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<tr>
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WELCOME MESSAGE FROM DR. GORDON F. MAY
President/CEO

Congratulations on your decision to attend Baltimore City Community College (BCCC). On behalf of the Board of Trustees, faculty and staff, I am delighted to welcome you to the College. Take advantage of our student life—you are a Panther now!

This Winter-Spring 2016 credit schedule book lists the many courses, programs and resources we have to offer. The College provides advising, tutoring and counseling services—all to help you achieve success and meet your personal goals. Don’t hesitate to seek the assistance you need as you work to complete your education—whether it’s earning a degree or certificate, transferring to a four-year institution, or moving directly into the workforce. Know that advisors and faculty members are ready and eager to help you with matters regarding financial aid, registration, career development and other areas.

Since 1947, BCCC has provided quality education and job training that can lead to life-changing opportunities, becoming a major contributor to workforce development in the region. The College serves people from all walks of life: Our diverse student body is made up of local residents and international students hailing from 100 nations.

Many BCCC alumni are setting great examples in their communities, working as health care professionals, educators, entrepreneurs, law enforcement officials and more. Now you are on the verge of making your own mark as an exemplar of what this institution is all about: growth, quality and excellence! Again, welcome to BCCC, and thank you for entrusting us with your future!

Gordon F. May, PhD
President/CEO
IMPORTANT INFORMATION TO KNOW

General Information is received by the BCCC Call Center which directs questions and needs to the appropriate College offices Monday-Thursday, 8 a.m.-6 p.m., Friday, 8 a.m.-5 p.m., and Saturday, 9 a.m.-1 p.m. The Maryland toll-free number allows free calls to the College from anywhere in Maryland. The TTY number is available for hearing-impaired callers.

Toll-Free (from anywhere in Maryland) 1-888-203-1261
TTY for Hearing-Impaired Callers 410-462-8584

Academic Services
Center for Academic Achievement
Liberty MNB 117, 410-462-7759

Admissions Office
Liberty MNB 02, 410-462-8300
Hours: Monday, Thursday and Friday, 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m. (1st, 3rd and 5th ONLY)
Harbor BCED 4, 410-986-5421
Hours: Monday, Tuesday, Thursday, & Friday, 9 a.m.-6 p.m.
Wednesday, 9 a.m.-7 p.m.

Articulations Office
Liberty MNB 251, 410-462-7697
Hours: Monday-Friday, 9 a.m.-5 p.m.

Bookstore
Liberty MNB 013, 410-462-8484
Hours: Monday and Thursday 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Friday, 8:30 a.m.-4 p.m.
Saturday, 9 a.m.-1 p.m.
(General Registration Only)

Career Development & Job Placement Services
Liberty MNB 110, 410-462-8470
Monday-Friday 8 a.m.-5 p.m.
Saturday-scheduled workshops

Cashier
Liberty MNB 051, 410-462-8472
Hours: Monday, Thursday and Friday, 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m. (1st, 3rd and 5th ONLY)
Harbor BCED 3, 410-986-3234
Hours: Monday, Tuesday, Thursday, Friday, 8:30 a.m.-5 p.m.
Wednesday, 8:30 a.m.-7 p.m.

Clarence W. Blount
Child Development Center
Liberty HH 115, 410-462-7760
Preschool: ages 2-5
Hours: 7:30 a.m.-5:30 p.m.
Evening: ages 6-12
Hours: 5 p.m.-10 p.m.

Dental Hygiene Clinic
Liberty LSB 110, 410-462-7712
Hours: Monday, Tuesday, and Friday 10 a.m.-5 p.m.
Tuesday and Thursday 8 a.m.-12 p.m.

Disability Support Services Center (DSSC)
Liberty MNB 023
410-462-8585 (Voice)
410-462-8584 (TTY)
Hours: Monday-Friday, 8 a.m.-5 p.m.

E-Learning Department
Liberty HH 111, 410-462-8016

First Year Experience and College Honors
Liberty MNB 020, 410-462-8338
Hours: Monday, Thursday, and Friday 8:30 a.m.-5 p.m.
Tuesday and Wednesday 8:30 a.m.-7 p.m.

Financial Aid
Liberty MNB 024, 410-462-8500
Hours: Monday, Thursday and Friday 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m. (1st, 3rd and 5th ONLY)

International Student Services
Harbor BCED 16, 410-462-8319
(General Registration Only)
Liberty MNB 02, 410-462-8319
Hours: Monday, Thursday and Friday 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m.

Library
Liberty LJB, 410-462-8400
Hours: Monday-Thursday, 7:45 a.m.-9 p.m.
Friday, 7:45 a.m.-6 p.m.
Saturday, 8 a.m.-4:30 p.m.
Sunday, CLOSED

Non-Credit Testing
PreGED & GED
Harbor BCED 61, 410-986-5444
Hours: Monday-Thursday, 8:30 a.m.-7 p.m.
Friday, 8:30 a.m.-5 p.m.
ELI - English Language Instruction (LOEP)
Harbor BCED 68, 410-986-5430
Hours: By Appointment Only
BELS - Community ESL
Harbor BCED 2, 410-986-5430
Hours: By Appointment Only

Off Campus Centers
RPC, 410-580-2750
Hours: Monday-Friday, 8 a.m.-6 p.m.
Saturday, 9 a.m.-1 p.m.
BiOP, 410-637-4835
NWTC, 410-986-3200
Hours Vary

Public Safety Information Center
Liberty MNB 051-B, 410-462-7700
ID/Parking Services available
Hours: Monday, Tuesday, Thursday and Friday, 8:30 a.m.-5 p.m.
Wednesday, 10:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m.
(General Registration Only)

Records and Registration
Liberty MNB 08, 410-462-7777
Hours: Monday, Thursday and Friday 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m. (1st, 3rd and 5th ONLY)
Harbor BCED 4, 410-986-5421
Hours: Monday, Tuesday, Thursday, Friday, 9 a.m.-6 p.m.
Wednesday, 9 a.m.-7 p.m.

Shuttle Bus
410-462-8300

Student Accounting
Liberty MNB 027, 410-462-8333
Hours: Monday, Thursday and Friday 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m. (1st, 3rd and 5th ONLY)

Student Life
Liberty MNB 09-H, 410-462-8385
Hours: Monday-Thursday, 8 a.m.-7 p.m.
Friday, 8 a.m.-5 p.m.

Student Success Center
Liberty MNB 020, 410-462-8555
Hours: Monday, Thursday and Friday 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m. (1st, 3rd and 5th ONLY)

Test Center
Liberty MNB 04, 410-462-7666
Hours: Monday-Thursday, 8:30 a.m.-7 p.m.
Friday, 8:30 a.m.-5 p.m.
Saturday, 9 a.m.-1 p.m.

TRIO/SSS-STAIRS Program
Liberty MNB 023, 410-462-8396
Hours: Monday-Friday, 8 a.m.-5 p.m.
Evening hours by appointment only
No weekend hours

Veterans Affairs
Liberty MNB 08, 410-462-8372
Hours: Monday, Thursday and Friday, 8:30 a.m.-5 p.m.
Tuesday and Wednesday, 8:30 a.m.-7 p.m.
Saturday, 9 a.m.-1 p.m.
(3rd Saturday only)

Disclaimer: Service Hours are subject to change. See BCCC Website for up-to-date information and additional hours during General Registration periods.

IMPORTANT INFORMATION

Winter / Spring 2016 Credit Class Schedule
## Winter / Spring 2016 Credit Class Schedule

### Pre-Health Professions Pathway

<table>
<thead>
<tr>
<th>Certificate</th>
<th>Associate Degree</th>
<th>Business Pathway</th>
<th>Certificate</th>
<th>Associate Degree</th>
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</thead>
<tbody>
<tr>
<td><strong>Coding Specialist</strong></td>
<td>Health Information Technology</td>
<td><strong>Accounting</strong></td>
<td><strong>Accounting</strong></td>
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<tr>
<td>*</td>
<td>Dental Hygiene</td>
<td>*</td>
<td><strong>Business Administration Transfer</strong></td>
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<tr>
<td><strong>Practical Nursing</strong></td>
<td>Nursing</td>
<td></td>
<td>*</td>
<td><strong>Business</strong></td>
</tr>
<tr>
<td>*</td>
<td>Physical Therapist Assistant</td>
<td></td>
<td>*</td>
<td><strong>Computer Aided Drafting and Design</strong></td>
</tr>
<tr>
<td><strong>Paramedic</strong></td>
<td>Paramedicine</td>
<td><strong>Information Technology Basic Skills</strong></td>
<td><strong>Construction Supervision</strong></td>
<td><strong>Construction Supervision</strong></td>
</tr>
<tr>
<td><strong>Paramedic Bridge</strong></td>
<td>Paramedicine</td>
<td><strong>Construction Supervision</strong></td>
<td><strong>Cyber Security and Assurance</strong></td>
<td><strong>Cyber Security and Assurance</strong></td>
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<tr>
<td>*</td>
<td>Surgical Technologist</td>
<td><strong>Fashion Design</strong></td>
<td><strong>Fashion Design</strong></td>
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<td>*</td>
<td>Respiratory Care</td>
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<td><strong>Office Administration</strong></td>
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### Business Pathway

### Behavioral and Social Sciences

### Visual and Performing Arts

<table>
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<th>Areas of Concentration (AOC)</th>
<th>Associate Degree</th>
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<td>Allied Human Services</td>
<td>Art</td>
<td><strong>Arts and Science Transfer</strong></td>
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<tr>
<td><strong>Allied Human Services</strong></td>
<td><strong>Early Childhood Education</strong></td>
<td><strong>Music</strong></td>
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<tr>
<td><strong>Early Childhood Education</strong></td>
<td><strong>Theatre</strong></td>
<td></td>
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<tr>
<td>Visual and Performing Arts (410) 462-7678</td>
<td>Special Education Assistant</td>
<td>Elementary Education/Generic Special Education Pre K-12 (AAT)</td>
<td>STEM (Science, Technology, Engineering and Mathematics)</td>
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<tr>
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</tr>
<tr>
<td>*</td>
<td>Mental Health Services</td>
<td>Certificate/Area of Concentration (AOC)</td>
<td>Associate Degree</td>
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<td>*</td>
<td>Law Enforcement and Correctional Administration</td>
<td>Pure and Applied Mathematics (AOC)</td>
<td>Arts and Science Transfer</td>
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<tr>
<td>*</td>
<td>Legal Assistant</td>
<td>Science (AOC)</td>
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<tr>
<td>STEM (Science, Technology, Engineering and Mathematics) (410) 462-8514</td>
<td>Certificate/Area of Concentration (AOC)</td>
<td>Associate Degree</td>
<td>Biotechnology Lab Science</td>
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<tr>
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<td>substitute Teacher (Certificate)</td>
<td>Teacher Education Transfer</td>
<td>* Electrical Engineering</td>
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<tr>
<td></td>
<td>General Studies Transfer</td>
<td>* Engineering Transfer</td>
<td></td>
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<td>*</td>
<td></td>
<td></td>
<td>Robotics / Mechatronics Technology</td>
</tr>
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</table>

*Programs that don’t have a specific career pathway from Certificate to an Associate’s Degree.
ASSOCIATE OF ARTS
Arts and Sciences Transfer
General Studies Transfer
Teacher Education Transfer

ASSOCIATE OF ARTS
TEACHING
Elementary Education/Generic Spec
Educ Prek-12

ASSOCIATE OF APPLIED
SCIENCE
Accounting
Allied Human Services
Biotechnology
Business
Computer Information Systems
Computer Aided Drafting and Design
Construction Supervision
Cyber Security and Assurance
Dental Hygiene
Early Childhood Education
Electrical Engineering
Fashion Design
Health Information Technology
Law Enforcement & Correctional Administration
Legal Assistant
Mental Health Services
Office Administration
Paramedicine
Physical Therapist Assistant

Respiratory Care
Robotics/Mechatronics Technology
Surgical Technologist

ASSOCIATE OF SCIENCE
Business Administration Transfer
Engineering Transfer
Nursing

ASSOCIATE OF SCIENCE
IN ENGINEERING
Electrical Engineering

CERTIFICATES
Accounting
Addiction Counseling
Allied Human Services
Biotechnology Lab Science
Coding Specialist
Construction Supervision
Cyber Security and Assurance
Early Childhood Education
Fashion Design
Information Technology Basic Skills
Lab Animal Science
Paramedic
Paramedic Bridge
Practical Nursing
Special Education Assistant
Substitute Teacher
### Program Coordinator Contact Information

**DEGREE AND DEGREE OPTION PROGRAMS**

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<thead>
<tr>
<th>Program</th>
<th>Contact Information</th>
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<tr>
<td>Accounting</td>
<td>Brian Lazarus, Liberty LSB 340</td>
<td>410-462-7468</td>
</tr>
<tr>
<td>Allied Human Services</td>
<td>Albert Phillips, Liberty MNB 253C</td>
<td>443-415-5384</td>
</tr>
<tr>
<td>Art Option</td>
<td>Carlton Leverette, MNB 155E</td>
<td>410-462-7614</td>
</tr>
<tr>
<td>Arts/Sciences Transfer</td>
<td>Carlton Leverette, Liberty MNB 155E</td>
<td>410-462-7614</td>
</tr>
<tr>
<td>Biotechnology</td>
<td>Dr. Kathleen Norris, BIOP 233D</td>
<td>410-637-3805</td>
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<tr>
<td>Business Administration</td>
<td>Cortez Walker, Liberty MNB 231E</td>
<td>410-462-7695</td>
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<tr>
<td>Business Administration Transfer</td>
<td>Cortez Walker, Liberty MNB 231E</td>
<td>410-462-7695</td>
</tr>
<tr>
<td>Computer-Aided Drafting and Design</td>
<td>Yohannes Weldegiorgis, Liberty MNB 323A</td>
<td>410-462-8522</td>
</tr>
<tr>
<td>Computer Information Systems</td>
<td>Chima Ugah, Liberty LSB 344</td>
<td>410-462-8542</td>
</tr>
<tr>
<td>Construction Supervision</td>
<td>Solomon Fakinlede, Liberty MNB 163</td>
<td>410-462-8326</td>
</tr>
<tr>
<td>Cyber Security and Assurance</td>
<td>Chima Ugah, Liberty LSB 344</td>
<td>410-462-8542</td>
</tr>
<tr>
<td>Dental Hygiene</td>
<td>Annette Russell, Liberty LSB 220</td>
<td>410-462-7718</td>
</tr>
<tr>
<td>Early Childhood Education</td>
<td>Darlene Godwin, Liberty MNB 253I</td>
<td>410-462-8521</td>
</tr>
<tr>
<td>Electrical Engineering</td>
<td>Michael Kaye, Liberty LSB 207</td>
<td>410-462-8401</td>
</tr>
<tr>
<td>Elementary Education/Generic Special Education Pre-K-12</td>
<td>Lorraine Brown, Liberty MNB 253G</td>
<td>410-462-7781</td>
</tr>
<tr>
<td>Engineering Transfer</td>
<td>Michael Kaye, Liberty LSB 207</td>
<td>410-462-8401</td>
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<tr>
<td>Fashion Design</td>
<td>Samii Kennedy-Benson, Liberty MNB 217</td>
<td>410-462-8404</td>
</tr>
<tr>
<td>General Studies Transfer</td>
<td>Dr. Dennis Weeks, Liberty MNB 212E</td>
<td>410-462-7405</td>
</tr>
<tr>
<td>Health Information Technology</td>
<td>Jacqueline McNair, Liberty NRS 302K</td>
<td>410-462-7735</td>
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<tr>
<td>Law Enforcement and Correctional Administration</td>
<td>Dr. Dennis Weeks, Liberty MNB 212E</td>
<td>410-462-7405</td>
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<tr>
<td>Legal Assistant</td>
<td>Dr. Dennis Weeks, Liberty MNB 212E</td>
<td>410-462-7405</td>
</tr>
<tr>
<td>Mathematics Transfer</td>
<td>Thao-Nhi Luu, Liberty LSB 221</td>
<td>410-462-7681</td>
</tr>
<tr>
<td>Mental Health Services</td>
<td>Albert A. Phillips, Liberty MNB 253C</td>
<td>410-462-7740</td>
</tr>
<tr>
<td>Music Option</td>
<td>Charles Arnette, Liberty MNB 071B</td>
<td>410-462-8220</td>
</tr>
<tr>
<td>Nursing (AD)</td>
<td>Deirdre Stokes, Liberty NRS 311</td>
<td>410-462-7778</td>
</tr>
<tr>
<td>Office Administration</td>
<td>Cynthia Webb, Liberty MNB 309A</td>
<td>410-462-7696</td>
</tr>
<tr>
<td>Paramedic</td>
<td>Arthur Kohne, Liberty NRS, 302-D</td>
<td>410-462-7731</td>
</tr>
<tr>
<td>Physical Therapist Assistant</td>
<td>Dr. James Dyett, Liberty MNB 117D</td>
<td>410-462-7723</td>
</tr>
<tr>
<td>Respiratory Care</td>
<td>Ed Monaghan, Liberty MNB 231F</td>
<td>410-462-7746</td>
</tr>
<tr>
<td>Science Transfer</td>
<td>Dr. Adewale Laditan, Liberty LSB 335</td>
<td>410-462-7483</td>
</tr>
<tr>
<td>Surgical Technology</td>
<td>Andrea Drisdom, NRS 309</td>
<td>410-462-7756</td>
</tr>
<tr>
<td>Teacher Education Transfer</td>
<td>Lorraine Brown, Liberty MNB 253G</td>
<td>410-462-7781</td>
</tr>
<tr>
<td>Theatre Option</td>
<td>Dr. Katana Hall, Liberty MNB 164C</td>
<td>410-462-8314</td>
</tr>
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### CERTIFICATE AND CERTIFICATE TRACKS

<table>
<thead>
<tr>
<th>Program</th>
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<tbody>
<tr>
<td>Accounting</td>
<td>Brian Lazarus, Liberty LSB 340</td>
<td>410-462-7468</td>
</tr>
<tr>
<td>Addiction Counseling</td>
<td>George Andrews, Liberty MNB 253D</td>
<td>410-462-7743</td>
</tr>
<tr>
<td>Allied Human Services</td>
<td>Albert Phillips, Liberty MNB 231B</td>
<td>443-415-5384</td>
</tr>
<tr>
<td>Biotechnology Lab Science</td>
<td>Amrita Madabushi, Ph.D. BIOP 233B</td>
<td>410-637-3803</td>
</tr>
<tr>
<td>Coding Specialist</td>
<td>Jacqueline McNair, Liberty NRS 302K</td>
<td>410-462-7735</td>
</tr>
<tr>
<td>Information Technology Basic Skills</td>
<td>Chima Ugah, Liberty LSB 344</td>
<td>410-462-8542</td>
</tr>
<tr>
<td>Cyber Security and Assurance</td>
<td>Chima Ugah, Liberty LSB 344</td>
<td>410-462-8542</td>
</tr>
<tr>
<td>Construction Supervision</td>
<td>Solomon Fakinlede, Liberty MNB 163</td>
<td>410-462-8326</td>
</tr>
<tr>
<td>Early Childhood Administration</td>
<td>Darlene Godwin, Liberty MNB 253I</td>
<td>410-462-8521</td>
</tr>
<tr>
<td>Fashion Design</td>
<td>Samii Kennedy-Benson, Liberty MNB 217</td>
<td>410-462-8404</td>
</tr>
<tr>
<td>Lab Animal Science</td>
<td>Amrita Madabushi, Ph.D. BIOP 233B</td>
<td>410-637-3803</td>
</tr>
<tr>
<td>Paramedic Bridge</td>
<td>Arthur Kohne, Liberty NRS, 302-D</td>
<td>410-462-7731</td>
</tr>
<tr>
<td>Paramedic</td>
<td>Arthur Kohne, Liberty NRS, 302-D</td>
<td>410-462-7731</td>
</tr>
<tr>
<td>Practical Nursing</td>
<td>Brenda Overton, Liberty NRS 304</td>
<td>410-462-7766</td>
</tr>
<tr>
<td>Special Education Assistant</td>
<td>Lorraine Brown, Liberty MNB 253G</td>
<td>410-462-7781</td>
</tr>
<tr>
<td>Substitute Teacher</td>
<td>Dr. Dennis Weeks, Liberty MNB 212 E</td>
<td>410-462-7405</td>
</tr>
</tbody>
</table>
# ACADEMIC CALENDAR 2015 – 2016

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<table>
<thead>
<tr>
<th>FALL SEMESTER 2015 (A159)</th>
<th>FALL – 16WK</th>
<th>FALL I – 8WK</th>
<th>FALL – 12WK</th>
<th>FALL II – 8WK</th>
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<tbody>
<tr>
<td>Early Registration Fall*</td>
<td></td>
<td></td>
<td>MON, APR 27-SUN, AUG 9</td>
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</tr>
<tr>
<td>(Payment Due Mon, Aug 10)</td>
<td></td>
<td></td>
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<td></td>
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<tr>
<td>Special Registration</td>
<td></td>
<td>MON, AUG 17-SAT, AUG 22 (Community Partners Internal/External)</td>
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</tr>
<tr>
<td>Last Day to Apply for Graduation</td>
<td>MON, Aug 31</td>
<td>MON, AUG 31</td>
<td>MON, SEP 21</td>
<td>MON, OCT 26</td>
</tr>
<tr>
<td></td>
<td>TUE, DEC 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Registration</td>
<td>MON, AUG 10-</td>
<td>MON, AUG 10-</td>
<td>MON, AUG 10-</td>
<td>MON, AUG 10-</td>
</tr>
<tr>
<td>(Payment Due at Registration)</td>
<td>SAT, AUG 29</td>
<td>SAT, AUG 29</td>
<td>SAT, SEP 19</td>
<td>SAT, OCT 24</td>
</tr>
<tr>
<td>Seniors Registration</td>
<td>THU, AUG 27-</td>
<td>THU, AUG 27-</td>
<td>THU, SEP 17-</td>
<td>THU, OCT 22-</td>
</tr>
<tr>
<td>(Seniors age 60 and over)</td>
<td>SAT, AUG 29</td>
<td>SAT, AUG 29</td>
<td>SAT, SEP 19</td>
<td>SAT, OCT 24</td>
</tr>
<tr>
<td>Class Sessions Begin</td>
<td>MON, AUG 31</td>
<td>MON, AUG 31</td>
<td>MON, SEP 21</td>
<td>MON, OCT 26</td>
</tr>
<tr>
<td>Add/Drop Period</td>
<td>MON, AUG 31-</td>
<td>MON, AUG 31-</td>
<td>MON, SEP 21-</td>
<td>MON, OCT 26-</td>
</tr>
<tr>
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<td>TUE, SEP 8</td>
<td>TUE, SEP 1</td>
<td>TUE, SEP 22</td>
<td>TUE, OCT 27</td>
</tr>
<tr>
<td>Mid-term and Academic</td>
<td>MON, OCT 19</td>
<td>MON, SEP 21</td>
<td>MON, OCT 26</td>
<td>MON, NOV 16</td>
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<tr>
<td>Performance Alerts</td>
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<tr>
<td>Reporting</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Early Registration</td>
<td>MON, NOV 16-</td>
<td>MON, NOV 16-</td>
<td>MON, NOV 16-</td>
<td>MON, NOV 16-</td>
</tr>
<tr>
<td>Winter 2016*</td>
<td>SUN, DEC 20</td>
<td>SUN, DEC 20</td>
<td>SUN, DEC 20</td>
<td>SUN, DEC 20</td>
</tr>
<tr>
<td>(Payment Due Mon, Jan 4)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Early Registration</td>
<td>MON, NOV 16-</td>
<td>MON, NOV 16-</td>
<td>MON, NOV 16-</td>
<td>MON, NOV 16-</td>
</tr>
<tr>
<td>Spring 2016*</td>
<td>SUN, JAN 3</td>
<td>SUN, JAN 3</td>
<td>SUN, JAN 3</td>
<td>SUN, JAN 3</td>
</tr>
<tr>
<td>(Payment Due Mon, Jan 4)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Last Day to Withdraw</td>
<td>SAT, NOV 21</td>
<td>SAT, OCT 10</td>
<td>SAT, NOV 21</td>
<td>SAT, DEC 5</td>
</tr>
<tr>
<td>(&quot;W&quot; Code on Transcript)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Last Day of Classes</td>
<td>SUN, DEC 13</td>
<td>SUN, OCT 25</td>
<td>SUN, DEC 13</td>
<td>SUN, DEC 13</td>
</tr>
<tr>
<td>Final Exams Period</td>
<td>MON, DEC 14-</td>
<td>Last Class Meeting</td>
<td>MON, DEC 14-</td>
<td>MON, DEC 14-</td>
</tr>
<tr>
<td></td>
<td>SUN, DEC 20</td>
<td></td>
<td>SUN, DEC 20</td>
<td>SUN, DEC 20</td>
</tr>
<tr>
<td>Class Sessions End</td>
<td>SUN, DEC 20</td>
<td>SUN, OCT 25</td>
<td>SUN, DEC 20</td>
<td>SUN, DEC 20</td>
</tr>
<tr>
<td>Final Grades Due by Noon</td>
<td>WED, DEC 23</td>
<td>WED, OCT 30</td>
<td>WED, DEC 23</td>
<td>WED, DEC 23</td>
</tr>
</tbody>
</table>

**Holidays/No Classes**

- **Community Forum, THU, AUG 20** • No College Services
- **Full-time Faculty Academy, FRI, AUG 21** • No Academic Classes
- **Adjunct Faculty Academy, SAT, AUG 22** • No Academic Classes
- **Labor Day Weekend, SAT, SEP 5-SUN, SEP 6** • No College Services

**Labor Day Holiday, MON, SEP 7 • College Closed**

Convocation, WED, SEP 16 • No Academic Classes and Student Services 12-2 pm

**Thanksgiving Holiday, THU, NOV 26-FRI, NOV 27 • College Closed**

Thanksgiving Holiday Weekend

SAT, NOV 28-SUN, NOV 29 • No Academic Classes and College Services

**Winter Recess, THU, DEC 24-SUN, JAN 3 • College Closed**

*Online Registration and Payment Services available.
## ACADEMIC CALENDAR 2015 – 2016

**DISCLAIMER:** This academic calendar is subject to periodic review and revision. Please check the BCCC website for the most up to date version. Provided by the Registrar, Office of Records and Registration, BCCC, Liberty Campus MNB08; September 10, 2015.

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>WINTER SESSION 2016 (A160)</strong></td>
<td></td>
</tr>
<tr>
<td>Early Registration Winter* (Payment Due Mon, Dec 21)</td>
<td>MON, NOV 16-SUN, DEC 20</td>
</tr>
<tr>
<td>Early Registration Spring 2016* (Payment Due Mon, Jan 4)</td>
<td>MON, NOV 16-SUN, JAN 3</td>
</tr>
<tr>
<td>General Registration* (Payment Due at Registration)</td>
<td>MON, DEC 21-SUN, JAN 3</td>
</tr>
<tr>
<td>Seniors Registration (Seniors age 60 and over)</td>
<td>TUE, DEC 22-WED, DEC 23</td>
</tr>
<tr>
<td>Class Session Begins</td>
<td>MON, JAN 4</td>
</tr>
<tr>
<td>Add/Drop Period</td>
<td>MON, JAN 4-TUE, JAN 5</td>
</tr>
<tr>
<td>Last Day to Withdraw (*&quot;W&quot; Code on Transcript)</td>
<td>SAT, JAN 16</td>
</tr>
<tr>
<td>Class Session Ends</td>
<td>SUN, JAN 24</td>
</tr>
<tr>
<td>Final Exams Period</td>
<td>Last Class Meeting</td>
</tr>
<tr>
<td>Final Grades Due by Noon</td>
<td>TUE, JAN 26</td>
</tr>
<tr>
<td><strong>Holidays/No Classes</strong>* <strong>(A160)</strong></td>
<td>Winter Recess, THU, DEC 24-SUN, JAN 3 • College Closed</td>
</tr>
<tr>
<td></td>
<td>Community Forum, THU, JAN 14 • No College Services</td>
</tr>
<tr>
<td></td>
<td>Full-time Faculty Academy, FRI, JAN 15 • No Academic Classes</td>
</tr>
<tr>
<td></td>
<td>Adjunct Faculty Academy, SAT, JAN 16 • No Academic Classes</td>
</tr>
<tr>
<td></td>
<td>Dr. Martin Luther King Jr.’s Birthday, MON, JAN 18 • College Closed</td>
</tr>
</tbody>
</table>

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## ACADEMIC CALENDAR 2015 – 2016

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### SPRING SEMESTER 2016 (A161)

<table>
<thead>
<tr>
<th></th>
<th>SPRING – 16WK</th>
<th>SPRING I – 8WK</th>
<th>SPRING – 12WK</th>
<th>SPRING II – 8WK</th>
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</thead>
<tbody>
<tr>
<td><strong>Early Registration Spring</strong></td>
<td>MON, NOV 16-SUN, JAN 3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Payment Due Mon, Jan 4)</td>
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<td></td>
</tr>
<tr>
<td><strong>Special Registration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MON, JAN 11-SAT, JAN 16 (Community Partners Internal/External)</td>
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<td></td>
</tr>
<tr>
<td><strong>Last Day to Apply for Graduation</strong></td>
<td></td>
<td></td>
<td>TUE, APR 5</td>
<td></td>
</tr>
<tr>
<td><strong>General Registration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Payment Due at Registration)</td>
<td>MON, JAN 4- SAT, JAN 23</td>
<td>MON, JAN 4- SAT, JAN 23</td>
<td>MON, JAN 4- SAT, FEB 13</td>
<td>MON, JAN 4- SAT, MAR 26</td>
</tr>
<tr>
<td><strong>Seniors Registration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Seniors age 60 and over)</td>
<td>THU, JAN 21- SAT, JAN 23</td>
<td>THU, JAN 21- SAT, JAN 23</td>
<td>THU, FEB 11- SAT, FEB 13</td>
<td>THU, MAR 24- SAT, MAR 26</td>
</tr>
<tr>
<td><strong>Class Sessions Begin</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MON, JAN 25</td>
<td>MON, JAN 25</td>
<td>MON, FEB 15</td>
<td>MON, MAR 28</td>
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<tr>
<td><strong>Add/Drop Period</strong></td>
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<td></td>
<td></td>
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<tr>
<td>MON, JAN 25-MON, FEB 1</td>
<td>MON, JAN 25-TUE, JAN 26</td>
<td>MON, FEB 15-TUE, FEB 16</td>
<td>MON, MAR 28-TUE, MAR 29</td>
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<tr>
<td><strong>Mid-term and Academic Performance Alerts Reporting</strong></td>
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<tr>
<td>MON, MAR 14</td>
<td>MON, FEB 22</td>
<td>MON, MAR 28</td>
<td>MON, APR 18</td>
<td></td>
</tr>
<tr>
<td><strong>Last Day to Withdraw (&quot;W&quot; Code on Transcript)</strong></td>
<td>SAT, APR 23</td>
<td>SAT, MAR 5</td>
<td>SAT, APR 23</td>
<td>SAT, MAY 7</td>
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<tr>
<td><strong>Early Registration Summer 2016</strong></td>
<td>MON, APR 25-MON, MAY 30</td>
<td>MON, APR 25-MON, MAY 30</td>
<td>MON, APR 25-MON, MAY 30</td>
<td>MON, APR 25-MON, MAY 30</td>
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<tr>
<td>(Payment Due Tue, May 31)</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td><strong>Early Registration Fall 2016</strong></td>
<td>MON, APR 25-SUN, AUG 7</td>
<td>MON, APR 25-SUN, AUG 7</td>
<td>MON, APR 25-SUN, AUG 7</td>
<td>MON, APR 25-SUN, AUG 7</td>
</tr>
<tr>
<td>(Payment Due Mon, Aug 8)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Last Day of Classes</strong></td>
<td>SUN, MAY 15</td>
<td>SUN, MAR 20</td>
<td>SUN, MAY 15</td>
<td>SUN, MAY 15</td>
</tr>
<tr>
<td><strong>Final Exams Period</strong></td>
<td>MON, MAY 16-SUN, MAY 22</td>
<td>Last Class Meeting</td>
<td>MON, MAY 16-SUN, MAY 22</td>
<td>MON, MAY 16-SUN, MAY 22</td>
</tr>
<tr>
<td><strong>Class Sessions End</strong></td>
<td>SUN, MAY 22</td>
<td>SUN, MAR 20</td>
<td>SUN, MAY 22</td>
<td>SUN, MAY 22</td>
</tr>
<tr>
<td><strong>Final Grades Due by Noon</strong></td>
<td>THU, MAY 26</td>
<td>THU, MAR 24</td>
<td>THU, MAY 26</td>
<td>THU, MAY 26</td>
</tr>
</tbody>
</table>

