



# Vance Granville Community College

CAREER & COLLEGE PROMISE GUIDE – 2023 - 2024

All information in this guide is subject to change.

Please view our website for the most current information. <https://www.vgcc.edu/high-school/>



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# CCP Overview

The purpose of Career and College Promise (CCP) is to offer structured opportunities for high school students to dually enroll in community college courses that provide pathways that lead to a certificate, diploma, degree, or state or industry-recognized credential as well as provide entry-level jobs skills. Career and College Promise offers North Carolina high school students a clear path to success in college or in a career. Through partnership of the Department of Public Instruction, the NC Community College System, the University of North Carolina system and many independent colleges and universities, North Carolina is helping eligible high school students to begin earning college credit at a community college campus at no cost to them or their families. The three pathways include:

1. College Transfer Pathways: Tuition-free course credits toward the Associate in Arts, Associate in Fine Arts, Associate in Arts in Teacher Preparation, Associate in Science, Associate in Science in Teacher Preparation;
2. Career and Technical Education Pathways: Tuition-free course credits toward a curriculum entry-level job credential, certificate, or diploma, or registration-free course hours toward a state or industry recognized credential;
3. Cooperative Innovative High School Programs: Lead to the completion of a high school diploma and associate degree or provides up to two years of college credit within five years.

## College Transfer (CT) Pathway Eligibility Information

1. The Career and College Promise Pathway requires the completion of a transfer pathway approved by the State Board of Community Colleges including transfer courses in English and mathematics and ACA 122 College Transfer Success.
2. To be eligible for enrollment, a high school student must meet the following criteria:
  - a. Be a high school **junior or senior**; and
  - b. Have a 2.8+ Unweighted High School GPA or Demonstrate College Readiness on Approved Assessments in English, Reading, and Math **(See attachment A on page 6)**
3. To maintain eligibility for continued enrollment, a student must
  - a. Continue to make progress toward high school graduation, and
  - b. Maintain a 2.0 GPA in college coursework after completing two courses.
    - i. A student who falls below a 2.0 GPA after two college courses will be subject to the college's policy for satisfactory academic progress.
4. High school students participating in Career & College Promise may not delay high school graduation in order to continue participation in the CCP Program. Students progressing towards high school graduation have access to CCP for up to two (2) years – one year as a junior and one year as a senior.
5. A student may only enroll in one College Transfer Pathway and may not substitute courses in one program for courses in another.
6. A student may change his or her program of study major with approval of the high school principal or his/her designee and the college's chief academic officer or chief student development administrator. The college's chief academic officer or chief student development administrator shall approve a change

in pathway based on verification provided by the student that the program change allows the student to meet their newly chosen career path. Verification could include (but is not limited to) a bachelor degree plan published by the university, a career pathway plan, career information published in the Occupational Outlook Handbooks and/or information published in the North Carolina Career Cluster Guide, etc.

7. With the approval of the high school principal or his/her designee and the college's chief academic officer or chief student development administrator, a student who completes a College Transfer Pathway, while still enrolled in high school, may continue to earn college transfer credits leading to the completion of the Associate in Arts or Science, Associate in Fine Arts in Visual Arts, or Associate in Arts or Science Teacher Preparation.
8. Students enrolled in courses to complete a pathway during a term may concurrently enroll in additional courses to complete the associate degree program within the same term.
9. With the approval of the high school principal or his/her designee and the college's chief academic officer or chief student development administrator, a student may concurrently enroll in:
  - a. One College Transfer Pathway and one Career Technical Education Pathway; or
  - b. One College Transfer Pathway and one Workforce Continuing Education Pathway
10. CCP students may enroll in supplemental courses, (example: MAT-010, MAT-021)
11. CCP students may enroll in curriculum transition courses but may not enroll in non-curriculum transition courses.
12. CCP students may not enroll in transition courses offered through CCR.
13. CCP students may not audit courses.
14. CCP Students may not be enrolled in the Associate in General Education or General Occupational Technology programs.
15. Students enrolled in Adult High School, Adult Basic Education, or Adult Secondary Education are not eligible for Career and College Promise.

**\*Program Eligibility Benchmarks on Approved Diagnostic Assessment Tests**

Test	PSAT 10 and PSAT/NMSQT (2015 and Future)	SAT (March 2016 and Future)	Pre-ACT and ACT	NC DAP (NCCCS Cut Score)	RISE Placement Test
English	26 or a composite score of 460 for Evidenced-Based Reading and Writing	480 composite score for Evidenced-Based Reading and Writing	19	Composite score of 151 or higher	70 or higher on Tier 1 <b><i>and</i></b> Tier 2 <i>(See RISE placement Guide)</i>
Reading	26 or a composite score of 460 for Evidenced-Based Reading and Writing		22		
Mathematics	24.5 or 510	530	22	7 on each assessment for DMA 010 thru 060	70 or higher on Tier 1 <b><i>and</i></b> Tier 2 <b><i>and</i></b> Tier 3 <i>(See RISE placement Guide)</i>

Advanced Placement (AP)		International Baccalaureate (IB)		Cambridge International Examinations	
English, Language and Composition	3 or higher	IB English A (Standard or Higher Level)	4 or higher	AS Level English Language	C or higher
English, Literature, and Composition	3 or higher	IB Mathematics (Higher Level)	4 or higher	A Level English Language	C or higher
Calculus AB	3 or higher	IB Advanced Mathematics (Higher Level)	4 or higher	AS Level Language and Literature in English	C or higher
Calculus BC	3 or higher	IB Mathematical Studies (Standard Level)	4 or higher	AS Level Math	C or higher
*To be eligible for enrollment in a College Transfer Pathway, students must demonstrate college readiness in English, reading, and mathematics on an approved test or tests. Eligibility may be demonstrated by achieving the required scores on a single test or by combining test scores from any of the approved assessments. For example, a student may combine a 22 on ACT math with a 480 on SAT composite score for evidenced based reading and writing to demonstrate college readiness.				A Level Math	C or higher
				A Level Mathematics - Further	C or higher

## Career & Technical Education (CTE) Pathway Eligibility Information

The Career Technical Education Pathways in Curriculum (leading to a certificate or diploma) and Workforce Continuing Education Pathway (leading to a State or industry recognized credential) for juniors and seniors align with a high school career cluster.

