

2021-22



NC CAREER & COLLEGE PROMISE

- **College Transfer Pathway**
(Associate in Arts, Science, Engineering or Nursing, Associate in Arts/Teacher Prep, Associate in Science/Teacher Prep)
- **Career and Technical Education Pathway**
(Curriculum CTE Pathway and Workforce Continuing Education Pathway)
- **Cooperative Innovative High School Pathway**

TUITION-FREE!

For more information, visit
waynecc.edu/career-and-college-promise



This handbook is current as of March 2021.

Check the WCC online NC Career and College Promise Handbook at waynecc.edu/career-and-college-promise for the most up-to-date information.

WCC Mission Statement

Wayne Community College (WCC) is a learning-centered, public, associate degree granting institution with an open door admissions policy. WCC is located in Goldsboro, North Carolina and is part of the North Carolina Community College System.

Wayne Community College's mission is to meet the educational, training, and cultural needs of the communities it serves.

For more information about our graduation rates, the median debt of students who completed a program, and other important information, please visit our Web site at: waynecc.edu/gainful-employment/.

Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees, diplomas, and certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, 404-679-4500, <http://www.sacscoc.org> for questions about the accreditation of Wayne Community College.

Wayne Community College is an equal access, equal opportunity, and affirmative action institution. Wayne Community College encourages persons with disabilities to participate in its programs and activities. If you anticipate needing accommodation or have questions about access, please contact the Disability Services Counselor at 919-739-6729. Please allow sufficient time to arrange accommodation.



P.O. Box 8002 • Goldsboro, NC 27533-8002
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A Message from the President

Congratulations on your interest in the NC Career and College Promise program. I commend your desire to start your journey towards a career by seeking higher education and job training. NC Career and College Promise offers North Carolina high school students a clear path to success in college or in a career. The NC Career and College Promise provides tuition-free course credits toward a College Transfer Pathway and/or course credit toward a job credential, certificate or diploma in a Career Technical Education Pathway.

Welcome to Wayne Community College!

Thora A. G. Galt



COLLEGE TRANSFER PATHWAY

College Transfer Pathways allow students the opportunity to earn college credits that transfer seamlessly to any public or participating private college or university. The completion of a pathway reduces the cost of a two- or four-year degree and accelerates completion of an associate degree or four-year degree. Skills for success at the next level of education are also developed.

Students who meet the guidelines may enroll in one of the following programs of study at Wayne Community College.

Career and College Promise College Transfer Pathway Leading to the Associate in Arts (P1012C)

GENERAL EDUCATION (31-32 SHC)

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC) component of the Comprehensive Articulation Agreement.

High school students in the CCP College Transfer Pathway Leading to the Associate in Arts must complete the entire pathway before taking additional courses in the Associate in Arts degree with the exception of mathematics courses beyond MAT171.

English Composition (6 SHC)

The following two English composition courses are required.

ENG 111	Writing and Inquiry	(3 SHC)
ENG 112	Writing/Research in the Disciplines	(3 SHC)

Select three courses from at least two different disciplines (9 SHC) from the following:
Communication

COM 120	Introduction to Interpersonal Communication	(3 SHC)
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OR

COM 231	Public Speaking	(3 SHC)
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Humanities/Fine Arts

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
DRA 111	Theatre Appreciation	(3 SHC)
ENG 231	American Literature I	(3 SHC)
ENG 232	American Literature II	(3 SHC)
ENG 241	British Literature I	(3 SHC)
ENG 242	British Literature II	(3 SHC)
MUS 110	Music Appreciation	(3 SHC)
MUS 112	Introduction to Jazz	(3 SHC)
PHI 215	Philosophical Issues	(3 SHC)
PHI 240	Introduction to Ethics	(3 SHC)

Social/Behavioral Sciences (9 SHC)

Select three courses from at least two different disciplines from the following:

ECO 251	Principles of Microeconomics	(3 SHC)
ECO 252	Principles of Macroeconomics	(3 SHC)
HIS 111	World Civilizations I	(3 SHC)
HIS 112	World Civilizations II	(3 SHC)
HIS 131	American History I	(3 SHC)
HIS 132	American History II	(3 SHC)
POL 120	American Government	(3 SHC)
PSY 150	General Psychology	(3 SHC)
SOC 210	Introduction to Sociology	(3 SHC)

Math (3-4 SHC)

Select one course from the following:

MAT 143	Quantitative Literacy	(3 SHC)
MAT 152	Statistical Methods I	(4 SHC)
MAT 171	Precalculus Algebra	(4 SHC)

Natural Sciences (4 SHC)

Select 4 SHC from the following courses:

AST 111	Descriptive Astronomy	(3 SHC)
and		
AST 111A	Descriptive Astronomy Lab	(1 SHC)
BIO 110	Principles of Biology	(4 SHC)
BIO 111	General Biology I	(4 SHC)
CHM 151	General Chemistry I	(4 SHC)

Academic Transition (1 SHC)

The following course is required:

ACA 122	College Transfer Success	(1 SHC)
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TOTAL SEMESTER HOURS CREDIT (SHC) IN PATHWAY

32-33

COLLEGE TRANSFER PATHWAY

Career and College Promise College Transfer Pathway Leading to the Associate in Science (P1042C)

GENERAL EDUCATION (34 SHC)

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC).

High school students in the CCP College Transfer Pathway Leading to the Associate in Science must complete the entire pathway before taking additional courses in the Associate in Science degree with the exception of mathematics courses beyond MAT271.

English Composition (6 SHC):

The following two English composition courses are required.

ENG 111	Writing and Inquiry	(3 SHC)
ENG 112	Writing/Research in the Disciplines	(3 SHC)

Select two courses from at least two different disciplines (6 SHC) from the following:

Communication

COM 120	Introduction to Interpersonal Communication	(3 SHC)
OR		
COM 231	Public Speaking	(3 SHC)

Humanities/Fine Arts

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
DRA 111	Theatre Appreciation	(3 SHC)
ENG 231	American Literature I	(3 SHC)
ENG 232	American Literature II	(3 SHC)
ENG 241	British Literature I	(3 SHC)
ENG 242	British Literature II	(3 SHC)
MUS 110	Music Appreciation	(3 SHC)
MUS 112	Introduction to Jazz	(3 SHC)
PHI 215	Philosophical Issues	(3 SHC)
PHI 240	Introduction to Ethics	(3 SHC)

Social/Behavioral Sciences (6 SHC)

Select two courses from at least two different disciplines from the following:

ECO 251	Principles of Microeconomics	(3 SHC)
ECO 252	Principles of Macroeconomics	(3 SHC)
HIS 111	World Civilizations I	(3 SHC)
HIS 112	World Civilizations II	(3 SHC)
HIS 131	American History I	(3 SHC)
HIS 132	American History II	(3 SHC)
POL 120	American Government	(3 SHC)
PSY 150	General Psychology	(3 SHC)
SOC 210	Introduction to Sociology	(3 SHC)

Math (8 SHC)

Select two courses from the following:

MAT 171	Pre-calculus Algebra	(4 SHC)
MAT 172	Pre-calculus Trigonometry	(4 SHC)
MAT 263	Brief Calculus	(4 SHC)
MAT 271	Calculus I	(4 SHC)
MAT 272	Calculus II	(4 SHC)

Natural Sciences (8 SHC)

Select 8 SHC from the following courses:

BIO 111	General Biology I	(4 SHC)
and		
BIO 112	General Biology II	(4 SHC)
and		
CHM 151	General Chemistry I	(4 SHC)
CHM 152	General Chemistry II	(4 SHC)
and		
PHY 151	College Physics I	(4 SHC)
PHY 152	College Physics II	(4 SHC)
and		
PHY 251	General Physics I	(4 SHC)
PHY 252	General Physics II	(4 SHC)

Academic Transition (1 SHC)

The following course is required:

ACA 122	College Transfer Success	(1 SHC)
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TOTAL SEMESTER HOURS CREDIT (SHC) IN PATHWAY

35

COLLEGE TRANSFER PATHWAY

Career and College Promise College Transfer Pathway Leading to the ASSOCIATE IN ENGINEERING (P1052C)

GENERAL EDUCATION (28 SHC)

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC).

