

SECTION 13

INDEX

- 3D Modeling, 67, 178
- 3D Modeling and Simulation Design, 67
- Academic Appeals, 31
- Academic Information, 31
 - Advising, 31
- Academic Probation, 32
- Accounting
 - Course Descriptions, 152
- Accounting Technician, 52
- Administrative and Professional Staff, 244
- Administrative and Professional Staff Emerit, 248
- Admissions, 9
 - Categories, 9
 - Early, 10
 - International Students, 11
 - Non-degree Students, 11
 - Provisional, 12
 - Readmission, 11
 - Transfer Students, 10
 - Transient Students, 10
- Advanced Placement Examination, 33
 - Program Guide, 34
- Affordable Tuition Program, 20
 - Rates, 20
- Allied Health, 53
- Art
 - Course Descriptions, 154
- Assessment, 22
- [Associate Degrees](#), 65
- Associate in Applied Science (AAS) Degree, 66
 - General Education Curriculum, 66
- Associate in Arts, 93, 94
- Associate in Arts (AA) Degree
 - General Education Curriculum, 94
- Associate in Science, 94, 95
- Associate of Applied Science, 66
- Astronomy
 - Course Descriptions, 156
- Attendance, 35
- [Baccalaureate Degrees](#), 97
- Bachelor of Applied Technology
 - General Education Requirements, 109
- Billing, 24
- Biology
 - Course Descriptions, 156
- Board of Governors, 68
 - 2013-2014 Board, 249
 - AAS Degree, 68
- Bookstore, 22
- Broadcasting, 102
- Business Administration, 53, 69, 95, 97, 126
 - AAS Degree, 69
- Business and Economics
 - Curriculum, 126
- Business Information Technology, 99
- Business Technology, 54, 70, 158
 - AAS Degree, 70
 - Course Descriptions, 158
- Cafeteria, 22
- Campus Mail, 22
- Caperton Center for Technology
 - Early Admission Opportunities, 145
- Career Ladders, 135
- Certified Nursing Assistant, 47, 49, 149, 160
 - Course Descriptions, 160
- Chemical and Polymer Operator Technology, 55
- Chemical Tech
 - Course Descriptions, 160
- Chemistry
 - Course Descriptions, 160
- Child Development, 54, 72, 103, 104, 162
 - AAS Degree, 72
 - Career Ladders, 135
 - Course Descriptions, 162
- CLEP Test, 37
 - Courses, 39
 - Procedures, 39
- College Profile, 4
- Communication Studies (COMM)
 - Course Descriptions, 163
- Community Service, 46
- Computer and Information Technology, 74
 - AAS Degree, 74
 - Course Descriptions, 165
- Computer Science
 - AAS Degree, 74
 - Course Descriptions, 168
- Cooperative Education, 35
 - Standards, 36
- Course Descriptions, 152
- Course Load, 36
- Creative Writing, 49
- Criminal Justice, 56, 76, 105, 106, 172, 173, 174
 - Administration of Justice, 138
 - Course Descriptions, 172
 - Crime Scene Investigation, 138
- [Degree Certificates](#), 52
- Department Exams, 38
- Disability Services, 23
- Distance Learning, 147
- Diversified Agriculture, 56, 77, 176
 - Course Descriptions, 176
- Drafting
 - Course Descriptions, 177
- Early Admission Opportunities
 - College Credit for Current High School Students, 144
 - EDGE, 144
 - Transitions, 145
- Early Learning Center, 23
- Economics
 - Course Descriptions, 179

