

ADMISSIONS AND ACADEMIC INFORMATION



ADMISSION POLICIES

CLC provides a wide range of learning opportunities to meet the various educational needs of students from diverse educational backgrounds. The college welcomes all who may benefit from its courses and programs of study.

An individual will be admitted to the college by completing the Student Admission Form found at www.clcillinois.edu/apply. The college serves those who are high school graduates, others who are 18 years of age or older, and individuals under 18 years of age who meet established criteria.

Admission to the college does not guarantee entrance into all courses or programs of study. Entrance into specific programs may depend on other criteria such as age, evidence of language and mathematics skills and level of education. Students taking college-level courses must demonstrate college-level competency in language and mathematics. In addition, students are required to complete specified prerequisites prior to enrollment in certain courses.

The college reserves the right to limit enrollment because of space or budget restrictions, to establish selective admission requirements and to give preference to residents of Community College District #532. Please visit www.clcillinois.edu/apply for a Student Admission Form. Specific requirements can be found on page 10.

Admission to Associate in Arts, Associate in Science, Associate in Engineering Science and Associate in Fine Arts

To qualify for unconditional admission to these programs, students must provide evidence that they have attained a certain level of knowledge in the arts and sciences through previous learning. Evidence may be provided by observing the following procedures:

1. Successfully complete the admission requirements. See pages 10-15 for more information.
2. Submit either a high school transcript or a student profile report from the American College Testing (ACT) Program showing the achievement listed below:
 - A. High school transcript showing successful completion of the following:
 - Four years of English emphasizing written and oral communication and literature.
 - Three years of social science emphasizing history and government.

Continued on next page.

- Three years of mathematics including introductory through advanced algebra, geometry, trigonometry or fundamentals of computer programming.
 - Three years of science including laboratory science.
 - Two years of electives from any combination of foreign language, music, vocational education or art. Up to three of the 15 required units of course work may be redistributed by deducting no more than one unit from each of the categories of social science, mathematics, science and electives and completing those units in one of the other categories.
- B. ACT Student Profile Report showing the completion of the high school course distribution requirements listed above or standard scores of 21 or higher for English, reading, mathematics and science reasoning.
- C. SAT Report showing scores of 500 or higher for verbal and mathematics.

Registration Services will consider exceptions to these procedures on an individual basis for students who have completed 30 or more semester hours of course work with grades of C or better from an accredited college or university, those with an associate degree from an accredited college or university and those who present equivalent course work or test scores.

Students who are unable to provide any of the forms of information indicated above will be conditionally admitted to the degree program and will be required to complete all of the following prescribed College of Lake County courses:

- English: ENG 121 English Composition I
Speech: CMM 121 Fundamentals of Speech
- Mathematics: Any mathematics course required for the A.A., A.S., A.E.S. or A.F.A. degree in this catalog
- Science: Any lab science course from the list required for an A.A., A.S., A.E.S. or A.F.A. degree in this catalog
- Social Sciences: Any social science course required for an A.A., A.S., A.E.S. or A.F.A. degree in this catalog
- Humanities: ENG 122 English Composition II or any humanities course required for an A.A., A.S., A.E.S. or A.F.A. degree in this catalog

See pages 55-225 for courses required for specific degrees.

Admission to Limited Enrollment Health Career Programs

Health career programs are open to a limited number of students.

Computed Tomography, Dental Hygiene, Health Information Technology, Magnetic Resonance Imaging, Medical Imaging, Registered Nursing and Surgical Technology students must complete a special screening procedure. Preference will be given to residents of Community College District 532 and community college districts with which CLC has a cooperative agreement. Students who live outside of CLC's district, but are eligible for in-district tuition because they are employed by a district employer are NOT considered residents of the district for purposes of selection into the program. Students may qualify for in-district tuition under the CAREERS agreement. See page 30 for details.

Please see the section on Wellness and Health Sciences Field of Interest on pages 182-225 of this catalog for further information including selective admission requirements.

Admission for Students Under the Age of 18 or Currently Attending High School

A student under the age of 18 or currently attending high school must submit a CLC Secondary School Reference form signed by a parent and an official of the secondary school of current or last attendance. To apply, submit the following credentials to Registration Services.

1. Completed CLC Student Admission Form, which can be found at www.clcillinois.edu/apply.
2. Completed CLC Secondary School Reference form signed by a school representative and parent. Home schooled students will have the form signed by the parent or home school representative.

Admission for Students Age 16-17 Enrolling in Adult Education Classes Only

Students who are 16-17 years of age and are enrolling in adult education classes only should submit the following credentials to Registration Services:

1. Completed CLC Student Admission Form, which can be found at www.clcillinois.edu/apply.
2. Completed CLC Secondary School Reference form signed by a school representative and parent. Home schooled students will have the form signed by the parent or home school representative.

Dual Enrollment, Dual Credit, Articulated Credit

The dual enrollment and dual credit programs at CLC offer high school students opportunities to earn college credit prior to graduating from high school. Dual enrollment allows high school students to enroll in CLC's regularly scheduled classes. Dual credit courses are offered under agreements between CLC and specific local high schools. Students who participate in dual enrollment or dual credit must meet CLC's academic proficiencies as identified in the college catalog. Students who are concurrently enrolled in high school (public, private or homeschool) are not eligible for federal Title IV funds.

Articulated credit is awarded for high school courses under agreements between CLC and area high schools. Articulated credit posts with a grade of T on students' CLC transcripts and is not included in students' GPAs. Taking an articulated credit course allows students to complete CLC degrees or certificates more quickly, but the courses will likely not be accepted for transfer to other colleges. Students that earn a B or better in an articulated credit course have up to three years after completing the course to submit the Articulated Credit Request form to obtain credit for it.

High school students should check with their high school counseling office to see if their high school participates in dual credit or articulated credit and to see what courses are available. For additional information, contact the College Readiness and Dual Credit department at (847) 543-2030.

Admission for Students Under the Age of 16

A student under 16 years of age must be judged by both the high school and the College of Lake County to possess both exceptionally high academic ability and maturity to handle the discipline and personal skills required for successful completion of college work. A student less than 16 years of age is required to submit all of the credentials outlined below to Registration Services in order to enroll in credit courses:

1. Official school transcript(s) showing successful completion of the most advanced course offerings from the high school in the subject area in which the student wishes to enroll at CLC
- AND**
A letter of recommendation from the high school department outlining the student's

intended course or study at CLC.

