

James Sprunt Community College

ADDENDUM

2019 - 2021 GENERAL CATALOG

**The following changes/additions/deletions apply to the 2019-2021
James Sprunt Community College General Catalog:**

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CHANGES TO POLICIES, PROGRAM AND COURSE DESCRIPTIONS:

(back cover): APPROVED BY:

Carolina State Board of Nursing should be North Carolina State Board of Nursing

Page 29: Admissions-General

Replace with the following:

James Sprunt Community College operates an “Open Door” admissions policy to all applicants who are legal residents of the United States and who are either high school graduates or are at least 18 years of age. Admission requirements for an emancipated minor shall be the same as for an applicant 18 years old or older. Any adult, whether a high school graduate or not, who makes application and can benefit from the programs is admitted to the college.

Applicants are required to submit official high school transcripts with a graduation date or equivalent transcripts with a completion date. Home school students must submit a copy of the home school’s approved registration form from the state in which they are registered (if applicable) and a home school transcript with graduation date.

Applicants will be given placement tests to aid in evaluating their potential for success in their chosen field. The tests will in no way deny admission to any student. If any evaluation of test scores or other evidence indicates that an applicant is not ready to enter the program of study selected, he/she may then be scheduled to enter the Basic General Education program in the preparation for his/her chosen program and/or encouraged to reexamine his/her educational and occupational goals.

See specific program requirements on the following pages of this section for further information. The college serves all students regardless of age, race, color, religion, sex, disability, political affiliation, or national origin.

Pursuant to the State Board of Community College Code ID SBCCC 400.2(e), the James Sprunt Community College Board of Trustees approves the college to deny admission to an applicant that poses a significant, imminent, articulable threat to the safety of James Sprunt Community College, Faculty, Staff and Students. Pursuant to the State Board of Community College Code ID SBCCC 400.2(d), the James Sprunt Community College Board of Trustees approves the following appeals process for applicants denied admission pursuant to Subsection (e): If an applicant wishes to request an appeal, he/she must do so in writing within 10 school days following notification of admissions denial. The Associate Vice President of Student Services and the College President, in those cases of admissions denial, shall each have 10 school days to make a disposition on the admissions appeal. The decision by the College President shall be final with no institutional appeals beyond this level.

Pursuant to the State Board of Community College Code ID SBCCC 400.2(g), James Sprunt Community College reserves the right to refuse admission to any applicant who is not a resident of North Carolina who seeks enrollment in any distance education course if the applicant resides in a state where the college is not authorized to provide distance education in that state.

James Sprunt Community College reserves the right to refuse admission to any student who enrollment or continued presence is considered a risk for campus safety or disruption of the educational process.

Page 34: Course Placement
Effective Summer 2020

RISE English Placement Guide

<u>Course Placement</u>	<u>Unweighted HS GPA</u>	<u>RISE Placement Test</u>	<u>ACT</u>	<u>DRE Completion</u>	<u>Transition Eng Grade</u>
ENG-002/ Transition	Below 2.2	Eng. Tier 1 Below 70	English Below 16 & Reading below 20	DRE 096	--
ENG 111 + ENG 011	2.2 – 2.79	Eng. Tier 1 70 & above	English 16-17 OR Reading 20-21	DRE 097	P1
ENG 111	2.8 or above	Eng Tier 2 70 & above	Eng 18 & above OR Reading 22 & above	DRE 098	P2

