

Winter 2012 & preliminary Summer 2012



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Check your academic progress at Glen Oaks website's *WebAdvisor* site:

Below is a partial list of web services possible using *WebAdvisor* from the GOCC website.

- Your Class Schedule & Grades
- Grade Point Average by Term
- Search and register for Classes
- Unofficial Transcript
- Test Scores (ACT, ACCUPLACER)
- Student Billings
- Federal Forms (1098T, W2)

Login with your username and password.

username=jsdoe (jane susan doe)
[Your 1st initial, middle initial, last name]
Your password=0000 (last four digits of
your Social Security Number).

www.glenoaks.edu

Registering for Classes

New Academic Students:

New students enrolling in classes must complete an Application for Admission and participate in our free ACCUPLACER Placement Assessment prior to registering. See the Placement Assessment schedule on page 4. Need help planning for your courses? Counselors and advisors are available. For more information, or to schedule an appointment, call the Counseling Office, (269) 294-4246 or toll free 1-888-994-7818 Ext. 246.

Returning students may now register online:

Returning Glen Oaks Community College students may register for classes on the www.glenoaks.edu website using WebAdvisor. Returning students may register online. New students must visit the College.

Payment/Financial Responsibility

[Payment for classes is accepted online or at the cashier's office in the College Bookstore.](#) The College accepts cash, check, Discover, MasterCard, VISA or FACTS payment plans.

Final payment day for Winter 2012 is December 5. Students are responsible for payment of tuition/fees by 4 p.m. on this due date or until midnight if done online. **After this semester final payment date has passed, tuition is due at the time of registration.** If payment is not received, you may be removed from classes.

Financial Aid Students: All tuition/fees, etc. in excess of anticipated aid and/or third party authorizations is due by 4 p.m. on final payment day. **Third Party Authorizations:** (MI Works, companies, etc.) are due in the Cashier's Office by final payment day. Payment for tuition/fees not covered by a third party is due on final payment day.

After December 5, Tuition/Fees due at Registration

Final payment due date for Winter Tuition/Fees is December 5. After Dec. 5, the tuition/fees is due at the time of registration. For online registration only, payment by credit card is recommended or must be received within 24 hours.

Dropping Classes/Financial Responsibility---If you wish to drop all or a portion of your classes you must come to campus, complete a drop form, and submit the form to the Student Services registration desk. If you don't officially drop the class(es) by the refund deadline, the charges will remain on your account and you are responsible for payment and any collection costs. Not attending or not paying does not constitute an official drop. Glen Oaks has the right to administratively drop students from classes.

Changing Your Registration

Adding and Dropping Classes

To add or drop a class, you must process an add/drop form in the registration office and pay for added classes at that time. **WINTER, Page 2**

Winter Semester 2012 Registration Calendar

Registration:

November 14 - December 16, 2011

January 3-6, 2012

Note: No on-campus registration during Thanksgiving Break, November 23-25, 2011, or Christmas/New Year's Break, December 17, 2011 to January 2, 2012.

Days & Times:

Monday, Thursday & Friday 8:15 a.m.-4:00 p.m.

Tuesday & Wednesday 8:15 a.m.-6:30 p.m.

Payment: Due for Winter Semester by 4 p.m., December 5, 2011 or until midnight if done online. After December 5, tuition is due at the time of registration.

Fall Semester Refund and Withdrawal Schedule

100% refund through January 20, 2012.

50% refund January 21-31, 2012.

February 24, 2012 is the last day to drop with automatic "W" grade.

April 23, 2012 is the last day for faculty signature "W" grade.

Late Registration/Schedule Changes:

January 9, 10, 11 & 12 8:00 a.m.-6:30 p.m.

January 13 8:00 a.m.-4:00 p.m.

Special permission required for classes added January 16-20, 2012.

Exceptions to Refund/Withdrawal:

Classes that do not meet the entire semester will have different refund and withdrawal dates. These dates are available in the Registration and Records Office.

Some students receiving federal financial aid will have refund adjustments determined by the government. This information is available in the Financial Aid Office.

Introducing FACTS---To help you meet your educational expenses, Glen Oaks is pleased to offer FACTS as a convenient payment plan. FACTS is a tuition management plan that provides you with a low cost option for budgeting tuition and other educational expenses. It is not a loan program. You have no debt, there are no interest or finance charges assessed, and there is no credit check. The only cost to budget monthly payments through FACTS is a \$25.00 per semester nonrefundable FACTS enrollment fee. See the college website at www.glenoaks.edu for more information or contact the college cashier at (269) 294-4235 to obtain a brochure.

Winter Semester 2012 Tuition/Fees

Tuition and Fees for Winter Semester 2012 are due by December 5th. Thereafter at time of registration.

Tuition Rate Varies According to Residence:

1. **In-District (St. Joseph County) Residents:** \$85/contact hour.
2. **Service Area Residents:** \$128/contact hour.
Service area residents include: Cass County Residents in the Three Rivers, Constantine or White Pigeon School Districts, Branch County, and LaGrange, Elkhart and Steuben counties of Indiana.
3. **Out-of-District Residents or International Students:** \$160 per contact hour.
4. **Senior Citizens Reduced Tuition Rate:** Senior citizens of St. Joseph County, 65 years of age or older, may take academic credit bearing courses at 50% discounted rate per contact hour (up to 18 credit hours per year). Fees must be paid and tuition offer may not be used for some classes (high enrollment, nursing, etc.).

(Note: Tuition/fee rates are subject to change at any time during the year, therefore we recommend you check with the Business Office or Cashier at (269) 294-4235 before calculating the final amount shown at right).

Fees:

- General Fee.....\$18.00 per contact hour
- Student Activities Fee.....\$7 per semester (1-4 contact hrs)
\$12 per semester (5 or more contact hrs)
- Student Identification Fee.....\$5.00 each semester
- Course Fee (Course fees vary and apply to courses requiring special supplies, equipment or travel. See class schedule to find out if a course fee applies to your selection).
- Distance Learning Course Fees (Section DL) = \$75.00 per class

NOTE: Books needed for classes are not figured here. They can vary in price and sometimes total between \$350 and \$750 or more for a full load schedule.

TUITION CALCULATION CHART

Tuition				Fees	
Contact Hours	In-District Tuition	Service Area Tuition	Out-of-District & International Tuition	Contact Hours	General Fee and Student Activities
1	\$85.00	\$128.00	\$160.00	1	\$25.00
2	\$170.00	\$256.00	\$320.00	2	\$43.00
3	\$255.00	\$384.00	\$480.00	3	\$61.00
4	\$340.00	\$512.00	\$640.00	4	\$79.00
5	\$425.00	\$640.00	\$800.00	5	\$102.00
6	\$510.00	\$768.00	\$960.00	6	\$120.00
7	\$595.00	\$896.00	\$960.00	7	\$138.00
8	\$680.00	\$1024.00	\$1280.00	8	\$156.00
9	\$765.00	\$1152.00	\$1440.00	9	\$174.00
10	\$850.00	\$1280.00	\$1600.00	10	\$192.00
11	\$935.00	\$1320.00	\$1760.00	11	\$210.00
12	\$1020.00	\$1536.00	\$1920.00	12	\$228.00
13	\$1105.00	\$1664.00	\$2080.00	13	\$246.00
14	\$1190.00	\$1792.00	\$2240.00	14	\$264.00
15	\$1275.00	\$1920.00	\$2400.00	15	\$282.00
16	\$1360.00	\$2048.00	\$2560.00	16	\$300.00

Calculating Your Tuition and Fees

Locate the number of Billing Contact Hours (above) you have selected.

- Total Number of Contact Hours _____
- Tuition Rate (by residency refer to chart above) \$ _____
- Add Fees (above) \$ _____
- *Add course fees (listed by each class in schedule) \$ _____
- *Add distance learning fee (\$75 per course, if applicable) \$ _____

Total Payment Due

\$ _____
\$ _____
\$ _____
\$ _____
\$ _____
\$ _____

Example:

12
\$1020 (in-district)
\$228
\$ 0
\$ 0
\$1248

*Check the schedule for individual course fees and add the distance learning fees if applicable.

Apply early for financial aid! Watch deadlines

Glen Oaks Community College's financial aid program has two primary goals: To assist students in financing their post-secondary education and to attract students with a variety of abilities and skills to the college.

Glen Oaks offers a number of financial aid programs, including grants, scholarships, employment opportunities, and loans.

We encourage all students to carefully read information in the college catalog or check out the Glen Oaks Financial Aid Office website: www.glenoaks.edu/financialaid

To apply for Financial Aid:

- Students, parents if necessary, obtain a PIN to sign the Free Application for Federal Student Aid (FAFSA) electronically at www.pin.ed.
- Students, parents if necessary, complete the FAFSA Application online at www.fafsa.gov.
- Complete and submit the Glen Oaks Financial Aid Application, available from the Financial Aid Office, or online at www.glenoaks.edu/financialaid/forms
- The Glen Oaks Financial Aid Office may request verifying documents to complete your financial aid process. This is a Federal requirement in many instances.

- Once all the forms and documentation are received, the Financial Aid Office will determine your grant eligibility and notify you via mail of your financial aid package.

Financial Aid Deadline

A student's financial aid file must be complete by Nov. 14, 2011 to have financial aid applied to Winter 2012 tuition and fees charges. A completed file includes the submission of a Free Application for Federal Student Aid (FAFSA), the Glen Oaks Financial Aid Application and, if required, the verification documents. To meet this deadline the Financial Aid office suggests that students **COMPLETE THEIR FAFSA BY NOVEMBER 1st.**

Students can apply for financial aid after November 14. However, students applying for financial aid after November 14 will be expected to pay tuition and fee costs in full from their own resources (payment options include cash, check, credit card or FACTS payment plan) at time of registration. Students will then be reimbursed, either in part or in full, if found to be eligible for financial aid.

(NOTE: See the special reminders, general eligibility requirements, and your rights and responsibilities in the Financial Aid section of the college catalog or website).

Tuition Refund Policy

Tuition Refund Policy

Glen Oaks has a tuition refund policy that stipulates the amount of tuition and fees that are refunded to a student who withdraws from all classes during a term. Students must immediately notify the Registration Office that they are withdrawing by following withdrawal procedures (see page 2). Depending on when this action is taken, a student may be eligible to receive a refund of all or part of their tuition and fee charges. Withdrawal procedures and specific refund dates are available in the Registration Office.

Return of Title IV (Federal) Financial Aid

The federal government mandates that students who withdraw from all classes may only keep the financial aid they have "earned" up to the time of withdrawal. Title IV funds, such as Pell Grant, SEOG, and Stafford loans, that have been disbursed to the student in excess of the earned amount must be returned by the college and/or the student to the federal government. Thus the student could owe financial aid funds to the college, the government, or both.

The amount of federal funds returned will be determined by the amount of unearned financial aid based on the date of withdrawal or last date of attendance. If the date of withdrawal or last date of attendance is not available or known, the federal refund will be based on the 50% point of the semester.

Course Placement Assessments

ACCUPLACER is administered in the Tutoring and Testing Center located on the Glen Oaks Concourse.

Assessments are available weekdays in the Tutoring and Testing Center each hour, beginning on the half-hour, Monday-Thursday, 8:30 a.m.-5:30 p.m. and Fridays 8:30 a.m. - 1:30 p.m. (No Saturday appointments). Please make an appointment by calling (269) 294-4270 or toll free (888) 994-7818 ext. 270.

Non-Discrimination Statement

It is the policy of Glen Oaks Community College that no discriminatory practices based on gender/sex, race, religion, color, age, national origin, disability, height, weight, or any other status covered by federal, state or local law be allowed in providing instructional opportunities, programs, services, employment or in policies governing student conduct and attendance. Any person believing that Glen Oaks Community College or any part of the organization has engaged in a discriminatory practice should contact the Civil Rights Coordinator at 62249 Shimmel Rd., Centreville, MI 49032; (269) 294-4231 or 1-888-994-7818 Extension 231 or 234.

Academic Schedule Key to reading these pages

Example:

SECTION	DAY	TIME	ROOM	INSTRUCTOR
Section 1	MWF	10-11AM	F457	Smith, Don
Section 2	TH	6-9:30PM	F457	Jones, Mary

Notice to readers:

Although every effort is made to ensure the schedule is offered as printed, the college has the right to make changes in course sections, instructors, time and locations, or to cancel courses if necessary. Changes in tuition and fees may occur after the schedule is printed.

Evening courses are printed in color.

ABBREVIATIONS:

M - Monday, T - Tuesday, W - Wednesday, TH - Thursday, F- Friday, S - Saturday

L(1)-(2) - Lab Classes

DL - Distance Learning Net-based (See the Distance Learning Center at GOCC)

CHS - Centreville High School NHS - Northridge High School

CNS - Constantine High School SHS - Sturgis High School

LHS - Lakeland High School THS - Three Rivers High School

WPS - White Pigeon High School

BDC -Business Development Center at Glen Oaks

Course descriptions

are available by requesting the Glen Oaks Community College catalog (free) or by visiting the Glen Oaks website: www.glenoaks.edu

ABOUT DISTANCE LEARNING CLASSES:

Fees for Distance Learning.....Section DL = \$75 Net-based Fee

Students may need to pick up class materials at the Distance Learning Center and attend Distance Learning Orientation if they are new to online classes.