Home-schooled students should submit the following credentials to Registration services: A letter from the home educator listing completed curricula

AND

A letter of recommendation from the home educator outlining the student's intended course of student at CLC.

2. Completed CLC Student Admission Form, which can be found at www.clcillinois.edu/apply.
3. Completed Secondary School Reference form for students less than 16 years of age.
4. Middle school students must provide a letter from their district high school confirming that the high school cannot academically accommodate the student's needs and that the educational level needed exceeds the high school level.
5. All students must submit independent documentation of exceptional student ability through a standardized test. Acceptable standardized tests are listed on the Secondary School Reference form.

In addition to providing items listed above, students must meet all course prerequisites prior to the CLC division dean's consideration.

Admission of International Students

International students are defined as any individual admitted into the U.S. on an F-1 student visa or issued the Form I-20 Certificate of Eligibility approved for study at CLC. International students must be at least 17 years old and have completed the equivalent of an American highschool education (12 years of formal education).

International students must enroll in a minimum of 12 credit hours each semester. Application deadlines are: July 1 for Fall Semester, November 1 for Spring Semester and April 1 for Summer Session (transfer students only).

To apply, the following must be submitted:

- Completed International Student Application
- Official, certified, English translated copy of secondary school record, indicating completion
- Credit evaluation of college/university transcript for transfer, if applicable
- Evidence of sufficient financial support, including original bank letter and affidavit of support, as necessary
- Copy of passport

- A TOEFL exam is not required for English language training. Students who submit an official minimum score of TOEFL 71 Internet based or IELTS 6.0 Academic Format will qualify for regular academic classes
- Completed International Student Transfer In Form, if transferring from another U.S. institution

For further information about admission requirements, for F-1 visa international students, contact the Center for International Education at (847) 543-2399.

RESIDENCE STATUS

Students are classified at the time of admission to the college for purposes of tuition assessment and enrollment reporting according to resident status as listed below:

In-District Illinois Resident Student:

1. A student who is 18 years of age or older and who has lived in Community College District #532 in some capacity other than as a student at a post-secondary education institution or a correctional institution for at least thirty (30) days prior to the first day of the semester of enrollment at CLC.
2. An unemancipated student under 18 who has at least one parent, step-parent or court-appointed guardian who meets the above criteria.
3. There are some communities within Lake County that CLC only serves a portion of its residents. If you reside on a community college border, your property tax bill or voter registration card will identify your community college.

Out-of-District Illinois Resident Student:

1. A person who resides in Illinois but is not a resident of Community College District #532 as defined above.
2. Includes residents of the Barrington, Illinois public high school district.

Out-of-State Student:

1. A person who is not a resident of the state of Illinois.
2. International students and other non-immigrant aliens.

Proof of Illinois Resident Status:

Evidence of district residency shall be based on ownership and/or occupancy of a dwelling in Community College District #532 and may be verified by displaying one of the following:

- Illinois driver's license or ID card issued by Illinois Secretary of State Office
- an Illinois voter ID card

OR

By displaying two of the following, which must display the student's name and current address:

- lease
- mortgage or home purchase contract
- auto registration
- tax bill
- paycheck stub
- official mail of current bill statements, such as cell phone, utility, credit card, auto insurance

CREDIT FOR PRIOR LEARNING

Credit for prior learning is a way for students to earn college credit for college level learning that occurs outside of the institution. CLC provides opportunities to earn credit for prior learning through a variety of methods. Students intending to transfer credits to another college are strongly advised to check with the transfer school to determine its policy toward credit for prior learning.

CLC board policy states that credit for prior learning is:

- Not to exceed a total of 30 semester hours required toward completion of an associate degree
- Not to exceed one-half of the semester hours required toward completion of a certificate
- Not to count toward the fulfillment of residency requirement for degrees or certificates

There are three broad categories of credit for prior learning available to students enrolled at CLC: national standardized exams (such as AP, CLEP, DSST and IB), locally administered challenge exams and credential review. For details about fees, specific credit, passing scores and examination requirements, additional information is available at www.clcillinois.edu/cpl. Students can also discuss credit for prior learning with an Academic Success Advisor.

Credit earned from credit for prior learning is intended to be used towards a CLC degree or certificate. Approved credit will be posted as transfer credit and may not be accepted at other colleges or universities.

National Exams

Students who plan to earn CLC course credit through AP, CLEP and/or DSST must request an official transcript of their exam scores from the appropriate testing agency, and ask the agency to send the transcript directly to CLC Records Office.

- Advanced Placement (AP): High school students can arrange for AP tests, administered by the College Board, through their local high schools. AP test scores determine specific placement and/or college credit. Students may find more information about AP exams through the College Board’s website at <http://apcentral.collegeboard.com>.
- College Level Examination Program (CLEP): The College Level Examination Program is a national program sponsored by the College Board. Additional information can be found, along with study guides on the College Board’s website: www.collegeboard.org – choose links for “Students” and “CLEP.”
- DSST (formerly known as DANTES Subject Standardized Tests): The DSST program is a national credit-by-exam program offered by Prometric. Students can find more information on DSST at www.getcollegetcredit.com.

Each division determines which tests it will accept for credit and the amount of credit it will award. For details about exams offered and specific credit, additional information is available at www.clcillinois.edu/cpl. Students can also discuss their options in person by visiting the Welcome and One Stop Center, Room B114, Grayslake Campus, or by meeting with a specific academic division.

The College of Lake County grants credit only to students enrolled at CLC. Results of these exams may also be sent to another school at which a student is enrolled for the purposes of credit recognition. Please call the Testing Center of your choice for testing schedules, registration procedures, related fees and other information:

- Grayslake Campus, Grayslake (847) 543-2076
- Lakeshore Campus, Waukegan (847) 543-2120
- Southlake Campus, Vernon Hills (847) 543-6544
- Great Lakes Center, Great Lakes (847) 543-2120

Challenge Exams

Challenge exams are available for students who possess prior knowledge of a subject area in a specific course. Students may not take a challenge exam for a course in which they were previously enrolled and received any grade inclusive of I, W or X. Students may only attempt a challenge exam one time for any particular course and may not take a challenge exam after the first week of a course for which they are currently enrolled.

