

Basic Standard Certificate Requirements

In certain occupational areas, a student may be granted an award other than a degree (i.e., a certificate) upon satisfactory completion of the requirements of the specific program. The College's certificate-only programs include Cosmetology, Cosmetology Instructor Training, Criminal Justice, Masonry/Building Trades, Licensed Practical Nursing, Nursing Assistant, and Welding. In order to be awarded a Certificate by this College, a student must:

1. Satisfactorily complete an approved program of study.
2. All first time enrolled freshmen must take a College Orientation 101 class
3. Earn a 2.0 cumulative grade point average in all courses attempted at the College. The calculation of the grade point average for graduation shall not include grades earned in developmental courses. Courses may be counted only once for purposes of meeting graduation requirements.
4. Complete at least one-half of the total semester credit hours required in the program at this College.
5. Be enrolled during the semester in which the award is earned or, with the approval of the Dean of Students and within a calendar year of the last semester of attendance, transfer from a regionally accredited institution no more than the last six semester hours required for completion of the program, with a minimum grade of "C" in the courses transferred.
6. Complete a formal application for a Certificate.
7. Fulfill all financial obligations to the College.