High school students in the CCP College Transfer Pathway Leading to the Associate in Engineering must complete the entire pathway before taking additional courses in the Associate in Engineering degree with the exception of mathematics courses beyond MAT 272.

English Composition (6 SHC):

The following two English composition courses are required.

ENG 111	Writing and Inquiry	(3 SHC)
ENG 112	Writing/Research in the Disciplines	(3 SHC)

Humanities/Fine Arts and Communications

Select one course from the following (3 SHC):

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
COM 231	Public Speaking	(3 SHC)
ENG 231	American Literature I	(3 SHC)
ENG 232	American Literature II	(3 SHC)
ENG 241	British Literature I	(3 SHC)
ENG 242	British Literature II	(3 SHC)
MUS 110	Music Appreciation	(3 SHC)
MUS 112	Introduction to Jazz	(3 SHC)
PHI 215	Philosophical Issues	(3 SHC)
PHI 240	Introduction to Ethics	(3 SHC)

Social/Behavioral Sciences (3 SHC)

The following course is required

ECO 251	Principles of Microeconomics	(3 SHC)
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Math (8 SHC)

Calculus is the lowest level math course that will be accepted by the engineering programs for transfer as a math credit. Students who are not calculus-ready will need to take additional math courses.

The following courses are required:

MAT 271	Calculus I	(4 SHC)
MAT 272	Calculus II	(4 SHC)

Natural Sciences (8 SHC)

Select 8 SHC from the following courses:

CHM 151	General Chemistry I	(4 SHC)
PHY 251	General Physics I	(4 SHC)
PHY 252	General Physics II	(4 SHC)

Academic Transition (1 SHC)

The following course is required:

ACA 122	College Transfer Success	(1 SHC)
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Engineering (5 SHC)

The following courses are required:

EGR 150	Introduction to Engineering	(2 SHC)
DFT 170	Engineering Graphics	(3 SHC)

**TOTAL SEMESTER HOURS CREDIT
(SHC) IN PATHWAY**

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COLLEGE TRANSFER PATHWAY

Career and College Promise College Transfer Pathway Leading to the ASSOCIATE DEGREE NURSING (ADN) PATHWAY (P1032C)

GENERAL EDUCATION (23 SHC)

These courses are contained in Block 1 of the Five Block Degree Plan located within the RN to BSN Articulation Agreement.

High school students in the CCP Associate Degree Nursing Pathway to the Associate in General Education Nursing (A1030N) program must complete the entire pathway before taking additional courses in the Associate in General Education Nursing (A1030N) program.

English Composition (6 SHC):

The following English composition course is required.

ENG 111 Writing and Inquiry (3 SHC)

Select one course from the following (3 SHC)

ENG 112 Writing/Research in the Disciplines (3 SHC)

OR

ENG 114 Prof Research & Reporting (3 SHC)

Humanities/Fine Arts

Select one course from the following (3 SHC):

ART 111 Art Appreciation (3 SHC)

ART 114 Art History Survey I (3 SHC)

ART 115 Art History Survey II (3 SHC)

MUS 110 Music Appreciation (3 SHC)

MUS 112 Introduction to Jazz (3 SHC)

PHI 215 Philosophical Issues (3 SHC)

PHI 240 Introduction to Ethics (3 SHC)

HUM 115 Critical Thinking (3 SHC)

Social/Behavioral Sciences (6 SHC)

The following courses are required:

PSY 150 General Psychology (3 SHC)

PSY 241 Developmental Psychology (3 SHC)

Natural Sciences (8 SHC)

Select one sequence from the following:

BIO 168 Anatomy and Physiology I (4 SHC)

and

BIO 169 Anatomy and Physiology II (4 SHC)

Academic Transition (1 SHC)

The following course is required:

ACA 122 College Transfer Success (1 SHC)

**TOTAL SEMESTER HOURS CREDIT
(SHC) IN PATHWAY**

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The Career and College Promise (CCP) ADN Pathway is designed for High school Juniors and Seniors who wish to begin their educational studies toward the Associate in Nursing Degree and a Baccalaureate Degree in Nursing. The Pathway is based on Block 1 of the Uniform Articulation Agreement between the University of North Carolina's Registered Nurse to Bachelor of Science in Nursing Programs and the NCCC Associate Degree Nursing Programs.

COLLEGE TRANSFER PATHWAY

Career and College Promise College Transfer Pathway Leading to the ASSOCIATE IN ARTS IN TEACHER PREPARATION (P1012T)

GENERAL EDUCATION (31-32 SHC)

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC) component of the Comprehensive Articulation Agreement.

High school students in the CCP College Transfer Pathway Leading to the Associate in Arts in Teacher Preparation must complete the entire pathway before taking additional courses in the Associate in Arts in Teacher Preparation degree with the exception of mathematics courses beyond MAT171.

English Composition (6 SHC):

The following two English composition courses are required.

ENG 111	Writing and Inquiry	(3 SHC)
ENG 112	Writing/Research in the Disciplines	(3 SHC)

Select three courses from at least two different disciplines (9 SHC) from the following:

Communication:

COM 120	Introduction to Interpersonal Communication	(3 SHC)
OR		
COM 231	Public Speaking	(3 SHC)

Humanities/Fine Arts:

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
DRA 111	Theatre Appreciation	(3 SHC)
ENG 231	American Literature I	(3 SHC)
ENG 232	American Literature II	(3 SHC)
ENG 241	British Literature I	(3 SHC)
ENG 242	British Literature II	(3 SHC)
MUS 110	Music Appreciation	(3 SHC)
MUS 112	Introduction to Jazz	(3 SHC)
PHI 215	Philosophical Issues	(3 SHC)
PHI 240	Introduction to Ethics	(3 SHC)

Social/Behavioral Sciences (6 SHC):

Select two courses from at least two different disciplines from the following:

ECO 251	Principles of Microeconomics	(3 SHC)
ECO 252	Principles of Macroeconomics	(3 SHC)
HIS 111	World Civilizations I	(3 SHC)
HIS 112	World Civilizations II	(3 SHC)
HIS 131	American History I	(3 SHC)
HIS 132	American History II	(3 SHC)

POL 120	American Government	(3 SHC)
PSY 150	General Psychology	(3 SHC)
SOC 210	Introduction to Sociology	(3 SHC)

Math (3-4 SHC):

Select one course from the following:

MAT 143	Quantitative Literacy	(3 SHC)
MAT 152	Statistical Methods I	(4 SHC)
MAT 171	Precalculus Algebra	(4 SHC)

Natural Sciences (4 SHC):

Select 4 SHC from the following courses:

AST 111	Descriptive Astronomy	(3 SHC)
and		
AST 111A	Descriptive Astronomy Lab	(1 SHC)
BIO 110	Principles of Biology	(4 SHC)
BIO 111	General Biology I	(4 SHC)
CHM 151	General Chemistry I	(4 SHC)

Other Required General Education:		(3 SHC)
SOC 225	Social Diversity	(3 SHC)

Other Required Hours:		(8 SHC)
Education:		(7 SHC)

The following courses are required:

EDU 187	Teaching and Learning for All	(4 SHC)
EDU 216	Foundations of Education	(3 SHC)

Academic Transition (1 SHC):

The following course is required:

ACA 122	College Transfer Success	(1 SHC)
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**TOTAL SEMESTER HOURS CREDIT
(SHC) IN PATHWAY**

39-40

COLLEGE TRANSFER PATHWAY

Career and College Promise College Transfer Pathway Leading to the ASSOCIATE IN SCIENCE IN TEACHER PREPARATION (P1042T)

GENERAL EDUCATION (34 SHC)

The general education requirement includes study in courses selected from the Universal General Education Transfer Component (UGETC).

