

# INDEX

## A

Academic Advisors .....	VIII-6
Academic Calendar .....	II-2
Academic Credit Hours .....	VIII-1
Academic Enrichment Programs (High Impact).....	VIII-15
Academic Evaluations .....	VIII-6
Academic Honors .....	VIII-10
Academic Information .....	VIII-1
Academic Integrity Policy .....	VII-3, VIII-12
Academic Intervention .....	VIII-14
Academic Probation .....	VIII-14
Academic Standards Policy .....	VIII-13
Academic Suspension .....	VIII-14
Acceptance of Transfer Credit .....	IV-1
Accident Insurance .....	V-2
Accreditation .....	I-2
Activity Fee .....	V-2
Administration, Faculty, and Staff .....	XI-2
Administrative Withdrawal .....	V-14
Admission of High School Students .....	III-4
Career and College Promise .....	III-4
Early College High School .....	III-4
Admission of International Students (Undocumented) .....	III-1
Admissions .....	III-1
Admissions for Health Programs .....	III-4
Admissions Policy .....	III-1
Admissions Procedures and Information .....	III-3
Adult Basic Education (ABE) .....	VIII-24
Adult Basic Skills .....	VIII-23
Admission Requirements .....	VIII-23
Class Locations .....	VIII-23
Fees .....	VIII-24
Adult Basic Education - Compass Education .....	VIII-25
Adult High School (AHS) .....	VIII-24
Advanced Placement (AP) Course Credit .....	IV-3
Advisors, Academic .....	VIII-6
Alcohol and Drugs Policy .....	VII-13
Animals on Campus .....	II-5
Appeal of Academic Integrity Violation .....	VII-6, VIII-13
Appeal of Final Course Grade .....	VIII-11
Appeal for Admissions Denial.....	III-2
Appeal for Program Dismissal .....	VII-7, VIII-14
Appeal for Denial of Admissions into Selective Programs .....	III-5
Apprenticeship Program .....	IV-4, VIII-21
Associate in Arts in a Year (AAY) .....	VIII-17
Attendance .....	III-4, VIII-3
Attendance in Traditional Classes .....	VIII-3
Attendance in Distance Learning Classes (100% Online).....	VIII-4
Attendance in Blended/Hybrid/HyFlex Classes.....	VIII-4
Department Attendance Requirements .....	VIII-5
Absences for Religious Observances.....	VIII-5
Census Dates.....	VIII-5

Auditing of Courses .....	VIII-10
Aviso .....	VI-4

## B

Basic Skills .....	VIII-23
Basic Law Enforcement Training (BLET).....	III-4, IX-81
Blended Classes .....	VIII-1, 5
Board of Trustees .....	XI-1
Business Solutions.....	VIII-21

## C

Calendar .....	II-2
Campus Housing .....	II-9
Campus Information .....	II-1
Campus Locations .....	II-1
Canvas .....	VI-4
Capstone Experience.....	VIII-17
Career and College Promise .....	II-2, III-4
Career Services .....	VI-2
Catalog of Record .....	IV-5
Census Dates.....	VIII-5
Changing Program of Study .....	VIII-6
Children on Campus .....	II-5
Clubs and Organizations .....	VI-5
Collaborative Agreements .....	VIII-7
College Calendar .....	II-2
College and Career Readiness.....	VIII-23
College IDs .....	VI-6
College Level Examination Program (CLEP) Credit .....	IV-2, 3
College Transfer Information .....	VI-6
Communicable Disease Policy and Procedure .....	VII-17
Compass Wayfinding .....	VI-5
Continuing Education, Short Term and .....	VIII-20
Admission Requirements .....	VIII-20
Apprenticeship Program .....	VIII-21
Business Solutions .....	VIII-21
Certificates .....	VIII-20
Class Locations .....	VIII-20
Industrial and Certification Courses .....	VIII-20
Continuing Education Unit (CEU) .....	VIII-22
Continuing Education Transcripts .....	VIII-23
Customized Training .....	VIII-22
Enrollment .....	VIII-20
Fees .....	VIII-20
Grades .....	VIII-20
Personal Interest .....	VIII-21
Protective Services .....	VIII-21
Refund Policy .....	V-4, VIII-20
Small Business Center .....	VIII-22
REAL (Rural Entrepreneurship Through Action Learning) .....	VIII-22
Continuous Enrollment.....	IV-5
Copyright Policy .....	VII-17
Core Skills and Learning Outcomes .....	I-11
Correctional Education .....	VIII-25
Counseling (Academic and Personal) .....	VI-1