Classes in cooperation with the MCCVLC:

Glen Oaks Community College collaborates online with **Michigan Community College Virtual Learning Collaborative (MCCVLC)** to assist students in completing their educational goals. A list of available courses from the MCCVLC can be found at their website www.mccvlc.org or ask the **Distance Learning Center for more information and fees for courses.**

Distance Learning Classes available in the Winter Semester:

[These classes designated by DL are found on the inside listings]

Online courses provide more than just geographical access. Many students find a job and family responsibilities prevent them from attending classes on campus. Online coursework can be scheduled at a time that is convenient to each individual student. Bring classes to your home or work computer! **For more info:** distancelearning@glenoaks.edu (269) 294-4308 (888) 994-7818 Ext. 308

BAA 100 Fundamentals of Accounting	EDP 101 Introduction to Computers & Software
BAA 111 Principles of Accounting	HUL 233 Childrens Literature
ALH 103 Nutrition	HUM 150 Music Appreciation
ALH 218 Medical Terminology	HUR 231 Comparative Religion
ALH 250 Medical Law & Ethics	NSA 101 Introduction to Anatomy & Physiology
BAC 111 Contemporary Business and Technical Communications	NSA 212 Pathophysiology
BAD 251 Principles of Marketing	NSB 120 Biology
BAM 100 Introduction to Business	NSH 212 Coaching Principles
BAM 103 Business Math	SSG 110 American Gov't & Political Science
BAM 252 Introduction to Management	SSP 101 Psychology
BAM 271 Internship 1-Business	SSP 210 Human Growth & Development
COM 111 Business/Technical Communications	SSP 220 Abnormal Psychology
COM 121 English Composition I	SSP 260 Social Psychology
COM 122 English Composition II	SSS 120 Principles of Sociology
COM 150 Public Speaking	SSS 121 Modern Social Problems
EDP 100 Using the Internet	SSS 220 Marriage & Family
	TDT 110 Truck Driver Training Segment I
	TDT 111 Truck Driver Training Segment II
	TDT 112 Truck Driver Training Segment III

WINTER 2012 SEMESTER

ACCOUNTING

BAA 100 FUNDAMENTALS OF ACCOUNTING

4 Credits, 4 Contacts

Prerequisite: None

Cost: Tuition

Section 1 M W 10:00AM-12:00PM F457 Keith, L
Section DL Hass, L

BAA 109 PAYROLL ACCOUNTING

2 Credits, 2 Contacts

Prerequisite: BAA 100

Cost: Tuition

Section 1 TTH 5:00PM-6:00PM E430 Staff

BAA 111 PRINCIPLES OF ACCOUNTING

4 Credits, 4 Contacts

Prerequisite: BAA 100 or high school bookkeeping

Cost: Tuition

Section 1 M W 1:00PM-3:00PM E430 Hass, L
Section DL Hass, L

BAA 112 PRINCIPLES OF ACCOUNTING II

4 Credits, 4 Contacts

Prerequisite: BAA 111 or its equivalent

Cost: Tuition

Section 1 TTH 10:00AM-12:00PM F465 Hass, L
Section 2 M 6:00PM-10:00PM F465 Hass, L

BAA 113 QUICKBOOKS

2 Credits, 2 Contacts

Prerequisite: BAA 111

Cost: Tuition + \$25.00 course fee

Section L1 T 6:00PM-10:00PM E442 Hass, L

BAA 202 PERSONAL INCOME TAX ACCOUNTING

2 Credits, 2 Contacts

Prerequisite: None

Cost: Tuition

Section L1 T 6:00PM-10:00PM E442 Hass, L

BAA 204 SMALL BUSINESS TAX ACCOUNTING

2 Credits, 2 Contacts

Prerequisite: None

Cost: Tuition

Section L1 T 6:00PM-10:00PM E442 Hass, L

BAA 207 ANALYZING FINANCIAL STATEMENTS

3 Credits, 3 Contacts

Prerequisite: BAA 111

Cost: Tuition

Section L1 T 6:00PM-10:00PM E442 Hass, L

BAA 210 INCOME TAX ACCOUNTING

3 Credits, 3 Contacts

Prerequisite: None

Cost: Tuition

Section L1 T 6:00PM-10:00PM E442 Hass, L

BAA 211 INTERMEDIATE ACCOUNTING

4 Credits, 4 Contacts

Prerequisite: BAA 112 or its equivalent

Cost: Tuition

Section L1 T 6:00PM-10:00PM E442 Hass, L

BAA 213 COST ACCOUNTING

3 Credits, 3 Contacts

Prerequisite: BAA 112

Cost: Tuition

Section L1 T 6:00PM-10:00PM E442 Hass, L

WINTER SEMESTER:

Classes Commence	Monday, January 9
Martin Luther King Day	Monday, Jan. 15*+
Faculty In-Service	Tuesday, Feb. 7 *
Winter Break Day/ All College Meeting	Wed., Feb. 22 *
Spring Break	March 12-16, 2012
Break Day	Thurs., April 5 *
Good Friday	Friday, April 6*+
Classes End	Friday, May 4
Graduation	Friday, May 4

* No classes + College closed

ALLIED HEALTH

ALH 103 NUTRITION

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition + \$30.00 course fee

Section DL Staff

ALH 205 PHARMACOLOGY FOR ALLIED HEALTH

3 Credits, 3 Contacts

Prerequisite: ALH 218, NSA 101 or NSA 105 or NSA 210 and NSA 211, and test into or higher than NSM 052

Cost: Tuition + \$25.00 course fee

Section 1 M 5:30PM-8:30PM F206 Naccarato, C

WINTER SEMESTER 2012

ALH218 MEDICAL TERMINOLOGY

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition + \$25.00 course fee

Section 1 T 9:00AM-12:00PM F206 Livingston, M
Section 2 TH 1:00PM-4:00PM F206 Luczek, B
Section DL Ianni, J

ALH 222 DISEASE CONDITIONS

3 Credits, 3 Contacts

Prerequisite: ALH 218 and NSA 101 or NSA 105 or NSA 210 and NSA 211. Medical Assistant students must take this course in traditional classroom setting and concurrently with ALH 230 and ALH 235

Cost: Tuition + \$25.00 course fee

Section 1 W 9:00AM-12:00PM F206 Luczek, B

ALH 233 ADMINISTRATIVE II-ADVANCED MEDICAL OFFICE PROCEDURES

4 Credits, 5 Contacts

Prerequisite: ALH 232

Cost: Tuition

Section 1 T TH 6:00PM-8:30PM E442 Purvis, D

ALH 236 MEDICAL ASSISTANT CLINICAL II

3 Credits, 5 Contacts

Prerequisites: ALH 230, ALH 235, NSM 052

Co-Requisite: ALH 205

Cost: Tuition + \$175.00 course fee

Section 1 M 2:30PM-4:30PM F206
W 1:00PM-4:00PM F207 Livingston, M
Section 2 M 2:30PM-4:30PM F206
T 1:30PM-4:30PM F207 Livingston, M

ALH 238, 281, 282, 283, 284, 285 ALLIED HEALTH EXTERNSHIP

3 Credits, 3 Contacts

Prerequisite: All course work completed, overall 2.5 GPA or above, and completion of first three semesters for Medical Assistant program and co-requisite of ALH 290 MA Certification Exam Review with externship.

Cost: ALH 238 Tuition + \$265; ALH 281 & 285 Tuition + \$140

Section 1 M 1:00PM-3:00PM F205 Miller, C
(Dates to meet: 1/9, 1/23, 2/6, 2/20, 3/19, 4/9)

ALH 250 MEDICAL LAW & ETHICS

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1 T 2:30-5:30PM F206 Purvis, D

ANTHROPOLOGY

SSA 201 INTRODUCTION TO CULTURAL ANTHROPOLOGY

4 Credits, 4 Contacts

Prerequisite: COM 121

Cost: Tuition

Section 1 M W 10:00AM-12:00PM D245 Reed, J

ART

ART 221 HISTORY OF ART II

4 Credits, 4 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1 M W 1:00PM-3:00PM E432 Northrop, M

ART 240 PAINTING

3 Credits, 5 Contacts

Prerequisite: None

Cost: Tuition + \$15.00 course fee

Section L1 M W 5:30PM-8:00PM D410 Northrop, M

ART 244 OIL PAINTING I

3 Credits, 5 Contacts

Prerequisite: None

Cost: Tuition

Section L1 M W 5:30PM-8:00PM D410 Northrop, M

ART 245 OIL PAINTING II

3 Credits, 5 Contacts

Prerequisite: ART 244

Cost: Tuition

Section L1 M W 5:30PM-8:00PM D410 Northrop, M

HUA 100 Art Appreciation

4 Credits, 4 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1 (3/20/12-6/15/12) MTWTHF 1:22PM-2:35PM
SHS Baldwin, S

HUA 260 BASIC PHOTOGRAPHY

3 Credits, 3 Contacts

Prerequisite: None

Cost: Tuition + \$30.00 course fee

Section 1 T 6:00PM-9:00PM D416/E432 Bartholomew, R
Section 2 (3/20/12-6/15/12) MTWTHF TBA SHS Erts, S

HUA 261 ADVANCED PHOTOGRAPHY

3 Credits, 3 Contacts

Prerequisite: HUA 260

Cost: Tuition + \$25.00 course fee

Section 1 T 6:00PM-9:00PM D416/E432 Bartholomew, R

WINTER SEMESTER 2012

ART STUDIO

ART 105 DRAWING STUDIO

3 Credits, 5 Contacts

Prerequisite: None

Cost: Tuition + \$15.00 course fee

Section 1 T TH 10:00AM-12:30PM D410 Northrop, M

AUTOMOTIVE

VTA 100 INTRODUCTION TO AUTOMOTIVE TECHNICIAN

3 Credits, 3 Contacts

Prerequisite: None

Cost: Tuition + \$25.00 course fee

Section 1 M 6:00PM-9:00PM E119 Braat, T

VTA 225 AUTOMOTIVE ELECTRICAL SYSTEMS I

4 Credits, 6 Contacts

Prerequisite: VTA 100

Cost: Tuition + \$35.00 course fee

Section 1 (1/09/12-3/16/12) MTWTHF 8:00-10:30AM E119 Braat, T

VTA 250 INTRODUCTION TO AUTOMOTIVE TRANSMISSIONS

3 Credits, 3 Contacts

Prerequisite: VTA 100

Cost: Tuition + \$25.00 course fee

Section 1 W 6:00PM-9:00PM E119 Russell, B

VTA 255 AUTOMOTIVE ELECTRICAL SYSTEMS II

4 Credits, 7 Contacts

Prerequisite: VTA 100 and VTA 255

Cost: Tuition + \$35.00 course fee

Section 1 (3/19/12-6/7/12) MTWTHF 12:00-2:30PM E119 Braat, T

Section 2 T TH 6:00-9:00PM E119 Russell, B

BUSINESS

BAC 111 CONTEMPORARY BUSINESS AND TECHNICAL COMMUNICATIONS

4 Credits/4 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1 T TH 10:00AM-12:00PM F457 Furr, W

Section 2 W 6:00PM-10:00PM F457 Furr, W

Section DL Furr, W

BAD 251 PRINCIPLES OF MARKETING

3 Credits, 3 Contacts

Prerequisite: BAM 100

Cost: Tuition

Section 1 T TH 12:30PM-2:00PM F465 Keith, L

Section DL Staff

BAE 204 PRINCIPLES OF ECONOMICS-MACRO

4 Credits, 4 Contacts

Prerequisite: BAE 203

Cost: Tuition

Section 1 TH 6:00PM-10:00PM F457 Keith, L

BAM 100 INTRODUCTION TO BUSINESS

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1 M W 8:30AM-10:00AM F465 Keith, L

Section DL Staff

BAM 101 COLLEGE SKILLS/PORTFOLIO

3 Credits, 3 Contacts

Prerequisite: None

Cost: Tuition + \$10.00 course fee

Section 1 T TH 8:30AM-10:00AM F457 Furr, W

Section 2 T 6:30PM-9:30PM F457 Furr, W

BAM 103 BUSINESS MATH

3 Credits, 3 Contacts

Prerequisite: Placement into BAM 103 on Accuplacer, ACT/SAT or completion of NSM 052

Cost: Tuition + \$10.00 course fee

Section 1 M W 10:00AM-11:30AM F465 Furr, W

Section DL Furr, W

BAM 205 BUSINESS STATISTICS

3 Credits, 3 Contacts

Prerequisite: NSM 117 or NSM 151 or NSM 201

Cost: Tuition

Section 1 T TH 8:30AM-10:00AM F465 Keith, L

BAM 251 ORGANIZATIONAL BEHAVIOR

3 Credits, 3 Contacts

Prerequisite: BAM 100

Cost: Tuition

Section 1 M 6:00PM-9:00PM F457 Furr, W

BAM 252 INTRODUCTION TO MANAGEMENT

3 Credits, 3 Contacts

Prerequisite: BAM 100

Cost: Tuition

Section DL Furr, W

New class offers chance to develop skills

Learn skills needed for success in academic and career areas.

GEN 102 STUDENT SUCCESS & COLLEGE SKILLS

3 Credits, 3 Contacts Prerequisite: None

Section 1 T TH 8:30-10:00AM F457 Furr, W

Class added Nov. 2010

WINTER SEMESTER 2012

BAM 271 INTERNSHIP I-BUSINESS

3 Credits, 3 Contacts

Prerequisite: 75% of coursework completed in the students major and a GPA of 2.5 or better. Students wishing to start an internship need to apply.