**Holidays/No Classes**

- Community Forum, THU, JAN 14 ● No College Services
- Full-time Faculty Academy, FRI, JAN 15 ● No Academic Classes
- Adjunct Faculty Academy, SAT, JAN 16 ● No Academic Classes
- **Dr. Martin Luther King Jr.’s Birthday, MON, JAN 18 ● College Closed**
- Spring Break, MON, MAR 21-SUN, MAR 27 ● College Open
  (No Academic Classes and Student Services)
- **Good Friday Holiday, FRI, MAR 25 ● College Closed**
- **Memorial Day, MON, MAY 30 ● College Closed**
- Commencement 2016, SAT, JUN 4 ● No College Services

*Online Registration and Payment Services available.*

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**IMPORTANT INFORMATION**

1. **Winter / Spring 2016 Credit Class Schedule**
2. BALTIMORE CITY COMMUNITY COLLEGE • CREDIT SCHEDULE OF CLASSES
ACADEMIC CALENDAR 2015 – 2016

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**SUMMER SESSIONS 2016 (A166)**

<table>
<thead>
<tr>
<th>SUMMER I – 5WK</th>
<th>SUMMER I – 8WK</th>
<th>SUMMER II – 5WK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Registration Summer* (Payment Due Tue, May 31)</td>
<td>MON, APR 25-MON, MAY 30</td>
<td></td>
</tr>
<tr>
<td>Last Day to Apply for Graduation</td>
<td>TUE, AUG 16</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SUMMER I – 5WK</th>
<th>SUMMER I – 8WK</th>
<th>SUMMER II – 5WK</th>
</tr>
</thead>
<tbody>
<tr>
<td>Early Registration Fall 2016* (Payment Due Mon, Aug 8)</td>
<td>MON, APR 25-MON, AUG 8</td>
<td>MON, APR 25-MON, AUG 8</td>
</tr>
<tr>
<td>General Registration (Payment Due at Registration)</td>
<td>TUES, MAY 31-FRI, JUN 3</td>
<td>TUES, MAY 31-FRI, JUN 3</td>
</tr>
<tr>
<td>Seniors Registration (Seniors age 60 and over)</td>
<td>THU, JUN 2-SAT, JUN 4</td>
<td>THU, JUN 2-SAT, JUN 4</td>
</tr>
<tr>
<td>Class Session Begins</td>
<td>MON, JUN 6</td>
<td>MON, JUN 6</td>
</tr>
<tr>
<td>Add/Drop Period</td>
<td>MON, JUN 6-TUE, JUN 7</td>
<td>MON, JUN 6-TUE, JUN 7</td>
</tr>
<tr>
<td>Last Day to Withdraw (“W” Code on Transcript)</td>
<td>SAT, JUN 25</td>
<td>SAT, JUN 18</td>
</tr>
<tr>
<td>Class Session Ends</td>
<td>SUN, JUL 10</td>
<td>SUN, JUL 31</td>
</tr>
<tr>
<td>Final Exams Period</td>
<td>Last Class Meeting</td>
<td>Last Class Meeting</td>
</tr>
<tr>
<td>Final Grades Due by Noon</td>
<td>FRI, JUL 15</td>
<td>FRI, AUG 5</td>
</tr>
<tr>
<td>HOLIDAYS/No Classes*</td>
<td>Independence Day (4th of July), MON, JUL 4 ● College Closed</td>
<td></td>
</tr>
</tbody>
</table>

*Online Registration and Payment Services available.
5 Steps to Enrollment Success

1. **Apply for Admissions**
   a) **Schedule Pre-Admission Advising**
   b) **Complete Application** (fee)
   c) **Schedule New Student Orientation**
      (in-person or online)

   Admissions Office
   Liberty, Main 02 (410) 462-8300 or
   Harbor, Room 03 (410) 986-3234 or
   Go to www.bccc.edu/admissions

2. **Choose a Payment Option**
   a) **Apply For Financial Aid**
      Financial Aid Office
      Liberty, Main 024 (410) 462-8500 or
      Go to www.fafsa.ed.gov
   b) **Setup a Payment Plan**
      Go to www.bccc.edu/studentaccounting
      Go to: “How do I setup a payment plan?”
   c) **Direct Payment** (cash, check, credit card, money order or 3rd party)
      Cashier’s Office
      Liberty, Main 051C (410) 462-8472 or
      Harbor, Room 03 (410) 986-3234 or
      Go to www.bccc.edu/paymentoptions

3. **Take Placement Test**
   a) **Take the ACCUPLACER Review**
      Go to www.bccc.edu/testcenter
   b) **Schedule a Test**
      Go to www.bccc.edu/testcenter
   c) **Take the ACCUPLACER Test**
      Test Center
      Liberty, Main 4B (410) 462-7666

4. **Enroll**
   a) **Meet with Your Advisor**
      Student Success Center
      Liberty, Main 20 (410) 462-8555
   b) **Register for Classes**
      Registrar’s Office
      Liberty, Main 08 (410) 462-7777 or
      Go to www.bccc.edu/registrationoptions
   c) **Pay Your Bill**
      Cashier’s Office
      Liberty, Main 51C (410) 462-8472 or
      Harbor, Room 03 (410) 986-3234 or
      Go to www.bccc.edu/studentaccounting

5. **Prepare for Class**
   a) **Print Your Schedule**
      Located on the Student Portal
      Go to www.bccc.edu/pantherportal
   b) **Buy Books and Supplies**
      Bookstore
      Liberty, Main 013 (410) 462-8484
      Go to www.bccc.edu/bookstore
   c) **Obtain Student ID**
      Public Safety
      Liberty, Main 51B (410) 462-7700
   d) **Buy Parking/Transit Pass**
      Cashier’s Office Liberty, Main 51C (410) 462-8472
   e) **Attend Classes**
      Check your schedule on the Student Portal
      Go to www.bccc.edu/pantherportal
DISABILITY SUPPORT SERVICES CENTER

Liberty Campus, Main Building, Room 023 • Phone: 410-462-8585 • TTY: 410-462-8584

The Disability Support Services Center (DSSC) supports the success of every BCCC student with a disability. Students with documented disabilities are provided with reasonable accommodations to meet all essential academic standards. By talking to students one-on-one, we are available to help students assess their academic progress, learn strategies for successfully navigating the demands of college, and discover their academic strengths and weaknesses.

HOW TO REGISTER WITH DSSC

While students with disabilities are not required to register with DSSC, it is highly recommended that they do so.
• Visit the DSSC and obtain the Disability Verification Form or visit us on BCCC website at www.bccc.edu/disabilitysupport.
• Have the form completed by a qualified professional.
• Submit the form to the DSSC.

The DSSC counselor will review the Disability Verification Form and supporting documents to verify your eligibility for services.

SERVICES OFFERED TO DSSC REGISTERED STUDENTS

- **Personal, Academic and Career Counseling**: DSSC provides support for academic planning and encourages students to develop strong self-advocacy skills.
- **Note Takers**: Note takers are provided to students who are unable to take notes.
- **Testing Accommodations**: Testing accommodations are changes in the standard administration of a test including testing procedures and/or formats.
- **Alternate Formats for Written Materials**: Tapes, large print, and electronic format materials are provided. 8-weeks advance notice is necessary for textbooks.
- **Interpreters**: Sign language and oral interpreters are provided with advance notice.
- **Accommodation Letters**: DSSC provides letters for students to take to their instructors as one method of communicating their needs to their instructors.
- **Diagnostic Testing**: DSSC offers psycho-educational assessment to evaluate overall intellectual functioning, cognitive aptitude, and academic achievement.
- **Tutoring**: Peer tutors are provided for DSSC students enrolled in developmental studies courses.
- **Student Success Workshops**: Workshops and assistance regarding study strategies, test-taking, time management, note taking, and test anxiety are provided each semester.
- **Readers and Scribes**: Readers and scribes will be provided for testing purposes. Readers will also be supplied in cases where textbooks are not available or to access library information.
- **Adaptive and Assistive Technology Lab**: The Assistive Technology Lab offers adaptive equipment and software.

Disability Social Security Tuition Waiver

_Students seeking to obtain a Social Security Disability Tuition Waiver must first complete the Free Application for Federal Student Aid (FAFSA) and submit all of the required documentation to the Financial Aid Office._ The waiver only pays for tuition and the fees are the responsibility of the student. If a student receives any form of financial aid that pays for their tuition (grants or scholarships), the student is not eligible for the Social Security Disability Tuition Waiver. Once approved for the Tuition Waiver, each semester the student must submit the waiver and their class schedule to the Financial Aid Office to have the waiver applied to their account.
Students taking an exam in the Test Center at BCCC must schedule an appointment online by visiting the BCCC website at www.bccc.edu/testcenter. Instructions for test exam offerings are listed.

Test Exam Offerings: Accuplacer - Computer Literacy - CLEP - Department Exams - GED - GED LOEP (HARBOR ONLY) - Online Courses - TEAS

Please select a date and time convenient for you. Testing times are:
Monday-Thursday, 9 a.m., 1 p.m. and 5 p.m.
Friday, 9 a.m. and 1 p.m.
Saturday, 10 a.m.

Please contact the Test Center at 410-462-7666 for additional questions.

Accommodations:
The Test Center provides special accommodations for all candidates who qualify for non-standard test administration. Contact the Office of Disability Services for assistance at 410-462-8585.
…Advising MILESTONES...

Have you reached a MILESTONE?

BCCC ensures that students remain on track toward a degree or certificate by requiring degree or certificate seeking students to meet with an advisor once they have completed 15, 30 and 45 credits. Your advisor will review your program, be able to “lift” the Milestone block after discussing required courses and when it is best to take them, and address approval of next semester matters.

Visit the Student Success office today.

CONGRATULATIONS!

You are on your way to completion.

For more information, call 410-462-8555.
FIND YOUR COURSES ON THE BCCC WEBSITE!

Get the most up-to-date course information when you need it!
Access the BCCC schedule from any Internet-equipped computer!
Search for classes by course number, title, instructor or index number!
Help BCCC become a responsible global partner in paper conservation!

HOW TO ACCESS CREDIT CLASS SCHEDULES:

From the BCCC home page (www.bccc.edu) click the Student Portal link on the right side of the page. Under Credit Course Search, click on Course Search.

You are now at the online Credit Course Lookup section.
The steps below briefly explain how to search the credit course lookup for course information.

- First, click on the arrow of the Session box to select your choice of session.
- To select courses by Department, choose a department from the Course by Department drop down menu and click on Submit Lookup.
- To select courses by Course ID, click on the Course ID box and enter Course ID code (eg. ENG for English course). Tab to next box, enter course number (eg. 101 for 101 course), and click on Submit Lookup.
- To select courses by Index, click on box next to Index and enter the Index number (eg. 1022) and click on Submit Lookup.

Repeat above steps to check availability of other classes.

Note: If you want to check a specific course and you know the index number, select the session and then enter the index number in the space provided, and click on Submit Lookup.
Online Registration Steps:

- Log on to Student Portal
- Select "Registration" Under the Credit Courses Column
- Student Portal Log In screen appears
- Enter your Student ID (BCCC issued ID#)
- Enter your temporary PIN (your birth month and year, example: 0880 for August 1980). Click "Submit Information".
- Welcome Screen - Verify Information appears
- Click "Continue"
- Read and follow the instructions at the top of the page and scroll down to reveal the "College Student Registration Worksheet" used to enter index numbers for selected courses.
- Add course index numbers in the on-screen worksheet to show your class schedule.
- Repeat as necessary to add/drop courses.
- When you complete the on-screen worksheet, click "Post Registration" button to finalize your registration and generate your Registration/Confirmation page, which includes tuition and fees.
- Use your Web browser's print function to keep a copy of your registration for your records.

Tips

It is highly recommended that you change your PIN to protect your privacy:

- On the Student Portal Select "Change PIN"
- Enter your temporary PIN in the Old PIN box
- Enter your new PIN in the New PIN box
- Enter your new PIN in the Confirm PIN box
- Click "Submit Information"
- Click the "Main Menu" link (bottom of page)
- At the Student Information Portal, select "Registration"
- Click the appropriate "semester/session" (Fall 2012)
- Click "Submit Information"
IMPORTANT INFORMATION

Winter / Spring 2016 Credit Class Schedule

ORIENTATION for Students Enrolled in ONLINE OR HYBRID COURSES

In order to become familiar with course expectations and the learning management system (Canvas), students who register for online and/or hybrid courses for the first time are required to attend an orientation prior to the start of the semester. The orientations may be done on-campus or through webinars conducted online in real time.

On-campus orientation sessions are usually held at the Liberty Campus, Nursing Building, Room 201, Gaare Auditorium. You do not need to sign up. Check the E-Learning page for date, time and location information for the orientation dates, or click on http://bccc.instructure.com.

Webinars can be done from home, but you must register for a session. To register, follow the directions provided on the Canvas login page approximately three weeks prior to the semester start, or on the E-Learning page of the College’s website.

More information is available at the E-Learning Department, Liberty Campus, Harper Hall, Room 111, Telephone: 410-462-7719 or email at distancelearning@bccc.edu

What is an Online and/or Hybrid Course?
Online courses are taught via the Internet. Students communicate with their instructors and one another asynchronously (not in real time). Course documents, papers and assignments are exchanged through Canvas, the learning management system used at the College, https://bccc.instructure.com. For certain courses, students may be required to come to campus for testing. Hybrid courses are taught partly online, partly in the classroom. Students enrolled in hybrid courses must attend specific on-campus sessions (see course listings for specific dates, times, and locations), and complete the rest of the coursework through the Internet.

Do I Have the Hardware Requirements for Online or Hybrid Courses?
Please contact the E-Learning Department for more specific information regarding required computer and browser capabilities if you have trouble accessing the Canvas-based E-Learning system. Older hardware and browser software may not be compatible.

What Computer Skills or Requirements are Needed for Online or Hybrid Courses?
Students must have adequate computer skills in order to be able to complete online courses successfully. For a self-test of computer skills, students should access the BCCC website at http://www.bccc.edu, (click on E-Learning > Are Online Courses for You?).
SENIOR CITIZENS REGISTRATION PROCEDURE AND DATES

Students should follow these procedures for registration:

1. Refer to the chart below for registration dates. Senior citizens can register two days prior to the start of the semester/session. See an advisor to approve and check availability of class(es).

2. The Senior Citizen Payment Agreement Form is only available in the Schedule of Classes Booklet.

3. After seeing an advisor, students should take the registration forms to one of the following offices:
   - Records and Registration Office, Liberty MNB 08
   - Registration BCED 4, 710 E. Lombard St.

Payment can be made at Liberty or BCED.

<table>
<thead>
<tr>
<th>2016 SEMESTER/SESSION</th>
<th>REGISTRATION DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Winter Session - 3 Week</td>
<td>12/22 – 12/23</td>
</tr>
<tr>
<td>Spring - 16 Week</td>
<td>1/21 – 1/23</td>
</tr>
<tr>
<td>Spring Accelerated I – 8 Week</td>
<td>1/21 – 1/23</td>
</tr>
<tr>
<td>Spring 12 Week</td>
<td>2/11 - 2/13</td>
</tr>
<tr>
<td>Spring Accelerated II – 8 Week</td>
<td>3/24 - 3/26</td>
</tr>
</tbody>
</table>

Senior Citizen Tuition Waivers

Senior citizens (60 or older at the time of registration) are eligible to use Senior Citizen Tuition Waivers to register for credit classes tuition-free on a “seats available” basis, two full business days prior to the start of the semester.
### Office of Records and Registration

#### SENIOR CITIZEN PAYMENT AGREEMENT FORM

**Year: 2016**

<table>
<thead>
<tr>
<th>2016 SEMESTER/SESSION</th>
<th>REGISTRATION DATES</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Winter Session - 3 Week</td>
<td>12/22 – 12/23</td>
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<tr>
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<td>1/21 – 1/23</td>
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</tr>
<tr>
<td>□ Spring Accelerated II – 8 Week</td>
<td>3/24 - 3/26</td>
</tr>
</tbody>
</table>

I certify that I am 60 years of age or older and eligible for the BCCC Senior Citizen Tuition Waiver. I understand that the BCCC Senior Citizen Tuition Waiver is available only for courses in which space is available. If space is not available, at the time registration closes, the Waiver does not apply. If I choose to register early for a class, I agree to be responsible for payment of the full tuition for the course in the event that the class is full by the close of registration.

This is to certify that I have read and understand the Senior Citizen Payment Agreement Form and that I am voluntarily executing this agreement.

---

<table>
<thead>
<tr>
<th>Index Number</th>
<th>Course Code</th>
<th>Number of Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>--------------</td>
<td>-------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------</td>
<td>-------------------</td>
</tr>
</tbody>
</table>

_________________________  _______________________
Student's Signature        Social Security Number

_________________________  _______________________
College Official Signature  Date
Baltimore City Community College
Registration/Add/Drop/Withdrawal Form

Please check if your address has changed since your last semester of attendance.

1. Student ID #: ___________________________ E-mail: ___________________________

2. Name: ___________________________ Last: ___________________________ First: ___________________________ Ml: ___________________________

3. Current Address: ___________________________

City: ___________________________ State: ___________________________ Zip: ___________________________

4. Home #: ___________________________ Work #: ___________________________ Alternate #: ___________________________

5. Major: ___________________________

Dean of Student Development's Signature for 19 or more credits (10 credits for winter/summer sessions) Signature: ___________________________ Date: ___________________________

>>> Advisor's Use ONLY (Signature of approval for course(s). Check box(es) below if student has fulfilled the graduation requirements for PRE and/or Computer Literacy for certificate and/or degree)<<<

- [ ] PRE 100
- [ ] Computer Literacy

Advisor Signature: ___________________________ Advisor Code: ___________________________ Date: ___________________________

Enrollment Data

- [ ] Initial Registration
- [ ] Adding classes to your schedule

*All First Time Students are to register for PRE 100 during their first semester.

<table>
<thead>
<tr>
<th>4-Digit Index Number</th>
<th>Course Code</th>
<th>Campus/ Site</th>
<th>Credit Hours</th>
<th>Billable Hours</th>
<th>Days</th>
<th>Time</th>
<th>Dept. Chair's Initials</th>
<th>If Audit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>PRE 100</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

Drop/Withdrawal Only

- [ ] Class(es) Dropped
- [ ] Class(es) Withdrawal

<table>
<thead>
<tr>
<th>4-Digit Index Number</th>
<th>Course Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

Withdrawal Only: may reduce financial aid award and may result in a financial obligation to the College.**

Financial Aid Office Signature: ___________________________ Date: ___________________________

Please read and sign the following:

To the best of my knowledge, every statement I have made on this Form is correct. By my signature, I acknowledge my responsibility for payment of tuition and fees generated by this registration. I understand that I must make arrangements to pay my bill by the due date and that I am responsible for all charges unless I drop my classes by the end of the Add/Drop period for this semester/session (see back). Failure to attend classes or submit registration changes in writing with the Registrar's Office does not relieve me of my financial obligations to Baltimore City Community College.

I realize that deliberately falsifying or omitting information could be grounds for dismissal from the college. I understand that it is my responsibility to notify the Records and Registration Office of any changes in this information. I accept and agree to abide by all policies and regulations of Baltimore City Community College including those concerning drug and alcohol abuse. I understand that the unlawful use of drugs or alcohol will subject me to the penalties contained in those policies and regulations.

Student Signature: ___________________________ Date: ___________________________ Records & Registration Office Signature: ___________________________ Date: ___________________________
<table>
<thead>
<tr>
<th>Day(s)</th>
<th>Time</th>
<th>Campus</th>
<th>Course Code</th>
<th>Room #</th>
</tr>
</thead>
<tbody>
<tr>
<td>MONDAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TUESDAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WEDNESDAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>THURSDAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRIDAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SATURDAY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Use this worksheet to plan your schedule. Meet with your advisor. Keep for your records.
Methods of Payment

Baltimore City Community College offers convenient options for Students, Parents and Guardians to pay tuition and fees.

Please choose a method that works best for you:

• Pay in person at the Cashiers Office: By cash, check, money order, or debit/credit card (Visa, MasterCard, Discover or American Express). Students, Parents and Guardians paying by personal checks or credit/debit card at the Cashier’s window need to have a valid I.D. Also the Credit Card holder must be present. All checks are processed through TeleCheck; you will need to provide State identification.

• Pay by mail using a check: Please make checks payable to Baltimore City Community College and send it to General Accounting; 2901 Liberty Heights Ave. Baltimore, Maryland 21215. Please allow seven to ten business days for mail and processing time.

• Online Payments: Please login to your account using your Student I.D. and PIN to pay by Credit Card. You can access this through the student portal.

If you have any questions or concerns, please contact the Liberty Campus Cashiers’ Office at (410) 462-8474.

• Student Tuition Payment Plan: NELNET is an option to consider, enrolling in a plan early will result in a lower down payment and more payment options.

• Tuition Remission and Tuition Waivers: Make sure Human Resources faxed your Tuition Remission form or Waiver on the day of registration to the Student Accounting Office. The Student Accounting Office fax number is (410) 462-7477.

• 3rd Party Billing: If you have a 3rd party paying your tuition and fees.

• International Payments: Allows the students to wire money from outside the U.S. to Baltimore City Community College

If you have any questions or concerns, please contact the Student Accounting Office at (410) 462-8333.

• Financial Aid and Scholarship Information

If you have applied for financial aid, grants or scholarships, and have not been awarded prior to the established fee payment deadline, other payment arrangements must be made to ensure that your class schedule is not purged from the registration system. Students should check the status of their financial aid awards at least four weeks before the fee payment deadline.

The Financial Aid Office provides assistance to students in completing the Free Application for Federal Student Aid (FAFSA). For more information, please contact the Financial Aid Office.

If you have any questions or concerns regarding your financial aid eligibility, please visit the Financial Aid Office, room 24 in the Main Building or call 410-462-8500.
STUDENT ACCOUNTING

Student Debts to the College
Debts incurred during any semester must be paid before a student can register for a subsequent semester. BCCC will deny requests for academic transcripts or diplomas until all debts are cleared. After 90 days, uncollected debts are sent to the State of Maryland Central Collection Unit. Costs incurred in collecting delinquent accounts will be charged to the student. The collection fee is 17% of the unpaid balance plus any attorney and court costs.

Bad Check Policy
Any person writing a bad check will not be allowed to pay any debt by check for six months; a certified check, money order, or cash must be used. Any person writing a second bad check will not be allowed to write checks to BCCC. After 90 days without payment, the debt will be referred to the State's Central Collection Unit and a 17% collection fee will be added plus any attorney and court costs.

Tuition Waivers
Baltimore City Community College waives 50 percent of the tuition rate for credit courses for members of the Maryland National Guard, provided that regularly scheduled course space is available, the member of the Guard is enrolled at the College, and the Maryland Adjutant General has certified that the member has at least 24 months remaining to serve or has agreed in writing to serve for a minimum of 24 months.

SENIOR WAIVERS
Seniors add to the diversity of our learning community and are welcome at Baltimore City Community College. In accordance with Maryland State statute, all BCCC students aged 60 years and older are eligible for the BCCC Senior Citizen Tuition Waiver. This waiver exempts senior citizen students from the payment of tuition for classes. Senior students are eligible to register on a “seats available” basis for credit courses.

Senior Citizen Tuition Waiver Guidelines
- The senior tuition waiver may be used on a space available basis only.
- Students may not pre-register for courses for which they plan to use a Senior Citizen Tuition Waiver.
- Senior citizen students who choose to register earlier than the last two days of general registration may do so, and pay the full cost of tuition and fees by completing the Senior Citizen Payment Agreement Form located in the Records and Registration Office, RPC or Student Success Center at the Liberty Campus.

Senior citizen students should follow the procedures below for registration:
- See an advisor to approve and check availability of course(s)
- Register during the last two days of the general registration period for a given semester/session. (Check Schedule of Classes for dates). For additional information about the Senior Citizen Tuition Waiver, please contact the Records and Registration Office at 410-462-7777.

Student Account Adjustment Request
The College permits adjustment to a student's account in the form of a refund based on the Withdrawal and Refund policies for credit courses. Additionally, a student's account may be adjusted for extraordinary circumstances causing exceptions to these policies. An Appeal Request for such exceptions must be submitted immediately, and no request will be considered more than one year beyond the semester in question. Forms may be obtained from the Student Accounting Office, Liberty Campus Main Building Room 027.

Deferred Payment Plan (Nelnet)
Baltimore City Community College uses Nelnet to process Deferred Payment plans. The Deferred Payment plan is available for the Spring and Fall semesters only. The payment plan requires students to use a credit card, debit card, checking or savings account. Students can use MasterCard, Visa, Discover or American Express. Each month, payments are automatically withdrawn from your credit/debit card or checking/savings account. If a student adds or drops courses, the student should contact Nelnet or the Student Accounting Office. The student must submit changes to Nelnet by the 1st of each month in order to adjust their Nelnet payments.

If you are a noncredit student participating in the Multi-Skills program, please contact the Student Accounting office at 410-462-8333 for the details of setting up a payment plan.

Deferment Schedule Spring 2016
For Credit and Non Credit classes

<table>
<thead>
<tr>
<th>Last day to enroll online</th>
<th>Required down payment</th>
<th>Number of payments</th>
<th>Months of payments</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/03/2015</td>
<td>None</td>
<td>5</td>
<td>December - April</td>
</tr>
<tr>
<td>12/31/2015</td>
<td>None</td>
<td>4</td>
<td>January - April</td>
</tr>
<tr>
<td>01/27/2016</td>
<td>25%</td>
<td>3</td>
<td>February - April</td>
</tr>
<tr>
<td>02/25/2016</td>
<td>50%</td>
<td>2</td>
<td>March - April</td>
</tr>
</tbody>
</table>
Maintaining access to higher education is Baltimore City Community College's primary objective, along with offering academic programs of high quality to support career preparation and college transfer. Although fiscal considerations may require changes in tuition and fee rates, BCCC continues to strive to keep its tuition and fees affordable and remains one of Maryland's most affordable higher education institutions.

<table>
<thead>
<tr>
<th>Credit Hours</th>
<th>TUITION PER CREDIT</th>
<th>TOTAL TUITION</th>
<th>FEES</th>
<th>TOTAL TUITION &amp; FEES</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>In State</td>
<td>Out of State</td>
<td>In State</td>
<td>Out of State</td>
</tr>
<tr>
<td>1</td>
<td>$88</td>
<td>$230</td>
<td>$88</td>
<td>$230</td>
</tr>
<tr>
<td>2</td>
<td>$88</td>
<td>$230</td>
<td>$176</td>
<td>$460</td>
</tr>
<tr>
<td>3</td>
<td>$88</td>
<td>$230</td>
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<td>$690</td>
</tr>
<tr>
<td>4</td>
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<td>7</td>
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<td>8</td>
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<td>10</td>
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<tr>
<td>11</td>
<td>$88</td>
<td>$230</td>
<td>$968</td>
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</tr>
<tr>
<td>12</td>
<td>$88</td>
<td>$230</td>
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<td>13</td>
<td>$88</td>
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<td>14</td>
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<tr>
<td>18</td>
<td>$88</td>
<td>$230</td>
<td>$1,584</td>
<td>$4,140</td>
</tr>
</tbody>
</table>

NOTE:
Foreign students with a student or non-immigrant visa are classified as out-of-state. Out-of-State students and Foreign Non-Immigrant Residents must pay $230 per credit hour.

The following fees must be paid by all students, as applicable:
- Registration Fee: $20 non-refundable per semester to students registering for credit courses
- Application Fee: $10 non-refundable, one time only
- Transcript Fee: $5 per request
- Deferred Payment Fee: $20
- Returned Check Fee: $25
- Parking Fees at $25/Semester full time, $15/Semester part time; and, $15 for full time or part time for Summer enrollment
- Examinations for Students from other Colleges: $25

*Late Payment Fees by which there will be a 17 percent, collection fee added to debts outstanding for more than 90 days when referred to the State Central Collection Unit

* Various additional fees including ID/ Hang Tag/Diploma Replacements, etc.,

* The Consolidated Fee is fully refundable prior to the start of the classes.

* Facilities Capital Fee: $11 per semester

NOTE: The College reserves the right to change tuition and fees, revise course content, cancel classes, or change instructor assignments without prior notice. Enrollment is not official until payment has been made.

Any refunds owed to students are submitted to the State of Maryland after the final add/drop period for the semester. Based on the College's refund policy. All refund checks must be issued through the State of Maryland. The Academic Calendar is located at http://www.bccc.edu/academicinfo
Tuition and Fees: FY 2016  
Effective the Spring 2016 semester

Maintaining access to higher education is Baltimore City Community College’s primary objective, along with offering academic programs of high quality to support career preparation and college transfer. Although fiscal considerations may require changes in tuition and fee rates, BCCC continues to strive to keep its tuition and fees affordable and remains one of Maryland’s most affordable higher education institutions.

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<td>In State</td>
<td>Out of State</td>
</tr>
<tr>
<td>1</td>
<td>$96</td>
<td>$245</td>
<td>$96</td>
<td>$245</td>
</tr>
<tr>
<td>2</td>
<td>$96</td>
<td>$245</td>
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</tr>
<tr>
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<td>$245</td>
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<td>7</td>
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<td>$245</td>
<td>$672</td>
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<td>$1,056</td>
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<tr>
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<td>$96</td>
<td>$245</td>
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<td>$2,940</td>
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<tr>
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<td>$245</td>
<td>$1,152</td>
<td>$2,940</td>
</tr>
<tr>
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<td>$245</td>
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<td>15</td>
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<td>$2,940</td>
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<tr>
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<td>$245</td>
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<td>$4,655</td>
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<tr>
<td>20</td>
<td>$96</td>
<td>$245</td>
<td>$1,920</td>
<td>$4,900</td>
</tr>
</tbody>
</table>

NOTE:
Foreign students with a student or non-immigrant visa are classified as out-of-state.
Out-of-State students and Foreign Non-Immigrant Residents must pay $245 per credit hour.

The following fees must be paid by all students, as applicable:
* Registration Fee: $20 non-refundable per semester to students registering for credit courses
* Application Fee: $10 non-refundable, one time only
* Transcript Fee: $5 per request
* Deferred Payment Fee: $20
* Returned Check Fee: $25
* Parking Fees at $25/Semester full time, $15/Semester part time; and, $15 for full time or part time for Summer enrollment
* Examinations for Students from other Colleges: $25

*Late Payment Fees by which there will be a 17 percent, collection fee added to debts outstanding for more than 90 days when referred to the State Central Collection Unit

* Various additional fees including ID/ Hang Tag/Diploma Replacements, etc.,

* The Consolidated Fee is fully refundable prior to the start of the classes.
* Facilities Capital Fee: $11 per semester

NOTE: The College reserves the right to change tuition and fees, revise course content, cancel classes, or change instructor assignments without prior notice. Enrollment is not official until payment has been made.