High school students in the CCP College Transfer Pathway Leading to the Associate in Science in Teacher Preparation must complete the entire pathway before taking additional courses in the Associate in Science in Teacher Preparation degree with the exception of mathematics courses beyond MAT271.

English Composition (6 SHC):

The following two English composition courses are required.

ENG 111	Writing and Inquiry	(3 SHC)
ENG 112	Writing/Research in the Disciplines	(3 SHC)

Select two courses from at least two different disciplines (6 SHC) from the following:

Communication:

COM 120	Introduction to Interpersonal Communication	(3 SHC)
OR		
COM 231	Public Speaking	(3 SHC)

Humanities/Fine Arts:

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
DRA 111	Theatre Appreciation	(3 SHC)
ENG 231	American Literature I	(3 SHC)
ENG 232	American Literature II	(3 SHC)
ENG 241	British Literature I	(3 SHC)
ENG 242	British Literature II	(3 SHC)
MUS 110	Music Appreciation	(3 SHC)
MUS 112	Introduction to Jazz	(3 SHC)
PHI 215	Philosophical Issues	(3 SHC)
PHI 240	Introduction to Ethics	(3 SHC)

Social/Behavioral Sciences (3 SHC)

Select one course from the following:

ECO 251	Principles of Microeconomics	(3 SHC)
ECO 252	Principles of Macroeconomics	(3 SHC)
HIS 111	World Civilizations I	(3 SHC)
HIS 112	World Civilizations II	(3 SHC)
HIS 131	American History I	(3 SHC)
HIS 132	American History II	(3 SHC)
POL 120	American Government	(3 SHC)
PSY 150	General Psychology	(3 SHC)
SOC 210	Introduction to Sociology	(3 SHC)

Math (8 SHC):

Select two courses from the following:

MAT 171	Pre-calculus Algebra	(4 SHC)
MAT 172	Pre-calculus Trigonometry	(4 SHC)
MAT 263	Brief Calculus	(4 SHC)
MAT 271	Calculus I	(4 SHC)
MAT 272	Calculus II	(4 SHC)

Natural Sciences (8 SHC):

Select 8 SHC from the following courses:

BIO 111	General Biology I	(4 SHC)
and		
BIO 112	General Biology II	(4 SHC)
CHM 151	General Chemistry I	(4 SHC)
and		
CHM 152	General Chemistry II	(4 SHC)
PHY 151	College Physics I	(4 SHC)
and		
PHY 152	College Physics II	(4 SHC)
PHY 251	General Physics I	(4 SHC)
and		
PHY 252	General Physics II	(4 SHC)

Other Required General Education:

SOC 225	Social Diversity	(3 SHC)
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Other Required Hours:

(8 SHC)

Education:

(7 SHC)

The following courses are required:

EDU 187	Teaching and Learning for All	(4 SHC)
EDU 216	Foundations of Education	(3 SHC)

Academic Transition (1 SHC):

The following course is required:

ACA 122	College Transfer Success	(1 SHC)
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**TOTAL SEMESTER HOURS CREDIT
(SHC) IN PATHWAY**

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AG AND NATURAL RESOURCES

AGRIBUSINESS TECHNOLOGY (C15100X)

A program that prepares individuals for careers in the agribusiness segment of the agricultural industry. This certificate provides an understanding of basic agribusiness concepts and principles such as marketing, soft skills and agricultural chemicals.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
AGR139	Introduction to Sustainable Agriculture	3	3
ANS 110	Animal Science	3	3
BUS 151	People Skills	3	3
SPRING SEMESTER			
AGR 140	Agricultural Chemicals	4	3
AGR 212	Farm Business Management	3	3
AGR 214	Agricultural Marketing	3	3
TOTAL SEMESTER HOURS			18

APPLIED ANIMAL SCIENCE TECHNOLOGY PROGRAM (C15280X)

A program that prepares individuals to select, breed, care for, process, and market livestock and small farm animals. Potential course work includes instruction in basic animal science, animal nutrition, and animal health as applied to various species and breeds; design and operation of housing, feeding, and processing facilities; and related issues of safety, applicable regulations, logistics, and supply.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ANS 110	Animal Science	3	3
ANS 115	Animal Feeds and Nutrition	4	3
ANS 130	Poultry Production	4	3
SPRING SEMESTER			
ANS 120	Beef Production	4	3
ANS 210	Livestock Production Issues	3	3
TOTAL SEMESTER HOURS			15

❖ Indicates prerequisites are required.

FOREST MANAGEMENT TECHNOLOGY WILDLIFE CERTIFICATE (C15200X)

A certificate that prepares individuals to assist forestry personnel with forest management techniques that enhance wildlife habitat. Potential course work includes instruction in woods and field safety skills, fire management, wildlife management, and forest protection.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
FOR 161	Safety & Woodmanship	4	2
FOR 171	Intro to Forest Resources	3	3
SPRING SEMESTER			
FOR 241	Forest Fire Management	5	3
FWL 142	Wildlife Management	5	3
SUMMER SEMESTER			
FOR 240	Forest Protection	5	3
TOTAL SEMESTER HOURS			14

SUSTAINABLE AGRICULTURE (C15410X)

A program that focuses on agricultural principles and practices that, over the long term, enhance environmental quality, make efficient use of nonrenewable resources, integrate natural biological cycles and controls, and are economically viable and socially responsible; and that may prepare individuals to apply this knowledge to the solution of agricultural and environmental problems.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
AGR 111	Basic Farm Maintenance	4	2
AGR 139	Introduction to Sustainable Agriculture	3	3
BUS 151	People Skills	3	3
SPRING SEMESTER			
AGR 121	Biological Pest Management	3	3
AGR 160	Plant Science	4	3
AGR 265	Organic Crop Production: Spring	4	3
TOTAL SEMESTER HOURS			17

TURFGRASS MANAGEMENT TECHNOLOGY CERTIFICATE (C15420X)

A program that focuses on turfgrasses and related groundcover plants and prepares individuals to develop ornamental or recreational grasses and related products; plant, transplant, and manage grassed areas; and to produce and store turf used for transplantation. Potential course work includes instruction in applicable plant sciences, genetics of grasses, turf science, use analysis, turf management, and related economics.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
TRF 110	Intro to Turfgrass	5	4
TRF 210	Turfgrass Eqmt Mgmt	5	3
SPRING SEMESTER			
TRF 120	Turfgrass Irrigation & Design	6	4
TRF 240	Turfgrass Pest Control	4	3
TRF 260	Adv. Turfgrass Management ♦ (TRF 110)	5	4
TOTAL SEMESTER HOURS			18

BUSINESS

ACCOUNTING AND FINANCE/BOOKKEEPING CERTIFICATE (C25800X)

Accounting offers you a great career with a world of opportunities and flexibility. Employees in this profession should possess strong attention to detail and should understand the importance of maintaining confidentiality.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ACC 120	Principles of Financial Accounting ❖ (DMA 010-030 or DMA 025 or MAT 003 [P1 Grade] and DRE 098 or ENG 002 [P2 Grade])	5	4
BUS 110	Introduction to Business	3	3
CIS 110	Introduction to Computers	4	3
SPRING SEMESTER			
ACC 140	Payroll Accounting ❖ (ACC 120)	4	2
ACC 150	Accounting Software Appl ❖ (ACC 120)	4	2
CTS 130	Spreadsheet	4	3
TOTAL SEMESTER HOURS			17

BUSINESS ADMINISTRATION (C25120X)

"The business of America is business" and the Certificate in Business Administration is designed to prepare students for a career in today's technology-based global economy. Students will become well-skilled graduates who are prepared for a growing labor market.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
BUS 110	Introduction to Business	3	3
BUS 115	Business Law I	3	3
BUS 137	Principles of Management	3	3
SPRING SEMESTER			
BUS 153	Human Resource Management	3	3
BUS 240	Business Ethics	3	3
MKT 120	Principles of Marketing	3	3
TOTAL SEMESTER HOURS			18

❖ Indicates prerequisites are required.