Course Auditing .....	VIII-10
Course Corequisites .....	VIII-7
Course Descriptions .....	X-1
Course Load .....	VIII-1
Course Prerequisites and Corequisites .....	VIII-7
Course Repeat .....	VIII-8
Course Substitution .....	VIII-7
Course Withdrawal .....	VIII-7
Credit by Examination (Test Out) .....	IV-3
Credit for Prior Learning .....	IV-2
Certification/Credential .....	IV-2
Challenge Exams/Proficiency .....	IV-3
Continuing Education/Non-credit Courses .....	IV-2
High School to Community College Articulated Credit .....	IV-2
Military Education and Training .....	IV-2
Portfolio Assessment .....	IV-3
Public Safety Training (PST) Prefix Courses .....	IV-3
Registered Apprenticeship .....	IV-3
Standardized Examinations .....	IV-2
Credit for Prior Learning and Student Records .....	IV-1
Credit Hours, Academic .....	VIII-1
Crime Statistics (Clery Act).....	VII-24
Customized Training .....	VIII-22

## D E

Death of Student Refund .....	V-4
Dean's List .....	VIII-10
Destruction of Records .....	IV-8
Directory Information .....	IV-7
Disability Services for Students .....	VI-1
Distance Learning or eLearning .....	VIII-1
Blended .....	VIII-1
HyFlex .....	VIII-2
Interactive Television (ITV) .....	VIII-2
Online (Internet) .....	VIII-1,2
Placement Testing for Distance Learning Students .....	II-5
Traditional .....	VIII-2
Drugs and Alcohol .....	VII-13
Distribution of Degrees, Diplomas, and Certificates.....	VIII-18
Early College High School .....	III-4
Early High School Graduate .....	III-4
eLearning .....	VIII-1
Emergency Medical Technician (EMT) .....	IX-75
EMT Paramedic.....	IX-70
English for Speakers of Other Languages (ESOL) .....	VIII-24
English Language Acquisition (ELA) .....	VIII-24
Enrollment Status (Financial Aid) .....	V-7
Eportfolio .....	VIII-16
Eportfolio Assistance .....	VI-6
Experiential Learning .....	VIII-6

## F

Faculty, Staff, Administration .....	XI-2
Family Educational Rights and Privacy Act (FERPA) .....	IV-5
Access to Education Records .....	IV-6

Amendment of Education Records .....	IV-6
Disclosure of Education Records.....	IV-6
Law Enforcement Records.....	IV-7
Complaints .....	IV-8
Destruction of Records .....	IV-8
Fees and Tuition .....	V-1
Field Trip Forms .....	VII-24
Financial Aid .....	V-4
Student Responsibilities .....	V-5
Types of Financial Aid Available .....	V-5
Alternative Loans .....	V-7
Direct Loans .....	V-7
Federal Financial Aid .....	V-5
Forgivable Education Loans for Service (FELS).....	V-6
North Carolina Community College Loan Program.....	V-6
Payment Plans .....	V-7
Scholarships .....	V-6
State Financial Aid .....	V-6
Vocational Rehabilitation .....	V-7
Workforce Innovation and Opportunity Act (WIOA) .....	V-7
Financial Aid Enrollment Status .....	V-7
Firearms or Other Dangerous Weapons Policy .....	II-8
Firefighter Training .....	VIII-21, IX-73
First-Year Experience (FYE) .....	VIII-16
Free Speech and Public Assembly .....	VII-22

## G

GED® (High School Equivalency) .....	VIII-24
Global Scholars of Distinction.....	VIII-16
GO! Account.....	VI-4
Grade Forgiveness .....	VIII-9
Grade Point Average (GPA) .....	VIII-9
Grades .....	VIII-9
Graduates of Excellence.....	VIII-19
Graduation Eligibility Notification .....	VIII-18
Graduation / Persistence Rates .....	VIII-19
Graduation, Requirements for .....	VIII-17
Grievance/Complaint Procedure .....	VII-12
Guaranteed Admissions Agreements.....	III-6

## H

Health and Wellness, Student .....	VII-13
High Impact Programs .....	VIII-15
High School Equivalency .....	VIII-24
High School Students, Admission of .....	III-4
History of the College .....	I-9
Honor Graduates .....	VIII-19
Honors Program .....	VIII-16
Hours of Operation .....	II-1
Human Resources Development (HRD) .....	VIII-25
Hyflex Classes .....	VIII-2

## I J K

In-service Law Enforcement Training .....	VIII-21
---	---------

Incllement Weather .....	VII-24
Incompletes .....	VIII-10
Independent Study .....	VIII-5
Industrial and Professional Certification Courses .....	VIII-20
Intellectual Property .....	VII-19
Interactive Television (ITV) Classes .....	VIII-2
International Transcript Credit .....	IV-1
Internet (Online) Classes .....	VIII-1
Internet Use Policy and Procedure .....	VII-20

## L

Lab Fees .....	V-3
Learning Communities .....	VIII-16
Associate in Arts in a Year (AAY) .....	VIII-17
First-Year Experience (FYE) .....	VIII-16
Pre-Honors Program.....	VIII-17
Learning Outcomes.....	I-11
Learning Supports.....	VI-3
Library Services .....	VI-3
Library Resources .....	VI-3
Library Card .....	VI-3
Literacy Services .....	VIII-25
Locations of the College .....	II-1
Lost and Found .....	II-9

## M

Mathematics Direct Placement .....	IV-4
Message from the President .....	I-3
Military Education and Training, Credit for Prior Learning .....	IV-2
Military Tuition Refund .....	V-4
Mission of the College .....	I-10

