

## SPECIAL PROGRAMS

### ADULT EDUCATION (AE)

This program offers adults the opportunity to improve their academic skills. Instruction is on an individualized basis, and each participant begins by taking a diagnostic test to determine his/her individual need. The student and instructor design a program to help reach the student's goals. A student may begin study at any level from the most basic reading to preparation for taking the high school equivalency test or GED. Contact the AE office at 256/306-2830.

### COOPERATIVE EDUCATION

Calhoun Community College's Cooperative Education Program affords students the opportunity to acquire on the job experience before graduation by combining studies at Calhoun with a related work experience in business/industry. The program offers two work plans, the Parallel Plan and the Alternating Plan. The Parallel Plan allows the student to work on a part-time basis (a minimum of 20 hours per week) in a job directly related to his/her academic major while attending school on a full-time basis. Under the Alternating Plan, students alternate semesters of study at Calhoun with semesters of full-time work in business/industry. Cooperative education is also available to students already working in a job that is related to their major.

#### Requirements

Participation in the Cooperative Education Program is open to students who maintain an overall 2.0 grade point average, a 3.0 grade point average in subjects directly related to the major area of study and have completed one full semester (12 semester hours) at Calhoun.

#### Application Procedures

Students who wish to be considered for the Cooperative Education Program should complete the following steps:

1. Submit an "Application for Cooperative Program" form, which may be obtained from the Cooperative Education Office;
2. Provide a Calhoun Community College transcript and current class schedule;
3. Be recommended in writing by an instructor in his/her major;
4. Contact the Cooperative Education office for an appointment.

### SERVICEMEMBERS' OPPORTUNITY COLLEGE

Calhoun has been designated as an institutional member of Servicemembers Opportunity Colleges (SOC), a group of over 400 colleges and universities providing voluntary postsecondary education to members of the military throughout the world. As a SOC member, Calhoun recognizes the unique nature of the military lifestyle and has committed itself to easing the transfer of relevant course credits, providing flexible academic residency requirements, and crediting learning from appropriate military training and experiences. SOC has

been developed jointly by educational representatives of each of the Armed Services, the Office of the Secretary of Defense and a consortium of 13 leading national higher education associations; it is sponsored by the American Association of State Colleges and Universities (AASCU) and the American Association of Community Colleges (AACCC).

### SERVICEMEMBERS OPPORTUNITY COLLEGES ASSOCIATE DEGREE

In addition to its SOC membership, Calhoun is one of approximately 50 institutions providing occupational and flexible SOCAD programs on over 200 Army installations worldwide. These programs lead to associate degrees, and most of them correspond to enlisted and warrant officer job specialties. Through prior agreement, students in SOCAD programs

- have a residency credit limited to 1/4 of total degree requirements taken at any time;
- are awarded credit for experience in their military occupational specialty (MOS) and service schools as appropriate to their program;
- have a SOCAD Student Agreement completed as their official evaluation stating remaining degree requirements and eliminating the need for reevaluating of previous credit; and
- are guaranteed that courses listed in transferability charts in the SOCAD Handbook will be accepted for degree requirements within each curriculum area.

Calhoun accepts eligible family members as SOCAD students.



## General Information

### TECH PREP

**Tech Prep** is a program of study designed to prepare students for today's technologically demanding workplace. **Tech Prep** is a blending of both challenging technical training and applied academic courses in mathematics, science, and communications. The **Tech Prep** program involves four (4) years of study in high school, followed by two (2) years of postsecondary education.

Calhoun Community College is a member of the "Advanced Technologies" **Tech Prep** consortium with Athens City Schools, Decatur City Schools, Hartselle City Schools, Limestone County Schools, Madison City Schools, and Morgan County Schools.

Articulation agreements, which award college credit for identified high school coursework completed under the Tech Prep program, have been established in the areas of technology, business, computer information systems, graphic arts and child development. Calhoun Community College is working with high schools in the consortium, as well as high schools in Lawrence and Madison Counties, to develop additional agreements in these and other areas such as health care.