MARKETING CERTIFICATE (C25120MX)

The Marketing Certificate is designed to provide students with the skills necessary to effectively market their business with a specialization in social media marketing. Students will be provided with a fundamental knowledge of various marketing tools to incorporate into promoting a business.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
BUS 110	Introduction to Business	3	3
CIS 110	Introduction to Computers	4	3
MKT 120	Principles of Marketing	3	3
SPRING SEMESTER			
BUS 137	Principles of Management	3	3
MKT 220	Advertising and Sales Promotions	3	3
OST 145	Social Media for Office Professional ❖ (CIS 110)	4	3
TOTAL SEMESTER HOURS			18

PROJECT MANAGEMENT CERTIFICATE (C25120PX)

The Project Management Certificate is designed to prepare students for a career in the role of project manager allowing them to lead and direct projects and teams. Emphasis is placed on planning for project components and resources, cost management and problem solving.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ACC 120	Principles of Financial Accounting ❖ (DMA 010-030 or DMA 025 and MAT 003 [P1 Grade] and DRE 098 or ENG 002 [P2 Grade])	3	4
BUS 137	Principles of Management	3	3
BUS 153	Human Resource Management	3	3
SPRING SEMESTER			
ACC 150	Accounting Software ❖ (ACC 120)	1	2
CTS 130	Spreadsheet	2	3
CTS 240	Project Management	2	3
TOTAL SEMESTER HOURS			18

❖ Indicates prerequisites are required.

EARLY CHILDHOOD

EARLY CHILDHOOD EDUCATION (C55220BX)

The Early Childhood Education curriculum prepares students to work with young children in child care programs, preschools, public and private schools, and NC Pre-K and Head Start programs. The certificate is an entry-level program. Preparation for employment includes lectures, discussions, hands-on activities through labs, and cooperative work experiences.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
EDU 119	Intro. to Early Childhood Education	4	4
EDU 144	Child Development I	3	3
SPRING SEMESTER			
EDU 145	Child Development II	3	3
EDU 146	Child Guidance	3	3
EDU 153	Health, Safety and Nutrition	3	3
TOTAL SEMESTER HOURS			16

INFANT/TODDLER (C55290X)

The Early Childhood Education curriculum prepares students to work with infants and toddlers in child care programs, preschools, public and private schools, and Head Start programs. Having an employee who has earned this certificate gives the graduate's employer an additional quality point on its star-rated license. The certificate is an entry-level program.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
EDU 119	Intro. to Early Childhood Education	4	4
EDU 131	Child, Family and Community	3	3
EDU 144	Child Development I	3	3
SPRING SEMESTER			
EDU 153	Health, Safety and Nutrition	3	3
EDU 234	Infants, Toddlers, and Twos ❖ (EDU 119)	3	3
TOTAL SEMESTER HOURS			16

❖ Indicates prerequisites are required.

EMERGENCY MANAGEMENT

EMS MANAGEMENT CERTIFICATE (C55460EX)

The EMS (Emergency Medical Services) Management certificate program provides opportunities to individuals who want to expand their knowledge of the EMS management education to their technical training. The EMS Management Certificate includes operational procedures, incident management, and health and safety procedures. The EMS Management Certificate includes managing projects, preparing budgets, organizational structure, and knowledge of laws pertaining to the Emergency Medical Service.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CJC 170	Critical Incident Management	3	3
EPT 140	Emergency Management	3	3
EPT 210	Response and Recovery	3	3
SPRING SEMESTER			
CJC 232	Civil Liability	3	3
EPT 124	EM Services Law and Ethics	3	3
EPT 275	Emergency Ops Center Management	3	3
TOTAL SEMESTER HOURS			18

FIRE SERVICE MANAGEMENT CERTIFICATE (C55460FX)

The Fire Service Management certificate program focuses on the administrative aspects of fire emergency services. It builds on your basic fire skills and experience, providing you with additional training to help you take your career to the next level. Increase your knowledge and skills as a manager, leader, and administrator in the fire services with this certificate program. During this program, you will learn the critical concepts and evolving skills required to successfully perform administrative and managerial roles in fire services organizations. The basic principles of planning and prevention, communicating, managing resources, leading others and incident management and administration, public policy, and the aspects of legal issues within the fire services field.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CJC 170	Critical Incident Management	3	3
EPT 140	Emergency Management	3	3
FIP 120	Introduction to Fire Protection	3	3
SPRING SEMESTER			
CJC 232	Civil Liability	3	3
EPT 124	EM Services Law and Ethics	3	3
EPT 275	Emergency Ops Center Management	3	3
TOTAL SEMESTER HOURS			18

EMERGENCY MANAGEMENT

PUBLIC SAFETY CERTIFICATE (C55460PX)

The Emergency Management curriculum is designed to provide students with a foundation of technical and professional knowledge needed for emergency services delivery in local and state government agencies. Study involves both management and technical aspects of law enforcement, fire protection, emergency medical services, and emergency planning.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CJC 170	Critical Incident Management	3	3
EPT 120	Sociology of Disaster	3	3
EPT 124	EM Services Law & Ethics	3	3
EPT 140	Emergency Management	3	3
TOTAL SEMESTER HOURS			12

LAW ENFORCEMENT MANAGEMENT CERTIFICATE (C55460LX)

The Law Enforcement Management certificate program prepares individuals the comprehensive knowledge of topics in criminal justice organizations, policing and program analysis, and cross-disciplines such as public administration. You will learn about the perspective leaders in public agencies and the challenges related to management, gaining an understanding of law enforcement agency administration, leadership, and policy analysis. Coursework in the program focuses on the many different branches of law enforcement, and how agencies and organizations work together to uphold the law and protect the rights of citizens.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CJC 131	Criminal Law	3	3
CJC 170	Critical Incident Management	3	3
EPT 140	Emergency Management	3	3
SPRING SEMESTER			
CJC 232	Civil Liability	3	3
EPT 124	EM Services Law and Ethics	3	3
EPT 275	Emergency Ops Center Management	3	3
TOTAL SEMESTER HOURS			18

ENGINEERING AND MANUFACTURING

BUSINESS ADMINISTRATION/OPERATIONS MANAGEMENT (C25120GX)

The Business Administration/Operations Management Certificate provides students with an insight into the daily operational management required in today's industry and business. This certificate can be earned in one year.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ACA 111	College Student Success	1	1
ISC 121	Environmental Health and Safety	3	3
ISC 210	Oper & Prod Planning	3	3
SPRING SEMESTER			
ISC 132	Manufacturing Quality Control	5	3
OMT 112	Material Management	3	3
OMT 222	Project Management	3	3
TOTAL SEMESTER HOURS			16

INDUSTRIAL SYSTEMS CERTIFICATE (C50240X)

The Industrial Systems Technology curriculum is designed to prepare or upgrade students to safely service, maintain, repair, or install equipment. Instruction includes theory and skill training needed for inspecting, testing, troubleshooting, and diagnosing industrial systems.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ELC 120	Intro to Wiring	4	3
ELC 125	Diagrams and Schematics	3	2
ELC 127	Software for Technician	4	2
SPRING SEMESTER			
HYD 110	Hydraulics/Pneumatics I	5	3
MEC 111	Machine Processes I	5	3
MEC 130	Mechanisms	4	3
TOTAL SEMESTER HOURS			16

❖ Indicates prerequisites are required.

