

## CCRI's Definition of an Educated Person

### FOUR ABILITIES

*Adopted June 2007 for implementation in Fall 2008. Amended May 2011 to take effect Fall 2011.*

The faculty and staff of the Community College of Rhode Island have established four critical abilities that define the learning outcomes of a CCRI graduate. These four abilities can be applied in many contexts and are critical skills that must be developed not only at CCRI, but over the course of a lifetime. These core abilities guide students, faculty and staff in establishing educational goals and assessing learning within and across the primary domains of knowledge: arts and humanities, science and mathematics, and the social sciences. They are:

#### 1. Effective Communication

- Use standard English grammar and mechanics.
- Create work that addresses a given purpose and context and responds to the target audience.
- Present a central idea, supported by concrete, relevant details.
- Establish a clear and consistent sequence of ideas.

#### 2. Critical Thinking

- Identify and analyze complex ideas.
- Determine a research focus and the nature and scope of information needed.
- Locate, evaluate and use information effectively.
- Draw logical conclusions from information.
- Express well-reasoned or innovative perspectives.

#### 3. Quantitative, Mathematical and Scientific Reasoning

- Demonstrate an understanding of mathematical, quantitative or scientific principles.
- Apply a scientific approach in asking questions.
- Apply mathematical, quantitative or scientific principles in solving problems.
- Interpret numeric information in graphical form.

#### 4. Social Interaction

- Evaluate ethical dimensions of decisions.
- Use teamwork to accomplish tasks in groups.
- Demonstrate an understanding of global, cultural and historical perspectives.

### Assessment of Student Learning

CCRI is committed to providing quality education and assuring that students acquire the knowledge and skills necessary to be successful.

Assessment of student learning provides the information we need to make improvements in program structure, course content and pedagogy. To this end, information, including samples of student work provided by faculty, may be collected at the classroom, department and institution levels. The information collected is completely anonymous and has no impact on student grades. Aggregated results are used for program planning purposes and may be included in institutional research analyses and reports. In addition, students may be asked to submit samples of their coursework and engage in focus groups. They also may be asked to complete a questionnaire assessing the quality of academic services.

These activities help us determine the extent to which students demonstrate competency in the areas outlined in CCRI's *Definition of an Educated Person* and in their area of concentration.



## General Education Core Curriculum Requirements

### MINIMUM CREDITS

A minimum of 20 credits of general education coursework is required to meet the accreditation standards established by the New England Association of Schools and Colleges (NEASC). These requirements apply to programs offering an associate degree. Each degree program at CCRI includes courses from the three broad general education categories of humanities, mathematics/science and social sciences.

To ensure both breadth and depth, a minimum of three credits from one area and a minimum of six credits from two areas are required. Most CCRI degree programs have specific general education requirements as outlined in their degree requirements, and many include more than the minimum requirement of 20 general education credits.

All courses within each of the specific disciplines must be numbered at the 1000 level or higher to qualify as fulfilling the general education requirements.

### COURSES APPROVED FOR GENERAL EDUCATION CREDITS

The following courses have been approved for meeting general education credits within the listed disciplines.

#### Humanities

Humanities courses present knowledge concerned with humanity and world culture: philosophy, literature, language study and the fine arts. The fine arts are distinguished from the sciences and are produced or intended primarily for beauty, not utility. Sculpture, painting, drawing, architecture, literature, drama and music are examples of such art expressions. The following are accepted general education Humanities courses:

Arts	English	Italian	Portuguese
1001	1005	1010	1010
1010	1010	1020	1020
1020	1020	1030	1030
1050	1030	1040	1040
1310	1040	1900	2010
1410	1200	2010	2020
1510	1210	2020	
1520	1220	2210	<b>Philosophy</b>
1530	1230	2220	1010
1630	1240		2020
1710	1250	<b>Music</b>	2030
1720	1260	1010	2040
2010	1270	1050	2070
2020	1280	1060	2080
	1290	1070	2090
<b>French</b>	1310	1090	
1010	1360	1100	<b>Spanish</b>
1020	1370	1110	1010
1030	1400	1120	1020
1040	1410	1160	1030
2010	1430	1180	1040
2020	2010	1200	1900
2210	2015	1210	2010
2220	2020	1220	2020
	2030	1700	2210
<b>German</b>	2040	1800	2220
1010	2050	2700	
1020	2100	2800	<b>Speech</b>
1030	2200		1100
1040	2210		
2010	2230		<b>Theater</b>
2020			1090
			1130

#### Mathematics and Science

These courses present systematized knowledge derived from observation, study and experimentation. The following are accepted general education Math/Science courses:

Astronomy	Mathematics	Geology
1010	1200	1010
1020	1210	1020
	1420	1030
<b>Biology</b>	1430	1040
1000	1450	1050
1001	1470	
1002	1472	<b>Oceanography</b>
1005	1475	1000
1010	1510	1030
1020	1550	
1050	1560	<b>Physics</b>
1070	1600	1000
1200	1620	1030
2040	1670	1040
2070	1680	1050
2090	1700	1060
2210	1710	1080
2220	1900	1100
2480	1910	1120
	1920	1130
	2910	1140
	2990	1220
		2110
	<b>Chemistry</b>	2111
	1000	2310
	1010	2320
	1030	2820
	1060	2830
	1100	
	1180	
	2270	
	2271	
	2280	
	2281	

#### Social Science

Courses within the social sciences are concerned with the study of people and their behavior, both individually and as a member of groups, nations, cultures and societies. The following are accepted general education Social Sciences courses:

Economics	Political Science	Sociology
2030		1010
2040	1000	2020
	1010	2030
<b>Geography</b>	1030	2040
1010	2010	2050
1020	2040	2070
	2110	2080
<b>History</b>		2110
1010	<b>Psychology</b>	2300
1020	1030	2310
1210	1050	
1220	1070	
2010	1970	
2015	2010	
2020	2020	
2035	2030	
2241	2040	
2245	2050	
2250	2070	
2260	2080	
2270	2090	
2275	2100	
	2110	
	2120	

## Grading System

GRADE		Cumulative Grade Index Number of Points
A	Superior	4.0
A-		3.7
B+		3.3
B	Above Average	3.0
B-		2.7
C+		2.3
C	Average	2.0
D+		1.3
D	Below Average	1.0
F	Failure	0

*(also used by the Nursing, Allied Health, Rehabilitative Health and Dental Health departments when a student fails the clinical component of any course)*

The following designations are not calculated in the grade point average.

- S: Satisfactory**  
(This is used for noncredit courses except MATH 0500, 0600 and 0700 and field experience)
- U: Unsatisfactory**  
(This is used for noncredit courses except MATH 0500, 0600 and 0700 and field experience)
- I: Incomplete Work**  
(This is a temporary grade used only when a student is PASSING, but has not completed all required work because of extenuating circumstances. An “I” grade must be made up with the instructor who issued the grade by the end of the following semester, i.e., Fall “I” grade made up by the end of May; and Spring and Summer “I” made up by the end of December. Otherwise no credit will be allowed for the course and the “I” will revert to a “WP.” The “I” grade is not used if the student plans to retake the course at a later date. It is included in attempted credits, but not in the grade point index.)

