

Academic Programs

College Preparatory Curriculum

The College Preparatory Curriculum is designed to improve students' performance in reading, writing and mathematics. Students earning scores below the state-mandated minimum scores on the college placement test must enroll in college preparatory communication and computation instruction. Depending on the areas needing remediation, students will be placed into college preparatory writing, reading, and/or computation courses. In addition, students who earn below the state-mandated scores on one or more sections of the college placement test must complete a) SLS 1501, or b) SLS 1101 and REA 1605.

Students whose diagnostic tests indicate they need instruction in English for Academic Purposes (EAP) will be enrolled in the alternate EAP series of courses. Students who test into college preparatory reading must meet the appropriate reading requirement before beginning the mathematics sequence (REA 0001 before MAT 0012 and REA 0002 before MAT 0024).

Students who have not completed all of their college preparatory courses by the time they have earned 12 hours of college-level credit must register simultaneously for their required preparatory courses and any college-level credit courses for which they are eligible to take. These students may enroll in no more than two college preparatory courses per semester and in no more than 13 credit hours per term.

Students attempting a college preparatory course for the third time will be charged the full cost of instruction (withdrawal from a course counts as an attempt). Students who have serious extenuating circumstances may petition the appropriate campus dean of student services for an exemption from paying the full cost of instruction. Students who fail to complete a preparatory course satisfactorily within three attempts will not be allowed to register again for that course. However, the College encourages such students to enroll in continuing education courses or private vendor programs that are designed to improve students' college-entry skills. Students who can document that they have completed such courses/programs may retake the placement test (F.S. 1008.30).

College Preparatory Courses and Supporting Courses

ENC	0010	College Preparatory Writing Skills I	4 cr.
ENC	0020	College Preparatory Writing Skills II	4 cr.
REA	0001	College Preparatory Reading Skills 1	4 cr.
REA	0002	College Preparatory Reading Skills II	4 cr.
MAT	0012	Pre-Algebra	4 cr.
MAT	0024	Beginning Algebra	4 cr.
SLS	1101	Orientation	1 cr.
REA	1605	College Study Skills	2 cr.

Suggested electives to take with preparatory course work:

CGS	1500	Applied Word Processing	1 cr.
CLP	1000	Psychology of Personal Growth	3 cr.
FIN	1100	Personal Finance	3 cr.
OST	1142	Keyboarding I	1 cr.
OST	1143	Keyboarding II	1 cr.
OST	1741	Word Processing	1 cr.
*REA	1105	College Reading	3 cr.
*REA	2505	Vocabulary Improvement	3 cr.
SLS	1301	Career Decision-Making	3 cr.
SLS	1501	College Success	3 cr.

* Based on completion of College Preparatory Reading Skills

English for Academic Purposes (EAP)

(Formerly known as ESL/ENS)

Courses in English for Academic Purposes are offered at the Ybor City and Dale Mabry campuses.

The six levels of instruction are designed to help non-native English speakers reach a level of proficiency that will prepare them for better employment or academic opportunities.

EAP courses are as follows:

College Preparatory Level

EAP	0100	Speech/Listening I	3 cr.
EAP	0120	Reading I	3 cr.
EAP	0140	Writing I	3 cr.
EAP	0160	Grammar I	3 cr.
EAP	0200	Speech/Listening II	3 cr.
EAP	0220	Reading II	3 cr.
EAP	0240	Writing II	3 cr.
EAP	0260	Grammar II	3 cr.
EAP	0300	Speech/Listening III	3 cr.
EAP	0320	Reading III	3 cr.

EAP	0340	Writing III.....	3 cr.
EAP	0360	Grammar III.....	3 cr.
EAP	0400	Speech/Listening IV.....	3 cr.
EAP	0420	Reading IV.....	3 cr.
EAP	0440	Writing IV.....	3 cr.
EAP	0460	Grammar IV.....	3 cr.

Associate in Arts Degree Elective Level (up to 12 cr. hrs.)

EAP	1500	Speech/Listening V.....	3 cr.
EAP	1500L	Speech/Listening Lab V.....	1 cr.
EAP	1520	Reading V.....	3 cr.
EAP	1520L	Reading Lab V.....	1 cr.
EAP	1540	Writing V.....	3 cr.
EAP	1540L	Writing Lab V.....	1 cr.
EAP	1600	Speech/Listening VI.....	3 cr.
EAP	1600L	Speech/Listening VI Lab.....	1 cr.
EAP	1620	Reading VI.....	3 cr.
EAP	1620L	Reading Lab VI.....	1 cr.
EAP	1640	Writing VI.....	3 cr.
EAP	1640L	Writing VI Lab.....	1 cr.

For more information about the EAP program, call 253-7744.

The Associate Degree

Hillsborough Community College offers associate in arts (AA), associate in science (AS), and associate in applied science (AAS) degrees.

The AA degree is awarded to students who complete university transfer curricula designed to prepare them to enter as juniors at a four-year college or university.

The AS degree is awarded to students who complete technical programs. The AS degree is designed to prepare students for the workforce. A number of these degrees are designed so that students who earn them may transfer their credits into specialized programs at four-year institutions. In addition, students who earn one AS degree may qualify for another. Students wishing to earn a second AS degree must complete at least 15 hours at HCC beyond the first degree. Moreover, they must meet all requirements for the second degree.