The Tech Prep program also works with middle and high schools in the consortium to conduct numerous programs that promote Career/Technical Education including CHOICES, the annual Career and Workforce Expo and the High Tech Symposium series.

If you are interested in more information about **Tech Prep**, call 256/306-2665.

### DISTANCE EDUCATION

Distance Education is the use of technology to provide instruction to students who desire to learn outside the regular classroom; it is a way of taking college credit courses in your home or community. Distance Education courses combine academic quality, rigorous challenge, and **convenience**. Calhoun offers a variety of courses for the distance learner. Distance Education at Calhoun includes multiple instructional technologies: telecourses in cassette, CD or DVD and on Calhoun television station (4CTV), Alabama Public Television, or internet. Students register for the course, obtain course information and receive instruction by one of the aforementioned technologies. Internet courses require that students access the World Wide Web from their home or work. Students needing more information about



Distance Education should contact the Vice President or designee's office, (256) 306-2929.

### WEEKEND COLLEGE

Weekend College is available at the Huntsville/Research Park location during Fall and Spring semesters. Most classes meet on Friday nights and on Saturday mornings. For more information regarding Weekend classes in Huntsville, call (256) 890-4700. The semester schedule includes all weekend course offerings.

## CAMPUS/SITE INFORMATION

### DECATUR CAMPUS

Calhoun's Decatur campus offers classes from 8:00 a.m. until 10:00 p.m., Monday through Thursday, and 8:00 a.m. - 4:00 p.m. Friday. Most student support offices are open from 7:45 a.m. until 6:30 p.m., Monday through Thursday, and 7:45 a.m. - 4:00 p.m. Friday. The Decatur campus includes classrooms; Brewer Library; labs for technologies, sciences, and allied health; physical education facilities and the Wellness Center. Directions and information are available 24 hours a day at the Security Building, located at the main entrance on the Decatur campus and on the Calhoun website at [www.calhoun.edu](http://www.calhoun.edu).

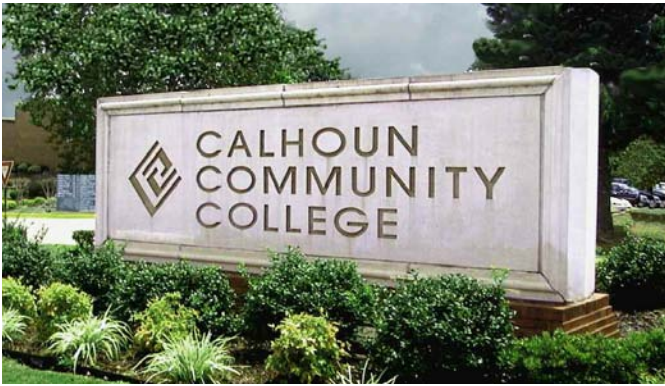
Evening classes are available for students who have special scheduling needs or who prefer to attend classes in the late afternoon or evening. These working and motivated students are considered a vital part of Calhoun Community College. The evening program is governed by the same policies and procedures as day classes. Student services and academic requirements are also the same for all students at the college.

### HUNTSVILLE/RESEARCH PARK

For students who wish to take Calhoun classes in the Huntsville area, Calhoun offers courses each semester at its Huntsville location in Cummings Research Park at 102 Wynn Dr. The Huntsville/Research Park location provides evening classes in most general education subjects. Teaching commences at 4:00 p.m. Classes are offered on Monday-Wednesday, Tuesday-Thursday or one day a week schedules. Classes also are available for students wishing to take classes during their lunch hour. Students wishing further information about classes available at the Huntsville/Research Park location should call (256) 890-4701. Huntsville offices are open Monday - Thursday, 8:00 a.m. - 9:45 p.m.