- I/C: Incomplete Continuing**  
(This is allowed only for students in the math lab and other nontraditional, self-paced courses. It permits a student to continue in a course while satisfactorily progressing toward completion of course objectives.)
- W: Official Withdrawal**  
(This is used when a student officially withdraws from a course during weeks three through 10 or two-thirds the length of the course. It is included in attempted credits but not in the grade point index.)
- WP: Unofficial Withdrawal, Passing**  
(This is used when a student unofficially withdraws from a course at any point in the course and has a passing grade. It is included in attempted credits but not in the grade point index.)
- WF: Unofficial Withdrawal, Failing**  
(This is used when a student unofficially withdraws from a course at any point in the course and has a failing grade. It is included in attempted credits but not in the grade point index.)
- NA: Unofficial Withdrawal, No Assessment**  
(This is used when a student unofficially withdraws from a course before the instructor has made any academic assessment. It is included in attempted credits but not in the grade point index.)
- AU: Audit**  
(Refer to **Academic Information/Audits** on page 22 in this catalog.)

### GRADE REPORTS

Grades are available online through MyCCRI provided all financial obligations to CCRI are met. Students enrolled in modular courses also may view their grades online through MyCCRI.

### IN-HOUSE CREDITS

In-house credits are counted for time status (*full time or part time*) and for reasons of financial aid and academic progress. They are not counted in overall GPA, do not count toward any degree or certificate and will show on the student transcript as “exclude credit.” An asterisk (\*) following a letter grade on a transcript indicates in-house credit.

### CONFIDENTIALITY AND REVIEW OF RECORDS

Refer to FERPA information on page 243.

## Academic Standards Policy

### THE GOAL OF THE POLICY

The main goal of any academic standards policy is to provide assistance to those students who are experiencing academic difficulty. An early warning to students experiencing academic problems often results in their seeking academic support through a variety of options that help students achieve academic success. An early warning may limit the number of credits a student may take in a semester. They also may be required to select special courses or other student support options, which provide special academic assistance. The goal for the college and its students is to improve academic performance so that students may attain their academic and career goals.

### WHAT ARE THE STANDARDS?

The following chart details the measures that will be used to determine your academic standing. The standards have a quality component (*GPA*) measured against a quantitative component (*number of credits attempted*).

ATTEMPTED CREDITS	CUMULATIVE GPA REQUIRED	WARNING	PROBATION	PROGRAM DISMISSAL*
0-15	1.25	Below 1.25		
16-30	1.50	Below 1.50†	Previous warning, GPA below 1.50†	
31-45	1.75	Below 1.75†	Previous warning, GPA below 1.75†	Previous warning, GPA below 1.75†
46-90	2.00	Below 2.00†	Previous warning, GPA below 2.00†	Previous warning, GPA below 2.00†

\* Students who are dismissed from a degree program are not permitted to enroll for courses as a nondegree student until they have consulted with an adviser to develop an academic plan of study.

† Students receiving financial aid must remain in good academic standing and are required to successfully complete a minimum of 67 percent of all courses attempted.

### WHAT DO THE CATEGORIES MEAN?

If a student fails to successfully complete enough courses in a semester and/or does not meet a required grade point average, the student may be placed under one of the following academic restrictions:

**Academic Warning:** Students are restricted to 13 semester credits and may be required to take three (3) credits of developmental courses. Students must see an academic adviser.

**Academic Probation:** Students are restricted to 10 semester credits. Students are required to see an academic adviser who may require at least six (6) of the 10 credits to be developmental courses.

**Program Dismissal:** Students will be dismissed from their program of study. These non-matriculating students must see an academic adviser to review various academic and developmental options to regain good academic standing. When the student is readmitted to their program of study, that student will remain on probation for one academic semester. The academic adviser will determine the number of credits allowed for study.

The developmental interventions and academic options may include: a variety of skill development coursework, career skills/goals assessment, and program change or course load reduction.

### CAN I APPEAL?

Students may appeal program dismissal status to the Committee on Academic Standards. The committee is composed of the dean of Student Development or designee, associate dean of Enrollment Services, Admissions and Financial Aid, the assistant dean of Enrollment Services, three faculty members and an academic dean who shall chair the committee.