Challenge exams are not available for all courses and are offered at the discretion of the discipline/program faculty. Each division determines which tests it will offer for credit and the amount of credit it will award. For details about exams offered and specific credit, additional information is available at www.clcillinois.edu/cpl. Students can also discuss their options with an Academic Success Advisor. Please call the Testing Center of your choice for testing schedules, registration procedures, related fees and other information:

- Grayslake Campus, Grayslake (847) 543-2076
- Lakeshore Campus, Waukegan (847) 543-2120
- Southlake Campus, Vernon Hills (847) 543-6544
- Great Lakes Center, Great Lakes (847) 543-2120

Credential Review of Certifications, Licensures and Industry Credentials

CLC awards college credit for credentials earned outside of a traditional college or university setting. Credentials may include professional certifications, licenses, and documented educational and training courses. The evaluation process will examine credentials on an individual basis and award college credit when appropriate. Credentials must be current at the time of evaluation and posting. Provisional or certificates of attendance will not be eligible for credit.

Credential review is not available for all courses and is offered at the discretion of the discipline/program faculty. Each division determines which credentials it will accept for credit and the amount of credit it will award. For details about fees, currently accepted credentials, and required documentation, additional information is available at www.clcillinois.edu/cpl. Students can also discuss credential review with an Academic Success Advisor.

There are other types of credit that may be considered credit for prior learning. For more information on articulation agreements with area high schools please see the catalog section on dual enrollment/dual credit (page 20). For more information on transcript evaluation, including international transcripts, please see the section on transfer of credit below.

Transfer of Credit

A student who has previously attended another college and who intends to earn a degree or certificate from the College of Lake County must have an official transcript from each college sent directly to the Office of Records and submit a “Request for Evaluation of Transfer Credit” form. Students who have earned credit at non-regionally accredited institutions must complete the “Appeal of Evaluation of College Transcript” and follow the steps on the form. For information on credit for prior learning related to exams or credential review see page 21.

Transfer evaluations are based on the student’s program of study at CLC. Credit will be granted for acceptable work completed at other approved colleges and universities for courses in which a student has earned a grade of C or better. Credit will also be awarded for courses in which a D has been earned provided a student’s overall average is C or better for the credits transferred. Transfer credits accepted from other collegiate institutions will be entered on the student’s permanent record at the College of Lake County, but the grades earned in these courses will not be used to compute the student’s cumulative grade point average.

International transcripts will not be evaluated; you must contact a NACES approved evaluator for evaluation for foreign coursework and have the official evaluation sent to Student Records. The evaluation must be a Catalog Match evaluation in order to be considered for transfer credit. Contact an Academic Success Advisor for a list of approved companies that provide Catalog Match services.

All documents and transcripts submitted to the College of Lake County become part of CLC’s permanent record. Copies of documents and transcripts will not be released to the student or third parties unless required by law.

REGISTRATION

Students are responsible for officially registering in classes they attend. Registration for the Fall Semester begins the preceding March, registration for the Spring Semester begins the preceding November. Summer registration begins in March.

Registration must be completed on or prior to the first day of class. Registration is available online. Students requiring assistance may contact the Welcome and One Stop Center at the Grayslake Campus, the Student Services Office at the Lakeshore Campus in Waukegan or the Campus and Student Support Center at the Southlake Campus in Vernon Hills.

Late Registration

CLC strictly enforces its policy that students may not register for a class after it has begun. The policy states that the final day to enroll is midnight of the first day of the specific class. After that first day, late enrollment will be allowed only under extraordinary circumstances approved by the dean of the division for the class.

Course Load

The course load for a full-time student ranges from 12 to 18 credit hours during the Fall and Spring Semesters and from 6 to 10 hours during the Summer Session. Special permission from an Academic Success Advisor must be obtained for more than 18 credit hours during the Fall and Spring Semesters or for more than 10 credit hours during the Summer Session. Intersession is part of the Summer Session, and only one intersession course is recommended, because intersession courses are very accelerated.

An employed student should vary his or her course load according to the number of hours he or she works. A good rule of thumb for 16 week courses is to plan for three hours per week for each credit hour taken; one hour for the formal class meeting and two hours for outside study and homework. For courses that are shorter than 16 weeks, the expected amount of time per week increases proportionally.

The number of credit hours that a student may take is limited for those on academic restriction.

Final Examination

A final examination is generally required in all courses. Examinations dates and times will be available to students in their student portal after registering for classes.

Except under emergency circumstances, a student may not be excused from these examinations. If a student is unable to appear, it is his or her responsibility to inform the instructor prior to the scheduled examination.

REPEATING A COURSE/ RE-ENROLLING IN A COURSE

Students may repeat courses that are identified in the course description as being repeatable. Repeatable courses are those that teach a skill that may be improved through continued practice or those whose subject matter changes from semester to semester. The number of times these courses may be repeated is identified in the course description. In some cases students may be stopped from enrolling if they have exceeded the maximum allowable attempts at a course (i.e. KIN 121 for 4 credits).

Student may also re-enroll in a course in an attempt to improve their grade or for other reasons. When a student re-enrolls in a course, the highest grade earned, or the most recent grade if all the grades are the same, should be the only grade computed in the student's grade point average.

Grades that are not computed in a student's grade point average based on the repeat rules will be noted on the transcript.

WITHDRAWAL POLICY

Important dates such as withdrawal deadlines are provided to you on your class schedule and many faculty list these dates on the course syllabus. These dates may differ from class to class. Please consult your class schedule for specific dates for your class. It is your responsibility to withdraw from a class that you no longer wish to attend.

Your transcript and the grade for the course may vary depending on the time at which you withdraw or request to withdraw from a course. The table below briefly outlines the actions you must take and the potential outcomes if you decide to withdraw from a course. If you are unsure of what to do, please speak with your instructor or contact an Academic Success Advisor.

If you wish to withdraw:	You must:	What you will see on your transcript:
Prior to the Refund Date (see your class schedule for date) (see page 33 for Refund Policy)	Withdraw from course via MyStudentCenter	Transcript will not reflect enrollment in the course
Between the Refund Date and the 75% point of the class (see your class schedule for date)	Withdraw from course via MyStudentCenter	A grade of W will be recorded on your transcript
Any time after the 75% point of the class but before completion of the final exam or assignment	Request withdrawal from your instructor and follow their direction	If you are passing the course and obtain your instructor's approval: a grade of W will be recorded on your transcript If you are failing the course: a grade of FW will be recorded on your transcript (this has the same impact on your GPA as a grade of F)

Institutional Withdrawal for Non-Attendance

The college may administratively withdraw students who have never attended class, who stopped attending class without officially dropping or whose attendance is so sporadic that they would not be able to complete the course requirements. Students who are withdrawn by the institution on the midterm or final grade rosters will be assigned an appropriate withdrawal grade and a date of last attendance of the mid-term date of the semester. Students who are withdrawn by the institution will remain responsible for all tuition and fees charged for the class. The withdrawal grades are defined below:

- WN Withdrawal of a student who never attended. The WN grade has no impact on GPA.
- WS Withdrawal of a student who stopped attending. The WS grade has no impact on GPA.
- FW Withdrawal of a student who stopped attending and instructor deemed as failing. The FW grade will be included in the GPA.