1. To be eligible for enrollment, a high school Junior or Senior student must meet one of the following criteria:
  - a. Be a high school Junior or Senior; and
  - b. Demonstrate College Readiness by having a 2.8 or higher Unweighted High School GPA or; Demonstrate College Readiness on Approved Assessments in English, Reading, and Math **(See attachment A on page 6)**

**NOTE:** Students who meet eligibility via this method, and are approved by the college, are eligible to enroll in any CTE pathway.

**Or,**

- a. Be a high school Junior or Senior; and
- b. Have the recommendation of High School Principal

**NOTE:** Students who meet eligibility via Principal recommendation, and are approved by the college, are only eligible to enroll in a CTE pathway **without** UGETC (Universal General Education Transfer Component) Courses.

2. To be eligible for enrollment, a high school Freshman or Sophomore student must meet one of the following criteria:
  - a. Be a high school Freshman or Sophomore; and
  - b. Have the recommendation of High School Principal, and
  - c. Have a “C” or better in Math I, EOC score of 3, 4, or 5 for Math I, and EOG score of 3, 4, or 5 for 8<sup>th</sup> Grade ELA Assessment

**Or,**

- a. Be a high school Freshman or Sophomore; and
- b. Have the recommendation of High School Principal, and
- c. Demonstrate College Readiness on Approved Assessments in English, Reading, and Math **(See attachment A on page 6)**

**NOTE:** Freshman and Sophomore students who meet eligibility criteria are eligible to enroll in a CTE Pathway in Engineering, Industrial, Agriculture/Natural Resources, or Transportation systems **without** UGETC (Universal General Education Transfer Component) Courses.

3. High school counselors should consider students’ assessment scores in making pathway recommendations.
4. Career and Technical Education courses may be used to provide partial or full fulfillment of a four-unit career cluster. Where possible, students should be granted articulated credit base on the local or state North Carolina High School to Community College articulation agreement.  
Requests can be made using: <https://vgcc.wufoo.com/forms/vgccrecommended-articulated-high-school-credit/>

5. To maintain eligibility for continued enrollment, as student must
  - a. Continue to make progress toward high school graduation, and
  - b. Maintain a 2.0 GPA in college coursework after completing two courses.
    - i. A student who falls below a 2.0 GPA after two college courses will be subject to the college's policy for satisfactory academic progress.
6. High school students participating in Career & College Promise may not delay high school graduation in order to continue participation in the CCP Program.
7. A student may be awarded a certificate or diploma prior to high school graduation. A student who completes the CTE certificate or diploma may continue in the same traditional Associate in Applied Science (AAS) degree as long as they maintain eligibility. In order to continue, the program code should be changed to reflect the traditional AAS program code. The student will remain CCPP and their student code will remain CTE.
8. The AAS degree may not be awarded prior to verification of high school graduation.
9. A student may change his or her program of study major with approval of the high school principal or his/her designee and the college's chief academic officer or chief student development administrator. The college's chief academic officer or chief student development administrator shall approve a change in pathway based on verification provided by the student that the program change allows the student to meet their newly chosen career path. Verification could include (but is not limited to) a bachelor degree plan published by the university, a career pathway plan, career information published in the Occupational Outlook Handbooks and/or information published in the North Carolina Career Cluster Guide, etc.
10. Colleges are responsible for adhering to external agency guidelines that may restrict CCP students from enrolling in specific programs.
11. With the approval of the high school principal or his/her designee and the college's chief academic officer or chief student development administrator, a student may concurrently enroll in:
  - a. One College Transfer Pathway and one Career Technical Education Pathway, or
  - b. Two Career Technical Education Pathways, or
  - c. One Career Technical Education Pathway and one Workforce Continuing Education Pathway
12. CCP students may not enroll in developmental courses
13. CCP students may not audit courses.
14. Students enrolled in Adult High School, Adult Basic Education, or Adult Secondary Education are not eligible for Career and College Promise.



## CTE Test Score Requirements

While most students are eligible for enrollment in a Career and Technical Education pathway, some pathways may have courses with specific testing requirements.

1. If a student has met the testing criteria set for College Transfer, then he/she will also meet the testing criteria of the CTE requirements.
2. If a student has not met the testing criteria set forth in Attachment A **(See attachment A on page 6)** and testing is required to complete the chosen CTE pathway, they will be required to meet course pre-requisites before registering for those courses.

## Cooperative Innovative High School (CIHS) Pathway Eligibility Information

VGCC's Cooperative Innovative High School Programs (i.e. Early College High Schools) are located on or adjacent to the college campuses, and provide opportunities for students to complete an associate in arts or an associate in science degree program or earn up to two years of college credits while completing a high school diploma within a five-year period.

1. Eligibility requirements for CIHS are established jointly by local boards of education and local boards of trustees in accordance with G.S. 115C-238.50 and 1D SBCCC 400.11.
2. The AA and AS degrees may be awarded prior to high school graduation verification.
3. Students pursuing credits beyond the initial transfer associate degree must provide documentation of justification based upon career pathway needs or transfer program requirements (i.e. bachelor degree plan published by the university). Approval must be granted by the high school principal or his/her designee and the college's chief academic officer or chief student development administrator prior to enrollment in a second transfer program.
4. Cooperative Innovative High School Students may not audit courses.