**Appeals Process:** If a student feels that there are serious extenuating circumstances that contributed to poor academic performance, the student has an opportunity to appeal the academic sanction of “program dismissal.” Students, who wish to appeal the sanction of dismissal, must meet with a counselor in the Department of Advising and Counseling to discuss the merits and procedures of the appeal. If it is decided that the student has grounds for an appeal, the following procedures will apply:

1. Students must present their appeal of academic dismissal in writing and state the specific circumstances which merit consideration of an appeal.
2. The letter of appeal will be addressed to the Academic Appeals Committee and mailed to the Office of the Dean of Arts, Humanities and Social Sciences, 400 East Ave., Warwick, RI 02886.
3. The Academic Appeals Committee will review the request for appeal and will render the decision of the committee. The student will be notified in writing of the committee’s decision.

## DO I HAVE ANY OTHER OPTIONS?

### The Academic Renewal (Forgiveness) Policy

CCRI students may request academic renewal (forgiveness) to allow removal of poor grades from the calculation of their overall GPA based upon past academic performance and/or based upon a change of curriculum.

The Academic Renewal (Forgiveness) Policy contains two options:

**Option 1:** Academic renewal based upon past academic performance

**Option 2:** Academic renewal based upon change of curriculum

### General provisions that apply to both Option 1 and Option 2

1. A student may request academic renewal once under the academic performance option and once under the change of curriculum option.
2. If a student requests forgiveness for a course or courses in which he or she has earned a grade of “D” or “F”, the credits earned in any such course or courses will be removed from the total credits earned, and the student will receive no credit for the course. However, courses including grades will remain on the student’s official transcript designated with a special code for academic renewal.
3. All requests are to be submitted using the Academic Appeal Form and forwarded to the Academic Appeals Committee. Waiver forms are available from any adviser/ counselor in the Advising and Counseling office on any campus.

### Specific provisions for Option 1\* – Academic renewal based upon past academic performance

1. After three consecutive years of non-attendance at CCRI, a student may request academic renewal based upon past academic performance.
2. After the student completes 12 credits with a GPA of 2.5, the request will be reviewed by the Academic Appeals Committee for the request to be considered.
3. When the student’s request is approved by the Academic Appeals Committee, grades of “D” or “F” for the courses from the prior attendance period will be excluded from the calculation of the student’s grade point average. However, the courses and grades will remain on the student’s official transcript designated with a special code for academic renewal.

### Specific provisions for Option 2\* – Academic renewal based upon change of curriculum

1. A student may request academic renewal based upon a change of program of study/ major any time after matriculation and after completion of 12 or more credits with a GPA of 2.5 in his or her new program of study.

2. If a student’s request is approved by the Academic Appeals Committee, grades of “D” or “F” in courses that were required by the previous program but are not required by the new program will be excluded from the calculation of the student’s grade point average. However, courses including grades will remain on the student’s official transcript designated with a special code for academic renewal.

*Policy applies to CCRI matriculated students having completed 12 credits with a GPA of 2.5 or better.*

*\*Exceptions: For financial aid purposes, all attempted credits and grades from all courses (GPA) including those that were forgiven must be included when determining financial aid eligibility. For details on the standards required for financial aid go to our Web site at: [www.ccri.edu/oes/fal/academic\\_progress.html](http://www.ccri.edu/oes/fal/academic_progress.html).*

*Note: All past academic work will remain part of the official transcript but will not be averaged into the cumulative grade point average.*

### Note to Health Sciences students: Students enrolled in any of the Health and Rehabilitative Sciences programs must be aware of the following:

Academic standards specified by the Health and Rehabilitative Sciences programs supersede the college-wide academic standards. Students in these programs must follow the established academic standards policies for the specific department/program. Please refer to the specific program pages of this catalog or the respective department Web pages for specific policies and standards.



## Student Schedules

### SEMESTER SCHEDULES

Fall semester begins in September. Spring semester begins in January. Most classes offered in Warwick, Lincoln, Providence and Newport during these semesters are 15 weeks in length.

