Equal Access—Equal Opportunity

Florida Community College at Jacksonville is an equal opportunity/affirmative action college in education and employment. The commitment of the District Board of Trustees and the College Administration to equal opportunity extends to all facets of governance, operational procedures, instructional programs, student activities and services.

The admission and employment policies of the College provide equal access to educational services and equal opportunity for employment within the College.

The College is guided by the principle that no person who chooses to learn or work at FCCJ shall be treated differently because of race, color, religious beliefs, national origin, sex, marital status or disability.

Inquiries or complaints may be addressed to the Director of Equal Access/Equal Opportunity, Florida Community College at Jacksonville, College Administration Building, 501 West State Street, Jacksonville, Florida 32202-4030. Or call (904) 632-3221.
FLORIDA COMMUNITY COLLEGE
AT JACKSONVILLE

Telephone Information and Referral Center
904-633-8300

Administrative Offices
501 West State Street
Jacksonville, Florida 32202-4030
904-632-3000

Downtown Campus
101 West State Street
Jacksonville, Florida 32202-4056
904-633-8100

North Campus
4301 Cappel Road
Jacksonville, Florida 32218-4799
904-766-6500

Kent Campus
3939 Roosevelt Boulevard
Jacksonville, Florida 32205-8899
904-387-8106

South Campus
11901 Beach Boulevard
Jacksonville, Florida 32216-6624
904-646-2111

Geis Marine Center
6935 Live Oak Avenue
Jacksonville, Florida 32208
904-766-2401

Grand Boulevard Mall
9911 Baymeadows Road
Jacksonville, Florida 32216
904-647-8445

ACCREDITED BY:
SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS
<table>
<thead>
<tr>
<th>Table of Contents</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>What Can ECCJ Do For Me?</strong></td>
</tr>
<tr>
<td>□ I want to transfer to a university to earn a bachelor's degree. See the Associate in Arts degree beginning on page 21.</td>
</tr>
<tr>
<td>□ I want a technical or business career with the option to earn a bachelor's degree later. See Associate in Science degree and college credit technical certificates beginning on page 21.</td>
</tr>
<tr>
<td>□ I want training for an industrial or technical trade. See vocational education programs of study beginning on page 23.</td>
</tr>
<tr>
<td>□ I want to complete high school. See high school program beginning on page 187.</td>
</tr>
<tr>
<td>□ I want to enrich my life or improve my job skills. See continuing education course descriptions beginning on page 31.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>What Can ECCJ Do For Me?</td>
</tr>
<tr>
<td>General Information</td>
</tr>
<tr>
<td>College Calendar</td>
</tr>
<tr>
<td>ECCJ: Past and Present</td>
</tr>
<tr>
<td>Philosophy and Mission</td>
</tr>
<tr>
<td>College Credit Information</td>
</tr>
<tr>
<td>Admissions</td>
</tr>
<tr>
<td>Academic Information for Students</td>
</tr>
<tr>
<td>Special Educational Services</td>
</tr>
<tr>
<td>College Credit Programs of Study</td>
</tr>
<tr>
<td>The Associate in Arts Degree</td>
</tr>
<tr>
<td>University Parallel</td>
</tr>
<tr>
<td>Graduation Requirements</td>
</tr>
<tr>
<td>General Education Requirements</td>
</tr>
<tr>
<td>The Associate in Science Degree</td>
</tr>
<tr>
<td>Preparation for a Career</td>
</tr>
<tr>
<td>Graduation Requirements</td>
</tr>
<tr>
<td>General Education Requirements</td>
</tr>
<tr>
<td>University Transfer Requirements</td>
</tr>
<tr>
<td>The Associate in Science Degree Transfer Option</td>
</tr>
<tr>
<td>College Credit Technical Certificate</td>
</tr>
<tr>
<td>Program Areas</td>
</tr>
<tr>
<td>Programs of Study</td>
</tr>
<tr>
<td>Consumer and Human Services</td>
</tr>
<tr>
<td>General Business and Information Services</td>
</tr>
<tr>
<td>Health Services</td>
</tr>
<tr>
<td>Public and Financial Services</td>
</tr>
<tr>
<td>Technical and Industrial Services</td>
</tr>
<tr>
<td>Continuing Education Information</td>
</tr>
<tr>
<td>Admissions</td>
</tr>
<tr>
<td>Continuing Education Programs of Study</td>
</tr>
<tr>
<td>Program Areas</td>
</tr>
<tr>
<td>Occupational Education Programs</td>
</tr>
<tr>
<td>Student Affairs</td>
</tr>
<tr>
<td>Admissions</td>
</tr>
<tr>
<td>Academic Planning</td>
</tr>
<tr>
<td>Counseling</td>
</tr>
<tr>
<td>Career Planning Services</td>
</tr>
<tr>
<td>Job Placement Services</td>
</tr>
<tr>
<td>Special Services for Disabled Students</td>
</tr>
<tr>
<td>Campus Records Office</td>
</tr>
<tr>
<td>Assessment Services</td>
</tr>
<tr>
<td>Student Aid</td>
</tr>
<tr>
<td>Veterans Affairs</td>
</tr>
<tr>
<td>Community and Co-curricular Activities</td>
</tr>
<tr>
<td>Intercollegiate Athletics</td>
</tr>
<tr>
<td>Administrative Information for Students</td>
</tr>
<tr>
<td>Student Responsibility and Due Process Procedure</td>
</tr>
<tr>
<td>Student Records and Privacy</td>
</tr>
<tr>
<td>Information</td>
</tr>
<tr>
<td>Learning Resources</td>
</tr>
<tr>
<td>Financial Information</td>
</tr>
<tr>
<td>College Credit</td>
</tr>
<tr>
<td>Continuing Education</td>
</tr>
<tr>
<td>Course Descriptions</td>
</tr>
<tr>
<td>College Credit</td>
</tr>
<tr>
<td>Continuing Education</td>
</tr>
<tr>
<td>Faculty, Administrative and Professional Personnel</td>
</tr>
<tr>
<td>General Index</td>
</tr>
</tbody>
</table>

| Financial Information | 99 |
| College Credit | 101 |
| Continuing Education | 103 |
| Course Descriptions | 105 |
| College Credit | 107 |
| Continuing Education | 109 |
| Faculty, Administrative and Professional Personnel | 111 |
| General Index | 113 |
## Fall Term 1988

- **August 21**
  - Monday, 8:00 a.m.: Registration date for faculty

- **August 22**
  - Monday: Convocation

- **August 21**
  - Wednesday: Classes begin

- **August 27**
  - Saturday: Classes begin

- **September 1**
  - Monday, 1:30 p.m.: Deadline for dropping classes

- **September 5**
  - Friday: Last Day—college closed

- **September 10**
  - Saturday: Last Day—college closed

- **October 1**
  - Monday: CLAST registration deadline

- **October 21**
  - Friday, 1:30 p.m.: Deadline for applying for graduation for current term

- **November 1**
  - Friday, 1:30 p.m.: Last time to withdraw from college credit courses and receive grade of "W" (Secured)

- **December 10**
  - Saturday: Last day class exams begin

- **December 14**
  - Monday: Final grades due to academic deans

- **December 16**
  - Friday, 5:01 p.m.: Deadline for leaving complete academic work with corresponding term of Academic Year 1987-88

- **December 16**
  - Friday: Last day for professors

- **December 16**
  - Friday: Final grades due to academic administrators

*Dates apply to college credit classes.

