer and Adult Student Services

(502)852-4958

sarah.maurer@louisville.edu

Tawana McWhorter

Asst. Director of Advising

ULTra Program

(502) 213-2541

(800) 334-8635 ext. 2541

tawana.mcwhorter@kctcs.edu

t0oliv02@gwise.louisville.edu

Western Kentucky University

Marvin Daniel

Coordinator of Transfer Admissions

(270) 745-2551

(800) 495-8463

TDD: (270) 745-5389

marvin.daniel@wku.edu

Credit for External Experiences

KCTCS colleges recognize that valid college-level learning experiences occur outside the traditional classroom setting. Colleges will assist students in recognizing appropriate external experiences and applying them toward a KCTCS credential. Colleges reserve the right to validate student competence through the mechanisms described in this section.

Advanced Placement Program

KRS 164.098 requires Kentucky Institutions to award credit for scores of 3 or higher on the Advanced Placement Tests. KCTCS colleges participate in the Advanced Placement Program of the College Entrance Examination Board. Interested students should have their examination results sent to the Admissions Office of their local KCTCS college.

Guidelines for Advanced Placement Credit (AP credit is under review with anticipated updates for fall 2012)

APTest	Score	Credit Awarded	Credit Statement
Art History	3	ART 105 or ART 106	3 credit hours
	4-5	ART 105 and ART 106	6 credit hours
Biology	3	BIO 112	3 credit hours
Calculus AB	3	MAT 175	5 credit hours
Calculus BC	3	MAT 175 and MAT 185	10 credit hours
Chemistry	3	CHE 170	3 credit hours
,	4-5	CHE 170 & CHE 180	6 credit hours
Chinese Language and Culture	3	RAE 150	4 credit hours
	4-5	RAE 150 and RAE 151	8 credit hours
Comparative Government and Politics	3	POL 210	3 credit hours
Computer Science A	3	CIS 120 & CIS 149 or	6 credit hours
1		CS 115	3 credit hours
English Literature/Composition	3	ENG 161	3 credit hours
English Language/Composition	3	ENG 101	3 credit hours
Environmental Science	3	EST 150	4 credit hours
European History	3	HIS 104 and HIS 105	6 credit hours
French Language	3	FRE 201	3 credit hours
	4-5	FRE 201 and FRE 202	6 credit hours
German Language	3	GER 201	3 credit hours
	4-5	GER 201 and GER 202	6 credit hours
Human Geography	3	GEO 172	3 credit hours
Japanese Language and Culture	3	JPN 201	3 credit hours
	4-5	JPN 201 and JPN 202	6 credit hours
Latin: Vergil	3	TRN 106***	3 credit hours
	4-5	TRN 106 and 107***	6 credit hours
Microeconomics	3	ECO 201	3 credit hours
Macroeconomics	3	ECO 202	3 credit hours
MusicTheory	3	MUS 174	3 credit hours
Physics B*	3	PHY 201 and PHY 203	8 credit hours
Physics C** (mechanics)	3	PHY 231	4 credit hours
Physics C** (electricity and magnetism)	3	PHY 232	4 credit hours
Psychology	3	PSY 110	3 credit hours
Spanish Language	3	SPA 201	3 credit hours
	4-5	SPA 201 and 202	6 credit hours
Spanish Literature	3	TRN 110 (humanities)***	3 credits hours
Statistics	3	STA 220	3 credit hours
Studio Art 2-D	3	ART 112	3 credit hour
Studio Art 3-D	3	ART 113	3 credit hours
Studio Art – Drawing	3	ART 110	3 credit hours
US Government & Polictics	3	POL 101	3 credit hours
US History	3	HIS 108 and HIS 109	6 credit hours
World History	3	HIS 101	3 credit hours

 $[*]Upon\ presentation\ of\ documentation\ of\ appropriate\ laboratory\ experience,\ credit\ will\ also\ be\ given\ for\ the\ laboratory\ portions\ of\ these\ courses.$

^{**}Upon presentation of documentation of appropriate laboratory experience, credit will also be given for the laboratories associated with these courses, PHY 241, 242 respectively.

^{***}KCTCS does not offer courses that are an exact equivalent for the AP subject offered. Appropriate General Education credit is awarded in these cases.

American Council on Education

Students may receive credit for learning experiences in industry, business, and government as recommended by the American Council on Education (ACE). The recommendations for awarding credit appear in The National Guide to Educational Credit for Training Programs, published by the ACE.

Articulation Agreements

Articulation agreements provide a mechanism to accept and award credit for courses that will transfer toward a credential. Articulation agreements specify the terms and conditions for courses taken at other institutions that will apply to a KCTCS credential, and/or the terms and conditions for courses taken at KCTCS that will apply to credentials or degree programs at other institutions. In either case, the award of applicable credit to the credential is subject to the specific terms of each agreement

and all requirements specified in the agreement must be met before credit can be awarded. For information about articulation agreements for KCTCS credentials, contact the college Student Records Office. For information about the availability of articulation agreements that apply to credentials or degree programs at other institutions, consult the college Student Records Office, the Transfer Contacts on pages 59 to 61, or the Council on Postsecondary Education web site at www.cpe.ky.gov Search words: Academicinit Transfer.

Certified Professional Secretary Examination

KCTCS colleges recognize the Certified Professional Secretary Examination of the Institute for Certifying Secretaries of the Professional Secretaries International. Students who successfully pass the Certified Professional Secretary Examination may receive a maximum of 21 credit hours in specified courses. Students must first complete 12 credit hours in residence at the college in which they wish to receive credit.

Guide to Educational Credit by Exam –CPS/CAP Recommendations	Suggested KCTCS Courses
Part I – Office Systems & Technology	
Computer Concepts— 3 credits	OST 105 – Introduction to Information Systems (3)
Computer Information Systems— 3 credits	OST 240 – Software Integration (3)
Part II – Office Administration	
Business Communications – 3 credits	OST 235 Business Communications (3)
Records Management 3 credits	OST 160 Records and Database Management (3)
Part III – Management	
Management & Supervision— 4 credits	BAS 283 – Principles of Management (3)
Human Resource Management – 3 credits	BAS 274 – Human Resource Management (3)
Accounting – 1 credit	ACT 101 – Fundamentals of Accounting
Recommended credit total: 20	Total credit: 21

Child Development Associate

After successfully completing one three credit hour IEC course, a student enrolled in the IEC program who holds a current Child Development Associate (CDA) credential from the Council for Professional Recognition will be granted credit for IEC 101, IEC102, and IEC 190. No other courses will be substituted for credit.

Commonwealth Child Care Credential

After successfully completing one three credit hour IEC course, a student enrolled in the IEC program who holds a current Commonwealth Child Care Credential (CCCC) from the State of Kentucky will be granted credit for IEC 101. No other courses will be substituted for credit.

College Level Examination Program (CLEP)

KCTCS colleges accept the General and Subject Examinations of the College Level Examination Program (CLEP). The Subject Examinations cover specific material which is common to courses in many colleges and universities. The level of proficiency to earn credit through CLEP is approximately equivalent to that required to earn a "C" in the course.

Guidelines for CLEP General Examinations (CLEP credit is under review with anticipated updates for fall 2012)

CLEP Subject Examination	Scaled Score to Earn Credit	Equivalent Course	Credit Hours
Foreign Languages			
College Level French Language	50-69	FRE 201	3
	70 or above	FRE 201, 202	6
College Level German Language	50-69	GER 201	3
	70 or above	GER 201, 202	6
College Level Spanish Language	50-54	SPA 102, 201	7
	55 or above	SPA 102, 201, 202	10
History and Social Sciences			
American Government	50 or above	POL 101	3
History of the United States I	60	HIS 108	3
History of the United States II	60	HIS 109	3
Introductory Psychology	50	PSY 110	3
Principles of Macroeconomics	50	ECO 202	3
Principles of Microeconomics	50	ECO 201	3
Introductory Sociology	50	SOC 101	3
Western Civilization I: Ancient Near East to 1648	60	HIS 104	3
Western Civilization II: 1648 to the Present	60	HIS 105	3
Science and Mathematics			
Calculus I	50	MA 113	4
General Biology	55-59	BIO 103	3
	60-64	BIO 102, BIO 112	6
	65-80	BIO 150, 152	6
General Chemistry	55 or above	CHE 170, 180	6
Business			
Principles of Accounting	50	ACC 201, 202	6

Industry Standard Certification Examinations

Computer and Information Technologies

(Pending curriculum committee revision)

A student who has completed and passed an industry standard certification examination administered by an authorized testing center may earn credit hours equivalent to the course(s) within the program of study as specified in the Information Technology curriculum. Credit will be granted only upon receipt of an official proof of certification credential stating the date passed. A copy of the credential must be filed as part of the student's permanent record. The credential must be accepted before the expiration date of the credential or within five years of the date the credential was earned and specified on the examination, whichever comes first.