### REDSTONE ARSENAL

Calhoun primarily serves military personnel, active and retired; their dependents; Department of Defense personnel; NASA employees; and contract personnel through its Redstone Arsenal, AMSI-PT-ED-CA, Redstone Arsenal, AL 35898. Other students are admitted on a space available basis. Evening classes and a limited number of day classes are typically taught at Redstone. For the convenience of the military, most classes are offered on an eight-week cycle (minimesters). The minimesters are scheduled within the semester system; two min-



imesters during fall, two minimesters during spring, and one minimester for the summer term. Two classes per minimester will allow 30 semester hours per year and a possible degree within two years and one extra minimester. Office hours are 8:00 a.m. until 10:00 p.m., Monday through Thursday. The Redstone office telephone number is 256-876-7431.

**LIMESTONE CORRECTIONAL FACILITY**

Calhoun Community College offers certain technical/vocational programs for inmates at the Limestone Correctional Facility at Capshaw. Available only to the incarcerated who have appropriate educational credentials, programs include Auto Body Repair, Auto Mechanics, Carpentry, Design Drafting, Horticulture, Masonry, Upholstery, and Welding. Adult literacy and Adult Basic Education classes are offered, which can lead to passage of the GED test. For further information about the Limestone Correctional Facility programs, contact the Director for LCF Calhoun, (256) 216-2207.

**STATEWIDE TRANSFER AND ARTICULATION REPORTING SYSTEM (STARS)**

In order to assist Calhoun Community College students with the transferring of courses to other institutions of higher education in the state, Calhoun is a full member in the Statewide Transfer and Articulation Reporting System (STARS).

The STARS computerized advising system has been created to inform students of the courses that they can take and transfer among public institutions within the State of Alabama without losing credit. Go to the STARS website at <http://stars.troy.edu>.



General Information

**BUSINESS AND INDUSTRY SERVICES**

Our mission is to provide accessible, quality educational opportunities, promote community and economic development, and enhance the quality of life for those we serve. To achieve this mission, we partner with companies to support and extend their training capabilities to meet increasingly complex job skill needs.

Our services are unique because they are low in cost, convenient, flexible and can be customized to meet the unique needs of business and industry.

A number of job-related services are provided, including ACT WorkKeys Job Profiling to determine the basic skills needed for specific jobs; individual assessments to determine the level of skills one can bring to a job; instructional programs that can be targeted to the specific skill development needs of individuals; and customized training to meet the specific needs of companies and organizations.

**Professional Development Training** is available in several subjects such as ISO 9001:2000, basic statistics for quality engineering, leadership training, lean and manufacturing, as well as personal development, computer usage, safety, technology, and business development courses. Instructor led training in management and leadership is offered through the Achieve Global and Development Dimensions International organizations.

**Apprenticeship Learning** is offered for tool makers, millwrights, maintenance mechanics, machine repair, tool and die, electricians, and air conditioning and refrigeration technicians.

**On-line Learning** is available in many topics. Calhoun operates an ACT Center with over 2,800 on-line, skill-based courses in Key Work Skills, Computer Basics, Industrial Technology and Safety, Information Technology, Management and Leadership, and Personal Development. These courses may be taken from any computer if one has access to the Internet. Additional on-line courses are offered through the Education 2 Go organization which provides designated start and end dates with an on-line instructor. For more information, please visit our website at [www.ed2go.com/calhouncal.us](http://www.ed2go.com/calhouncal.us).

**Non-credit Healthcare Certification Programs** include Medical Billing and Coding, Phlebotomy, and Certified Nursing Assistant.

**Corporate IT Training** is offered in Microsoft Certified Systems Engineering, Microsoft Certified Database Administrator, Microsoft Certified Solutions Developer, Comp TIA, A+, and Networking+ as well as other programs.

Further details are available on the Business and Industry Services website: [www.calhoun.edu](http://www.calhoun.edu) then click on Business and Industry.

**BUSINESS AND INDUSTRY SERVICES**