**Saturday classes WILL NOT over November 25, 1988

## Winter Term 1989

- **January 7**
  - Monday: 10:00 a.m.: Registration date for faculty

- **January 9**
  - Tuesday: Convocation

- **January 12**
  - Thursday: Classes begin

- **January 17**
  - Saturday: Last day class exams begin

- **January 19**
  - Tuesday: Last day for dropping classes

- **January 26**
  - Monday: Martin Luther King Day—college closed

- **February 14**
  - Friday: CLAST registration deadline

- **February 28**
  - Friday, 1:30 p.m.: Deadline for applying for graduation for current term

- **March 11**
  - Saturday: CLAST administered

- **March 22**
  - Thursday, 5:30 p.m.: Deadline for paying $10 graduation fee for current term

- **March 27**
  - Thursday: Last time for withdrawing from college credit courses and receiving grade of "W" (Secured)

- **March 29**
  - Friday: Good Friday—college closed

- **March 31**
  - Monday: Spring break—college closed

- **April 7**
  - Thursday: Spring break—college closed

- **April 19**
  - Saturday: Spring break—college closed

- **May 5**
  - Monday: Final term for all college classes

- **May 6**
  - Friday: Deadline for sending cumulative grade received in corresponding term of Academic Year 1987-88

- **May 5**
  - Friday: Last contract day for professors

- **May 6**
  - Friday: Final grades due to academic administrators

- **May 7**
  - Monday: Commencement

*Note: withdrawal deadline for special winter courses is two weeks prior to last day of classes.*
Spring Term 1989

May 8
Monday, 8:00 a.m. .......... Reporting date for faculty for Spring and Cross Terms

May 8
Monday .................. Classes begin for Spring and Cross Terms

May 15
Wednesday, 6:30 p.m. .. *Deadline for dropping classes for Spring Term

May 11
Thursday, 6:30 p.m. .... *Deadline for applying for graduation for Spring Term

May 13
Saturday ............... Saturday classes begin.

May 14
Sunday .................. Awards Ceremony for Adult Development Students

May 12
Monday, 4:30 p.m. ...... *Deadline for dropping classes for Cross Term

May 25
Thursday, 6:30 p.m. ...... *Last time for withdrawing from college credit classes and receiving grade of "W" for Spring Term

May 31
Monday .................. Memorial Day—college closed

June 1
Thursday, 6:30 p.m. ...... *Deadline for paying $10 graduation fee for Spring Term

June 4
Saturday .................. CLAST administered

June 11
Sunday .................. Adult High School Program Graduation

June 19
Monday .................. *Final examination period—evening class exams begin

June 20
Tuesday .................. *Final examination period—day class exams begin

June 20
Tuesday .............. End of term for all college credit classes for Spring Term

June 20
Tuesday, 6:30 p.m. ...... *Deadline for removing incomplete grade received in Spring Term of Academic Year 1988-89

June 22
Thursday .................. Final grades due to Campus administrator for Spring Term

June 23
Friday ................. *Last contact day for professors

*Dates apply to college credit classes only.
**Saturday classes WILL NOT meet March 23, 1989. Saturday classes will meet April 1, 1989

Summer Term 1989

June 19
Monday, 8:00 a.m. .......... Reporting date for faculty for Summer Term

June 21
Wednesday ........ College credit classes begin for Summer Term

June 22
Thursday, 6:30 p.m. ...... *Deadline for applying for graduation for Summer Term

June 26
Monday, 6:30 p.m. .......... *Deadline for dropping classes for Summer Term

July 4
Tuesday ................. Independence Day—college closed

July 12
Thursday, 6:30 p.m. ...... *Deadline for paying $10 graduation fee for Summer and Cross Terms

July 20
Thursday, 6:30 p.m. ...... Last time for withdrawing from college credit classes and receiving grade of "W" for Summer and Cross Terms

July 31
Monday .................. *Final examination period—closing class exams begin for Summer Term

August 2
Wednesday ................ Final examination period—day Class exams for Summer Term

August 6
Thursday ................. End of term for all college classes for Summer and Cross Terms

August 10
Thursday ................ Deadline for removing incomplete grade received in Summer and Cross Terms, 1988-89

August 13
Thursday ............ Final grades due to Campus administrator for Summer and Cross Terms

August 14
Friday ................. *Last contact day for professors
History

In 1963, Florida Community College at Jacksonville was authorized by the Florida Legislature to provide a wide variety of educational and service programs for the residents of Duval and Nassau counties. The College admitted its charter class of 4,642 students in August 1963. In succeeding years, the enrollment grew rapidly, serving more than 72,000 students within two years. Since then, FCCJ has steadily expanded in enrollment. During 1986-87, more than 32,000 students were served by the College.

Florida Community College is accredited by the Southern Association of Colleges and Schools. One of 28 state supported two-year institutions in Florida, the College is governed by a District Board of Trustees composed of local citizens appointed by the governor.

FCCJ Today

Today, the prominent facilities of FCCJ include four modern campuses, a central administration building, and a state-of-the-art training center. In addition, classes are held at more than 20 off-campus centers, making accessibility for students.

Last year, more than 25,000 students enrolled in FCCJ college credit courses, and more than 5,000 took advantage of continuing education offerings. The average age of our college credit students is 28 years old. The average age of our continuing education students is 35 years old. Students who receive associate degrees in 2-2 articulation programs at FCCJ are readily accepted at any state university in Florida. Recent studies have shown that FCCJ graduates rank among the top transfer students from the state's community colleges.

The College offers associate in science (A.S.), associate in arts (A.A.), and general education (GED) degrees in all four campuses and at many off-campus locations.

FCCJ has approximately 2,500 employees, including more than 1,200 faculty members. Of the full-time faculty, 90 percent have earned masters degree or higher, and 22 percent have doctorate.

Administrative Offices

The College Administrative Building is located at 501 West State Street, near Downtown Campus. FCCJ also has buildings for its public and local government offices and for its educational programs. The buildings opened in March 1982 and were designed so that they would be easily accessible to the public. The campus has several student service offices, such as the Registrar, Admissions and Student Aid, and the office for the first floor. Also, the second-floor building is Staff and Program Development, Human Resources, Information Systems, Student Affairs, Financial Aid, Grants, and the President's Office and Enrollment Services.