ENGINEERING AND MANUFACTURING

INDUSTRIAL SYSTEMS TECHNOLOGY - INDUSTRIAL AUTOMATION CERTIFICATE (C50240IX)

The Industrial Systems/Industrial Automation certificate curriculum is designed to prepare or upgrade students to safely service, maintain, repair, or install equipment. Emphasis is placed on coursework that introduces students to automated process and controls.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ATR 280	Robotic Fundamentals	5	4
ELC 111	Intro to Electricity	4	3
ELC 120	Intro to Wiring	4	3
ELC 128	Intro to PLC	5	3
SPRING SEMESTER			
ELN 260	Programmable Logic Controllers ❖ (ELC 128)	6	4
TOTAL SEMESTER HOURS			17

INDUSTRIAL SYSTEMS TECHNOLOGY - MECHANICAL SYSTEMS CERTIFICATE (C50240MX)

The Industrial Systems/Mechanical Systems certificate curriculum is designed to prepare or upgrade students to safely service, maintain, repair, or install equipment. Emphasis is placed on coursework that introduces students to mechanical systems design and repair.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
WLD 112	Basic Welding Processes	4	2
SPRING SEMESTER			
HYD 110	Hydraulics/Pneumatics I	5	3
MEC 111	Machine Processes I	5	3
MEC 130	Mechanisms	4	3
MNT 240	Industrial Equipment Troubleshooting	4	2
TOTAL SEMESTER HOURS			11

INDUSTRIAL SYSTEMS TECHNOLOGY - PRE-APPRENTICESHIP CERTIFICATE (C50240PX)

The Industrial Systems/Pre-Apprenticeship is designed to teach basic technical and job-readiness skills for designated apprenticeable occupations or occupational sector leading to possible entry into Registered Apprenticeship training.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
EGR 110	Intro to Eng Tech	4	2
ELC 111	Intro to Electricity	4	3
ELC 125	Diagrams and Schematics	3	2
SPRING SEMESTER			
HYD 110	Hydraulics/Pneumatics I	5	3
ISC 121	Envir Health and Safety	3	3
SUMMER SEMESTER			
MNT 110	Intro to Maintenance Period	4	2
TOTAL SEMESTER HOURS			15

ENGINEERING AND MANUFACTURING

MECHANICAL ENGINEERING TECHNOLOGY/DRAFTING CERTIFICATE (C40320AX)

The Mechanical Engineering Technology curriculum prepares students for employment as technicians in the diversified mechanical and manufacturing engineering fields. Mechanical Engineering technicians assist in design, development, testing, process design and improvement, and troubleshooting and repair of engineered systems. Emphasis is placed on the integration of theory and hands-on application of engineering principles. This certificate focuses on giving the student an overall exposure to 2D and 3D CAD programs, drafting standards, and engineering working drawings.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
DFT 111	Technical Drafting I	4	2
DFT 151	CAD I	5	3
EGR 110	Intro. To Engineering Technologies	3	2
SPRING SEMESTER			
DFT 112	Technical Drafting II ❖ (DFT 111)	4	2
DFT 154	Intro. To Solid Modeling	5	3
TOTAL SEMESTER HOURS			12

MECHANICAL ENGINEERING TECHNOLOGY/TOOL DESIGN CERTIFICATE (C40320BX)

The Mechanical Engineering Technology curriculum prepares students for employment as technicians in the diversified mechanical and manufacturing engineering fields. Mechanical Engineering technicians assist in design, development, testing, process design and improvement, and troubleshooting and repair of engineered systems. Emphasis is placed on the integration of theory and hands-on application of engineering principles. This certificate focuses on giving the student an overall exposure to jig and fixture design, machining, and design economics.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
DFT 111	Technical Drafting I	4	2
DFT 151	CAD I	5	3
SPRING SEMESTER			
DFT 112	Technical Drafting II ❖ (DFT 111)	4	2
DFT 154	Intro to Solid Modeling	5	3
MEC 145	Manufacturing Materials I	5	3
SPRING SEMESTER			
DFT 231	Jig & Fixture Design ❖ (DFT 154 & DFT 112)	3	2
OMT 222	Project Management	3	3
TOTAL SEMESTER HOURS			18

❖ Indicates prerequisites are required.

ENGINEERING AND MANUFACTURING

MECHANICAL ENGINEERING TECHNOLOGY/ENGINEERING TECHNOLOGY CERTIFICATE (C40320X)

The Mechanical Engineering Technology curriculum prepares students for employment as technicians in the diversified mechanical and manufacturing engineering fields. Mechanical Engineering technicians assist in design, development, testing, process design and improvement, and troubleshooting and repair of engineered systems. Emphasis is placed on the integration of theory and hands-on application of engineering principles. This certificate focuses on giving the student an overall exposure to general engineering courses that are relevant to many engineering tracks.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
DFT 111	Technical Drafting I	4	2
DFT 151	CAD I	5	3
HYD 110	Hydraulics/Pneumatics I	5	3
SPRING SEMESTER			
DFT 154	Introduction To Solid Modeling	5	3
MEC 110	Intro to CAD/CAM	3	2
MEC 145	Mfg Materials I	5	3
TOTAL SEMESTER HOURS			16

MECHATRONICS ENGINEERING TECHNOLOGY CERTIFICATE (C40350X)

The Mechatronics Engineering Technology curriculum prepares students to become technicians who design, build, install, test, troubleshoot, repair, and modify developmental and production electronic components, equipment, and systems such as industrial/computer controls, manufacturing systems, communication systems, and power electronic systems.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ELC 111	Introduction to Electricity	4	3
SPRING SEMESTER			
ATR 112	Introduction to Automation	5	3
ELC 120	Introduction to Wiring	4	3
ELC 213	Instrumentation ❖ (ELC 111)	5	4
SUMMER SEMESTER			
ISC 112	Industrial Safety	2	2
TOTAL SEMESTER HOURS			15

❖ Indicates prerequisites are required.

INDUSTRIAL TECHNOLOGY

AIR CONDITIONING, HEATING, AND REFRIGERATION TECHNOLOGY - COMFORT COOLING CERTIFICATE (C35100X)

The Air Conditioning, Heating, and Refrigeration Technology curriculum provides the basic knowledge to develop skills necessary to work with residential and light commercial systems.

	Contact Hours	Semester Credit Hours
FALL SEMESTER		
AHR 110 Introduction to Refrigeration	8	5
AHR 111 HVACR Electricity	4	3
AHR 113 Comfort Cooling	6	4
TOTAL SEMESTER HOURS		12

AIR CONDITIONING, HEATING, AND REFRIGERATION TECHNOLOGY - HEAT PUMP CERTIFICATE (C35100PX)

The Air Conditioning, Heating, and Refrigeration Technology curriculum provides the basic knowledge to develop skills necessary to work with residential and light commercial systems.

	Contact Hours	Semester Credit Hours
FALL SEMESTER		
AHR 110 Introduction to Refrigeration	8	5
AHR 111 HVACR Electricity	4	3
SPRING SEMESTER		
AHR 114 Heat Pump Technology ❖ (AHR 110)	6	4
SUMMER SEMESTER		
AHR 172 Heat Pump Lab ❖ (AHR 114)	3	1
TOTAL SEMESTER HOURS		13

❖ Indicates prerequisites are required.

INDUSTRIAL TECHNOLOGY

AIR CONDITIONING, HEATING, AND REFRIGERATION TECHNOLOGY - HEATING TECHNOLOGY CERTIFICATE (C35100TX)

The Air Conditioning, Heating, and Refrigeration Technology curriculum provides the basic knowledge to develop skills necessary to work with residential and light commercial systems.

	Contact Hours	Semester Credit Hours
FALL SEMESTER		
AHR 110 Introduction to Refrigeration	8	5
AHR 111 HVACR Electricity	4	3
SPRING SEMESTER		
AHR 112 Heating Technology	6	4
TOTAL SEMESTER HOURS		12

COMPUTER-INTEGRATED MACHINING/CNC PROGRAMMING (C50210DX)

This certificate will introduce students to blueprint reading, computer-aided design (CAD), and computer numerical control (CNC). Upon completion, students will be able to produce complex parts using CAD/CAM software.