Financial aid students who drop, withdraw or otherwise fail to complete all of their classes for a term will be subject to Title IV return of funds calculation. See pages 34-37 for more information on financial aid.

Withdrawal of Veterans and Military Personnel

CLC is in full compliance with the Higher Education Relief Opportunities For Students (HEROESA) act of 2003 (Public Law 108-76). The HEROES Act of 2003 is intended to ensure that service members who are receiving Federal student aid are not adversely affected because of their military status and to minimize the administrative burden placed on such individuals.

Prior to deployment, students are encouraged to meet with Veteran Student Services (VSS) and their Academic Success Advisor to discuss their academic and financial standing.

Options for Students Deployed Under Military Orders

A student, or the spouse of a member if the member has a dependent child, who is deployed under military orders as an active duty military member or by the national guard or reserve forces of the United States and who is ordered to duty has the following options:

1. Withdraw from the student's entire registration and receive a full refund of tuition and mandatory fees.
2. Make arrangements with the student's instructors for course grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the student's registration shall remain intact and tuition and mandatory fees shall be assessed for the courses in full.
3. Make arrangements with some of the student's instructors for grades, or for incompletes that shall be completed by the student at a later date. If such arrangements are made, the registration for those courses shall remain intact and tuition and mandatory fees shall be assessed for those courses.

Any course for which arrangements cannot be made for grades or incompletes shall be considered dropped and the tuition and mandatory fees for the course refunded.

Policy Regarding Tuition and "I" Grades for Students Deployed Under Military Orders

An "I" (Incomplete), may be given to a student who finds it impossible to complete the work by the end of the semester because of a justifiable reason such as illness or deployment. If an "I" grade is assigned, the instructor shall notify the student and the dean. The specific "I," grade procedure will be set forth in the appropriate section of the college catalog. A student receiving an "I" grade has 120 days to complete coursework and receive a final grade. The final grade shall be A, B, C, D or F. An "I" becomes an "F" on the 121st calendar day after the end of the term if no grade change is signed and submitted by the instructor. Exceptions may be granted by an instructor only in unusual or extenuating circumstances and with the approval of the appropriate dean.

Veterans and military personnel who are deployed (including training at U.S. or overseas locations) or called to active duty and receive an "I" Incomplete grade will be given up to one year after the end of the term, or before the date of graduation (whichever comes first) to complete the requirements. A final grade will be recorded within 365 calendar days after the end of the term. The final grade shall be A, B, C, D, or F. An "I" becomes an "F" on the 366th calendar day after the end of the term if no grade change is signed and submitted by the instructor. This procedure also applies to the spouses of veterans and military personnel. Exceptions may be granted by an instructor under special or extenuating circumstances and with the approval of the appropriate dean. Another option is to receive a withdrawal.

Veterans and military personnel who are deployed (including training at U.S. or overseas locations) or called to active duty may withdraw anytime during the semester in which they are enrolled and called to active duty. The date of the official notice of orders for deployment will serve as the date of withdrawal, and the withdrawal request must be submitted to Veteran Student Services at veterans@clcollinois.edu or to the Advisor by the end of the semester in which the withdrawal occurs

Procedures for Processing Withdrawal Requests for Students Deployed Under Military Orders

1. Students will be required to submit a letter to the Veteran Student Services at veterans@clcollinois.edu or their Academic Success Advisor indicating their intent to withdraw from their program along with orders confirming deployment. This should be done prior to the time of deployment.
2. Once the letter of withdrawal and orders have been confirmed, the Advisor, will drop the student from the program and remove them from the course in which they are presently registered and any future courses.

Process for Reinstatement of Students Deployed Under Military Orders

In full compliance with the U,S Department of Education's Readmission Requirements for Service Members (eCFR 668.18), CLC does not deny readmission to a person who is a member of, applies to be a member of, performs, has performed, applies to perform,

or has an obligation to perform, service in the uniformed services on the basis of that membership, application for membership, performance of service, application for service, or obligation to perform service.

CLC will promptly readmit an individual as described above with the same academic status as the student had when the student last attended the college or was last admitted to, but did not begin attendance because of that membership, application for membership, performance of service, application for service, or obligation to perform service.

1. Prior to reinstatement students will be required to meet with Veteran Student Services and an Advisor.
2. If degree programs change prior to the date students are reinstated, additional coursework may be necessary to meet the new requirements of the degree program. If students were in programs that may no longer be offered by the college, degree completion options and guidance on a case-by-case basis will be provided. Academic success advisors will discuss any changes and options during the reinstatement process.
3. Students who have "I" in-progress grades will be required to complete all work and receive a grade prior to being reinstated into the program.
4. Outstanding tuition must be paid in full before students can be reinstated into their program

Involuntary Withdrawal

Students who pose a direct threat of harm to self or others, or who substantially impede the lawful activities of other members of the college community may be involuntarily withdrawn by college administrators, pursuant to this Policy and to the Involuntary Withdrawal Procedures developed and adopted by the college. Students may be responsible for tuition and fees.

A student should not be subject to involuntary withdrawal when disciplinary, academic or other administrative responses are available. The procedures and specifications given in the Involuntary Withdrawal Procedures apply in those situations in which, in the judgment of the appropriate administrators, the response through the Student Rights and Responsibilities Policy are insufficient. See Student Rights and Responsibilities Policy for more details.

Pursuant to the Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §1232g, the college reserves the right to disclose and release student records and personally identifiable information without consent to appropriate persons during a period of emergency if the information released is necessary to protect the health or safety of students or other individuals. (Board policy 403.1)

Medical and Catastrophic Incident Withdrawal

The college, upon request and with appropriate documentation, may administratively withdraw a student due to serious illness or related medical issues that prohibit the student from completing their classes and withdrawing. Documentation will be required from a physician or licensed medical professional.