Vance Granville Community College proudly partners with the Local Education Agencies in our service area. We currently have four CIHS Partnership agreements, one with each of our four service counties:

1. Franklin County: Franklin County Early College High School
2. Granville County: Granville Early College High School
3. Vance County: Vance County Early College High School
4. Warren County: Warren Early College High School

**NOTE:** Each Early College has its own application process and eligibility criteria. Please contact the school directly if you would like additional information on how to apply.

# CCP Package submission:

## STEP 1: STUDENT AND HIGH SCHOOL COUNSELOR/DESIGNEE WILL MEET TO:

1. Discuss CCP Pathway options and decide on a pathway
2. Complete the online VGCC application (Must select Career and College Promise)
3. Complete the CCP Eligibility Form
4. Arrange placement testing, if needed (Contact CCP Advisor (list on pg. 11) for assistance if needed)
5. Obtain high school **transcript\***  
\*Transcript must include, student grade level (9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, and/or 12<sup>th</sup>, **and** high school courses completed and in progress, **and** unweighted, cumulative high school GPA. **NOTE:** The total number of credits on the high school transcript **does not replace** the requirement of the student's grade level to be listed on the high school transcript.

## STEP 2: COUNSELOR/DESIGNEE WILL FORWARD COMPLETE PACKAGE TO VGCC

6. Counselor/Designee will forward the following to CCP Advisor (list on pg. 11) at VGCC:
  - a. VGCC Application Confirmation Page – **Signed by the student (applicant) and parent**
  - b. Completely filled out and **signed CCP Eligibility Form**
  - c. Test Score Report(s) (**See attachment A on page 6** for a list of acceptable tests)  
**NOTE:** Report(s) not needed if high school unweighted GPA is 2.8 or higher
  - d. High School Transcript – **Signed and dated**
  - e. Completed CCP Course Registration Form **Signed and dated**

## STEP 3: CCP ADVISOR WILL:

7. Notify Counselor/Designee of approval/disapproval of package
8. Register students for approved courses within the student's approved pathway

# Meet Your Advisor/Contact Us

## **Franklin County**

Franklin County Campus:

Evangeline Mitchell

[mitchelle@vgcc.edu](mailto:mitchelle@vgcc.edu)

252-738-3611

## **Granville County**

South Campus:

Reba Bullock

[bullockr@vgcc.edu](mailto:bullockr@vgcc.edu)

252-738-3525

Granville Central, South Granville, and JF Webb High Schools

Connie Ragland

[raglandc@vgcc.edu](mailto:raglandc@vgcc.edu)

## **Vance County**

Main Campus:

Kierra Robinson

[robinsonk@vgcc.edu](mailto:robinsonk@vgcc.edu)

252-738-3232

## **Warren County**

Warren Campus:

Taylor Williams

[williamst@vgcc.edu](mailto:williamst@vgcc.edu)

252-738-3594

Warren County and Warren New Tech High Schools

Connie Ragland

[raglandc@vgcc.edu](mailto:raglandc@vgcc.edu)

For additional information, visit our website: <https://www.vgcc.edu/HighSchoolStudents/index>

Disclaimer: Information in this guide is subject to change. Our website has the most current information.

# Pathway Breakdown by Entry Grade Level and Location\*

<b>CCP College Transfer Pathways Leading to:</b>	<b>Freshman</b>	<b>Sophomore</b>	<b>Junior</b>	<b>Senior</b>
Associate in Arts (P1012C)	■	■	X	X
Associate in Science (P1042C)	■	■	X	X
Associate in Fine Arts in Visual Arts (P1062C)	■	■	X	X
Associate in Arts Teacher Preparation (P1012T)	■	■	X	X
Associate in Science Teacher Preparation (P1042T)	■	■	X	X
<b>CCP CTE Certificate Pathways &amp; (Campus Location):</b>	<b>Freshman</b>	<b>Sophomore</b>	<b>Junior</b>	<b>Senior</b>
Air Conditioning, Heating & Refrigeration Tech (C35100C) (South)	X	X	X	X
Bioprocess Technology (C50440C)* (Franklin)	■	■	X	X
Business Management Certificate (C25120C) (Online)	X	X	X	X
Carpentry (C35180R) (Warren)	X	X	X	X
Cosmetology (C55140C) (Franklin & Warren)	■	■	X	X
Criminal Justice & Special Population (C55180C) (Online)	■	■	X	X
Early Childhood General Education (C55220C) (Online)	■	■	X	X
Electrical System Technology-Basic Wiring (C35130B) (Main)	X	X	X	X
Electronics Engineering Technology (C40200C) (South)	X	X	X	X
Infant/Toddler Care (C55290C) (Online)	■	■	X	X
IT-Software Specialist (C25590C) (Online)	X	X	X	X
IT-Programming (C25590P) (Online)	X	X	X	X
IT-CYBER Security Support (C25590Y) (Online)	X	X	X	X
IT-Support Certificate (C25590IT) (Online)	X	X	X	X
Mechatronics Programmable Logic Controllers (C40350P) (South)	X	X	X	X
Mechatronics Robotics and Machine Design (C40350C) (South)	X	X	X	X
Medical Office Administrative Assistant I (C25310A) (Online)	X	X	X	X
Office Administrative Assistant (C25370C) (Online)	X	X	X	X
Paralegal Technology (C25380C) (Online)	X	X	X	X
Pharmacy Technology (C45580C) (Main & Warren)	■	■	X	X
Supply Chain Management (C25620G) (Online)	X	X	X	X
Transportation Logistics (C25620T) (Main)	X	X	X	X
Welding (Basic) (C50420C) (Franklin & Main)	X	X	X	X
<b>CCP CTE Diploma Pathway:</b>	<b>Freshman</b>	<b>Sophomore</b>	<b>Junior</b>	<b>Senior</b>
Welding Technology (D50420D) (Franklin & Main)	X	X	X	X
<b>Workforce Continuing Education (CTE) Pathways</b>	<b>Freshman</b>	<b>Sophomore</b>	<b>Junior</b>	<b>Senior</b>
Agricultural Production (High School Specific)	■	■	X	X
Certified Nursing Assistant 1 (CNA 1) (High School Specific)	■	■	X	X