Military Service Experience

A student may receive course credit in recognition of collegiate level credit completed through DSST (DANTES Subject Standardized Tests). To receive course credit for successful DSST exams, the student must have received a minimum standard score of 46. Credit will be given only upon receipt of an official DSST score report or transcript. A student may receive course credit where appropriate and equivalent courses are available for formal military training as recommended in A Guide to the Evaluation of Educational Experiences in the Armed Services (ACE Guide), published by the American Council on Education.

National Board for Respiratory Care (NBRC) Examination

A student who has passed the NBRC entry-level examination to the Respiratory Care Program will be awarded thirty-seven to thirty-nine (37 – 39) semester hours of credit after completion of at least 15 credit hours of the general education courses in the approved curriculum. The student must also provide evidence of successful completion of the American Heart Association Basic Life Support course for health care providers.

Special Exam: STEP or Challenge

Institutionally developed and administered exams provide an opportunity to demonstrate mastery of course content and receive credit toward program requirements. The student must be accepted for admission and enrolled in the college and apply for the exam through the Student Records Office. For more information, see "Tuition and Charges."

Dual Credit

KCTCS dual credit is concurrent enrollment in high school and a KCTCS college with credit awarded by both. A high school student may earn both high school and college credit (dual credit) for the same course upon completion of course requirements. College credit will be awarded for courses taken for dual credit with a KCTCS college upon the student's completion of the course requirements, and will become part of the student's official college transcript. The KCTCS assessment and placement and grading policies apply to dual credit courses offered by KCTCS. Additional information about dual credit should is available at the local KCTCS college.

Non-Classroom Learning Experiences

Work Based Learning Experiences

Many of the diploma and degree programs offered through the colleges have Work based Learning included in the curriculum. Work Based Learning refers to the programs that offer academic credit for degree-related work experience during a specific semester. The experiences and credit awarded vary according to the program's requirements. These experiences must be planned and supervised by the college and the employer to ensure that the work experience contributes to the student's education and career objective. The cornerstone of Work Based Learning is Cooperative Education. Other programs that are considered part of Work Based Learning are Internships, Practicums, and Experiential Learning. These courses afford the student a unique opportunity to integrate formal classroom training with supervised work experience.

Service Learning

Students have the opportunity to enroll in service learning programs which are designed to integrate community service with academic instruction as it focuses on critical and reflective thinking and civic responsibility. Service learning programs involve students in organized community service that addresses local needs, while developing academic skill, sense of civic responsibility, and commitment to the community.

Credit for Prior Learning

Prior Learning Assessment Portfolio students may contact any KCTCS college for information regarding applications for college credit via portfolio.

Modularized Credit Courses

Some KCTCS courses are available in a modularized credit format allowing students to register for courses that are components of the full (or "parent") course. For example, BAS 212 may be taken as a three credit course or students may enroll in BAS 2121, BAS 2122, and BAS 2123 as separate courses which are the equivalent of BAS 212. The sum of the modular credit courses is equal to the full course. The student transcript will display the modularized credit course in the term the student earned the credit and once all components of the full course are earned, the full course will appear on the transcript. Modular Credit Courses are designated as a four digit number. The first three digits are those of the parent course. The last digit is the number of the modular credit segment/component, e.g., XXX 2021, XXX 2022, XXX 2023. When a student registers for a General Education modularized course, the student must complete all of the courses in that series to fulfill General Education category requirements, e.g., ECO 101 – 3 credits meets the Social & Behavioral Sciences category requirement. If ECO 101 has three modules, ECO 1011, 1012, and 1013, all three ECO 101 modules must be completed before the Social & Behavioral Sciences category requirement will be fulfilled. The student cannot take three modularized courses from three different courses to meet the general education category requirement, e.g., ANT 1011, ECO 1011, and PSY 1101. Some modular courses require students to complete a Learning Contract upon registration which defines the student's responsibilities.

Academic Policies and Rules

Policies Related to Enrollment

Student Load – Full-time Status

Full-time student academic status for the fall and spring term is 12 credit hours. Full-time student academic status for the summer term is 6 credit hours.

Student Load – Maximum Student Load

The maximum load to be carried during any semester by a student (including residence, correspondence, and extension courses) is 19 credit hours or the number of hours specified in the curriculum for the particular semester, whichever is larger.

A student who has attained a grade-point average of 3.0 on a load of at least 15 credit hours for the preceding semester may be permitted by the college president (or designee) to carry a maximum of three additional credit hours, provided the total is not in excess of 22 credit hours for the semester.

Normally, the maximum course load (including residence, correspondence, and extension courses) shall be four credit hours for the fourweek intersession, six hours for the five-week session, seven credit hours in a six-week session, or 10 credit hours in the eight-week summer session. A student who has attained a grade point average of 3.0 may be granted permission by the college president (or designee) to carry a maximum of five hours in a four-week session, seven hours in the 5-week session, eight hours in a six-week session, 12 hours in an eight-week session, and fifteen hours in the twelve-week session.

A student on academic probation shall not take more than 15 credit hours in a semester, three credit hours in a four-week intersession, four hours in the five-week session, six credit hours in a six-week summer session, seven credit hours in an eight-week summer session and nine hours in the twelve-week session.

A student may be registered simultaneously at a KCTCS college and at another institution only with the approval of the college president (or designee), the credit hours obtained at the other institution being considered a part of the student's maximum load. If the simultaneous registration has not been authorized, the transfer of credit from the other institution may be denied.

Grading System

The grading system uses a series of letters, to which are assigned gradepoint values. The system is based neither on an absolute numerical system nor on a distribution curve, but on the following descriptions:

A: represents exceptionally high achievement. It is valued at four grade points for each credit hour in non-remedial and non-developmental courses.

B: represents high achievement. It is valued at three grade points for each credit hour in non-remedial and non-developmental courses.

C: represents satisfactory achievement. It is valued at two grade points for each credit hour in non-remedial and non-developmental courses.

D: represents the minimum achievement for credit. It is valued at one grade point for each credit hour in non-remedial and non-developmental courses.

E: represents unsatisfactory achievement and indicates failure in the course. It is valued at zero credit hours and zero grade points in non-remedial and non-developmental courses. Credit may be obtained by repeating the entire course.

F: represents unsatisfactory achievement in a course taken on a Pass-Fail basis. It has no value in computing the grade point average. Credit may only be obtained by repeating the entire course. This grade may be used for developmental courses.

AU (Audit): has no value in computing grade-point average. A student who has been admitted to the college may elect to enroll in a course(s) as an auditor, except in selective admissions programs. Auditing courses in a selective admissions program requires admission to the program and availability of space in the courses. With few exceptions, any change from audit to credit by a student fully admitted to a college must be accomplished by the last date to enter a class and any change from credit to audit must be made by mid-term of the semester or session in which the student is enrolled. An audited class may be taken for credit at a later date. Anyone who desires to audit a class must be admitted to the college and officially registered for the course.

I: means that part of the work of the course remains unfinished. It shall be given only when there is a reasonable possibility that a passing grade will result from completion of the work. The instructor and student will discuss the requirements for completion of course with the time limit for completion not to exceed a maximum of one year; failure to do so will result in an automatic change of grade from I to E. Each college shall maintain a record of incomplete grades recorded in courses of that college. This record, completed by the instructor at the time the I grade is reported, shall include: (1) the name and number of the student, (2) the course number and hours of credit, (3) semester or session and year of enrollment, (4) signature of the instructor, (5) a brief statement of the reason(s) for recording the incomplete grade, and (6) an adequate guide for removal of the incomplete grade. In the instructor's absence, the division chairperson (or designee), shall forward to the college president (or designee) the appropriate letter grade to replace the incomplete grade.