Any refunds owed to students are submitted to the State of Maryland after the final add/drop period for the semester. Based on the College’s refund policy. All refund checks must be issued through the State of Maryland.
The Academic Calendar is located at http://www.bccc.edu/academicinfo
Return to Title IV (R2T4)

As part of the Higher Education Act, amended in 1998, Congress passed regulations that dictate how Federal Student Aid funds are handled when a student withdraws officially from classes or stops attending classes during any given semester (unofficial withdrawal). These regulations require that a Return to Title IV (R2T4) calculation be performed in order to determine the amount of aid the student has earned.

Even though students are awarded and allowed to use their financial aid to register, the student is still required to earn the aid by attending classes up to the point that 61% of the semester has passed. When the student attends classes after 61% of the semester has passed, the student has earned all of the Title IV funds that he or she was awarded or was scheduled to receive.

When the student completely withdraws from the semester or stops attending classes before 61% of the semester has passed, the student has failed to earn all of the financial aid that he or she received. Therefore, the college will need to determine how much of the aid must be returned to the Title IV program by the college and the student.

Baltimore City Community College must calculate the amount of the earned aid by using the date of the student’s withdrawal from the college or the date the student stopped attending classes or the last date that the student attended an academically-related activity to determine the withdrawal date.

The Return to Title IV calculation is based on the total number of days in the semester compared to the total number of days that a student attended classes before the last date of attendance. If the student receives more aid than they ‘earned’, then the ‘unearned portion’ of the student’s aid must be returned to the U.S. Department of Education.

When a student’s award has to be adjusted, the monies that are returned to the U.S. Department of Education will be returned in the following order:
1. Pell
2. Academic Competitiveness Grant (ACG)
3. FSEOG

(BCCC does not participate in the federal student loan programs.)

Students earn the federal portion of their financial aid by attending classes. An example is as follows:

<table>
<thead>
<tr>
<th>Date of Withdrawal</th>
<th># of Days of Class Attend</th>
<th># Days in Semester</th>
<th>% Completed</th>
<th>% of Refund to DOE</th>
</tr>
</thead>
<tbody>
<tr>
<td>8/23</td>
<td>1</td>
<td>110</td>
<td>1%</td>
<td>99%</td>
</tr>
<tr>
<td>9/8</td>
<td>22</td>
<td>110</td>
<td>20%</td>
<td>80%</td>
</tr>
<tr>
<td>10/13</td>
<td>57</td>
<td>110</td>
<td>52%</td>
<td>48%</td>
</tr>
<tr>
<td>10/22</td>
<td>66</td>
<td>110</td>
<td>60%</td>
<td>40%</td>
</tr>
</tbody>
</table>

To earn 100% of the aid awarded the student must withdraw AFTER 60% of the semester has passed. A complete copy of the Return to Title IV Policy can be found on the college’s web page at www.bccc.edu. In addition, a copy of the policy is available in the Financial Aid Office.

Institutional Refund Policy
Baltimore City Community College’s non-federal refund policy may be found in the tuition and fee section of the college catalog or course schedule.

SPECIAL NOTE:
If Baltimore City Community College has to return a portion of the student’s federal and state financial aid due to an official, or unofficial withdrawal (stop attending), those funds will be deducted from the student’s account and the student will owe the college for whatever amount that had to be returned to the U.S. Department of Education.
BOOKSTORE

Conveniently Located in the Main Building, Student Atrium,

WE OFFER:
New and Used Textbooks • Trade Books
Apparel • Software
Electronics and more (by special order)

All students must present a valid BCCC class schedule and picture ID.

NOW PURCHASE TEXTBOOKS ONLINE:

Access the BCCC Online Bookstore via www.bccc.edu
Bookstore tab is on the right hand side of the web page.

<table>
<thead>
<tr>
<th>REGULAR HOURS</th>
<th>BACK TO SCHOOL</th>
<th>SUMMER HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, Thursday</td>
<td>Monday - Thursday</td>
<td>Monday, Tuesday, Thursday</td>
</tr>
<tr>
<td>8:30 a.m. - 5 p.m.</td>
<td>8 a.m. - 7 p.m.</td>
<td>9 a.m. - 5 p.m.</td>
</tr>
<tr>
<td>Tuesday, Wednesday</td>
<td>Friday</td>
<td>Wednesday</td>
</tr>
<tr>
<td>8:30 a.m. - 7 p.m.</td>
<td>8 a.m. - 4 p.m.</td>
<td>9 a.m. - 6 p.m.</td>
</tr>
<tr>
<td>Friday</td>
<td>Saturday</td>
<td>Friday</td>
</tr>
<tr>
<td>8:30 a.m. - 4 p.m.</td>
<td>9 a.m. - 1 p.m.</td>
<td>9 a.m. - 3 p.m.</td>
</tr>
</tbody>
</table>

BOOKSTORE RETURNS POLICY

- All returns must be in resalable condition and accompanied by a receipt. Materials with highlighting, writing, marks, stamps, or labels will not be accepted
- With a valid BCCC receipt, textbook returns during the first TWO WEEKS of the current fall and spring semesters, and during the FIRST WEEK of all 16 weeks or less sessions. Textbooks bought after the first two weeks of the semester will receive a 48 HOUR return privilege. Books are not returnable during the week of final exams. NO EXCEPTIONS
- Custom packaged and shrink wrapped books MUST be returned in their original (unopened) packing
- Study guides, software, lab manual, supplies, electronics, food items, and custom materials cannot be returned.
- General merchandise in perfect condition may be returned within 10 BUSINESS DAYS of purchase
- Cash and check transactions will be refunded in cash. Credit card and financial aid 3rd party transactions will be refunded back to the account.
- All sales are FINAL on clearance merchandise.
- Students whose course has been cancelled may return their books within 2 BUSINESS DAYS after the course has been cancelled with documentation.
- The BCCC bookstore reserves the right to determine the salability of all merchandise.
- BOOK BUYBACKS are held at the end of every semester during FINALS. Inquire within for upcoming dates
- Phone Number: 410-462-8484 • Fax Number: 410-462-7496
PUBLIC SAFETY INFORMATION CENTER

The Public Safety Information Center is located in Room 051B on the ground floor of the Main Building, next to the Cashier’s Office.

Hours: Monday, Tuesday, Thursday and Friday, 8:30 a.m. to 5 p.m.
and Wednesday, 10:30 a.m. to 7 p.m.

PARKING POLICY

All students parking on the Liberty Campus must display a valid BCCC Parking Permit Hangtag. Students may obtain a hangtag by registering with the Public Safety Office. A current College ID and valid vehicle registration are required to purchase a hangtag. Parking with the hangtag is offered on a first-come, first-served basis. Due to limited parking spaces, regulations are strictly enforced by the Public Safety Department. Anyone parking on the Liberty Campus lot without the proper BCCC hangtag will receive a ticket.

DISABILITY PARKING

Designated Disability Parking is available for vehicles that have the MVA-issued disability registration plates or disability placard and the BCCC Parking Permit Hangtag. Disability parking is not available in zones where stopping, standing, or parking is prohibited to all vehicles, and in those spaces reserved for special types of vehicles.

PARKING HANGTAGS PRICES

Please see the Tuition and Fees Schedule on page 25.

PARKING TICKETS

Tickets are payable to the BCCC Cashier. Anyone requesting an appeal for a ticket must do so in writing to the Chief of Public Safety. Ticket prices vary according to the violation. Tickets are also issued for parking in a marked fire lane, reserved handicap parking, or any other designated reserved parking space (designated only by signage). Failure to pay a parking ticket in the allotted timeframe shall cause your vehicle registration to be reported to the Maryland motor vehicle flagging program.

IDENTIFICATION CARDS

All students are required to have a valid Baltimore City Community College picture identification card. There is no initial charge for the ID card; however, replacement cards cost $5. ID cards may be obtained from the Public Safety Information Center.
A GUIDE TO CREDIT COURSE SELECTION

Use this guide when making course selections.

DEFINITIONS

Prerequisite(s): MUST be satisfied before enrollment in a particular course or program.

Corequisite(s): MUST be satisfied either before or with (in the same semester) as enrollment in a particular course or program.

COURSE ABBREVIATIONS

Accounting ACCT
Addiction Counseling ADC
Allied Health AH
Allied Human Services AHS
Art ART
Arts and Sciences AAS
Biology BIO
Biotechnology BTC
Business Administration BUAD
Business Computer Applications BCAP
Business Computer Applications-Computer Graphics BCGR
Business Computer Applications - Website Design BCWB
Business Marketing MKTG
Business Management MGMT
Chemistry CHE
Computer-Aided Drafting and Design CADD
Computer Information Systems CISS
Computer Literacy CLT
Computer Science Transfer CSC
Construction CON
Cooperative Education COP
Criminal Justice/Law Enforcement CRJ
Cyber Security and Assurance ITSA
Dance DAN
Dental Hygiene DH
Dental Science DS
Dietetics DNT
Early Childhood Education ECE
Economics ECO
Education EDU
Electronics Technology ELC
Emergency Medical Services EMS
Engineering EGR
Engineering Transfer EGN
English ENG
Environmental Science ES
Fashion Design FASH
Fire Science Technology FST
French FR
Geography GEO
German GER
Health HEA
Health and Life Fitness HLF
Health Information Technology/ Coding Specialist HIT
History HUM
Humanities IDS
Independent Study ITSA
Information Technology Security and Assurance ITDB
Information Technology Database PLA
Legal Assistant MAT
Mathematics MH
Mental Health MUS
Music National Weatherization Training Center NWTC
Nursing (AD) NUR
Office Administration/Technology OFAD
Orientation PRE
Paramedic Bridge/Paramedic EMSP
Philosophy PH
Physical Science PHSC
Physical Therapist Assistant T
Psychology PS
Political Science PSY
Practical Nursing PNUR
Psychology RENG
Reading and Writing RC
Respiratory Care RBT
Robotics /Mechatronics Technology SCI
Sciences SOC
Sociology SOC
Spanish SPA
Special Education SED
Speech SP
Surgical Technology SGT
Telecommunications TEL
Theater THEA
Visual, Performing and Communication Arts VPCA

LOCATIONS AND SITE BUILDING ABBREVIATIONS

LIBERTY CAMPUS

LIB Bard Library at Liberty
LSB Life Sciences Building at Liberty
HH Harper Hall at Liberty
MCC Mini-Conference Center
MNB Main Building at Liberty
NRS Nursing Building at Liberty
PEC Physical Education Center at Liberty
FAC Facilities Building

HARBOR SITE

BCED Business and Continuing Education Division

OFF SITE LOCATIONS

BIOP Biopark
801 W. Baltimore Street
(Life Sciences @ UMBio)
NWTC National Weatherization Training Center
1819 E. Preston Street
PATT Patterson High School
RPC Reisterstown Plaza Center
TGM Thurgood Marshall High School

DAY ABBREVIATIONS

M=Monday
T=Tuesday
W=Wednesday
R=Thursday
F=Friday
S=Saturday
N=Sunday
TBA=To Be Arranged
WINTER INTERSESSION - JANUARY 4-24, 2016

NOTE: The course listings in this document are current as of the date shown at the bottom of each page. Please use the online credit course lookup for current course information.

ART

ART 225 * - Introduction to Film - Viewing important films followed by writing/speaking. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

Students must have access to a computer, connected to the Internet, must be computer literate and if taking an online course for the first time attend orientation. Visit www.bccc.edu>E-Learning for more information.

7803 STAFF

DENTAL HYGIENE

DH 220 * - Concepts of Advanced Hygiene - The course is designed to teach the student various concepts and techniques in the practice of dental hygiene. This will include management of pain control through administering local anesthetic agents. The physiologic and pharmacologic agents, indications and contraindications for use, and the treatment of complication and emergencies are stressed. Other modalities of pain control will be discussed.

Prerequisites: DH 136; DH 151; DH 110. Two credits.

For DH 220 index 1060, students must be approved by the Dental Hygiene Program Director to take this course. The course is face-to-face and may utilize Blackboard Learning System to enhance learning. Students may be required to purchase supplies for clinical applications.

DH 220 * - Concepts of Advanced Hygiene Lab

Students are required to follow the Dental Hygiene Program policies and procedures as related to this course, DH Student Handbook and Clinical Manual.

1061 MTWRF 1-5PM STAFF LSB 104
1062 MTWRF 1-5PM STAFF LSB 104
7792

ENGLISH

ENG 101 * - English Writing - Learn to establish a clear purpose in writing, develop this purpose with pertinent evidence, and adapt the writing to a range of audiences. Prerequisite: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

DISTANCE LEARNING SECTIONS

ENG 101/1015 is a Hybrid course. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an on-line/hybrid course for the first time, attend on-line orientation. Visit www.bccc.edu>E-Learning for more information.

1015 MTWR 10am-12:30pm STAFF MNB 122

ENG 102 * - Introduction to the Term Paper and Research Methods - Topics include selection, note taking, planning, composing, and documentation for preparing research assignments. Prerequisite: ENG 101. Three credits.

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7891 TBA TBA: TBA STAFF

ENG 200 * - Introduction to Literature - Study the four literary forms – poetry, drama, the short story, and the novel. Prerequisite: ENG 101. Three credits.

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7808 STAFF
7809 STAFF
7813 STAFF

HEALTH AND LIFE FITNESS

HLF 205 - Human Sexuality - Explore health-focused perspectives on sexuality based on psychological, physiological, and sociological concepts. Three credits.

DISTANCE LEARNING SECTIONS

HLF 205 index 7801 is an Accelerated II online course. Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7812 TBA TBA: TBA Jones WEB CRSE

HLF 210 - Physical Fitness and Health - Learn about the role of exercise and the wellness approach to health and fitness. Two credits.

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7814 TBA TBA: TBA Mauck WEB CRSE

HISTORY

H 101 * - History of American Civilization I - Learn about the settlement of the American nation from the Age of Exploration to the conclusion of the Civil War. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7817 TBA TBA: TBA STAFF WEB CRSE

H 151 * - World History I - Study world culture from prehistoric times through the Renaissance. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7819 TBA TBA: TBA STAFF WEB CRSE

HUMANITIES

HUM 202 * - Survey of Art, Literature, and Music - Learn about the interrelationships of art and music, including historical perspectives and African and Eastern influences. Prerequisite: ENG 101 or appropriate ACCUPLACER scores. Three credits.

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7820 STAFF

HUM 205 * - Literature and Healing: Moral, Ethical, and Legal Implications - Focus on works that address health-related ethical dilemmas. Prerequisite: ENG 101 or appropriate ACCUPLACER scores. Three credits.

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7811 STAFF
ORIENTATION

PRE 100 - Preparation for Academic Achievement - All new degree- or certificate-seeking students and students entering with fewer than 15 credits are required to complete the Orientation course. Students may substitute CSS 110: College Success Seminar for PRE 100. Students in the Dietetic Technician Program may substitute DNT 110: Orientation to Dietetics. One credit.

<table>
<thead>
<tr>
<th>Class</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>3007</td>
<td>S</td>
<td>9am-12:50pm</td>
<td>STAFF</td>
<td>MNB 120</td>
</tr>
<tr>
<td>3008</td>
<td>TR</td>
<td>6-8:30pm</td>
<td>STAFF</td>
<td>MNB 120</td>
</tr>
</tbody>
</table>

PSYCHOLOGY

PSY 101 * - Introductory Psychology - Learn about physiological, emotional, intellectual, and social forces that influence the development of human behavior. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

<table>
<thead>
<tr>
<th>Class</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
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</thead>
<tbody>
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<td>TBA</td>
<td>TBA:TBA</td>
<td>STAFF</td>
<td>WEB CRSE</td>
</tr>
</tbody>
</table>

SOCIOLOGY

SOC 101 * - Introduction to Sociology - Study sociological concepts, methods, and theories about social structures and processes. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

<table>
<thead>
<tr>
<th>Class</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7823</td>
<td>TBA</td>
<td>TBA:TBA</td>
<td>Servio-Mariano</td>
<td>WEB CRSE</td>
</tr>
</tbody>
</table>

SPEECH

SP 101 * - Fundamentals of Speech Communication - Topics include communication theory, interviewing, and informative and persuasive speaking. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

<table>
<thead>
<tr>
<th>Class</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>1032</td>
<td>MTWR</td>
<td>10am-1pm</td>
<td>STAFF</td>
<td>MNB 160</td>
</tr>
</tbody>
</table>

DISTANCE LEARNING SECTIONS
SP 101 index 7875 is an online/ hybrid course. Students will meet with the instructor on Wednesdays in MNB 158 from 5:30 pm until 8:00 pm. Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

<table>
<thead>
<tr>
<th>Class</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7875</td>
<td>W</td>
<td>5:30-8pm</td>
<td>STAFF</td>
<td>MNB 158</td>
</tr>
</tbody>
</table>
NOTE: The course listings in this document are current as of the date shown at the bottom of each page. Please use the online credit course lookup for current course information.

ACCOUNTING

ACCT 221 - Principles of Financial Accounting - The basic concepts of accounting with emphasis on accumulating and reporting financial results. **Prerequisite:** MAT 81 or MAT 91 or satisfactory ACCUPLACER score. Three credits.
16 WEEKS: Jan. 25 - May 22
1278 MW 10:11-11:45am Q. Davis MNB 230
1277 TR 11am-12:50pm B. Lazarus MNB 230
3288 S 9am-11:35 pm B. Lazarus MNB 230
**DISTANCE LEARNING SECTIONS**
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

ACCT 222 - Principles of Managerial Accounting - Three credits.
16 WEEKS: Jan. 25 - May 22
3289 TR 5-6:50pm B. Lazarus MNB 328
**DISTANCE LEARNING SECTIONS**
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

ACCT 230 * - Intermediate Accounting I - Study problems that may arise in the valuation of current assets, current liabilities, plant and equipment, and intangible assets. Computerized spreadsheet used. **Prerequisite:** ACCT 222 or ACCT 221. Three credits.
16 WEEKS: Jan. 25 - May 22
**DISTANCE LEARNING SECTIONS**
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

ACCT 231 * - Intermediate Accounting II - Accounting theory applied to stockholders’ equity, long-term liabilities, long-term investments, statements from incomplete records, and analysis of cash flows. Computerized spreadsheet. **Prerequisite:** ACCT 230. Three credits.
16 WEEKS: Jan. 25 - May 22
3283 T 7-9:30pm Q. Davis MNB 230
**DISTANCE LEARNING SECTIONS**
ACCT 235 - COST ACCOUNTING - ACCT 222 (formerly ACCT 202 and 212) The various cost accounting methods used in manufacturing and service enterprises are studied with special emphasis on the use of cost information in administration and control. Job order, process, and standard cost procedures are included along with some budgeting and direct costing. Excel templates are used to solve a number of cost problems.
16 WEEKS: Jan. 25 - May 22
7757 TBA TBA B. Lazarus
**DISTANCE LEARNING SECTIONS**
ACCT 265 * - Income Tax Accounting - Practice filing the Federal Income Tax using Turbo Tax software. **Prerequisite:** ACCT 221. Three credits.
16 WEEKS: Jan. 25 - May 22
**DISTANCE LEARNING SECTIONS**
ACCT 265 index 7880 is an online hybrid course which meets on the following Wednesdays: Jan. 28; Feb. 4 & 18; Mar. 4 & 18; Apr. 8, 22, & 29; and May 6, 2015. Some classes will be held jointly with Coppin University at Coppin State campus due to a partnership with Coppin involving the IRS-sponsored VITA Program, which is highly recommended but not mandatory.
7880 W 6-8:45pm STAFF MNB 230

ALLIED HEALTH

AH 110 - Medical Jurisprudence and Ethics - Legal and ethical aspects of healthcare delivery including confidentiality, records, medical evidence, release of information, malpractice, negligence, and licensure. Two credits.
16 WEEKS: Jan. 25 - May 22
**DISTANCE LEARNING SECTIONS**
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

AH 130 * - Medical Terminology - Students become acquainted with the language of medicine. Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas. Three credits.
16 WEEKS: Jan. 25 - May 22
**DISTANCE LEARNING SECTIONS**
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

AH 135 * - Allied Health Pharmacology - Learn trade, generic, and chemical names of medications, indications for giving medication, drug interactions, systems of measurement and more. Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas. **Prerequisite:** AH 130. Two credits.
16 WEEKS: Jan. 25 - May 22
**DISTANCE LEARNING SECTIONS**
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

AH 230 * - Study of Disease Process - Learn about diseases according to organ and body system, manifestations and pathological processes, frequency and significance of diagnostic and therapeutic approach. **Prerequisites:** AH 130; BIO 201. **Corequisite:** BIO 202. Three credits.
16 WEEKS: Jan. 25 - May 22
**DISTANCE LEARNING SECTIONS**
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

ALLIED HUMAN SERVICES-ADC

ADC 106 - Fundamentals of Chemical Dependency Treatment - The foundation course for all addiction counselors. Three credits.
16 WEEKS: Jan. 25 - May 22
1149 TR 9:30-10:45am STAFF MNB 256
**DISTANCE LEARNING SECTIONS**
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

ADC 108 - Pharmacology of Chemical Dependency - Learn the pharmacological effects of alcohol, sedative/hypnotics, narcotics, hallucinogens, and stimulants. Three credits.
16 WEEKS: Jan. 25 - May 22
1151 TR 8-9:15am STAFF MNB 256
3990 W 6-9pm STAFF MNB 256
Winter / Spring 2016 Credit Class Schedule

ADC 201 * - Chemical Dependency Counseling Skills - Emphasis on establishing and maintaining a therapeutic relationship. Prerequisites: ADC 106, ADC 108. Three credits.
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7124 STAFF

ADC 202 * - Assessment and Treatment Planning with Chemically Dependent Clients - Learn the core functions of screening, intake, orientation, assessment, and treatment planning. Prerequisites: ADC 106, ADC 108. Three credits.
8 WEEKS-ACCELERATED II: Mar. 28 - May 22

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7764 STAFF

ALLIED HUMAN SERVICES-AHS

AHS 100 - Introduction to Human Services - Core concepts, values, and generic approaches to helping people, groups, and community are examined. Four credits.
16 WEEKS: Jan. 25 - May 22
1121 TR 11am-12:15pm STAFF MNB 258
1120 TR 12:30-1:45pm STAFF MNB 258
3218 T 5:30-8pm STAFF MNB 312

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7985 STAFF

AHS 101 * - Clinical/Fieldwork I: Human Services Individual Counseling - Examine the characteristics of an effective helper. Clinical/fieldwork offers experience with the realities of careers in human services. Prerequisite: AHS 100. Four credits.
16 WEEKS: Jan. 25 - May 22
1127 TR 11am-12:15pm STAFF MNB 172

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7985 STAFF

AHS 102 * - Clinical/Fieldwork II: Human Services Group Counseling - Explore group dynamics, assertiveness training, behavior modification, self-assessment, identifying resources, goal reorientation and more. Students are required to perform 90 hours of fieldwork. See instructor for details. Prerequisite: AHS 101. Five credits.
16 WEEKS: Jan. 25 - May 22
1124 TR 11am-12:15pm STAFF MNB 258
3976 T 5:30-8:30pm STAFF MNB 258

AHS 103 - Group Dynamics: Small Group Analysis - Develop an understanding of group functions through role-play, psychodrama, sociodrama, and conflict management. Three credits.
16 WEEKS: Jan. 25 - May 22
1132 TR 12:30-1:45pm STAFF MNB 124
3215 T 5:30-8:20pm STAFF MNB 306

AHS 104 * - Activity Therapies - Recreational and occupational art, music, dance, and bibliotherapy are examined. Prerequisites: AHS 101, AHS 103. Three credits.
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
7203 S 9am-2:25pm STAFF MNB 256

AHS 295 * - Processional Ethics in the Human Services - Survey the ethical, legal, and professional issues facing the human services worker. Prerequisite: AHS 101. Three credits.
8 WEEKS-ACCELERATED II: Mar. 28 - May 22

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7204 STAFF

ART

ART 101 - Beginning Drawing - Learn composition through still life, figure, and landscape themes using pencil, pastel, and ink. Three credits.
16 WEEKS: Jan. 25 - May 22
1163 TR 1-2:15pm STAFF MNB 062A
3150 M 6-8:45pm STAFF MNB 062A

ART 102 - Beginning Painting - Work both in the studio and outdoors using various media such as pastels, acrylics, and oils. Three credits.
12 WEEKS: Feb. 16 - May 24
1159 M 1-4:10pm STAFF MNB 062A

ART 106 * - Art in the Culture - View visual arts in current Western culture including works created in Maryland by artists working within and outside the ethnic and racial mainstreams. Prerequisite: ENG 82 or RENG 92. Three credits.
16 WEEKS: Jan. 25 - May 22
1165 MW 9-10:15am STAFF MNB 062A
3154 S 9-11:45am STAFF MNB 062A
3156 R 6-8:45pm STAFF MNB 062A

ART 107 - Basic Photography - Learn camera operations, principles of exposure, film development, and printing through lectures, demonstrations, and hands-on practice. Students must have access to a working 35 millimeter complete course assignments. Three credits.
16 WEEKS: Jan. 25 - May 22
1166 W 9-11:45am STAFF MNB 065A

ART 114 * - History of Art II - Major artists and art movements from the Renaissance to modern times are examined, including contributions of minority groups. Prerequisites: ART 113, ENG 82 or RENG 92. Three credits.
16 WEEKS: Jan. 25 - May 22
1168 TR 9-10:15am STAFF MNB 062A

ART 125 - Basic Jewelry - Work with silver, brass, copper, and other metals to make rings, pendants, and bracelets. Three credits.
16 WEEKS: Jan. 25 - May 22
1171 F 9-11:45am STAFF MNB 193

ART 205 – Sculpture - Modeling, carving, and construction are studied using clay, plaster, wood, tin, paper, and fiber. Three credits.
12 WEEKS: Feb. 16 - May 24
1172 F 1-4:10pm STAFF MNB 062A

ART 207 - Basic Ceramics - Learn the basic techniques of clay work, both hand-building and using the pottery wheel. Three credits.
12 WEEKS: Feb. 16 - May 24
1177 T 10am-12:55pm STAFF MNB 193

ART 208 - Basic/Intermediate Ceramics - Practice loading and firing electric kilns and formulating clay bodies and glazes. Three credits.
16 WEEKS: Jan. 25 - May 22
1160 TR 1-2:15pm STAFF MNB 193

BALTIMORE CITY COMMUNITY COLLEGE • CREDIT SCHEDULE OF CLASSES
ART 225 * - Introduction to Film - Viewing important films followed by writing/speaking. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22
1174 TR 11am-12:15pm STAFF MNB 158

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7123 STAFF

BIOLOGY

BIO 101 * - General Biology - Investigate the chemistry of life, cells, membrane transport, and cellular respiration, as well as major organ systems in humans. Transfer students and Business Administration majors should take a four-credit lab science course. Prerequisites: MAT 80 and ENG 82, RENG 92 or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22
1500 TR 9-10:15am STAFF LSB 304
1502 MW 9-10:15am STAFF LSB 304
1503 TR 2-3:15pm STAFF LSB 304
3526 F 6-8:45pm STAFF NRS 201
3500 MW 7-8:15pm STAFF LSB 304

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning.
7800 STAFF
12 WEEKS: Feb. 16 - May 24
3523 S 9am-12:45pm STAFF LSB 304

BIO 102 * - Principles of Biology - Investigate biochemistry, cell biology, genetics, evolution, ecology, reproduction, and energetics in the plant and animal kingdoms. BIO 102 is a 4-credit lab science course meeting the General Education requirements for transferring to a 4-year school. Students are required to register for a lab. Prerequisites: MAT 81 and ENG 82, RENG 92 or appropriate ACCUPLACER scores. Four credits.
16 WEEKS: Jan. 25 - May 22
1505 TR 8-9:15am STAFF LSB 241
1504 MW 10-11:15am STAFF LSB 120
7300 MW 1-2:15pm STAFF LSB 304
BIO 102 index 7001 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7001 TR 11am-12:15pm STAFF BIOP 228
3502 MW 6-7:15pm STAFF LSB 356
3519 F 6-8:45pm STAFF LSB 241

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning. Students must also be registered for an online or on-campus lab.
7473 STAFF
7748 STAFF
12 WEEKS: Feb. 16 - May 24
1506 TR 11am-12:35pm STAFF LSB 306

BIO 102L* - Principles of Biology Lab
16 WEEKS: Jan. 25 - May 22
1541 S 9-11:45am STAFF LSB 354
1558 F 11am-1:45pm STAFF LSB 354
1507 M 1-4:15pm STAFF LSB 354
1510 T 1-3:45pm STAFF LSB 354
1512 W 1-3:45pm STAFF LSB 356
1511 R 2-4:45pm STAFF LSB 354
7301 W 4-6:45pm STAFF LSB 354

BIO 102L index 7027 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7027 F 9-11:45am STAFF BIOP 205
BIO 102L index 7002 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7002 M 11am-1:45pm STAFF BIOP 205
BIO 102L index 7003 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7003 T 1-3:45pm STAFF BIOP 205
3503 R 7-9:45pm STAFF LSB 356
3504 R 7-9:45pm STAFF LSB 354

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning.
7749 STAFF

BIO 107 * - Anatomy and Physiology - Study the human body from its biochemical and subcellular aspects through tissues and organ systems. Prerequisites: MAT 81; ENG 82 or appropriate ACCUPLACER scores; BIO 101 or BIO 102. Four credits.
16 WEEKS: Jan. 25 - May 22
1195 TR 8-9:15am STAFF LSB 419
3505 T 6-8:45pm STAFF LSB 419

BIO 107L* - Anatomy and Physiology Lab
16 WEEKS: Jan. 25 - May 22
1196 TR 9:30-10:45am STAFF LSB 419
3506 R 6-8:45pm STAFF LSB 419

BIO 201 * - Anatomy and Physiology I - Study the human body with emphasis on the integumentary, skeletal, muscular, nervous, and endocrine systems. Prerequisites: BIO 101 or BIO 102. Four credits.
16 WEEKS: Jan. 25 - May 22
1518 MW 8:30-9:45am STAFF LSB 120
1515 TR 9-10:15am STAFF LSB 120
3495 S 9-11:45am STAFF LSB 120
1517 TR 11am-12:15pm STAFF LSB 120
BIO 111 index 7032 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7032 MW 9-10:15am STAFF BIOP 230
3492 TR 5:30-7:05pm STAFF LSB 304
3490 MW 6-7:15pm STAFF LSB 120
BIO 111 index 7058 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7058 TR 5:30-6:50pm STAFF BIOP 228

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning. Students must also be registered for an on-campus lab.
7723 STAFF

BIOLOGY
Winter / Spring 2016 Credit Class Schedule

CREDIT COURSES

BIO 201L* - Anatomy and Physiology I Lab
16 WEEKS: Jan. 25 - May 22
1523 TR 9-10:15am  Ward  LSB 415
1526 TR 11am-12:15pm STAFF  LSB 415
1520 TR 12:30-1:45pm STAFF  LSB 415
3489 S 12:30-3:15pm STAFF  LSB 415
1509 TR 2-3:15pm STAFF  LSB 415
1543 MW 3-4:15pm STAFF  LSB 415
BIO 111L index 7033 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7033 MW 10:30-11:45am STAFF  BIOP 213
3491 MW 7:30-8:45pm STAFF  LSB 415
3493 TR 7:30-9:05pm STAFF  LSB 415
BIO 111L index 7059 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7059 TR 7-8:15pm STAFF  BIOP 213

BIO 202 * - Anatomy and Physiology II - Learn up-to-date principles of the cardiovascular, lymphatic, respiratory, digestive, excretory and reproductive systems. Prerequisites: BIO 111. Four credits.
16 WEEKS: Jan. 25 - May 22
1527 MW 9-10:15am STAFF  LSB 241
3485 S 9-11:45am STAFF  LSB 241
1528 TR 9:30-10:45am STAFF  LSB 241
BIO 112 index 7082 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7082 TR 9-10:15am STAFF  BIOP 228
3507 TR 6-7:15pm STAFF  LSB 241
3508 MW 6-7:15pm STAFF  LSB 241

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning. Students must also be registered for an on-campus lab.
7844 STAFF

BIO 202L* - Anatomy and Physiology II Lab
16 WEEKS: Jan. 25 - May 22
1530 TR 8-9:15am STAFF  LSB 415
7020 W 9:30am-12:15pm STAFF  BIOP 221
1529 MW 6-8:45pm STAFF  BIOP 221
1534 TR 11am-12:15pm STAFF  BIOP 221

BIO 199 - Individual Study in Biology - See IS - Individual Study. Contact the Biotechnology Program Coordinator. One-Six credits.
16 WEEKS: Jan. 25 - May 22
BIO 199 index 7050 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.