The AAS degree is also awarded to students who complete a technical program. However, the AAS degree is designed to be an entry-level, job-preparation degree. It is not designed for transfer to a four-year institution.

To ensure a well-rounded education, degree curricula include general education courses within communications, humanities, natural sciences, mathematics and social and behavioral sciences. Where options are available, they are noted.

Time to Degree and Common Prerequisites

Florida statutes require that associate in arts degrees require no more than 60 credit hours. Those statutes also mandate that the general education courses required for the associates in arts degrees be distributed within designated categories. Courses that comprise the 24 hours of electives may be designated for university program entry.

Graduation Requirements

To earn an AA, an AS, or an AAS degree, students must:

- Complete the approved curriculum of not less than 60 credits including General Education Requirements, program requirements, and electives.
- Fulfill the degree requirements under the catalog in effect during the semester that begins the period of continuous enrollment that immediately prior to the semester in which the student applies for graduation.

NOTE: Continuous enrollment is maintained by registering for at least one term each academic year. If a student's enrollment is interrupted for more than an academic year, the student will be considered a former student returning. A former student returning is required to meet the graduation requirements of the catalog in effect during the semester that begins the period of continuous enrollment that immediately prior to the semester in which the student applies for graduation.

- Earn at least 25 percent of the credit hours applicable to the degree in residence at HCC.

CLAS-College Level Academic Skills Requirement

- **College Level Academic Skills (CLAS)**, created by the Florida State Board of Education Senate Bill 1676, requires students to demonstrate proficiency in communication and computation prior to graduating. Effective July 1, 2009.
- **College Level Academic Skills Test (CLAST)** is no longer available after June 30, 2009.
- Students aspiring to receive an A.A. degree or to transfer to a university with 60 or more credits, must meet **CLAS Requirements** in order to graduate.
- Students can use a combination of ACT, CPT, SAT1 or 2.5 GPA in certain courses to meet the College Level Academic Skills (CLAS) requirement.

Ways To Satisfy CLAS Requirements

Based on Grades

Students who have earned a grade point average of 2.5 or above in selected post secondary level courses will satisfy the CLAS Requirements as follow:

- Students who have earned a 2.5 grade point average in ENC1101, ENC1102 or 6 credit hours of college-level courses with a prefix of AML, CRW, ENC, ENG, ENL, LIT are exempt from the English Language Skills, Reading and Essay sections of CLAS
- Students who have earned a 2.5 grade point average in two Gordon Rule general education math courses are exempt from the Computation section of CLAS. Those courses are:
 - i. MAC*105 or any other MAC course with last three digits being higher than 105
 - ii. MGF*106, MGF*107, MGF*113, MGF*114, MGF*118, MGF*202 or any other MGF course with the last three digits being higher than 202
 - iii. STA*014 or any other STA course
- Earned passing score(s) on appropriate CLEP exams

Based on FCPT, ACT OR SAT TEST Scores

Students who have earned the following score(s) on the Florida College Placement Test (FCPT), ACT, or SAT exam will satisfy the requirements for one or more sections of CLAS as follows. Students that have passed some, but not all subtests by July 1, 2009, may complete their fulfillment of degree requirements by meeting either FCPT/ACT/SAT or GPA requirements for the subtests not passed.

	FCPT	ACT	SAT 1
English Language Skills/Essay	105	21	500
Reading	93	22	500
Computation	91 (Elem. Alg.)	21 (Math)	500(Math)

Based on Waiver

Students with a documented learning disability and/or physical disability or students who have not achieved a passing score on CLAST, but who otherwise have demonstrated proficiency in coursework in the same subject area, may submit a request for consideration of a waiver of one or more sections of the CLAS.

Students with a documented disability should contact the Office for Students with Disabilities on their respective home campus. All requests for a waiver shall be submitted to the appropriate campus Dean of Student Services for review by the CLAS Waiver Committee.

Any student who does not meet the required score after two attempts of the CPT should request the CLAS waiver by petitioning the CLAS Waiver Committee.

There is a \$10 charge per section of the CPT for initial and retake tests and there is not a time restriction between attempts.

If you have questions regarding your graduation/**CLAS Requirements**, you should make arrangements to meet with an Educational Advisor/Counselor at your respective home campus.

In addition:

- No more than four credit hours of physical education activity/skills courses may be applied toward a degree.
- Students may apply only 12 hours of EAP college-level credits toward a degree.

- Students must have a 2.0 cumulative GPA, and their GPA in HCC courses must be 2.0.

NOTE: Credits from other colleges will be used in computing the GPA.

- Students must complete the capstone course for the AA degree. Prior to taking the course, students must have completed at least 45 hours of coursework towards the degree, including at least 24 hours of general education coursework with a minimum grade of "C."
- Candidates must complete an application for graduation before the deadline (see the College operational calendar). Students who wish to receive a diploma must pay a \$10 fee at the time they apply for graduation. Students applying for multiple degrees must pay \$10 for each diploma requested.
- Candidates must fulfill all financial obligations to HCC.

Programs are subject to change.

Students are responsible for obtaining current and accurate information prior to registering for classes.