Downtown Campus

Downtown Campus is in a business area near the historic Jacksonville Landing, the heart of downtown Jacksonville. The campus, which opened in 1977, is located at 101 West State Street between Main and Pearl streets.

As Downtown Campus, continuing education and occupational skills training programs. The campus includes classrooms and laboratories for instruction in such programs as building trades, engineering technology, automotive technology, and electrical and metal trades.

Downtown Campus provides access to many different segments of the community through programs for adult education, career education, and continuing education. The college offers programs in the arts, sciences, and humanities. The business and industry outreach programs offer customized training programs on campus and in-house to local employers.

In addition to academic programs, Downtown Campus offers modern computer and television production techniques and video programs are broadcast on cable television networks in Duval and Nassau counties.

Kent Campus

The newest of FCCJ's campuses, Kent Campus opened in 1978 at 9589 Roosevelt Boulevard at Park Street. Formerly called Combustion Engine Campus, Kent Campus was renamed to honor Fred E. Kent, a prominent Jacksonville attorney who was the first chairman of the Board of Trustees at FCCJ.

The campus was originally completed of nearly 400 World War II defense housing units.

In addition to academic programs in the arts and sciences, Kent Campus offers a number of special purpose programs in areas such as training, continuing, economic and other business-oriented programs. The FCCJ business and human services department offers degree programs in areas such as business administration, interior design, clothing construction, interior decorating, and more. A large science laboratory is open to the public, located at Kent.

The Kent Campus facility includes a conferencing center with 12,000 square feet of space for meetings, seminars, and workshops.

North Campus

Surrounded by beautiful beaches and waterways, North Campus is located 10 miles west of downtown Jacksonville on Kelt Road between John T. Nimmo and Barrett Avenue and is easily accessible by either I-295 (exit 129, exit J Turner Towe Road, exit 129 on Barrett Avenue). North Campus is the primary center for the Kentwood program, a comprehensive program of services to persons with mental retardation, including residential living, direct services, medical, educational, recreational, and related services. The program includes a special education school for mild and moderate retardation, a special education school for severe retardation, a residential facility, a support center, and a residential support center.

North Campus is the only PLATO site in northeastern Florida. A user-friendly computer-based learning system, PLATO provides access to a wide variety of computer-based instruction, including business, nursing, psychology, language, and math. In the fall, PLATO stands for Programmed Learning for Alternative Teaching Options.

The Disability Student Services Center at North Campus provides college-wide services to disabled students and students with disabilities.
South Campus

South Campus, which opened in 1971, is located at Bethesda Boulevard and Edgewater Boulevard, west of the John Bluff Road. It serves areas that include a major corporate headquarters center, the Mayo Clinic, the University of North Florida and the beaches.

South is the primary center for library, music and theatre at FGC. Housing the social work department, an art gallery, audiology, a retail hall, music rooms, a mezzanine with modern housing facilities, and a comprehensive theater program. The art gallery brings exhibits of art from across the country. South Campus is the site for the Northeast Florida Criminal Justice Training Center, and a new complex is under construction for a fire training center.

Like the other three campuses, South Campus has courses for associate degree programs, adult high school completion and the GED certificate.

South Campus is home to the men's and women's basketball teams and the men's golf team. The basketball teams compete in modern facilities that include a 2,000-seat gymnasium. Tennis courts are also part of the athletic complex.

Geis Marine Center

The Lawrence R. Geis Marine Center opened in 1981 and offers job entry-level training in a variety of marine trades, as well as courses in the repair, operation and maintenance of recreational boats, and courses for the professional preparation of captains and mates.

The facility is located at 6545 Evergreen Avenue, five miles north of Downtown Campus on the St. Johns River. In addition to classroom and laboratory space, the center includes a 60-foot dock with a 20-foot T-pin, floating finger pier and a boat ramp.

The center is named for the late Rear Admiral Lawrence R. Geis, who retired from the Navy in 1981. Upon retirement from the Navy, he was special assistant to the president of FGC and in that role was instrumental in the development of the marine center.

Open Campus

Florida Community College at Jacksonville began as "Open Campus" in 1967. "Open Campus" is more of a concept than an actual place — the "Open Campus" programs reach out to the community in every possible way, from the scope of its classes to the location of its centers. Its programs include noncredit delivery of college credit and noncollege credit courses and activities. Open Campus serves the entire northeast Florida area through educational centers in three locations, as at Grande Boulevard Mall, West Side College, and in Nassau County.

Additionally, "Open Campus" offers more than 20 credit and noncredit courses in over 20 educational centers across the state of Florida. "Open Campus" provides over 100,000 students with learning opportunities through its Senior Adult Institute, the Women's Center, professional development seminars and workshops, community college programs, small business education workshops, video production, TV informational programs and teleconferencing.

"Open Campus" also supports economic development in its service to business and industry.

Center for Economic Development

FGC established the Center for Economic Development to provide businesses and industry with a highly skilled workforce capable of efficient production in a complex and rapidly changing environment. Designed to meet specific needs, the Center provides quality customized, economical programs and services to meet requirements for specific training.

The Center for Economic Development at Campus offers specialized training at major points of business and industry — with offering management training programs, employer development programs and special skill training. The Center's personal design needs assessment and delivery systems tailored to your needs. Programs can be conducted on any one of our four campuses or at business areas at preferred dates and times. The 18 institutes are as follows.

- Building and Fire Protection Institute
- Child Care Institute
- Cosmetology Institute
- Criminal Justice Institute
- Engineering and Technology Institute
- Fashion Merchandising Institute
- Health Care and Wellness Institute
- Hospitality Institute
- Industrial Safety and Security Institute
- Information Institute
- Interior Design Institute
- Management Institute
- Music Industry Institute
- Office Technology Institute
- Restaurant and Food Service Institute
- Small Business Development Institute
- Vocational and Industrial Trades Training Institute
- Institute for Continuing Education and Training

Telephone Information and Referral Center

The FGC Telephone Information and Referral Center provides information about numerous educational programs and other services offered by the College. If you need information about almost anything under the sun at FGC, call (904) 633-5360.
Philosophy

We at Florida Community College at Jacksonville believe in the worth and dignity of each individual and in the importance of education to a democratic society. The College strives to provide an environment conducive to lifelong learning, one in which individuals can attain knowledge and develop skills and attitudes to meet the ever-changing needs of daily living. We are committed to ensuring equity in the learning process and to the student as the focal point of learning. We are vitally concerned with offering programs and services that foster intellectual, social, cultural, and career development, thus allowing students to realize their full potential to enrich their lives, the community, the nation, and the world.