The college, upon request and with appropriate documentation, may administratively withdraw a student due to catastrophic circumstances that prohibit the student from completing their classes and withdrawing. Documentation will be required from a government agency, social service organization, first responder or similar entity.

The request for withdrawal and relevant documentation must be received no later than 60 days after the end of the semester for which the student is seeking a withdrawal.

To begin the medical or catastrophic withdrawal process, contact Enrollment Services at (847) 543-2389.

Reinstatement of Withdrawn Students

Students who withdraw from classes and subsequently request to be re-enrolled must present compelling reasons for reinstatement and obtain instructor's consent. Students should contact instructor if they wish to be reinstated in a class.

Grades and Grade Points

Final letter grades are earned for each class, issued at the end of each semester, and recorded on the student's permanent academic record according to the following schedule:

	Grade	Significance
<i>Calculated in Grade Point Average:</i>	A	Excellent 4 Grade Points
	B	Good 3 Grade Points
	C	Average 2 Grade Points
	D	Below Average 1 Grade Point
	F	Failure 0 Grade Points
	FW	Withdrawn by Institution, Failing 0 Grade Points
<i>Not Calculated in Grade Point Average:</i>	I	Incomplete*
	N	Requirements Not Fulfilled
	O	No Grade Received
	P	Satisfactory
	R	Repeated
	W	Withdrew
	WN	Withdrawn by Institution, Never Attended
WS	Withdrawn by Institution, Stopped Attending	
	X	Audit

* See page 26 for more information on Incompletes.

Note: For the Spring 2020 semester "P" grades were given and accepted as outlined by the ICCB, IBHE and IAI. In alignment with this guidance, a "P" given in the Spring 2020 term satisfies all requirements for prerequisites and graduation requirements, except as related to specific accreditation guidelines with select career programs. Additionally, courses completed at other institutions and graded with a "P" during the spring 2020 term will be accepted for transfer credit. These courses will be posted to the student record with a grade of T.

The college offers a number of developmental and academic ESL courses that are graded A through F, but not computed in the student's grade point average. These courses appear on the student's academic transcript with a grade, but no grade points. (Developmental courses include ENG 108, 109; MTH 101, 102, 104, 105, 106, 107, 108; academic ESL courses such as ELI 103, 104, 108, 109 and 110.) Grades of P and N are used for non-academic ESL courses such as ESL 30 through 83.

Note: Although CLC does not compute the grades of basic skills or academic ESL courses into the grade point average, some colleges and universities to which a student transfers may include these course grades when recalculating the grade point average to meet their standards.

ACADEMIC HONORS

Semester Honors

Semester honors are compiled and published at the end of the fall and spring semesters. Students who have earned a grade point average of 3.0 (B) or higher while enrolled in at least 6 semester hours of transfer or career courses during a semester are recognized by placement on the College Honor List for that semester. Students placed on the Honor List are notified by the Educational Affairs Office approximately one month after the semester ends.

Commencement Honors

Students who have earned at least 30 semester hours at CLC by the end of the Fall Semester immediately preceding the commencement ceremony will be recognized as receiving the following honors based upon cumulative GPA:

Honors	3.00-3.49
High Honors	3.50-3.74
Highest Honors	3.75-4.00

The Records Office compiles the Commencement Honors list as part of the commencement program.

Incompletes

An I (Incomplete) may be given to a student who finds it impossible to complete the work by the end of the semester because of a justifiable reason such as illness. If an I grade is assigned, the instructor shall notify the student and the dean. The specific I grade procedure

will be set forth in the appropriate section of the college catalog. A student receiving an I grade has 120 days to complete coursework and receive a final grade. The final grade shall be A, B, C, D or F. An I becomes an F on the 121st calendar day after the end of the term if no grade change is signed by the instructor. Exceptions may be granted by an instructor only in unusual circumstances and with the approval of the appropriate dean.

Veterans and military personnel who are deployed (including training at U.S. or overseas locations) or called to active duty and receive an I Incomplete grade will be given up to one year after the end of the term, or before the date of graduation (whichever comes first) to complete the requirements. A final grade will be recorded within 365 calendar days after the end of the term. The final grade shall be A, B, C, D, or F. An I becomes an F on the 366th calendar day after the end of the term if no grade change is signed by the instructor. This procedure also applies to the spouses of veterans and military personnel. Exceptions may be granted by an instructor under special circumstances and with the approval of the appropriate dean. Another option is to receive a withdrawal. See page 24 (Withdrawal of Veterans and Military Personnel.)

Independent Study

Students may pursue courses offered by the college on an independent study basis under the following conditions:

1. Lack of enrollment in a course appropriate for the student's program of study precludes its being offered as a regularly scheduled class.
2. Documented, extenuating personal circumstances preclude an individual's enrollment in a scheduled class appropriate for his or her program of study.

Approval is granted upon the concurrence of a faculty member who agrees to guide the independent study and upon the authorization of the academic dean.

ACADEMIC STANDARDS

To help guide and measure students' academic success, the college has developed Academic Standards.

Academic standards are measured by the Grade Point Average Standard. Students must meet this standard to be in good standing.

Grade Point Average Standard

The grade point average calculation includes only baccalaureate/transfer courses and career courses; developmental courses are not included. Students who have attempted 15 or more semester hours at CLC must maintain the minimum grade point average listed below to remain in good standing:

Hours Attempted	GPA
15-44	2.0 either cumulatively or for the semester
45 or more	2.0 cumulative

NOTE: The GPA standard is not applied to students who have cumulative attempted hours less than 15.

Students In Good Standing

Students who meet the Grade Point Average Standard are designated to be in good standing.

Students Not In Good Standing

Students are not in good standing if, due to their academic record, they are placed in one of the following categories:

Academic Caution

Students previously in good standing who do not meet the Grade Point Average Standard will be placed on academic caution.

Students on caution are recommended to limit their enrollment to the number of semester hours successfully completed during the previous term, or to only one course for credit, depending on whichever option yields the most credit hours. It is recommended that students on caution meet with their Academic Success Advisor.

Academic Restriction

Students on academic caution who do not meet the Grade Point Average Standard will be placed on academic restriction.

Students on academic restriction are required to meet with their Academic Success Advisor and receive approval to register for courses. In their next semester at the college, students placed on academic restriction may only enroll in the number of credit hours successfully completed during the previous semester, or enroll in only one course for credit, depending on whichever yields the most credit hours.