	Contact Hours	Semester Credit Hours
FALL SEMESTER		
MAC 121 Introduction to CNC	2	2
MAC 131 Blueprint Reading/Machining I	3	2
MAC 141 Machining Applications I	8	4
SPRING SEMESTER		
MAC 124 CNC Milling	4	2
MAC 224 Advanced CNC Milling ❖ (MAC 124)	4	2
SUMMER SEMESTER		
MAC 122 CNC Turning	4	2
MAC 222 Advanced CNC Turning ❖ (MAC 122)	4	2
TOTAL SEMESTER HOURS		16

❖ Indicates prerequisites are required.

INDUSTRIAL TECHNOLOGY

WELDING TECHNOLOGY CERTIFICATE (C50420WX)

The Welding Technology curriculum provides students with a sound understanding of the science, technology, and applications essential for successful employment in the welding and metalworking industry.

	Contact Hours	Semester Credit Hours
FALL SEMESTER		
WLD 115 SMAW (Stick) Plate	11	5
WLD 121 GMAW (MIG) FCAW/Plate	8	4
SPRING SEMESTER		
WLD 112 Basic Welding Processes	4	2
WLD 131 GTAW (TIG) Plate	8	4
TOTAL SEMESTER HOURS		15

WELDING TECHNOLOGY - MIG WELDING CERTIFICATE (C50420MX)

The Welding Technology curriculum provides students with a sound understanding of the science, technology, and applications essential for successful employment in the welding and metalworking industry.

	Contact Hours	Semester Credit Hours
FALL SEMESTER		
WLD 112 Basic Welding Processes	4	2
WLD 121 GMAW (MIG) PCAW/Plate	8	4
SPRING SEMESTER		
WLD 122 GMAW (MIG) Plate/Pipe ❖ (WLD 121)	7	3
SUMMER SEMESTER		
WLD 141 Symbols and Specifications	4	3
TOTAL SEMESTER HOURS		12

INDUSTRIAL TECHNOLOGY

WELDING TECHNOLOGY - STICK WELDING CERTIFICATE (C50420SX)

The Welding Technology curriculum provides students with a sound understanding of the science, technology, and applications essential for successful employment in the welding and metalworking industry.

	Contact Hours	Semester Credit Hours
FALL SEMESTER		
WLD 112 Basic Welding Processes	4	2
WLD 115 SMAW (Stick) Plate	11	5
SPRING SEMESTER		
WLD 116 SMAW (Stick) Plate/Pipe ❖ (WLD 115)	10	4
SUMMER SEMESTER		
WLD 141 Symbols and Specifications	4	3
TOTAL SEMESTER HOURS		14

WELDING TECHNOLOGY - TIG WELDING CERTIFICATE (C50420TX)

The Welding Technology curriculum provides students with a sound understanding of the science, technology, and applications essential for successful employment in the welding and metalworking industry.

	Contact Hours	Semester Credit Hours
FALL SEMESTER		
WLD 112 Basic Welding Processes	4	2
SPRING SEMESTER		
WLD 131 GTAW (TIG) Plate	8	4
SUMMER SEMESTER		
WLD 132 GTAW (TIG) Plate/Pipe ❖ (WLD 131)	7	3
WLD 141 Symbols and Specifications	4	3
TOTAL SEMESTER HOURS		12

❖ Indicates prerequisites are required.

INFORMATION TECHNOLOGY

LEVEL DESIGN FOR SIMULATION AND GAME DEVELOPMENT (C25450LX)

The Level Design for Simulation and Game Development Certificate program provides individuals with specific training in the area of level design for simulations and games. Emphasis is placed on programming languages, game engines, level design theory and advanced level design principles. After completion of the certificate, students will have experience with the GameMaker, Unity and Unreal game engines as well as coding using C++ and C# programming languages.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
SGD 111	Introduction to SGD	5	3
SGD 174	SG Level Design	5	3
SPRING SEMESTER			
SGD 112	SGD Design	5	3
SGD 113	SGD Programming	5	3
SGD 274	SGD Level Design II ❖ (SGD 174)	5	3
Total Semester Hours			15

MOBILE GAME DEVELOPMENT (C25450GX)

The Mobile Game Development Certificate program provides individuals with specific training in the area of mobile game development for simulations and games. Emphasis is placed on graphic design tools, game engines, level design theory and exporting to mobile platforms. After completion of the certificate, students will have experience with the GameMaker, Unity and Unreal game engines as well as coding using C++ and C# programming languages. Students will also have an in-depth understanding of Adobe Photoshop for creating game textures and art.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
SGD 116	Graphic Design Tools	4	3
SGD 174	SG Level Design	5	3
SPRING SEMESTER			
SGD 112	SGD Design	5	3
SGD 113	SGD Programming	5	3
TOTAL SEMESTER HOURS			12

INFORMATION TECHNOLOGY

MODELING AND ANIMATION (C25450AX)

The Modeling and Animation Certificate program provides individuals with specific training in the areas of 3D modeling and animation for simulations and games. Emphasis is placed on creating and animating 3D models in addition to using audio and video production tools. After completion of the certificate, students will have experience with Adobe Audition, Adobe Premier, Autodesk Maya, Autodesk Mudbox, and Pixologic Zbrush.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
SGD 116	Graphic Design Tools	4	3
SPRING SEMESTER			
SGD 114	3D Modeling ❖ (SGD 116)	5	3
FALL SEMESTER			
SGD 162	SG 3D Animation ❖ (SGD 114)	5	3
SGD 214	3D Modeling II ❖ (SGD 114)	5	3
SPRING SEMESTER			
SGD 165	SG Character Development ❖ (SGD 114 & SGD 162)	5	3
TOTAL SEMESTER HOURS			15

PRODUCTION FOR SIMULATION & GAME DEVELOPMENT (C25450NX)

The Production for Simulation and Game Development Certificate program provides individuals with specific training in the area of production for simulations and games. Emphasis is placed on the entire production cycle from concept to product completion. After completion of the certificate, students will have an understanding of serious games, production management, the history of the game industry, quality assurance, and will have created a unique large scale complete game from the concept phase to completion.

		Contact Hours	Semester Credit Hours
SUMMER SEMESTER			
SGD 135	Serious Games	3	3
SGD 159	SGD Production Management	3	3
FALL SEMESTER			
SGD 111	Introduction to SGD	5	3
SGD 174	Simulation and Game Level Design	5	3
TOTAL SEMESTER HOURS			12

INFORMATION TECHNOLOGY

PROGRAMMING FOR SIMULATION AND GAME DEVELOPMENT (C25450PX)

The Programming for Simulation and Game Development Certificate program provides individuals with specific training in the area of programming for simulations and games. Emphasis is placed on programming languages, game engines, and the creation of 2D and 3D games. After completion of the certificate, students will have experience with the GameMaker, Unity and Unreal game engines, as well as coding using C++, C#, and GML programming languages.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
SGD 125	SG Artificial Intellig	5	3
SPRING SEMESTER			
CSC 134	C++ Programming	5	3
SGD 112	SGD Design	5	3
SGD 113	SGD Programming	5	3
TOTAL SEMESTER HOURS			12

SIMULATION AND GAME DEVELOPMENT (C25450X)

The Simulation and Game Development certificate program provides individuals with a broad background in simulation and game development. Students will learn programming, graphic design tools, animation and 3D modeling. Coursework in the program focuses on the many different areas of simulation and game development, and how different departments within a studio work together to create simulations and games.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
SGD 111	Introduction to SGD	5	3
SGD 116	Graphic Design Tools	4	3
SPRING SEMESTER			
SGD 113	SGD Programming	5	3
SGD 114	3D Modeling ❖(SGD 116)	5	3
TOTAL SEMESTER HOURS			12

❖ Indicates prerequisites are required.

