### Instructional Programs

#### General Education:

<table>
<thead>
<tr>
<th></th>
<th>AA</th>
<th>AS</th>
<th>AA&amp;S</th>
<th>AAA/AAS</th>
</tr>
</thead>
<tbody>
<tr>
<td>I. Communication</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td>II. Humanities/fine arts</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>3</td>
</tr>
<tr>
<td>Foreign language (intermediate level)</td>
<td>6</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>III. Social/behavioral sciences</td>
<td>12</td>
<td>9</td>
<td>9 (b)</td>
<td>3 (a)</td>
</tr>
<tr>
<td>IV. Natural sciences/</td>
<td>8</td>
<td>8</td>
<td>7</td>
<td>0-3 (a)</td>
</tr>
<tr>
<td>Mathematics</td>
<td>6</td>
<td>6 (c)</td>
<td>6 (c)</td>
<td>0-3 (a)</td>
</tr>
<tr>
<td>V. Personal Development</td>
<td>2 (d)</td>
<td>2 (d)</td>
<td>2 (d)</td>
<td>2 (d)</td>
</tr>
<tr>
<td>VI. Student Development</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>VII. Major field courses and electives (columns 1-3) Occupational/technical courses (column 4)</td>
<td>13</td>
<td>22</td>
<td>24-27</td>
<td>49-53 (c)</td>
</tr>
</tbody>
</table>

Minimum total for degree:(g) 60-63 60-63 60-63 65-69(f)

Note: The VCCS Policy Manual, Section 2-IV-C, defines general education within the VCCS. Accreditation eligibility criteria of the Southern Association of Colleges and Schools (SACS) specify general education requirements and provide additional guidance regarding reading, writing, oral communication and fundamental mathematical skills. Within the framework of the table above, Section 2-IV-C, Section 5.2.0.1, and SACS criteria, colleges must provide “... means by which students may acquire basic competencies in the use of computers.” In addition to meeting the semester hour requirements listed above, each college must develop goal statements which include the eight elements found in the General Education statement in Section 2-IV-C of the VCCS Policy Manual.

(a) While general education courses other than those designed for transfer may be used to meet portions of these requirements, SACS criteria require that general education courses be general in nature and not “... narrowly focused on those skills, techniques, and procedures peculiar to a particular occupation or profession.”

(b) Only six semester hours of social/behavioral sciences are required for engineering majors who plan to transfer to a baccalaureate degree engineering program that requires six or fewer hours in this category, provided that the college/university publishes such requirements in its transfer guide.

(c) Only three semester hours of mathematics are required for the general studies major.

(d) Health, physical education, or recreation courses which promote physical and emotional well being.

(e) AAA/AAS degree students should plan to take at least 30 hours in the major; the remaining hours will be appropriate to the major.

(f) Credit range for programs in the health technologies is 65-72 semester hour credits; for nursing the credit range is 65-69 semester hour credits.

(g) All college-level course prerequisites must be included in the total credits required for each program.

#### Approved Electives

Students planning to transfer to a four-year institution may select humanities or social science electives from any of the following lists of courses. Transfer students should determine which of the following courses the transfer institution will accept. (Some courses may require prerequisites.)

#### Approved Humanities Transfer Electives

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>ART 100</td>
<td>Art Appreciation</td>
</tr>
<tr>
<td>ART 101-102</td>
<td>History and Appreciation of Art I and II</td>
</tr>
<tr>
<td>ART 111-112</td>
<td>Introduction to the Arts I and II</td>
</tr>
<tr>
<td>ART 283-284</td>
<td>Computer Graphics I and II</td>
</tr>
<tr>
<td>ENG 241-242</td>
<td>Survey of American Literature I and II</td>
</tr>
<tr>
<td>ENG 243-244</td>
<td>Survey of English Literature I and II</td>
</tr>
<tr>
<td>ENG 251-252</td>
<td>Survey of World Literature I and II</td>
</tr>
</tbody>
</table>