Two academic sessions are held during the summer. Session I begins in May and Session II begins in early July. Most summer session classes run for six weeks.

### COURSE LOAD

To be full time, students must register for at least 12 credits. Any student who is registered for fewer than 12 credits is considered to be a part-time student and is billed accordingly.

### ADDING A COURSE

Students who are enrolled in classes may add available courses to their schedule without permission of the instructor during the published add period found on the online college calendar ([www.ccri.edu/academics/calendar.html](http://www.ccri.edu/academics/calendar.html)) for all locations. The only way for enrolled students to do so prior to the start of the semester is by using the online MyCCRI system. Students must add themselves to the **wait list** for any courses that are full (See *information about the wait list below.*)

Once classes begin, students may add **available** courses through MyCCRI during the published add period. Students attempting to add a course that is at maximum enrollment must seek permission of the instructor and obtain a Schedule Adjustment Form. Forms are available in the Office of Enrollment Services (OES) **during the first week of classes only**. Completed forms must be returned to OES within three business days. Students may add a modular course, i.e. five-week, seven-week and 10-week courses, through the first meeting day of the course without the permission of the instructor unless the course is closed. MyCCRI is available to accept modular course registrations through the first week of those classes.

### DROPPING A COURSE

Students may drop a course from their schedule without permission of the instructor during the published drop period found on the online college calendar ([www.ccri.edu/academics/calendar.html](http://www.ccri.edu/academics/calendar.html)) for all locations. While permission to drop is not required, we strongly encourage each student to consult with the instructor or, in the case of those students who withdraw from the college, to speak with the Department of Advising and Counseling. Students must use the online MyCCRI system to **officially drop** a course.

Courses **officially** dropped prior to the end of the official published drop period are not graded and do not appear on the college transcript. Courses officially dropped during weeks two through 10 are graded with a “W” (*official withdrawal*) and appear as such on the transcript. Official withdrawal from a course is not permitted after week 10 or two-thirds the length of the course. Modular courses may be officially dropped and/or graded with a “W” depending on each course’s official drop period. Consult the Office of Enrollment Services regarding modular course official drop periods.

If you decide to drop a course that constitutes only a part of your schedule (*leaving other courses of study in your schedule*), you should follow the official drop procedure as noted above. You will be subject to the prorated fees and rules as specified.

### WAIT LIST

Prior to the start of classes, CCRI courses have an electronic wait list (*There are a few exceptions. Nursing courses do not have a wait list option.*) for students registering for this academic year. The wait list is activated when the maximum enrollment for a class is reached and allows additional students to indicate an interest in the class. Active wait lists will remain in place until **24 hours** before classes begin for the semester – at which time they will be purged.

Students on a wait list will *not* be added to the class automatically. When an existing student drops the course, a MyCCRI e-mail notification goes out to the first student on the wait list. That student is given **24 hours** to *register him/herself* for the course. If he or she does not register within the 24-hour period, a MyCCRI e-mail notification will go to the next student on the wait list. The student who originally received the notice is no longer eligible to register for the course and is no longer on the wait list. If that student wishes to get back on the wait list, they must go in to his or her MyCCRI account, drop the wait list course from his or her schedule, click Submit, and then re-register for the wait list if there are still seats available.

### CAPACITY OVERRIDE

During the first week of classes, students may continue to register online for classes only if the classes still have seats available. If a course section is at capacity, faculty will have the option to add students, **during the first week only**, using an online override or a paper Schedule Adjustment Form. For online overrides the student must register *themselves* through MyCCRI *during* the published Add period. For paper forms signed by either the chair or an instructor, students will have three business days *from the date of the signature* to submit the form to OES, after which time the form will become void.