\*Freshmen & Sophomores must meet eligibility criteria or demonstrate college readiness on approved assessment (see attachment 1) to enroll. **No exceptions granted.**

# College Transfer Pathways Leading to: Associate in Arts (P1012C)

## **English Composition (6 SHC)** *(The following two English composition courses are **required.**)*

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

## **Communication/Humanities/Fine Arts (9 SHC)** *(Select three courses from at least two different disciplines.)*

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
COM 120	Intro to Interpersonal Comm	(3 SHC)
COM 231	Public Speaking	(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.)*

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 required course from):*

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

## **Natural Sciences (4 SHC)** *(Select required one course from):*

BIO 110	Principles of Biology	(4 SHC)
BIO 111	General Biology	(4 SHC)
CHM 151	General Chemistry I	(4 SHC)
GEL 111	Introduction to Geology	(4 SHC)
PHY 110	Conceptual Physics	(3 SHC)

and PHY 110A Conceptual Physics Lab (1 SHC)

## **Academic Transition (1 SHC)** *(The following course is required):*

ACA 122	College Transfer Success	(1 SHC)
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Minimum Total Semester Hours Credit Required: 32

**\*OPTIONAL GENERAL EDUCATION HOURS (0-8 SHC)**

*A student may take up to 8 SHC of foreign language courses and accompanying labs, in a single language, designated as General Education in the CAA as a part of this pathway. These courses are not a part of the Universal General Education Transfer Component. Students who complete these courses with a grade of "C" or better will receive transfer credit. The receiving university will determine whether the courses will count as general education, pre-major, or elective credit.*

*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 MAT 171 in the Associate in Arts.*

# Associate in Science (P1042C)

## English Composition (6 SHC) *(The following two English composition courses are required.)*

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

## Communication/Humanities/Fine Arts (6 SHC) *(Select two courses from at least two different disciplines.)*

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
COM 120	Intro to Interpersonal Comm	(3SHC)
COM 231	Public Speaking	(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.)*

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 required courses from)*

MAT 171	Precalculus Algebra	(4 SHC)
MAT 172	Precalculus 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 required two required courses from)*

BIO 110	Principles of Biology	(4 SHC)		
BIO 111	General Biology	(4 SHC)	<b>and</b>	BIO 112 General Biology II (4 SHC)
CHM 151	General Chemistry I	(4 SHC)	<b>and</b>	CHM 152 General Chemistry II (4 SHC)
GEL 111	Introduction to Geology	(4 SHC)		
PHY 110	Conceptual Physics	(3 SHC)	<b>and</b>	PHY 110A Conceptual Physics Lab (1 SHC)
PHY 151	College Physics I	(4 SHC)	<b>and</b>	PHY 152 College Physics II (4 SHC)
PHY 251	General Physics I	(4 SHC)	<b>and</b>	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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Minimum Total Semester Hours Credit Required: 35

**\*OPTIONAL GENERAL EDUCATION HOURS (0-8 SHC)**

*A student may take up to 8 SHC of foreign language courses and accompanying labs, in a single language, designated as General Education in the CAA as a part of this pathway. These courses are not a part of the Universal General Education Transfer Component. Students who complete these courses with a grade of "C" or better will receive transfer credit. The receiving university will determine whether the courses will count as general education, pre-major, or elective credit.*

*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 MAT 271.*



# Associate in Fine Arts in Visual Arts (P1062C)

## English Composition (6 SHC) *(The following two English composition courses are required.)*

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

## Communication/Humanities/Fine Arts (6 SHC) *(Select two courses from at least two different disciplines.)*

ART 111	Art Appreciation	(3 SHC)
COM 120	Intro to Interpersonal Comm	(3 SHC)
COM 231	Public Speaking	(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.)*

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 required course from)*

MAT 143	Quantitative Literacy	(3 SHC)
MAT 152	Statistical Methods I	(4 SHC)
MAT 171	Precalculus Algebra	(4 SHC)
MAT 271	Calculus I	(4 SHC)

## Natural Sciences (4 SHC) *(Select 4 SHC from the following:)*

BIO 110	Principles of Biology	(4 SHC)
BIO 111	General Biology	(4 SHC)
CHM 151	General Chemistry I	(4 SHC)
GEL 111	Introduction to Geology	(4 SHC)
PHY 110	Conceptual Physics	(3 SHC)
<b>and</b>	PHY 110A Conceptual Physics Lab	(1 SHC)

## Art (6 SHC) *(The following course is required):*

ART 121	Two-Dimensional Design	(3 SHC)
ART 131	Drawing I	(3 SHC)

## Academic Transition (1 SHC) *(The following course is required):*

ACA 122	College Transfer Success	(1 SHC)
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Minimum Total Semester Hours Credit Required: 32

**\*OPTIONAL GENERAL EDUCATION HOURS (0-8 SHC)**

*A student may take up to 8 SHC of foreign language courses and accompanying labs, in a single language, designated as General Education in the CAA as a part of this pathway. These courses are not a part of the Universal General Education Transfer Component. Students who complete these courses with a grade of "C" or better will receive transfer credit. The receiving university will determine whether the courses will count as general education, pre-major, or elective credit.*

*High school students in the CCP College Transfer Pathway Leading to the AFA-Visual Arts must complete the entire pathway before taking additional courses in the AFA-Visual Arts degree.*