Mission Statement

Florida Community College at Jacksonville is a publicly supported, locally governed, comprehensive community college which exists to be responsive to the educational needs and interests of the communities of Duval and Nassau Counties by providing the following:
1. The freshman and sophomore years of undergraduate education for students who plan to continue studies toward a baccalaureate;
2. College-level technical and occupational courses and programs for students who plan to prepare for entry into employment or upgrade their occupational skills;
3. Vocational instruction for students who plan to prepare for entry into employment, upgrade their occupational skills, or improve their job performance;
4. College preparatory instruction, where necessary, for students to have the opportunity to fulfill their educational objectives in a college credit course or degree-oriented program;
5. Adult general education instruction for students who desire to receive a high school diploma, prepare for a high school equivalency examination, or improve their literacy skills;
6. Community instructional services in order to help people understand and solve problems significant to the community; and
7. Recreation and leisure time instruction for students who seek additional personal skills and enrichment.

The programs, courses, services, and resources of the College shall be designed and carried out in such a manner that all of the above objectives shall be served equitably and efficiently regardless of sex, race, religion, age, national origin, or disability. Additionally, the College recognizes its responsibility to provide community services and resources for special needs to the citizens of Duval and Nassau Counties and to the business and industry needs of the North Florida region.

Institutional Goals

Within the framework of its Philosophy and Mission, Florida Community College at Jacksonville shall continue to offer education to its students that will increase their opportunities for advancement and excellence. To meet these purposes, the College will seek to:
1. Provide a general education core curriculum designed to develop responsible citizens in a democratic society;
2. Provide students with a background of technical knowledge and general education for employment and career advancement;
3. Cultivate and encourage a productive and responsible relationship with the public, private businesses, and corporate communities to provide technical instruction;
4. Provide resources and assistance to the economic life of the community through services to the public, business, industry, and labor;
5. Provide resources to appropriate organizations to address and resolving community issues;
6. Promote awareness of international and intercultural differences to increase understanding of the growing interdependence of the people of the world;
7. Provide cultural opportunities to enrich the lives and values appropriate to the interests and needs of students and a changing community;
8. Provide students and the community with opportunities that will continue to develop and enrich academic values;
9. Promote student and community involvement with active participation in College affairs;
10. Provide services which will assist students with their personal, social, academic, and career development, and which promote student success;
11. Maintain admission, counseling, and financial aid practices that are sufficiently flexible to encourage high school graduates and others who may benefit from instruction to pursue studies of their choice to the full extent of their interests and willingness;
12. Inform the students and community about educational and service opportunities available at the College;
13. Respond to the diverse instructional and curricular needs of the students by providing flexibility in the teaching and learning environment and close cooperation between the instructor and students;
14. Provide comprehensive materials, information, equipment, and learning resource services to support the College's programs;
15. Develop a professional faculty, management team, and exhibit efficient and effective educational and fiscal leadership;
16. Create an environment of mutual respect where excellence is encouraged and ideas are exchanged among the College's students and staff.
Admissions

Persons desiring to enter the college should write, phone, or visit a campus Admissions and Student Affairs Office to obtain application forms. It is in the applicant's advantage to submit a completed application to the college well in advance of the beginning date of the term the applicant plans to attend. The college will notify an applicant concerning action taken on an application.

The specific requirements for admission to the general college are listed in this section. Information regarding admission requirements to selective admissions programs, such as Nursing and Dental Hygiene, are found under the appropriate program or study area of this catalog.

Degree Seeking Student

Applicant Who Has Never Attended College

Applicant must submit:
1. Application for admission
2. Official transcript (see below) or one of the documents described in (a) or (b) as follows:
   (a) A transcript of high school grades and credits with graduation date indicated.
   (b) Copy of high school equivalency diploma.

Applicant Who Has Attended College

Applicant must submit:
1. Application for admission
2. An official transcript (see note below) from each regionally accredited college or university previously attended. All coursework attempted. Transcripts must be mailed directly to the Student Records and Registration Office by the institutions involved. Hand-carried documents will not be accepted. It is up to the applicant to initiate the request for the necessary transcripts.

All courses attempted at the freshman or sophomore level will be calculated in the All College Cumulative Grade Point Average. Upper division courses will only transfer when they are substantially equivalent to courses offered at Florida Community College at Jacksonville. A maximum of 12 semester hours of correspondence and extension work may be applied towards any of the associate degrees. Credit from institutions outside the United States will be considered on an individual basis.

*NOTE: If the applicant attended a Florida state community college/university or graduated from a state public high school, FCCJ will request the transcript. If the applicant attended a private or other than the above, it is the applicant's responsibility to furnish the required academic record.

Course Placement Testing and Entry Placement Advising

To assist new students with the proper selection of courses, and with their adjustment to college life, Course Placement Testing and Entry Placement Advising programs are offered. New students will receive information about the Course Placement Testing program, and will visit the college to complete tests in mathematics, English, and reading.

The test results are used to guide students' course selections, and are reviewed with students during an entry placement advising session. In addition, the Entry Placement Advising Program provides new students with information about scheduling classes, the registration process, and special services and programs available for enrolled students.

Non-Degree Seeking Student

An applicant who wishes to earn college credit for self-employment, teacher certification, or transfer to another college may be admitted as a NON-DEGREE SEEKING student. The non-degree applicant
1. must complete required sections of application.
2. must have completed high school or equivalent.
3. will not be required to submit transcripts from other colleges, and
4. cannot be certified for financial aid or veterans' benefits.

If a student wishes to pursue a degree, the student must contact the campus Records and Registration Office and indicate a desire to be changed to a degree-seeking status.

The student will then be required to complete the admissions counseling program and obtain college official documentation of high school completion and an official transcript from each college previously attended.

Special Student

An applicant 15 years of age or older who has not earned a high school diploma or a high school equivalency diploma may be admitted as a special student under the following conditions:
1. Applicant must submit an application for admission and complete a special student statement.
2. Applicant may enroll for up to 12 semester hours while in the special category.
3. Once a student has been enrolled for 12 semester hours, the student may be readmitted to the college only if the student
   a. earned a high school diploma or high school equivalency diploma and
   b. presented a copy of high school transcript or equivalency diploma to the registrar. Student will then be changed to degree-seeking admission status.
4. Student will be required to take necessary placement tests in order to be properly placed into approved level of course work.

Accelerated College Program

This program is designed for high school students who have met the graduation classification or higher and a 3.0 grade point average. If approved by the high school principal, these students may be admitted to the college and take up to seven semester hours per term for college credit while still enrolled in high school.

The student must submit:
1. An application for admission
2. A recommendation from the high school's principal, mailed on the application and
3. A transcript reflecting a minimum 3.0 grade point average.
Early Admission

An applicant who wishes to enter Florida Community College at Jacksonville as a full-time student at the end of the applicant's junior year in high school may be admitted to earn 30 semester hours of college credit that will count and will graduate with the applicant's high school class. This applicant must have a high school grade point average of 3.25 or better, have a senior classification, and be approved by the applicant's high school principal. An interview with the admissions officer may be required. This program is limited to students from participating high schools and to students enrolled in the High School Completion Program at Florida Community College at Jacksonville.