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ENG 255           Major Writers in World Literature
ENG 295           Studies in American Literature
FRE 101-102    Beginning French I and II
FRE 201-202    Intermediate French I and II
GER 101-102    Beginning German I and II
GER 201-202    Intermediate German I and II
HUM             All courses with this prefix
HIS 295            Studies in United States History
ITA               All courses with this prefix
MUS 121-122 Music Appreciation I and II
PHI               All courses with this prefix
REL               All courses with this prefix
SPA 101-102    Beginning Spanish I and II
SPA 201-202    Intermediate Spanish I and II

Approved Social Science Transfer Electives
ECO 120          Survey of Economics
ECO 201-202   Principles of Economics I and II
GEO 210          People and the Land: An Introduction to Cultural Geography
GEO 221-222 Regions of the World I and II
HIS 111-112    History of World Civilization I and II
HIS 121-122    United States History I and II
PLS 211-212    United States Government I and II
PSY               All courses with this prefix
SOC               All courses with this prefix

Courses Requiring Reading Prerequisite

Many LFCC courses require a reading level prerequisite. Students’ placement test scores may indicate
the need to satisfactorily complete developmental reading instruction before enrolling in these courses.
To determine whether a reading prerequisite applies to a specific course, see Course Descriptions
beginning on page 127.

Core Computer Competency Requirements

Overview:
A minimum level of proficiency in the use of computers and various software applications is essential in
today’s technological world. Therefore, LFCC requires each degree-seeking student to demonstrate
proficiency in using a Windows-based operating system, along with components of an integrated
productivity software package, including word processing, spreadsheet, database, presentation and/or
communication applications.

Requirements:
The majority of the College’s associate degrees require that students complete a computer course such
as ITE 115 - Basic Computer Literacy or equivalent. In lieu of completing a basic computer proficiency
course, students may demonstrate proficiency in the core computer competencies. Students who
successfully demonstrate proficiency in using a Windows-based operating system along with word
processing, spreadsheet, database, presentation, and communications applications may then select an appropriate elective to complete the required credit hours for their degree.

**Computer Competency Testing**

LFCC requires many degree-seeking students to demonstrate proficiency in computer operations and software applications. Students may take ITE 115 in computer literacy and competency. Students may demonstrate proficiency in core computer competencies by passing each of the three sections of the IC³-Internet and Computing Core Certification (Computer Competency Certification Exam). The three sections cover topics in Computing Fundamentals, Key Applications, and Living Online. Each section requires the purchase of an exam voucher. In the event of a student not passing a section, two retakes are allowed, with the purchase of additional vouchers. There is no waiting period required for the initial retake and a mandatory seven day waiting period for the second retake. Student should allow approximately three hours to complete all three exams.

Individuals seeking IC³ certification are required to take and pass all three IC³ exam sections. Each section must receive a passing score to achieve the LFCC computer literacy requirement. If students don’t pass the exam or if they feel that they need to improve their computer skills, they must take a computer course.

However, after passing the IC³ exam, students neither earn college credit for exam certification nor fulfill computer competency requirements at transferring universities or colleges. Students who successfully demonstrate proficiency may then select an appropriate elective to complete the required credit hours for their degree.

**Classification of Programs**

Programs offered by the College may be classified both by their purpose and by the degree or certificate to which they lead. College-parallel transfer programs lead to an associate of arts and sciences (AA&S) degree. They are intended to prepare students for transfer to four-year baccalaureate programs. Occupational-technical programs, intended to prepare students for specific occupations, lead to an associate of applied science (AAS) degree, a certificate (C) or a career studies certificate (CSC). Following completion of these programs, students may choose to enter the workforce or pursue additional education or training options.

The College reserves the right to withdraw program offerings if there is not sufficient demand or for other appropriate reasons.