Cost: Tuition

Section DL

Staff

BIP 100 KEYBOARDING-INTRODUCTION

2 Credits/2 Contacts

Prerequisite: None

Cost: Tuition + \$15.00 course fee

Section L1 TTH 10:00AM-12:00PM

E430 Russell, K

BIP 102 KEYBOARDING-REFRESHER

2 Credits, 2 Contacts

Prerequisite: BIP 100 or the ability to key 30 words per minute with 3 or fewer errors

Cost: Tuition + \$15.00 course fee

Section L1 TTH 10:00AM-12:00PM

E430 Russell, K

BIP 121 INTERMEDIATE KEYBOARDING/WORD I

4 Credits, 4 Contacts

Prerequisite: BIP 100 or BIP 102 or successful completion of one year of high school keyboarding or EDP 101

Cost: Tuition + \$40.00 course fee

Section L1 TTH 10:00AM-12:00PM

E430 Russell, K

BIP 219 LEGAL TERMINOLOGY

2 Credits, 2 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073, EDP 101 or BIP 121

Cost: Tuition + \$12.00 course fee

Section L1 TTH 10:00AM-12:00PM

E430 Russell, K

BIP 220 ADVANCED KEYBOARDING-EXECUTIVE

3 Credits, 3 Contacts

Prerequisite: BIP 121, EDP 101 or high school experience and EDP 233

Cost: Tuition + \$30.00 course fee

Section L1 TTH 10:00AM-12:00PM

E430 Russell, K

BIP 221 ADVANCED KEYBOARDING-LEGAL

3 Credits, 3 Contacts

Prerequisite: BIP 121, EDP 101 or high school experience and EDP 233

Cost: Tuition + \$30.00 course fee

Section L1 TTH 10:00AM-12:00PM

E430 Russell, K

BIP 222 ADVANCED KEYBOARDING-MEDICAL

3 Credits, 3 Contacts

Prerequisite: BIP 121 and EDP 233

Cost: Tuition + \$40.00 course fee

Section L1 TTH 10:00AM-12:00PM

E430 Russell, K

BIP 230 MACHINE TRANSCRIPTION-LEGAL/EXECUTIVE

3 Credits, 3 Contacts

Prerequisite: BIP 121 and EDP 101

Cost: Tuition + \$25.00 course fee

Section L1 TTH 10:00AM-12:00PM

E430 Russell, K

BIP 245 OFFICE PROCEDURES

4 Credits, 4 Contacts

Prerequisite: BIP 121, COM 111 or BAC 111 and EDP 101

Cost: Tuition + \$15.00 course fee

Section 1 TTH 1:00PM-3:00PM

E430 Russell, K

COMMUNICATIONS/ORAL

COM 140 GENERAL COMMUNICATIONS: SPEECH

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1 TTH 10:00AM-11:30AM

D235 DeMink, J

Section 2 F 9:00AM-12:00PM

D235 Shepard, J

Section 3 W 6:30PM-9:30PM

D235 Staff

COM 150 PUBLIC SPEAKING

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition + \$25.00 course fee

Section 1 F 1:00PM-4:00PM

D235 Shepard, J

Section 2 (3/20/12-6/15/12) MTWTHF TBA SHS Brand, L

Section DL (Students will meet on campus on 1/18, 2/15, 3/21 & 4/11 from 6-10) McNamara, M

COMMUNICATIONS/WRITTEN

COM 061,063,071,073 and 074 have the following characteristics:

1. Grades-the following grades will be used:

CR=Credit-Credit for course, does not affect grade point average.

IP=In Progress-No credit, student may continue progress with the instructor the next available semester.

NC=No Credit-Students will not receive credit because of non completion of the course requirements necessary for the IP grade.

2. Graduation-Academic Foundation course credit toward graduation will depend on the degree or certificate.

3. Transferability-These courses generally will not transfer to 4-year college.

Continued on Page 10

WINTER SEMESTER 2012

COM063 READING FOR COLLEGE

4 Credits, 4 Contacts

Prerequisite: Accuplacer reading comprehension score of 43-73 and standardized reading test

Cost: Tuition

Section 1	MW	8:00AM-10:00AM	F459	Hatfield, L
Section 2	MW	1:00PM-3:00PM	F457	Ryno, S
Section 3	MW	8:00PM-10:00PM	F459	Ryno, S

COM071 COLLEGE WRITING I

3 Credits, 3 Contacts

Prerequisite: Accuplacer WriterPlacer score between 0 and 3 and minimum of fifth grade reading level. Co-requisite: COM 061 unless Accuplacer score is higher than 43.

Cost: Tuition

Section 1	TTH	4:00PM-5:30PM	F457	Jesaitis, P
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COM073 ESSENTIALS OF COLLEGE WRITING I

4 Credits, 4 Contacts

Prerequisite: Accuplacer WritePlacer score of 4 on Writing Sample Assessment

Cost: Tuition

Section 1	TTH	8:00AM-10:00AM	F459	Jesaitis, P
Section 2	TTH	10:00AM-12:00PM	F459	Burch, R
Section 3	TTH	1:00PM-3:00PM	F457	Ryno, S
Section 4	MW	5:30PM-7:30PM	F459	Ryno, S

COM074 ESSENTIALS OF COLLEGE WRITING II

4 Credits, 4 Contacts

Prerequisite: Enrollment is limited to students who have received an "IP" grade in COM 073

Cost: Tuition

Section 1	TTH	8:00AM-10:00AM	F459	Jesaitis, P
Section 2	TTH	10:00AM-12:00PM	F459	Burch, R

COM110 INTERPERSONAL COMMUNICATIONS

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1	TH	6:30PM-9:30PM	D245	Shepard, J
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COM111 BUSINESS/TECHNICAL COMMUNICATIONS

4 Credits, 4 Contacts

Prerequisite: Proficiency of language skills on the ACT, SAT, Accuplacer Writing Sample or successful completion of COM 073 or COM 074

Cost: Tuition

Section 1	MW	10:00AM-12:00PM	E430	Gave, K
Section DL				McNamara, M

COM120 ENGLISH LAB

1 Credit, 1 Contact

Prerequisite: Level 5 on the Accuplacer co-requisite: COM 121 or COM 111

Cost: Tuition

Section 1	T	1:00PM-2:00PM	E440	Staff
Section 2	W	5:00PM-6:00PM	E430	Staff

COM121 ENGLISH COMPOSITION I

3 Credits, 3 Contacts

Prerequisite: Proficiency in language skills on the ACT, SAT, Accuplacer Writing Sample, or successful completion of COM 073 or COM 074

Cost: Tuition

Section 1	MW	1:00PM-2:30PM	22B	Hatfield, L
Section 2	F	9:00AM-12:00PM	E430	Jesaitis, P
Section 3 (1/9-2/21)	MTWTH	8:30AM-10:00AM	E432	Gave, K
Section 4	M	6:30PM-9:30PM	E442	Staff
Section 5	TTH	10:00AM-11:30AM	E432	Gave, K
Section DL				Gave, K

COM122 ENGLISH COMPOSITION II

3 Credits, 3 Contacts

Prerequisite: 2.0 or better in COM 121 or its equivalent

Cost: Tuition

Section 1 (2/22-4/12)	MTWTH	8:30AM-10:00AM	E432	Gave, K
Section 2	MW	10:00AM-11:30AM	E442	Hatfield, L
Section 3	TTH	10:00AM-11:30AM	E440	Ryno, S
Section 4	TTH	1:00PM-2:30PM	E432	Staff
Section 5	T	6:30PM-9:30PM	E430	Gave, K
Section DL				Gave, K

COM126 INTRODUCTION TO CREATIVE WRITING

3 Credits, 3 Contacts

Prerequisite: COM 121

Cost: Tuition

Section 1	TTH	10:00AM-11:30AM	E442	Hatfield, L
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COMPUTERS

EDP 100 USING THE INTERNET

1 Credit, 1 Contact

Prerequisite: None

Cost: Tuition

Section DL				Conner, K
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Your College ID Card

Glen Oaks students are required to get a College ID Card. In order to get a picture taken the student must have a picture ID with him or her. For security reasons, the picture will not be taken without confirming identification. Students will use this ID to take tests, check items from the library, get discounts from local retailers and other uses.

WINTER SEMESTER 2012

EDP 101 INTRODUCTION TO COMPUTERS

4 Credits, 4 Contacts

Prerequisite: BIP 100 or test out and placement beyond or satisfactory completion of COM 063

Cost: Tuition + \$25.00 course fee

Section 1	T TH	8:00AM-10:00AM	E442	Staff
Section 2	M W	1:00PM-3:00PM	E442	Staff
Section 3	T TH	4:00PM-6:00PM	E442	Staff
Section 4	W	6:00PM-10:00PM	E442	Staff
Section DL				Conner, K

EDP 214 PRESENTATION GRAPHICS & PUBLISHING (POWERPOINT)

3 Credits, 3 Contacts

Prerequisite: EDP 101

Cost: Tuition + \$25.00 course fee

Section L1	T TH	8:30AM-10:00AM	E440	Russell, K
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EDP 224 COMPUTER TECHNICIAN ESSENTIALS II

3 Credits, 3 Contacts

Prerequisite: EDP 101 or permission from the professor/instructor and EDP 220

Cost: Tuition + \$25.00 course fee

Section 1	TH	6:30PM-9:30PM	E430	Staff
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EDP 227 CONCEPTS OF SPREADSHEETS LEVEL I

2 Credits, 3 Contacts

Prerequisite: EDP 101

Cost: Tuition + \$45.00 course fee

Section L1	T TH	8:30AM-10:00AM	E440	Russell, K
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EDP 233 WORD PROCESSING I (WORD)

3 Credits, 3 Contacts

Prerequisite: EDP 101

Cost: Tuition + \$45.00 course fee

Section L1	T TH	8:30AM-10:00AM	E440	Russell, K
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EDP 245 NETWORK SECURITY

3 Credits, 3 Contacts

Prerequisite: EDP 240

Cost: Tuition + \$25.00 course fee

Section 1	F	8:30AM-11:30AM	E442	Conner, K
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EDP 252 WEB PAGE DESIGN I

3 Credits, 3 Contacts

Prerequisite: EDP 100 and EDP 101

Cost: Tuition + \$45.00 course fee

Section L1	W	6:30PM-9:30PM	E432	Conner, K
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EDP 253 WEB PAGE DESIGN II

3 Credits, 3 Contacts

Prerequisite: EDP 252 and EDP 214

Cost: Tuition + \$45.00 course fee

Section L1	W	6:30PM-9:30PM	E432	Conner, K
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EDP 254 WEB DESIGN & PROGRAMMING III

3 Credits, 3 Contacts

Prerequisite: EDP 253

Cost: Tuition + \$45.00 course fee

Section L1	W	6:30PM-9:30PM	E432	Conner, K
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DRAFTING

VTD 215 COMPUTERAIDED DRAFTING

3 Credits, 3 Contacts

Prerequisite: None

Cost: Tuition + \$35.00 course fee

Section 1	T	6:30PM-9:30PM	E440	Cook, J
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VTD 216 ADVANCED COMPUTERAIDED DRAFTING

3 Credits, 3 Contacts

Prerequisite: VTD 215

Cost: Tuition + \$35.00 course fee

Section 1	M	6:30PM-9:30PM	E440	Cook, J
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VTD 217 3D MODELING (INVENTOR)

3 Credits, 3 Contacts

Prerequisite: VTD 215

Cost: Tuition + \$35.00 course fee

Section 1	W	6:30PM-9:30PM	E440	Cook, J
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EDUCATION

SSE 102 EARLY CHILDHOOD DEVELOPMENT II: 3-8 YEARS

4 Credits, 4 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition + \$15.00 course fee

Section 1	M W	1:00PM-3:00PM	D250	Grunert, K
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SSE 122 TUTOR LEARNING DISABILITIES

1 Credit, 0 Contacts

Prerequisite: SSE 121 College Tutoring

Cost: Tuition

Section 1	TBA	TBA	TBA	Burch, R
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SSE 203 ADMINISTRATION EARLY CHILDHOOD PROGRAMS

4 Credits/4 Contacts

Prerequisite: SSE 120 or SSE 101 or SSE 102 or concurrently with SSE 120, SSE 101 or SSE 102

Cost: Tuition

Section 1	T TH	1:00PM-3:00PM	D250	Grunert, K
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SSE 210 POSITIVE CHILD GUIDANCE

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1	MW	8:30AM-10:00AM	D250	Grunert, K
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WINTER SEMESTER 2012

SSE 271 INTERNSHIP-I-EARLY CHILDHOOD EDUCATION

3 Credits, 3 Contacts

Prerequisite: Prerequisite: 75% of coursework completed in the students major and a GPA of 2.5 or better. Students wishing to start an internship need to apply.

Cost: Tuition

Section 1 TTH 9:00AM-10:00AM C331 Grunert, K

ELECTRICAL TECHNOLOGIES

Each class is in a lab setting with open entry and open exit.

The lab is open on Wednesdays from 6:00PM-10:00PM in E426.