Applicant must submit application for admission, which includes:
1. Recommendation from current high school principal.
2. Transcript which shows completion of all requirements through the junior year and the required grade point average.

Dual Enrollment

This program is open only to students enrolled in public high schools whose county has a state-approved Dual Enrollment Plan with FGCU. For information, contact the college admissions office.

International Applicant

For admission purposes, an applicant is classified as an international student only if the applicant requests, or will require, any time the college to issue papers required by the Immigration and Naturalization Service. An applicant who has been admitted to the United States as an immigrant and has been issued a resident alien number will not be classified as an international student for admission purposes.

Applicant must submit:
1. Application for admission as a degree-seeking student
2. Proof of previous education as follows:
   a. If the student is a high school graduate or equivalent, and has never attended college, a certified English translation of the transcript must be submitted.
   b. If the student has attended college previously, a certified English translation of the transcript at all colleges attended must be submitted.
3. Proof of proficiency in the use of the English language. Students from countries where English is not spoken must submit to the College Admissions Office an original copy of satisfactory scores on the TOEFL examination (Test of English as a Foreign Language). This test is available through the Educational Testing Service, Box 6151, Princeton, New Jersey 08540.
4. Statement showing that financial resources are available for travel, tuition, books, and living expenses while in school. The applicant may also be requested to show evidence that there is a deposit in a United States bank, funds to cover these expenses.

No international applicant will be considered for admission unless admission requirements have been met. To be considered for any term, all items must be received at least 60 days prior to the student's intended term of admission. International students accepted for admission will be notified of their acceptance and will be provided with forms required by the U.S. Department of Justice. An international student should be enrolled and satisfactorily complete a minimum of 12 credit hours for the fall and winter Terms 3 and 10 and 6 credit hours for the Spring Term 11.

Residency Affidavit

Applicants for admission to the college are classified as Florida residents and non-Florida students for tuition purposes.

To qualify as a resident for tuition purposes:
1. A person or, if a dependent child, the parent or parent of the parent of the child's current or any future parent of the child's current or any future legal residence, if the child's parent or parents have maintained legal residence in the state for at least 12 months immediately prior to the student's enrollment.
   However, if the dependent child has lived with an adult relative other than the child's parent for five years and no evidence of legal residence is available, the student may apply for the state's resident status.
2. An individual shall not be eligible to receive the resident tuition rate unless the individual has provided written evidence related to legal residence in the state as required by adopted rules of the institution's board of trustees. However, any period of time in which the student resides in the state primarily for educational purposes may not be considered towards residency status.
3. The legal residence of a dependent child's parent or parents shall be evidence of the individual's legal residence. However, if the legal residence of the parent or parents is outside this state, the individual who has lived in this state for ten consecutive years prior to enrollment may apply for the resident tuition rate.
4. Any nonresident person who maintains a legal residence of this state may apply for a reduced rate of this state, subject to the criteria of the state's residency status.
5. No person shall lose his or her resident status by reason of serving in the armed forces outside this state.
6. The legal residence of a dependent whose parents are domiciled, separated, or otherwise living apart shall be deemed to be Florida if the dependent person is a legal resident of Florida.

A student should be aware that a state resident status for residency status is punishable as a misrepresentation of status under Section 1255, Florida Statutes. The provisions of this section are to be interpreted to avoid unreasonable burdens on resident status as determined by the Board of Trustees, which may include penalties and the withholding of credits.

Applicants who do not qualify for Florida status and who have sufficient proof of residency status may apply for the same status as non-Florida status and may apply for the same status as non-Florida status.

Academic Information For Students College Credit Grading System

Florida Community College at Jacksonville upholds the philosophy of non-passing grading. The grading system is designed to evaluate the performance of the student accurately and equitably.
The Forgiveness Policy allows a student to repeat a course in an attempt to improve the grade. The official grade and the grade used in the computation of the grade point average will be the grade assigned for the last attempt of the course, provided the last assigned grade is higher than W, NP, or X. However, all course attempts will appear on the transcript.

Letter grades will be assigned for courses as follows:
A = Excellent
B = Good
C = Average
D = Poor
NP = Non-punitive, no credit or penalty
F = Failure
W = Withdrawal
I = Incomplete
X = Audit

NP Grade

The "NP" (non-punitive) grade is given when a student has not completed the class and a grade does not with to penalize the student. If the student wishes to earn credit for the class and has done the class, the student must re-register for the class.

I Grade

An "I" grade may be assigned when extenuating circumstances prevent a student from completing the required course work during the regular term. The "I" grade shall remain on the student's record for no more than one year, during which time the student must complete the required work. During that year, the "I" grade shall not affect the student's GPA; however, after the year expires, the student shall receive a grade of "F" automatically if the required course work has not been completed.

Withdrawal Grade

Students officially withdrawing from college credit courses will receive the grade of "W." A student may withdraw at any time during the term beginning on the day following the deadline for dropping courses as indicated in the College Calendar and ending up through the deadline date for withdrawing from classes as shown in the College Calendar.

To withdraw officially from one or more courses withdrawal from all courses generally will result in withdrawal from the college, the student must follow these procedures:
1. Complete Withdrawal Form(s) from Campus Records and Registration Office.
2. Complete the form(s) except for signatures of professor and Campus Records and Registration Office representative.
3. Obtain the signatures of the professor. If the professor is not available, take the form to the college administrator who is responsible for that course.
4. Take form(s) to Campus Records and Registration Office. After signature by Campus Records and Registration Office representative, the student should be sure to retain the signed copy of the form.

Withdrawal by telephone is not accepted. If the student is unable to carry out the withdrawal procedure in person, the student may withdraw by letter. The letter should be addressed to the Campus Records and Registration Office.

Audit Grade

Any student in the College may elect to audit a college credit course, completing the work or attending classes but not taking the exam. A grade of "A" cannot be assigned to students who audit a course, and a grade of "X" will be assigned to all courses audited for an "X" grade.

No credit will be awarded for college courses taken as a "Audit." Auditors are required to attend classes as shown in the College Calendar.

COURSES TAKEN FOR AUDIT DO NOT COUNT AS HOURS ENROLLED FOR THE FOLLOWING AREAS, VETERAN CERTIFICATION, FINANCIAL AID AWARDS, SOCIAL SECURITY CERTIFICATION, INTERNATIONAL STUDENT ENROLLMENT REQUIREMENTS, OR ELIGIBILITY FOR PROGRAM ENROLLMENT REQUIREMENTS.

Grade Change

Once a grade of A, B, C, D, NP, or F for a course has been reported to the registrar, it may be changed only as follows:
1. Upon recommendation of the professor who assigned the grade, with approval of the Department Chair or Program Manager.
2. Upon recommendation of the Department Chair or Program Manager, and approved by the Academic Dean, when the professor who assigned the grade is no longer a member of the faculty.