RISE Math Placement Guide

<u>Course Placement</u>	<u>Unweighted HS GPA</u>	<u>RISE Placement Test</u>	<u>ACT</u>	<u>DMA Completion</u>	<u>Transition Math Grade</u>
MAT-003 Transition	Below 2.2	Math Tier 1 Below 70	Math below 20	--	--
MAT 110 +MAT 010	2.2 – 2.79	--	Math 20-21	DMA 010 or DMA 010- 020	P1
MAT 110	2.8 or above	Math Tier 1 70 & above	Math 22 and above	DMA 010- 030	P1
MAT 143 +MAT 043	2.2-2.79	Math Tier 1 70 & above	Math 20-21	DMA 010- 030	P1
MAT 143	2.8 or above	Math Tier 2 70 & above	Math 22 and above	DMA 010- 050	P2
MAT 152 +MAT 052	2.2-2.79	Math Tier 1 70 & above	Math 20-21	DMA 010- 030	P1
MAT 152	2.8 or above	Math Tier 2 70 & above	Math 22 and above	DMA 010- 050	P2
MAT 171 +MAT 071	2.2-2.79	Math Tier 2 70 & above	Math 20-21	DMA 010- 050	P2
MAT 171	2.8 or above	Math Tier 3 70 & above	Math 22 and above	DMA 010- 080	P3

*All placement test scores (RISE, NC-DAP, SAT/ACT) are valid for 10 years. Unweighted HS GPA **WILL NOT** expire after 10 years.

**SAT- Students who earn a minimum of 480 on the reading and writing section may enroll in any gateway English course. Students who earn a minimum of 530 on the math section may enroll in any gateway math course.

***High School Equivalency Tests- Students who earn a minimum of 165 on all GED tests or 15 on all HiSET tests and 4 on the HiSET essay may enroll in any gateway course without a co-req. Students who earn a 145-164 on the GED may enroll in gateway w/ co-req. courses. Students who score below will take the RISE placement test. GED and HiSET scores are valid from 1/1/2014 to present.

Page 55: Title IV Financial Aid Programs Eligibility Requirements General Provisions:

In item 3, replace “U.S. Immigration and Naturalization Service” with “U.S. Citizenship and Immigration Services”.

Page 55: Satisfactory Academic Progress (SAP) Policy:

Replace with the following update:

To maintain eligibility for federal student assistance, students must maintain progress in their academic programs. Progress has both qualitative and quantitative aspects; the student must achieve acceptable grades over a limited time period in order to complete his or her academic objective. The school is responsible for establishing the specific requirements for satisfactory academic performance, tracking their students’ progress, and enforcing the consequences of unsatisfactory progress. Your Satisfactory Academic Progress (SAP) will be monitored for all periods of enrollment whether or not you have received financial aid (Fall, Spring or Summer). This is applied to all student who received private, institutional, federal or state funds. JSCC’s Federal Student Aid SAP policies are similar, but not identical, to the institution’s Academic Retention requirements. Students should review both sets of policies and ask for clarification as needed. Questions about federal student aid SAP policies should be directed to the Financial Aid Office.

Conditions for Meeting Satisfactory Academic Progress

1. Qualitative Measure (Cumulative GPA)

- a. Students must maintain a cumulative grade point average of 2.0 (equivalent to C average).
- b. Passing grades are A, B, C, D, or P (Pass). Grades of I, W, D, F, or R (Repeat) may cause your grade point average to drop below a 2.0. Required remedial coursework will be counted toward your GPA.

2. Quantitative Measure (PACE/completion)

- a. Students must complete 67% of semester hours attempted to remain compliant with SAP Policy. Semester hour progression will be based on a cumulative total of attempted hours to earned hours. For example, a full-time student who attempts 16 semester hours in a semester must complete at least 12 semester hours to meet the 67% requirement. Semester hours that are not completed with a passing grade will also count towards maximum units attempted towards degree objective. Grades of I, W, F, or R may cause your completion rate to drop. Required remedial coursework will be counted toward your completion rate.

3. Maximum Timeframe to Complete a Degree

- a. The maximum allowable timeframe for receiving aid is equal to 150% of the length of your academic program. For example, if you are pursuing a Major that requires 64 semester hours for graduation, you would reach the maximum timeframe at 96 semester hours.
- b. If you are a transfer student, accepted transfer coursework will be counted in the maximum timeframe. You can repeat a course, but the credits will also be applied toward the maximum timeframe.
- c. Required remedial coursework will be counted toward your maximum timeframe.