INFORMATION TECHNOLOGY

SYSTEMS AND HARDWARE SUPPORT (C25590HX)

The Information Technology (IT) curriculum prepares graduates for employment in the technology sector as designers, testers, support technicians, system administrators, developers, or programmers who use computer software and/or hardware to design, process, implement and manage information systems in specialties such as database services, security, business intelligence.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CTI 110	Web, Pgm, & DB Foundation	4	3
CTS 115	Info Sys Business Concepts	3	3
SPRING SEMESTER			
CTI 115	Computer Systems Foundation	4	3
CTI 120	Network & Sec Foundation	4	3
TOTAL SEMESTER HOURS			12

SYSTEMS SUPPORT CERTIFICATE (C25590SX)

The Information Technology (IT) curriculum prepares graduates for employment in the technology sector as designers, testers, support technicians, system administrators, developers, or programmers who use computer software and/or hardware to design, process, implement and manage information systems in specialties such as database services, security, business intelligence.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CTI 110	Web, Pgm, & DB Foundation	4	3
CTS 115	Info Sys Business Concepts	3	3
SPRING SEMESTER			
CIS 110	Introduction to Computers	4	3
CTI 120	Network & Sec Foundation	4	3
TOTAL SEMESTER HOURS			12

❖ Indicates prerequisites are required.

MEDICAL ASSISTING

MEDICAL ASSISTING (C45400X)

The Medical Assisting curriculum prepares multi-skilled health care professionals qualified to perform administrative, clinical, and laboratory procedures.

****This certificate has been identified as a pathway for high school students participating in the Career and College Promise initiative. Upon completion of this certificate, the student is not eligible to sit for the American Association of Medical Assistants' Certification Examination. However, the student who meets the admission requirements may apply to the Associate in Applied Science- Medical Assisting Program.***

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
MED 110	Orientation to Medical Assisting	1	1
MED 121	Medical Terminology I	3	3
OST 136	Word Processing	4	3
SPRING SEMESTER			
BIO 163	Basic Anatomy and Physiology ❖ (DRE 098 or ENG 002 [P2 Grade])	6	5
MED 118	Medical Law and Ethics	2	2
MED 122	Medical Terminology II ❖ (MED 121)	3	3
TOTAL SEMESTER HOURS			17

MEDICAL OFFICE ADMINISTRATION CERTIFICATE (C25310X)

The Medical Office Administration Certificate teaches students to perform a wide array of administrative duties. The demand for multi-skilled Medical Administrative Assistants continues to increase.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
MED 121	Medical Terminology I	3	3
OST 131	Keyboarding	3	2
OST 136	Word Processing	4	3
SPRING SEMESTER			
MED 122	Medical Terminology II ❖ (MED 121)	3	3
OST 134	Text Entry and Formatting	4	3
OST 184	Records Management	4	3
TOTAL SEMESTER HOURS			17

MEDICAL OFFICE ADMIN./DENTAL OFFICE CERTIFICATE (C25310DX)

The Medical Office Administration/Dental Office Certificate program prepares individuals for employment in a dental office. This certificate will familiarize students with necessary dental terminology, the knowledge and skills needed to perform various administrative duties such as collecting patient information, filing medical forms, updating records, and scheduling appointments.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CIS 110	Introduction to Computers	4	3
OST 131	Keyboarding	3	2
OST 143	Dental Office Terminology	3	3
SPRING SEMESTER			
OST 147	Dental Billing and Coding ❖ (OST 143)	3	3
OST 149	Medical Legal Issues	3	3
OST 184	Records Management	4	3
TOTAL SEMESTER HOURS			17

MEDICAL AND OFFICE ADMINISTRATION

MEDICAL OFFICE ADMINISTRATION/MEDICAL INSURANCE (C25310IX)

The Medical Office Administration/Medial Insurance Certificate teaches students to perform a wide array of administrative duties, such as completing insurance claim forms and scheduling appointments. Demand for multi-skilled Medical Administrative Assistants and Medical Coding Specialist continues to increase.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
MED 121	Medical Terminology I	3	3
OST 148	Medical Insurance and Billing	3	3
OST 149	Medical Legal Issues	3	3
SPRING SEMESTER			
MED 122	Medical Terminology II ❖ (MED 121)	3	3
OST 247	Procedure Coding ❖ (MED 121)	4	3
OST 248	Diagnostic Coding ❖ (MED 121)	4	3
TOTAL SEMESTER HOURS			18

MEDICAL OFFICE ADMINISTRATION/MEDICAL SCRIBE CERTIFICATE (C25310MX)

The Medical Office Administration/Medical Insurance Certificate program provides students the knowledge and skills necessary to perform a wide array of administrative duties such as completing insurance claim forms and scheduling appointments. The demand for multi-skilled Medical Administrative Assistants and Medical Coding Specialists continues to increase.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CIS 110	Introduction to Computers	4	3
MED 121	Medical Terminology I	3	3
OST 148	Medical Insurance and Billing	3	3
SPRING SEMESTER			
MED 122	Medical Terminology II ❖ (MED 121)	3	3
OST 149	Medical Legal Issues	3	3
OST 280	Electronic Health Records ❖ (CIS 110)	4	3
TOTAL SEMESTER HOURS			18

❖ Indicates prerequisites are required.

MEDICAL AND OFFICE ADMINISTRATION

OFFICE ADMINISTRATION (C25370X)

The Office Administration Certificate teaches students the skills necessary to become a valued member of the office team and a part of one of America's largest occupations! Trained office administration personnel are the core of the efficient operation of any organization.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CIS 110	Introduction to Computers	4	3
OST 131	Keyboarding	3	2
OST 136	Word Processing	4	3
SPRING SEMESTER			
OST 134	Text Entry and Formatting	4	3
OST 164	Office Editing ❖ (DRE 097)	3	3
OST 184	Records Management	4	3
TOTAL SEMESTER HOURS			17

OFFICE ADMIN./MICROSOFT APPLICATIONS CERTIFICATE (C25370MX)

The Office Administrative Certificate Microsoft teaches students the skills necessary to become a valued member of the office team and a part of one of America's largest occupational trained office administration personnel are the core of the efficient operation of any organization.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CIS 110	Introduction to Computers	4	3
OST 136	Word Processing	4	3
SPRING SEMESTER			
CTS 130	Spreadsheet	4	3
OST 134	Text Entry and Formatting	3	3
TOTAL SEMESTER HOURS			12

OFFICE ADMINISTRATION/LEGAL ASSISTANT CERTIFICATE (C25370LX)

The Office Administration/Legal Assistant Certificate program prepares individuals for employment in a legal office. Course learning will include studying associated legal terminology, preparing legal documents in the appropriate formatting, and the effective management of court/client calendars. This certificate is an excellent way to make yourself more employable in the office setting.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CIS 110	Introduction to Computers	4	3
OST 134	Text Entry and Formatting	4	3
OST 155	Legal Terminology	3	3
SPRING SEMESTER			
OST 156	Legal Office Procedures ❖ (OST 134)	4	3
OST 164	Office Editing	3	3
OST 251	Legal Document Formatting ❖ (OST 155 & OST 134)	4	3
TOTAL SEMESTER HOURS			18

PUBLIC SAFETY

CRIMINAL JUSTICE TECHNOLOGY-CORRECTIONAL SERVICES MANAGEMENT CERTIFICATE (C55180PX)

The Criminal Technology-Correctional Services Management Certificate teaches students about the different facets of the correctional system. There will be an emphasis on learning about the criminal justice system, deviant behavior, ethical issues within corrections and different legal concerns as it relates to inmates, probationers, and parolees. This program will help prepare students for a career in the growing field of corrections.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CJC 111	Introduction to Criminal Justice	3	3
CJC 141	Corrections	3	3
CJC 212	Ethics and Community Relations	3	3
SPRING SEMESTER			
CJC 225	Crisis Intervention ❖ (DRE 098 or ENG 002 [P2 Grade])	3	3
CJC 231	Constitutional Law	3	3
CJC 232	Civil Liability	3	3
TOTAL SEMESTER HOURS			18