1503 TR 8-9:15am STAFF  LSB 414
1529 MW 11am-12:15pm STAFF  LSB 414
1532 TR 11am-12:15pm STAFF  LSB 414
3529 S 12:30-3:15pm STAFF  LSB 414
1538 F 1-3:45pm STAFF  LSB 414
1536 MW 3-4:15pm STAFF  LSB 414
BIO 112L index 7079 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7079 TR 11am-12:15pm STAFF  BIOP 213
3509 TR 7:30-8:45pm STAFF  LSB 414
3510 MW 7:30-8:45pm STAFF  LSB 414

BIO 207 * - Genetics - Examine classical and molecular genetics, recent genetic technology and its impact on society. Prerequisites: CHE 101. Four credits.
16 WEEKS: Jan. 25 - May 22
BIO 207 index 7083 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7083 T 8-10:45am STAFF  BIOP 225

BIO 207L* - Genetics Lab
16 WEEKS: Jan. 25 - May 22
BIO 107L index 7088 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7088 R 8-10:45am STAFF  BIOP 225

BIO 201 * - Microbiology - Morphology, physiology, genetics, control, culture and identification of microorganisms. Immunology. Prerequisite: 6-8 credits in biology and/or chemistry. Four credits.
16 WEEKS: Jan. 25 - May 22
3547 S 9-11:45am STAFF  LSB 240
1537 MW 1:30-2:45pm STAFF  LSB 120
1535 TR 2-3:15pm STAFF  LSB 120
BIO 212 index 7018 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7018 MW 8-9:15am STAFF  BIOP 228
3514 T 7-8:45pm STAFF  LSB 120
BIO 212 index 7004 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7004 M 6-8:45pm STAFF  BIOP 228

BIOTECHNOLOGY

BIO 101 - Special Topics in Biotechnology I - Explore basic research and development techniques, laboratory safety, and career awareness. Two credits.
16 WEEKS: Jan. 25 - May 22
BIO 101 index 7076 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7076 T 12:30-2:15pm STAFF  BIOP 230

BIO 102 - Special Topics in Biotechnology II - Prepare for responsible positions in research in biotechnology labs. Two credits.
16 WEEKS: Jan. 25 - May 22
BIO 102 index 7613 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7613 R 12:30-2:15pm STAFF  BIOP 229

BIO 105 * - Techniques of Instrumentation for Biotechnology - Practice with instruments commonly used in biotechnology for chromatography, electrophoresis, fluorescence, microscopy, tissue culture, PCR. Prerequisites: CHE 101; BTC 101; BIO 102. Four credits.
16 WEEKS: Jan. 25 - May 22
BIO 105 index 7025 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7025 M 1-3:45pm STAFF  BIOP 225

BIO 105L* - Techniques of Instrumentation for Biotechnology Lab
16 WEEKS: Jan. 25 - May 22
BIO 105L index 7026 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7026 W 1-3:45pm STAFF  BIOP 225
BUSINESS ADMINISTRATION

BUAD 100 * - Introduction to Business - Gain a familiarity with business practices and terms. Students must have an inexpensive, small calculator. Pre-requisite: ENG 82 or RENG 82. Three credits.
16 WEEKS: Jan. 25 - May 22
1401 MWF 11-11:50am STAFF MNB 312
1402 TR 11am-12:15pm Smith MNB 318
3282 W 6-8:45pm Smith MNB 312

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7803 Benjamin
12 WEEKS: Feb. 16 - May 24

BUAD 112 * - Computers for Business Management -Develop comfort using desktop, stand-alone computers and computer terminals for business applications. Pre-requisite: ENG 82 or RENG 82. Three credits.
16 WEEKS: Jan. 25 - May 22
1426 MWF 9-9:50am Jackson MNB 326
1427 MW 10-11:15am Jackson MNB 326
1428 TR 12-1:15pm Roodsari MNB 302
3287 M 6-8:45pm Mfume MNB 327

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7725 Benjamin
12 WEEKS: Feb. 16 - May 24 BUA 112 index 7056 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7056 TR 9-10:35am Roodsari BIOP 222

CHEMISTRY

CHE 101* - General Chemistry I - Study matter and energy, the history of the atom, the periodic table, and more. Pre-requisites: MAT 82 and ENG 82 or RENG 92 or appropriate ACCUPLACER scores. Four credits.
16 WEEKS: Jan. 25 - May 22
1544 TR 9-10:15am Ahmed LSB 306
1552 MW 11am-12:15pm Fikire LSB 241
3512 TR 5:30-6:45pm Folle NRS 201

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning. Students must also be registered for an on-campus lab.
7995 Olojo

CHE 101L* - General Chemistry Lab - Work with matter and energy, the history of the atom, the periodic table, and more. Four credits.
16 WEEKS: Jan. 25 - May 22
1545 F 8-10:45am Melkamu LSB 405
1585 R 9-11:45am Fikire LSB 401
1553 M 11am-1:45pm Soroush LSB 405
1554 R 1:30-4:35pm STAFF LSB 405

CHE 101L index 7028 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7028 T 4-6:45pm STAFF BIOP 215
3513 W 7-9:45pm STAFF LSB 405
CHE 102 * - General Chemistry II - Study nuclear chemistry, chemical bonding, solutions, reaction kinetics, acids and bases, qualitative inorganic analysis, organic chemistry. Prerequisite: CHE 101 or equivalent. Four credits.  
16 WEEKS: Jan. 25 - May 22
1555 TR 11am-12:15pm Fikire LSB 260  
CHE 102 index 7034 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.  
7034 MW 12:30-1:45pm Olojo BIOP 230

CHE 102L* - General Chemistry II Lab  
16 WEEKS: Jan. 25 - May 22
1556 T 1-3:45pm Olojo LSB 405  
CHE 102L index 7035 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.  
7035 W 9-11:45am Olojo BIOP 215

CHE 103 * - Allied Health Chemistry - The basic concepts of inorganic, organic, and elementary biochemistry are examined. Prerequisites: satisfactory score on mathematics placement test or MAT 81 and ENG 82 or appropriate scores on the ACCUPLACER test. Four credits.  
16 WEEKS: Jan. 25 - May 22
1557 TR 9-10:15am Folle LSB 260  
3545 F 1-3:45pm Fikire LSB 304  
CHE 103 index 7010 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.  
7010 S 9:30am-12:15pm Rezvani BIOP 228  
3518 MW 7-8:15pm Ogunwoli LSB 255

CHE 103L* - Allied Health Chemistry Lab  
16 WEEKS: Jan. 25 - May 22
1562 R 11am-1:40pm Folle LSB 409  
CHE 103L index 7011 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.  
7011 S 12:45-3:30pm Rezvani BIOP 215  
3498 M 5-7:40pm Williams LSB 405  
3532 T 7-8:40pm STAFF LSB 405

CHE 105 * - Introduction to Biochemistry - This course is primarily for students in the Dental Hygiene Program. Prerequisite: CHE 103 or equivalent. Two credits.  
16 WEEKS: Jan. 25 - May 22
1587 W 10-11:40am Melkamu MNB 304

CHE 213 * - Organic Chemistry I - A formal study of carbon compounds with emphasis on the correlation of structure and chemical reactivity. Prerequisite: CHE 101; CHE 102 recommended. Four credits.  
16 WEEKS: Jan. 25 - May 22
1630 MW 9-10:20am Ahmed LSB 323

CHE 213L* - Organic Chemistry I Lab  
16 WEEKS: Jan. 25 - May 22
1631 M 11am-1:40pm Ahmed LSB 401

COMPUTER SCIENCES TRANSFER

CSC 108 * - Programming in C - This course is the first in a sequence of two courses in introductory computer science utilizing the syntax and semantics of the object-oriented C++ programming language. Prerequisites: ENG 82 or RENG 92; MAT 125 or MAT 128; CISS 116; CSC 105. Corequisites: MAT 140; MAT 220. Three credits.  
16 WEEKS: Jan. 25 - May 22
3308 T 5:30-7:20pm Kochesfahani MNB 302  
CSC 108L* - Programming in C Lab  
16 WEEKS: Jan. 25 - May 22
3309 T 7:30-9:20pm Kochesfahani MNB 302

COMPUTER-AIDED DRAFTING AND DESIGN

CADD 101 - Introduction to CADD - Use AutoCAD software to construct simple two-dimensional objects found in engineering and architecture. Prerequisite: permission of the Computer-Aided Drafting and Design Programs Coordinator. Three credits.  
16 WEEKS: Jan. 25 - May 22
1380 T 12-1:40pm Y. Weldegiorgis LSB 244

CADD 101L - Introduction to CADD Lab  
16 WEEKS: Jan. 25 - May 22
1381 T 2-3:40pm Y. Weldegiorgis LSB 244

CADD 105 * - Intermediate CADD - Topics include three-dimensional CADD applications, the AutoCAD design center, external references, assigning attributes and generating bill of materials, isometric drawing, and dimension styles. The course uses the current AutoCAD software and commands to create architectural, civil, and mechanical drawings. Prerequisite: CADD 101 or permission of CADD Program Coordinator. Three credits.  
16 WEEKS: Jan. 25 - May 22
1382 F 12-1:40pm K. Saminathan LSB 244

CADD 105L - Intermediate CADD Lab  
16 WEEKS: Jan. 25 - May 22
1383 F 2-3:40pm K. Saminathan LSB 244

CADD 111 - CADD Applications - Use MicroStation software and commands to create mechanical, electronic, architectural, and civil drawings. Prerequisites: Permission of the Computer-Aided Drafting and Design Coordinator. Three credits.  
16 WEEKS: Jan. 25 - May 22
1384 M 12-1:40pm Y. Weldegiorgis LSB 244

CADD 111L - CADD Applications Lab  
16 WEEKS: Jan. 25 - May 22
1385 M 2-3:40pm Y. Weldegiorgis LSB 244

CADD 112 * - Architectural Applications - Use AutoCAD 2000 software and commands to create architectural, facility management, and civil drawings. Prerequisite: CADD 101. Three credits.  
16 WEEKS: Jan. 25 - May 22
1386 R 12-1:40pm Y. Weldegiorgis LSB 244

CADD 112L - Architectural Applications Lab  
16 WEEKS: Jan. 25 - May 22
1387 R 2-3:40pm Y. Weldegiorgis LSB 244

CADD 206 * - CADD Engineering Drawing II - This course continues the fundamentals of technical or engineering drawing using AUTOCAD software. Topics include coordinate and geometric tolerances, threads and fasteners, working drawings, gears, bearings, cam development, and descriptive geometry. Prerequisite: CADD 101 OR permission of CADD Program Coordinator. Three credits.  
16 WEEKS: Jan. 25 - May 22
3348 W 6-7:40pm R. Iturralde LSB 244

CADD 206L - CADD Engineering Drawing II Lab  
16 WEEKS: Jan. 25 - May 22
3349 W 8-9:40pm R. Iturralde LSB 244

CADD 208 * - CADD Mechanical Applications - Topics include 3D coordinate systems, surface modeling, solid modeling, rendering, viewing, manipulating 3D objects, dimensioning, and design in 3D. Prerequisite: CADD 105 or permission of CADD Program Coordinator. Three credits.  
16 WEEKS: Jan. 25 - May 22
3350 R 6-7:40pm R. Iturralde LSB 244
CADD 208L - CADD Mechanical Applications Lab
16 WEEKS: Jan. 25 - May 22
3351 R 8-9:40pm R. Iturralde LSB 244

CADD 211 * - CADD Civil Applications - This advanced course explores CADD civil engineering, surveying and land development applications. To increase productivity in designing civil engineering structures the software package from MicroStation and/or AutoDesk's civil design package is used for the course. Prerequisites: CADD 101 OR CADD 111. Three credits.
16 WEEKS: Jan. 25 - May 22
3352 T 6-7:40pm K. Saminathan LSB 244

CADD 211L - CADD Civil Applications Lab
16 WEEKS: Jan. 25 - May 22
3353 T 8-9:40pm K. Saminathan LSB 244

CADD 222 * - CADD Architectural Applications II - This advanced course is a survey of architectural related CADD applications. This course is designed to aid the architect, designer, and drafter through all phases of construction document creation. Prerequisite: CADD 112 or permission of CADD Program Coordinator. Three credits.
16 WEEKS: Jan. 25 - May 22
3362 M 6-7:40pm B. Hassan LSB 244

CADD 222L - CADD Architectural Applications II Lab
16 WEEKS: Jan. 25 - May 22
3363 M 8-9:40pm B. Hassan LSB 244

CIS 105 * - Introduction to UNIX: The Operating System - This is a dual offering with CSC 105. Topics include file managing, text file utilities, text editing with VI and EMACS, shell programming, electronic mail, and UNIX utilities. Prerequisite: completion of all required developmental courses. Three credits.
16 WEEKS: Jan. 25 - May 22
1388 TR 11am-12:50pm Ugah MNB 324

CIS 109 - Principles of Computer Information Systems - Study fundamental hardware, software, communication concepts, and the Web. Prerequisite: completion of all required developmental courses. Three credits.
16 WEEKS: Jan. 25 - May 22
1414 MW 11am-12:50pm Kmir MNB 302

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7980 Kmir

CIS 116 - Structured Design - Systematically analyze computer problems using pseudo-code, data-flow diagrams, flow charts, algorithms, and walkthrough. Prerequisite: completion of all required developmental courses. Three credits.
16 WEEKS: Jan. 25 - May 22
1391 MW 9-10:50am Kmir MNB 327
3297 R 6-7:20pm Zenebe MNB 302

CIS 118 * - Programming With VISUAL BASIC - Create graphical user interface applications and the codes to control the graphics for the application. Prerequisites: completion of all required developmental courses, CIS 116. Three credits.
16 WEEKS: Jan. 25 - May 22
3388 6-7:40pm Kmir MNB 324

CIS 118L - Programming with VISUAL BASIC Lab
16 WEEKS: Jan. 25 - May 22
3389 T 8-9:40pm Kmir MNB 324

CISS 201 * - Systems Analysis and Design for Programmers - Explore the role of the analyst in the development of an entire system. Prerequisites: CISS 109 and competence in a programming language. Three credits.
16 WEEKS: Jan. 25 - May 22
3382 T 6-8:20pm R. Smith MNB 326

CISS 228L - Object-Oriented Programming for Business Applications in C++ Lab
16 WEEKS: Jan. 25 - May 22
1399 R 11am-12:50pm C. Ugah MNB 324

COMPUTER LITERACY

CLT 100 - Computer Literacy - Develop basic computer skills in Windows-based operating systems, word processing, spreadsheet, database management, and presentation graphics. A grade of C or better in CLT 100 exempts the student from the Computer Literacy Test required for graduation. Two credits.
16 WEEKS: Jan. 25 - May 22
1474 R 8-9:40am N. Jackson MNB 328
1434 M 9-10:40am A. Roodsari MNB 328
1437 T 9-10:40am C. Nwanegwo MNB 326
1438 W 9-10:40am A. Roodsari MNB 328
1456 S 9-10:40am N. Nuur MNB 326
1439 W 10-11:40am C. Nwanegwo MNB 252
1457 M 10-11:40am B. Asregedew MNB 252
1458 F 10-11:40am N. Jackson MNB 324
3070 S 11:30am-1pm N. Nuur MNB 327
1459 R 12-1:40pm C. Nwanegwo MNB 252
1435 M 2-3:50pm C. Nwanegwo MNB 252
1436 F 2-3:50pm S. Marashi MNB 328
3068 W 5:30-7pm K. Mfume MNB 327
3069 F 5:30-7pm J. Stanton MNB 327
7450 M 5:30-7pm N. Nuur MNB 328

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7726 G. Peterson
7727 C. Tynes
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
7102 S. Nuur

12 WEEKS: Feb. 16 - May 24
3067 M 6-7:30pm R. Mohan MNB 326

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7720 S. Roxbury
7865 T. Nuur
8 WEEKS-ACCELERATED II: Mar. 28 - May 22
7257 TR 1-2:50pm B. Asregedew MNB 324
7250 R 6-7:50pm N. Nuur MNB 326

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7251 D. Radhakrishnan

Baltimore City Community College • Credit Schedule of Classes
CONSTRUCTION SUPERVISION

CON 101 * - Introduction to Construction - This course explores the relationships/roles of participants in the construction process and the effect of construction management on manpower, equipment, material, time, and money. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPALCER scores. Corequisites: CON 104; CON 107, ENG 101. Three credits. 12 WEEKS: Feb. 15 - May 22 3356 T 5:30-9:30pm LIBERTY

CON 107 * - Blueprint Reading - Gain an overview of architectural planning and blueprint reading in commercial and residential construction. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPALCER scores. Corequisites: CON 101; CON 104, ENG 101. Three credits. 12 WEEKS: Feb. 15 - May 22 1010 M 2-5:20pm S. Fakinlede MNB 175

CON 111 * - Occupational Safety and Loss Prevention - Learn the principles of safety management, accident prevention, and safety program development methods. Prerequisites: CON 101, CON 104, and CON 107. Three credits. 12 WEEKS: Feb. 15 - May 22 1006 T 12-3:25pm S. Fakinlede MNB 175

CON 222 * - Scheduling, Planning and Cost Control - Learn key planning and scheduling techniques for commercial and residential construction projects. Prerequisites: CON 210. Three credits. 12 WEEKS: Feb. 15 - May 22 3360 R 5:30-9:30pm S. Fakinlede MNB 175

CRIMINAL JUSTICE

CRJ 101 - Introduction to Criminal Justice - Explore the field of criminal justice in the context of our social, cultural, political, and economic system. Three credits. 16 WEEKS: Jan. 25 - May 22 1442 TR 9-10:15am STAFF MNB 228

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information. 7829 STAFF 12 WEEKS: Feb. 15 - May 22 1047 TR 1-2:35pm STAFF MNB 256

CRJ 104 - Fundamentals of Law Enforcement - Learn about the history and philosophy of public policing and the scope and function of the police, including organization, operations, professionalism, discretion, use of force, and ethical issues. Three credits. 8 WEEKS-ACCELERATED 1: Jan. 25 - Mar. 24

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information. 7863 STAFF

CRJ 106 - Fundamentals of Corrections - Learn about corrections and correctional administration, including the history of incarceration and theories of sentencing and rehabilitation. Three credits. 16 WEEKS: Jan. 25 - May 22

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information. 7866 STAFF

CRJ 115 - People's Law - This course is team taught by the faculty from the Criminal Justice and Legal Assistant Program and addresses criminal and juvenile procedures, consumer law, family law, housing law, employment law, basic trial preparation, and presentation of small claims. Three credits. 16 WEEKS: Jan. 25 - May 22

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information. 7830 STAFF

CRJ 210 - Investigative Principles and Concepts - Topics include basic investigative techniques, crime scene protection and search, collection of physical evidence, interviews and interrogations, and operations such as raids and undercover work. Three credits. 16 WEEKS: Jan. 25 - May 22 1143 TR 11am-12:15pm STAFF MNB 310

CRJ 211 * - Criminal Procedural Law - Learn about basic individual rights protected under the United States Constitution and the relationships among these rights, maintenance of public order, and enforcement of criminal laws. Three credits. 12 WEEKS: Feb. 15 - May 22 3408 R 6-9:10pm STAFF MNB 114

CRJ 292 * - Criminal Justice Internship - Students are assigned to an agency by the academic adviser and the fieldwork coordinator, and a weekly seminar supplements fieldwork. Prerequisites: sophomore status (30 credits or more) and permission of the Criminal Justice/Public Safety Programs Coordinator. Three credits. 16 WEEKS: Jan. 25 - May 22

Students must contact Professor Jackson, Criminal Justice Department at 410-462-7741 to arrange for internships. Class will meet face to face. 3411 T 6-8:30pm STAFF MNB 318

DENTAL HYGIENE

DH 136 - Periodontics - Topics include classification and identification of the periodontal diseases and the hygienist's role in recognition, prevention, and treatment. Prerequisite: completion of all required first-semester courses of the Dental Hygiene Program. Two credits. 16 WEEKS: Jan. 25 - May 22 1575 R 8-9:50am STAFF LSB 255

DH 151 - Clinical Dental Hygiene I - Students study, through lectures and clinical practice, the principles and procedures for prevention of oral disease. Prerequisites: admission to the Dental Hygiene Program and completion of all required first-semester program courses. Three credits. 16 WEEKS: Jan. 25 - May 22 1576 R 11-11:50am STAFF LSB 255

DH 151L - Clinical Dental Hygiene I Lab 16 WEEKS: Jan. 25 - May 22 1577 MW 8am-12pm STAFF LSB 104 1578 TF 8am-12pm STAFF LSB 104

DH 237 - Ethics and Jurisprudence - Study professional and ethical responsibilities/liabilities and how they relate to laws governing clinical dental hygiene practice. Prerequisite: completion of all required first, second, and third semester courses of the Dental Hygiene Program. One credit. 16 WEEKS: Jan. 25 - May 22 1579 T 10-10:50am STAFF LSB 255

DH 251 * - Clinical Dental Hygiene III - Demonstrations in advanced clinical skills with enhancement in clinics, hospitals, and military facilities. Prerequisite: completion of all required first, second, and third semester courses of the Dental Hygiene Program. Five credits. 16 WEEKS: Jan. 25 - May 22 1580 T 9-9:50am STAFF LSB 255
WINTER / SPRING 2016 CREDIT CLASS SCHEDULE

CREDITS COURSES

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7736 STAFF

ECE 101 * - Principles of Early Childhood Education - Study skills and competencies of teachers of young children, with emphasis on guiding children’s educational, social, and emotional development. Corequisite: ENG 101. Four credits.

12 WEEKS: Feb. 16 - May 24

ECE 102 * - Observing and Recording Children’s Behavior - Students focus on observing, recording, and explaining the behavior of children. Prerequisite: ECE 100, ENG 101. Prerequisite or Corequisite: ECE 101. Three credits.

12 WEEKS: Feb. 16 - May 24

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7772 STAFF

ECE 112 - Maryland State Child Day Care Training Certification: Child Growth and Development, Part I - Learn about normal child growth and development from birth to twelve years, with particular emphasis on the period from two-to-five years. Three credits.

8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

7106 TR 12-2:40pm STAFF MNB 228

ECE 113 - Maryland State Child Day Care Training Certification: Programs and Activities, Part II - Learn about the child day care environment for the development of appropriate physical, psycho-social, and cognitive skills of children from birth to twelve years. Three credits.

8 WEEKS-ACCELERATED II: Mar. 28 - May 22

7206 TR 12-2:40pm STAFF MNB 228

ECE 114 * - Caring for Infants and Toddlers - Learn about the normal growth and development from birth to three years, with particular emphasis on the period from birth to two years. Prerequisite: ECE 100. Three credits.

8 WEEKS-ACCELERATED II: Mar. 28 - May 22

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7789 STAFF

ECE 202 * - The Child As a Learner - Examine the effects of environmental, cultural, and developmental factors on learning. Prerequisites: ECE 200, PSY 101. Five credits.

16 WEEKS: Jan. 25 - May 22

1087 TR 10-11:15am STAFF MNB 118

ECE 203 * - Parent, Child, School, and Community Relationships - Topics include regulation of early childhood education and child-rearing practices among different groups. Prerequisites: PSY 205, ECE 100. Corequisite: ECE 200 or permission of the Program Coordinator. Three credits.

8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7770 STAFF

DIETARY NUTRITION

DNT 200 * - Nutrition for Health Sciences - Study the chemical and biological aspects of food and nutrition and application of nutritional principles for optimum health. Prerequisites: CHE 103 or BIO 107 or permission of instructor or concurrent with one of the above. Three credits.

16 WEEKS: Jan. 25 - May 22

3539 W 7-9:50pm STAFF MNB 114

3540 M 7-9:50pm STAFF MNB 306

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information. Examinations for online classes will be given on campus.

7835 STAFF

12 WEEKS: Feb. 16 - May 24

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information. Examinations for online classes will be given on campus.

7730 STAFF

EARLY CHILDHOOD EDUCATION

ECE 100 - Introduction to Child Development - Gain an introduction to the field of child development by surveying its history, current practices, and career opportunities. Three credits.

8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7735 STAFF

12 WEEKS: Feb. 16 - May 24

3057 TR 6:15-7:45pm STAFF MNB 130

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7604 STAFF

DENTAL SCIENCE

DS 110 * - Oral Radiography - A detailed study of the morphology and function of human teeth and their surrounding structures is provided. Prerequisite: DS 100 and all first semester Dental Hygiene Program courses. Three credits.

16 WEEKS: Jan. 25 - May 22

1565 MF 12-1pm STAFF LSB 306

DS 110L - Oral Radiography Lab

16 WEEKS: Jan. 25 - May 22

1556 M 8-11am STAFF LSB 102

1566 F 8-11am STAFF LSB 102

1567 M 2-5pm STAFF LSB 102

1569 F 2-5pm STAFF LSB 102

1570 W 2-5pm STAFF LSB 102

Dental Science
**ECONOMICS**

ECO 201 * - The American Economy I: Macroeconomic Theory - Topics include pre- and post-birth nutrition, childhood diseases, and nutritional/safety needs of the growing child. **Prerequisite:** ENG 82, RENG 92 or equivalent ACCUPLACER scores. Three credits.

16 WEEKS: Jan. 25 - May 22

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

**7706**  A. Blake

12 WEEKS: Feb. 16 - May 24

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

**7745**  M. Williams

ECO 202 * - The American Economy II: Microeconomic Theory - Examine the effects of environmental, cultural, and developmental factors on learning. **Prerequisite:** ENG 82, RENG 92 or equivalent ACCUPLACER scores. Three credits.

16 WEEKS: Jan. 25 - May 22

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

**7709**  A. Blake

8 WEEKS-ACCELERATED II: Mar. 28 - May 22

**7291** MWF 1-2:50pm  F. Kazeem MNB 306

**EDUCATION**

EDU 230 - Selection, Evaluation, and Utilization of Materials and Technology To Teach Reading - Students learn strategies for selecting and evaluating varied materials and technology for use in the classroom. Three credits.

8 WEEKS-ACCELERATED II: Mar. 28 - May 22

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

**7827**  STAFF

EDU 235 - Methods of Teaching Reading in Secondary Content Areas, Part I - Learn how to assess reading skills and then provide appropriate motivational reading activities to improve student performance in content areas. Three credits.

8 WEEKS-ACCELERATED II: Mar. 28 - May 22

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

**7785**  STAFF

**ELECTRONICS TECHNOLOGY**

ELC 121 * - AC Circuits Analysis - Students expand application skills in the use of the VOMs and DMMs, while learning to utilize the signal generator and oscilloscope. **Prerequisite:** ELC 120 or equivalent. **Corequisite:** MAT 128 or equivalent. Three credits.

16 WEEKS: Jan. 25 - May 22

**1482**  T  10:30am-12:10pm  Liu  LIBERTY

ELC 121L - AC Circuits Analysis Lab

16 WEEKS: Jan. 25 - May 22

**1483** R  10:30am-1:15pm  Liu  MNB 175

ELC 256 - Digital Fundamentals and Circuit – This course covers number systems, Boolean algebra, logic functions and gates, minimization techniques, decoders, encoders, multiplexers, arithmetic circuits, latches, flip flops, counters, and shift registers. Students build the circuits to be tested and utilize a DMM, pulse generator, digital oscilloscopes, digital logic analyzers and logic probes in analyzing, testing, and troubleshooting operations. Students also design and analyze combinational logic circuits and synchronous sequential circuits. **Prerequisite:** ELC 120. Three credits.

16 WEEKS: Jan. 25 - May 22

**1913** T  2-3:40pm  Liu  LIBERTY

ELC 256L - Digital Fund and Circuits Lab

16 WEEKS: Jan. 25 - May 22

**1914** R  2-3:40pm  Liu  MNB 175

**EMERGENCY MEDICAL SERVICES**

EMSP 104 - Emergency Medical Technician – This 199 hour basic pre-hospital care provider course meets Maryland State and National Registry of EMTs requirements leading to eligibility for certification as an Emergency Medical Technician and will include the latest State of Maryland Medical Protocols for EMS Providers. Topics include: fundamentals of emergency medical service; patient assessment; airway management, oxygen therapy, and resuscitation; medical emergencies; bleeding control and wound management; stabilization of fractures and spinal injuries; medical emergencies; lifting and moving patients; IV maintenance; and administration of approved medications. Nine credits.

16 WEEKS: Jan. 25 - May 22

EMSP 104L is the patient care skills lab related to EMSP 104. Lab classes are intermixed with didactic classes in this course. Students registering for EMSP 104 must register for one of the EMSP 104L patient care skills labs scheduled on the same days, at the same time.

**1297** MTR 9am-12:30pm  STAFF  MNB 211

**3095** MTR 6-9:30pm  STAFF  MNB 211

EMSP 104L - Emergency Medical Technician Lab

16 WEEKS: Jan. 25 - May 22

**1298** MTR 9am-12:30pm  STAFF  MNB 224

**1299** MTR 9am-12:30pm  STAFF  MNB 204

**1300** MTR 9am-12:30pm  STAFF  MNB 202

**3096** MTR 6-9:30pm  STAFF  MNB 224

**3097** MTR 6-9:30pm  STAFF  MNB 204

**3098** MTR 6-9:30pm  STAFF  MNB 202

**ENGINEERING TRANSFER**

EGN 101 * - Engineering Graphics - The elements of graphic communication, visualization, and analysis are introduced. **Prerequisite:** MAT 128. **Corequisite:** MAT 129. Three credits.

16 WEEKS: Jan. 25 - May 22

**1761** W 1:30-4pm  Liu  LSB 244

EGN 201 * - Dynamics - This course is the second in a sequence of two courses in introductory mechanics. **Prerequisites:** EGN 102, MAT 141, PHY 203. Three credits.

16 WEEKS: Jan. 25 - May 22

**1760** TR 1-2:20pm  Kaye  LSB 252
ENGLISH

RENG 90 - Integrated Reading and English - The first of a three-tier sequence of developmental reading-writing courses. This course is theme and mastery unit-based. Units include practice in word attack and vocabulary development, reading comprehension, study habits, grammar and mechanics, and paragraphing. Students are charged four billable hours.

16 WEEKS: Jan. 25 - May 22

1824  MWF   8-9:10am       STAFF          MNB 125

RENG 90 index 1825 is a Promise Academy course. The course is open to Promise Academy students only. Students must see Patricia Edwards in MNB 155 to apply. Tuition, fees, and books are paid for by scholarship. Students must place in RENG 90 (formerly ENG 80) according to ACCUPLACER to qualify for the program.