VTE110 BASIC ELECTRICITY

4 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition

Section L1 W 6:00PM-10:00PM E426 Crouch, C

Course includes the following modules: VTE01A, VTE02A, VTE02B, VTE02C, VTE03A, VTE03B, VTE 03C, VTE03D, VTE03E, VTE03F, VTE03G

VTE111 INTRODUCTION TO AC/DC CIRCUITS

4 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition

Section L1 W 6:00PM-10:00PM E426 Crouch, C

Course includes the following modules: VTE03H, VTE03J, VTE03K, VTE03L, VTE03M, VTE03N, VTE03P, VTE03Q, VTE03R, VTE03S

VTE119 INTRODUCTION TO THE NATIONAL ELECTRICAL CODE

4 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition

Section L1 W 6:00PM-10:00PM E426 Crouch, C

Course includes the following modules: VTE04A, VTE04B, VTE04C, VTE04D, VTE04E, VTE04F, VTE04G, VTE04H, VTE04J, VTE04K, VTE04L, VTE04M, VTE04N, VTE04P

VTE120 ELECTRICAL MOTOR CONTROLS I

4 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition

Section L1 W 6:00PM-10:00PM E426 Crouch, C

Course includes the following modules: VTE05A, VTE05B, VTE05C, VTE05D, VTE 05E, VTE05F, VTE05G, VTE05H, VTE05J, VTE05K, VTE05L

FOREIGN LANGUAGE

HUF 125 SPANISH FOR HEALTH CARE WORKERS

2 Credits, 2 Contacts

Prerequisite: None

Cost: Tuition

Section 1 TH 1:00PM-3:00PM D419 DeMink, J

HUF 161 SPANISH I

4 Credits, 4 Contacts

Prerequisite: None

Cost: Tuition

Section 1 MTWTH 9:00AM-10:00AM D419 DeMink, J

Section 2 M W 10:00AM-12:00PM D419 DeMink, J

HUF 162 SPANISH II

4 Credits, 4 Contacts

Prerequisite: HUF 161 Spanish I, two years of high school

Spanish or equivalent

Cost: Tuition

Section 1 M W 1:00PM-3:00PM D419 DeMink, J

HUF 261 SPANISH IV

4 Credits, 4 Contacts

Prerequisite: HUF 163 or permission of the instructor/professor

Cost: Tuition

Section 1 (3/20/12-6/15/12) MTWTHF TBA SHS Holleran, P

GOVERNMENT

SSG 110 AMERICAN GOVERNMENT & POLITICAL SCIENCE

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

Section 1 M W 1:00PM-3:00PM D249 Wathen, R

Section DL Wathen, R

SSG 111 STATE & LOCAL GOVERNMENT

3 Credits, 3 Contacts

Prerequisite: COM 121 or concurrently enrolled in COM 121

Cost: Tuition

Section 1 T 6:00PM-9:00PM D245 Staff

HISTORY

SSH 101 WESTERN CIVILIZATION I: ANCIENT WORLD-1715

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Section 1 T 6:00PM-10:00PM D249 Wathen, R

Section 2 (3/20/12-6/15/12) MTWTHF 1:22PM-2:35PM

SHS Lamb, J

SSH 102 WESTERN CIVILIZATION II: EUROPE 1700-PRESENT

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

Section 1 T TH 12:30PM-2:30PM D245 Wathen, R

WINTER SEMESTER 2012

SSH 201 US HISTORY I: EUROPEAN COLONIZATION-1877

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

Section 1 M W 8:00AM-10:00AM D249 Wathen, R

SSH 202 US HISTORY II

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

Section 1 T TH 8:00AM-10:00AM D249 Wathen, R

HUMANITIES

HUH 101 MODERN CULTURE & THE ARTS

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

Section 1 T TH 1:00PM-3:00PM D235 Reed, J

INDUSTRIAL STUDIES

VTI 106 BASIC INDUSTRIAL COMMUNICATIONS

2 Credits, 2 Contacts

Prerequisite: None

Cost: Tuition

Section 1 M 6:00PM-08:00PM E432 Staff

VTI 151 MANUFACTURING PROCESSES

3 Credits, 3 Contacts

Prerequisite: None

Cost: Tuition

Section 1 MW 5:00PM-6:30PM E440 Cook, J

LAW ENFORCEMENT

VTL 111 POLICE ADMINISTRATION

3 Credits, 3 Contacts

Prerequisite: VTL 110, COM 111 or BAC 111 and/or COM 121 or concurrently enrolled in COM 111 or BAC 111 or COM 121

Cost: Tuition

Section 1 W 6:30PM-9:30PM D249 McNeil, J

VTL 120 CRIMINOLOGY

3 Credits, 3 Contacts

Prerequisite: VTL 110

Cost: Tuition

Section 1 M 6:30PM-9:30PM D249 Staff

LITERATURE

HUL 233 CHILDRENS LITERATURE

4 Credits, 4 Contacts

Prerequisite: COM 121

Cost: Tuition

Section DL Hinds, M

MATHEMATICS

NSM 051, NSM 052 and NSM 053 have the following characteristics:

1. Grades-the following grades will be used:

CR=Credit-Credit for course, does not affect grade point average.

IP=In Progress-No credit, student may continue progress with the instructor the next available semester. The student will have to register to retake the course, or for the next course, except when an IP is given for NSM 051, NSM 052 or NSM 053.

NC=No Credit-Students will not receive credit because of non completion of the course requirements necessary for the IP grade.

2. Graduation-Academic Foundation course credit toward graduation will depend on the degree or certificate.

3. Transferability-These courses generally will not transfer to 4-year college.

NSM 051 BASIC MATHEMATICS

4 Credits, 4 Contacts

Prerequisite: None

Cost: Tuition

Section 1 MW 8:00AM-10:00AM D409 Deter, S

Section 2 T TH 5:30PM-7:30PM C331 Staff

Section 3 T TH 1:00PM-3:00PM C331 Cook, J

NSM 052 PRE-ALGEBRA

4 Credits, 4 Contacts

Prerequisite: NSM 051 or placement by Accuplacer

Cost: Tuition

Section 1 TTH 8:00AM-10:00AM D409 Deter, S

Section 2 MW 1:00PM-3:00PM F459 Sandelin, M

Section 3 MW 5:30PM-7:30PM D409 Staff

NSM 100 INTRODUCTORY ALGEBRA

4 Credits, 4 Contacts

Prerequisite: NSM 052 or placement by Accuplacer

Cost: Tuition + \$25.00 course fee

Section 1 T TH 10:00AM-12:00PM D409 Deter, S

Section 2 M W 1:00PM-3:00PM D409 Deter, S

Section 3 M W 5:30PM-7:30PM G206 Toner, J

NSM 104 INTERMEDIATE ALGEBRA

4 Credits, 4 Contacts

Prerequisite: NSM 100 or placement by Accuplacer

Cost: Tuition + \$25.00 course fee

Section 1 T TH 8:00AM-10:00AM D245 Sandelin, M

Section 2 T TH 3:00PM-5:00PM G207 Barkley, G

Section 3 M W 7:30PM-9:30PM G207 Toner, J

WINTER SEMESTER 2012

NSM 109 MATH FOR TECHNICIANS I

3 Credits, 3 Contacts

Prerequisite: None

Cost: Tuition

Section L1 T TH 5:00PM-6:30PM F205 Cook, J

NSM 117 FINITE MATHEMATICS

4 Credits/4 Contacts

Prerequisite: NSM 104 with a 2.0 or greater or placement by Accuplacer

Cost: Tuition

Section 1 (1/9-4/30) MW 7:43AM-9:52AM THS
Sandelin, M

NSM 119 MATH FOR TECHNICIANS II

3 Credits, 3 Contacts

Prerequisite: NSM 109

Cost: Tuition

Section L1 T TH 5:00PM-6:30PM F205 Cook, J

NSM 151 COLLEGE ALGEBRA

4 Credits, 4 Contacts

Prerequisite: NSM 104 or placement by Accuplacer

Cost: Tuition + \$25.00 course fee

Section 1 T TH 10:00AM-12:00PM C331 Sandelin, M
Section 2 (3/20/12-6/15/12) MTWTHF TBA SHS
Evans, C

NSM 162 CALCULUS II & ANALYTIC GEOMETRY

4 Credits, 4 Contacts

Prerequisite: NSM 161 Calculus or its equivalent

Cost: Tuition

Section 1 M W 8:00AM-10:00AM G206 Barkley, G

MUSIC

HUM 150 MUSIC APPRECIATION

4 Credits, 4 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section DL Daniels, M

NURSING

NUR 100 NURSE AIDE

6 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition + \$100.00 course fee

Section 1 (1/23-2/17) MTWTHF 8:00AM-12:15PM D239
Boutell, N

Clinical (4th week) MTWTHF 6:00AM-12:30PM TBA
Section 2 (2/20-3/16) MTWTHF 8:00AM-12:15PM D239
Boutell, N

Clinical (4th week) MTWTHF 6:00AM-12:30PM TBA

NUR 112 MEDICAL-SURGICAL NURSING

7 Credits, 14 Contacts

Prerequisite: Completion of second semester Level I courses

Cost: Tuition + \$100.00 course fee

Section 1 W TH 8:15AM-10:45AM F205 Staff
Clinical M T 6:45AM-2:45PM TBA

NUR 129 PHARMACOLOGY III

2 Credits, 2 Contacts

Prerequisite: NUR 119

Cost: Tuition + \$20.00 course fee

Section 1 TH 12:30PM-2:30PM F205 Haylett, N
Section 2 TH 2:45PM-4:45PM F205 Haylett, N

NUR 130 MATERNITY NURSING

3 Credits, 6 Contacts

Prerequisite: Completion of second semester Level I courses

Cost: Tuition + \$35.00 course fee

Section 1 W 1:00PM-3:00PM F205
TH 11:00AM-12:00PM F205 Staff
Clinical MT 6:45AM-2:45PM (rotation bases) TBA

NUR 201 HEALTH CARE ETHICS

2 Credits, 2 Contacts

Prerequisite: Completion of second semester Level II courses

Cost: Tuition + \$30.00 course fee

Section 1 W 3:00PM-5:00PM D245 Lederman, B

NUR 214 COMMUNITY MENTAL HEALTH NURSING

4 Credits, 9 Contacts

Prerequisite: Completion of second semester Level II courses

Cost: Tuition + \$90.00 course fee

Section 1 (1/11-3/1) W 10:15AM-12:15PM C326
TH 10:15AM-11:45AM C326 Slone, J
Clinical MT 6:45AM-2:45PM TBA
Section 2 (3/7-5/3) W 10:15AM-12:15PM C326
TH 10:15AM-11:45AM C326 Slone, J
Clinical MT 6:45AM-2:45PM TBA

NUR 216 LEADERSHIP IN NURSING

3 Credits, 8 Contacts

Prerequisite: Completion of second semester Level II courses

Cost: Tuition + \$90.00 course fee

Section 1 (1/9-2/29) W 8:00AM-12:20PM D242 Lederman, W
Clinical M or F 7:00AM-7:00PM TBA
Section 2 (3/7-5/2) W 8:00AM-12:20PM D242 Lederman, W
Clinical M or F 7:00AM-7:00PM TBA

NUR 217 COMMUNITY HEALTH NURSING

2 Credits, 3 Contacts

Prerequisite: Completion of second semester Level II courses

Cost: Tuition + \$30.00 course fee

Section 1 W 1:00PM-3:00PM F206 Staff
Clinical 15 hours TBA

PHILOSOPHY

HUP 210 ETHICS

4 Credits, 4 Contacts

Prerequisite : COM 121

Cost: Tuition

Section 1 TH 6:00PM-10:00PM D409 Staff

HUP 230 INTRODUCTION TO PHILOSOPHY

3 Credits, 3 Contacts

Prerequisite: COM 121 Cost: Tuition

Section DL William, Wanda

PHYSICAL EDUCATION/ACTIVITY

NOTE TO FITNESS/WELLNESS LAB STUDENTS:

All NSH 100 students must attend an orientation during the first week of the semester. Orientations are held in the DBDA at the times and dates listed below.

All NSH 104, 105, 107 students must do the orientation on the Fitness/Wellness Center Web page and complete the online quiz prior to the first workout. Students need to obtain a paperwork packet in the Fitness/Wellness Center prior to the orientation.

All NSH 106 students need to be dressed to work out the first class period and be prepared to do an equipment orientation in the Fitness/Wellness Center on the first day of class.

All NSH 106 DL students need to do an equipment orientation prior to the first work out. Come to the Fitness/Wellness Center on the hour to get an equipment orientation.

NSH 100 Orientation times:

Monday-January 9

9:00am-10:00am or 3:00pm-4:00pm

Tuesday –January 10

10:00am-11:00am or 2:00pm-3:00pm

Wednesday-January 11

8:00am-9:00am

Thursday- January 12

11:00am-12:00pm or 3:00pm-4:00pm

Friday-January 13

9:00am-10:00am or 2:00pm-3:00pm

Tuesday-January 24

8:00am-9:00am

Fitness/Wellness Lab

The Fitness/Wellness Center is open the following days and times. Students can work out for credit during any of the regular scheduled hours.

Monday-Thursday 8:00am-8:00pm

Friday 8:00am-4:00pm

Saturday (proposed) 9:00am-12:00pm

NSH 100 FITNESS/WELLNESS 1

1 Credits, 2.5 Contacts

Prerequisite: None

Cost: Tuition + \$20.00 course fee

Section 1 C323 Staff

WINTER SEMESTER 2012

NSH 104 FITNESS/WELLNESS 2

1 Credit, 2.5 Contacts

Prerequisite: NSH 100 or NSH 106 or workout experience

Cost: Tuition + \$20.00 course fee

Section 1 C323 Staff

NSH 105 FITNESS/WELLNESS 3

1 Credit, 2.5 Contacts

Prerequisite: NSH 104

Cost: Tuition + \$20.00 course fee

Section 1 C323 Staff

NSH 106 WELLNESS/LIFESTYLE

2 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition + \$20.00 course fee

Section 1 M W 1:00PM-2:30PM B134 Staff

Section 2 T TH 8:30AM-10:00AM B134 Staff

Section 3 T TH 12:30PM-2:00PM B134 Staff

Section 4 T TH 5:00PM-6:30PM B134 Staff

Section DL Proefrock, S

NSH 107 FITNESS/WELLNESS 4

1 Credit, 2.5 Contacts

Prerequisite: NSH 105 Fitness/Wellness Lab

Cost: Tuition + \$20.00 course fee

Section 1 C323 Staff

PHYSICAL EDUCATION/THEORY

NSH 212 COACHING PRINCIPLES

2 Credits, 2 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section DL Proefrock, S

NSH 232 SPORTS OFFICIATING-BASEBALL/SOFTBALL

2 Credits, 2 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1 F 11:00AM-1:00PM B134 Staff

Fitness/Wellness Center

Daily, monthly, semester, annual passes available. Call (269) 294-4309 or toll free 1-888-994-7818, ext. 309, or look online at www.glenoaks.edu for information.