## WAIVING COURSE PREREQUISITES AND PERMISSION OF INSTRUCTOR

Department chairs may waive course prerequisites online through the first week of classes. During the first week of classes an instructor also may sign the prerequisite override on the Schedule Adjustment Form for classes where “permission of instructor” is indicated in the course description section of college catalog. For online overrides from the chair, students must register *themselves* through MyCCRI *during* the published Add period. For paper forms signed by either the chair or an eligible instructor, students will have three business days from the date of the signature to submit the form to OES, after which time the form will become void.

## LATE REGISTRATION

For information about the late registration period refer to [www.ccri.edu/oes/records/lateregistration.html](http://www.ccri.edu/oes/records/lateregistration.html). Students registering after the tuition due date must make payment on the day they register.

## REPEATING A COURSE

When a student retakes a course for any reason, only the highest grade earned will be figured into his/her cumulative grade index; however, all the grades received for the course will appear on the student’s transcript. The recomputation of the highest grade earned in the cumulative index is automatic. This change must be made before the degree or certificate program is completed. Please note that repeating classes will affect a student’s financial aid eligibility.

## WITHDRAWAL FROM COLLEGE

If a student drops all courses (*or a course that is the only one for which he or she is registered*), the student is considered to be withdrawing from the college for that term. Students who withdraw after the Add/Drop period must do so by completing an official withdrawal form through the Department of Advising and Counseling.

## LEAVE OF ABSENCE

Leave of absences are only issued for the Health Sciences programs. Students may request a leave from their program of study by filing a **Leave of Absence form** available from the department chair of their program. The leave of absence does not officially withdraw the student from the college. They must complete an official withdrawal form through the Department of Advising and Counseling.

Students who find it necessary to leave school and who are enrolled in programs other than Health Sciences program **do not need to fill out a Leave of Absence form**. They must, however, officially withdraw from the college.

If they do not file a Leave of Absence form, they may not be readmitted to their program when returning to CCRI. Students whose leave forms are signed by the department chair may be granted a leave of up to two consecutive semesters.

## ATTENDANCE

Regular class attendance is an essential part of student success in community college life. When the number of absences becomes excessive, the privilege of continuing in the course is jeopardized. Students are responsible for making up all academic work missed for any reason.

### Attendance in First Week of Class is Critical

During the verification of enrollment (*attendance*) period, faculty will be reporting the names of the students who have attended their classes in the first week of the semester. Attendance is a condition of enrollment. Students must attend class during the first week of class or contact the instructor to make arrangements to continue in the course. If the instructor does not hear from the student during the first week of class, the student will be dropped from the class as a “no-show.” Being marked as a “no-show” means that the student is no longer officially enrolled in the class. Modular start classes will report verification of enrollment following the first week of their start.

### Verification of Enrollment

All faculty members are required to complete verification of enrollment during the second week of classes. (*This will allow evening classes that meet once per week to have two class meetings before reporting is required.*) The verification of enrollment is used to verify that students are enrolled and to identify students who have failed to attend and failed to contact their instructor. These students will be reported as a “no show.”

Students marked as a “no show” will be sent an e-mail that contains a “re-registration form.” Thus, in cases where a student was erroneously marked as a “no show,” the student must print the e-mail form and bring it to their next class meeting. The instructor will have the option of adding the student back into their section. Students will have three business days to bring the form to the Office of Enrollment Services.

## AUDITS

Individuals may audit lecture courses. This means that students may attend and participate in classes but choose to receive no grade or credits. To register as an auditor, students should follow the in-person registration procedures, indicating **at that time** the desire to audit. Auditors pay tuition and fees. Financial aid does not cover audits.

## Cooperative Education

Cooperative Education (CO-OP) is an educational strategy that allows students to be employed in their field of study while attending college. The basic premise of Cooperative Education is that personal growth and professional development are fostered by combining classroom learning with supervised work experience. Students attend seminars and receive academic credit for both their academic work and the knowledge gained on the job. The seminar also is available online.