Academic Suspension

1. Students who fail to meet the Grade Point Average Standard for three successive semesters are prohibited from taking courses the following fall or spring semester, except for Adult Education, Continuing Education and Workforce and Professional Development Institute courses. Students on academic suspension are prohibited from taking summer courses during the period of suspension.
2. If a student on academic suspension is enrolled for the following semester their enrollment will be dropped.
3. Students have the right to appeal their suspension to the Dean of Academic Success.

Students Returning From Academic Suspension

Students who have completed the one-semester suspension (summer excluded) are required to meet with their Academic Success Advisor and receive approval to register for courses. Students may be limited to the number of semester hours they may take in the initial semester following their suspension, based on the recommendation of the Academic Success Advisor. Appeals to increase the number of permitted semester hours may be made to the Dean of Academic Success.

Students Who Were on Academic Suspension, Returned to CLC and Again Fail to Meet Academic Standards

1. Students are placed in academic suspension again and prohibited from taking courses the following fall or spring semester. Students on academic suspension are prohibited from taking summer courses during the period of suspension.
2. Students who have completed the one-semester suspension again are required to meet with an Academic Success Advisor and receive approval to register for courses.

Academic Standards Appeal Procedure

1. Purpose

Students who have been suspended for failing to meet the Grade Point Average Standard requirement may appeal their suspension to the Dean of Academic Success.

2. Appeal Procedures

- a. Within five (5) working days of the receipt of a suspension notification letter, the student must obtain a copy of the appeal procedures

from the Advising Center and meet with their Academic Success Advisor.

- b. Within five (5) working days, the student must complete an Academic Suspension Appeal Form and return it to the Academic Success Advisor.
- c. The Academic Suspension Appeal Form will be forwarded by the Academic Success Advisor to the Dean of Academic Success. A decision will be made within five (5) working days of the receipt of the appeal form. The student may be asked to meet with the dean if it is deemed necessary.
- d. The decision of the dean may be appealed to the Vice President for Student Development within five (5) working days of the dean's decision. The Vice President for Student Development will review the request for appeal, meet with the appropriate parties and render a final decision regarding the appeal.

Reinstatement of Good Standing

Students placed on academic caution, restriction or suspension, who satisfy the Grade Point Average Standard during their next semester or summer term at CLC, will be considered to be in good standing.

Inactive Status

Students who have not enrolled in any course listed in the CLC class schedule for at least two years are considered inactive and will be placed in a course-taker, non-degree program.

Inactive students who decide to re-enroll for courses will be governed by the college catalog covering the semester in which they register for courses.

Forgiveness Option

Under extenuating circumstances, students may petition for a one-time forgiveness of up to 15 hours of prior D, F or FW grades in accordance with the following guidelines:

- At least two years have passed since the end of the term of the grades to be forgiven.
- Fifteen consecutive credit hours have been completed at CLC with no grades lower than a C. The P grade/s will be calculated towards the fifteen consecutive semester hour condition. The N grade/s will count neither towards nor against the fifteen consecutive semester hours.*
- Forgiven grades remain on the student's record but are not computed in the student's grade point average.

- Forgiven grades cannot be used to meet graduation requirements.
- Students lose any existing educational guarantees for the forgiven courses.
- The college accepts no responsibility for the ways in which a transfer college or university or an employer might interpret a student's use of the forgiveness option.
- In consultation with their Academic Success Advisor or designated College employee, the student has signed a declaration of understanding.

Students who would like to use the Forgiveness Option should meet with an Academic Success Advisor.

* This calculation includes baccalaureate/transfer courses, career courses and developmental courses.

Declaring or Changing Program of Study

Students may declare or change their program of study by completing the Change of Program Study Form or by contacting the Welcome and One Stop Center, Room B114, Grayslake Campus. Any changes to the program of study should be planned with their Academic Success Advisor. The deadlines for changing a program of study are: Fall- December 1; Spring- May 1; Summer- July 15. Any change request received after the deadline will take effect beginning with the start of the next academic term. Changes to the program of study may affect a student's eligibility for financial aid. See page 36 for information on programs that are ineligible for financial aid.

AUDITING

Students are permitted to audit courses. For audited courses, students receive a grade of X, which carries no grade points or semester hours of credit. Audited courses do not serve as prerequisites for subsequent coursework. The fee for auditing is the same as enrolling for credit.

A student who wishes to audit a course is expected to attend regularly. The completion of assignments, exams and projects is at the discretion of the student. Some types of courses may be deemed inappropriate for auditing because they require a high level of student involvement.

Students can request to audit a course by submitting the Course Audit Request Form after enrolling in the course. Contact the Welcome and One Stop Center, Room B114, Grayslake

Campus for more information. Changes in a student's enrollment status (audit to credit or credit to audit) must follow the time frames as listed for refunds in the withdrawal/refund schedule (Policy 421). See pages 23-25 and 33 for more information.

COLLEGE REQUIREMENTS FOR ASSOCIATE DEGREES THAT TRANSFER

Students must meet the following general requirements for Associate degrees that transfer:

- A. Satisfactory completion of the maximum number of credit hours for the respective degree (A.A.; A.S.; A.E.S.; and A.F.A. in Art or Music);
- B. Completion of at least 15 credit hours at CLC. This does not include credit earned through prior learning such as proficiency examinations or credential review.
- C. Minimum cumulative grade point average of 2.00 (C) for all work completed at CLC;
- D. Completion of College Success Seminar (CLC 120) with a grade of D or better or completion of the course requirement through alternative methods (see College Success Seminar Milestone on this page);
- E. A grade of C or better is required for ENG 121 and 122;
- F. Satisfactory completion of the General Education Requirements for the appropriate degree.

Special Notations for Associate Degree Requirements

- A. General Education Requirements must be filled with courses with a 1.1 (transfer course) PCS code. An exception of up to twelve hours of courses with a 1.2 (career course) PCS code may be used as general electives in the degree; however, students should select these courses only after they have verified their transferability with an advising professional or their transfer institution. EDU 999 does not count toward this twelve-hour limit. The PCS code for each course is listed in the course descriptions starting on page 231 of this catalog.
- B. The course taken to fulfill the International/Multicultural Education requirement is not an additional course requirement; it will count toward the Humanities and Fine Arts or the Social and Behavioral Science or general electives.

