PLAN OF STUDY FORM - 2003/2004

FIBER OPTICS - K01

CERTIFICATE PROGRAM

CREDITS REQUIRED   14.5

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
PHO* K105	Laser Safety	.5		
PHO* K121°	Introduction to Fiber Optic Technology	4	_____	_____
PHO* K124	Introduction to Telecommunications	3	_____	_____
PHY* K140	Introduction to Optics	4	_____	_____
MAT Elective°	Math 106° or higher			
or	or	3	_____	_____
CSC K1175	Computer Applications I			
	GRAND TOTAL	**14.5**		

° Course has a prerequisite. Students should check course description.

The English Competency Requirement is met by placement score into ENG K111, or transfer credit, or successful completion of ENG K108.

DEVELOPMENTAL COURSES COMPLETED:

Writing Workshop _____

                Semester/Year

Effective Reading _____

                Semester/Year

Basic Math Skills _____

                Semester/Year

Basic Algebra   _____

                Semester/Year

PLAN OF STUDY REVIEWED BY:

_____

Advisor   Date

_____

Student   Date

Graduation Audit Completed by:

_____

Signature   Date

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PLAN OF STUDY
GUIDELINES

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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 must be presented when registering for second semester courses.

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 submitted to the Registrar. 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.

   a. 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 and complete a basic computer literacy requirement.

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.