CO-OP assists students in exploring and choosing a career, preparing for full-time employment or advancing in their present career. Coordinators assist students in securing positions related to their academic interests. In addition, resumé writing and interviewing workshops, along with job referrals to CO-OP employers, are an integral part of the CO-OP experience.

For more information, call Career and Internship Office at 401-825-2322 in Warwick or 401-333-7326 in Lincoln.

*Note: Students working in a professional job related to their major may be able to use their position as a CO-OP placement.*

## Credit for Prior Learning

CCRI recognizes and evaluates learning acquired through work and life experiences, military as well as corporate sponsored training, assuming it can be documented, is college-level and can be applied to specific courses offered at CCRI within a degree program.

- Students accepted into a degree program and currently enrolled in courses are eligible to participate in the Prior Learning Assessment Program.
- Students can earn credit through any of five methods:

**(1) – Credit award based upon experiential learning documented in a portfolio prepared by the student:** This category includes all requests for credit by students for their experiential learning activities that are non-standard and for which CLEP/Challenge exams are neither available nor appropriate. Assessing a claim for learning is done by portfolio, and may take several weeks to compile and assess.

A portfolio is a formal written communication, addressing outcomes of specific courses taught at CCRI. The portfolio usually includes a detailed resumé, a narrative essay which identifies the learning and documentation that the learning has taken place. The data assembled within the portfolio, must make its case by identifying learning clearly and succinctly, and provide sufficient supporting information and documentation so that faculty can use it, alone or in combination with other evidence, as the basis for their evaluation.

Each portfolio is assessed by a faculty member who has expertise in the subject area documented and will either recommend or deny a credit award. A fee is charged for posting credit awards to the transcript.

For additional information, contact the Office of the Dean of Business, Science and Technology by visiting [www.ccri.edu/priorlearning](http://www.ccri.edu/priorlearning).

**(2) – Corporate-sponsored/advanced credit standardized award:** This category includes awards for most non-collegiate sponsored learning such as: municipal police academy training, state-approved apprenticeship training and other formal training programs that have been evaluated by the American Council on Education or CCRI faculty for a standardized credit award. An extensive list of such standardized awards is available on the Prior Learning Web site ([www.ccri.edu/priorlearning](http://www.ccri.edu/priorlearning)). A fee is charged for posting credit awards to the transcript.

**(3) – Military credit:** Veterans and active duty military personnel seeking credits for their military training should have a copy of their AARTS, SMARTS or Community College of the Air Force (CCAF) transcripts sent directly to the Dean of Business, Science and Technology. A fee is charged for posting credit awards to the transcript. There is no charge for CCAF awards.

CCRI, as a Servicemembers' Opportunity College (SOC), assists active duty military in earning a college degree by:

- Limiting the amount of coursework students must take at CCRI to satisfy degree requirements
- Awarding credit for military experience
- Awarding credit for CLEP tests

**(4) – College Level Examination Program (CLEP)** is a national system of awarding college credit by examination. It is used by more than 1,800 colleges and universities in the United States. There are two types of examinations:

- **General examinations** designed to provide a comprehensive measure of undergraduate achievement in five basic areas of liberal arts (*English composition, mathematics, natural sciences, humanities and social sciences/history*). Tests are equated with specific courses in the current CCRI catalog. When acceptable scores are achieved on any of the general examinations, students may receive college credit.
- **Subject examinations** designed to measure achievement in more than 30 undergraduate subjects including: foreign languages, science, mathematics, business, literature, history and social sciences. Students may earn credit by passing subject examinations in specific courses comparable to those in the current CCRI catalog. Students pay a fee for each CLEP exam.

Information about CLEP examinations, including cost and test dates is available on the Advising and Counseling Web site ([www.ccri.edu/advising](http://www.ccri.edu/advising)).

**(5) – Departmental challenge exams** are generally offered only when an appropriate CLEP examination does not exist and when the specific skills are best assessed using a test format. Student fees associated with challenge exams are collected when testing has been approved and arrangements for the exam have been finalized. This fee is charged regardless of student success or failure on the exam.