1825  TR   9:30-11:20am     STAFF          MNB 151

RENG 90 index 1820 is a Promise Academy course. The course is open to Promise Academy students only. Students must see Patricia Edwards in MNB 155 to apply. Tuition, fees, and books are paid for by scholarship. Students must place in RENG 90 (formerly ENG 80) according to Accuplacer to qualify for the program.

1820  MW    1-3pm          STAFF          MNB 222

RENG 91 * - Integrated Reading and English I - The second course in the three-tiered sequence of developmental reading-writing courses. This course focuses on the composition of unified and coherent paragraphs and reading competency, and it introduces students to the logical and well-developed short expository essay. Grammar, mechanics, sentence structure, and reading comprehension are stressed in relation to the skills of composing and understanding paragraphs and essays. Students are charged four billable hours. Prerequisite: ENG 80, RENG 90, or appropriate ACCUPLACER scores.

16 WEEKS: Jan. 25 - May 22

1831  TR   8-9:40am        STAFF          MNB 122

1832  S    9am-12:30pm     STAFF          MNB 151

7812  MW    9-10:10am      STAFF          MNB 130

1023  MWF   10-11:25am     STAFF          MNB 222

1835  TR   10-11:40am      STAFF          MNB 125

1024  MWF   1-2:10pm       STAFF          MNB 162

1833  TR   2-3:40pm        STAFF          MNB 125

7822  R    6-7:40pm        STAFF          MNB 164

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu> E-Learning for more information.]

7705  STAFF

8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

7125  MTWR  2-3:40pm       STAFF          MNB 151

12 WEEKS: Feb. 16 - May 24

1634  MWF   8-9:30am       STAFF          MNB 222

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu> E-Learning for more information.]

7740  STAFF

8 WEEKS-ACCELERATED II: Mar. 28 - May 22

7211  MTWR  4-5:40pm       STAFF          MNB 151

RENG 92 * - Integrated Reading and English II - The third course in the three-tiered sequence of developmental writing and reading courses. This course focuses on composition of logical and well-developed expository and persuasive essays and reading competency skills. Furthermore, it introduces students to the essentials of MLA documentation and format. Grammar, mechanics, sentence structure, and reading comprehension are stressed in relation to the skills of composing and understanding essays. Students are charged four billable hours. Prerequisite: ENG 81, RENG 91, or appropriate ACCUPLACER scores.

16 WEEKS: Jan. 25 - May 22

1009  TR   8-9:40am        STAFF          MNB 130

1016  MWF   8-9:10am       STAFF          MNB 162

1008  MWF   9-10:10am      STAFF          MNB 122

1013  S    9am-12:30pm     STAFF          MNB 125

1018  TR   11am-12:10pm    STAFF          MNB 222

1020  MWF   1-2:10pm       STAFF          MNB 130

1014  TR   2-3:40pm        STAFF          MNB 302

1015  MWF   2-3:10pm       STAFF          MNB 122

1019  TR   2-3:40pm        STAFF          MNB 162

1021  MWF   3-4:10pm       STAFF          MNB 130

3010  MWF   6-7:10pm       STAFF          MNB 162

3013  TR   6-7:40pm        STAFF          MNB 125

RENG 92 index 7887 is a hybrid course where students attend on campus and online classes. Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, attend orientation. Visit [www.bccc.edu> E-Learning for more information.]

7887  R    6-7:40pm        STAFF          MNB 151

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu> E-Learning for more information.]

7728  STAFF

7974  STAFF

8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

7215  MTWR  10-11:40am     STAFF          MNB 164

1840  MWF   11am-12:30pm    STAFF          MNB 122

RENG 92 index 7130 is an Accelerated I Hybrid course.

7130  TR   12-1:50pm       STAFF          MNB 122

7126  MTWR  2-3:40pm       STAFF          MNB 224

12 WEEKS: Feb. 16 - May 24

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu> E-Learning for more information.]

7754  STAFF

7758  STAFF

8 WEEKS-ACCELERATED II: Mar. 28 - May 22

7216  MTWR  2-3:40pm       STAFF          MNB 164
### ENG 101 * - English Writing
- Learn to establish a clear purpose in writing, develop this purpose with pertinent evidence, and adapt the writing to a range of audiences. **Prerequisite:** ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

#### 16 WEEKS: Jan. 25 - May 22

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</tr>
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**ENG 101 index 1064 is reserved for students whose first language is not English (English as a second language).**

#### DISTANCE LEARNING SECTIONS
- Students must have access to a computer connected to the Internet, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu>E-Learning for more information](http://www.bccc.edu>E-Learning for more information).

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#### 8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

<table>
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**ENG 101 Index 1060 is reserved for students enrolled in honors programs.**

#### 8 WEEKS-ACCELERATED II: Mar. 28 - May 22

<table>
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**ENG 107 * - Creative Writing (Fiction)** - Practice and instruction in the analysis, criticism, writing, and marketing of fiction manuscripts. **Prerequisite:** ENG 101. Three credits.

#### 16 WEEKS: Jan. 25 - May 22

#### DISTANCE LEARNING SECTIONS
- Students must have access to a computer connected to the Internet, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu>E-Learning for more information](http://www.bccc.edu>E-Learning for more information).

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#### 8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

#### DISTANCE LEARNING SECTIONS
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### ENVIRONMENTAL SCIENCE

#### ES 110 - Environmental Science
- Study the ways in which water, food, and energy supplies, air quality, housing safety, pest control, and public sanitation affect environmental health. Three credits.

#### 16 WEEKS: Jan. 25 - May 22

<table>
<thead>
<tr>
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<th>Days</th>
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<td>V. Jackson</td>
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### FASHION DESIGN

#### FASH 101 - Apparel Technology
- Create garments by hand and machine with technical perfection the goal. Students must have access to a sewing machine. Three credits.

#### 16 WEEKS: Jan. 25 - May 22

<table>
<thead>
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#### FASH 102 * - Historic Costume and Textile Development
- Through research and hands-on experience, students create costumes based on historical periods and contemporary events. **Prerequisite:** FASH 101 or FASH 200. Three credits.

#### 12 WEEKS: Feb. 16 - May 24

<table>
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<tr>
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<td>2402</td>
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FASH 103 - Fashion Design Concepts - Explore the elements and principles of fashion design - color, texture, line, shape, form, balance, proportion, and rhythm. Three credits.
16 WEEKS: Jan. 25 - May 22
4315 S 9-11:30am S. Benson-Kennedy MNB 220

FASH 104 * - Flat Pattern Design - Use the master pattern for creating original garments. Learn advanced apparel construction. Prerequisite: FASH 101 or FASH 200. Three credits.
16 WEEKS: Jan. 25 - May 22
2403 TR 9am-12pm D. Marte MNB 220

FASH 105 - Visual Merchandising - Create effective interior and exterior fashion displays. Field trips included. Three credits.
16 WEEKS: Jan. 25 - May 22
4317 S 12-2pm V. James MNB 220

FASH 107 - Survey of Apparel Retailing - Explore the environmental, cyclical, design, and business forces that govern apparel retailing. Three credits.
12 WEEKS: Feb. 16 - May 24

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7743 V. James

FASH 108 - Survey of Textiles - Gain an overview of textiles with an emphasis on the factors that produce successful garments. Three credits.
16 WEEKS: Jan. 25 - May 22
2413 M 10am-12:55pm V. Jackson MNB 220

FASH 202 - Computer-Aided Pattern Design 4318 12 week 5-7:30pm D. Marte

FASH 204 * - Design by Draping II - Design and construct garments demonstrating advanced knowledge of style, fabric selection, fit, pattern design and apparel construction. Prerequisite: FASH203. Three credits.
12 WEEKS: Feb. 16 - May 24
4313 MW 6-9:45pm R. Douglas MNB 214

FASH 205 * - Tailoring Techniques - Learn styling, pattern-making, construction, and fitting of tailored garments. Prerequisites: FASH 104 or FASH 203.
Three credits.
12 WEEKS: Feb. 16 - May 24
3998 TR 6-9:45pm S. Benson-Kennedy MNB 214

FASH 206 - Fashion Entrepreneurship Online Index 7756 S. Benson-Kennedy

FASH 207 * - Fashion Show Production - The focus is on producing a fashion show including: preparing budgets, coordinating the models and clothing, selecting the music and lighting, writing the commentary, and designing the runway. The final project in this course is the Annual Fashion Show that is jointly sponsored by the class and the Apparel Technology Program. Prerequisites: ENG 82 or RENG 92 or appropriate course waivers or ACCUPLACER scores. Three credits.
12 WEEKS: Feb. 16 - May 24
4319 F 5:30-9:15pm R. Douglas MNB 220

HEALTH
HEA 102 - First Aid and Safety - This Red Cross Standard Safety and First Aid course allows students to become certified in CPR. One credit.
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
1185 F 11am-2:40pm Jones PEC 122

HEALTH AND LIFE FITNESS
HLF 100 - Life Fitness: Weight Training/Jogging/Fitness - Fitness through the use of aerobic exercise is emphasized. One credit.
16 WEEKS: Jan. 25 - May 22
1197 MW 9-9:50am Rhames PEC 124
1351 MW 11-11:50am Rhames PEC 122
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
7113 S 8-8:45am Rhames PEC 122
8 WEEKS-ACCELERATED II: Mar. 28 - May 22
7280 S 8-8:45am Rhames PEC 122

HLF 142 - Weight Reduction - Topics include sound nutritional practice, physical fitness and aerobic exercises, and theories of behavior changes as they relate to weight control. Students must be at least 15 pounds overweight to register. See the program coordinator. Two credits.
16 WEEKS: Jan. 25 - May 22
1364 TR 11am-12:20pm Hice PEC 122

HLF 160 – Basketball - The basic skills and team play of basketball are introduced. One credit.
16 WEEKS: Jan. 25 - May 22
1210 TR 10-10:55am Maczko PEC 124
1212 S 11am-1pm Owens PEC 117

HLF 166 - Weight Training - The basic skills of weight training and their effects on the body are taught. One credit.
16 WEEKS: Jan. 25 - May 22
1213 TR 11-11:50am Maczko PEC 124
3141 TR 5:30-6:20pm Mitchell PEC 124

HLF 167 – Jogging - This course familiarizes students with the various styles and techniques of running. One credit.
12 WEEKS: Feb. 16 - May 24
1377 TR 8-8:55am Rhames PEC 122

HLF 201 - Personal and Community Health - Topics include contemporary concerns in health science such as mental health, sexuality and reproduction, drugs and alcohol, and more. Three credits.
16 WEEKS: Jan. 25 - May 22
1188 TR 9:30-10:50am Jones PEC 122
1201 TR 11am-12:20pm Jones PEC 117
1202 TR 12:30-1:50pm Jones PEC 124
3137 T 5:30-7:30pm Owens PEC 122
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7771 Mauck
7774 Mauck
HLF 205 * - Human Sexuality - Explore health-focused perspectives on sexuality based on psychological, physiological, and sociological concepts. Three credits.
16 WEEKS: Jan. 25 - May 22
1169 MWF 9-9:50am Mauck PEC 122
DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7801 Jones
12 WEEKS: Feb. 16 - May 24

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7838 Jones
8 WEEKS-ACCELERATED II: Mar. 28 - May 22

HIT 120. One credit.

HIT 123 * - ICD-9-CM Coding Principles and Practice - Learn about coding principles and practices, and gain laboratory experience in coding patient records. Prerequisites: AH 130, HIT 120, BI 201, or permission of the instructor. Four credits.
16 WEEKS: Jan. 25 - May 22
Students must be in the HIT Program and must be registered by HIT faculty. Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas.
3569 T 6-8:45pm STAFF NRS 100A

HIT 123L* - ICD-9-CM Coding Principles and Practice Lab
16 WEEKS: Jan. 25 - May 22
Students must be in the HIT Program and must be registered by HIT faculty. Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas.
3570 R 6-8:45pm STAFF NRS 100A

HIT 231 * - Health Information Practicum II - 45 hours of practical experience in all phases of health record practice at three different types of alternative healthcare settings. Prerequisite: HIT 120. One credit.
16 WEEKS: Jan. 25 - May 22
Students must be in the HIT Program; must be registered by HIT faculty; must have completed HIT 120, H & PE including verification of shots/immunity, etc.; must be on file prior to registering and must be at facility a total of 45 hours; minimum 4 hours per day.
1807 7am-3:30pm STAFF
HUM 101 * - History of African American Civilization I - Study the history of the African people from the anthropological origins of humankind to the mid-19th century. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
1203 MW 10-11:50am STAFF MNB 158
3170 MW 6-8:45pm STAFF MNB 304

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7789 STAFF

HUM 111 * - History of African American Civilization II - Study the African American historical experience from 1860 to the present. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
8 WEEKS-ACCELERATED I: Mar. 28 - May 22
1208 MW 10-11:50am STAFF MNB 158
3176 MW 6-8:45pm STAFF MNB 304

3178 MW 6-8:45pm STAFF MNB 304
1203 MW 10-11:50am STAFF MNB 158
3170 MW 6-8:45pm STAFF MNB 304

H 151 * - World History I - Study world culture from prehistoric times through the Renaissance. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22
1205 MWF 10-10:55am STAFF MNB 306
3175 R 6-9:30pm STAFF MNB 304

H 152 * - World History II - Learn about world development from the Protestant Reformation to modern times. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22
1203 MW 10-11:50am STAFF MNB 158
3176 MW 6-8:45pm STAFF MNB 304

3321 W 6-7:50pm STAFF LSB 307
16 WEEKS: Jan. 25 - May 22
3322 W 8-9:50pm STAFF LSB 307

HUMANITIES

HUM 202 * - Survey of Art, Literature, and Music - Learn about the interrelationships of art and music, including historical perspectives and African and Eastern influences. Prerequisite: ENG 101 or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22
1273 TR 2-3:15pm STAFF MNB 120
8 WEEKS-ACCELERATED II: Mar. 28 - May 22

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7239 STAFF

HUM 207 * - Creation: Myths and Theories - Examine myths of creation as symbolic of the way in which human worlds of meaning come into being and are understood in a particular tradition and community. Three credits.
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7824 STAFF

INFORMATION TECHNOLOGY: DATABASE

ITDB 246 * - Oracle Database Administration - Working with multi-user platform such as Oracle, learn database design, SQL, and PL/SQL. Prerequisites: BCA 104, BCA 136. Three credits.
16 WEEKS: Jan. 25 - May 22
3321 W 6-7:50pm STAFF LSB 307
3322 W 8-9:50pm STAFF LSB 307

INFORMATION TECHNOLOGY: NETWORKING

ITNT 235 * - Networking with TCP/IP - Learn computer communications protocols and prepare for the professional world of computer communications. Prerequisite: TEL 100. Three credits.
16 WEEKS: Jan. 25 - May 22
3326 R 6:30-9:20pm STAFF MNB 327

INFORMATION TECHNOLOGY: CYBER SECURITY & ASSURANCE

ITSA 125 - Security Fundamentals, Principles and Ethics – Security Fundamentals, Principals and Ethics provides a broad view of the entire field of information security with a structured methodology that can be used to implement information security in an organization that has little or no formal information security procedure in place; a study of ethics and moral philosophy as a means for providing a framework for ethically grounded decision making in the information age. Three credits.
16 WEEKS: Jan. 25 - May 22
1396 M 9-10:50am STAFF LSB 307
1397 W 9-10:50am STAFF LSB 307

ITSA 233 - Ethical Hacking – Ethical Hacking engages students in an interactive environment where they will learn how to scan, test, hack and secure information systems. Students will gain practical experience with essential security systems with a plethora of offensive security topics ranging from how perimeter defenses work to scanning and attacking simulated network. A wide variety of tools, viruses, and malware is presented, providing a complete understanding of tactics and tools used by hackers. Three credits.
16 WEEKS: Jan. 25 - May 22
3243 M 6-7:50pm STAFF LSB 307
3244 M 8-9:50pm STAFF LSB 307
LABORATORY SKILLS

LSS 103 - Lab & Sterilization Management - This course is designed to teach students how to (1) perform day-to-day organization and management of biomedical laboratories; (2) apply proper Standard Operation Procedures (SOPs) and Good Laboratory Practices (GLPs) for upkeep of asepsis in biomedical laboratories and cleaning and sterilization of glassware; and (3) handle records and documentation in biomedical laboratories. Three credits. 16 WEEKS: Jan. 25 - May 22

LSS 105 - Introduction to Lab Animal Science - This course is designed to prepare students to work with lab animals by teaching them about lab animal science topics such as animal health, regulations, animal anesthesia, animal euthanasia, etc. Prerequisites: LSS 101, LSS 102, and LSS 103. Note: if students already completed LSS 101, 102, and 103 previously, they are eligible to take LSS 104. Three credits. 16 WEEKS: Jan. 25 - May 22

LEGAL ASSISTANT

PLA 102 * - Legal Research and Bibliography - Learn the basic techniques of legal research, including proper citation forms, “briefing” of cases, and memo preparation. Three credits. 16 WEEKS: Jan. 25 - May 22

PLA 107 * - Office Practice and Ethics - Learn about different legal structures used by law firms and standard procedures used in law offices, including accounting methods, time keeping, and billing. Prerequisite: PLA 101. Three credits. 16 WEEKS: Jan. 25 - May 22

PLA 194 * - Special Topic: Constitutional Law - This course is designed to give students an in-depth understanding of the United States Constitution, and the U.S. Supreme Court, both from a historical and judicial perspective, through the use of assigned readings and classroom exercises. There will be an emphasis on the landmark cases over the last two centuries, the current trends of the Court, and the general principles of Constitutional Law. Judicial process and terminology will be discussed in the context of the historical development, and sociological role of our legal system. Prerequisites: ENG 101 and PLA 101. Two credits. 16 WEEKS: Jan. 25 - May 22

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information. 7847 STAFF

PLA 204 * - General Law II - Take part in advanced study of Constitutional, labor, and administrative law. Three credits. 16 WEEKS: Jan. 25 - May 22

MGMT 102 - Principles of Supervision - Topics include leadership skills, teamwork, and customer satisfaction. Three credits. 16 WEEKS: Jan. 25 - May 22

MGMT 103 * - Business Mathematics - Learn how to solve problems in interest and discount, negotiable instruments, payroll, and other business applications. Prerequisite: MAT 81, MAT 91, or satisfactory ACCUPLACER. 16 WEEKS: Jan. 25 - May 22

MGMT 170 - Small Business Management - Learn about entrepreneurship, management of a business, launching a new venture, and preparation of a business plan. Three credits. 16 WEEKS: Jan. 25 - May 22

MGMT 170 index 7890 is an online hybrid course which meets on the following Wednesdays: Feb. 10, Mar. 9, Apr. 6, and May 4, 2016. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information. 7890 W 6-8:40pm STAFF MNB 310
### MATHEMATICS

#### MAT 80 - Arithmetic: Concepts and Applications
- Topics include fractions, decimals, ratios, proportions, and percentages, and basic concepts in geometry.
- Students are charged three billable hours.
- 16 WEEKS: Jan. 25 - May 22

<table>
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**MAT 80 index 1600 is a Promise Academy course. Students must see Patricia Edwards in MNB 155. Tuition, fees and books are paid for with scholarship.**

Students must place in MAT 80 according to the ACCUPLACER test to qualify for the program.

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**MAT 80 index 1603 is a Promise Academy course. Students must see Patricia Edwards in MNB 155. Tuition, fees and books are paid for with scholarship.**

Students must place in MAT 80 according to the ACCUPLACER test to qualify for the program.

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<tr>
<td>1608</td>
<td>MW</td>
<td>5:30-6:45pm</td>
<td>STAFF</td>
<td>LSB 304</td>
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</tbody>
</table>

**MAT 80 index 3258 is a Promise Academy course. Students must see Patricia Edwards in MNB 155. Tuition, fees and books are paid for with scholarship.**

Students must place in MAT 80 according to the ACCUPLACER test to qualify for the program.

<table>
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#### DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu>E-Learning for more information](https://www.bccc.edu/E-Learning).

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<td>Aranya</td>
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**MAT 80 index 1603 is a Promise Academy course. Students must see Patricia Edwards in MNB 155. Tuition, fees and books are paid for with scholarship.**

Students must place in MAT 80 according to the ACCUPLACER test to qualify for the program.

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#### MAT 86 - Integrated Pre-Algebra and Introductory Algebra
- Integrated Pre-Algebra and Introductory Algebra covers fractions; decimals; exponents; percent; real numbers and algebraic expressions; solving and graphing linear equations; polynomials; and factoring. Word problems and the use of calculations to solve them are stressed throughout the course.
- 16 WEEKS: Jan. 25 - May 22

<table>
<thead>
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**MAT 86 index 1625 is a Promise Academy course. Students must see Patricia Edwards in MNB 155. Tuition, fees and books are paid for with scholarship.**

Students must place in MAT 86 according to the ACCUPLACER test to qualify for the program.

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<td>3260</td>
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<td>LSB 323</td>
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</table>

**12 WEEKS: Feb. 16 - May 24**

### DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu>E-Learning for more information](https://www.bccc.edu/E-Learning).

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<tr>
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</table>
MAT 87M - Integrated Elementary and Intermediate Algebra - Combines the content of Elementary and Intermediate Algebra to provide a review of signed numbers, algebraic expressions, linear equations, applications of linear equations, inequalities and graphing, exponents, polynomials, special products, factoring, quadratic equations, application of quadratic equations, roots and radicals. This course is specifically designed for non-STEM majors. It is a pre-requisite for MAT 107, MAT 113, or MAT 114. Students are charged 5 billable hours. Prerequisites: Students must have passed MAT 80 with a “B” or better or Acculacer score in Elementary Algebra between 52-62.

16 WEEKS: Jan. 25 - May 22
2519 TR 9-11:15am STAFF LSB 245
2515 MWF 10-11:30am Ennels LSB 245
2521 TR 12:30-2:45pm Roozbehi LSB 245
2517 MW 1-3:15pm Ennels LSB 245
3247 TR 4-6:15pm STAFF LSB 246
3542 MW 5:30-7:45pm STAFF LSB 245

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7704 Ennels

MAT 91 * - Elementary Algebra - Topics include the four operations on real numbers, evaluation and simplification of polynomials, and solutions to linear equations. Students are charged four billable hours. Prerequisite: MAT 80, or appropriate ACCUPLACER score.

16 WEEKS: Jan. 25 - May 22
2001 MWF 8-9:15am STAFF LSB 238
2004 TR 8-9:40am Salajegheh LSB 261
2009 TR 9-10:40am Kochesfahani LSB 243
3306 S 9am-12:45pm STAFF MNB 116
2015 TR 10:30am-12:10pm STAFF LSB 304
2016 MF 11am-12:25pm Grell LSB 238
W 11-11:55am Grell LSB 238
2017 TR 11am-12:40pm Kochesfahani LSB 246
2023 TR 12:30-2:10pm STAFF LSB 323
2010 TR 9-10:40am HARBOR
2012 MWF 10-11:15am HARBOR
3267 MW 5:30-7:10pm STAFF LSB 246
3268 MW 5:30-7:50pm Tesfaye LSB 213
3268 TR 5:30-7:10pm STAFF LSB 238
3293 TR 7:30-9:10pm Tesfaye LSB 213

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7733 STAFF
7820 Roozbehi

8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
7104 MWF 10am-12:25pm STAFF LSB 237
12 WEEKS: Feb. 16 - May 24
2003 MWF 8-9:25am STAFF LSB 260

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7702 Leshan

MAT 92 * - Intermediate Algebra - Topics include operations of algebraic expressions, rules of exponents, scientific notation, and variation. Students are charged four billable hours. Prerequisite: MAT 81 and MAT 91, or appropriate ACCUPLACER score.

16 WEEKS: Jan. 25 - May 22
2035 MWF 8-9:15am STAFF LSB 237
2037 TR 8-9:40am STAFF LSB 237
2049 MWF 9:30-10:45am Gleger LSB 246
2044 TR 10-11:40am STAFF LSB 323
2045 TR 10:30am-12:10pm Salajegheh LSB 252
2050 MF 11am-12:25pm Roozbehi LSB 323
2051 TR 11:30am-1:10pm Leshan LSB 213
2052 TR 12:1-40pm Grel LSB 237
2058 TR 1:30-3:10pm Leshan LSB 213
3337 MW 5:30-7:10pm STAFF LSB 263
3338 TR 5:30-7:10pm Reznichenko LSB 237
3333 TR 6-7:40pm STAFF LSB 243
3342 TR 6-7:40pm LIBERTY
3343 MW 7:30-9:10pm STAFF LSB 243

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7214 Grel
7751 Summer

8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
7140 MWF 10am-12:25pm Pearlman LSB 252
12 WEEKS: Feb. 16 - May 24
2056 TR 1-3:20pm Reznichenko LSB 246
MAT 92 index 7023 is a 12-week course. This course is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7023 TR 5:30-7:50pm STAFF BIOP 230

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7707 Saunders

8 WEEKS-ACCELERATED II: Mar. 28 - May 22
7219 MWF 10am-12:25pm STAFF LSB 237

DISTANCE LEARNING SECTIONS
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7217 Kochesfahani
MAT 107 * - Modern Elementary Statistics - Learn about descriptive statistics, probability distributions, hypothesis testing, and experimental design. **Prerequisites:** MAT 82 or MAT 92 or appropriate ACCUPLACER score; ENG 82, RENG 92. Three credits. 
16 WEEKS: Jan. 25 - May 22

- **1695** TR 8-9:15am STAFF LSB 240
- **1375** TR 9:30-10:45am STAFF LSB 240
- **1694** TR 10-11:15am STAFF LSB 238
- **3313** S 10am-12:15pm STAFF LSB 238
- **1701** TR 11am-12:15pm Roozbehi LSB 240
- **1700** TR 1-2:15pm Kerzhner LSB 238
- **1696** MW 1:30-2:45pm STAFF LSB 237
- **1693** R 2:30-5:15pm Folle LSB 237
- **1697** TR 2:30-3:45pm Folle LSB 238

**MAT 107 index 7068 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.**

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Students are required to take exams on campus. Visit www.bcc.edu>E-Learning for more information.

- **7759** Kaye 8 WEEKS-ACCELERATED II: Mar. 28 - May 22
- **7761** STAFF
- **3331** TR 5:30-7:15pm STAFF LSB 260

**MAT 107 index 7069 is a 12-week course which meets at the BioPark, 801 W. Baltimore Street, 2nd floor.**

- **7069** TR 6-7:45pm STAFF BIOP 229

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Students are required to take exams on campus. Visit www.bcc.edu>E-Learning for more information.

- **7760** Kaye 12 WEEKS: Feb. 16 - May 24
- **3331** TR 5:30-7:15pm STAFF LSB 260

**MAT 125 * - Finite Mathematics** - Topics useful to students in business and social sciences are covered, with an emphasis on application rather than theory. **Prerequisites:** MAT 82, MAT 92, or appropriate ACCUPLACER score; ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits. 
16 WEEKS: Jan. 25 - May 22

- **7108** TR 11:30am-12:45pm Sumner LSB 238
- **3327** MW 5:30-6:45pm STAFF LSB 260

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Students are required to take exams on campus. Visit www.bcc.edu>E-Learning for more information.

- **7875** Luu

**MAT 127 - College Algebra & Trigonometry** - More advanced topics in Algebra and Trigonometry are presented, including linear modeling, theory of functions and graphs, polynomial, exponential, and logarithmic functions, systems of linear equations and determinants, trigonometric functions and graphs, and triangle trigonometry. **Prerequisites:** MAT 92; ENG 82 or RENG 92 or appropriate ACCUPLACER scores. Four credits. 
16 WEEKS: Jan. 25 - May 22

- **1710** TR 9-10:40am STAFF LSB 263
- **3323** MW 5:30-7:10pm STAFF LSB 213

**12 WEEKS: Feb. 16 - May 24**

- **1707** MWF 9:30-10:55am Grell LSB 238

**MAT 128 * - Precalculus I: College Algebra** - Study more advanced topics in algebra including functions and their graphs, inverse functions, and systems of linear and non-linear equations. **Prerequisites:** MAT 82, MAT 92, or appropriate ACCUPLACER score; ENG 82, RENG 92, or appropriate ACCUPLACER scores. Four credits. 
16 WEEKS: Jan. 25 - May 22

- **1292** TR 3-4:20pm Grell LSB 237
- **7071** MW 9:30-11:10am Leshan BIOP 229
- **3339** TR 5:30-7:10pm Salajegheh LSB 255

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Students are required to take exams on campus. Visit www.bcc.edu>E-Learning for more information.

- **7879** STAFF 12 WEEKS: Feb. 16 - May 24
- **7207** MWF 8-9:25am Ennels LSB 213

**MAT 129 * - Precalculus II: Trigonometry and Analytic Geometry** - This course is intended for students who are on a calculus track and focuses on trigonometry and analytic geometry. **Prerequisite:** MAT 128 or appropriate ACCUPLACER score. Four credits. 
16 WEEKS: Jan. 25 - May 22

- **1703** MWF 8-9:15am Giegler LSB 255
- **3326** TR 5:30-7:10pm Saunders LSB 252

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Students are required to take exams on campus. Visit www.bcc.edu>E-Learning for more information.

- **7790** Kerzhner 13 WEEKS: Feb. 16 - May 24

**MAT 140 * - Calculus I** - Study differential calculus, including limits, continuity, the derivative, and differentials. **Prerequisite:** MAT 129 or appropriate ACCUPLACER score. Four credits. 
16 WEEKS: Jan. 25 - May 22

- **1704** MWF 10-11:15am Giegler LSB 213
- **3329** MW 5:30-7:10pm STAFF LSB 306

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bcc.edu>E-Learning for more information.

- **7703** Luu

**MAT 141 * - Calculus II** - Study integral calculus, including applications of the definite integral and techniques of integration. **Prerequisite:** MAT 140 or appropriate ACCUPLACER score. Four credits. 
16 WEEKS: Jan. 25 - May 22

- **1705** MW 3:30-5:10pm Reznichenko LSB 255

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bcc.edu>E-Learning for more information.

- **7708** Reznichenko
### Winter / Spring 2016 Credit Class Schedule

#### DISTANCE LEARNING SECTIONS

**Students must have access to a computer connected to the Internet. Must be computer literate, and if taking an online course for the first time, must attend orientation. Visit [www.bccc.edu>E-Learning](http://www.bccc.edu) for more information.**

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</table>

**MAT 211 * - Differential Equations** - Topics include first order differential equations and applications of linear differential equations. **Prerequisite:** MAT 141. Four credits.

16 WEEKS: Jan. 25 - May 22

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**MAT 212 * - Linear Algebra** - Topics include linear systems, determinants, vector spaces, and linear transformations. **Prerequisite:** MAT 141. Four credits.

16 WEEKS: Jan. 25 - May 22

**MUSIC**

**MUS 103 * - Music Appreciation** - Study music history and literature from 1750 to the present, with emphasis on selected masterpieces. **Prerequisite:** ENG 82, RENG 92. Three credits.

16 WEEKS: Jan. 25 - May 22

<table>
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**PRACTICAL NURSING**

**PNUR 101 * - Adult Health Nursing I** - The focus of this course is on providing care to clients experiencing common health problems that affect the gastrointestinal, endocrine, genitourinary, reproductive, immune, and musculoskeletal systems. Cancer, surgery and fluid/electrolyte and acid/base imbalances are introduced to students as stressors that affect the entire body system. **Prerequisites:** PRE 100, ENG 101; PSY 101; minimum grades of “C” in BIO 201 (formerly BIO 111), BIO 202 (formerly BIO 112), BIO 212, NUR 111, NUR 120. Five credits.