- Education
 - Course Descriptions, 180
- Electrical Technician, 57
- Electricity & Instrumentation and Multi-Craft Technology
 - Career Ladders, 139
- Electronics
 - Course Descriptions, 182
- Elementary Education, 20, 48, 60, 97, 103, 112, 113, 116, 220
- Engineering
 - Course Descriptions, 185
- Engineering Technology, 77
- Engineering Transfer, 96
- English, 186
- Entrepreneurial Studies, 58
- Entrepreneurial Studies, 47, 50, 66, 69, 70
 - Course Descriptions, 190
- Environmental Technology
 - Course Descriptions, 190
- Executive Master of Business Administration, 133
- Faculty and Academic Administration, 234
- Faculty Emeriti, 239
- FERPA, 24
- Final Grades, 24
- Finance and Banking, 190
- Financial Aid Probation, 19
- Financial Aid Suspension, 19
- FINANCIAL MANAGEMENT, 100
- Foreign Languages
 - Course Descriptions, 191
- French
 - Course Descriptions, 191
- Frozen Records, 23
- General Business
 - Course Descriptions, 193
- General Studies
 - AS Degree, 95
- Geography
 - Course Descriptions, 195
- Geology
 - Course Descriptions, 195
- German
 - Course Descriptions, 192
- Grade Forgiveness, 45
- Grades and Grading, 42
- Graduate Degrees, 133
- Graduation Requirements, 43
- Graphic Design, 47, 50, 80, 102, 103
- Health and Wellness, 23
- Health, Physical Education and Recreation
 - Course Descriptions, 196
- History
 - Course Descriptions, 197
- Holds, 24
- Honors, 32
- Honors College, 44
- Industrial Electrical and Instrumentation, 57
- Industrial Maintenance, 58, 59, 200
 - Course Descriptions, 200
- Industrial Safety Technology, 59, 200
- Industrial Technology
 - Course Descriptions, 201
- Information Security, 111, 226
- International Education and Travel, 44
- Japanese
 - Course Descriptions, 192
- Journalism, 79, 203
 - Course Descriptions, 203
- Language Arts
 - Course Descriptions, 206
- Leadership Opportunities, 45
- Learning Center, 46
- Legal Studies, 60, 80, 107, 206
 - Course Descriptions, 206
- Library, 24
- Lost and Found, 24
- Machining Technology
 - Course Descriptions, 207
- Mainframe Computer Technology, 207
- Management, 208
- MANAGEMENT/MARKETING, 100
- Marketing
 - Course Descriptions, 209
- Master of Arts in Education, 133
- Master of Arts in Instructional Communication and Master of Arts in Corporate and Organizational Communication, 133
- Mathematics
 - Course Descriptions, 210
- Mechanical Technology
 - Course Descriptions, 212
- Medical Office Assistant, 47, 51, 149
- Mid-Term Grades, 24, 45
- Military Service, Credit for, 24
- MS Office, 47, 51
- Multi-Craft Technology, 80
 - Course Descriptions, 213
- Multidisciplinary Studies, 20, 97, 120, 121, 122, 213
- Multi-Disciplinary Studies
 - Course Descriptions, 213
- Music
 - Course Descriptions, 213
- Network Engineering, 111
- Nursing, 82, 128, 160, 216, 217, 218
 - Career Ladders, 142
 - Certified Nursing Assistant (CNA), 160
 - Course Descriptions, 216
- OL SIS, 24
- Orientation, 25
- Paraprofessional Certificate, 60
- Paraprofessional Studies, 60
- Parking, 25
- Paying Tuition, 25
- Pharmacy Technician, 61, 218
- Philosophy
 - Course Descriptions, 219
- Phlebotomy
 - Course Descriptions, 220
- Physical Science
 - Course Descriptions, 220
- Physics
 - Course Descriptions, 220
- Political Science

- Course Descriptions, 221
- Professional Development
 - Course Descriptions, 222
- Profile of the College
 - Academic Common Market, 6
 - Accreditation, 4
 - Caperton Center for Applied Technology, 6
 - Downtown Center, 6
 - Foundation, 6
 - Goals, 5
 - Governance, 4
 - History, 4
 - Jackson County Center, 6
 - Mission, 4
 - Philosophy, 5
- Psychology
 - Course Descriptions, 223
- Public Relations, 97, 98, 101, 102
- Reading
 - Course Descriptions, 224
- Real Estate
 - Course Descriptions, 224
- Regents Bachelor of Arts, 130
- Registration, 24
- Religion
 - Course Descriptions, 225
- Repeating Classes (D/F Repeat Rule), 45
- Residency Policy, 25
 - Aliens, 26
 - Appeal Process, 26
 - Change of Residence, 26
 - Classification for Admission and Fee Purposes, 25
 - Dependency Status, 26
 - Former Domicile, 26
 - Military, 26
 - Residence Determined by Domicile, 25
- Satisfactory Academic Progress, 18
- Scholarships, 19
- Science
 - Course Descriptions, 225
- Security
 - Course Descriptions, 226
- Sociology
 - Course Descriptions, 227
- Software Engineering, 110
- Spanish
 - Course Descriptions, 192
- Student Activities, 27
- Student Information, 22
- Student Organizations, 28
- Student Success Center, 46
- Student Welcome Center, 31
- Surgical Technology, 85, 88, 228, 229
 - Course Descriptions, 228
- Technical Studies, 62, 89
- Testing, 28
- Theatre
 - Course Descriptions, 229
- Transcripts, 25
- Transfer of Credit to Other Institutions, 28
 - Accepted courses, 29
- Tuition & Financial Aid
 - Affordable Tuition Program, 20
 - Attendance, 18
 - Fees, 14
 - Financial Aid, 17
 - Ineligibility and Holds, 18
 - Probation, 19
 - Refund Schedule, 17
 - Repayment Policy, 18
 - Suspension, 19
 - Tuition and Fees, 14
- Tuition and Financial Aid, 14
- Tuition Reciprocity (Ohio Residents), 20
- Tutoring, 46
- Veterans Office, 30
- Weather Cancellations, 30
- Welding, 39, 64, 155, 230, 231
 - Course Descriptions, 230
- Welding Technology, 64
- Withdrawal from Courses, 46
- Withdrawal Procedures, 30
- Workforce & Community Education
 - Development Services, 150
- Workforce and Community Education, 149
- Workforce Skills, 64
- Writing, 52