4. Grade change and incompletes:

- a. FA office is notified of grade changes and changes in incompletes and will calculate SAP again once changes are made.

Consequences of Failure to meet Satisfactory Academic Progress

The Financial Aid Office measures SAP at the end of each academic semester (Fall, Spring, Summer). If the student meets the SAP Policy Criteria, they are eligible to receive federal student aid funds in the following semester of enrollment. If the student does not meet the SAP Policy, one of the following SAP Status designations will be assigned to the student.

Financial Aid Warning

If after the end of an academic semester a student's SAP status fails to meet any or all of the SAP conditions the student will enter Financial Aid Warning status for their next semester of enrollment. The student will be notified of this status via electronic communication from the Financial Aid Office. The student will continue to be eligible to receive federal student aid funds while in Financial Aid Warning status.

Probation

A student not meeting SAP after their warning period can appeal. If the appeal is approved, the student is placed on Probation. Eligibility for aid will be reinstated for one payment period.

Appeal Process

Students can appeal their disqualification from financial aid by completing a Satisfactory Academic Progress Appeal. SAP emails are sent once all grades are posted. Students should complete the appeal within 5 business days of receiving their email notification. The student will be notified within 5 business days via their student email regarding the approval or denial of their appeal. If a student does not submit an appeal, or if the appeal is denied, he/she will no longer be eligible to receive financial aid. Financial Aid will be suspended until SAP is met and the student will be responsible for all tuition and fees out of pocket.

Reestablishing Aid Eligibility

A student who is not meeting SAP may regain his or her financial aid eligibility after any semester in which he or she meets the Satisfactory Academic Progress and regains good standing status (2.0 cumulative GPA, 67% completion rate).

Page 59: Return of Title IV Funds (R2T4) Policy

Replace with the following update:

The law specifies how James Sprunt Community College (JSCC) must determine the amount of Title IV program assistance that a student earns if he/she withdraws from school. The Title IV programs that are covered by this law are Federal Pell Grants, Iraq and Afghanistan Service Grants, TEACH Grants, Direct Loans, Direct PLUS Loans, and Federal Supplemental Educational Opportunity Grants (FSEOG).

Though a student's aid is posted to his/her account at the start of each period, the student earns the funds as he/she completes the period. If a student withdraws during his/her payment period, the amount of Title IV program assistance that he/she has earned up to that point is determined by a specific formula. If a student received (or the school or parent received on the student's behalf) less assistance than the amount earned, the student may be able to receive those additional funds. If a student received more assistance than was earned, the excess funds must be returned by the school and/or the student. The amount of assistance that a student has earned is determined on a pro rata basis. For example, if a student completes 30% of his/her payment period or period of enrollment, the student earns 30% of the assistance he/she was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, the student earns all the assistance that he/she was scheduled to receive for that period.

If a student did not receive all of the funds that was earned, the student may be due a post-withdrawal disbursement. IF the post-withdrawal disbursement includes loan funds, JSCC must receive the student's permissions before it can disburse them. The student may choose to decline some or all of the loan funds so that he/she does not incur additional debt. JSCC may automatically use all or a portion of the post-withdrawal disbursement of grant funds for tuition and fees. JSCC needs the student's permission to use the post-withdrawal grant disbursement for all other institutional charges. If the student does not give permission, JSCC will be offered the funds. However, it may be in the student's best interest to allow JSCC to keep the funds to reduce the student's debt at the school.

If a student receives excess Title IV program funds that must be returned, JSCC must return a portion of the excess equal to the lesser of:

1. The charges multiplied by the unearned percentage of the student's funds, or
2. The entire amount of excess funds.

JSCC must return this amount even if it did not keep this amount of the student's Title IV program funds. If JSCC is not required to return all of the excess funds, the student must return the remaining amount. Any amount of unearned grant funds that the student must return is called an overpayment. The maximum amount of a grant overpayment that a student must repay is half of the grant funds the student receives or were scheduled to receive. The student does not have to repay a grant overpayment if the original amount of the overpayment is \$50 or less. The student must make arrangements with JSCC or the Department of Education to return the unearned grant funds. The requirements for Title IV program funds that the student withdraws are separate from any refund policy that the school may have. Therefore, the student may still owe funds to the school to cover unpaid institutional charges. JSCC may also charge the student for any Title IV program funds that that school was required to return.