8 WEEKS-ACCELERATED: Jan. 25 - Mar. 24

<table>
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**PNUR 101L * - Adult Health Nursing I Lab**

8 WEEKS-ACCELERATED: Jan. 25 - Mar. 24

<table>
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**PNUR 105 * - Adult Health Nursing II** - This course focuses on adult clients who are experiencing threats to adequate respiration, insults to cardiovascular integrity, and disorders of neurologic and sensory function. Selected psychiatric/mental health issues are examined. The student is expected to identify elements of healthy behavior, maladaptive and psychotic behavior, and other personality disorders. **Prerequisites:** PRE 100, ENG 101; PSY 101; minimum grades of “C” in BIO 201 (formerly BIO 111), BIO 202 (formerly BIO 112); BIO 212; NUR 111, NUR 120; PNUR 101. Five credits.

8 WEEKS-ACCELERATED: Mar. 28 - May 22

<table>
<thead>
<tr>
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**PNUR 105L * - Adult Health Nursing II Lab**

8 WEEKS-ACCELERATED: Mar. 28 - May 22

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**NURSING**

**NUR 111 * - Calculation of Medications in Nursing** - Develop proficiency and accuracy in the calculation of medications. **Admission Requirement:** Completion of developmental courses and admission to the Nursing Program. Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas. **Prerequisite:** PRE 100; minimum grade of C in BIO 201, BIO 202, BIO 212. **Corequisite:** ENG 101; NUR 120; PSY 101. One credit.

16 WEEKS: Jan. 25 - May 22

<table>
<thead>
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<td>NRS 315</td>
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<td>1713</td>
<td>R</td>
<td>1-3pm</td>
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</table>

**NUR 120 * - Introduction to Nursing Practice** - This foundation course helps beginning nursing students develop the intellectual, interpersonal, and technical skills for effective client care. **Admission Requirement:** Completion of developmental courses and admission to the Nursing Program. **Prerequisites:** PRE 100; minimum grade of C in BIO 201, BIO 202, BIO 212. **Corequisites:** ENG 101; NUR 111; PSY 101. Eight credits.

16 WEEKS: Jan. 25 - May 22

**NUR 120L * - Introduction to Nursing Practice Lab**

16 WEEKS: Jan. 25 - May 22

Students may be assigned to clinical rotations on Tuesday/Wednesday; Friday/Saturday; or Saturday/Sunday.

<table>
<thead>
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**NUR 122 * - Medical-Surgical Nursing of Adults I** - Focus on caring for adults with pathophysiology related to common nutritional problems and musculoskeletal disorders. Classes will meet Tuesday/Wednesday starting 8:00 am-2:30 pm the week of 1/25/16. Students may be assigned to clinical rotation on Tuesday/Wednesday; Friday/Saturday; or Saturday/Sunday. **Prerequisites:** Pre 100; ENG 101; PSY 101; minimum grade of C in BIO 201, BIO 202, BIO 212, NUR 111, NUR 120. **Corequisite:** PSY 104; SOC 101. Eight credits.

16 WEEKS: Jan. 25 - May 22

**NUR 122L * - Medical-Surgical Nursing of Adults I Lab**

16 WEEKS: Jan. 25 - May 22

NUR 122 requires lecture and lab; course coordinator assigns appropriate clinical. Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas.

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<th>Code</th>
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**NUR 120L * - Introduction to Nursing Practice Lab**

16 WEEKS: Jan. 25 - May 22

Students may be assigned to clinical rotations on Tuesday/Wednesday; Friday/Saturday; or Saturday/Sunday.
NUR 122L* - Medical-Surgical Nursing of Adults I Lab - Classes will meet Tuesday/Wednesday starting 8:00 am-2:30 pm the week of 1/25/16. Students may be assigned to clinical rotation on Tuesday/Wednesday; Friday/Saturday; or Saturday/Sunday.

16 WEEKS: Jan. 25 - May 22

1724  TW  7am-3:30pm  STAFF
1725  TW  7am-3:30pm  STAFF  HOSP
1727  TW  7am-3:30pm  STAFF  HOSP
1728  TW  7am-3:30pm  STAFF
1736  TW  7am-3:30pm  STAFF
1752  TW  7am-3:30pm  STAFF
1753  SM  7am-3:30pm  STAFF
3145  SN  7am-3:30pm  STAFF
3146  SN  7am-3:30pm  STAFF
3147  SN  7am-3:30pm  STAFF
1726  TW  4-10pm  STAFF  HOSP
12 WEEKS: Feb. 16 - May 24

1755  SM  7am-3:30pm  STAFF

NUR 216* - Perspectives and Issues in Nursing - Study historical forces that have shaped the profession as well as current healthcare, legal, and ethical issues relating to nursing practice. Prerequisites: PRE 100; ENG 101; PSY 101; PSY 104; SOC 101; minimum grade of C in BIO 201, BIO 202, BIO 212, NUR 111, NUR 120, NUR 122 or NUR 125, NUR 218, NUR 222. Corequisite: NUR 220. One credit.

16 WEEKS: Jan. 25 - May 22

NUR 216 requires lecture and lab; course coordinator assigns appropriate clinical. Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Blackboard.

1745  R  12-2pm  STAFF  NRS 101

NUR 218* - Maternal and Child Health Nursing - Learn how to provide holistic, family-centered nursing care to pregnant women, the newborn, and children through adolescence. Prerequisites: PRE 100; ENG 101; PSY 101, PSY 104; SOC 101; minimum grade of C in BIO 201, BIO 202, BIO 212, NUR 111, NUR 120, NUR 122 or NUR 125, NUR 218. Corequisite: NUR 222. Six credits.

16 WEEKS: Jan. 25 - May 22

NUR 218 requires lecture and lab; course coordinator assigns appropriate clinical.

1735  R  9am-12:30pm  STAFF  NRS 315

NUR 218L* - Maternal and Child Health Nursing Lab - Students may be assigned to clinical rotation on Mondays, Tuesdays, Wednesdays, Fridays or Saturdays.

16 WEEKS: Jan. 25 - May 22

1730  T  6am-2:30pm  STAFF
1738  W  6am-2:30pm  STAFF
1744  M  6am-2:30pm  STAFF
1754  M  6am-2:30pm  STAFF
1739  M  7am-3:30pm  STAFF
1741  T  7am-3:30pm  STAFF
1743  W  7am-3:30pm  STAFF
1762  S  7am-3pm  STAFF
1763  N  7am-3pm  STAFF
1764  F  7am-3pm  STAFF
1729  M  12-6pm  STAFF

NUR 220* - Medical-Surgical Nursing of Adults II - Examine nursing care for adult clients with health alterations of cardiovascular, hematological, respiratory, and neurosensory systems. Prerequisites: PRE 100; ENG 101; PSY 101; PSY 104; SOC 101; minimum grade of C in BIO 201, BIO 202, BIO 212, NUR 111, NUR 120, NUR 122 or NUR 125, NUR 218, NUR 222. Corequisite: NUR 220. Eight credits.

16 WEEKS: Jan. 25 - May 22

1731  MR  8:30-11:30am  STAFF  NRS 101
ORIENTATION

PRE 100 * - Preparation for Academic Achievement - All new degree- or certificate-seeking students and students entering with fewer than 15 credits are required to complete the Orientation course. Students in the Dietetic Technician Program may substitute DNT 110: Orientation to Dietetics. One credit.

8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
7171 W 8:50-9:50am STAFF MNB 124
7172 T 8:50-9:50am STAFF LSB 238
7174 T 9:10-10:10am STAFF MNB 124
7182 S 9:10-10:10am STAFF MNB 124
7159 W 10-11:10am STAFF MNB 124
7175 T 10-11:10am STAFF NRS 313
7161 S 11am-12:50pm STAFF MNB 124
7168 M 11am-12:50pm STAFF MNB 258

PRE 100 index 7173 is a course for Promise Academy students only. Students must contact Patricia Edwards in MNB 155 to register.

PHI 101 * - Introduction to Philosophy - Probe what is called human wisdom through an examination of representative philosophical problems. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 24
7266 M 8-8:50am STAFF MNB 124
7259 W 10-11:10am STAFF MNB 124
7464 F 10-11:10am STAFF MNB 124
7261 S 11am-12:50pm STAFF MNB 124
7191 M 12-1:50pm STAFF MNB 114
7260 T 2-3:50pm STAFF MNB 116
7195 T 6-7:50pm STAFF MNB 116
7262 T 6-7:50pm STAFF MNB 116

PHI 104 * - Logic and Critical Thinking - Study the principles of reasoning and reflective thinking. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
12 WEEKS: Feb. 16 - May 24

DISTANCE LEARNING SECTIONS

PHI 104 is an online course for students entering into an Allied Health Program only. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7891 STAFF

PHI 105 * - Introduction to Professional Ethics - Use a multicultural approach to understand the main dilemmas in making ethical/moral decisions. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22

DISTANCE LEARNING SECTIONS

Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7832 STAFF

PHYSICAL THERAPIST ASSISTANT

PTT 140 * - Medical Lectures - Study medical, neurological, and orthopedic conditions most frequently treated by physical therapist assistants. Prerequisite: completion of all first-semester Physical Therapist Assistant Program courses. Corequisite: PTT 150. Four credits.
16 WEEKS: Jan. 25 - May 22

1775 M 8:30-10:30am STAFF MNB 116
7 W 10:45am-12:45pm STAFF MNB 116

PTT 150 * - Physical Therapist Assisting Procedures II - This course continues PTT 120, and topics include electrical stimulation, traction, ultrasound, and gait training. Prerequisite: completion of all first-semester Physical Therapist Assistant Program courses. Corequisite: PTT 120 and PTT 140. Five credits.
16 WEEKS: Jan. 25 - May 22

PTT 150L - Physical Therapist Assisting Procedures II Lab
16 WEEKS: Jan. 25 - May 22

1777 WF 7:30-10:30am STAFF MNB 207
1774 TR 8:30-11:30am STAFF MNB 209
1778 TR 8:30-11:30am STAFF MNB 207

PTT 210 * - Physical Therapist Assisting Seminar - Study current issues in the physical therapy setting, and learn about geriatric physical therapy. Corequisite: PTT 250. Two credits.
16 WEEKS: Jan. 25 - May 22

1779 T 8am-5pm STAFF MNB 207

PTT 213 * - Clinical Education II - A supervised, practical experience during a five-week clinical assignment in a rehabilitation center, nursing home, or private practice is provided. Prerequisites: PTT 210; PTT 250. Four credits.
12 WEEKS: Feb. 16 - May 24

1780 MWF 8am-5pm STAFF

PTT 214 * - Clinical Education III - A four-week clinical assignment in a general hospital, nursing home, or private practice is provided. Prerequisites: PTT 210, PTT 250. Four credits.
8 WEEKS-ACCELERATED II: Mar. 28 - May 22

7181 MWF 8am-5pm STAFF

PTT 250 * - Physical Therapist Assisting Procedures IV - This is the final course in the four-part procedures sequence, and topics include advanced therapeutic techniques and special topics in rehabilitation. Prerequisite: PTT 240 and PTT 260. Corequisite: PTT 210. Four credits.
8 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24

1762 MWF 8am-12pm STAFF MNB 209
### PHYSICS

**PHI 101* - Fundamentals of Physics I** - Topics include measurement, waves, sounds, kinematics, dynamic equilibrium, and energy. **Prerequisites:** ENG 82, RENG 92, or appropriate ACCUPLACER scores; MAT 128. Four credits.

16 WEEKS: Jan. 25 - May 22
- **PHY 101 index 7042** is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
- **PHY 7042** MW 9-10:30am STAFF BIOP 206

**PHY 101L* - Fundamentals of Physics I Lab**
- 16 WEEKS: Jan. 25 - May 22
  - **PHY 101L index 7043** is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
  - **PHY 7043** M 11am-1:45pm STAFF BIOP 206

**PHY 102* - Fundamentals of Physics II** - Topics include heat, thermodynamics, fluids, kinematics, elasticity of matter, and waves. **Prerequisites:** ENG 82, RENG 92, or appropriate ACCUPLACER scores; MAT 128. Four credits.

16 WEEKS: Jan. 25 - May 22
- **PHY 102 index 7007** is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
- **PHY 7007** MW 2-3:30pm STAFF BIOP 206

**PHY 204* - General Physics II** - PHY 204 continues PHY 203 and covers heat, thermodynamics, electricity, magnetism, and optics. **Prerequisites:** MAT 141 and PHY 203. Five credits.

16 WEEKS: Jan. 25 - May 22
- **PHY 204L* - General Physics II Lab**
  - 16 WEEKS: Jan. 25 - May 22
  - **PHY 204L** W 11am-1:45pm STAFF BIOP 206

**PHYSICAL SCIENCE**

**PHSC110* - Physical Science** - Integration of chemistry with other science disciplines and mathematics is stressed. **Prerequisites:** MAT 82 or MAT 92; ENG 82 or RENG 92; or appropriate ACCUPLACER scores. Four credits.

16 WEEKS: Jan. 25 - May 22
- **PHSC110L* - Physical Science Lab**
  - 16 WEEKS: Jan. 25 - May 22
  - **PHSC110L** R 6-8:45pm STAFF LSB 402

### PSYCHOLOGY

**PSY 101* - Introductory Psychology** - Learn about physiological, emotional, intellectual, and social forces that influence the development of human behavior. **Prerequisites:** ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.

16 WEEKS: Jan. 25 - May 22
- **PSY 101** TR 9-10:15am STAFF MNB 304
- **PSY 1335** TR 11am-12:15pm STAFF MNB 306
- **PSY 1336** MW 1-2:15pm STAFF MNB 256
- **PSY 3123** T 6-8:30pm STAFF MNB 158

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7716 STAFF
7867 STAFF
16 WEEKS-ACCELERATED I: Jan. 25 - Mar. 24
- **PSY 1319** MW 9-11:30am STAFF MNB 172
- **PSY 1340** TR 1-2:15pm STAFF MNB 158

**PSY 104* - Developmental Psychology** - Learn about evolving growth and emerging behavior patterns from birth through old age. PSY 104 is reserved for PRE-NURSING STUDENT MAJORS ONLY. Students must see Social and Behavioral Sciences Department Chair for permission to take this course. **Prerequisite:** PSY 101. Three credits.

16 WEEKS: Jan. 25 - May 22
- **PSY 104** TR 1-2:15pm STAFF MNB 304
- **PSY 1347** TR 8-9:15am STAFF MNB 310
- **PSY 1345** MW 9-10:15am STAFF MNB 312
- **PSY 1346** TR 4-5:15pm STAFF MNB 306
- **PSY 3126** R 6-8:30pm STAFF MNB 312

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7873 STAFF
7874 STAFF

**PSY 204* - Introduction to Abnormal Psychology** - Gain an understanding of adaptive and maladaptive behavior and social attitudes toward mental health/illness. **Prerequisite:** PSY 101. Three credits.

16 WEEKS: Jan. 25 - May 22
- **PSY 204** TR 8-9:15am STAFF MNB 310
- **PSY 1347** TR 9-10:15am STAFF MNB 312
- **PSY 1346** TR 4-5:15pm STAFF MNB 306
- **PSY 3126** R 6-8:30pm STAFF MNB 312

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7876 STAFF

**PSY 206* - Social Psychology** - Focus is on how people interact in social situations, how they influence each other's judgments, task performance, and attitudes. **Prerequisite:** PSY 101 or permission of the instructor. Three credits.

16 WEEKS: Jan. 25 - May 22
- **PSY 206** TR 8-9:15am STAFF MNB 310
- **PSY 1347** TR 9-10:15am STAFF MNB 312
- **PSY 1346** TR 4-5:15pm STAFF MNB 306
- **PSY 3126** R 6-8:30pm STAFF MNB 312

**DISTANCE LEARNING SECTIONS**

Students must have access to a computer connected to the Internet, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7898 STAFF
### RESPIRATORY CARE

#### RC 121 * - Cardiorespiratory Science II -
Learn about the concept of Acute Respiratory Care provided to the mechanically ventilated adult patient. **Prerequisites:** Admission to the Respiratory Care Program. **Corequisites:** RC 112, RC 113, RC 115. Three credits. 16 WEEKS: Jan. 25 - May 22

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#### RC 122 * - Cardiorespiratory Equipment II -
Focus is on the classes of medications appropriate for pharmacological support of the cardiopulmonary patient. **Prerequisites:** BIO 212; RC 111, RC 112, RC 113, RC 115. **Corequisites:** RC 121, RC 123, RC 125, RC 127. One credit. 16 WEEKS: Jan. 25 - May 22

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#### RC 123 * - Manifestations of Cardiorespiratory Disease -
Focus is on the clinical manifestations, diagnosis, and prognosis of acute and chronic diseases of the cardiopulmonary system. **Prerequisites:** BIO 212; RC 111, RC 112, RC 113, RC 115. **Corequisites:** RC 121, RC 122, RC 125, RC 127. Three credits. 16 WEEKS: Jan. 25 - May 22

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#### RC 125 * - Clinical Practicum II -
Focus is on the clinical manifestations, diagnosis, and prognosis of acute and chronic diseases of the cardiopulmonary system. **Prerequisites:** BIO 212; RC 111, RC 112, RC 113, RC 115. **Corequisites:** RC 121, RC 122, RC 123, RC 127. Four credits. 16 WEEKS: Jan. 25 - May 22

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#### RC 125L - Clinical Practicum II Lab
16 WEEKS: Jan. 25 - May 22

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### ROBOTICS/MECHATRONICS TECHNOLOGY

#### RBT 201 - Robotics Applications -
This course covers various robotics applications and their associated components and control systems in manufacturing, construction, service, etc. Students will be introduced, through hands-on experience, to the current methods of controlling robots, programming robots, interfacing with robots, and integrating robots into systems designed to complete specific tasks. Students will also learn to address safety issues. Students will be required to design, simulate, build and test a traffic light application using PLC trainers. **Prerequisites:** RBT 201; ELC 256. Four credits. 16 WEEKS: Jan. 25 - May 22

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#### RBT 205 * - Mechatronics: Principles & Applications -
This course covers the following topics: Mechanical control, pneumatics, electrical power, electromechanical, motors, hydraulics, and hands-on skills training. Technical writing skills and safety procedures will be implemented throughout the course. **Prerequisites:** RBT 201; ELC 256. Four credits. 16 WEEKS: Jan. 25 - May 22

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### SCIENCE

#### SCI 100 * - Elements of Earth Science -
Topics include astronomy, cartography, geology, meteorology, and climatology. **Prerequisites:** MAT 81 or MAT 91, ENG 82 or RENG 92 or appropriate course waivers or ACCUPLACER scores. Three credits. 16 WEEKS: Jan. 25 - May 22

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### DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu/E-Learning.

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SCI 106 * - Introductory Oceanography - Study the life of the sea in terms of its interactions with the rest of the environment. Prerequisites: MAT 81 or MAT 91, ENG 82 or RENG 92 or appropriate course waivers or ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning.
7701 STAFF

SPECIAL EDUCATION

SED 256 * - Successful Inclusive Teaching Methods: Curriculum and the Management of Students with Disabilities in the Regular Classroom - In this course educators will be able to identify, describe, and apply various instructional strategies within an inclusive classroom, for children with disabilities who have a 504 or an individualized education plan (IEP). They will gain understanding of how to use these strategies effectively within a multicultural classroom of socially, ethnically and cognitively diverse learners. Prerequisite: SED 220. Three credits.
8 WEEKS-ACCELERATED II: Mar. 28 - May 22

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning.
7854 STAFF

SOCIOLOGY

SOC 101 * - Introduction to Sociology - Study sociological concepts, methods, and theories about social structures and processes. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22

SOC 101, Index 1227 is an Honors Granville T. Woods course. Permission is required for registration by the Honors Coordinator.
1227 TR 11am-12:15pm STAFF MNB 302
1242 MW 12-1:15pm STAFF MNB 312
1231 TR 2:30-3:45pm STAFF MNB 304

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning.
7712 STAFF
8 WEEKS-ACCELERATED II: Jan. 25 - Mar. 24

SOC 108 * - Anthropology - Topics include human origins, language, religion, family, economic and political patterns, and cultural change. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22

SOC 108, Index 1235 is reserved for Honor Program Students. Students must see Honor Program Coordinator for permission to enroll.
1235 MW 9-10:15am STAFF MNB 118

SOC 150 * - Cultural Diversity in the Workplace - Focus is on interpersonal and organizational relations that maximize resources and empower employees from a variety of cultural backgrounds. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning.
7794 STAFF

SPEECH

SP 101 * - Fundamentals of Speech Communication - Topics include communication theory, interviewing, and informative and persuasive speaking. Prerequisites: ENG 82, RENG 92, or appropriate ACCUPLACER scores. Three credits.
16 WEEKS: Jan. 25 - May 22

1192 TR 9-10:15am STAFF MNB 154
1223 MW 9-10:15am STAFF MNB 114
1191 MW 11am-12:15pm STAFF MNB 128
1194 TR 11am-12:15pm STAFF MNB 162
1217 TR 11am-12:15pm STAFF MNB 154
1193 TR 2-3:15pm STAFF MNB 114
1221 TR 2-3:15pm STAFF MNB 128
1224 TR 6-7:15pm STAFF MNB 170
3190 R 6-7:45pm STAFF MNB 154
3194 W 6-8:45pm STAFF MNB 160
3195 TR 6-7:15pm STAFF MNB 124

SP 101, Index 7893 is an online hybrid course. Students will meet in class at times TBC by instructor. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7893 STAFF

DISTANCE LEARNING SECTIONS
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning.
7877 STAFF

SURGICAL TECHNOLOGY

SGT 103 * - Introduction of Surgical Technology - Learn the fundamentals of aseptic technique and prepare for functioning in an operating room (OR). Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas. Prerequisites: AH 130; BIO 201; SGT 101; SGT 102; SOC 101. Corequisites: AH 230; BIO 202; SGT 104. Five credits.
16 WEEKS: Jan. 25 - May 22

1860 T 9-10:50am STAFF NRS 205

SGT 103L - Introduction of Surgical Technology Lab
16 WEEKS: Jan. 25 - May 22

1861 T 12:6-30pm STAFF NRS 205

Baltimore City Community College • Credit Schedule of Classes 57
SGT 104 * - Basic Surgical Procedures - Explore specific clinical conditions, signs and symptoms, and surgical intervention from a step-by-step scrub approach. Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas. 
Prerequisites: AH 130; BIO 201; SGT 101; SGT 102; SOC 101. Corequisites: AH 230; BIO 202; SGT 103. Three credits.
16 WEEKS: Jan. 25 - May 22
1862 R 9-10:50am STAFF NRS 205

SGT 104L - Basic Surgical Procedures Lab
16 WEEKS: Jan. 25 - May 22
1863 R 1-3:50pm STAFF NRS 205

SGT 210 * - Hospital Clinical III - Participate in advanced and specialty procedures, totaling 240 of the program’s required clinical hours. Prerequisites: AH 135; BIO 212; SGT 201; SGT 205. Corequisites: AH 110; PSY 101; SGT 215. Five credits.
16 WEEKS: Jan. 25 - May 22
Students must have access to a computer connected to the Internet. Various assignments throughout the semester will be posted on Canvas. Students will meet at 9:00 am on January 25, 2016 in NRS 205.
1864 TR 7am-3:30pm STAFF

SGT 215 * - Advanced and Specialized Procedures - This course is the final semester of Advanced Surgical Procedures and includes concepts of Neurology, Orthopedic, and Transplant surgery. Prerequisites: AH 135; BIO 212; SGT 201; SGT 205. Corequisites: AH 110; PSY 101; SGT 210. Three credits.
16 WEEKS: Jan. 25 - May 22
1865 W 9-10:50am STAFF NRS 205

SGT 215L Advanced and Specialized Procedures Lab
16 WEEKS: Jan. 25 - May 22
1866 W 12-3:30pm STAFF NRS 205

TELECOMMUNICATIONS

TEL 100 * - Introduction to Business Telecommunications - Study voice and data telecommunications technology. Prerequisite: College-level Mathematics Equivalence. Three credits.
12 WEEKS: Feb. 16 - May 24
1905 F 9am-12:25pm STAFF MNB 175

TEL 140 * - PC Local Area Networks - Learn how to build a network from computer components, install an operating system, and use the network. Prerequisite: College-level Mathematics Equivalence. Three credits.
16 WEEKS: Jan. 25 - May 22
3250 F 6-7:50pm STAFF MNB 175
12 WEEKS: Feb. 16 - May 24
TEL 140 index 1907 is a 12-week course.
1907 T 1-3:05pm LIBERTY

TEL 140L* - PC Local Area Networks Lab
16 WEEKS: Jan. 25 - May 22
3251 F 8-9:50pm STAFF MNB 175
12 WEEKS: Feb. 16 - May 24
1908 T 3:30-7:10pm STAFF MNB 175
SPRING 2016 CREDIT COURSES - OFF CAMPUS

NOTE: The course listings in this document are current as of the date shown at the bottom of each page. Please use the online credit course lookup for current course information.

BIO PARK (BIOP) - 801 W. Baltimore Street 21201

BIO 102 * - Principles of Biology - Four credits.
7001 TR 11AM-12:15PM STAFF BIOP 228

BIO 102L* - Principles of Biology Lab
7027 F 9-11:45AM Shah BIOP 205
7002 M 11AM-1:45PM Mengesha BIOP 205
7003 T 1-3:45PM STAFF BIOP 205

BIO 201 * - Anatomy and Physiology I - Four credits.
7032 MW 9-10:15AM Tekaligne BIOP 230
7058 TR 5:30-6:50PM Ghebruwubet BIOP 228

BIO 201L* - Anatomy and Physiology I Lab
7033 MW 10:30-11:45AM Tekaligne BIOP 213
7059 TR 7-8:15PM Ghebruwubet BIOP 213

BIO 202 * - Anatomy and Physiology II - Four credits.
7082 TR 9-10:15AM Odedokun BIOP 228

BIO 202L* - Anatomy and Physiology II Lab
7078 TR 8-9:15AM STAFF BIOP 213
7079 TR 11AM-12:15PM Odedokun BIOP 213

BIO 207 * - Genetics - Four credits.
7083 T 8-10:45AM Kennedy BIOP 225

BIO 207L* - Genetics Lab
7088 R 8-10:45AM Kennedy BIOP 225

BIO 212 * - Microbiology - Four credits.
7018 MW 8-9:15AM Berlyn BIOP 228
7004 M 6-8:45PM Dreyfuss BIOP 228

BIO 212L* - Microbiology Lab
7019 M 9:30AM-12:15PM STAFF BIOP 221
7020 W 9:30AM-12:15PM STAFF BIOP 221
7005 W 6-8:45PM Diba BIOP 221

BTC 103 - Special Topics Biotechnology I - Three credits.
7014 T 12:30-1:25PM Kennedy BIOP 229

BTC 104 - Special Topics Biotechnology II - Three credits.
7015 R 12:30-1:25PM Madabushi BIOP 230

BTC 105 * - Techniques of Instrumentation for Biotechnology - Four credits.
7025 M 1-3:45PM STAFF BIOP 225

BTC 105L* - Techniques of Instrumentation for Biotechnology Lab
7026 W 1-3:45PM STAFF BIOP 225

BUAD112 * - Computers for Business Management - Three credits.
BUAD112 index 7056 is a 12-week course.
7056 TR 9-10:35AM Roodsari BIOP 222
# SPRING 2016 CREDIT COURSES - ONLINE COURSES

NOTE: The course listings in this document are current as of the date shown at the bottom of each page. Please use the online credit course lookup for current course information.