The programs of study offered at LFCC are as follows:

**College Transfer Two-Year Degree Programs:**  
Associate of Arts and Sciences Degree in Business Administration  
Associate of Arts and Sciences Degree in Education  
Associate of Applied Science Degree in Early Childhood Education  
Associate of Arts and Sciences Degree in General Studies  
Associate of Arts and Sciences Degree in Liberal Arts  
Associate of Arts and Sciences Degree in Liberal Arts: Communication Specialization  
Associate of Arts and Sciences Degree in Liberal Arts: Fine Arts Specialization
Associate of Arts and Sciences Degree in Liberal Arts: Philosophy and Religion Specialization
Associate of Arts and Sciences Degree in Science
Certificate in General Education

**Business Degrees and Certificates**
Associate of Arts and Sciences Degree in Business Administration
Associate of Applied Science Degree in Accounting
Associate of Applied Science Degree in Management
Associate of Applied Science Degree in Management: Business Information Technology Specialization
Associate of Applied Science Degree in Management: Marketing Specialization
Certificate in Technical Writing
Career Studies Certificate: General Business
Career Studies Certificate: Real Estate Sales
Career Studies Certificate: Sales Management and Marketing
Career Studies Certificate: Small Business Management
Career Studies Certificate: Supervision

**Information Systems Technology Degrees and Certificates**
Associate of Applied Science Degree in Information Systems Technology
Associate of Applied Science Degree in Information Systems Technology: Database and Software Development Specialization
Associate of Applied Science Degree in Information Systems Technology: Network Engineering Specialization
Associate of Applied Science Degree in Information Systems Technology: Web Applications Development Specialization
Career Studies Certificate: Database Administration Specialist
Career Studies Certificate: Information Technology Foundations
Career Studies Certificate: Networking Engineering Professional
Career Studies Certificate: Networking Specialist
Career Studies Certificate: Web Applications Development Professional
Career Studies Certificate: Web Design Specialist

**Engineering, Construction and Industrial Degrees and Certificates**
Associate of Applied Science Degree in General Engineering Technology: Mechanical Engineering Technology
Associate of Applied Science Degree in General Engineering Technology: Civil Engineering Technology Specialization
Associate of Applied Science Degree in General Engineering Technology: Computer-Aided Drafting Specialization
Associate of Applied Science Degree in General Engineering Technology: Industrial Electricity and Controls Technology Specialization
Associate of Applied Science Degree in General Engineering Technology: Technical Operations
Career Studies Certificate: Construction Technology
Career Studies Certificate: Drafting
Career Studies Certificate: Electrical Technician
Career Studies Certificate: HVAC
Career Studies Certificate: Industrial Design
Career Studies Certificate: Industrial Maintenance Technician
Administrative Support Technology Degrees and Certificates
Associate of Applied Science Degree in Administrative Support Technology
Associate of Applied Science Degree in Administrative Support Technology: Administrative Assistant Specialization
Associate of Applied Science Degree in Administrative Support Technology: Desktop Publishing Specialization
Certificate in Graphic Design Office Assistant
Certificate in Legal Assistant/Paralegal Studies
Certificate in Medical Billing/Coding
Certificate in Medical Secretary/Transcription
Certificate in Office Systems Assistant
Career Studies Certificate: Desktop Publishing Technician
Career Studies Certificate: Information Processing Technician

Health Professions Degrees and Certificates
Associate of Applied Science Degree in Nursing
Associate of Applied Science Degree in LPN Transition
Associate of Applied Science Degree in Dental Hygiene (VWCC)
Certificate in Health Science
Certificate in Medical Billing/Coding
Certificate in Medical Secretary/Transcription
Certificate in Practical Nursing
Certificate in Surgical Technology (PVCC)
Career Studies Certificate: Emergency Medical Technician – Intermediate
Career Studies Certificate: Emergency Medical Technician – Enhanced
Career Studies Certificate: Phlebotomy

Fine Arts Degrees and Certificates
Associate of Arts and Sciences Degree in Liberal Arts: Fine Arts Specialization
Career Studies Certificate: Fine Arts
Career Studies Certificate: Nature and Outdoor Photography

Other Career Certificates
Career Studies Certificate: Early Childhood Education
Career Studies Certificate: Interior Design
Career Studies Certificate: Kitchen and Bath Design
Career Studies Certificate: Police Science
Career Studies Certificate: Sign Communications