# Associate in Arts Teacher Preparation (P1012T)

## English Composition (6 SHC) *(The following two English composition courses are required.)*

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

## Communication/Humanities/Fine Arts (9 SHC) *(Select three courses from at least two different disciplines.)*

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
COM 120	Intro to Interpersonal Comm	(3 SHC)
COM 231	Public Speaking	(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.)*

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:)*

BIO 110	Principles of Biology	(4 SHC)
BIO 111	General Biology	(4 SHC)
CHM 151	General Chemistry I	(4 SHC)
GEL 111	Introduction to Geology	(4 SHC)
PHY 110	Conceptual Physics	(3 SHC)
<b>and</b>	PHY 110A Conceptual Physics Lab	(1 SHC)

## Other Required General Education (3 SHC)

SOC 225	Social Diversity	(3 SHC)
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Minimum Total Semester Hours Credit Required: 31-32

**Other Required Hours (8 SHC)** *(The following courses are required):*

**Education (7 SHC)**

EDU 187 Teaching and Learning for All\* (4 SHC)

EDU 216 Foundation of Education (3 SHC)

\*Students who have completed Teacher Cadet or Teaching as a Profession courses in high school with a B or better may substitute that course for EDU 187. High school faculty must meet transfer level qualifications as established by SACSCOC or other accrediting body.

**Academic Transition (1 SHC)** *(The following course is required):*

ACA 122 College Transfer Success (1 SHC)

**\*OPTIONAL GENERAL EDUCATION HOURS (0-8 SHC)**

*A student may take up to 8 SHC of foreign language courses and accompanying labs, in a single language, designated as General Education in the CAA as a part of this pathway. These courses are not a part of the Universal General Education Transfer Component. Students who complete these courses with a grade of "C" or better will receive transfer credit. The receiving university will determine whether the courses will count as general education, pre-major, or elective credit.*

# Associate in Science Teacher Preparation (P1042T)

## English Composition (6 SHC) (*The following two English composition courses are required.*)

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

## Communication/Humanities/Fine Arts (6 SHC) (*Select two courses from at least two different disciplines.*)

ART 111	Art Appreciation	(3 SHC)
ART 114	Art History Survey I	(3 SHC)
ART 115	Art History Survey II	(3 SHC)
COM 120	Intro to Interpersonal Comm	(3SHC)
COM 231	Public Speaking	(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 required courses from*)

MAT 171	Precalculus Algebra	(4 SHC)
MAT 172	Precalculus 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 two required courses from:*)

BIO 110	Principles of Biology	(4 SHC)		
BIO 111	General Biology	(4 SHC)	<b>and</b>	BIO 112 General Biology II (4 SHC)
CHM 151	General Chemistry I	(4 SHC)	<b>and</b>	CHM 152 General Chemistry II (4 SHC)
GEL 111	Introduction to Geology	(4 SHC)		
PHY 110	Conceptual Physics	(3 SHC)	<b>and</b>	PHY 110A Conceptual Physics Lab (1 SHC)
PHY 151	College Physics I	(4 SHC)	<b>and</b>	PHY 152 College Physics II (4 SHC)
PHY 251	General Physics I	(4 SHC)	<b>and</b>	PHY 252 General Physics II (4 SHC)

## Other Required General Education (3 SHC)

SOC 225	Social Diversity	(3 SHC)
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Minimum Total Semester Hours Credit Required: 34

**Other Required Hours (8 SHC)** *(The following courses are required):*

**Education (7 SHC)**

EDU 187 Teaching and Learning for All\* (4 SHC)

EDU 216 Foundation of Education (3 SHC)

\*Students who have completed Teacher Cadet or Teaching as a Profession courses in high school with a B or better may substitute that course for EDU 187. High school faculty must meet transfer level qualifications as established by SACSCOC or other accrediting body.

**Academic Transition (1 SHC)** *(The following course is required):*

ACA 122 College Transfer Success (1 SHC)

**\*OPTIONAL GENERAL EDUCATION HOURS (0-8 SHC)**

*A student may take up to 8 SHC of foreign language courses and accompanying labs, in a single language, designated as General Education in the CAA as a part of this pathway. These courses are not a part of the Universal General Education Transfer Component. Students who complete these courses with a grade of "C" or better will receive transfer credit. The receiving university will determine whether the courses will count as general education, pre-major, or elective credit.*

*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 MAT 271.*

# Career & Technical Education Pathways

## Air Conditioning, Heating and Refrigeration Tech Certificate (C35100C)

COURSE	TITLE	Credit Hrs.	Prerequisites
AHR 110	Introduction to Refrigeration	(5 SHC)	
AHR 111	HVACR ELECTRICITY	(3 SHC)	
AHR 112	Heating Technology	(4 SHC)	
<b>3 total courses</b>		<b>12 SHC</b>	

## Bioprocess Technology Certificate (C50440C)

COURSE	TITLE	Credit Hrs.	Prerequisites
BIO 110	Principles of Biology	(4 SHC)	<b>UGETC</b>
BPM 110	Bioprocess Practices	(5 SHC)	
BPM 111	Bioprocess Measurements	(4 SHC)	BIO 110 and BPM 110
PTC 110	Industrial Environment	(3 SHC)	
<b>4 total courses</b>		<b>16 SHC</b>	

## Business Management Certificate (C25120C)

COURSE	TITLE	Credit Hrs.	Prerequisites
BUS 110	Introduction to Business	(3 SHC)	
BUS 115	Business Law I	(3 SHC)	
BUS 137	Principles of Management	(3 SHC)	
CIS 110	Introduction to Computers	(3 SHC)	
MKT 120	Principles of Marketing	(3 SHC)	
<b>5 total courses</b>		<b>15 SHC</b>	

## Carpentry Certificate (C35180R)

COURSE	TITLE	Credit Hrs.	Prerequisites
BPR 130	Print Reading – Construction	(3 SHC)	
CAR 111	Carpentry I	(8 SHC)	
CAR 115	Residential Planning/Estimating	(3 SHC)	BPR 130
<b>3 total courses</b>		<b>14 SHC</b>	