- C. Except for the International/Multicultural Education requirement, no course may be used to satisfy more than one general education requirement.
- D. Specific electives and total hours vary by degree and program.
- E. Only a limited number of MUS and KIN courses may be used toward a degree. Please see course descriptions for courses within these areas for more information.
- F. The following courses cannot be used to satisfy degree requirements and do not count in the grade point average: PCS 1.4, 1.6, 1.7, 1.8 and 1.9

College Success Seminar Milestone

College of Lake County works to prepare all students to successfully complete their goals. CLC provides a common course, College Success Seminar (CLC 120), for all new students to achieve an early milestone in their first semester and successfully launch their educational journey at CLC. Students must complete College of Lake County's College Success Seminar (CLC 120) course with a grade of D or better to earn any of the following credentials: A.A.; A.S.; A.E.S.; A.G.S.; A.F.A. in Art or Music; and any certificate requiring 16 or more credits.

Alternatively, students may fulfill this milestone requirement if they have completed a college degree or certificate of sixteen or more credits or completed a student success course with a grade of D or better at a higher education institution prior to beginning an Associate or certificate program at College of Lake County.

Students should consult with their College and Career Navigator or Academic Success Advisor for advising about this milestone requirement.

INTERNATIONAL/MULTICULTURAL EDUCATION REQUIREMENT (I/M)

The International Multicultural Education requirement may be met by a course taken in another area. Either include one course (indicated by "+") from the general education areas of Social/Behavioral Sciences, Humanities or Fine Arts or select one of the following courses and it will be used towards elective hours (include course list). A B.A. degree at many four-year colleges may require college level foreign language.

Philosophy

The goal of the International/Multicultural Education requirement is to help prepare students to:

1. Foster awareness and mutual respect by seeking to understand our own and other people's cultures, characteristics, histories, conditions, social realities, issues and contributions;
2. Live effectively in an increasingly connected global community;
3. Bring informed multiple perspectives to the work force.

Reflected through this requirement is the recognition that "diversity is an essential and defining characteristic of our nation – of the world – and the conviction that this diversity can enrich all of us if we respect, value, and cultivate it."

— Janice R. Welsch (1999), *Preface Cultural Diversity: Curriculum, Classroom, and Climate*.

Requirement

Students pursuing transfer degrees (A.A./A.S./A.E.S./A.F.A.) are required to pass an I/M course that focuses primarily on the underrepresented groups within the United States or on the culture of a society outside the United States. Courses may fulfill a core General Education requirement or elective requirement while at the same time satisfying the international/multicultural emphasis. Students should meet with an Academic Success Advisor or consult the catalog for appropriate courses.

I/M Course Criteria

Courses may be in any discipline and will seek to promote a more reasoned understanding of human diversity within the United States or within a society outside the United States. See the lists below for courses that meet the I/M Education requirement criteria.

Expected Learning Outcomes

Approved I/M courses must demonstrate all of the following learning outcomes. Upon successful completion of an I/M course, students will be able to:

1. Describe the significant conditions and contributions of (a) traditionally underrepresented groups within the United States or (b) of world societies;
2. Develop an informed perspective on (a) traditionally under-represented groups in the United States or (b) world societies;
3. Explore and utilize the information and ideas generated in class to compare and contrast their own background, beliefs, and values with that of others.

**International/Multicultural Education
Courses IAI APPROVED**

Humanities and Fine Arts

ARA	222
ART	240, 241, 261
ASI	121
CHI	222
DNC	240, 280
ENG	129, 228, 244, 246
FRN	222
GER	222
HUM	121, 122, 126, 128, 129, 140 141, 221, 226
ITL	222
JPN	222
LAT	121
PHI	125, 126, 128, 221
SPA	222, 223, 224
THE	123

Social Sciences

ANT	121, 221, 228
GXS	121, 229
HST	121, 122, 126, 127, 128, 245, 246
PSC	221, 222
SOC	225, 229

**International/Multicultural Education
Courses NOT IAI APPROVED**

Business

BUS	270
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Humanities and Fine Arts

CMM	127
DNC	141, 241
ENG	264
HUS	153
PHI	129

Personal Development

PDS	123
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Social Sciences

EDU	224
GXS	221, 227, 299
HST	141, 142, 269
PSY	229
SSI	121

MULTIPLE TRANSFER DEGREES

A College of Lake County student may petition for multiple transfer degrees when applying to graduate. The following requirements must be met:

1. All degree requirements for each degree being sought must be met, and
2. Twelve additional hours of semester credit must be earned at the College of Lake County outside of credits earned toward the first degree. The additional 12 hours of credit may not be applied toward the first degree earned.

Contact an Academic Success Advisor for more information.

STEPS TO GRADUATE

Graduation Planning

Academic success advisors and faculty help students determine if they are meeting or have met the graduation requirements to earn a degree or certificate. Students may contact the Advising Center for more information at (847) 543-2060, or in Room B118 on the Grayslake Campus.

1. Meet with an Academic Success Advisor to make sure you are meeting the requirements for the catalog term you are following.
2. At least one semester before you plan to complete your degree or certificate, submit a Request to Graduate available through the Graduation tile in Student Center. The deadline for students graduating in the fall is October 1, Spring Semester is February 15 and Summer Session is July 1.
3. You will receive the results of the evaluation of your petition approximately four to six weeks after the petition deadline for the term you have designated as completing your requirements.
4. Official transcripts cannot be issued if there are any outstanding bills to the college. See payment options at www.clcillinois.edu/payment.

Diplomas are mailed out approximately six to eight weeks after the end of the term you have graduated. Diplomas will be sent via USPS to the address on file. Make sure to verify your current address is on file prior to graduation. Duplicate diplomas can be purchased for \$15 per diploma. To order a duplicate diploma, go to www.clcillinois.edu/studentforms and complete the Duplicate Diploma Request Form. A commencement ceremony is held annually in the month of May for summer/fall graduates and spring/summer candidates. To participate in the commencement ceremony, students should submit a Petition to Graduate by the spring petition deadline of February 15. This includes students planning to graduate Summer Session. Information about the commencement ceremony can be found at www.clcillinois.edu/commencement.

CLC may identify students who have completed a program but have not petitioned to graduate, and "auto-award" the degree or certificate. Students must meet specific criteria to be eligible for an auto-award, and the college does not guarantee all students who have completed their program will be selected. Students should always submit a Request to Graduate when

planning to complete any degree or certificate program. Students who received auto-awarded degrees and certificates are not eligible to participate in the Commencement ceremony.