WINTER SEMESTER 2012

PSYCHOLOGY

SSP 101 PSYCHOLOGY

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

Section 1 M W 10:00AM-12:00PM D418 Davis, J
Section 2 T TH 10:00AM-12:00PM D418 Worthington, C
Section 3 M 6:00PM-10:00PM D418 Staff
Section 4 TH 6:00PM-10:00PM D418 Worthington, C
Section DL Burch, R

SSP 210 HUMAN GROWTH & DEVELOPMENT

4 Credits, 4 Contacts

Prerequisite: SSP 101 and COM 121 or concurrently enrolled in COM 121

Cost: Tuition

Section 1 T TH 10:00AM-12:00PM D250 Davis, J
Section 2 M W 1:00PM-3:00PM D418 Staff
Section 3 W 6:00PM-10:00PM D418 Worthington, C
Section DL Young, C

SSP 220 ABNORMAL PSYCHOLOGY

4 Credits, 4 Contacts

Prerequisite: SSP 101, COM 121 or concurrently enrolled in COM 121

Cost: Tuition

Section DL Worthington, C
Section DL2 Davis, J

SSP 250 HUMAN SEXUALITY

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrently enrolled in COM 121

Cost: Tuition

Section 1 T TH 1:00PM-3:00PM D418 Worthington, C

SSP 260 SOCIAL PSYCHOLOGY

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrently enrolled in COM 121

Cost: Tuition

Section DL Worthington, C

RELIGION

HUR 231 COMPARATIVE RELIGION

4 Credits, 4 Contacts

Prerequisite: COM 121

Cost: Tuition

Section 1 T 6:00PM-10:00PM D418 Peterson, D
Section DL Northrop, M

SCIENCE

NSA 101 INTRODUCTION TO ANATOMY & PHYSIOLOGY

4 Credits, 6 Contacts

Prerequisite: ALH 218 or taken concurrently

Cost: Tuition + \$15.00 course fee

Section DL Staff

NSA 210 HUMAN ANATOMY & PHYSIOLOGY I

4 Credits, 6 Contacts

Prerequisite: Successful completion (grade of 2.0 or better) of high school biology (taken within the last 5 years) or NSB 121, and high school chemistry or NSC 130 and COM 121

Co-requisite: ALH 218

Cost: Tuition + \$35.00 course fee

Section 1 T TH 2:00PM-5:00PM G206 Hartung, R
LAB G228

NSA 211 HUMAN ANATOMY & PHYSIOLOGY II

4 Credits, 6 Contacts

Prerequisite: Successful completion (2.0 or better) in NSA 210

Cost: Tuition

Section 1 T TH 9:00AM-12:00PM G206 Hartung, R
LAB G228

NSA 212 PATHOPHYSIOLOGY

4 Credits, 4 Contacts

Prerequisite: NSA 205 or NSA 210 and NSA 211

Cost: Tuition

Section DL Staff

NSB 120 BIOLOGY

4 Credits, 5 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition + \$10.00 course fee

Section 1 TWTH 9:00AM-10:00AM G205
F 9:00AM-11:00AM G228 Simmons, S

Section 2 TWTH 10:00AM-11:00PM G205
Section 2 cancelled F 11:00AM-1:00PM G228 Staff

Section 3 M W 5:30PM-8:00PM G205
LAB G228 Staff

Section 4 (1/10-5/15)TTH 7:43AM-9:52AM THS Staff
Section DL Staff

NSB 121 GENERAL BIOLOGY I

4 Credits, 5 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073 and NSB 120 or one year of high school biology and either NSM 100 concurrently or placement into NSM 104 or equivalent college course

Cost: Tuition + \$20.00 course fee

Section 1 MTW 9:00AM-10:00AM G207
LAB M 1:00PM-3:00PM G226 Staff

Section 2 TWTH 10:00AM-11:00AM G207
LAB M 10:00AM-12:00PM G226 Hucko, J

Section 3 T TH 3:00PM-5:30PM G205 Staff
LAB G226

WINTER SEMESTER 2012

NSB 122 GENERAL BIOLOGY II

4 Credits, 5 Contacts

Prerequisite: NSB 120 or one year of high school biology and COM 121 is highly recommended prior to or concurrently with this course

Cost: Tuition + \$20.00 course fee

Section 1 M T W 8:00AM-9:00AM G207
LAB TH 8:00AM-10:00AM G226 Hucko, J

NSB 230 MICROBIOLOGY

4 Credits, 6 Contacts

Prerequisite: Successful completion (grade of 2.0) of NSB 121, NSB 122, or NSC 133.

Cost: Tuition + \$25.00 course fee

Section 1 TWTH 1:00PM-2:00PM G205
LAB TWTH 2:00PM-3:00PM G226 Hucko, J

NSC 130 CHEMISTRY

4 Credits, 5 Contacts

Prerequisite: High school algebra or NSM 100 or placement into NSM 104 Intermediate Algebra or equivalent college course

Cost: Tuition + \$45.00 course fee

Section 1 MWTH 11:00AM-12:00PM G207
LAB T 10:00AM-12:00PM G221 Simmons, S
Section 2 M W 6:00PM-8:30PM G207
LAB G221 Simmons, S

NSC 134 GENERAL CHEMISTRY II

4 Credits, 6 Contacts

Prerequisite: NSC 133

Cost: Tuition + \$45.00 course fee

Section 1 TTH 1:15PM-2:45PM G207
W 1:15PM-4:45PM G221 Simmons, S

NSE 101 Environment & Society

3 Credits, 3 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost:

Section 1 M W 3:00PM-4:30PM D419 Hucko, J

NSG 145 PHYSICAL GEOLOGY

4 Credits/5 Contacts

Prerequisite: Placement beyond or satisfactory completion of COM 063 and COM 073

Cost: Tuition

Section 1 MW 1:00PM-3:30PM Barkley, G

NSP 151 GENERAL PHYSICS I

4 Credits, 4 Contacts

Prerequisite: NSM 104 or NSM 119 Concurrently: NSP 152

Cost: Tuition

Section 1 T TH 6:30PM-10:00PM G205 Staff

NSP 152 GENERAL PHYSICS I LAB

1 Credit, 3 Contacts

Prerequisite: NSM 104 or NSM 119 II Concurrently: NSP 151

Cost: Tuition + \$25.00 course fee

Section 1 T TH 6:30PM-10:00PM G221 Staff

SOCIOLOGY

SSS 120 PRINCIPLES OF SOCIOLOGY

4 Credits, 4 Contacts

Prerequisites: COM 121 or concurrently enrolled in COM 121

Cost: Tuition

Section 1 T TH 10:00AM-12:00PM D245 Reed, J
Section 2 M W 1:00PM-3:00PM D245 Reed, J
Section 3 W 6:00PM-10:00PM D245 Staff
Section 4 T TH 7:43AM-9:52AM THS Staff
Section DL Section 4 cancelled Staff

SSS 121 MODERN SOCIAL PROBLEMS

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

Section DL Staff

SSS 220 MARRIAGE & FAMILY

4 Credits, 4 Contacts

Prerequisite: COM 121

Cost: Tuition

Section: DL Staff

TRUCK DRIVING

TDT 110 TRUCK DRIVER TRAINING SEGMENT I

5 Credits, 5 Contacts

Prerequisite: Acceptance into the Truck Driving Program

Cost: Tuition + \$2,410 course fee

Section DL Bernard, R

Section DL2 (2/6/12 - 5/4/12) Bernard, R

TDT 111 TRUCK DRIVER TRAINING SEGMENT II

5 Credits, 5 Contacts

Prerequisite: TDT 110

Cost: Tuition + \$2,200 course fee

Section DL Bernard, R

Section DL 2 (2/6/12-5/14/12) Bernard, R

TDT 112 TRUCK DRIVER TRAINING SEGMENT III

5 Credits, 5 Contacts

Prerequisite: TDT 111

Cost: Tuition + \$2,325 course fee

(Students will make arrangements for on-road training days and times with the instructor.)

Section DL Bernard, R

Section DL 2 (2/6/12-5/4/12) Bernard, R

WINTER SEMESTER 2012

TDT 113 TRACTOR TRAILER OPERATIONS

9 Credits, 9 Contacts

Prerequisite: Acceptance into the Truck Driving Program

Section 1 MTWTHF 8:00AM-4:00PM Staff

Section 2 (2/6/12-5/4/12) MTWTHF 8:00AM-5:00PM Staff

TDT 114 TRACTOR-TRAILER DRIVING EXPERIENCE

8 Credits, 8 Contacts

Prerequisite: TDT 113

Section 1 MTWTHF 8:00AM-4:00PM Staff

Section 2 (2/6/12-5/14/12) MTWTHF 8:00AM-5:00PM Staff

WELDING

VTW 170 FUNDAMENTALS OF WELDING

3 Credits, 4 Contacts

Prerequisite: None

Cost: Tuition + \$80.00 course fee

Section L1 W 6:00PM-10:00PM E113 Romain, J

Section 2 W 8:00AM-12:00PM E113 Romain, J

VTW 171 WELDING I

3 Credits, 4 Contacts

Prerequisite: VTW 170

Cost: Tuition + \$60.00 course fee

Section L1 W 6:00PM-10:00PM E113 Romain, J

VTW 172 WELDING II

3 Credits, 4 Contacts

Prerequisite: VTW 171

Cost: Tuition + \$60.00 course fee

Section L1 W 6:00PM-10:00PM E113 Romain, J

VTW 173 WELDING III

3 Credits, 4 Contacts

Prerequisite: None

Cost: Tuition + \$60.00 course fee

Section L1 W 6:00PM-10:00PM E113 Romain, J

Section 2 W 8:00AM-12:00PM E113 Romain, J

VTW 174 BUTT JOINT WELDING

3 Credits, 4 Contacts

Prerequisite: VTW 172

Cost: Tuition + \$60.00 course fee

Section L1 W 6:00PM-10:00PM E113 Romain, J

VTW 178 ADVANCED BUTT JOINT WELDING

3 Credits, 4 Contacts

Prerequisite: Permission of professor/instructor

Cost: Tuition + \$60.00 course fee

Section L1 W 6:00PM-10:00PM E113 Romain, J

VTW 270 SHIELDED METAL ARC WELDING: PIPE UPHILL

3 Credits, 4 Contacts

Prerequisite: VTW 172

Cost: Tuition + \$60.00 course fee

Section L1 W 6:00PM-10:00PM E113 Romain, J

VTW 272 GASTUNGSTEN ARC WELDING: PIPE/TUBING

3 Credits, 4 Contacts

Prerequisite: VTW 170 or VTW 173

Cost: Tuition + \$60.00 course fee

Section L1 W 6:00PM-10:00PM E113 Romain, J

Closing due to weather or other emergency

When inclement weather or an emergency warrants the possibility of closing day and/or evening classes at Glen Oaks Community College, the following procedure is implemented. The President, after consulting with the Director of Buildings and Grounds, Dean of the College, and local law enforcement authorities, will make the decision on whether or not to begin classes later in the day or cancel school. Notification of the decision is generally made by 6:00 a.m. over radio stations WLKM (96FM), WBET (99.3FM/1230AM), WNWN (98.5FM), WNDU (U93FM and Channel 16), WKFR (103.3FM), WLKI (100FM), WRKR (107.7FM) and WMEE (97.3FM) and television station WWMT (Kalamazoo, Channel 3) and WOOD-TV (Grand Rapids, Channel 8). Notification will also be placed on the Glen Oaks website: www.glenoaks.edu Students may also sign up with the Phone Alert system on campus. It is often difficult to get an accurate report on the weather conditions overall. In the final analysis, students should use their best judgment regarding driving to campus.

**Business courses transfer.
Visit with your counselor
to check transfer programs.**

Business professors at Glen Oaks Community College remind everyone that transfer agreements and cooperation with colleges and universities make it possible to transfer most business-related classes. This assures that students can begin their educational programs at Glen Oaks for specialized or advanced degrees for a transfer institution without loss of time or credit. Glen Oaks graduates have successfully transferred to over 350 colleges and universities.

Health Care Worker combines Nurse Aide and Phlebotomist

Glen Oaks Community College has responded to the need for a **Health Care Worker** certificate. This 36-credit certificate combines the clinical skills of the Nurse Aide with those of the Phlebotomy Technician. Students receive career direction given by Introduction to the Health Careers and College Skills Portfolio. The entry level health care worker has the opportunity to learn of the many career opportunities in nursing, medical assisting and a variety of other health careers that require advance skill levels. The certificate applies toward the Associate of Applied Science in Allied Health degree.

This is the second new medical industry professional certificate in the past year from Glen Oaks. The college earlier introduced the 24-credit Phlebotomy Technician certificate for those trained to collect quality laboratory samples. Phlebotomy students learn how to accurately collect and process blood samples by mastering both phlebotomy and capillary blood collection techniques. The Phlebotomy Certificate meets the criteria of the American Society of Clinical Pathology (ASCP) as an acceptable program of study for those who wish to sit for the Phlebotomy Technician (PBT) exam.