W: represents a withdrawal from class without completing course requirements. A student may officially withdraw from any class up to and including the date of mid-term with a W grade. After the date of mid-term and through the last class of the semester or session, any student may officially request to withdraw from a course and receive a W which may be given at the discretion of the instructor. Each instructor shall state on the first or second class meeting the factors to be used in determining if a student will be allowed to withdraw during the discretionary period. An instructor shall not assign a student a W for a class unless the student has officially withdrawn from that class in a manner prescribed by the college. The grade of W may be assigned by the College Appeals Board in cases involving a violation of student academic rights or for academic offenses.

P: represents a satisfactory grade in a course taken on a Pass-Fail basis. The student who receives a P in a course shall be eligible to continue into the next sequential course(s). The grade of P may be assigned by the College Appeals Board in cases involving a violation of student academic rights. It has no value in computing the grade point average. This grade may be used for developmental courses.

MP: represents Making Progress and may be assigned only for developmental courses and means that the student has made significant progress but needs and deserves more time to achieve a passing grade. The student should re-enroll in the course in order to continue advancement to the level of competence set for the course. Grades may be earned fol-

lowing re-enrollment for developmental courses. The grade of MP has no value in computing grade point average.

Pass/Fail: may be selected for a maximum of two elective courses, subject to certain restrictions, by students with at least 30 credit hours and not on academic probation. Courses with these grades can count toward graduation but are not used in calculating grade-point standing. Courses taken on a pass-fail basis shall be limited to those considered as elective in the student's program, and such other courses or types of courses as might be specifically approved. Prerequisites for such courses may be ignored at the student's own hazard. The student is expected to participate fully in the course and take all examinations as though the student were enrolled on a regular basis. Students may not change from a passfail basis nor from a regular basis to a pass-fail basis after the last date for entering an organized class. Courses offered only on a pass-fail basis, remedial or developmental, or taken by special examination, shall not be included in the maximum number of elective courses which a student may take under these provisions

Changing Grades: A grade once reported shall not be changed except when the instructor states in writing that an error has been made. The grade change must be submitted by the end of the following semester or session or, in exceptional cases, at the discretion of the president (or designee). However, each respective College Appeals Board may change a grade to P or W in the case of a violation of student academic rights or to a W in the case of an academic offense.

Grade-Point Average (GPA): The GPA on the KCTCS transcript is derived from all courses taken at KCTCS institutions. The grade-point average is the ratio of the total grade points earned to the total credit hours attempted excluding courses taken on a pass/fail basis and courses with grades of W or I. Total grade points are derived by multiplying the number of credit hours for the course by the number of grade points assigned to the grade earned: A = 4, B = 3, C = 2, D = 1, E = 0.

Reporting Final Grades: The final grades for a course shall be filed with the office of the college president (or designee) by such date as determined by the academic calendar.

Academic Probation, Academic Suspension, and Reinstatement

Academic Probation: A student earning a cumulative grade point average below a 2.0 at the end of a term shall be placed on academic probation. A student shall be removed from academic probation by earning at least a 2.0 cumulative grade point average.

Academic Suspension (Dismissal): If a student is placed on academic probation for two consecutive terms (which is noted on the transcript as "subject to dismissal" the second time) and does not earn either a cumulative GPA or a term GPA of at least a 2.0 in the third term, the student shall be academically suspended. Non-enrollment has no effect on probation status. The president (or designee) may grant an exception based upon an individual's case. A student on academic suspension may not enroll in courses which count toward a KCTCS degree.

Reinstatement: A student who has been academically suspended may be reinstated by the president (or designee) after remaining out of the college for at least one 16-week semester and providing evidence of ability to perform at the level required. A student who has been academically suspended shall, upon reinstatement, be placed on academic probation and be subject to academic suspension if the student has failed to earn a current term GPA of 2.0 during the first term of reinstatement. Upon a second suspension, a student may be reinstated by the president (or designee) after remaining out of the college for at least two 16-week semesters and providing evidence of ability to perform at the level required.

Repeating a Course

A student may repeat a course for the purpose of improving a grade. The course must be repeated with the same grade option as the original enrollment in the course. The highest grade earned in a completed course shall constitute the official grade for the course and will be the only grade included within the cumulative GPA. Credit shall count only once for a KCTCS credential. If a student has been dropped from an occupation or technical program, course enrollment may be dependent upon readmission to the program. After a student has completed the same course twice, a division chair (or designee) in consultation with the instructor may refuse to approve a third registration in the same course, including those offered by correspondence, extension, and distance learning technology. Subject to the approval of the division chair (or designee), a student may receive approval for a substitution of comparable courses (e.g. MAT 150 may be taken as a repeat option for MA 109 and vice versa.). NOTE: A parent course cannot be repeated using modules. Students who have received passing grade in a parent course are not eligible to enroll in any module of that parent course.

Final Exams

Any student with more than two exams scheduled on one day as described in the college's final exam schedule shall be entitled to have one of those exams rescheduled. The student must submit a petition for rescheduling in writing to the instructor no later than one week prior to the last class meeting.

Dean's List

The Dean's List recognizes the academic excellence of students who have earned an overall semester GPA of 3.5 or higher in courses numbered 100 or above. Honorary certificates of merit are generally awarded to students who have achieved this distinction.

Academic Bankruptcy (Readmission after Two or More Years)

A student who has been readmitted after having remained out of the KCTCS colleges for a period of two or more years, and who has completed at least 12 credit hours in college-level courses with a GPA of 2.0 or better after readmission, may choose to have none of the course work attempted in the colleges prior to the interruption included in the computation of the student's GPA. The calculation of the GPA after the student declares bankruptcy begins with the semester of readmission. A student who has elected not to count past work in the computation of his or her GPA will continue to receive credit for those courses, selected by the student, in which credit was earned with a grade of A, B, C, D, or P prior to readmission, without including those grades in the computation of the student's GPA. A student may only use the academic bankruptcy option once.

Policies Related to Graduation

Graduation Requirements

For the Associate in Arts, Associate in Science, Associate in Fine Arts, and Associate in Applied Science degrees, regardless of the time the student has attended the college, at least 25 percent of the approved curriculum credits must be completed at the KCTCS college granting the degree. For a certificate or diploma, at least 25 percent of the approved curriculum credits must be completed at the college granting the credential. In the case of degree programs offered through joint, cooperative, or consortia arrangements, the student must earn at least 25 percent of the credits from the participating institutions. Students seeking Associate in Arts, Associate in Science, Associate in Fine Arts, or Associate in Applied Science degrees or Diplomas must have a minimum cumulative GPA of 2.0 in order to be eligible for graduation. To be eligible for a certificate,

a student must satisfactorily complete an approved curriculum with a grade point average of at least 2.0 in the courses required for the certificate.

In order to be eligible to receive KCTCS credentials, students must satisfactorily complete the minimum number of credits required for that credential, including the general education requirements as specified in the KCTCS Board of Regents Policies 4.11 and 4.12 and program requirements, with a cumulative grade point average of at least 2.0. In order to be eligible for:

- Associate in Arts, Associate in Science, Associate in Fine Arts, Associate in Applied Science, and Associate in Applied Technology degrees, students must satisfactorily complete 60 credits, including the general education requirements as specified in the KCTCS Board of Regents Policies 4.11 and 4.12 and program requirements, with a cumulative grade point average of at least 2.0.
- Diplomas, student must satisfactorily complete a minimum of 36 hours including the general education requirements as specified by the KCTCS Board of Regents Policies 4.11 and 4.12 and program requirements, with a cumulative grade point average of at least 2.0.
- Certificates, students must satisfactorily complete an approved curriculum with a grade point average of at least 2.0 in the courses required for the certificate.
- Course substitutions may be made by the college president (or designee) on an individual basis with the advice of the appropriate division chairperson.

Specific information about the requirements for these programs is available below in the Academic Credentials Awarded section.

Graduation With Honors

Students who have completed at least 45 credit hours of work toward degree completion or 30 credit hours of work toward diploma completion in the KCTCS colleges shall be graduated "With High Distinction" if they attain a grade-point average of 3.60 or higher on all work attempted. Students who have completed at least 45 credit hours of work toward degree completion or 30 credit hours of work toward diploma completion in the KCTCS colleges shall be graduated "With Distinction" if they attain a GPA of 3.40-3.59 on all work attempted.