The grade may be changed by the professor or Academic Dean as written in the time limit mentioned in the College Calendar.

Grade Points

To evaluate the scholastic standing of students, the following points are assigned to grades:
A = 4 grade points per semester hour
B = 3 grade points per semester hour
C = 2 grade points per semester hour
D = 1 grade point per semester hour
F = 0 grade points per semester hour

The student's scholastic standing or grade point average is computed by dividing the total number of grade points earned by the total number of semester hours attempted, for which the following grades have been assigned. Grades of I, W, NP, and X are not used in the computation of grade point average.

Dean's List

The Dean's List is published at the end of each term and consists of the names of all students who have earned a grade point average of 3.50 or above with no grade below C during the term. To be eligible, students must be enrolled in 12 or more semester hours during Fall Term or Winter Term, or enrol in more semester hours during Spring Term or Summer Term, and 15 or more semester hours for Spring Term.
Honors Courses

As a part of the Program for Academic Excellence, specially designed learning opportunities are made available to high achieving students through "honors" courses.

Certain sections of courses offered as college credit and not corequisites designated as "honors" sections, bear an "H" in the section code. These courses may be taken by students with a cumulative grade point average of 3.20 in at least 15 semester hours of college credit. Students are encouraged to enroll in honors courses if they have achieved at least a 3.20 cumulative grade point average in high school.

Students who enroll in honors courses will automatically become members of the Program for Academic Excellence.

Semester Hour

The semester hour is the unit of measure for college credit course work. This unit corresponds to actual class requirements in class of one 50-minute class period per week for at least 15 weeks of a regular semester. The exceptions to this rule are auditors and laboratory courses, music activity courses, and special sessions. For example, a three semester hour class called credit hour course requires at least three 50-minute periods at actual class time per week.

A semester hour of credit is also defined as an hour of credit course work, less than six hours per week, that conforms to the above definition for a semester hour.

The semester hour can be converted to quarter hour credits by multiplying the number of semester hours earned by 1.5.

College Preparatory Credit

All college preparatory credit courses are considered to be college level. They are not intended for transfer, are not counted for graduation, and are not calculated in total hours of grade point average. However, these courses do count as hours enrolled for financial aid purposes, social security, or other enrollment verification. These courses are identified as college preparatory credit courses in the course description section.

A student whose program includes college preparatory requirements, must take at least one college preparatory course work per term to register and all college preparatory requirements are met.

Student Course Load

A full-time student is one who is enrolled as follows:

Fall - 12 or more semester hours
Winter - 12 or more semester hours
Spring - Contact the Campus Records and Registration Office for a definition of full-time enrollment for the term.

The suggested maximum load of an entering first term full-time freshman enrolled in day classes is 18 semester hours. The suggested maximum load for a full-time student who failed to maintain a C average for the preceding term is 15 semester hours. The suggested maximum load for a full-time student who has an average of B or above during the preceding term is 14 semester hours.

To receive overload permission, the student must get approval at the office of Student Development.

FCC's Policy on Academic Standing for College-Credit Students

FCC's Policy on Academic Standing is designed to provide a standard against which to measure the academic standing of students. The primary purpose of the policy is to maintain academic progress and to assure students are academically secure toward the completion of their college program through the proper placement and guidance of students, specifically, students.

Students at Florida Community College at Jacksonville must follow the following minimum academic standards:

Credit Hours Attempted

<table>
<thead>
<tr>
<th>Course</th>
<th>Required Standards</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Minimum 3.0 grade point average and completion of at least 90% of credits enrolled with a grade of A, B, C, or D</td>
</tr>
<tr>
<td>2</td>
<td>Minimum 1.0 grade point average and completion of at least 80% of credits enrolled with a grade of A, B, C, or D</td>
</tr>
<tr>
<td>3</td>
<td>Minimum 0.5 grade point average and completion of at least 50% of credits enrolled with a grade of A, B, C, or D</td>
</tr>
</tbody>
</table>

*Credit hours attempted includes all courses attempted with a passing grade regardless of the student's academic standing.

Students may not be in academic suspension if they fail to complete all courses attempted in a semester. Students who do not meet or maintain the above standards may be academically suspended from the college.

Students in academic suspension will be initially placed on a warning list of 12 credit hours for the Fall Term, 12 credit hours in Winter Term, 12 credit hours in the Spring Term, and 12 credit hours in the Summer Term. Failure to maintain these standards will be subject to academic suspension for the Fall Term, 9 credit hours in the Winter Term, 8 credit hours in the Spring Term, and 9 credit hours for the Summer Term. The total credit hours for the Spring and Summer Terms shall not exceed 9 credit hours.

Students in academic suspension will be reviewed on an individual basis. The student and the faculty member, working together, will design a plan of action for academic improvement. Support services available may include academic counseling, career counseling, academic skill, and student success courses, college preparatory courses, and counseling.

NOTE: Students who are enrolled in a degree or certificate level program are required to meet any additional standards outlined for these programs.
Registration Date

Registration date will be based on the student's birth date and reflected on the student's record. A student's birth date and corresponding date are verified in the Registration Office. The student may experience the registration process on the student's record. New students who are degree-seeking will receive information on registration at the Course Placement Advising session.

Concurrent Registration

Concurrent registration is permitted between Eclectic Community College at Jacksonville and surrounding universities. Students interested in transferring credits are urged to contact the student's university that they plan to transfer.

Schedule Changes

Schedule changes may be made during the registration day prior to the first day of classes.

Class Attendance

The policy on attendance for the college credit classes will be the responsibility of the instructor. The instructor will inform the student of such policy at the beginning of the term.

Transcript Requests

Transcripts are available to students, on request, from the Registrar's Office at the student's academic record. Transcripts are mailed at the student's expense. Transcripts may be requested by contacting the Registrar's Office.

“Other” Registrations

“Other” registrants, as authorized by the State Board of Education Rules, may be scheduled in necessary during a term.

Enrollment Certification for Educational Benefits

The Student Records and Registration Office will only enroll for approved programs of study for students eligible to receive educational benefits.

Credit for Non-College Sponsored Education

A person who has submitted an application for admission to the college and who seeks credit may request an evaluation of educational experiences or certain formal education programs. Credit for such educational experiences will be granted in accordance with the recommendations of the American Council on Education. When applicable, the student's program of study shall be evaluated for credit and the student's program will be evaluated for credit. The program required to apply for these credits may be obtained from the Student Records and Registration Office.

Military Service School Credits

A person who has completed a period of military service may receive an evaluation of educational experiences during military service by submitting to the Campus Registration Office the Department of Defense Form 1552—Application for the Recognition of Educational Experience During Military Service. Other documentation of military schools attended.