## N

Navi .....	VI-5
Navigate App.....	VI-4
Non-Degree Seeking Student.....	III-2
Non-Discrimination Statement .....	I-2

## O

Office 365 Accounts .....	V-1, VI-4
Online (Internet) Classes .....	VIII-1
Orientation, Student .....	VI-2
Outcomes and Assessment .....	I-11

## P Q

Parking .....	II-8
Passport (College ID).....	VI-5
Payment of Tuition and Fees .....	V-4
Performance Measures .....	I-12
Personal Interest Classes .....	VIII-21
Placement Testing .....	III-3
Placement Testing for Distance Learning Students .....	VIII-2
Pre-Honors Program.....	VIII-17

President's List .....	VIII-10
Programs of Study .....	IX-1
Protective Services .....	VIII-21
Public Assembly, Free Speech .....	VII-22
Qless .....	VI-5

## R

Readmission to the College (Returning Students) .....	III-3
Refund Policy .....	V-4, VIII-20
Registration .....	V-1
Registering and Paying for Courses .....	V-1
Repeating Courses .....	VIII-8
Requirements for Graduation .....	VIII-17
Residency Classification for Tuition Purposes .....	V-2
Residency Requirement for Graduation Policy .....	VIII-19
Reverse Transfer.....	VIII-19

## S

Safety and Security Report (Clery Act).....	VII-24
Satisfactory Academic Progress for Students Receiving Financial Aid .....	V-7
Academic Standard (Qualitative) .....	V-7
Program Completion Standard (Quantitative) .....	V-8
Maximum Timeframe Standard (Quantitative) .....	V-8
Appeal Process .....	V-9
Reinstatement of Financial Aid Eligibility .....	V-9
Pell Grant Lifetime Eligibility .....	V-9
Return of Title IV Funds .....	V-10
Schedule Changes - Dropping / Adding Courses .....	V-1
Scholarships .....	V-6
Senior Citizen Auditing Provision.....	V-3
Service Animals .....	II-5
Service Learning.....	VIII-16
Services and Supports .....	VI-1
Services for Students with Disabilities .....	VI-1
Reasonable Accommodations .....	VI-2
Services to Continuing Education Students .....	VI-1, VIII-20
Short term and Continuing Education Refund Policy .....	V-4, VIII-20
Small Business Center.....	VIII-22
Smoking/Tobacco-Free Campus.....	II-7
Solicitation by Outside Parties .....	VII-23
SPCC ePortfolio.....	VIII-16
Special Credit Student (Non-Degree Seeking) .....	III-2
Special Fees .....	V-3
Staff, Administration, Faculty .....	XI-2
State Authorization.....	I-2
Strategic Plan .....	I-10
Student Classification .....	VIII-1
Student Conduct .....	VII-1
Student Course Load .....	VIII-1
Student Government Association (SGA) .....	VI-5
Student Information .....	VII-1
Student Orientation .....	VI-2
Student Records .....	IV-4
Student Rights and Responsibilities .....	VII-1
Jurisdiction and Authority .....	VII-2

Student Code of Conduct .....	VII-1
Student Code of Academic Conduct .....	VII-3
Student Code of Academic Conduct Procedure and Appeals .....	VII-5
Academic Integrity Procedure .....	VII-5, VIII-12
Academic Integrity Appeal Procedure .....	VII-6, VIII-13
Program Dismissal Appeal Procedure.....	VII-7, VIII-14
Student Code of Behavioral Conduct .....	VII-4
Student Code of Behavioral Conduct Procedure and Appeals .....	VII-7
Appeals Procedure .....	VII-9
Sanctions .....	VII-8
Student Rights .....	VII-1

## T U

Table of Contents .....	I-4
TaskStream .....	VI-4
Technology .....	VI-4
Technology Fee .....	V-2
Telephone Numbers of the Campuses .....	I-1, II-1
Test Out (Credit by Examination) .....	V-5
Textbooks .....	V-3
Third-Party Sponsorship.....	V-4
Title IX .....	I-2, VII-11
Tobacco-Free Campus .....	II-7
Traditional Classes.....	VIII-2
Transcripts .....	IV-5
Tuition and Fees .....	V-1
Paid by Outside Agency (Third-Party Sponsorship).....	V-4
Tuition (In-State) .....	V-1
Tuition (Out-of-State) .....	V-1
Tutoring (Course and Skills) .....	VI-3
Undergraduate Research .....	VIII-17

## V

Veterans Benefits .....	V-10
Satisfactory Progress for Veterans .....	V-10
Vision of the College .....	I-10
Visitors on Campus.....	II-5
Vocational Rehabilitation .....	V-7
Voter Registration .....	VI-6

## W X Y Z

Weapons on Campus.....	II-8
Web-Enhanced Classes .....	VIII-5
Website Use Policy and Procedure .....	VII-20
Withdrawal from Courses .....	VIII-7
Work-Based Learning (Experiential Learning).....	VIII-6
Workforce Innovation and Opportunity Act .....	V-7