## Cosmetology Certificate (C55140C)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
COS 111A/112A	Cosmetology Concepts I	(6 SHC)	
COS 111B/112B	Cosmetology Concepts I	(6 SHC)	
COS 113A/114A	Cosmetology Concepts II	(6 SHC)	COS 111 and COS 112
COS 113B/114B	Cosmetology Concepts II	(6 SHC)	COS 111 and COS 112
COS 115	Cosmetology Concepts III	(4 SHC)	COS 111 and COS 112
COS 116	Salon III	(4 SHC)	COS 111 and COS 112
COS 223	Contemp Hair Coloring	(2 SHC)	COS 111 and COS 112
<b>7 total courses</b>		<b>34 SHC</b>	

### Required Sequence:

Fall: COS 111A & COS 112A (fall entry only)

Spring: COS 111B & COS 112B

## Criminal Justice & Special Populations Certificate (C55180C)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
CJC 111	Introduction to Criminal Justice	(3 SHC)	
CJC 112	Criminology	(3 SHC)	
CJC 113	Juvenile Justice	(3 SHC)	
CJC 221	Investigative Principles	(4 SHC)	
<b>4 total courses</b>		<b>13 SHC</b>	

## Early Childhood General Education Certificate (C55220C)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
EDU 119	Introduction to Early Childhood Ed	(4 SHC)	
EDU 144	Child Development I	(3 SHC)	
EDU 145	Childhood Development II	(3 SHC)	
EDU 146	Child Guidance	(3 SHC)	
EDU 151	Creative Activities	(3 SHC)	
<b>5 total courses</b>		<b>16 SHC</b>	

## Electrical Systems Technology Basic Wiring Certificate (C35130B)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
ELC 112	DC/AC Electricity	(5 SHC)	
ELC 113	Residential Wiring	(4 SHC)	
ELC 117	Motors and Controls	(4 SHC)	
ELC 118	National Electrical Code	(2 SHC)	
<b>4 total courses</b>		<b>15 SHC</b>	



## Electronics Engineering Technology Certificate (C40200C)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
ELC 131	Circuit Analysis I	(4 SHC)	
ELN 131	Analog Electronics I	(4 SHC)	ELC 131
ELN 133	Digital Electronics	(4 SHC)	
ELN 232	Intro to Microprocessors	(4 SHC)	ELN 133
<b>4 total courses</b>		<b>16 SHC</b>	

## Infant/Toddler Care Certificate (C55290C)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
EDU 119	Introduction to Early Childhood Ed	(4 SHC)	
EDU 131	Child, Family, & Community	(3 SHC)	
EDU 144	Child Development I	(3 SHC)	
EDU 153	Health, Safety & Nutrition	(3 SHC)	
EDU 234	Infants, Toddlers, & Two's	(3 SHC)	EDU 119
<b>5 total courses</b>		<b>16 SHC</b>	

## Information Technology Software Specialist (C25590C)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
CIS 110	Introduction to Computers	(3 SHC)	
CIS 162	MM Presentation	(3 SHC)	
CTS 130	Spreadsheet	(3 SHC)	
DBA 110	Database Concepts	(3 SHC)	
OST 136	Word Processing	(3 SHC)	
<b>5 total courses</b>		<b>15 SHC</b>	

## Information Technology Programming (C25590P)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
CSC 118	Swift Programming I	(3 SHC)	
CSC 121	Python Programming	(3 SHC)	
CTI 110	Web, Pgm, & DB Foundation	(3 SHC)	
CIS 115	Intro to Prog & Logic	(3 SHC)	See Catalog for Prereqs
CSC 151	JAVA Programming	(3 SHC)	CIS 115
<b>5 total courses</b>		<b>15 SHC</b>	

## Information Technology CYBER Security Support Certificate (C25590Y)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
CCT 110	Intro to Cyber Crime	(3 SHC)	
CTI 120	Network & Sec Foundation	(3 SHC)	
CCT 121	Computer Crime Investigation	(4 SHC)	
SEC 110	Security Concepts	(3 SHC)	
NET 110	Networking Concepts	(3 SHC)	
<b>5 total courses</b>		<b>16 SHC</b>	

## Information Technology Support Certificate (C25590IT)

COURSE	TITLE	Credit Hrs.	Prerequisites
CTS 115	Info Sys Business Concepts	(3 SHC)	
CTI 120	Network & Sec Foundation	(3 SHC)	
CTS 120	Hardware/Software Support	(3 SHC)	
SEC 110	Security Concepts	(3 SHC)	
NET 110	Networking Concepts	(3 SHC)	
<b>5 total courses</b>		<b>15 SHC</b>	

## Mechatronics Programmable Logic Controllers Certificate (C40350P)

COURSE	TITLE	Credit Hrs.	Prerequisites
ATR 112	Introduction to Automation	(3 SHC)	
ELC 131	Circuit Analysis I	(4 SHC)	
ELC 130	Advanced Motors/Controls	(3 SHC)	ELC 131
ELN 260	Programmable Logic Controllers	(4 SHC)	ELC 130
<b>4 total courses</b>		<b>14 SHC</b>	

## Mechatronics Robotics and Machine Design Certificate (C40350C)

COURSE	TITLE	Credit Hrs.	Prerequisites
ELC 131	Circuit Analysis I	(4 SHC)	
HYD 110	Hydraulics/Pneumatics I	(3 SHC)	
ISC 112	Industrial Safety	(2 SHC)	
DFT 154	Intro to Solid Modeling	(3 SHC)	
ATR 112	Introduction to Automation	(3 SHC)	
MEC 130	Mechanisms	(3 SHC)	
<b>6 total courses</b>		<b>18 SHC</b>	