## ACCOUNTING

<table>
<thead>
<tr>
<th>Code</th>
<th>Name</th>
<th>Credits</th>
<th>CRSE</th>
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<tbody>
<tr>
<td>ACCT 221</td>
<td>Principles of Financial Acct</td>
<td>Three</td>
<td>WEB CRSE</td>
</tr>
<tr>
<td>7729</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>STAFF</td>
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<tr>
<td>ACCT 222</td>
<td>Principles of Manageral Acct</td>
<td>Three</td>
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</tr>
<tr>
<td>7731</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>STAFF</td>
</tr>
<tr>
<td>ACCT 230 *</td>
<td>Intermediate Accounting I</td>
<td>Three</td>
<td></td>
</tr>
<tr>
<td>7738</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>STAFF</td>
</tr>
<tr>
<td>ACCT265 *</td>
<td>Income Tax Accounting</td>
<td>Three</td>
<td></td>
</tr>
<tr>
<td>ACCT265 index 7880 is an online hybrid course which meets on the following Wednesdays: Jan. 28; Feb. 4 &amp; 18; Mar. 4 &amp; 18; Apr. 8, 22, &amp; 29; and May 6, 2015. Some classes will be held jointly with Coppin University at Coppin State campus due to a partnership with Coppin involving the IRS-sponsored VITA Program, which is highly recommended but not mandatory.</td>
<td>7880</td>
<td>W</td>
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## ALLIED HEALTH

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<tr>
<td>AH 110</td>
<td>Medical Jurisprudence and Ethics</td>
<td>Two</td>
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<td>7782</td>
<td>TBA</td>
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<tr>
<td>AH 130 *</td>
<td>Medical Terminology</td>
<td>Three</td>
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<td>7719</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>STAFF</td>
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<tr>
<td>AH 135 *</td>
<td>Allied Health Pharmacology</td>
<td>Two</td>
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<tr>
<td>7737</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>STAFF</td>
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<tr>
<td>AH 230 *</td>
<td>Study of Disease Process</td>
<td>Three</td>
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<tr>
<td>7781</td>
<td>TBA</td>
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## ALLIED HUMAN SERVICES-ADC

<table>
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<tbody>
<tr>
<td>ADC 106</td>
<td>Fundamentals of Chemical Dependency Treatment</td>
<td>Three</td>
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<tr>
<td>7765</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>STAFF</td>
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<tr>
<td>ADC 201 *</td>
<td>Chemical Dependency Counseling Skills</td>
<td>Three</td>
<td></td>
</tr>
<tr>
<td>ADC 201 Index 7124 is an online, Accelerated I course.</td>
<td>7124</td>
<td>TBA</td>
<td>TBA: TBA</td>
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<tr>
<td>ADC 202 *</td>
<td>Assessment and Treatment Planning with Chemically Dependent Clients</td>
<td>Three</td>
<td></td>
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<tr>
<td>ADC 202 Index 7764 is an Accelerated II online course.</td>
<td>7764</td>
<td>TBA</td>
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## ALLIED HUMAN SERVICES-AHS

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<tbody>
<tr>
<td>AHS 100</td>
<td>Introduction to Human Services</td>
<td>Four</td>
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<tr>
<td>7806</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>STAFF</td>
</tr>
<tr>
<td>AHS 101 *</td>
<td>Clinical/Fieldwork I: Human Services Individual Counseling</td>
<td>Four</td>
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<tr>
<td>7985</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>STAFF</td>
</tr>
<tr>
<td>AHS 295 *</td>
<td>Processional Ethics in the Human Services</td>
<td>Three</td>
<td></td>
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<tr>
<td>AHS 295 Index 7204 is an online, Accelerated II course.</td>
<td>7204</td>
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## ART

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<tr>
<td>ART 225 *</td>
<td>Introduction to Film</td>
<td>Three</td>
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<tr>
<td>7123</td>
<td>TBA</td>
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## BIOLOGY

<table>
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<th>Code</th>
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<tbody>
<tr>
<td>BIO 101 *</td>
<td>General Biology</td>
<td>Three</td>
<td>STAFF</td>
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<tr>
<td>7800</td>
<td>TBA</td>
<td>TBA: TBA</td>
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<tr>
<td>BIO 102 *</td>
<td>Principles of Biology</td>
<td>Four</td>
<td>STAFF</td>
</tr>
<tr>
<td>BIO 102L *</td>
<td>Principles of Biology Lab</td>
<td></td>
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<tr>
<td>BIO 201 *</td>
<td>Anatomy and Physiology I</td>
<td>Four</td>
<td>STAFF</td>
</tr>
<tr>
<td>BIO 202 *</td>
<td>Anatomy and Physiology II</td>
<td>Four</td>
<td>STAFF</td>
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## BUSINESS ADMINISTRATION

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<th>Code</th>
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<tbody>
<tr>
<td>BUAD 100 *</td>
<td>Introduction to Business</td>
<td>Three</td>
<td>STAFF</td>
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<tr>
<td>BUAD 100 Index 7777 is a 12-week online course.</td>
<td>7777</td>
<td>TBA</td>
<td>TBA: TBA</td>
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<tr>
<td>BUAD 112 *</td>
<td>Computers for Business Management</td>
<td>Three</td>
<td>STAFF</td>
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<tr>
<td>BUAD 112 Index 7778 is a 12-week online course.</td>
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<td>TBA</td>
<td>TBA: TBA</td>
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<tr>
<td>BUAD 207 *</td>
<td>Business Law</td>
<td>Three</td>
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## BUSINESS COMPUTER APPLICATIONS

<table>
<thead>
<tr>
<th>Code</th>
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<tbody>
<tr>
<td>BCAP 104</td>
<td>Introduction to Operating Systems: DOS/Windows</td>
<td>Three</td>
<td></td>
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<tr>
<td>7732</td>
<td>TBA</td>
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## CHEMISTRY

<table>
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<tbody>
<tr>
<td>CHE 101 *</td>
<td>General Chemistry</td>
<td>Four</td>
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<tr>
<td>CHE 101 Index 7995 is an online, Accelerated II course.</td>
<td>7995</td>
<td>TBA</td>
<td>TBA: TBA</td>
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## COMPUTER AND INFORMATION SYSTEMS

<table>
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<tr>
<th>Code</th>
<th>Name</th>
<th>Credits</th>
<th>CRSE</th>
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<tbody>
<tr>
<td>CISS 109</td>
<td>Principles of Computer Information Systems</td>
<td>Three</td>
<td></td>
</tr>
<tr>
<td>7881</td>
<td>TBA</td>
<td>TBA: TBA</td>
<td>Kmír</td>
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</tbody>
</table>
Winter / Spring 2016 Credit Class Schedule

COMPUTER LITERACY
CLT 100 - Computer Literacy - Two credits.
CLT 100 index 7102 is an Accelerated I course.
7102 TBA TBA:TBA Nuur
CLT 100 index 7251 is an Accelerated II course.
7251 TBA TBA:TBA Radhakrishnan
CLT 100 index 7720 is a 12-week course.
7720 TBA TBA:TBA Roxbury
7726 TBA TBA:TBA Peterson
7727 TBA TBA:TBA Tynes
CLT 100 index 7865 is a 12-week online course.
7865 TBA TBA:TBA Nuur
CLT 100 index 8005 is an online Accelerated II course.
8005 TBA TBA:TBA Nuur

CRIMINAL JUSTICE
CRJ 101 - Introduction to Criminal Justice - Three credits.
7829 TBA TBA:TBA STAFF
CRJ 104 - Fundamentals of Law Enforcement - Three credits.
7863 TBA TBA:TBA STAFF
CRJ 106 - Fundamentals of Corrections - Three credits.
7866 TBA TBA:TBA STAFF
CRJ 115 - People's Law - Three credits. credits.
7830 TBA TBA:TBA STAFF

DIETARY NUTRITION
DNT 200 * - Nutrition for Health Sciences - Three credits.
DNT 200 index 7730 is a 12-week online course.
7730 TBA TBA:TBA STAFF
7835 TBA TBA:TBA STAFF

EARLY CHILDHOOD EDUCATION
ECE 100 - Introduction to Child Development - Three credits.
ECE 100 index 7604 is a 12-week online course.
7604 TBA TBA:TBA STAFF
ECE 100 index 7735 is an online Accelerated I course.
7735 TBA TBA:TBA STAFF
ECE 101 * - Principles of Early Childhood Education -Four credits.
ECE 101 index 7736 is a 12-week online course.
7736 TBA TBA:TBA STAFF
ECE 102 * - Observing and Recording Children's Behavior - Three credits.
ECE 102 index 7772 is a 12-week online course.
7772 TBA TBA:TBA STAFF
ECE 114 * - Caring for Infants and Toddlers - Three credits.
ECE 114 index 7769 is an online Accelerated II course.
7769 TBA TBA:TBA STAFF
ECE 203 * - Parent, Child, School, and Community Relationships - Three credits.
ECE 203, Index 7770 is an online, Accelerated I course.
7770 TBA TBA:TBA STAFF

ECONOMICS
ECO 201 * - The American Economy I: Macroeconomic Theory - Three credits.
7706 TBA TBA:TBA Blake
ECO 201 index 7745 is a 12-week online course.
7745 TBA TBA:TBA Williams
ECO 202 * - The American Economy II: Microeconomic Theory - Three credits.
7709 TBA TBA:TBA STAFF

EDUCATION
EDU 215 - Developmental Process and the Acquisition of Reading Competency - Three credits.
EDU 215 index 8201 is a 12-week online course.
8201 TBA TBA:TBA STAFF
EDU 230 - Selection, Evaluation, and Utilization of Materials and Technology to Teach Reading Competency - Three credits.
EDU 230 index 7827 is an Accelerated II course.
7827 TBA TBA:TBA STAFF
EDU 235 - Methods of Teaching Reading in Secondary Content Areas, Part I - Three credits.
EDU 235 index 7785 is an Accelerated I online course.
7785 TBA TBA:TBA STAFF
EDU 255 - Educational Assessment - Three credits.
EDU 255 index 7787 is an Accelerated I online course.
7787 TBA TBA:TBA STAFF

ENGLISH
RENG 91 * - Integrated Reading and English I
7705 TBA TBA:TBA STAFF
7740 TBA TBA:TBA STAFF
RENG 92 * - Integrated Reading and English II
7728 TBA TBA:TBA STAFF
RENG 92 Index 7754 is an online 12 week course.
7754 TBA TBA:TBA STAFF
RENG 92 Index 7758 is an online 12 week course.
7758 TBA TBA:TBA STAFF
7974 TBA TBA:TBA STAFF

ENGLISH
ENG 101 * - English Writing - Three credits.
7810 TBA TBA:TBA STAFF
7863 TBA TBA:TBA STAFF
7889 TBA TBA:TBA STAFF
ENG 102 * - Introduction to the Term Paper and Research Methods - Three credits.
7816 TBA TBA:TBA STAFF
ENG 102 index 7988 is an online Accelerated I course.
7988 TBA TBA:TBA STAFF
7996 TBA TBA:TBA STAFF
ENG 107 * - Creative Writing (Fiction) - Three credits.
7883 TBA TBA:TBA STAFF
ENG 113 * - Business Writing - Three credits.
7811 TBA TBA:TBA STAFF
ENG 200 * - Introduction to Literature - Three credits.
ENG 200 index 7150 is an online Accelerated I course.
7150 TBA TBA:TBA STAFF
7223 TBA TBA:TBA STAFF
7741 TBA TBA:TBA STAFF

FASHION DESIGN
FASH 107 - Survey of Apparel Retailing - Three credits.
FASH107 index 7743 is a 12-week course.
7743 TBA TBA:TBA James
FASH 206 * - Fashion Entrepreneurship - Three credits.
7756 TBA TBA:TBA Benson-Kennedy
HEALTH AND LIFE FITNESS
HLF 201 - Personal and Community Health - Three credits.
HLF 201 index 7771 is an online Accelerated I course.
7771 TBA TBA:TBA Mauck
HLF 201 index 7774 is an online Accelerated I course.
7774 TBA TBA:TBA Mauck
HLF 205 - Human Sexuality - Three credits.
7801 TBA TBA:TBA Jones
HLF 205 index 7838 is a 12-week online course.
7838 TBA TBA:TBA Jones
HLF 205 index 7840 is an online Accelerated I course.
7840 TBA TBA:TBA HENZSEY
HLF 210 - Physical Fitness and Health - Two credits.
HLF 210 index 7721 is an online Accelerated I course.
7721 TBA TBA:TBA Andrews
HLF 210 index 7724 is an online Accelerated I course.
7724 TBA TBA:TBA Mauck

HEALTH INFORMATION TECHNOLOGY
HIT 232 * - Computer Applications in Healthcare - Two credits.
7710 TBA TBA:TBA STAFF
HIT 262 * - Health Information Practicum IV - Two credits.
7713 TBA TBA:TBA STAFF

HISTORY
H 101 * - History of American Civilization I - Three credits.
7700 TBA TBA:TBA STAFF
H 110 * - History of African American Civilization I - Three credits.
7789 TBA TBA:TBA STAFF
H 152 * - World History II - Three credits.
7722 TBA TBA:TBA STAFF

HUMANITIES
HUM 202 * - Survey of Art, Literature, and Music - Three credits.
7239 TBA TBA:TBA STAFF
HUM 205 * - Literature and Healing: Moral, Ethical, and Legal Implications - Three credits.
7821 TBA TBA:TBA STAFF
HUM 207 * - Creation: Myths and Theories - Three credits.
7824 TBA TBA:TBA STAFF

LEGAL ASSISTANT
PLA 194 * - Special Topic: Constitutional Law - Two credits.
7846 TBA TBA:TBA STAFF
PLA 196 * - Employment Law - Three credits.
7842 TBA TBA:TBA STAFF
PLA 262 * - Mediation and Arbitration - Three credits.
7847 TBA TBA:TBA STAFF

MANAGEMENT
MGMT102 - Principles of Supervision - Three credits.
7848 TBA TBA:TBA STAFF
MGMT170 - Small Business Management - Three credits.
MGMT 170 index 7890 is an online hybrid course which meets on the following Wednesdays: Feb. 10; Mar. 9; Apr. 6; and May 4, 2016. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7890 W 6-8:40pm Walker MNB 310
MGMT180 * - Personal Financial Management - Three credits.
7849 TBA TBA:TBA STAFF
7852 TBA TBA:TBA STAFF
MGMT222 * - Principles of Business Management - Three credits.
7804 TBA TBA:TBA STAFF
MGMT229 * - Principles of Leadership - Three credits.
MGMT 229 index 7851 is an online hybrid course which meets on the following Wednesdays: Jan. 27; Feb. 24; Mar. 23; and Apr. 27, 2016. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.
7851 W 6-8:40pm Walker MNB 310

MARKETING
MKTG223 * - Marketing - Three credits.
7892 TBA TBA:TBA Walker

MATHEMATICS
MAT 80 - Arithmetic: Concepts and Applications - Three credits.
7103 TBA TBA:TBA Kochesfahani
MAT 80 index 7103 is an online Accelerated I course.
7103 TBA TBA:TBA Kochesfahani
MAT 80 index 7817 is an online Accelerated II course.
7817 TBA TBA:TBA Salajegheh

MAT 86 - INTEGRATED PRE-ALGEBRA & INTRODUCTORY ALGEBRA
7755 TBA TBA:TBA PINA

MAT 87M - Integrated Elementary & Intermediate Algebra
MAT 87M index 7704 is being offered as a 15-week integrated Elementary and Intermediate Algebra Modular course for students going on to MAT 107, MAT 113, or MAT 114. Students must have passed MAT 80 with a "B" or better or show Algebra between 52-62.
7704 TBA TBA:TBA Ennels

MAT 91 * - Elementary Algebra
MAT 91 index 7217 is an online Accelerated II course.
7217 TBA TBA:TBA Kochesfahani
MAT 91 index 7702 is an online 12-week course.
7702 TBA TBA:TBA Leshan
7733 TBA TBA:TBA Grell
7820 TBA TBA:TBA Roobehi

MAT 92 * - Intermediate Algebra
MAT 92 index 7214 is an online Accelerated II course.
7214 TBA TBA:TBA Grell
MAT 92 index 7207 is an online 12-week course.
7707 TBA TBA:TBA Saunders
7751 TBA TBA:TBA Sumner
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<td>SP 101, Index 7893 is an online hybrid course. Students will meet in class at times TBC by instructor. Students must have access to a computer connected to the Internet, must be computer literate and if taking an online course for the first time, attend orientation. Visit <a href="http://www.bccc.edu%3E">www.bccc.edu&gt;</a> E-Learning for more information.</td>
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**SPECIAL EDUCATION**

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<td>SED 256</td>
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## Spring 2016 Accelerated Courses Session I

### Allied Human Services-AHS

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<td>Activity Therapies</td>
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<td>Maryland State Child Day Care Training Certification: Child Growth and Development, Part I</td>
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### Education

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<td>Effective Assessment and the Teaching of Reading</td>
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<td>RENG 91 *</td>
<td>Reading and English Skills</td>
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<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Days &amp; Times</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>PRE 100</td>
<td>Preparation for Academic Achievement</td>
<td>One</td>
<td>R 11am-12:50pm</td>
<td>STAFF</td>
<td>MNB 312</td>
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</table>

### Physical Therapist Assistant

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Days &amp; Times</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>PTT 250 *</td>
<td>Physical Therapist Assisting Procedures IV</td>
<td>Four</td>
<td>MW 8-12pm</td>
<td>STAFF</td>
<td>MNB 209</td>
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</table>

### Psychology

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Days &amp; Times</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>PSY 101 *</td>
<td>Introductory Psychology</td>
<td>Three</td>
<td>MW 9-11:30am</td>
<td>STAFF</td>
<td>MNB 172</td>
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</table>

### Sociology

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
<th>Days &amp; Times</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>SOC 101 *</td>
<td>Introduction to Sociology</td>
<td>Three</td>
<td>MW 6-8:40pm</td>
<td>STAFF</td>
<td>MNB 158</td>
</tr>
</tbody>
</table>
SPRING - 12 WEEK COURSES

ART
ART 102 - Beginning Painting - Three credits.
1159  M  1:4-10pm   STAFF  MNB 062A

ART 205 - Sculpture - Three credits.
1172  F  1:4-10pm   STAFF  MNB 062A

ART 207 - Basic Ceramics - Three credits.
1177  T  10am-12:55pm   STAFF  MNB 193

ENVIRONMENTAL SCIENCE
ES 110 - Environmental Science - Three credits.
1004  TR  10-11:40am   Danforth  LSB 261

BIOLOGY
BBIO 101 * - General Biology - Three credits.
3523  S  9am-12:45pm   STAFF  LSB 304

BUSINESS ADMINISTRATION
BUAD112 * - Computers for Business Management - Three credits.
This course is offered at BioPark, 801 W. Baltimore Street, 2nd floor.
7056  TR  9-10:35am   Roodsari  BIOP 222

COMPUTER LITERACY
CLT 100 - Computer Literacy - Two credits.
3067  M  6-7:30pm   Mohan  MNB 326

CONSTRUCTION SUPERVISION
CON 101 * - Introduction to Construction - Three credits.
3356  T  5:30-9pm   STAFF  MNB 175

CON 107 * - Blueprint Reading - Three credits.
1010  M  2-5:20pm   STAFF  MNB 175

CON 111 * - Occupational Safety and Loss Prevention - Three credits.
1006  T  12-3:25pm   STAFF  MNB 175

CON 222 * - Scheduling, Planning and Cost Control - Three credits.
3360  R  5:30-9pm   STAFF  MNB 175

CRIMINAL JUSTICE
CRJ 101 - Introduction to Criminal Justice - Three credits.
1047  TR  1-2:35pm   STAFF  MNB 256

CRJ 211 * - Criminal Procedural Law - Three credits.
3408  R  6-9:10pm   STAFF  MNB 114

EARLY CHILDHOOD EDUCATION
ECE 100 - Introduction to Child Development - Three credits.
3057  TR  6:15-7:45pm   STAFF  MNB 130

EDUCATION
EDU 230 - Selection, Evaluation, and Utilization of Materials and Technology to Teach Reading Competency - Three credits.
8220  T  6-9:25pm   STAFF  MNB 228

ENGLISH
RENG 91 * - Reading & English Skills
1834  MWF  8-9:30am   STAFF  MNB 222

PHYSICAL THERAPIST ASSISTANT
PTT 213 * - Clinical Education II - Four credits.
1780  MTWRF  8am-5pm   STAFF  CLIN

PSYCHOLOGY
PSY 101 * - Introductory Psychology - Three credits.
1340  TR  1-2:15pm   STAFF  MNB 158

REGEN 91 * - Reading & English Skills
1834  MWF  8-9:30am   STAFF  MNB 222

SPRING - 12 WEEK COURSES
## SPRING 2016 ACCELERATED COURSES SESSION II

### COMPUTER LITERACY

CLT 100 - Computer Literacy - Two credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>7257</td>
<td>TR</td>
<td>1-2:50pm</td>
<td>Asregedew</td>
<td>MNB 324</td>
</tr>
<tr>
<td>7250</td>
<td>R</td>
<td>6-7:50pm</td>
<td>Nuur</td>
<td>MNB 326</td>
</tr>
</tbody>
</table>

### EARLY CHILDHOOD EDUCATION

ECE 113 - Maryland State Child Day Care Training Certification: Programs and Activities, Part II - Three credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
</thead>
<tbody>
<tr>
<td>7206</td>
<td>TR</td>
<td>12-2:40pm</td>
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<td>MNB 228</td>
</tr>
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</table>

### ECONOMICS

ECO 202 * - The American Economy II: Microeconomic Theory - Three credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>7291</td>
<td>MWF</td>
<td>1-2:50pm</td>
<td>STAFF</td>
<td>MNB 306</td>
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</table>

### ENGLISH

RENG 91 * - Reading & English Skills

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>7211</td>
<td>MTWR</td>
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<td>MNB 151</td>
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<tr>
<td>7216</td>
<td>MTWR</td>
<td>2-3:40pm</td>
<td>STAFF</td>
<td>MNB 164</td>
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</tbody>
</table>

ENG 101 * - English Writing - Three credits.

*ENG 101, Index 1109 is an Accelerate II Hybrid course. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, attend orientation. Visit [www.bccc.edu](http://www.bccc.edu) for more information.*

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>1109</td>
<td>M</td>
<td>9-11:45am</td>
<td>STAFF</td>
<td>MNB 172</td>
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</table>

### MATHEMATICS

MAT 91 * - Elementary Algebra

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>7208</td>
<td>MWF</td>
<td>10am-12:25pm</td>
<td>Aranya</td>
<td>LSB 261</td>
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</table>

MAT 92 * - Intermediate Algebra

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>7219</td>
<td>MWF</td>
<td>10am-12:25pm</td>
<td>STAFF</td>
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</table>

MAT 107 * - Modern Elementary Statistics - Three credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>7212</td>
<td>MWF</td>
<td>10-11:50am</td>
<td>STAFF</td>
<td>LSB 252</td>
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<tr>
<td>7205</td>
<td>MWF</td>
<td>2-3:50pm</td>
<td>STAFF</td>
<td>LSB 252</td>
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</table>

### NURSING (PRACTICAL)

PNUR 105 * - Adult Health Nursing II – Five credits

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>7243</td>
<td>MR</td>
<td>1-3:30pm</td>
<td>STAFF</td>
<td>NRS 300</td>
</tr>
</tbody>
</table>

PNUR 105L* - Adult Health Nursing II Lab

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>7244</td>
<td>MWF</td>
<td>1-2:50pm</td>
<td>STAFF</td>
<td>MNB 304</td>
</tr>
<tr>
<td>7245</td>
<td>SN</td>
<td>7am-3:30pm</td>
<td>STAFF</td>
<td>MNB 304</td>
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### ORIENTATION

PRE 100 - Preparation for Academic Achievement - One credit.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>7266</td>
<td>M</td>
<td>8-9:50am</td>
<td>STAFF</td>
<td>MNB 124</td>
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<tr>
<td>7259</td>
<td>W</td>
<td>10-11:50am</td>
<td>STAFF</td>
<td>MNB 124</td>
</tr>
<tr>
<td>7446</td>
<td>F</td>
<td>10-11:50am</td>
<td>STAFF</td>
<td>MNB 124</td>
</tr>
<tr>
<td>7261</td>
<td>S</td>
<td>11am-12:50pm</td>
<td>STAFF</td>
<td>MNB 124</td>
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<tr>
<td>7191</td>
<td>M</td>
<td>12-1:50pm</td>
<td>STAFF</td>
<td>MNB 114</td>
</tr>
<tr>
<td>7260</td>
<td>T</td>
<td>2-3:50pm</td>
<td>STAFF</td>
<td>MNB 114</td>
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<tr>
<td>7195</td>
<td>T</td>
<td>6-7:50pm</td>
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<td>MNB 114</td>
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<tr>
<td>7262</td>
<td>T</td>
<td>6-7:50pm</td>
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<td>MNB 116</td>
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</table>

### PHYSICAL THERAPIST ASSISTANT

PTT 214 * - Clinical Education III - Four credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>1781</td>
<td>MTWRF</td>
<td>8am-5pm</td>
<td>STAFF</td>
<td>CLIN</td>
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</table>

### POLITICAL SCIENCE

PS 101 * - American Government - Three credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
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<tbody>
<tr>
<td>7288</td>
<td>T</td>
<td>6-8:30pm</td>
<td>STAFF</td>
<td>MNB 256</td>
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</tbody>
</table>

### SPECIAL EDUCATION

SED 250 * - Student Practicum in Special Education – Five credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>8232</td>
<td>MW</td>
<td>6-8:40pm</td>
<td>STAFF</td>
<td>MNB 258</td>
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### SOCIOLOGY

SOC 101 * - Introduction to Sociology - Three credits.

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Days</th>
<th>Time</th>
<th>Instructor</th>
<th>Room</th>
</tr>
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<tbody>
<tr>
<td>3093</td>
<td>MW</td>
<td>6-8:40pm</td>
<td>STAFF</td>
<td>MNB 318</td>
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</table>
CREDIT COURSES

SPRING 2016 CREDIT COURSES - SHADOW COURSES

NOTE: All classes held on Liberty Campus unless specified otherwise.

BIOLOGY

BIO 102 * - Principles of Biology - Four credits.
BIO 102 index 1506 is a 12-week course. Students must register for the 12-week BIO 102L index 1507.

1506   TR    11am-12:35pm Mengesha LIBERTY
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning. Students must also be registered for an online or on-campus lab.

7748   TBA   TBA:TBA STAFF WEB CRSE

BIO 102L* - Principles of Biology Lab
BIO 102L index 1507 is a 12-week lab course. This lab is ONLY for students registered in the 12-week BIO 102 index 1506 lecture.

1507   M    1-4:15pm Tekaligne LSB 354

BIO 201 * - Anatomy and Physiology I - Four credits.
Students must register for BIO 111L index 3493.

3492   TR    5:30-7:05pm STAFF

BIO 201L* - Anatomy and Physiology I Lab
BIO 111L index 3493 is a 12-week lab course. This lab is ONLY for students registered in the 12-week BIO 111 index 3492 lecture.

3493   TR    7:30-9:05pm

BIO 202L* - Anatomy and Physiology II Lab
BIO 112L index 7078 is offered at BioPark, 801 W. Baltimore Street, 2nd floor.

7078   TR    8-9:15am STAFF BIOP 213

BUSINESS ADMINISTRATION

BUAD 100 * - Introduction to Business - Three credits.

1401   MWF   11-11:50am LIBERTY

MATHEMATICS

MAT 80 - Arithmetic: Concepts and Applications
MAT 80 index 7202 is an Accelerated II course.

7202   MWF   10-11:50am OFF CAMPUS
MAT 80 index 7817 is an online Accelerated II course. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7817   TBA   TBA:TBA Salajegheh WEB CRSE

MAT 91 * - Elementary Algebra

2010   TR    9-10:40am HARBOR
2012   MWF   10-11:15am HARBOR

MAT 92 * - Intermediate Algebra

3342   TR    6-7:40pm LIBERTY
MAT 92 index 7214 is an online Accelerated II course. Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7214   TBA   TBA:TBA Grell WEB CRSE

MAT 107 * - Modern Elementary Statistics - Three credits.
Students must have access to a computer connected to the Internet, must be computer literate, and if taking an online course for the first time, must attend orientation. Visit www.bccc.edu>E-Learning for more information.

7761   TBA   TBA:TBA STAFF WEB CRSE

SCIENCE

SCI 100 * - Elements of Earth Science - Three credits.
Students must have access to an Internet-connected computer and be computer literate. Exams are taken on campus. Students must buy the online access code for this course. First-time students need to attend orientation. For more information, visit www.bccc.edu>E-Learning.

7971   TBA   TBA:TBA STAFF WEB CRSE

MARKETING

MKTG 223 * - Marketing - Three credits.

1941   MWF   11-11:50am LIBERTY
How do I know who my Academic Advisor is?
During your first semester at BCCC you will be assigned an advisor according to your major. You can find your advisor’s name on the Student Portal on your Student Inquiry OR on Canvas. To find contact information for that advisor look under “Contact Us”, then “A-Z Faculty and Staff Directory”. If you do not have an academic advisor assigned, you should contact the Student Success Center.

What if I cannot reach my Academic Advisor?
You must make an effort to reach your assigned Academic Advisor by phone and/or email, if not in person. Most Academic Advisors are full-time staff or faculty whose schedules are either posted on their office doors or on their telephone messages. If you cannot reach your advisor, try to seek advice through the Associate Dean.

I know what I want to take already. Do I need an Advisor’s Signature to register?
Even if you have decided what to take, you will need to contact your advisor so that you can obtain permission to register for those courses since there may be changes to the curriculum, prerequisites, or other factors that may be important to you. You need an advisor’s signature or a Goal Attainment Plan (GAP) that authorizes you to register online or in person.

Advising Milestone
BCCC has begun a new project to ensure that students remain on track toward a degree or certificate by requiring them to meet with an advisor once they have completed 15, 30 and 45 credits. The advisor will be able to “lift” the Milestone block after discussing required courses and when it is best to take them. The advisor can also clear the way for the student to register on line by entering a GAP for you.

I have taken courses at another college or university. How can I register for a class at BCCC that requires one of those courses as a prerequisite?
You must submit an official transcript (unopened) to the Admissions Office when you complete the BCCC application and prior to registration. An admissions officer will place the prerequisite transfer courses on your record. Most courses at BCCC require, at a minimum, that you are ready for college-level work in Math and English (either completing developmental Math, English, and Reading or placed out of these courses using the college’s Accuplacer Test).

How does my Academic Standing affect my ability to register?
If you are “In Good Standing”, you are eligible to participate in Early and online registration. If you are in “Academic Warning” or “Academic Dismissal” and are currently taking classes, you will not be able to register for the next semester until your grades for the current semester are posted on your grade report. You will need to see your advisor in the Student Success Center, or your advisor in a special program such as DSS or TRIO/SSS-STAIRS for further details.

I am trying to keep track of my progress in my curriculum. How do I know which version of the catalog to follow?
When you meet with your advisor, you will discuss the proper catalog you should be using. As long as you do not miss two semesters in a row, you should follow the instructional program described in the catalog “you came in on.” If you are about to graduate, you can also choose to follow requirements as listed in the catalog for the year you graduate. You will receive an Educational Plan from your advisor which is your outline of required courses for your program.
FREQUENTLY ASKED QUESTIONS (FAQS)

Can I have some old grades erased to help boost my GPA?
As a state institution, we cannot “erase” grades from your transcript, but 15 credits can be removed from your GPA through Academic Renewal. If eligible, submit a Petition for Academic Renewal to the Records and Registration office with the signature of an academic advisor. The form is available in Records and Registration, and at the Student Success Center.

What is the process to take a class for the third time?
If you take a course more than twice, you will have to get approval in the Student Success Center. Financial Aid limits how many times they will pay for a class.

When do I need special permission to take a class?
There are several reasons you would need special permission to register for a class.
1) If the course description requires permission of a program head.
2) Permission to register for a course that is full must come from the Department Chair during the first week of classes.
3) To register for more than 18 credits during a Fall or Spring semester, or more than 8 credits in the Summer session(s), approval is needed from the Dean of Student Development.
4) You should always register as early as possible, in case you need to get approval from someone in addition to your academic advisor.

How many credits do you recommend for a new student?
First-time students will normally need extra time to get used to the college environment: how to get to classes, new expectations from professors, the multicultural environment, and how the college “system” works.
Some students must be full-time (international students, or students receiving scholarships that require full-time attendance, but note that the PELL grant does not require a full-time course load). A full-time course load is 12 to 18 credits. Each credit represents one hour in class and 2-3 hours outside class for homework, etc. So for a 12-hour course load, you can expect to be in class for about 12 hours per week and studying for another 24-36 hours per week. You should be able to commit to that schedule for the entire semester. If you cannot, please consider taking 6 or 9 hours.

How does withdrawing from classes impact my academic status?
Withdrawing from a class does protect you from getting a low grade in a class, but too many withdrawals can affect you in several ways. If you take 6 credits or more in a semester, you must complete at least 50 percent of those credits with passing grades. If you withdraw from a class, or get an F or an Incomplete, these “grades” are considered as “did not complete”. Withdrawing or failing half of your current credits will change your academic status from Good Standing to Warning, and from Warning to Dismissal.

What are co-requisites and prerequisites?
A prerequisite is a course you have to complete before taking another class. A co-requisite is a course you take the same semester as another course.

Can I test out of any classes such as Biology, Math, Chemistry, English, etc.?
Yes, The College-Level Examination Program (CLEP) helps you receive college credit for what you already know. The College Board, CLEP covers 33 subjects. To learn more visit HYPERLINK www.clep.collegeboard.org/
FINANCIAL AID

What is Financial Aid?
Financial aid is any grant, scholarship, loan, benefit, or employment opportunity provided to help students pay for their educational expenses. Financial aid is usually provided by federal and state governments, private foundations, and colleges and universities.

How Do I Apply For Financial Aid?
The fastest and safest method of applying is to complete the online FAFSA at www.FAFSA.gov. Be sure to have your PIN ready to electronically sign the FAFSA.

If you do not have a Personal Identification Number or PIN, you may apply for one at www.pin.ed.gov. Parents of dependent students may also apply for a PIN. When students and parents sign into FAFSA using a PIN, they are not required to submit the signature page.

If you wish to apply for financial aid for summer 2016 session, you must complete the 2015-2016 FAFSA using information from your 2014 federal tax return. Remember that you may have to provide parent tax information on your FAFSA.

If you wish to apply for financial aid for the fall 2016 session, you must complete the 2015-2016 FAFSA using information from your 2014 federal tax return. Remember that you may have to provide parent tax information on your FAFSA.

When you have completed the online FAFSA be sure you print the confirmation page before selecting SUBMIT to send your FAFSA to the processor. Keep this confirmation page for your records. The FAFSA confirmation page is not an award, it is an estimate of what you could receive.

If you provide an email address on the FAFSA you will receive an electronic notice from the processor when your application has been processed. The message will say: RESPOND IMMEDIATELY TO ALL REQUESTS FROM THE BCCC OFFICE OF STUDENT FINANCIAL AID TO ENSURE YOUR APPLICATION IS PROCESSED QUICKLY.

The FAFSA application is available online. Students that must complete a paper FAFSA have 3 options.
1. You may call 1-800-433-3243 and request a paper FAFSA be mailed to you OR;
2. You may print out a PDF formatted FAFSA at www.FederalStudentAid.ed.gov and select Filing Options under the Announcement heading. This PDF FAFSA can be printed, completed and mailed OR it is screen fillable online and then can be printed, signed and mailed.
3. Complete FAFSA online at www.FAFSA.gov.