TRANSCRIPTS

You may request an official transcript of your CLC academic record online through myStudentCenter or by going to www.clcillinois.edu/transcripts. There is a \$10 fee per CLC Official transcript request.

Electronic Official transcripts will be sent almost instantly. Paper Official transcripts will be mailed within 24 hours. If you have an outstanding financial obligation to the college, your transcript will not be released until the obligation has been cleared.

A one-time waiver of official transcript fees is available to eligible students. To be eligible to receive this waiver, students must be currently enrolled or have been enrolled in the prior academic (fall or spring) term. Students must also meet financial need criteria. For more information, visit www.clcillinois.edu/transcripts.

If you would like to pick up your transcript order instead of having it mailed, you may do so in the Welcome and One Stop Center, B114, Grayslake Campus during normal business hours. You must present a photo ID in order to have the transcript released. If someone is picking up the transcript on your behalf, you must include that person's name on your transcript request and that person must also present a photo ID when picking up your transcript. It is important to note that since it takes time to process your transcript request, you are advised to call the Welcome and One Stop Center to make sure the transcript is available before arriving to pick it up.

Unofficial college transcripts are free of charge and students are encouraged to review and use unofficial transcripts as often as needed. Unofficial college transcripts are available anytime through myStudentCenter. Ordering official transcripts should only be done when unofficial transcripts will not suffice. Official transcripts are usually only needed at the final step of admissions, transferring credits to a four-year college or university and after acceptance of new employment.

JOINT AGREEMENTS

Joint Agreements – CAREERS

The College of Lake County participates in the CAREERS (Comprehensive Agreement Regarding the Expansion of Educational Resources) partnership with other Illinois community colleges. CAREERS allows students from participating community colleges to enter programs leading to an Associate in Applied Science degree or certificate offered at participating colleges and pay in-district tuition rates. CAREERS applies to screening in limited enrollment programs such as Health Information Technology, Surgical Technology, Medical Imaging, Nursing and Dental Hygiene. For information on how the CAREERS agreement works with limited enrollment health career programs, please refer to the specific health career program page.

Students who reside in a participating district and are interested in a CLC program that is not offered by their home district may be eligible for in-district tuition. For these programs, in-district tuition rates may be available upon presentation of a Joint Agreement Authorization form. Authorization forms are obtained at the home district college.

Students living in CLC's district who are interested in a program not offered by CLC may be eligible for in-district tuition while attending a participating college. Students should contact the contact the Welcome and One Stop Center at (847) 543-2061 for program information and authorization to register at the appropriate school.

The following schools participate in the CAREERS Agreement:

- Black Hawk College
- Carl Sandburg College
- City Colleges of Chicago
- College of DuPage
- Danville Community College
- Elgin Community College
- Heartland Community College
- Highland Community College
- Illinois Central College
- Illinois Eastern Community Colleges
- Illinois Valley Community College
- John A. Logan College
- John Wood Community College
- Joliet Junior College
- Kankakee Community College
- Kaskaskia College
- Kishwaukee College

- Lake Land College
- Lewis and Clark Community College
- Lincoln Land Community College
- McHenry County College
- Moraine Valley Community College
- Morton College
- Oakton Community College
- Parkland College
- Prairie State College
- Rend Lake College
- Richland Community College
- Rock Valley College
- Sauk Valley Community College
- Shawnee Community College
- South Suburban College
- Southeastern Community College
- Southwestern Illinois College
- Spoon River College
- Triton College
- Waubensee Community College
- William Rainey Harper College

JOINT AGREEMENT WITH OTHER INSTITUTIONS

The College of Lake County has additional agreements with other colleges, such as Gateway Technical College. This agreement is similar to the CAREERS agreement and may provide eligible students the advantage of in-district tuition. All programs have been planned with the assistance of citizen's advisory committees to meet local and regional employment needs. They have also been planned in conformity with the Illinois Community College Board, the Illinois Board of Higher Education and the Illinois State Board of Education.

Gateway Technical College

400 County Rd. H, Elkhorn, WI 53121

Gateway Technical College residents will be assessed a slightly higher tuition rate upon presentation of the Joint Agreement Authorization.

Programs Offered by College of Lake County

- Automotive Collision Repair (A.A.S. and Certificate)
- Dental Hygiene (A.A.S.)**
- Digital A/V Production and Editing (A.A.S.)
- Electrician Apprenticeship (A.A.S.)
- Health and Wellness Promotion
 - Health and Wellness Promotion (A.A.S.)
 - Personal Training (Certificate)
 - Wellness Coaching (Certificate)
- Laser/Photonics/Optics
 - Applied Lasers (Certificate)
 - Biophotonics (Certificate)
 - Laser/Photonics/Optics (Certificate)
- Machine Tool Trades (A.A.S.)
- Medical Imaging
 - Computed Tomography (Certificate)
 - Magnetic Resonance Imaging (Certificate)
 - Medical Imaging (A.A.S.)
- Legal Studies (A.A.S. and Certificate)
- Phlebotomy Technician (Certificate)
- Sustainable Agriculture (Certificate)
- TESOL (Certificate)
- Yoga Teacher (Certificate)

** Indicates high demand, limited seats available in program at the College of Lake County. Per the agreement, priority for admission to the "receiving district" shall be given to residents of the state of the "receiving institution." No residents of the state of the "receiving institution" may be displaced from the "receiving institution" due to this Agreement.

Programs Offered by Gateway Technical College

- Aeronautics-Pilot Training (A.A.S.)*
- Architectural-Structural Engineering Technician (A.A.S.)
- Barber (DIP)*
- Building Trades-Carpentry (DIP)
- Cosmetology (DIP)*
- Dental Assistant (DIP)*
- Diesel Equipment Mechanic (DIP)
- Diesel Equipment Technology (A.A.S.)
- Diesel Mechanic Assistant (Certificate)
- Facilities Maintenance (DIP)
- Graphic Communications (A.A.S.)
- Industrial/Mobile Hydraulic Mechanic (Certificate)
- Interior Design (A.A.S.)
- IT- Data Analytics Specialist (A.A.S.)
- LPN Bridge to Nursing (A.A.S.)*

* Indicates high demand, limited seats available in program at Gateway Technical College. Per the agreement, priority for admission to the "receiving district" shall be given to residents of the state of the "receiving institution." No residents of the state of the "receiving institution" may be displaced from the "receiving institution" due to this Agreement. Students accepted prior to August 1, 2010 and continuously attending under this agreement will continue to be treated as resident students. .