Servicemembers Opportunity Colleges—SOC

SOC is a consortium of 150 colleges and universities dedicated to meeting the educational needs of members of the military service. SOC members are interested in assisting members who, by prior agreement, will accept credits from other institutions. Service members desiring to participate in SOC may do so by contacting the Assistant Dean of Military Extension Education, R.C.J. Downtown Campus.

Servicemembers Opportunity Colleges Navy—SOCNAV

SOCNAV is a network of some 100 college attending to service members, with prior approval, courses applicable to the student's degree program.

All SOCNAV students are required to complete all activities: student assessment, student orientation, student agreement, transfer requirements, and possible transfer credits through the extension education office, R.C.J. Downtown Campus, or one of the three local Navy bases.

Commencement

The college holds only one commencement exercise each year, at the end of the academic year, generally in May. However, students may be graduated at the end of any term in which they complete the graduation requirements. Students graduating at the end of the Fall, Spring, or Summer Terms may participate in the formal commencement exercise. Students graduating at the end of Winter Term are expected to attend all
graduation requirements and regulations. A student must complete at least 120 semester hours of course work at the college or university before the student can apply for the degree. The degree is conferred upon the student as an honor graduate.

Honor Graduation

Honor Graduation is determined by the student's all college cumulative grade point average at the end of the term the student graduates, as follows:

With Honors: .............. (3.45-3.64)
With High Honors: ....... (3.70-3.89)
With Distinction: ....... (3.90-4.00)

The cumulative grade point average is based on the student's college cumulative grade point average at the beginning of the Winter Term.
College Preparatory Studies

College preparatory studies provide special monographed support services for those students who are in need of further preparation in writing, reading, and mathematics.

Through the career placement and counseling program, additional assistance is available for students to improve their preparation in English, a language, or other academic subject areas. The curriculum includes study skills, and the best preparation to date in order to be able to apply.

The student may be required to successfully complete one or more of the following courses before enrollment in the College Academy, Skills Core of the Certificate in Associate Arts Degree.

**ENC 0010 Introduction to Composition**
**ESL 0110 ESL, Beginning Level I**
**ESL 0121 ESL, Reading - Level I**
**ESL 0141 ESL, Writing - Level I**
**ESL 0161 ESL, Structure - Level I**
**ESL 0181 ESL, Combined Skills - Level I**
**MAT 0002 General Mathematics**
**MAT 0024 Elementary Algebra**
**RAF 0010 Introduction to Reading Techniques**

These courses, deemed essential for successful college, are designed to increase the student's knowledge of the material covered in college courses. Further details on the advanced hours required for a degree can be found in the catalog of courses for the Board of Regents.

**Program for Academic Excellence**

Highly motivated, intellectually gifted students enrolled in a progressive course of study that presents new challenges to their exceptional abilities. PCC offers special classes for students in the pursuit of academic excellence, and encourages the development of new relationships with the more advanced students enrolled in the school. The philosophy of the Program for Academic Excellence at PCC is threefold:

- To encourage students to develop independent, clear, rational, and critical thinking; and self-expression.
- To provide an environment that allows students to integrate their inherent learning potential.
- To challenge students to expand their horizons and encourage them to explore new fields of interest.

Any student who has achieved a 3.0 grade point average or higher in school, or who has achieved a 3.2 average after 24 semester hours of college-level courses, may join the program.

Benefits include the special sections of the regular college curriculum, them help their intellectual development opportunities to work on individualized research projects, and an opportunity to conduct research on innovative approaches. Further information on this program is provided in the bulletin.

Each faculty member is required to take a "core curriculum" course, which includes expertise in international, multicultural, or current affairs. Moreover, several courses include study of the culture, history, government, and economics of such countries as Japan and Russia. Other courses explore socio-economic, cultural, economic, and social history.

In addition to the core curriculum, students must take one or more courses in a selected subject. These courses are designated by the Dean of the student.

**Program for Academic Excellence Scholarships**

There are two different scholarships open to honors students. One is for entering freshmen, and the other is for entering sophomore students. Students who achieve a 3.5 grade point average in high school and who are recommended by the high school principal or counselor, may apply for this $2,000 scholarship. The scholarship is renewable for a second year based on academic performance and may be renewed for a third year at the discretion of the academic counselor.

- **Scholarship**: Any student who has completed 12 hours of core courses at PCC and has maintained a grade point average of 3.5, may apply for a Scholarship Award of $2,000. The scholarship covers the cost of tuition, books, and other institutional expenses.

**Program for Academic Excellence Mentor Program**

The Mentor Program is a special part of the Program for Academic Excellence with honors students. Students are paired with mentors in the community who are selected by the students themselves. The program is designed to provide academic and personal guidance.

**Admission to the Program for Academic Excellence**

If you are qualified, interested, willing to accept the challenge, and you are an entering student, you should contact the Office of Admissions and Student Aid, 101 W. State St., Jacksonville, Fl. 32202, (904) 344-6215. Current or matriculated students would contact Dr. Jan Meyer, Coordinator of the Program for Academic Excellence, at 187-8191.

**Experience-Based Education**

Experience-based education encompasses educational alternatives designed to integrate academic study with practical experiences while ensuring maximum self-discovery learning. The focus of learning is centered in an off-campus setting under the sponsorship of a mentor.

Experience-based education includes a variety of forms such as cooperative education, fellowships, internships, on-the-job training, and field research.

**Nursing Continuing Education**

A continuing education service is planned to meet the needs of nurses in updating knowledge and skills essential to professional practice. Continuing education courses are designed to enhance nursing skills.
Global Education

Florida Community College at Jacksonville has as an institutional goal the development and maintenance of international/global programs and services that promote increased understanding of the growing interdependence of our world.

To meet this goal, the college provides special programs and activities such as the following:

- Study of foreign and domestic societies, languages and cultures
- Education about nations and foreign policies and international relations of the governments of nations
- Education for responsible citizenship involvement and effective participation in global society
- Provision of mid-level manpower training and technical assistance to developing nations
- Involvement of faculty, staff and students in international experiences which contribute to their professional development
- Provision of the opportunity for students to broaden their cross-cultural understanding

Global Studies Abroad

Florida Community College at Jacksonville sponsors a variety of study-abroad, special courses offering college credit. These courses are focused on certain aspects of selected foreign countries and include field experiences and resident lectures and discussions. In a university in the foreign country, as close to a part of some study-abroad abroad courses.

Formation meetings and structured classes designed to strengthen educational experiences are held during the length of the student's enrollment in the activity.

Class attendance and participation in the scheduled events of the area are mandatory. Field trips and cultural activities at the college may be followed to equal in the country. Students are expected to pay their own transportation and other charges.

Global study-abroad abroad courses are offered based on an individual interest and enrollment.

Samples of the countries of focus for previous study-abroad abroad include England, Greece, Italy, France, and the Orient.