The other element of the Health Care Worker certificate is Nurse Aide skills. A Certified Nurse Aide provides a basic nursing service under the supervision of a Licensed Practical Nurse (LPN) or a Registered Nurse (RN). CNA's can work in any healthcare setting such as a hospital, nursing home, community center, hospice, school, outpatient facility, and more. The CNA does not have the powers and responsibilities of a registered nurse. Working as a CNA can give an individual a good insight into the healthcare profession.

Learn more about the Health Care Worker and/or Phlebotomy Technician certificates by contacting the Medical Assistant Program Chair or talking with an advisor at Glen Oaks Community College.



Explore your interests with Career Dimensions

Glen Oaks Community College students now have free access to a valuable career planning tool. The interactive career exploration and education planning system is known as “Career Dimensions” and offers a comprehensive analysis of interests, values, skills, and personality. The analysis helps guide people toward a career that suits them.

The comprehensive approach begins with self analysis and career exploration, so the student discovers the best possible fit in a college setting. With this newfound knowledge, the student can then be more focused on his or her goals.

This career planning tool is a reliable and validated assessment. Students are guided through a process of self-

discovery, with exploration of career and education options. The program concludes with a dynamic personalized portfolio.

To learn more about this free career exploration program, contact the counseling office in Student Services at (269) 294-4246.

Pre-Register for Fall 2012
Remember you can Pre-Register beginning
April 16 for Fall Semester classes.

Glen Oaks Foundation provides financial assistance through scholarships

Scholarships are available through the Glen Oaks Community College Foundation.

The Glen Oaks Community College Foundation was established in 1979 as a 501 C(3) non-profit organization with a governing Board of Directors made up of local community members. The purpose of the GOCC Foundation is to provide financial assistance to students through scholarships that recognize academic excellence, help provide students with educational and cultural opportunities, and encourage financial support from friends, alumni and faculty for college development.

Members of the community give to establish scholarships because they know it strengthens our community. They know that community colleges change lives by making higher education available to everyone. They also know that their contributions to the Foundation benefit the entire

community and its economy. The GOCC Foundation funds life-changing programs, scholarships and college initiatives.

Each year students are awarded Foundation scholarships. Some of the students are pursuing goals of enrichment, training for a technical career, or preparing to transfer to a university. All of these students will achieve a higher quality of life and contribute to the community.

Be sure to visit the Glen Oaks Foundation site at www.glenoaks.edu/foundation for more information on these scholarships. Some are aimed at students pursuing education, nursing, business, general studies, banking, technologies, student athletics and the Upward Bound program.

University of Michigan announces scholarships aimed at community college graduates

The University of Michigan Office of Financial Aid offers two important scholarships to high-achieving, resident transfer students:

- **The Michigan Community College Scholarship**, a one-time scholarship award of \$1,500 and
- **The Michigan Community College Scholar Award**, a renewable, annual award of \$5,000 for students who have participated in honor societies, co-curricular activities and volunteer or community service activities. Consideration is also given to students who have demonstrated other challenges or need. *(Students may receive \$2,500 per term for up to a maximum of five terms.)*

All Michigan community college students entering U-M in the fall or winter terms are considered for both the Community College Scholarship and the Michigan Community College Scholar Award through the U-M Office of Financial Aid. *(Please note that this is a change from previous years, where students were required to apply separately for the Scholar Award.)*

Full descriptions and eligibility criteria for the scholarships are attached to this email or may be found on the U-M Office of Financial Aid website (www.finaid.umich.edu/transfer). Staff members or students with questions should contact Kendall Flowers in the U-M Office of Financial Aid at (734) 763-4119 or via email at klwest@umich.edu.

Occupational Student Success Program

The Occupational Student Success Program offers supportive services and financial assistance for students with unique needs who are enrolled in an approved occupational certificate or degree program at Glen Oaks Community College.

Who may be eligible to participate?

- Single Parents, including single pregnant women
- Displaced Homemakers
- Non-Traditional Training participant
- Individual with a Disability (Section 3 of the Americans with Disabilities Act of 1990)
- Economically Disadvantaged

The Occupational Student Success Program office is located in the Student Services offices. Call to schedule an appointment with Karen Webber at (269) 294-4241 or toll free 1-888-994-7818 ext. 241.

Financial advisor transferred to WMU with Associate of General Studies Degree

As she raised her daughters, Kelly Bibb knew she wanted to invest more in her own life and return to school. She entered college classes at Glen Oaks Community College at about the same time as the fateful September 11, 2001 terrorist attacks. "I'll always remember that event because I was out at Glen Oaks," recalls Bibb, who had served as a senior buyer and materials manager in industry. She decided after working as a teacher's aide at Colon elementary school that she enjoyed education. "Both of my daughters were in high school, so I decided to go to college. I studied hard. I guess I am a perfectionist anyway," she said.

Kelly Bibb attended classes for the next two years. As a non-traditional student returning to the classroom Bibb enjoyed the excitement of (now retired) English Professor Lucy Zimmerman and Psychology Professor Susan Reardon. "I enjoyed literature and writing. I also discovered that Michigan and American History really were interesting because of the way History and Political Science Professor Robert Wathen presented it," said Bibb.

"I enjoyed working in the Tutoring Center as a peer tutor, and serving as an officer in Phi Theta Kappa. I met so many wonderful fellow students," said Bibb, who was selected as a student speaker for the graduation program.

Bibb graduated with the Associate Degree in General Studies and immediately entered Western Michigan University where she earned a Bachelor of Science in Education, summa cum laude, in 2006. "During my last year at Western Michigan University my daughter was also attending WMU classes," she recalled.

At this point Bibb's career direction took a turn. "Rather than teaching I decided to seek a position with Edward Jones as a financial advisor. I drew on my business experience and study skills on the Series 7 and Series 66 exams. These are somewhat like a legal bar exam, but more like a Certified Public Accountant exam. I qualified as an Accredited Asset Management Specialist (AAMS)," explained Bibb, who works in the Edward Jones office on Lakeview Avenue in Sturgis.

She added, "I love what I am doing as part of a limited partnership business. It means constantly learning with continuing education programs that keep me fully-informed. I feel like I'm still using the teaching skills of my college degree as I meet with individuals and offer financial advice. There is plenty of one-on-one advising and an ability to make sense of the financial world for people. I enjoy helping people understand their options."

Recently Bibb earned the Century Award from Edward Jones for outstanding performance in 2010. Bibb was one of only 625 in the firm's more than 12,000 financial advisors to receive the Century Award. James D. Weddle, the firm's managing



Kelly Bibb in Sturgis office

partner, said Bibb's achievement illustrates "her unyielding dedication and enthusiasm for her business."

Bibb juggles her career and family with Bob, her husband of 20-years, two daughters (Heather and Sharlee) and step-daughter, Staci, and their families that now include five grandchildren. Community involvement includes the Sturgis Success and Kiwanis programs.

Returning to the classroom proved the right investment for financial advisor Kelly Bibb.

Associate of General Studies Degree

Communications
(9 required credit hours) **62 Credits**

Computer Literacy
(4 required credit hours)

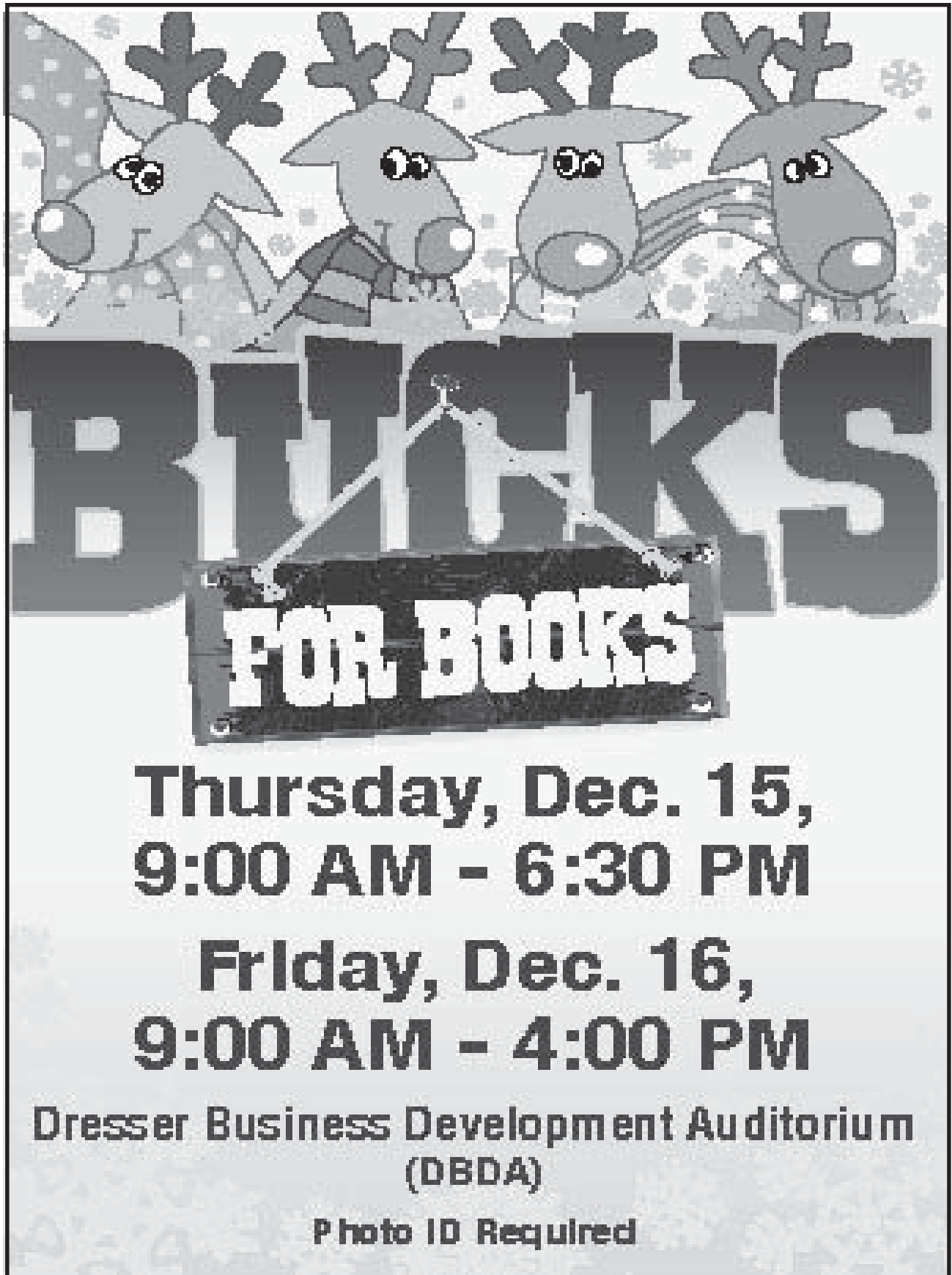
Humanities (choose 8 credit hours
from 2 different areas)

Mathematics (choose 4 credit hours)

Social Science (choose 8 credit hours
from 2 different areas)

Natural Science (choose 4 credit hours -
1 with lab)

Elective Courses
(25 credit hours required)



**Thursday, Dec. 15,
9:00 AM - 6:30 PM**

**Friday, Dec. 16,
9:00 AM - 4:00 PM**

**Dresser Business Development Auditorium
(DBDA)**

Photo ID Required

Adventures in Lifelong Learning Non-Academic Programs

Adventures in Lifelong Learning An Institute for Learning in Retirement



Senior learners (age 50 & over)...
Come one, Come ALL!

Do you have an inquisitive mind and an adventurous spirit? Come join the 200+ ALL members for some learning and discovery experiences. Classes will enrich you and help strangers become friends.

Share common interests, attend classes, suggest topics, help plan classes or even volunteer to share your time, talents, and expertise. No grades, homework or tests! Most classes are held during daytime at easily accessible locations around the county. Your membership fee (\$10/single, \$20/couple) puts you on the mailing list and entitles you to register for ALL classes and social events this year.

Minimum registration fees are charged for classes & trips to cover costs and materials. Due to changes being made to the ALL program, we will not be having classes during the 2012 Winter semester. We are planning the April Kickoff Luncheon and will be announcing summer classes for 2012 starting in May. Don't wait! If you're not a member, join NOW. Call Glen Oaks Community College at (269) 294-4283 or toll free at 1-888-994-7818 to become a member.

Leave the driving to SJCTA

St. Joseph County's bus service has the ability to bring you to and pick you up from Glen Oaks Community College. The buses transport people from 6:00 a.m. to 6:00 p.m. (Saturday 7 a.m. to 5 p.m.). The fee is \$4.00 each way for Glen Oaks students with student ID. The "That's My Ride" reduced fare program from Glen Oaks at 2:45 p.m. is \$2.00. Emergency announcements about closing for any reason will be posted on radio and television. For definite information and to be sure of the current schedule call the transportation office at 273-7808 or 1-800-964-5700.

(Rates subject to change).

Rollin' Cafe meal cards available

Rollin' Cafe on the Glen Oaks Concourse offers \$10.00 and \$20.00 punch cards which may be used for breakfast or lunch purchases on the Concourse in fall and winter semesters. Rollin' Cafe accepts cash, but this helps students who don't carry much money. The punch cards may be purchased at the Rollin' Cafe.