Page 169: Associate Degree Nursing Admission Procedures

Effective for Fall 2020 Consideration:

Second bullet on page 169 of Associate Degree Nursing Admission Procedures amended to reflect the new RISE placement testing as follows:

Applicants will be placed into courses based upon their unweighted high school GPA within the last 10 years, but if applicants do not have such GPA they will need to take the RISE placement test. Applicants must place out of/or complete the following basic studies courses with a grade of "Pass" or higher in order to satisfy the placement test requirements for admission consideration:

RED 090, ENG 090 or

DRE 096-098 or

ENG 002 (P2) or

ENG 002 (P1) and ENG 011 or

ENG 002 (P1) with ENG 011 corequisite

MAT 050-070 or

DMA 010-050 or

MAT 003 (P2) or

MAT 003 (P1) and MAT 043 or

MAT 003 (P1) with MAT 043 corequisite

Placement test scores other than RISE, and completed DRE and DMA courses are only good for ten (10) years unless a college level English and Math course is completed within the ten (10) year period.

Only the RISE, COMPASS, NC-DAP, ASSET, ACCUPLACER, SAT or ACT test scores will be accepted for transfer. Placement test scores and completed DRE and DMA courses are only good for ten (10) years unless a college level English and Math course is completed within the ten (10) year period. Please refer to the section on Placement Testing.

Page 178: Business Administration Certificate C25120BA

Effective Fall 2020:

Change to Management and Supervision Certificate C25120MS. Courses remain the same.

Page 194: Early Childhood Education

Program name should read: A55220TN, Transfer/Non-Licensure Track

Page 246: Practical Nursing Admissions Requirements

Effective for Fall 2020 Consideration:

Step 6 on page 246 of Practical Nursing Admission Requirements amended to reflect the new RISE placement testing as follows:

Applicants will be placed into courses based upon their unweighted high school GPA within the last 10 years, but if applicants do not have such GPA they will need to take the RISE placement test. Applicants must place out of/or complete the following basic studies courses with a grade of "Pass" or higher in order to satisfy the placement test requirements for admission consideration:

RED 090, ENG 090 or
DRE 096-098 or
ENG 002 (P2) or
ENG 002 (P1) and ENG 011 or
ENG 002 (P1) with ENG 011 corequisite
MAT 050-070 or
DMA 010-050 or
MAT 003 (P2) or
MAT 003 (P1) and MAT 043 or
MAT 003 (P1) with MAT 043 corequisite

Placement test scores other than RISE, and completed DRE and DMA courses are only good for ten (10) years unless a college level English and Math course is completed within the ten (10) year period.

Only the RISE, COMPASS, NC-DAP, ASSET, ACCUPLACER, SAT or ACT test scores will be accepted for transfer. Placement test scores and completed DRE and DMA courses are only good for ten (10) years unless a college level English and Math course is completed within the ten (10) year period. Please refer to the section on Placement Testing.

Page 310: Course Descriptions

Add the following:

CTS 115	Info Sys Business Concepts	3	0	3
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(College Transfer-Pre-Major/Elective)

Prerequisites: None

Corequisites: None

The course introduces the role of IT in managing business processes and the need for business process and IT alignment. Emphasis is placed on industry need for understanding business challenges and developing/managing information systems to contribute to the decision making process based on these challenges. Upon completion, students should be able to demonstrate knowledge of the 'hybrid business manager' and the potential offered by new technology and systems. This course has been approved for transfer under the CAA and ICAA as a premajor and/or elective course requirement.