## Medical Office Administrative Assistant I Certificate (C25310A)

COURSE	TITLE	Credit Hrs.	Prerequisites
CIS 110	Introduction to Computers	(3 SHC)	
OST 131	Keyboarding	(2 SHC)	
OST 141	Medical Office Terms I	(3 SHC)	
OST 142	Medical Office Terms II	(3 SHC)	OST 141
OST 148	Medical Ins & Billing	(3 SHC)	
OST 161	Medical Office Procedures	(3 SHC)	
<b>6 total courses</b>		<b>17 SHC</b>	

## Office Administrative Assistant Certificate (C25370C)

COURSE	TITLE	Credit Hrs.	Prerequisites
CIS 110	Introduction to Computers	(3 SHC)	
OST 131	Keyboarding	(2 SHC)	
OST 136	Word Processing	(3 SHC)	
OST 159	Office Ethics	(3 SHC)	
OST 164	Office Editing	(3 SHC)	
BUS 137	Principles of Management	(3 SHC)	
<b>6 total courses</b>		<b>17 SHC</b>	

## Paralegal Technology Certificate (C25380C)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
LEX 110	Introduction to Paralegal Study	(2 SHC)	
LEX 140	Civil Litigation I	(3 SHC)	
LEX 150	Commercial Law I	(3 SHC)	
LEX 210	Real Property I	(3 SHC)	
LEX 240	Family Law	(3 SHC)	
<b>5 total courses</b>		<b>14 SHC</b>	

## Pharmacy Technology Certificate (C45580C)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
PHM 110	Introduction to Pharmacy	(3 SHC)	
PHM 111	Pharmacy Practice I	(4 SHC)	PHM 110 and 115 (co-req)
PHM 115	Pharmacy Calculations	(3 SHC)	
PHM 115A	Pharmacy Calculations Lab	(1 SHC)	PHM 115 (co-req)
PHM 140	Trends in Pharmacy	(2 SHC)	
<b>5 total courses</b>		<b>13 SHC</b>	

## Supply Chain Management Certificate (C25620G)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
LOG 110	Introduction to Logistics	(3 SHC)	
LOG 125	Transportation Logistics	(3 SHC)	
LOG 215	Supply Chain Management	(3 SHC)	LOG 110
LOG 240	Purchasing Logistics	(3 SHC)	LOG 110
<b>4 total courses</b>		<b>12 SHC</b>	

## Transportation Logistics Certificate (C25620T)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
LOG 110	Introduction to Logistics	(3 SHC)	
LOG 125	Transportation Logistics	(3 SHC)	
TOM 120	Introduction to Trucking	(3 SHC)	
TOM 250	Operations of Trucking I	(3 SHC)	
<b>4 total courses</b>		<b>12 SHC</b>	

## Welding (Basic) Certificate (C50420B)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
BPR 111	Print Reading	(2 SHC)	
WLD 110	Cutting Processes	(2 SHC)	
WLD 115	SMAW (Stick) Plate	(5 SHC)	
WLD 141	Symbols and Specifications	(3 SHC)	
WLD 212	Inert Gas Welding	(2 SHC)	
<b>5 total courses</b>		<b>14 SHC</b>	

## Welding Technology Diploma (D50420)

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
BPR 111	Print Reading	(2 SHC)	
ENG 110	Freshman Composition	(3 SHC)	DRE 097, or ENG 002
MAT 110	Math Measurement & Literacy	(3 SHC)	DMA 010, 020, 030 or DMA 025, or MAT 003
WLD 110	Cutting Processes	(2 SHC)	
WLD 115	SMAW (Stick) Plate	(5 SHC)	
WLD 116	SMAW (Stick) Plate/Pipe	(4 SHC)	WLD 115
WLD 121	GMAW (MIG) FCAW/Plate	(4 SHC)	
WLD 131	GTAW (TIG) Plate	(4 SHC)	
WLD 141	Symbols and Specifications	(3 SHC)	
WLD 151	Fabrication I	(4 SHC)	
WLD 212	Inert Gas Welding	(2 SHC)	
WLD 261	Certification Practices	(2 SHC)	WLD 115, 121, & 131
<b>12 total courses</b>		<b>38 SHC</b>	

## Workforce Continuing Education (CTE) Pathways

### Agriculture Production (High School Specific Agreement (ask Advisor))

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Co-Requisites</b>
AGR 3002	Agri-Tech	(140 total hrs.)	MLS 3871 & MLS 3871A

### Nurse Aid Level I (High School Specific Agreement (ask Advisor))

<b>COURSE</b>	<b>TITLE</b>	<b>Credit Hrs.</b>	<b>Prerequisites</b>
CNA I	Nurse Aid Level I	(220 total hrs.)	<b>must be at least 16 1/2 to be eligible for this pathway</b>

## Advanced Placement Credit

In order to receive credit for AP tests, a student must earn a score of 3 or higher and have an official score report sent to Vance Granville Community College. In addition, the student must send an official high school transcript showing that the corresponding AP course was completed. For more information on AP credit, please visit the College Board website at: <https://apstudents.collegeboard.org/getting-credit-placement/search-policies/college/2701> (Vance Granville Community College).

## Conduct & Grading Policy

Students of all College programs, including Career and College Promise, will be expected to conduct themselves at all times as mature and responsible individuals and should show a high regard for College facilities, property, and for the personal rights and property of others. The classroom provides a place for learning and the exchange of ideas. The appropriate environment must exist that includes respect, civility, and common courtesy. Infractions of basic classroom rules will typically be addressed by our instructor; however, these infractions may be referred for formal disciplinary sanctions up to and including suspension.