English as a Second Language

Florida Community College at Jacksonville has developed a special English as a Second Language (ESL) program which is specifically designed for non-native students who are preparing themselves for academic study and who must develop proficiency in the English language to succeed in their course work. In addition, any non-native community student who has graduated from a high school (or an equivalent diploma) and wishes to increase proficiency in English language skills is eligible to enroll. Some exceptions apply to applicants who do not have a high school diploma.

Prior to registration, students need to provide evidence of proficiency in English language skills. The determination of proficiency will be based on the results of a placement test. Students are assigned to College Preparation level 11, Intermediate level 21, or Advanced Intermediate level 5 courses. Each level consists of six courses.

Reading/Vocabulary

Reading Comprehension

Speaking/Language

Structure Grammar

Combined Skills

Courses are advanced to the English language level, which is an equivalent course load. Students may use less than a full year to achieve their desired level.

For additional information, contact the ESOL office at the Downtown Campus—telephone (904) 209-5601.

International Students

International students are an integral part of the college community, programs, student affairs and academic development. International students bring an added dimension to the college living environment by their direct participation in the college activities. With the growing interdependence of nations, it is becoming increasingly important that people develop greater knowledge and understanding of one another. The quality of the lives of those who live in the United States is enriched through international students. Through international students, the college community may better understand and appreciate our cultural resources. Through international students, the college community may better understand and appreciate our cultural resources.

Army ROTC—South Campus

Army ROTC offers students a complete curriculum to gain a basic military education, which, in conjunction with the college curriculum, develops individual character and moral integrity of military ethics.

Upon completion of the basic course offered at FJC, a student is eligible for selection into the advanced program of any university where an ROTC program. A student selected in the advanced program will receive a daily allowance, which is an amount of $100 for each academic month.

Students enrolled in the basic program must be willing to serve as an Army officer in the regular Army and the reserves.

Navy ROTC

The College maintains a relationship with Jacksonville University, whereby FJC students will receive a commission as an officer in the United States Navy or the United States Marine Corps. In order to do this, the student must enroll in the Navy ROTC College Program and take four Navy Science courses at Jacksonville University. Students who successfully complete the basic course are eligible to enter the advanced program in any university that offers Navy ROTC. Students in the basic course may be eligible for selection in the NROTC Scholarship Program. For complete information on NROTC, contact the Navy ROTC office at Jacksonville University, 744-1790.
Courses Via Cable Television

Florida Community College at Jacksonville delivers college credit courses to homes, job sites, campuses, and other convenient sites by utilizing a new medium – cable television. Two (2) half-hour lessons are aired several times weekly. The student pays a complete fee for each course, and credits are awarded for successful completion of the course. Telecourses' content and college credit hours are equivalent to on-campus courses and combine televised lessons, study guides, and textbook readings. Faculty members conduct and grade the courses.

Family responsibilities and work obligations often prevent students from attending college. Telecourses provide an opportunity for such students to continue their education, and they often save time and money as well.

The successful telecourse student is a self-motivated, independent person. These courses are no different; they challenge but offer more convenience.

Vacation schedules may be affected by telecourses. Students receiving regular paychecks may be affected in a similar manner before enrollment.

For additional information, contact the telecourse office in the Downtown Campus - Telephone (904) 633-6281.

Weekend College

In order to better serve the needs of working adults and those with small children, as well as students needing scheduling flexibility, Florida Community College at Jacksonville offers college credit classes on the Weekend College program.

Over twenty classes are held on Saturdays at the Kent Campus. The Learning Resource Center and the computer laboratory at the Kent Campus are also open to adult students at full learning efficiency.

A list of all weekend college credit courses appears each term in the college's course schedule. For more information, telephone (904) 633-6282.

LAWRENCE R. GEIS MARINE CENTER

MISSION

The Lawrence R. Geis Marine Center exists to be directly responsive to specialized educational needs and interests of naval and marine areas for technical and applied career technology training, with a special emphasis upon marine and marine technology industries and businesses and upon recreational and occupational learning instruction.

PURPOSES

The Geis Marine Center shall address its mission through provisions:

1. Entry level, certificate, and associate degree training in selected areas and occupations related to the marine and related industries careers and workforce.
2. Supplemental curriculum planning to upgrade the skills of unskilled and semi-skilled workers, performing and technical employees of these specialized marine and related industries careers and workforce.
3. Specialized training and advanced training as required by governmental, corporate, and community service groups to meet industry needs and career advancement.
4. Leisure, recreational, and personal learning opportunities and educational services to enhance personal, safety, and leadership skills for community residents.
5. Supplemental, vocational, technical, and apprenticeship training and educational services based on occupational and applied technical studies.

6. Faculty and staff resources for the college and community are in full support of educational services such as operated courses and seminars and for community development activities.

COLLEGE CENTER AT GRANDE BOULEVARD MALL

MISSION

The College Center at Grande Boulevard Mall College Center exists to be directly responsive to the specialized educational needs and interests of individuals in the Jacksonville area who prefer college credit and continuing education courses (college credit) conveniently scheduled and available at any time and in a convenient and accessible setting for their particular situations and from the place of employment. For more information, call 284-8191.

PURPOSES

The College Center at Grande Boulevard Mall College Center exists to be directly responsive to the specialized educational needs and interests of individuals in the Jacksonville area who prefer college credit and continuing education courses (college credit) conveniently scheduled and available at any time and in a convenient and accessible setting for their specific situations and from the place of employment. For more information, call 284-8191.

1. To present a broad-based, rich variety of courses and seminars for students intending to complete the general education core and elective courses for university parallel study.
2. College credit courses, with emphasis upon general business and information systems, for students pursuing degree study or continuing education.
3. Specialty college credit courses for employed students desiring to upgrade career and professional skills or work positions.
4. College credit and non-credit business and personal development courses for students pursuing personal and professional development opportunities.
5. Noncredit workshops, analysis, and seminars for business and industry personnel seeking to develop or maintain business and professional development opportunities.
6. Non-supporting credit and non-credit courses for residents seeking for leisure and community enrichment educational opportunities.
7. Extended student support services including registration, financial aid, and care of students to enhance student learning and development.

MILITARY EDUCATION INSTITUTE

MISSION

The Military Education Institute exists for the purpose of increasing the availability of educational opportunities for military service personnel, their dependents, and federal government employees in the Jacksonville area. It also offers other community services and activities. To accomplish this mission the College provides:

1. College credit courses, with an emphasis on the General Education requirements, altered at least twice during FCAFS regular terms and educational enrichment terms.
2. Classes offered on a quarterly program to include enrollment throughout year in the Associate of Arts and Associate of Science programs.
3. A full range of counseling, management, and information services, including career placement services.
4. Liaison with the military Educational Services Officers to assist students in the use of the military service financial aid programs.
5. Non-college credit courses for students desiring to upgrade career and occupational skills or seeking personal enrichment.