Multiple Associate Degrees

A student will be eligible for an additional degree when the student has completed the requirements of the second curriculum including a minimum of six credit hours relevant to the second degree and beyond the requirements for the first degree. In no case will a degree be granted for the completion of a second option in a program. The completion of a second option, however, will be recorded on the transcript.

Kentucky Community and Technical College Guarantee

KCTCS colleges offer employers of graduates the following guarantee:

The KCTCS colleges guarantee employers that graduates have demonstrated competence in the skills listed on the approved task lists that represent industry validated specifications for each occupational program. Should a former student be considered by the employer to be performing below a satisfactory level on any skill on the approved task list, the colleges agree to provide specific retraining at no charge to the employee or employer. This guarantee extends for two years from the date of graduation.

The guarantee applies to all college graduates of occupational/technical programs who are employed in their field of training. The program enhances economic development efforts by guaranteeing Kentucky's businesses and industries access to a skilled work force.

Academic Credentials Awarded

Associate in Arts (AA) and Associate in Science (AS)

General Education

Core Requirements AA AS

Written Communications 6 credit hours 6 credit hours

Students who complete ENG 105 must take an additional 3 credit hours of General Education from any of the General Education categories

Oral Communications 3 credit hours 3 credit hours
Arts and Humanities 6 credit hours 6 credit hours

One course must be selected from Humanities and one course from Heritage

Quantitative Reasoning 3 credit hours 6 credit hours

Natural Sciences 3 credit hours 6 credit hours

One science course must include a laboratory experience.

Social and Behavioral Sciences 9 credit hours 6 credit hours

Two disciplines must be represented and different from those in the Arts and Humanities category.

Quantitative Reasoning OR

Natural Sciences 3 credit hours

Subtotal General

Education Core 33 credit hours 33 credit hours

Associate in Arts Requirements12 credit hours

Select courses from headings in the Core Categories and/or Foreign Language. At least 6 credit hours must be selected from Arts and Humanities and/or Social and Behavioral Sciences and/or Foreign Language. Students are advised to choose hours to satisfy pre-major requirements at the institution to which they are transferring.

Associate in Science Requirements12 credit hours

Select courses from headings in the Core Categories and/or Foreign Language. At least 6 credit hours must be selected from Quantitative Reasoning and/or Natural Sciences. Students are advised to choose hours to satisfy pre-major requirements at the institution to which they are transferring.

Electives 15 credit hours 15 credit hours

Students are advised to choose hours to satisfy pre-major requirements at the institution to which they are transferring.

Total Credit Hours 60 Credit Hours 60 Credit Hours

Degree requirements: 1) completion of minimum of 60 credit hours, 2) minimum cumulative 2.0 GPA, 3) minimum of 15 credit hours earned at the institution awarding the degree, 4) cultural studies course, and 5) demonstration of computer/digital literacy.

Transitional courses (courses numbered 001-099) cannot be used to satisfy graduation requirements.

Associate in Fine Arts (AFA)

An Associate in Fine Arts (AFA) degree is designed to transfer into a Baccalaureate of Fine Arts (BFA) program at a four-year institution. It consists of a general education requirement of 24 credit hours, a fine arts core of 18 credit hours, and 18 additional credit hours of concentration for a 60 credit hour minimum.

General Education Component:

Written and Oral Communications 9 credit hours
Arts and Humanities 3 credit hours

The course chosen to satisfy this requirement must be from a discipline other than the discipline in the Fine Arts Core and/or concentration.

Quantitative Reasoning 3 credit hours
Natural Sciences 3 credit hours

Must include a laboratory experience for general education certification in the Natural Sciences category.

Social and Behavioral Sciences 6 credit hours

Total General Education 24 credit hours

Fine Arts Core

Sub-Total 18 credit hours

Concentration

Sub-Total 18 credit hours
Total 60 credit hours

Degree requirements: 1) completion of minimum of 60 credit hours, 2) minimum cumulative 2.0 GPA, 3) minimum of 15 credit hours earned at the institution awarding the degree, 4) cultural studies course, and 5) demonstration of computer/digital literacy.

¹Courses chosen to satisfy General Education requirements must be selected from an approved list which may be found in the KCTCS catalog at http://legacy.kctcs.edu/catalog/.

Transitional courses (courses numbered 001-099) cannot be used to satisfy graduation requirements.

Associate in Applied Science (AAS)

General education component 15

A student must complete a minimum of 15 credit hours to fulfill the general education requirement. General education credits must meet the following distribution:

Quantitative Reasoning3 credit hoursNatural Sciences3 credit hoursSocial/Behavioral Sciences3 credit hoursHeritage/Humanities3 credit hoursWritten Communication3 credit hours

The above are minimum general education requirements; additional hours may be required in specific program curricula.

Technical and Support Component 45 - 53

General Education and Technical and Support Components must be distributed so that programs do not exceed 68 credit hours.

Total Credit Hours 60 - 68

AAS degree programs should incorporate multiple exit points, i.e. awarding certificates and diplomas, when possible.

Degree requirements: (1) minimum cumulative GPA of 2.0, (2) minimum of 25% of credit hours required for the degree must be earned at the institution awarding the degree, and (3) demonstration of computer/digital literacy.

Transitional courses (courses numbered 001-099) cannot be used to satisfy graduation requirements.

 $^{{}^{}l}\textit{Courses chosen to satisfy General Education requirements must be selected from an approved list which may be found in the KCTCS catalog at http://legacy.kctcs.edu/catalog/.}$

²A course used to fulfill one category cannot be used to fulfill another category.

²A course used to fulfill one category cannot be used to fulfill another category.

12 - 30

Diploma

A diploma program is designed to prepare students for technical employment within a one- to two-year period (36-60 credit hours). The total number of credit hours for the diploma must not exceed those required for a degree in the same program of study. A prescribed program of technical and general education courses is designed to prepare students for a specific job title. Diploma programs provide preparation for a specific occupation, credit toward an associate degree, and continued training opportunities for certificate program graduates. The diploma program contains general education courses emphasizing the skills identified in the SCANS (Secretary's Commission on Achieving Necessary Skills) report that are critical to entry-level workforce success for persons prepared at the diploma level.

- $1. \ \ Diplomas \ will \ address \ appropriate \ general \ education \ competencies.$
- Diploma curricula will be approved through the KCTCS Curriculum process.
- Diplomas will be applicable toward at least one associate degree. (Courses designated "Diploma Only" on the General Education list will not apply toward an Associate Degree)
- 4. General education 6-9 credit hour requirement for diplomas in areas 1-3 as follows:

Area 1: Written/Oral Communications,

Humanities, or Heritage 3 credit hours

Area 2: Social/Behavioral Sciences,

Natural Sciences, or Quantitative Reasoning 3 credit hours

Additional courses could be used for other areas in approved curricula for diplomas but may not meet general education transfer requirements.

The above are minimum general education requirements; additional hours may be required in specific program curricula.

Technical & Support*

30 - 54

Total Credit Hours

36 - 60

*The Technical and Support requirements must include a work experience component of 1-12 credit hours.

Graduation requirements include (1) Minimum cumulative GPA of 2.0, (2) demonstration of computer/digital literacy, and (3) minimum of 25% of diploma requirements earned at the institution awarding the diploma.

Transitional courses (courses numbered 001-099) cannot be used to satisfy graduation requirements.

Certificate

The primary purpose and features of certificate programs of study are to provide marketable, entry-level skills. Certificates qualify students to take external licensure, vendor-based, or skill standards examinations in the field. If standardized external exams are not available in the field of study, certificates prepare students at skill levels expected of employees in an occupation found in the local economy.

- Certificates will address one or more general education competencies.
- 2. Certificate curricula will be approved through the KCTCS Curriculum process.
- 3. Certificates will be applicable toward at least one associate degree.

The above are minimum general education requirements; additional hours may be required in specific program curricula.

Requirements for a certificate are applicable to the requirements of a diploma or associate degree in the same or a related field of study. Requests for exceptions must include appropriate documentation to justify

approval. Certificates may contain general education courses emphasizing the skills identified in the Secretary's Commission on Achieving Necessary Skills (SCANS) report that are critical to entry-level workforce success for persons prepared at the certificate level and associated with the diploma or associate degree program. SCANS identified three foundation skills and five competencies necessary for success in the workplace.