CRIMINAL JUSTICE TECHNOLOGY-FORENSIC SCIENCE CERTIFICATE (C5518CFX)

The Forensic Science Certificate program also provides excellent preparation for pursuing future educational opportunities in specialized areas of criminal justice and forensic science. As a forensic science student, you will receive extensive training in the collection and analysis of forensic evidence in both lab and field settings. In addition, you learn how to evaluate mock crime scenes and how to photography, document, collect and analyze the evidence to establish connections between the victim, suspect and crime scene. With the rapid advances in biology and technology, and because of the precision of the science, courts are allocating greater weight to forensic evidence. This has created a critical need for personnel with specialized training in the field. If you are interested in analyzing, collecting and processing forensic evidence related to various types of legal and other investigations, this program was designed with you in mind.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
CJC 115	Crime Scene Photography	5	3
CJC 120	Interviews/Interrogations	3	2
CJC 144	Crime Scene Processing	5	3
CJC 245	Friction Ridge Analysis	5	3
SPRING SEMESTER			
CJC 146	Trace Evidence	5	3
CJC 246	Advance Friction Ridge Analysis ❖ (CJC 245)	5	3
TOTAL SEMESTER HOURS			17

TRANSPORTATION

COLLISION REPAIR AND REFINISHING TECHNOLOGY (C60130X)

Collision Repair and Refinishing Technology: A program that prepares students to apply technical knowledge and skills to repair, reconstruct and finish automobile bodies, fenders, and external features. Includes instruction in structure analysis, damage repair, non-structural analysis, mechanical and electrical components, plastics and adhesives, painting and refinishing techniques, and damage analysis and estimating.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ACA 111	College Student Success	1	1
AUB 111	Painting and Refinishing I	8	4
AUB 121	Non-Structural Damage I	5	3
AUB 131	Structural Damage I	6	4
TRN 110	Introduction to Transportation Technology	3	2
TRN 180	Basic Welding for Transportation	5	3
TOTAL SEMESTER HOURS			17

TRANSPORTATION TECHNOLOGY CERTIFICATE (C60160X)

Upon completion of the Maintenance and Light Repair Certificate program, the new graduate should be able to maintain and perform light vehicle repairs related to Automotive Service Excellence (ASE) Automobile areas A1-A8 including Engine Repair, Automatic Trans/Tansaxle, Manual Drivetrains and Axles, Suspension and Steering, Brakes, Electrical/Electronic Systems, Heating and Air Conditioning, and Engine Performance.

		Contact Hours	Semester Credit Hours
FALL SEMESTER			
ACA 111	College Student Success	1	1
TRN 110	Introduction to Transportation Technology	3	2
TRN 111	Chassis Maintenance/Light Repair	8	4
TRN 112	Powertrain Maintenance/Light Repair	8	4
TRN 170	PC Skills for Transportation	3	2
TOTAL SEMESTER HOURS			13

❖ Indicates prerequisites are required.

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AG AND NATURAL RESOURCES

Agribusiness Tech. (C15100X)

919-739-6807 | waynecc.edu/agribusiness-technology

Applied Animal Science Tech. (C15280X)

919-739-6808 | waynecc.edu/applied-animal-science

Forest Management Tech. (C15200X)

919-739-6809/6811 | waynecc.edu/forest-management

Sustainable Agriculture (C15410X)

919-739-6807 | waynecc.edu/sustainable-ag

Turfgrass Management Certificate (C15420X)

919-739-6810 | waynecc.edu/turfgrass

BUSINESS

Accounting & Finance/Bookkeeping Certificate (C25800X)

919-739-6880 | waynecc.edu/accounting

Business Administration (C25120X)

Marketing Certificate (C25120MX)

Project Management Certificate (C25120PX)

919-739-6880 | waynecc.edu/business-administration

EARLY CHILDHOOD

Early Childhood (C55220BX)

Infant/Toddler (C55290X)

919-739-6794/6795

waynecc.edu/early-childhood-education

EMERGENCY MANAGEMENT

EMS Management (C55460EX)

Fire Service Management (C55460FX)

Law Enforcement Management (C55460LX)

Public Safety Certificate (C55460PX)

919-739-6818 | waynecc.edu/emergency-management

ENGINEERING AND MANUFACTURING

Business Admin./Operations Management (C2510GX)

919-739-6815 | waynecc.edu/operations-management

Industrial Systems Certificate (C50240X)

Industrial Systems Tech.-Industrial Automation Certificate (C50240IX)

Industrial Systems Tech.-Mechanical Systems Certificate (C50240MX)

919-739-6806/6818

waynecc.edu/industrial-systems-technology

Industrial Systems Technology/Pre-Apprenticeship (C50240PX)

Mechanical Engineering Tech./Drafting Certificate (C40320AX)

Mechanical Engineering Tech./Engineering Tech. Certificate (C40320X)

Mechanical Engineering Tech./Tool Design Certificate (C40320BX)

919-739-6802 | waynecc.edu/mechanical-engineering

Mechatronics Engineering Tech. Certificate (C40350X)

919-739-6817

waynecc.edu/mechatronics-engineering-technology

INDUSTRIAL TECHNOLOGY

Air Conditioning, Heating, and Refrigeration Tech.-Comfort Cooling (C35100X)

Air Conditioning, Heating, and Refrigeration Tech.-Heat Pump (C35100PX)

Air Conditioning, Heating, and Refrigeration Tech.-Heating Technology (C35100TX)

919-739-6813 | waynecc.edu/air-conditioning-heating

Computer-Integrated Machining/CNC Programming (C50210DX)

919-739-6812 | waynecc.edu/computer-integrated-machining

Welding Tech. Certificate (C50420WX)

Welding Tech.-MIG Certificate (C50420MX)

Welding Tech.-Stick Certificate (C50420SX)

Welding Tech.-TIG Certificate (C50420TX)

919-739-6816 | waynecc.edu/welding-technology

INFORMATION TECHNOLOGY

Level Design for Simulation and Game Development (C25450LX)

Mobile Game Development (C25450GX)

Modeling and Animation (C25450AX)

Production for Simulation and Game Development (C25450NX)

Programming for Simulation and Game Development (C25450PX)

Simulation and Game Development (C25450X)

Systems and Hardware Support (C25590HX)

Systems Support Certificate (C25590SX)

919-739-6879

waynecc.edu/pathways/computer-and-simulation

MEDICAL ASSISTING

Medical Assisting Certificate (C45400X)

919-739-6887 | waynecc.edu/medical

MEDICAL AND OFFICE ADMINISTRATION

Medical Office Administration Certificate (C25310X)

Medical Office Administration/Dental Office Certificate (C25310DX)

Medical Office Administration/ Medical Insurance (C25310IX)

Medical Office Administration/ Medical Scribe Certificate (C25310MX)

919-739-6886/6887 | waynecc.edu/medical-office

Office Administration/Microsoft Applications (C25370X)

Office Administration (C25370X)

Office Administration/Legal Assistant Certificate (C25370LX)

919-739-6886 | waynecc.edu/office-administration

PUBLIC SAFETY

Criminal Justice/Correctional Services Management Certificate (C55180PX)

Criminal Justice/Forensic Science (C5518CFX)

919-739-6800 | waynecc.edu/criminal-justice

TRANSPORTATION

Collision Repair and Refinishing

Technology (C60130X)

919-739-6819/6821

waynecc.edu/collision-repair-and-refinishing-technology

Transportation Technology Certificate (C60160X)

919-739-6819/6822 | waynecc.edu/autobody

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