Final grades for all VGCC courses will be updated and available to the students via their myVGCC account. Grades will be recorded in letter format: A, B, C, D, F, and W. Letter grades only will be issued for all official VGCC documentation (i.e. myVGCC, transcript, etc.). To receive a grade report at the end of the semester, Counselors can contact the VGCC Registrar using their official county schools email to request the grades, Counselors will need to provide the student's full name and date of birth to obtain the report. Registrar is: Ms. Kathy Ktul, [ktulk@vgcc.edu](mailto:ktulk@vgcc.edu) (252) 738-3265.

## Withdrawal Procedure

A student, who is considering withdrawal, will first talk with their course instructor and the high school counselor. Considerations should be given to satisfactory academic progress, which may impact GPA and future financial aid eligibility, as well as other areas possibly impacted by withdrawal (i.e. athletic eligibility, high school GPA, etc.).

If, after speaking with the course instructor and the high school counselor, the student elects to withdraw, the student will need to:

1. Email the instructor, using the student's official VGCC Email account, to request withdrawal,
2. Copy the college advisor and the high school counselor on the email, and
3. Take other action(s) as described by the high school counselor or designated representative.

## Textbook/Fee Policy

Although course tuition is provided at no charge through the Career and College Promise program, textbook and course material costs are not provided by Vance Granville Community College. Students are responsible for providing their own textbooks and other course materials.

However, in some cases, local school systems may be able to provide or assist students with obtaining textbooks and/or course materials. Where this practice may exist, it is subject to change at any time. Students are encouraged to check with their high school for the most up-to-date information regarding textbooks and course materials. To identify or purchase the required course materials, you can visit <https://www.bkstr.com/vgcestore>.

## Graduation Policy

A College Transfer Pathway student may complete the AA/AS/AFA/AATP/ASTP pathway and then continue towards completion of the AA/AS/AFA/AATP/ASTP degree.

A Career and Technical Education Pathway student may be awarded a certificate or diploma prior to high school graduation. A student may complete the CTE certificate or diploma and then continue towards completion of the AAS.

# FAQs

## **Career & College Promise (CCP) FAQs for Parents of Students Attending North Carolina Community Colleges**

### **1. How do students apply to participate in the Career & College Promise program?**

*The application process varies and depends upon how the community college partner chooses to receive applications. Some may require a paper application while others may require an online application through CFNC.org. Students should see their high school guidance counselor to learn how to apply for CCP.*

### **2. Can high school students enroll in a community college outside of Career & College Promise?**

*No, except for some non-credit courses taken on a self-supporting basis, including safe driving courses.*

### **3. What is the maximum number of college credits that a CCP student can take?**

*There is no maximum number of college credits that a CCP student can take. However, students must complete the entire CCP pathway before pursuing additional courses. All CCP participants must maintain eligibility status.*

### **4. Are local colleges permitted to let high school students take a course outside the pathway concurrently with their pathway-completing course?**

*No, students must complete their pathway before taking additional courses.*

### **5. Can high school students take community college courses in the summer and have tuition waived?**

*All curriculum courses taken by Career and College Promise students at community colleges in accordance with in G.S. 115D-20(4) are tuition-waived except courses offered on a self-supporting basis. (This applies to Fall, Spring, and Summer semesters.)*

**6. Will CCP students receive honors or AP credit for completing college courses?**

*All community college courses included on the Comprehensive Articulation Agreement (CAA) will receive weighted credit in accordance with NCDPI policy GCS-L-004. CTE and other courses not included in the CAA are not eligible for weighted credit.*

**7. Are there any community college courses that DPI will allow to count towards high school core course graduation requirements?**

*Yes, principals are permitted to award dual credit based upon course content relative to available high school courses and State Board of Education policy GCS-M-001, which allows students in a College Transfer pathway to receive high school credit toward graduation requirements using community college courses. Additionally, some CTE college courses may count towards high school CTE core requirements. Contact the high school counselor or principal for more information.*

**8. Are there any minimum class attendance requirements for CCP students?**

*CCP students enrolled in community college courses will be held to the same attendance and academic requirements as traditional college students.*

**9. What constitutes a “junior” or “senior” standing for CCP?**

*Junior or senior standing is determined by the local school administrative unit.*

**10. If a high school student completes all high school requirements in December (eligible to graduate) can he/she continue with the courses, tuition exempt, even if he/she has no high school classes?**

*No, high school graduates cannot participate in CCP. However, if the high school semester ends after the community college semester has started, the student would still be eligible for CCP. (Example: The community college semester begins on January 6<sup>th</sup> and the high school semester ends January 18<sup>th</sup> – the student would still be eligible for CCP because they were still a high school student when community college semester started).*



## **11. Home school students and private school students:**

### **a. Are home school and private school students eligible to participate in Career & College Promise?**

*Yes, students attending a registered home school or a private school may participate in CCP. Generally, private school students are required to establish eligibility using the same criteria applied to public school students (GPA, assessment scores). Home school students and students from private schools not using traditional grading scales shall follow the Community College's established procedures for assessing eligibility and determining placement.*

### **b. Can a college set a minimum and maximum age limit for home-schooled students? How do we know if they are juniors or seniors?**

*No, the home school student's principal (usually the parent) must certify that the student is a junior or senior and is making progress toward graduation.*

## **12. Funding:**

### **a. Who pays the cost of the student's text books?**

*Textbooks are a student's responsibility, however there may be local provisions for them. A student's high school, the school district, or another local organization may cover these costs. Students should check with their principal or counselor to verify how these costs are paid.*

### **b. Are student fees (e.g., technology fees and insurance fees) waived in addition to the waived tuition for CCP students?**

*No, however local school districts and community colleges should work together to determine whether and how student fees will be paid for CCP participants.*

### **c. Are any funds available to assist the high schools with transporting students to the college's campus?**

*Cooperative Innovative High Schools (including early college high schools, middle college high schools, and other CIHS models) receive transportation funds as part of a larger funding allotment at each district. No additional transportation funding is available for other CCP students.*