Foundation Skills

Basic Skills: reading, writing, arithmetic and mathematics, listening, and speaking;

Thinking Skills: thinking creatively, making decisions, solving problems, knowing how to learn, and reasoning;

Personal Qualities: individual responsibility, self-esteem, sociability, self-management, and integrity/honesty.

Competencies

Resources: allocating time, money, materials, space, and staff;

Interpersonal Skills: working on teams, teaching others, serving customers, leading, negotiating, and working well with people from culturally diverse backgrounds;

Information: acquiring and evaluating data, organizing and maintaining files, interpreting and communicating, and using computers to process information;

Systems: understanding social, organizational, and technological systems, monitoring and correcting performance, and designing or improving systems;

Technology: selecting equipment and tools, applying technology to specific tasks, and maintaining and troubleshooting technologies.

Total Credit Hours

Graduation requirements: (1) minimum grade of C in each course required for the certificate and (2) minimum of 25% of certificate requirements earned at the institution awarding the degree.

Transitional courses (courses numbered 001-099) cannot be used to satisfy graduation requirements.

Continuing Education Certificate

Students shall be awarded a continuing education certificate when they have successfully completed a continuing education course or set of courses.

Specialized Training

Adult Agriculture

Short-term adult upgrade classes in agriculture are offered at selected sites. These classes are designed to help young and adult farmers, as well as individuals employed in agribusiness, keep up with the constantly changing technology in the field of agriculture. The program provides on-the-farm and on-the-job supervision year-round with organized instructional classes conducted in the late fall and winter. Apprenticeship

Apprenticeship program registration is the responsibility of the Kentucky State Apprenticeship Council in cooperation with the United States Department of Labor, Bureau of Apprenticeship Training. Application must be made through an employer, a labor union or a joint apprenticeship committee. Verify with the KCTCS college that it provides the minimum

144 hours per year of supplemental related instruction required of the apprenticeship program. Additional information may be obtained by calling the Kentucky Apprenticeship Council or the United States Department of Labor, Bureau of Apprenticeship Training.

Continuing Education Courses

Continuing education courses can be either credit or non-credit and are designed to meet the needs of the labor market and persons preparing to enter the workforce. They can also supplement knowledge and skills for initial employment or job advancement. They are developed to meet the lifelong learning needs of the general public by providing short-term training, retraining, or upgrading of skills for employment or job advancement.

Customized Industry Training

At the request of business and industry, Community and Economic Development Coordinators (CED) assist in the development and implementation of customized training for prospective and current employees. A specialized training agreement is developed that specifies the duties and responsibilities of the college and the company and may include the awarding of college credit. Contact the CED Coordinator at the local college.

Fire/Rescue Training

The Fire/Rescue Science Technology Program will prepare you for the challenges facing today's emergency responders. In the program you will learn the skills of fire suppression and prevention, technical rescue, hazardous materials, emergency medical care, and leadership. This program is beneficial whether you are seeking a career in emergency services (Fire, Rescue, EMS or Emergency Management) or if you are already involved in providing fire, rescue or EMS services in your community.

Students may enter the program with or without experience in emergency services. The degree, certificate, and diploma programs that are offered can help you in obtaining employment in various emergency service fields, or if you are already a firefighter, help you get that promotion you have been waiting for. Classes are offered through State Fire/Rescue Training and may be offered in various formats such as: Web courses, hybrid courses, and traditional classroom offerings. For more information regarding this program, contact your local State Fire/Rescue Training Area Office.

Fire Rescue Training for Business, Industry and Municipal Government

State Fire Rescue Training provides a full range of Emergency Services Training for Business, Industry and Municipal Government entities. Contact the Fire Rescue office serving your area for more information about the training available to your facility.

Emergency Medical Technician Certificate

Students in the Emergency Medical Technician program are instructed in the proper care of sick and injured patients. Students are trained to treat victims suffering from traumatic and medical emergencies such as broken bones, puncture wounds, cardiac, and respiratory emergencies, vehicle accidents and more. This course meets the standards set forth by the US Department of Transportation National Standard Curriculum for EMT-Basic and the Kentucky Board of Emergency Medical Services. Students that successfully complete the course and its requirements will be awarded a certificate for Emergency Medical Technician, and will be prepared to challenge the certification examination process set forth by the Kentucky Board of Emergency Medical Services.

For specific program information see page 144.

State Fire Rescue Training Coordinators and Contact Information

West Kentucky Community & Technical College (Area 1)

Charles Lott, Coordinator

P. O. Box 8227

7810 Alben Barkley Drive

Paducah, KY 42002-8227

(800#) 888-306-7901

charles.lott@kctcs.edu

Counties: Ballard, Calloway, Carlisle, Fulton, Graves, Hickman, Livingston, Marshall, McCracken

Madisonville Community College (Area 2)

Edward Schmidt, Coordinator

P. O. Box 150

2001 US 62W

Princeton, KY 42445

(800#) 888-306-7986

ed.schmidt@ktcts.edu

Counties: Caldwell, Christian, Crittenden, Hopkins, Lyon, Todd, Trigg

Owensboro Community & Technical College (Area 3)

Jimmy VanCleve, Coordinator

P. O. Box 700

1300 HWY 136E

Calhoun, KY 42327

(800#) 888-306-8015

jimmy.vancleve@kctcs.edu

Counties: Daviess, Hancock, Henderson, McLean, Muhlenberg, Ohio, Union, Webster

Bowling Green Technical College (Area 4)

William Carver, Coordinator

825 Morgantown Road

Bowling Green, KY 42101

(800#) 888-234-5760

bill.carver@kctcs.edu

Counties: Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalfe, Monroe, Simpson, Warren

Elizabethtown Community & Technical College (Area 5)

Casey Hall, Coordinator

630 College Street Road

Elizabethtown, KY 42701

(800#) 888-234-7201

casey.hall@kctcs.edu

Counties: Breckinridge, Grayson, Hardin, Larue, Marion, Meade, Nelson, Washington

Jefferson Community & Technical College (Area 6)

Mike Wallingford, Coordinator

1361 Frankfort Road

Shelbyville, KY 40065

(800#) 888-306-8064

mike.wallingford@kctcs.edu

Counties: Bullitt, Henry, Jefferson, Oldham, Shelby, Spencer, Trimble

Gateway Community & Technical College (Area 7)

Bill Birkle, Coordinator

P. O. Box 76488

90 Campbell Drive

Highland Heights, KY 41076

(800#) 888-306-8101

bill.birkle@kctcs.edu

Counties: Boone, Campbell, Carroll, Gallatin, Grant, Kenton, Owen, Pendleton

Maysville Community & Technical College/Rowan Campus (Area 9)

Duane Suttles, Coordinator P. O. Box 248 609 Viking Drive Morehead, KY 40351 (800#) 888-301-2946

duane.suttles@kctcs.edu

Counties: Bath, Bracken, Elliott, Fleming, Lewis, Mason, Menifee, Montgomery, Morgan, Robertson, Rowan

Ashland Community & Technical College (Area 10)

Mark Hammond, Coordinator 4818 Roberts Drive Ashland, KY 41102 (800#) 888-302-2833, Extn. 62431 mark.hammond@kctcs.edu

Counties: Boyd, Carter, Greenup, Lawrence

Big Sandy Community & Technical College (Area 11)

Greg Gray, Coordinator 116 Main Street Paintsville, KY 41240 (800#) 888-302-8935

(800#) 888-302-8935 greg.gray@kctcs.edu

Counties: Floyd, Johnson, Magoffin, Martin, Pike

Hazard Community & Technical College (Area 12)

Chuck Caldwell, Coordinator 45 Gorman Hollow Road Hazard, KY 41701 (800#) 888-234-6759 sfrt12@windstream.net

Counties: Breathitt, Knott, Lee, Leslie, Letcher, Owsley, Perry, Wolfe

Somerset Community College/Laurel Campus (Area 13)

Marc Rudder, Coordinator 913 TLC Lane London, KY 40741 (800#) 888-234-0100

(800#) 888-234-0100 marc.rudder@kctcs.edu

Counties: Bell, Clay, Harlan, Jackson, Knox, Laurel, Rockcastle, Whitley

Somerset Community College (Area 14)

Charlie Shaw, Coordinator 385 Old Greensburg Road Campbellsville, KY 42718 (800#) 888-234-1780 fireresq@kyol.net

Counties: Adair, Casey, Clinton, Cumberland, Green, McCreary, Pulaski, Russell, Taylor, Wayne

Bluegrass Community & Technical College/Lawrenceburg Campus (Area 15)

Whitney Innes, Coordinator 1500 Bypass N US 127 Lawrenceburg, KY 40342 (800#) 888-234-3961 whitney.innes@kctcs.edu

Counties: Anderson, Bourbon, Boyle, Clark, Estill, Fayette, Franklin, Garrard, Harrison, Jessamine, Lincoln, Madison, Mercer, Nicholas, Powell, Scott, Woodford

Other Training Options

In addition to full-time programs, KCTCS colleges provide short-term training courses to meet specific labor force needs and demands. Contact the local college for a list of short-term training programs and schedules.

