PLAN OF STUDY FORM - 2006/2007
COMPUTER-AIDED DRAFTING - KJ46
CERTIFICATE PROGRAM
CREDITS REQUIRED — 30.5-39

THREE RIVERS COMMUNITY COLLEGE
NAME: _____
First   Last

STUDENT ID# _____

Advanced Credits:
   Transfer Credits   _____
   #CLEP/DANTES   _____
   #Credit by Exam   _____
   #APL Credits   _____
   #Military Credits   _____

Name(s) of transfer college(s) _____

_____

_____

Course ID	Title of Course	Credits	Semester Completed	To be Completed
SEMESTER I				
CAD* K106	Computer-Aided Drafting	1	_____	_____
CAD* K107	Computer-Aided Drafting Lab	2	_____	_____
CSA* K105	Intro to Software Applications	3	_____	_____
ENG* K101°	Composition	3	_____	_____
1 XXXX	(Drafting course from concentration)	3	_____	_____
1 XXXX	(Drafting lab from concentration)	1.5-2	_____	_____
2 XXXX	(Technical course from concentration)	1-3	_____	_____
2 XXXX	(Technical lab from concentration)	1-3	_____	_____
	TOTAL	**15.5-20**		
SEMESTER II				
CAD* K202°	CAD - Advanced Topics	1	_____	_____
CAD* K203°	CAD - Advanced Topics Lab	2	_____	_____
ENG* K202°	Technical Writing	3	_____	_____
MAT* K137°	Intermediate Algebra	3	_____	_____
3 XXXX	(CAD course from concentration)	1-3	_____	_____
3 XXXX	(CAD lab from concentration)	1-3	_____	_____
4 XXXX@	(Tech elective from concentration)	3	_____	_____
4 XXXX@	(Tech elective lab from concentration)	1-3	_____	_____
	TOTAL	**15-19**		
	GRAND TOTAL	**30.5-39**		

CONCENTRATIONS:
INDUSTRIAL
(Manufacturing/Mechanical)
1-MEC* K152/153°   Fund. of Eng. Graphics/Lab
2-MFG* K102/103   Manufacturing Processes/Lab
3-CAD* K130/131°   CAD - Industrial/Lab or
CAD* K250/251°   CAD 3D Parametric Molding./Lab
4-MFG* K118/119°   Computer Control Laser Materials Process/Lab or
MEC* K231/232°   Computer-Aided Engineering/Lab
ELECTRICAL
1-MEC* K152/153°   Fund. of Eng. Graphics/Lab
2-CAD* K250/251   CAD 3D Parametric Modeling/Lab
3-EET K105/106°   Electric Circuits and Systems/Lab
4-PHY K114 °   Mechanics+
ARCHITECTURAL
1-ARC* K135/135L   Construction Graphics I/Lab
2-ARC* K108   Building Materials
3-CAD* K214/215°   CAD - Construction/Lab
4-ARC* K227   Codes & Ordinances
CIVIL
1-CIV* K150/151°   Surveying I/Lab
2-ARC* K135/135L °   Construction Graphics I/Lab
3-ARC* K221   Contracts and Specifications
3-CAD* K214/215   CAD Construction/Lab

° Course has a prerequisite. Students should check course description. @ Course must be approved by program advisor.

PLAN OF STUDY REVIEWED BY:

_____
Advisor   Date
_____
Student   Date
Preliminary Graduation Audit Completed by:

_____
Signature   Date

<center>**PLAN OF STUDY**
GUIDELINES</center>

The College reserves the right to modify this Plan of Study in subsequent academic years. Each student has the responsibility to insure that he/she completes all courses required for graduation, completes prerequisites for required courses, and completes all other requirements of the College as explained in the College Catalog.

ACADEMIC ADVISEMENT PROCESS
Students are required to meet with their advisor early in their first semester of enrollment. It is the student's responsibility to seek out information concerning program requirements. This may be done with the help of their advisor, the Department Chairperson, the Program Coordinator, the Counseling staff, or individual faculty members. While each student is assigned to an Academic Advisor, ultimate responsibility for meeting program requirements lies with the individual student. Students are encouraged to initiate and maintain close contact with their Academic Advisor throughout their program enrollment. A Plan of Study Form signed by a student and academic advisor or registration card signed by an academic advisor must be submitted when registering for courses until 12 credits are earned at TRCC.

PROGRAM REQUIREMENTS
Students have the option of meeting the degree or certificate program requirements listed in the College Catalog under which they initially enrolled or the requirements as listed in the current catalog. [EXCEPTION]: Students who have a two-year or more lapse in enrollment must meet the program requirements in effect at the time of re-enrollment at the College or the requirements as listed in the current catalog.

COURSE PREREQUISITES
All prerequisites to courses listed in the College catalog must be met by students prior to registration in those courses. If, however, students consider that they have the equivalent of a prerequisite listed for a given course, they may present evidence to the instructor, and may register for the course if written consent is filed by the instructor in the Registrar's Office.

COURSE SUBSTITUTION
Any substitution of a course or courses for those listed as requirements for a degree or certificate must be approved by either the Department Chairperson or Academic Program Coordinator and the Academic Dean. Contact your advisor or the Director of Counseling for additional information.

GRADUATION REQUIREMENTS
All students should schedule a graduation review with their Academic Advisor before registering for their final semester in a degree or certificate program. Eligible students must fill out a graduation application form and pay the appropriate fee by the date published in the academic calendar.

To be eligible for graduation with an Associate in Science, Arts or Applied Science degree or a Certificate from the College, the student must:

1. Fulfill all of the program course requirements in an approved program and have achieved at least a 2.0 cumulative grade point average.

    In addition, Associate Degree candidates must complete a minimum of sixty credits in college level courses in an approved Plan of Study with no more than twelve credits carrying a "P" grade.

2. Successfully complete at least 50% of courses attempted. At least 25% of credits earned must have been completed at Three Rivers CC.

3. Fulfill all financial obligations to the institution.

4. Fulfill other requirements consistent with policies of the Board of Trustees which may apply.