Priority Processing Date
To ensure you have financial aid funds to pay your tuition and fees by the fee payment deadlines, you must complete the FAFSA and submit all the required documentation to the Office of Financial Aid by the following priority deadlines:
- Fall semester - June 1
- Spring semester - November 1
- Summer semester - April 1

What are the Financial Aid Programs?
Federal Programs:
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work-Study (FWS)

State Programs (partial list)
- Guaranteed Access Grant
- Part-Time State Grant
- Senatorial Scholarship
- House of Delegates Scholarship
- Maryland State Nursing Scholarship
- Educational Assistance Grant

Institutional Programs (partial list)
- Baltimore City Community College Foundation Scholarships
- Councilmanic/Mayoral Scholarship
- Book Award
- Early Enrollment Scholarship
- Granville T. Woods Scholarship
- Athletic Excellence
- William Donald Schaefer Honors Scholarship
- Workforce Creation Scholarship

NOTE: Because of limited funds, not all who apply will receive assistance.

Go to Pay for College link on the website home page for detail scholarship information.

Federal and most state financial aid programs are based on need. Students must reapply each year for most of these programs. The Office of Student Financial Aid awards campus-based aid (FWS and FSEOG), as well as most institutional scholarships on a first-come, first-served need basis. The amounts and types of financial aid are determined by federal, state and institutional guidelines. Students and parents are expected to make a reasonable contribution toward college costs, based on the family's financial ability to contribute toward educational expenses.
What Should I Know About My Financial Aid Award?

1. The financial aid award that you receive is an estimated award until the aid is applied to your account. Financial Aid is applied to your account after your attendance in all of your classes has been verified. Attendance verification takes place after 20 percent of the term has passed. Once your attendance is verified in all of your classes, aid is disbursed to your account. Only students who have a credit balance on their account after tuition, fees, books and other charges have been deducted from their awards are entitled to a refund. Refund checks are mailed, by the State of Maryland. It is very important that your correct address is on file at the College.

2. All awards are estimated based on enrollment status. Some aid that you have been awarded could be cancelled or reduced if you decrease the number of credits you are taking, or if your eligibility changes. In addition, if you register for a class and fail to attend, your instructor could report a “never attend” to the Registrar. The Office of Student Financial Aid cannot use your award to pay for classes you did not attend; therefore, you would be responsible for these costs. Never attending a class does not relieve you of a financial obligation.

3. If you withdraw from all classes, drop all your classes or quit attending all your classes you will be responsible to repay all or part of your financial aid awarded for that semester. This is a requirement of the federal government and cannot be waived by the College. If you register for classes and are unable to attend, it is your responsibility to officially withdraw using the required College process. This will not eliminate your liability but will let the Financial Aid Office know your status. You will also be responsible for repaying any financial aid for classes that you never attend.

4. The award you receive for an academic year will not carry over to the next academic year. You must re-apply for financial aid. The best time to apply is January or February prior to the fall semester of the academic year in which you plan to enroll. To be considered for state aid, you must apply before March 1.

5. You may use any remaining PELL grant eligibility for summer enrollment. To have remaining PELL eligibility you must not have attended full time for the previous fall and spring semesters at BCCC or any other institutions and you are maintaining satisfactory academic progress. You will be responsible for any costs not covered by a summer PELL award.

6. If you are receiving financial aid, you must abide by the federal mandated Standards of Satisfactory Progress Policy to continue to receive financial aid. This policy is not the same as the Academic Standing Policy. A copy of the policy is available from the Financial Aid Office.

7. The financial aid that you receive will only pay for courses that are required for your declared major. If you take courses that are not required for your major, you will be liable for repaying the college for those courses.

8. Students who graduate with an Associate degree are no longer eligible to receive financial aid.

Return to Title IV (R2T4)

As part of the Higher Education Act of 1998, Congress passed regulations that dictate how Federal Student Aid funds are handled when a student withdraws officially from classes or stops attending classes during any given semester (unofficial withdrawal). These regulations require that a Return to Title IV (R2T4) calculation be performed in order to determine the amount of aid the student has earned.

Even though students are awarded and allowed to use their financial aid to register, the student is still required to earn the aid by attending classes up to the point that 60 percent of the semester has passed. When the student attends classes after 60 percent of the semester has passed, the student has earned all of the Title IV funds that he or she was awarded or was scheduled to receive.

When the student completely withdraws from the semester or stops attending classes before 60 percent of the semester has passed, the student has failed to earn all of the financial aid that he or she received. Therefore, the College will need to determine how much of the aid must be returned to the Title IV program by the College and the student.

Baltimore City Community College must calculate the amount of the earned aid by using the date of the student’s withdrawal from the College or the date the student stopped attending classes or the last date that the student attended an academically related activity to determine the withdrawal date.

The Return to Title IV calculation is based on the total number of days in the semester compared to the total number of days that a student attended classes before the last date of attendance. If the student receives more aid than they ‘earned’, then the ‘unearned portion’ of the student’s aid must be returned to the U.S. Department of Education.
When a student’s award has to be adjusted, the monies that are returned to the U.S. Department of Education will be returned in the following order:
1. Pell
2. FSEOG
(BCCC does not participate in federal student loan programs.)

Students earn the federal portion of their financial aid by attending classes. An example is as follows:

<table>
<thead>
<tr>
<th>Date of Withdrawal</th>
<th># of Days Attended Class</th>
<th># Days in Semester</th>
<th>% Completed</th>
<th>% of Refund to Gov’t.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/26</td>
<td>1</td>
<td>110</td>
<td>1%</td>
<td>99%</td>
</tr>
<tr>
<td>2/16</td>
<td>22</td>
<td>110</td>
<td>20%</td>
<td>80%</td>
</tr>
<tr>
<td>3/23</td>
<td>57</td>
<td>110</td>
<td>52%</td>
<td>48%</td>
</tr>
<tr>
<td>4/1</td>
<td>66</td>
<td>110</td>
<td>60%</td>
<td>40%</td>
</tr>
</tbody>
</table>

To earn 100 percent of the aid awarded the student must withdraw AFTER 60 percent of the semester has passed. A complete copy of the Return to Title IV Policy can be found on the college’s web page at www.bccc.edu. In addition, a copy of the policy is available in the Financial Aid Office.

**Bookstore Purchases for Financial Aid Recipient Students**

Students eligible to purchase items must make their purchases during the designated time period. Posted dates are located in the Bookstore, Financial Aid Office and Student Accounting.

**Additional information on Paying for College** is listed on the www.bccc.edu and Financial Aid web page.
COLLEGE POLICIES AND SOME KEY REQUIREMENTS

NOTE: Students are urged to read the Academic Information section of the Catalog for a more complete listing of College policies.

Auditing Courses
Students who want to attend a credit class without earning credit may audit a course on a space-available basis if they have met the necessary prerequisites and have written approval of the Department Chair. Students who audit a course are not evaluated for a course grade and do not receive credit. The tuition and fees for an audited course are the same as those for a course for credit. Financial Aid does not cover audited courses. See the Catalog for information.

Computer Literacy Requirement
All BCCC students must meet the College's Computer Literacy requirement in order to receive a degree or a certificate. Students can meet this requirement in two ways:
1. By taking one of the computer courses listed below and passing the course with a “C” or better.
2. By passing the College’s Computer Literacy Test with a grade of 70.

Courses that satisfy the Computer Literacy Requirement
- FASH 202: Computer-Aided Pattern Design
- BUAD 112: Computers for Business Management
- BCAP 104: Introduction to Operating Systems
- BCAP 155: Word Processing for Business Applications
- CADD 101: Introduction to CADD
- CISS 109: Principles of Computer Information Systems
- CLT 100: Computer Literacy
- CSC108: Programming in C
- HIT 232: Computer Applications in Healthcare
- HIT 251: Healthcare Management and Supervision
- OFAD 119: Word Processing Applications I

Grade Corrections
Corrections to grade reports must be brought to the attention of the Records and Registration Office within one year from the date the class was completed.

Course Substitutions
Substitutions for courses required in instructional programs are permitted only in exceptional cases and must have written approval of the Program Coordinator, the Department Chair, and the Vice President for Academic Affairs. Waivers of program requirements are not possible. See the Catalog for details.

Developmental Courses
Developmental courses are offered to prepare students for college-level work. These courses are RENG 90, RENG 91, RENG 92, MAT 80, MAT 87, MAT 91, MAT 92. Students are placed in these courses based on their ACCUPLACER scores. Grade of C or better is needed to move to the next level of coursework.
For more information about the RENG courses, contact the Associate Dean at 410-462-7690.
For more information about the MAT courses, contact the Associate Dean at 410-462-7631.

General Education Requirements
In addition to the requirements of any specific Instructional Program, every student wishing to earn an associate’s degree must complete the College’s General Education Requirements. Students should consult the General Education Requirements and Instructional Programs section of the Catalog. All requirements must be completed within 10 years of initial enrollment. Re-entering students who have been away for two or more consecutive semesters (excluding summers) must meet General Education and Instructional Program requirements outlined in the Catalog in effect at the time of re-entering.

Health and Life Fitness Requirement
In addition to Program, General Education, and other requirements, the College also requires two credits of Health and Life Fitness courses.

Graduation Policy
In order to ensure the integrity of Baltimore City Community College, only students who have completed the degree or certificate requirements - including a GPA of 2.0 or higher and no billing obligations by the end of the fall/spring semester preceding commencement - will be permitted to participate in the College’s annual commencement exercise. The College’s policy on graduation will be enforced.

Inclement Weather Policy
Closing and delay information will be made available to the media no later than 5 a.m. (EST) for weather events affecting day operations and as soon as possible for weather events that arise during the course of daily operations. The following media will be notified:
- WMAR TV 2
- WBFF TV 45
- WBLC 91.5 FM
- WBAL TV11
- WJLA TV 7
- WBAL 1090 AM
- WJZ TV 13
- WSMJ 104.3 FM
- WTOP 1500 AM
- WGMS 103.5
- WTOP 107.7 FM
Emergency Text Messaging Service
BCCC has an emergency notification service for unscheduled closings, e2Campus, that enables the college to send important campus information to you via:
- Mobile Phone (via SMS)
- Web Page
- RSS
- PDA
- Email
- Text Pager
- Google, AOL or My Yahoo Page

To receive alerts, you must sign up, you must register through e2Campus:
- Go to www.e2campus.com/my/bccc
- Create a username that you can remember
- Insert your first name and last name in the designated boxes
- Create a password that you can remember and verify it by typing it in again
- Type in your cell phone number
- In the drop down box, click on your cell phone carrier
- Be sure to click on the agree to terms of service. It is a required field and you will not be able to create an account without checking it.
- Click on the create account

Independent Study
Students may apply under certain conditions to take a required course as an Independent Study. Approval from both the Department Chair and the Vice President for Academic Affairs is required.

Independent Study Policy
Students are expected to complete their programs through the normal schedule of courses. However, students in their last term are permitted to apply to take a required course as Independent Study provided that all the following conditions have been met.
1. The Student is in his or her last term
2. The course is required by the student to complete a degree or certificate program
3. The course is not being offered on the term schedule or the time of the course conflicts with another course the student needs to take
4. No appropriate course substitution can be found
5. The Independent Study is first approved by the Department Chair and then by the Dean on the Independent Study Form

Each application of Independent Study will be carefully reviewed and approved by the Associate Dean, Academic Dean, Dean and Vice President for Academic Affairs. Students are advised, however, that the college is under no obligation to provide this option. When the Independent Study is approved, the student will meet with the faculty assigned on a weekly basis. A course taken as Independent Study will cover the same content as the regularly scheduled course and have the same requirements and evaluation as outlined in the course syllabus.

Orientation Course Requirement
All first-time full- and part-time degree- and certificate-seeking students are required to complete PRE 100: Preparation for Academic Achievement, the College’s one-credit orientation course. Transfer and readmitted students who have completed 15 or more credits toward a degree or certificate can be exempted from this requirement.

Repeating Courses
Students are expected to make academic progress in all their courses. When students do not successfully complete a course, they are permitted to repeat it one time. The College believes that both students and the institution must act responsibly to ensure the effective use of their resources, time, and finances; therefore, students may not register to take a course for a third time (including class withdrawals) without visiting the Student Success Center. The grade received each time a student enrolls in a course is posted on the student’s official transcript; however, only the highest grade received in the course is computed in the student’s Grade Point Average (GPA).

It shall be the policy of Baltimore City Community College to restrict students from continuously repeating courses for which they have received financial aid for payment of tuition and fees and for which they have received a grade of “C” or better. Therefore, students who receive a grade less than a “C” are permitted to repeat that course one time only and continue to receive financial aid. Withdrawals are not included in this policy.

However, if the student chooses to repeat a class which was twice paid for by financial aid, he or she must assume the cost of tuition and fees for the third attempt. This policy is consistent with the intent of the federal Satisfactory Academic Progress regulations.
Students with Undeclared ‘Major’

Students who are undecided about their Instructional Program (“major”) or who have not declared a major are encouraged to explore, through the Academic Advisement process, various careers and programs. As part of this process, students are encouraged to declare a major before completing 15 credits. Those who do not are assigned to the General Studies Transfer program (code 008) and to an academic advisor.

Transfer Credit to BCCC

General Transfer Policy

It is the policy of Baltimore City Community College that students who have successfully completed college level courses at a regionally accredited college or university will receive credit toward an associate degree or certificate. In addition, exemption from relevant placement tests will be granted. The total number of allowable credits toward an associate degree is 45 or half the credits required for a certificate. Only credits that apply to the chosen program may count toward graduation. Students can earn up to 30 of these transfer hours through transfer of nontraditional credit. Such credits must be evaluated and approved for transfer credit by the appropriate associate dean of Academic Affairs and the Office of Admissions.

Award of Credit for Prior Learning

Transfer credit is reviewed by the appropriate associate dean of Academic Affairs and the Office of Admissions to determine the institution where the course was taken, the completion date, catalog course description including the course number, title and grade.

Students with a cumulative grade point average from a previous institution that is less than a 2.0 on a 4.0 point scale will be reviewed by BCCC. Any course with a grade of C or better will be accepted. Exception: BCCC will accept credits in which a grade of D is earned for general education courses from a student with a minimum cumulative grade point average of 2.0 on a 4.0 point scale from a regionally accredited Maryland public institution. BCCC will convert transferable courses taken at institutions that operate on a quarter system to semester credit hours. Quarter hours are multiplied by 2/3 to equal semester credit hours. Transfer credit cannot be awarded for a course if credit has already been earned at BCCC. In some cases, BCCC will need to review the official course description or course syllabus to determine equivalency. Upon request, the student must submit the required information.

Transfer Criteria

Credit may transfer if one of the following is met:
1. The institution is regionally accredited by the commission on higher education. BCCC recognizes the following regional accreditations:
   • Middle States Commission on Higher Education
   • North Central Association of Colleges and Schools
   • New England Association of Schools and Colleges
   • Southern Association of Colleges and Schools
   • Western Association of Schools and Colleges

Note: Credit may be accepted from institutions that are candidates for regional accreditation or for courses taken while an institution was not regionally accredited on a course by course bases.

2. In addition to traditional articulation agreements with other institutions of higher education, BCCC can establish articulation agreements with high schools, business and industry. Articulation agreements specify award of credit for meeting certain criteria and presenting certain documents.

3. Military Training: The American Council on Education (ACE) must evaluate military training and experience before college credits are awarded.

4. The institution is legally authorized to grant standard college degrees and accredited by an accrediting agency recognized by the U.S. Department of Education. The College may award transfer credit based upon course equivalencies, expected learning outcomes and applicability to BCCC curricula, standards and course offerings. BCCC transfer credit policy complies with COMAR 13B.02.02.16

5. Foreign institutions: Transcripts must be evaluated by a professional transcript evaluation service before transfer credit will be reviewed. BCCC requires the course-by-course evaluation from this service to review transfer credit. BCCC accepts only the following transcript evaluation services:
   • World Education Services (WES)
   • American Association of Collegiate Registrars and Admissions Officers (AACRAO)
   • Educational Credential Evaluators (ECE)

Reverse Transfer

Reverse Transfer Students registered at a four-year college or university can take applicable course work and transfer that work back to the College in accordance with BCCC’s transfer policy.

Prior Learning/Work Experience Assessment

College credit through evaluation of noncredit prior learning or work experience is evaluated by the relevant department. Reverse Transfer Students registered at a four-year college or university can take applicable coursework and transfer that work back to the College in accordance with BCCC’s transfer policy.

Apply Credits Toward Graduation

Only transfer credits that apply to the chosen program may be used toward graduation. Student must meet with
an academic advisor to discuss options and track their academic progress.
Official transcripts from other institutions must be current and received by BCCC within one year of the issue date to be considered for transfer credit.

Withdrawal and Refund Policies
Students dropping or withdrawing from a credit course may be eligible for a tuition refund. Refund information appears on students’ bills. The amount of refund is determined by the date on which the Add/Drop/Withdrawal form is received in the Registrar’s Office, according to the following schedule for 16-week Fall and Spring regular semesters:
First week of the semester ......................... 100% refund
Second week ........................................... 50% refund
Third week ............................................. 25% refund
No refunds are made after the third week of the semester.

The refund schedule for sessions shorter than the regular 16-week semester is as follows:
Second day ............................................. 100% refund
Third day .............................................. 50% refund
Fourth day .......................................... 25% refund
No refunds are made after the fourth day.

The complete refund policy is available in the Student Accounting Office.

Note: Students who are subject to the federal formula (pro-rata) refund calculation will have different withdrawal percentages. Details are available in the Financial Aid Office.

Add/Drop/Withdrawal Procedure
Students dropping or withdrawing from courses must complete and file an ADD/DROP/Withdrawal Form. Failure to file will result in F grades and a bill for the courses. Stopping payment on a check, failure to pay the semester bill, or failure to attend classes does not constitute withdrawal.

ADD/DROP can be done during regular registration period office hours with a 100% tuition refund any time before classes begin. All fees are non-refundable, effective the first day of classes.

Pick up ADD/DROP/Withdrawal forms in the Student Success Center, Liberty Main 020. Return completed ADD/DROP/Withdrawal forms to the Registrar’s Office, Liberty Main Building 08.

Academic Grade Grievance Process
A student who has sufficient evidence that his/her grades have not been determined in accordance with the terms set out in the instructor’s syllabus/Course outline/course policy, may seek resolution through the grievance process. In filing an academic grievance, a student must take the following steps:

1. Attempt to resolve the matter with the instructor in a face-to-face meeting.

2. If the student is dissatisfied with the decision rendered by the instructor, he or she will obtain a Student Grade Grievance Form (Form A) from the respective department administrative assistance, complete, and submit to the instructor. This form should spell out the exact nature of the complaint and the remedy sought. The instructor will be asked to provide the rationale for the grade recorded for the student and provide sign off on Form A.

3. Cases filed after faculty contracts end in May, are processed as soon as the instructor can be contacted and scheduled for a hearing, which usually occurs during the next full (fall/spring) semester. A grade grievance must be filed no later than 30 days after the end of the semester in which the class was taken. The entire grade grievance process must be completed typically within one year of the original filing. Students will be required to submit the following information to complete their grade grievance file:
   - Course Syllabus/Course outline/Course policy
   - All work in question
   - A written explanation as to the nature of the grade grievance

4. The Chair of the Grievance Committee (Dean of Academic Operations and Services) will review both the student’s documentation and the explanation of the instructor. If there is sufficient evidence to warrant a grievance, the paperwork will be forwarded to the Department Associate Dean, typically within five (5) business days. The Department Associate Dean will attempt to mediate a resolution between the instructor and the student. If a resolution is reached that warrants a grade change, the instructor will submit a grade change form to the Office of Records and Registration within five (5) business days after the decision to change the grade has been made.

5. If no resolution is reached from the meeting with the Department Associate Dean, the student may request the matter be taken to the appropriate Academic Program Dean, typically within five (5) business days. The Academic Dean will attempt to mediate a resolution between the instructor and the student. If a resolution is reached that warrants a grade change, the instructor will submit a grade change form to the Office of Records and Registration within five (5) business days after the decision to change the grade has been made. EGE

6. If no resolution is accomplished with the Academic Dean, the Student Grade Grievance Form (Form A) will be forwarded to the Grade Grievance Review Committee (GGRC) for further processing. At this
point, the Chair of the Grade Grievance Review Committee (GGRC) will assist the student with submitting a Student Grade Grievance Form (Form B), requesting a review by the GGRC. The GGRC will be made up of Chair of the GGRC, two (2) faculty and two (2) students. The Senate Executive Committee President will select the two (2) faculty members. The President of the Student Governance Board Association (SGA) will recommend the two (2) students.

7. If the GGRC accepts the grievance, the student will appear for a hearing before the IMAC, which will conduct a grade grievance hearing (see Article 6.6.5). The IMAC must make a recommendation to the Vice President for Academic Affairs. The Vice President for Academic Affairs will make the final disposition of the grievance.

8. If the Grade Grievance Review Committee rejects a student’s grievance, the student will receive written justification for the decision from the Committee chair within five (5) business days. The decision rendered by the Committee represents the final disposition of this process.

9. The Vice President for Academic Affairs will be the College official designated to resolve and decide student grievances concerning academic and curricular issues.

ACCREDITATIONS

Baltimore City Community College is regionally accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (267-284-5000). The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

BCCC is nationally accredited by the Association of Collegiate Business Schools and Programs (ACBSP) for the offering of the following degree programs: Accounting, Business Administration Transfer, Computer Information Systems, Office Administration.

The Dental Hygiene Program is accredited by the American Dental Association Commission on Dental Accreditation.

The Health Information Technology Program is accredited by the American Health Information Management Association (AHIMA) within the Commission on Accreditation of Allied Health Education Programs.

The Nursing Program is on the list of approved schools of nursing published by the Board of Nursing. Full accreditation by the National League for Nursing is maintained.

The Physical Therapist Assistant Program is approved by The Commission on Accreditation in Physical Therapy Education/ American Physical Therapy Association (CAPTE/APTA).

The Respiratory Care Program has achieved Provisional Accreditation status as defined for new programs by the accreditation procedures of the Committee on Accreditation for Respiratory Care (CoARC).

The Surgical Technology Program is approved by the Accreditation Review Committee on Education in Surgical Technology (ARC-ST) and accredited by the Commission on Accreditation of Allied Health Programs (CAAHEP), The American College of Surgeons, and The Association of Surgical Technologists.

The National Association of Radio and Telecommunication Engineers (NARTE) recognizes BCCC as an “Electronics and Telecommunications Technology Institution.” Graduates of associate’s degree programs in Electronics Technology and in Telecommunications Technology are eligible-without-testing for Technician Class III Certification.

ARTICULATIONS

1. Ashford University
To enable BCCC students to transfer relevant earned credits to Ashford University; students that transfer with AA degree and 2.0 GPA fulfill General Education requirements.

2. Capitol College
BCCC students in good standing pursuing degrees in Robotics, Mechatronics Technology may matriculate to CC in a seamless transition to pursue a Bachelor of Science Degree in Electrical Engineering Technology and Electrical Engineering.

3. Coppin State University
An agreement designed for BCCC students transferring to Coppin State University seeking a baccalaureate degree in the following majors; Accounting, Applied Psychology with concentration in Alcohol and Drug Abuse, Rehabilitation Services, Management, Marketing, Early Childhood Education, Childcare, Human Development, Health Information Technology, and Nursing.

4. Excelsior College
Offering students the opportunity to transfer credits allowing them to utilize courses at BCCC and then supplement with Excelsior’s online courses and credit by examination to fulfill requirements.

5. Frostburg State University
The articulation for Frostburg is to facilitate a smooth transition from BCCC Associate of Science (Engineering) to the BS in Engineering at FSU. BCCC graduates will understand how FSU transfers the credits earned at BCCC. The agreement provides a systematic plan for students to receive both the ASE degree from BCCC and the BS in Engineering from FSU.
6. Stevenson University
The purpose of this agreement is to provide BCCC Nursing graduates an opportunity to have a seamless transfer to Stevenson University in their Bachelor of Science Degree program in Nursing. Per this agreement BCCC graduates will have an opportunity to transfer to 70 BCCC credit hours to fulfill the 120 credit hour requirement at Stevenson University.

7. University of Cincinnati
An agreement to establish an academic pathway from BCCC’s AAS in HIT to UC’s Bachelor of Science in HIM.

8. Department of Medical and Research Technology, University of MD School of Medicine
The agreement is designed for graduates of the Biotechnology Associate of Applied Science (AAS) degree a maximum of 62 credits to fulfill the (120) credit hour requirement for the Medical and Research Technology, Bachelor of Science degree.

9. Virginia State University
The agreement to provide students that successfully complete the Associate of Science degree requirements in Engineering (or related field) to continue their education through coordination of enhanced advising and equivalent courses.

10. University of Phoenix
This agreement is where all credit from Associate degrees awarded by BCCC will transfer to the University of Phoenix, meaning that all associate degree-related courses, subject to program limitations will automatically transfer.
FERPA NOTIFICATION

The Family Educational Rights and Privacy Act (FERPA) affords students in “attendance” at Baltimore City Community College certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student’s education records within 45 days of the day the College receives a request for access.
   - A student should submit to the registrar, a written request that identifies the record(s) the student wishes to inspect. The registrar will make arrangements for access and notify the student of the time and place where the records may be inspected.
2. The right to request the amendment of the student’s education records that the student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.
   - A student who wishes to ask the College to amend a record should write to the registrar, clearly identify the part of the record the student wants changed, and specify why it should be changed.
   - If the College decides not to amend the record as requested, the College will notify the student in writing of the decision and the student’s right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to provide written consent before the College discloses personally identifiable information from the student’s education records, except to the extent that FERPA authorizes disclosure without consent.
   - The College may disclose education records without a student’s prior written consent under several FERPA exceptions including:
     - disclosure to school officials with legitimate educational interests
       - A school official is a person employed by the College in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the College has contracted as its agent to provide a service instead of using College employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
       - A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the College.
     - the student’s application for financial aid
     - submitting proof of dependency
     - response to a judicial order or subpoena
     - a bona fide health or safety emergency

   - information requested by other schools in which the student seeks or intends to enroll
   - As of January, 2012, The U.S. Dept. of Education’s FERPA regulations expand the circumstances under which your education records and personally identifiable information (PII) contained in such records—including your SSN, grades, or other private information – may be accessed without your consent.
     - First, the U.S. Comptroller General, The U.S. Attorney General, the U.S. Secretary of Education, or state and local education authorities (“Federal and State Authorities”) may allow access to your records and PII without your consent to any third party designated by a Federal or State Authority to evaluate a federal or state-supported education program. The evaluation may relate to any program that is “principally engaged in the provision of education,” such as early childhood education and job training, as well as any program that is administered by an education agency or institution.
     - Second, Federal and State Authorities may allow access to your education records and PII without your consent to researchers performing certain types of studies, in certain cases even when we object or do not request such research. Federal and State Authorities must obtain certain use-restriction and data security promises from the entities that are authorized to receive your PII, but the Authorities need not maintain direct control over such entities.
     - In addition, in connection with Statewide Longitudinal Data Systems, State Authorities may collect, compile, permanently retain, and share without your consent PII from your education records, and they may track your participation in education and other programs by linking such PII to other personal information about you that they obtain from other Federal or State data sources, including workforce development, unemployment insurance, child welfare, juvenile justice, military service, and migrant student records systems.
   - The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, designates certain information related to a student as “Directory Information.” FERPA gives the College the right to disclose such information to anyone inquiring without having to ask a student for permission, unless the student specifically requests in writing that all such information not be made public without written consent, except by the National Student Clearinghouse to loan guarantors.
   - Baltimore City Community College has designated the following as “Student Directory Information:”
     - Name
     - Local address and telephone number
     - Permanent address
     - E-mail address
     - Date and place of birth
     - College
     - Curriculum
     - Enrollment status (full/part-time)
• Dates of attendance at BCCC
• Awards and academic honors
• Degrees and dates awarded
• Most recent previous educational institution attended
• Participation in officially recognized activities and athletic teams

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the College to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is:
   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-5901
   ferpa@ed.gov

Questions concerning FERPA should be referred to the Office of Records and Registration, Attention Registrar, Baltimore City Community College, 2901 Liberty Heights Avenue, Baltimore, Maryland 21215 or call 410-462-7777.
Liberty Campus

2901 Liberty Heights Avenue
Baltimore, MD 21215-7893

**By MTA:** Metro to Mondawmin Mall, Buses 52, 22 and 97 (Shuttle Bug).

**From I 695:** Take Lochearn (exit 18) which exits onto Liberty Rd. south. Travel for about 4.5 miles. Liberty Rd. becomes Liberty Heights Ave. At Druid Park Dr. turn right onto the BCCC campus.  

**From I 95:** Take Caton Ave. north (exit 50). Past Wilkins Ave., bear left onto Hilton St. and travel about 4 miles. Turn right onto Liberty Heights Ave. and travel south for .5 miles. Turn right into the BCCC campus at Druid Park Dr. Parking: There is reserved parking around the campus buildings and across the street in the "Palladium" lot. There is limited on-street parking.

**From Liberty Campus to BCED:** From the main entrance at Liberty, cross Liberty Heights Ave. onto Druid Park Dr. At the next stoplight, turn right onto Reisterstown Rd. After 1/4 mile turn left onto Druid Park Lake Dr. Take I 83 south until it ends in the city and becomes President St. Cross Fayette St. and move into the right lane. Turn right on Lombard St. and go one block. BCED is on your right.

### Business and Continuing Education Division

**By MTA:** Metro to Shot Tower/Market Place. Buses 7, 10 and 19. From I 83: Take I 83 south until it ends in the city and becomes President St. Cross Fayette St. and move into the right lane. Turn right on Lombard St. and go one block. BCED is on your right.  

**From I 95:** Follow signs to downtown (I 395). Turn right onto Conway St. Go two blocks and turn left onto Charles St. Go two blocks and turn right onto Pratt St. Go seven blocks and turn left onto Market Place and go one block. BCED is on your right.  

**From I 295:** Take the Russell St. exit past Camden Yards and turn right onto Pratt St. Go 11 blocks and turn left onto Market Place and go one block. BCED is on your right.  

**Parking:** Harbor Park pay garage has entrances on both Lombard and Market Place.

### Reisterstown Plaza Center

**By MTA:** Metro to Reisterstown Plaza, Buses 44, 59 or 53. From I 83: Take Northern Parkway west about 3 miles. Turn right onto Reisterstown Rd. and travel approx. 1.5 miles to Reisterstown Plaza. Turn left at Patterson Ave. Turn right at the third entrance to Reisterstown Plaza and follow the road behind the buildings until you come to BCCC at 6764 A.  

**From I 695:** Take Reisterstown Rd. (exit 20) south. Go 2 miles to Reisterstown Plaza and turn right at Patterson Ave. Turn right at the third entrance to Reisterstown Plaza and follow the road behind the buildings until you come to BCCC at 6764 A.  

**Parking:** There is ample free parking in the Plaza parking lot.  

For more information, call BCCC at 410-462-8300.  
For additional MTA information, call 410-539-5000.
Liberty Campus Map

BCCC - Liberty Campus
2901 Liberty Heights Ave.

PEC Physical Education Center
LSB Life Sciences Building
LB Bard Library
MNB Main Building
    • Fine Arts
    • Admissions
    • Records and Registration
    • Bookstore
    • Administration
    • First Year Experience and College Honors
    • Student Success Center
    • Financial Aid
HH Harper Hall
    • Clarence Blount Child Care Center
    • Distance Learning Center
NRS Nursing Building
Parking Lots A, B, C, and E
    Student Parking
    Faculty/Staff

NOTE: Disability Parking is available on each lot.
Hangtags are required for all parking at the Liberty Campus.
Off-Campus Sites

Reisterstown Plaza Center (RPC)
6764A Reisterstown Road • Baltimore, MD 21215

The Life Sciences Institute at UMB BioPark
801 West Baltimore Street • Baltimore, MD 21201

BCCC National Weatherization Training Center
1819 East Preston Street • Baltimore, Maryland 21213