General Education Requirements

Competencies will be met at the level appropriate to the credential.

A general education core curriculum will enable KCTCS colleges to graduate men and women who are intellectually flexible, articulate, reflective, creative, and prepared for continuous learning. For all students, this implies some understanding of the value of higher education and the world of work and career fields related to their own abilities, interests, and needs. The general education core competencies will enable students to develop their own values, pursue goals, and contribute to the political, moral, social, and cultural enrichment of society.

General Education Competencies:

Students should prepare for twenty-first century challenges by gaining:

- A. Knowledge of human cultures and the physical and natural worlds through study in the sciences and mathematics, social sciences, humanities, histories, languages, and the arts.
- B. Intellectual and practical skills, including
 - · inquiry and analysis
 - · critical and creative thinking
 - · written and oral communication
 - · quantitative literacy
 - information literacy
 - · teamwork and problem solving
- C. Personal and social responsibility, including
 - civic knowledge and engagement (local and global)
 - · intercultural knowledge and competence
 - ethical reasoning and action
 - foundations and skills for lifelong learning
- D. Integrative and applied learning, including synthesis and advanced accomplishment across general and specialized skills.

(For Kentucky's Statewide General Education Student Learning Outcomes mapped to the American Association of Colleges and Universities' (AAC&U) Liberal Education for America's Promise (LEAP) Essential Learning Outcomes—see Appendix H).

Written Communication

WHILLEH GUIN	IIUIIIÇALIUII
Diploma	TEC 200 Technical Communications
1	OST 108 Editing Skills for Office Professionals
	Any Writing course approved for the AAS, AA, or AS
AAS, AA, AS	
	ENG 101 Writing I
	ENG 102 Writing II
	ENG 105 Writing: An Accelerated Course
Oral Commun	nications
Diploma, AA	AS, AA, AS, AFA
1	COM 181 Basic Public Speaking
	COM 252 Intro to Interpersonal Communications
	COM 281 Communication in Small Group
	COM 287 Persuasive Speaking
Quantitative Diploma	Reasoning
1	OST 213 Business Calculations for the Office Professional 3 Any mathematics course approved for the AAS, AA, AS, or AFA
AAS	MAT 105 Business Mathematics
	MAT 110 Applied Mathematics
	MAT 116 Technical Mathematics
	MAT 126 Technical Algebra and Trigonometry
	Any mathematics course listed below
AA, AFA	MAT 146 Contemporary College Mathematics
	Any mathematics course listed below
AS	MAT 150 College Algebra
	MAT 154 Trigonometry
	MAT 155 Trigonometry

MAT 159 Analytic Geometry and Trigonometry	4 GLY 102 Historical Geology
MAT 160 Precalculus	
MAT 165 Finite Mathematics and its Applications	
MAT 170 Brief Calculus with Applications	
MAT 174 Calculus I	4 GLY 130 Dinosaurs and Disasters:
MAT 175 Calculus I	
MAT 184 Calculus II	
MAT 185 Calculus II	5 PHY 151 Introductory Physics I
MAT 206 Mathematics for Elementary	PHY 152 Introductory Physics II
and Middle School Teachers II	
MAT 275 Calculus III	
MAT 285 Differential Equations	
STA 210 Statistics: A Force in Human Judgment	
STA 220 Statistics.	11 ,
51A 220 Statistics	
Natural Caianage	PHY 201 College Physics I
Natural Sciences	PHY 202 College Physics Lab I*
Diploma PHX 150 Introductory Physics	PHY 203 College Physics II
Any Science course approved for the AAS, AA, AS, or AFA	PHY 204 College Physics Lab II*1
AAS, AA, AFA, AS	PHY 231 General University Physics I4
AST 101 Frontiers of Astronomy	PHY 232 General University Physics II4
AST 155/BIO 155 Astrobiology	PHY 241 General University Physics I Laboratory*
AST 191 The Solar System	
AST 192 Stars, Galaxies, and the Universe	
AST 195 Introductory Astronomy Laboratory*	e e e e e e e e e e e e e e e e e e e
BIO 112 Introduction to Biology	
BIO 114 Major Discoveries in Riology	1
BIO 114 Major Discoveries in Biology	,
BIO 115 Biology Laboratory I*	n 1 1
BIO 116 Biology II	in y social interaction course approved for the initial, init, is, or initial
BIO 117 Biology Laboratory II*	
BIO 118 Microbes and Society	AGR 101 The Economics of Food and Agriculture
BIO 120 Human Ecology	ANT 101 Introduction to Anthropology
BIO 121 Introduction to Ecology Laboratory*	ANT 130/REL 130 Introduction to Comparative Religion 3
BIO 122 Introduction to Conservation Biology	ANT 160 Cultural Diversity in the Modern World
BIO 124 Principles of Ecology	
BIO 130 Aspects of Human Biology	2
BIO 135 Basic Anatomy and Physiology with Laboratory*	, and the second of the second
BIO 137 Human Anatomy and Physiology I*	1
BIO 139 Human Anatomy and Physiology II*	1
BIO 140 Botany	,
DIO 141 Determined Leberral	1
BIO 141 Botany with Laboratory*	1
BIO 142 Zoology	
BIO 143 Zoology with Laboratory*	
BIO 144 Insect Biology	
BIO 150 Principles of Biology I	Eco zor rimeipies or interocconomies
BIO 151 Principles of Biology Laboratory I*	ECO 202 Principles of Macroeconomics
BIO 152 Principles of Biology II	FAM 252 Introduction to Family Science
BIO 153 Principles of Biology Laboratory II*	FAM 253 Human Sexuality: Development, Behavior,
BIO 155/AST 155 Astrobiology	3 and Attitudes
BIO 209 Introductory Microbiology Lab*	
BIO 220The Genetic Perspective	
BIO 225 Medical Microbiology	
BIO 226 Principles of Microbiology	
BIO 227 Principles of Microbiology with Laboratory*	_ dec 132 regional deography of the World
CHE 120 The Joy of Chemistry	220 Too Eurias and Leopies of the Front Western World
CHE 125 The Joy of Chemistry Laboratory*	
CHE 130 Introductory General and Biological Chemistry*	4
, e	a de de de de voltas
CHE 145 Introductory General Chemistry	1 GEO 210 Geography and Gender
CHE 145 Introductory General Chemistry Laboratory*	11dii 199 iid oddedon to 14diye iinterican Eiteratarez
CHE 150 Introduction to Organic and Biological Chemistry*	Train 202 but vey of apparachian seadies 1
CHE 155 Intro. to Organic and Biological Chemistry Laboratory*	HUM 203 Survey of Appalachian Studies II
CHE 170 General College Chemistry I	HUM 204 Appalachian Seminar
CHE 175 General College Chemistry Laboratory I*	HUM 221 Contemporary Perspectives on Peace and War
CHE 180 General College Chemistry II	POL 101 American Government
CHE 185 General College Chemistry Laboratory II*	
CHE 220 Analytical Chemistry*	
CHE 270 Organic Chemistry I	
CHE 275 Organic Chemistry Laboratory I*	1
CHE 280 Organic Chemistry II	2
,	n in the denotal regeneracy
CHE 285 Organic Chemistry Laboratory II*	1
EST 160 Hydrological Coology	n
EST 160 Hydrological Geology	, , , , , , , , , , , , , , , , , , , ,
GEO 130 Earth's Physical Environment	1 51 225 Bevelopmental 1 5/enology
GEO 251 Weather and Climate	PSY 297 Psychology of Aging
GLY 101 Physical Geology	3