Job Fair scheduled for April 19

The 2012 Job Fair at Glen Oaks Community College is scheduled for 10:00 a.m. to 1:00 p.m., Thursday, April 19 on the College Concourse. In the past, nearly two dozen companies and organizations have been on hand to meet and discuss their hiring needs with Glen Oaks students and community members.. The 2012 Job Fair is **FREE** and sponsored by Glen Oaks Community College and the Michigan Works! Employment Services. "This is a great opportunity for people to bring their resume and talk with employers who are hiring locally," said Michelle McNamara, Business/Communications faculty and event coordinator. Companies wishing to exhibit at the Job Fair should contact Ms. McNamara at MMcNamara@glenoaks.edu or telephone her at 269-294-4351.

Continuing Education & Training Programs

Trim & Tone - 6 Week Exercise Program

Come join us for a deep conditioning, pilates style 12 session - 6 week exercise program. During the program you will strengthen muscles and build endurance. This will also help you build core muscles while increasing overall body strength, and help you start to reduce weight and inches; some cardio will also be a part of this program.

CES 788, Nora Hagen Theater

\$60

Section 1: Tues. & Thurs., Jan. 31 - March 8, 12 p.m. - 1 p.m.

Section 2: Tues. & Thurs., April 10-May 17, 12 p.m. - 1 p.m.

Instructor: Lynne Holtz

Couponing 101 & More

Spending too much time at the grocery store? Ever watched extreme couponing shows and wonder "HOW DID THEY DO THAT?" Come join us at this 2 hour workshop designed to share practical advice and coupon tips to effectively cut your family's grocery budget and change the way you think about shopping.

CES 789, Dresser Business Development Center Auditorium

\$12

Section 1: Tuesday, March 27, 7 p.m. - 9 p.m.

Section 2: Tuesday, April 24, 7 p.m. - 9 p.m.

Instructor: Amy Young

Garage Sales 101 & More

Thinking of having a garage sale--not sure where to begin? Then this workshop is for you. Come to a 2 hour session where you will leave with proven tips on getting organized, tracking of money, tagging and when is the right time to have a garage sale.

Come to this session before you begin spring cleaning.

CES 792, Business Development Center, Room 22A

\$12

Section 1: Tuesday, March 6, 7 p.m. - 9 p.m.

Section 2: Tuesday, April 17, 7 p.m. - 9 p.m.

Instructor: Mary Kay Balaguer

Successful Leadership

With the many challenges facing businesses today, it is essential for organizations to have effective leaders at all levels. They say that some people are born leaders, but the necessary traits and abilities of effective leadership can be learned and developed.

Understanding the core competencies of a successful leader is where to start. Whether you are already a leader and want to be more effective or wish to become a leader: knowing, developing and improving these abilities is the key. This presentation will focus on identifying and understanding the essential core leadership competencies and strategies for developing them. CES 790, Dresser Business Development Center Auditorium

\$125

Section 1: Thursday, March 22, 1 p.m. - 5 p.m.

Instructor: Ann Meskauskas

Delivering Excellent Customer Service

You want your organization to be known for providing excellent customer service so as to attract new customers and to keep customers coming back. This workshop is designed to heighten people's awareness, increase their knowledge, and provide skills necessary to more effectively provide excellent customer service in today's hectic work environment. This program will provide a clear understanding of what it takes physically, mentally, and verbally to provide excellent customer service so that attendees can develop a personal action plan for improvement.

CES 791, Dresser Business Development Center Auditorium

\$125

Section 1: Tuesday, April 17, 1 p.m. - 5 p.m.

Instructor: Ann Meskauskas

Speed Spanish - online through ed2go.com/gocc

Imagine yourself speaking, reading and writing Spanish. Now you can with Speed Spanish! This six week course is designed for anyone who wants to learn Spanish *pronto*. You'll learn six easy recipes for gluing Spanish words together to form sentences. In not time at all, you'll be able to go into any Spanish speaking situation and converse in Spanish. *Que' Bueno!*

\$120

To register go online to www.ed2go.com/gocc

Section 1: January 18

Section 2: February 15

Section 3: March 21

Section 4: April 18

Have suggestions for other programs? Please contact Mary Kay Balaguer at mbalaguer@glenoaks.edu

Continuing Education & Computer Training

Introduction to Word 2010

.6 credits (9 hours)

Become acquainted with the newest version of this popular word processing software. More than just a word processor, Microsoft Word offers users a creative outlet through the use of font styles and sizes, graphic features, and other formatting basics. Discover how to make documents come alive while learning basic Word features. Learn how to print envelopes and labels, create bulleted and numbered lists, and use tables to eliminate the frustration of dealing with too many tabs across a page. Impress your friends, family and coworkers with your newfound skills discovered as you explore the almost endless possibilities of Microsoft Word.

CES 784, Business Development Center, Room 22A

\$125 (Includes book)

Section 1: Tues. & Thurs., Jan. 24, 26 & 31, 9 a.m. - 12 p.m.

Instructor: Mary Kay Balaguer

Introduction to Excel 2010

.6 credits (9 hours)

Become familiar with the newest version of this popular spreadsheet program. Did you know you can balance your checkbook with Excel? You can also maintain a mailing list, calculate a loan payment, evaluate investment plans, and much more. This class is for people wanting to simplify and find more time for what they enjoy. Additional topics include analyzing data, using AutoSum and improving the appearance of a worksheet.

CES 785, Business Development Center, Room 22A

\$125 (Includes book)

Section 1: Tues. & Thurs., Feb. 21, 23 & 28, 9 a.m. - 12 p.m.

Microsoft PowerPoint 2010

.6 credits (9 hours)

Create an attention-getting presentation that can be easily customized. Learn many ways to display information and photographs visually. Students will learn how to make handouts, slides, overhead transparencies, and an interactive slide show to enhance work presentations. Join us and see how easy creating and delivering a dynamite presentation for both personal and professional use can be!

CES 786, Business Development Center, Room 22A

\$125 (Includes book)

Section 1: Tues. & Thurs., April 24, 26 & May 1, 9 a.m.-12 p.m.

Instructor: Mary Kay Balaguer

Internet & E-Mail Basics

.6 credits (9 hours)

Learn how to stay in touch with your family and friends through e-mail while also learning the basics of the Internet. In addition, learn how to get information from all over the world within just a few minutes. This course is designed to give you a basic understanding of Internet terminology and to expose you to the vast amount of information available on the World Wide Web. Topics include: browsing and searching the Internet, learning about e-mail and attachments, security issues, and spyware, and discovering how to shop safely on the Internet. Introduction to Personal Computers or equivalent experience is recommended before taking this course.

CES 515, Business Development Center, Room 22A

\$110 (Includes handouts)

Section 1: Mon. & Wed., Feb. 27, 29 & March 5, 9 a.m. - 12 p.m.

Instructor: Mary Kay Balaguer

QuickBooks Pro 2010

.8 credits (12 hours)

Are you frustrated with your current book keeping system but aren't sure where to start with finding a new system? Maybe you've started using QuickBooks, but you think you're doing everything wrong? In both cases, chances are you just need some focused time with hands-on use to be able to set you business up properly. This course will cover each step involved with the initial setup of your company as well as customizing QuickBooks for your specific business situation. QuickBooks covers your entire business needs from accounts receivable to accounts payable to payroll for employees. QuickBooks also give syou the ability to track your income and expenses and to run reports at the end of the month, quarter, and year automatically. In addition, you're not locked into using only the features QuickBooks provides; you can customize it to fit your business' needs. Come discover an easier way to do your bookkeeping, and find more time for other important activities!

Introduction to Personal Computers and Windows XP or equivalent experience is recommended before taking this course.

CES 787, Business Development Center, Room 22A

\$165 (Includes book)

Section 1: Mon. & Wed., Feb. 13, 15, 20 & 27, 6 p.m. - 9 p.m.

Instructor: Mary Kay Balaguer

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GOCC and MI Works! work together to prepare a skilled workforce to meet employer needs...



Today's jobs require higher skills AND more knowledge. However, according to the Bureau of Labor Statistics, a number of U.S. jobs remain unfilled, with employers saying they are having a hard time finding workers with the right skills to fill those jobs.

Businesses complete globally, they demand smart workers, and hiring talented people is key to their business growth and expansion. Glen Oaks Community College, through its educational training programs plays a key role in providing that education and in ensuring that workers have the necessary skills and knowledge to meet the needs of employers. The fastest growing and highest paying jobs usually require some kind of post secondary education or skills

training for entry, as well as additional training throughout a career. There is also much research to validate "to earn more, people need to learn more." Michigan Works! offers many resources to help job seekers explore occupations and salaries, research education and training opportunities, and find employment.

In St. Joseph County, the Michigan Works! Service Center is located at 16587 Enterprise Drive, Three Rivers, Michigan. Hours are Monday through Friday from 8:00 a.m. to 5:00 p.m. Additional information and resources can be found at www.michiganworks14.org

Preliminary Summer 2012

(NOTE: This schedule is preliminary and based on expected courses for this semester)

ACCOUNTING

BAA 100 FUNDAMENTALS OF ACCOUNTING

4 Credits, 4 Contacts

Prerequisite: None

Cost: Tuition

BAA 109 PAYROLL ACCOUNTING

2 Credits, 2 Contacts

Prerequisite: BAA 100

Cost: Tuition

BAA 111 PRINCIPLES OF ACCOUNTING

4 Credits, 4 Contacts

Prerequisite: High school bookkeeping or BAA 100 Fundamentals of Accounting

Cost: Tuition

BAA 112 PRINCIPLES OF ACCOUNTING

4 Credits, 4 Contacts

Prerequisite: BAA 111 Principles of Accounting or its equivalent

Cost: Tuition

ALLIED HEALTH

ALH 205 PHARMACOLOGY FOR ALLIED HEALTH

3 Credits, 3 Contacts

Prerequisite: ALH 218, NSA 101 or NSA 105 or NSA 211 and test into or higher than NSM 052

Cost: Tuition + \$25.00 course fee

ALH 218 MEDICAL TERMINOLOGY

3 Credits, 3 Contacts

Prerequisite: Test above or completion of COM 063

Cost: Tuition + \$25.00 course fee

ALH 222 DISEASE CONDITIONS

3 Credits, 3 Contacts

Prerequisite: ALH 218 and NSA 101 or NSA 105 or NSA 211. Medical Assistant students must take this course in traditional classroom setting and concurrently with ALH 230 and ALH 235

Cost: Tuition + \$25.00 course fee

ALH 238, 281, 282, 283, 284, 285 ALLIED HEALTH EXTERNSHIP

Prerequisite: Completion of first three semesters of Medical Assistant program. Please check with the current Glen Oaks catalog.

Cost: ALH 238 - Tuition + \$265; ALH 281 & 285, Tuition + \$140

ALH 250 MEDICAL LAW & ETHICS

3 Credits, 3 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition

ALH 260 ADVANCED EKG INTERPRETATION

3 Credits, 3 Contacts

Prerequisite: NSA 101 Introduction to Anatomy & Physiology OR NSA 211 Human Anatomy & Physiology II, ALH 218 Medical Terminology and test into or higher than NSM 052 Pre-Algebra.

Cost: Tuition + \$65.00 course fee

ALH 290 MEDICAL ASSISTANT CERTIFICATION EXAM REVIEW

3 Credits, 3 Contacts

Prerequisite: Completion of ALL courses in the Medical Assistant program, except ALH 238. Must be taken in last semester of Medical Assistant program concurrently with ALH 238

Cost: Tuition

AUTOMOTIVE

VTA 228 EMISSION CONTROL SYSTEMS

5 Credits, 5 Contacts

Prerequisite: VTA 100 Introduction to Automotive Technician, VTA 141 Engine Diagnosis & Ignition Systems, and VTA 142 Fuel & Exhaust Systems

Cost: Tuition + \$25.00 course fee

BUSINESS

BAD 251 PRINCIPLES OF MARKETING

3 Credits, 3 Contacts

Prerequisite: BAM 100

Cost: Tuition

BAE 203 PRINCIPLES OF ECONOMICS-MICRO

4 Credits, 4 Contacts

Prerequisite: COM 063 and test into NSM 117

Cost: Tuition

BAE 204 PRINCIPLES OF ECONOMICS-MACRO

4 Credits, 4 Contacts

Prerequisite: BAE 203 Principles of Economics (Micro)

Cost: Tuition

Academic Calendar - Summer 2012

Classes Commence	Monday, May 14
Memorial Day	Monday, May 28
Fourth of July	Wednesday, July 4
Classes End	Thursday, Aug. 2

SUMMER 2012 (Preliminary)

BAM 100 INTRODUCTION TO BUSINESS

3 Credits, 3 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition

BAM 103 BUSINESS MATH

3 Credits, 3 Contacts

Prerequisite: Placement into BAM 103 on Accuplacer, ACT/SAT or completion of NSM 052

Cost: Tuition + \$10.00 course fee

BAM 260 SMALL BUSINESS MANAGEMENT

3 Credits, 3 Contacts

Prerequisite: BAM 103

Cost: Tuition

BAM 271 INTERNSHIP I-BUSINESS

3 Credits, 3 Contacts

Prerequisite: 75% of coursework completed in the students major and a GPA of 2.5 or better. Students wishing to start an internship need to apply.

