

Instructional Programs

General Education:	Minimum Number of Semester Hour Credits			
	AA	AS	AA&S	AAA/AAS
I. Communication	6	6	6	3
II. Humanities/fine arts	6	6	6	3
Foreign language (intermediate level)	6	0	0	0
III. Social/behavioral sciences	12	9 ^(b)	9	3 ^(a)
IV. Natural sciences/	8	8	7	0-3 ^(a)
Mathematics	6	6 ^(c)	6 ^(c)	0-3 ^(a)
V. Personal Development	2 ^(d)	2 ^(d)	2 ^(d)	2 ^(d)
VI. Student Development	1	1	1	1
VII. Major field courses and electives (columns 1-3) Occupational/technical courses (column 4)	13	22	24-27	49-53 ^(e)
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

ART 100 Art Appreciation
 ART 101-102 History and Appreciation of Art I and II
 ART 111-112 Introduction to the Arts I and II
 ART 283-284 Computer Graphics I and II
 ENG 241-242 Survey of American Literature I and II
 ENG 243-244 Survey of English Literature I and II
 ENG 251-252 Survey of World Literature I and II

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