DSV 200 E4:-lf Al	ENG 252 C f A
PSY 298 Essentials of Abnormal Psychology	ENG 252 Survey of American Literature II
RAE 120 Introduction to Chinese Culture	ENG 261 Survey of Western Literature
REL 101 Introduction to Religious Studies	from the Greeks through the Renaissance
REL130 Introduction to Comparative Religion	ENG 262 Survey of Western Literature
SOC 101 Introduction to Sociology	from 1660 to the Present
SOC 151 Social Interaction	ENG 264 Major Black Writers
SOC 230 The Community	ENG 270 The Old Testament as Literature
SOC 220 The Community	ENG 271 The New Testament as Literature
SOC 235 Inequality in Society	ENG 281/HUM 281 Introduction to Film
SOC 249 Mass Media and Mass Culture	ENG 282 / HUM 282 International Film Studies
SOC 260 Population, Resources and Change	FLK 276 Introduction to Folk Studies
SPA 115 Hispanic Culture: (Country or Region)	GEN 125 Applied Meta-Thinking
SWK 275 The Family	HNR 101 Introduction to Contemporary Thought
WGS 200 Introduction to Women's and Gender Studies	HON 101 The Ancient World
in the Social Sciences	HON 102 The Medieval and Renaissance World
1. A student may not receive credit for both ANT 130 and REL 130.	HON 201 The Early and Modern World
2. May be used to fulfill either Social and Behavioral Sciences or Arts & Humanities	HON 202 The Contemporary World
competency, but may not be used to fulfill both general education categories.	HRS 101 An Integrated Survey of Western Civilization I
	HRS 102 An Integrated Survey of Western Civilization II
Arts and Humanities	HRS 201 An Integrated Survey of Western Civilization III 3
	HRS 202 An Integrated Survey of Western Civilization IV 3
Heritage	HUM 120 Introduction to the Humanities
Diploma, AAS, AA, AS, AFA	HUM 121 Peace Studies
FLK 276 Introduction to Folk Studies	HUM 135 Introduction to Native American Literature
HIS 101 World Civilization I	HUM 140 Introduction to Latino Literature
HIS 102 World Civilization II	HUM 150 Introduction to African Literature
HIS 104 A History of Europe Through	HUM 202 Survey of Appalachian Studies I
the Mid-Seventeenth Century	HUM 203 Survey of Appalachian Studies II
	HUM 204 Appalachian Seminar
HIS 105 A History of Europe from	HUM 220 Historical Perspectives on Peace and War 3
the Mid-Seventeenth Century to the Present	HUM 230 Contemporary Japanese Literature
	and Culture in Translation
HIS 107 Western Culture: Science and Technology II	HUM 250 Appalachian Literature Survey
HIS 108 History of the U.S. Through 1865	HUM 251 Contemporary Appalachian Literature
HIS 109 History of the U.S. Since 1865	HUM 281 Introduction to Film
HIS 120 The World at War 1939-45	MU 101 Folk and Traditional Music of the Western Continents 3
HIS 202 History of British People to the Restoration	MUS 100 Introduction to Music
HIS 203 History of British People Since the Restoration	MUS 104 Introduction to Jazz History 3
HIS 206 History of Colonial Latin America	MUS 206 American Music
HIS 207 History of Modern Latin America, 1810 to present 3	MUS 207 African American Music History
HIS 240 History of Kentucky	MUS 208 World Music
HIS 247 History of Islam and Middle East Peoples,	MUS 222 History and Sociology of Rock Music 3
500-1250 A.D	PHI 100 Introduction to Philosophy: Knowledge and Reality 3
HIS 248 History of Islam and Middle East Peoples,	PHI 110 Medical Ethics
1250 to Present	PHI 120 Introductory Logic 3
HIS 260 A frican American History to 1865	PHI 130 Ethics
HIS 260 African American History to 1865	PHI 140 The Ethics of War and Peace
HIS 261 African American History 1865 - Present	PHI 150 Business Ethics
HIS 265 History of Women in America	PHI 260 History of Philosophy I: From Greek Beginnings
HIS 270 Ancient Europe	to the Middle Ages
HIS 271 Medieval Europe	PHI 270 History of Philosophy II: From the Renaissance
HIS 295 East Asia to 1800	to the Present Era
1110 270 1115tory of Asia II	REL 101 Introduction to Religious Studies
Humanities	REL 120 Introduction to the Old Testament
	REL 121 Introduction to the New Testament
Diploma, AAS, AA, AS, AFA	REL 130 Introduction to Comparative Religion
ANT 130/REL 130 Introduction to Comparative Religion	THA 101 Introduction to Theatre: Principles and Practices 3
ART 100 Introduction to Art	THA 200 Introduction to Dramatic Literature
ART 104 Introduction to African Art	THA 283 American Theatre
ART 105 Ancient Through Medieval Art History	WGS 201 Introduction to Women's and Gender Studies
ART 106 Renaissance Through Modern Art History	in the Arts and Humanities
ART 201 Ancient Art History	1. A student may not receive credit for both ANT 130 and REL 130.
ART 202 Medieval Art History	2. May be used to fulfill either Social and Behavioral Sciences or Arts & Humanities
ART 203 Renaissance Art History	competency, but may not be used to fulfill both general education categories.
ART 204 Modern Art History	**************************************
ENG 135 Greek and Roman Mythology in Translation	Other General Education Courses
ENG 161 Introduction to Literature	
ENG 221 Survey of English Literature I	Foreign Languages
ENG 222 Survey of English Literature II	AAS, AA, AS, AFA
ENG 230 Introduction to Literature (Subtitle Required)	
ENG 231 Literature and Genre (Subtitle)	FRE 101 Elementary French I
ENG 232 Literature and Place (Subtitle Required)	FRE 102 Elementary French II 4 FRE 201 Intermediate French I 3
ENG 233 Literature and Identities (Subtitle Required)	FRE 202 Intermediate French II
ENG 234 Introduction to Women's Literature	GER 101 Elementary German I
ENG 251 Survey of American Literature I	GEN 101 Elementary German 1

GER 102 Elementary German II
GER 201 Intermediate German I
GER 202 Intermediate German II
JPN 101 Beginning Japanese I
JPN 102 Beginning Japanese II
RAE 150 Elementary Chinese I
RAE 151 Elementary Chinese II
SED 101 Sign Language I
SED 102 Sign Language II
SED 203 Sign Language III
SED 204 Sign Language IV
SPA 101 Elementary Spanish I (spoken approach)
SPA 102 Elementary Spanish II (spoken approach)
SPA 201 Intermediate Spanish I
SPA 202 Intermediate Spanish II

Other Degree and/or Credential Requirements

Cultural Studies Courses

Cultural Studies is defined as a course in which the major thrust is the study of one or more non-traditional and/or underrepresented cultures that are traditionally excluded from or marginalized in mainstream American curriculum. Cultural studies courses demonstrate a cultural emphasis in their course descriptions. For completion of the AA/AS degree, students must complete at least one cultural studies course.

Social and Behavioral Sciences

ANT 130/REL130 Introduction to Comparative Religion* ANT 160 Cultural Diversity in the Modern World

ANT 220 Introduction to Cultural Anthropology

ANT 221 Native People of North America

ANT 235 Food and Culture

ANT 241 Origins of Old World Civilizations

ANT 242 Origins of New World Civilizations

COM 254 Introduction to Intercultural Communication

ECO 150 Introduction to Global Economics

GEO 152 Regional Geography of the World

GEO 160 Lands and Peoples of the Non-Western World

HUM 135 Introduction to Native American Literature*

HUM 202 Survey of Appalachian Studies I*

HUM 203 Survey of Appalachian Studies II*

HUM 204 Appalachian Seminar*

POL 212 Culture and Politics in the Third World

POL 235 World Politics

RAE 120 Introduction to Chinese Culture

REL 101 Introduction to Religious Studies

SOC 235 Inequality in Society

SPA 115 Hispanic Culture: (Country or Region)