Cost: Tuition

BIP 102 KEYBOARD-REFRESHER

2 Credits, 2 Contacts

Prerequisite: None

Cost: Tuition + \$15.00 course fee

BIP 121 INTERMEDIATE KEYBOARDING

4 Credits, 4 Contacts

Prerequisite: BIP 100 or BIP 102 or successful completion of one year of high school keyboarding or EDP 101

Cost: Tuition + \$40.00 course fee

BIP 220 ADVANCED KEYBOARDING-EXECUTIVE

3 Credits, 3 Contacts

Prerequisite: BIP 121, EDP 101 or high school experience and EDP 233

Cost: Tuition + \$30.00 course fee

BIP 221 ADVANCED KEYBOARDING-LEGAL

3 Credits, 3 Contacts

Prerequisite: BIP 121, EDP 101 or high school experience and EDP 233

Cost: Tuition + \$30.00 course fee

BIP 222 ADVANCED KEYBOARDING-MEDICAL

3 Credits, 3 Contacts

Prerequisite: BIP 121 and EDP 233

Cost: Tuition + \$40.00 course fee

BIP 230 MACHINE TRANSCRIPTION-LEGAL/EXECUTIVE

3 Credits, 3 Contacts

Prerequisite: BIP 121 and EDP 101

Cost: Tuition + \$25.00 course fee

COMMUNICATIONS/ORAL

COM 110 INTERPERSONAL COMMUNICATION

3 Credits, 3 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition

COM 140 GENERAL COMMUNICATION: SPEECH

3 Credits, 3 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition

COM 150 PUBLIC SPEAKING

3 Credits, 3 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition + \$25.00 course fee

COMMUNICATIONS/WRITTEN

COM 061, 063, 071, 073 and 074 have the following characteristics:

1. Grades-the following grades will be used:

CR=Credit-Credit for course, does not affect grade point average.

IP=In Progress-No credit, student may continue progress with the instructor the next available semester.

NC=No Credit-Students will not receive credit because of non completion of the course requirements necessary for the IP grade.

2. Graduation-Academic Foundation course credit toward graduation will depend on the degree or certificate.

3. Transferability-These courses generally will not transfer to 4-year college.

COM 063 READING FOR COLLEGE

4 Credits, 4 Contacts

Prerequisite: Accuplacer reading comprehension score of 43-73 and standardized reading test

Cost: Tuition

COM 073 ESSENTIALS OF COLLEGE WRITING I

4 Credits, 4 Contacts

Prerequisite: Accuplacer WritePlacer score of 4 on Writing Sample Assessment

Cost: Tuition

COM 074 ESSENTIALS OF COLLEGE WRITING II

4 Credits, 4 Contacts

Prerequisite: Enrollment is limited to students who have received an "IP" grade in COM 073 Essential College Writing I

Cost: Tuition

SUMMER 2012 (Preliminary)

COM 111 BUSINESS/TECHNICAL COMMUNICATIONS

4 Credits, 4 Contacts

Prerequisite: Proficiency of language skills on the ACT, SAT, Writing Sample or successful completion of COM 073 and COM 074

Cost: Tuition

COM 120 ENGLISH LAB

1 Credit, 1 Contact

Prerequisite: Level 5 on the Accuplacer Co-requisite: COM 121 or COM 111

Cost: Tuition

COM 121 ENGLISH COMPOSITION I

3 Credits, 3 Contacts

Prerequisite: Proficiency in language skills on the ACT, SAT, Accuplacer, or successful completion of COM 073 or COM 074

Cost: Tuition

COM 122 ENGLISH COMPOSITION II

3 Credits, 3 Contacts

Prerequisite: Successful completion of COM 121 English Composition I with a 2.0 or better

Cost: Tuition

COMPUTERS

EDP 100 USING THE INTERNET

1 Credit, 1 Contact

Prerequisite: None

Cost: Tuition

EDP 101 INTRODUCTION TO COMPUTERS

4 Credits, 4 Contacts

Prerequisite: BIP 100 or test out and COM 063

Cost: Tuition + \$25.00 course fee

EDUCATION

SSE 270 THE DIVERSE LEARNER

4 Credits, 4 Contacts

Prerequisite: COM 121 English Composition and SSP 210 Human Growth & Development or SSE 101 Early Childhood Development I and SSE 102 Early Childhood Development II

Cost: Tuition

ELECTRICAL TECHNOLOGIES

Each class is in a lab setting with open entry and open exit.

VTE110 BASIC ELECTRICITY

4 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition

Course includes the following modules: VTE01A, VTE02A, VTE02B, VTE02C, VTE03A, VTE03B, VTE 03C, VTE03D, VTE03E, VTE03F, VTE03G

VTE111 INTRODUCTION TO AC/DC CIRCUITS

4 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition

Course includes the following modules: VTE03H, VTE03J, VTE03K, VTE03L, VTE03M, VTE03N, VTE03P, VTE03Q, VTE03R, VTE03S

VTE119 INTRODUCTION TO THE NATIONAL ELECTRICAL CODE

4 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition

Course includes the following modules: VTE04A, VTE04B, VTE04C, VTE04D, VTE04E, VTE04F, VTE04G, VTE04H, VTE04J, VTE04K, VTE04L, VTE04M, VTE04N, VTE04P

VTE120 ELECTRICAL MOTOR CONTROLS I

4 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition

Course includes the following modules: VTE05A, VTE05B, VTE05C, VTE05D, VTE 05E, VTE05F, VTE05G, VTE05H, VTE05J, VTE05K, VTE05L

GOVERNMENT

SSG 110 AMERICAN GOVERNMENT & POLITICAL SCIENCE

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

MATHEMATICS

NSM 051, NSM 052 and NSM 053 have the following characteristics:

1. Grades-the following grades will be used:

CR=Credit-Credit for course, does not affect grade point average.

IP=In Progress-No credit, student may continue progress with the instructor the next available semester. The student will have to register to retake the course, or for the next course, except when an IP is given for NSM 051, NSM 052 or NSM 053.

NC=No Credit-Students will not receive credit because of non completion of the course requirements necessary for the IP grade.

2. Graduation-Academic Foundation course credit toward graduation will depend on the degree or certificate.

3. Transferability-These courses generally will not transfer to 4-year college

SUMMER 2012 (Preliminary)

MATHEMATICS

NSM 051 BASIC MATHEMATICS

4 Credits, 4 Contacts

Prerequisite:

Cost: Tuition

NSM 052 PRE-ALGEBRA

4 Credits, 4 Contacts

Prerequisite: NSM 051 Basic Mathematics or placement by ASSET/Accuplacer

Cost: Tuition

NSM 100 INTRODUCTORY ALGEBRA

4 Credits, 4 Contacts

Prerequisite: NSM 052 or appropriate placement based on assessment

Cost: Tuition + \$25.00 course fee

NSM 104 INTERMEDIATE ALGEBRA

4 Credits, 4 Contacts

Prerequisite: NSM 100 Introductory Algebra or by placement test

Cost: Tuition + \$25.00 course fee

NSM 105 FUNDAMENTALS OF MATHEMATICS

4 Credits, 4 Contacts

Prerequisite: NSM 100 Introductory Algebra or placement by ASSET/Accuplacer

Cost: Tuition + \$25.00 course fee

MUSIC

HUM 150 MUSIC APPRECIATION

4 Credits, 4 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition

NURSING

NUR 100 NURSE AIDE COURSE

6 Credits, 6 Contacts

Prerequisite: None

Cost: Tuition + \$100.00 course fee

NUR 104 FUNDAMENTALS OF NURSING

5 Credits, 8 Contacts

Prerequisite: Acceptance into Level I of the Nursing Program.

Cost: Tuition + \$100.00 course fee

NUR 109 PHARMACOLOGY I

2 Credits, 2 Contacts

Prerequisite: Acceptance into Level I of the Nursing Program or permission of the Director of Nursing

Cost: Tuition + \$20.00 course fee

NUR 220 NURSING ROLE TRANSITION

3 Credits, 5 Contacts

Prerequisite: Acceptance into Level II of the Nursing Program

Cost: Tuition + \$125.00 course fee

PHYSICAL EDUCATION/ACTIVITY

NOTE TO FITNESS/WELLNESS LAB STUDENTS: All NSH

100, 104, 105 and 107 students are required to attend an orientation session prior to working out. Dates and times to be announced.

FITNESS/WELLNESS LAB

The Fitness Wellness Lab is opened the following days/times:

Monday & Wednesday

7:30AM-9:30AM

Tuesday & Thursday

11:30AM-2:30PM

Monday, Tuesday, Wednesday & Thursday 3:30PM-6:30PM

NSH 100 FITNESS/WELLNESS 1

1 Credit, 2.5 Contacts

Prerequisite: None

Cost: Tuition + \$20.00 course fee

NSH 104 FITNESS/WELLNESS 2

1 Credit, 2.5 Contacts

Prerequisite: NSH 100 Fitness/Wellness Lab or NSH 106 Wellness and Lifestyle or workout experience

Cost: Tuition + \$20.00 course fee

NSH 105 FITNESS/WELLNESS 3

1 Credit, 2.5 Contacts

Prerequisite: NSH 104 Fitness/Wellness Lab

Cost: Tuition + \$20.00 course fee

NSH 106 WELLNESS/LIFESTYLE

2 Credits, 3 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition + \$20.00 course fee

NSH 107 FITNESS/WELLNESS 4

1 Credit, 2.5 Contacts

Prerequisite: NSH 105 Fitness/Wellness Lab

Cost: Tuition + \$20.00 course fee

Accessible Facilities

Glen Oaks Community College facilities are designed and equipped to facilitate attendance by persons with limited mobility.



PSYCHOLOGY

SSP 101 PSYCHOLOGY

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

SSP 210 HUMAN GROWTH & DEVELOPMENT

4 Credits, 4 Contacts

Prerequisite: SSP 101 and COM 121 or concurrently enrolled in COM 121

Cost: Tuition

SSP 220 ABNORMAL PSYCHOLOGY

4 Credits, 4 Contacts

Prerequisite: SSP 101, COM 121 or concurrently enrolled in COM 121

Cost: Tuition

SSP 260 SOCIAL PSYCHOLOGY

4 Credits, 4 Contacts

Prerequisite: COM 121 or concurrent enrollment in COM 121

Cost: Tuition

SCIENCE

NSA 101 INTRODUCTION TO ANATOMY & PHYSIOLOGY

4 Credits/6 Contacts

Prerequisite: ALH 218 or taken concurrently

Cost: Tuition + \$15.00 course fee

NSA 210 HUMAN ANATOMY AND PHYSIOLOGY I

4 Credits, 6 Contacts

Prerequisite: Successful completion (2.0 or better) of high school biology (taken within the last 5 years), OR NSB 121 and high school chemistry or NSC 130 and COM 121.

Co-requisite: ALH 218

Cost: Tuition + \$35.00 course fee

NSA 211 HUMAN ANATOMY AND PHYSIOLOGY II

4 Credits, 6 Contacts

Prerequisite: Successful completion (grade of 2.0) of NSA 210.

Cost: Tuition + \$35.00 course fee

NSA 212 PATHOPHYSIOLOGY

4 Credits, 6 Contacts

Prerequisite: NSA 210 and NSA 211

Cost: Tuition

NSB 120 BIOLOGY

4 Credits, 5 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition + \$10.00 course fee

NSB 121 GENERAL BIOLOGY I

4 Credits, 5 Contacts

Prerequisite: COM 063, COM 073 and NSB 120 or one year of high school biology and either NSM 100 or placement into NSM 104 or equivalent college course

Cost: Tuition + \$20.00 course fee

NSC 130 CHEMISTRY

4 Credits, 5 Contacts

Prerequisite: NSM 100 Introductory Algebra or placement into NSM 104 Intermediate Algebra or equivalent college course

Cost: Tuition + \$45.00 course fee

NSS 144 ASTRONOMY

4 Credits, 5 Contacts

Prerequisite: COM 063 and COM 073

Cost: Tuition + \$20.00 course fee

SOCIOLOGY

SSS 120 PRINCIPLES OF SOCIOLOGY

4 Credits, 4 Contacts

Prerequisites: COM 121 or concurrently enrolled in COM 121

Cost: Tuition

TRUCK DRIVING

TDT 110 TRUCK DRIVER TRAINING SEGMENT I

5 Credits, 5 Contacts

Prerequisite: None

Cost: Tuition + \$2,410 course fee

TDT 111 TRUCK DRIVER TRAINING SEGMENT II

5 Credits, 5 Contacts

Prerequisite: TDT 110 Truck Driver Training Segment I

Cost: Tuition + \$2,200 course fee

TDT 112 TRUCK DRIVER TRAINING SEGMENT III

5 Credits, 5 Contacts

Prerequisite: TDT 111 Truck Driver Training Segment II

Cost: Tuition + \$2,325 course fee

Glen Oaks is a Smoke-Free Campus

The college indoor facilities and outdoor areas are smoke-free. This includes all outdoor areas adjacent to the buildings (athletic fields and areas where employees may work). The one exception is the personal enclosed vehicles of students and employees. People may smoke inside their cars. This policy applies to all employees, students and visitors. Persons not complying are in violation of the Dr. Ron Davis Free Air Law of 2009 and Glen Oaks Smoking Policy 2.5.

Computer Support Technician need increasing

Several thousand new computer support specialists are forecast to be needed in Michigan over the next few years, according to the Michigan Department of Labor & Economic Growth. The number of computer support specialists is expected to grow by 31 percent and they are expected to earn close to \$20.00 per hour.

The GOCC business and computer sciences department is meeting this occupational need with a new certificate aimed at preparing students for entry-level computer support and repair positions. The Computer Support Technician Certificate requires 32 credit hours, including 29 core credits and three credit hours from an elective course like Web Page Design, Advanced Visual Basic Programming or Network Administration (Windows NOS). Check with a Glen Oaks counselor or Kevin Conner, Professor of Information Technology, for more information.

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