WGS 200 Introduction to Women's and Gender Studies in the Social Sciences

Heritage

HIS 101 World Civilization I

HIS 102 World Civilization II

HIS 206 History of Colonial Latin America

HIS 207 History of Modern Latin America, 1810 to Present

HIS 247 History of Islam and Middle Eastern Peoples, 500-1250

HIS 248 History of Islam and Middle Eastern Peoples, 1250 to the Present

HIS 254 History of Sub-Saharan Africa

HIS 260 African American History to 1865

HIS 261 African American History 1865 - Present

HIS 265 History of Women in America

HIS 295 East Asia to 1800

HIS 296 History of Asia II

Humanities

ART 104 Introduction to African Art

ENG 135 Greek and Roman Mythology in Translation

ENG 233 Literature and Identity

ENG 234 Introduction to Women's Literature

ENG 264 Major Black Writers

ENG 282/HUM 282 International Film Studies

HUM 121 Peace Studies

HUM 135 Introduction to Native American Literature*

HUM 140 Introduction to Latino Literature

HUM 150 Introduction to African Literature

HUM 202 Survey of Appalachian Studies I* HUM 203 Survey of Appalachian Studies II*

HUM 204 Appalachian Seminar*

HUM 230 Contemporary Japanese Literature and Culture in Translation

HUM 250 Appalachian Literature Survey

HUM 251 Contemporary Appalachian Literature

MU 101 Folk and Traditional Music of the Western Continents

MUS 104 Introduction to Jazz History

MUS 208 World Music

REL101 Introduction to Religion

REL 130 Introduction to Comparative Religion*

WGS 201 Introduction to Women's and Gender Studies in the Arts and Humanities

Foreign Languages

FRE 101 Elementary French I

FRE102 Elementary French II

FRE 201 Intermediate French I

FRE 202 Intermediate French II

GER 101 Elementary German I

GER 102 Elementary German II

GER 201 Intermediate German I

GER 202 Intermediate German II

JPN 101 Beginning Japanese I

JPN 102 Beginning Japanese II

RAE 150 Elementary Chinese I

RAE 151 Elementary Chinese II

SED 101 Sign Language I

SED 102 Sign Language II

SED 203 Sign Language III SED 204 Sign Language IV

SPA 101 Elem Spanish I

SPA 102 Elementary Spanish II

SPA 201 Intermediate Spanish I

Computer/Digital Literacy (revision pending)

Diploma	IT 100 Computer Literacy	. 3
•	CIT 105 Introduction to Computing	. 3
	Any Computer Literacy course approved for the AAS, AA, or AS	
AAS	IT 100 Computer Literacy	. 3
	CIS 100 Introduction to Computers	. 3
	OST 105 Introduction to Information Systems	. 3
	CIT 105 Introduction to Computing	
	Any Computer Literacy course approved for the AA or AS	
AA, AS, AFA	CIŚ 100 Introduction to Computers	. 3
	OST 105 Introduction to Information Systems	. 3
	CIT 105 Introduction to Computing	
	1 0	

The computer literacy courses listed above will be retained through summer 2013 term to give curriculum committees time for courses to be re-evaluated for digital literacy content through the KCTCS course approval process. All courses must align with the new standards as defined below*. Courses that fail to meet the new standards or are not resubmitted will be removed from the list for fall 2013.

*Computer literacy, also referred to as digital literacy, is a topic both broad in its scope and deep in its detail. As a consequence of this, KCTCS has adopted current Internet and Computing Core Certification (IC3) objectives to define digital literacy, emphasizing in particular the three identified, broad categories of Computing Fundamentals, Key Applications, and Living On-line. A complete listing of the IC3 objectives may be found $at\ http://www.certiport.com/Portal/desktopdefault.aspx?page = common/pagelibrary/desktopdefault.aspx?page = common/pagelibrary/desktopdefault.aspx.page = com$

All AA, AS, AFA, AAS, and diploma students graduating from KCTCS must demonstrate digital literacy by one of the following means within five years preceding their current admission to a KCTCS college:

SPA 202 Intermediate Spanish II

^{*} listed under more than one category and/or with a different prefix; may not be counted in more than one general education category.

- Scoring a minimum of a 75% composite score on the computer literacy exam**, or
- 2. Achieving the IC3 Certification, or
- Articulating credit from another institution which has demonstrated compliance with the above course criteria* as identified by the registrar of the receiving college in cooperation with the digital literacy faculty of the receiving college, or
- 4. Receiving credit for an approved KCTCS digital literacy course, or
- Providing documentation of successful completion of other certification exams as approved by KCTCS.

Documentation of digital literacy will be placed on the student's transcript. Students may choose to take the standardized Computer Exam** to demonstrate computer competency. Students who score a passing score on the exam will have met the requirements of computer literacy and documentation will be placed on the student's transcript.

Lower Division University Courses that Fulfill General Education Requirements

The courses listed below are offered by KCTCS colleges through agreements with the Kentucky universities that developed the courses. KCTCS honors the university course content, prerequisites, and general education status of the courses. Courses descriptions for these courses are included in the Course Description section at the end of the catalog.

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ANA 209	Principles of Human Anatomy (UK)
ASL 101	American Sign Language I (EKU)
ASL 102	American Sign Language II (EKU)
ASL 201	American Sign Language III (EKU)
ASL 202	American Sign Language IV (EKU)
BIOL 110	Inquiry Biology for Teachers (Morehead)
BIO 216	Biological Inquiry and Analysis (Murray)
CHE 253	Materials Science (UL)
CS 215	Introduction to Program Design, Abstraction,
	and Problem Solving (UK)
CS 216	Introduction to Software Engineering (UK)
CS 275	Discrete Mathematics (UK)
HIS 110	Special Topics History for Study Abroad (Murray)
ITP 115	Heritage and Culture of Deaf People (EKU)
LEAD 200	Introduction to Leadership Studies (WKU)
MA 109	College Algebra (UK)
MA 110	Algebra and Trigonometry for Calculus (UK)
MA 111	Introduction to Contemporary Mathematics (UK)
MA 112	Trigonometry (UK)
MA 113	Calculus I (UK)
MA 114	Calculus II (UK)
MA123	Elementary Calculus and Its Applications (UK)
MA162	Finite Mathematics and Its Applications (UK)
MA 201	Mathematics for Elementary Teachers (UK)
MA 202	Mathematics for Elementary Teachers (UK)
MA 213	Calculus III (UK)
MA 214	Calculus IV (UK)
MA 241	Geometry for Middle School Teachers (UK)
MAT 201	Mathematical Concepts for Middle
	and Elementary School Teachers I (EKU)
MSE 201	Intro to Materials Science (UK)
MUC 175	Jazz Ensemble (UK)
MUC 190	Instructor Consent Required Marching Band (UK)
MUP 114	Trombone I (UK)
MUP 214	Trombone II (UK)
MUS 106	Music in Film (Morehead)
MUSE 222	Music for the Elementary Teachers (Morehead)
PGY 206	Elementary Physiology (UK)
SPA 151	Spanish for Health Professionals (UK)
STA 200	Stats: Force in Hum Judg (UK)
STA 291	Statistical Method (UK)

Course Transitions

A significant number of courses have changed prefixes and/or course numbers. This does not change the ability of the courses to fulfill general education course requirements as long as courses were eligible at the time of enrollment. The majority of the course changes for General Education courses are available in Appendices B-E. Math course transitions that took place fall 2004 and fall 2010 are available in Appendix B. Biology course transitions are available in Appendix C. Chemistry course transitions are available in Appendix D. Art, Foreign Language, General, Music, Philosophy, Political Science, Psychology, Religion, Theatre, and Women and Gender Studies course transitions are available in Appendix E. Agricultural Technology, Biotechnology, Business Administration, Collision Repair Technology, Computer Aided Drafting, Cosmetology, Criminal Justice, Dental Assisting, Dental Hygiene, Diagnostic Medical Sonography, Education, Energy Systems, Engineering & Electronics Techology, Global Studies, Health Physics, Homeland Security/Emergency Management, Human Services, Masonry, Mining Technology, Nuclear Medicine & Molecular Imaging, Nursing, Professional Studio Artist, Radiography, and Real Estate course transitions are available in Appendix F. Computer & Information Technologies, Computerized Manufacturing and Machining, Digital Game and Simulation Design, Industrial Safety, Industrial Technology, Medical Information Technology, and a few General Education course transitions are available in Appendix G.

Admission to Programs

Academic requirements are specified for each program and are based on the level of difficulty and the technical nature of the curriculum. Admission to some programs is limited by college resources, facilities, accreditation requirements, etc. Contact the Student Services office or program coordinator at the college for more information.

KCTCS College Codes

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Ashland Community and Technical College

ASC

^{**}Implementation fall 2012