For more information about a particular departmental challenge exam, contact the chair of the academic department in which the subject of the exam is offered.

## Additional Academic Information

### DEAN'S LIST

A Dean's List is published at the end of fall and spring semesters. A student is eligible for Dean's List honors when he or she:

- is enrolled in a degree program;
- has earned 12 or more credits in one semester;
- has achieved a current grade point average of 3.25 or higher with no grade lower than "C" for the current semester.

### DISMISSAL FROM THE COLLEGE

Students dismissed from the college or a program for academic, social or other reasons are notified in writing at the time of dismissal. Some departments and programs have specific dismissal policies and students should acquaint themselves with them.

### GRADUATION AWARDS

Academic achievement will be recognized at graduation for students who have met the following criteria:

- Graduation Honors: 3.25 cumulative grade point index
- Graduation High Honors: 3.50 cumulative grade point index
- Graduation Highest Honors: 3.75 cumulative grade point index

*Note: To be eligible for honors, a student must earn at least one-half of the credits for his/her program at CCRI.*

### HONORS PROGRAM

The Honors Program reflects the college's commitment to academic excellence. By creating learning communities and by strengthening the opportunities for intellectual dialogue, the Honors Program enhances the educational experience at CCRI.

Students can earn honors credits through independent study projects, supplementary projects within existing course sections and specially designated "honors" courses. Each honors project must be sponsored by an instructor. Students may take a maximum of two honors projects in any one semester.

To be eligible for the Honors Program, students must have completed at least 12 semester hours and earned at least a 3.25 grade point average.

Participation in the Honors Program provides students an opportunity to acquire additional knowledge and skills. Students and faculty work together as "colleagues in learning" – a cooperative spirit that reflects the fundamental purpose of the academic community. In addition, the student's official transcript will reflect all honors credits. These unique designations on the transcripts not only promote transfer to four-year institutions but also can lend an advantage with regard to competitive status in the

workplace. An extra half credit (.5) is available for honors projects integrated into existing course sections; the amount of credit for independent study projects is determined by contractual arrangement between the student and the instructor. Students who complete four honors projects or more at CCRI will receive special recognition at the graduation ceremony.

For more information, call Dr. Lynne Andreozzi-Fontaine at 401-825-2239 or Dr. Karen Kortz at 401-333-7443.

### INTER-INSTITUTIONAL AGREEMENT

Any student enrolled in a degree program who has paid full-time fees at CCRI may take a maximum of seven (7) credits during each of the fall and spring semesters at the University of Rhode Island or Rhode Island College or both without paying additional fees. Students must be enrolled for at least five (5) credits at CCRI and the total number of credits taken at all institutions combined must be 18 or less. Summer session registrants are not eligible for this program. Students interested in participating in this agreement should contact the Office of Enrollment Services.

### CCRI FINANCIAL AID CONSORTIUM AGREEMENT

**The CCRI Financial Aid Consortium Agreement may be used by students receiving financial aid who are enrolled in a degree-granting program at CCRI and want to enroll at another institution at the same time. This may also apply for summer enrollment and/or Study Abroad.**

**CCRI's Financial Aid office will only pay for courses that are required for your current program of study.**

Financial aid only can be received at one institution per semester/term. To have your financial aid applied for classes taken at another school, each semester you must complete a Consortium Agreement and proof of enrollment at the "host" institution. The consortium form must be returned to the CCRI Financial Aid office in Warwick.

Tuition payment arrangements must be made with the "host" school – financial aid funds paid by CCRI for consortium classes may not be available for four weeks after the start of the Community College of Rhode Island's semester.

At the end of the semester/term, you must request an academic transcript for classes taken at the "host" school be sent to CCRI. These transcripts must be received before additional financial aid can be applied or disbursed at CCRI.

CCRI Financial Aid Standards of Academic Progress apply for classes taken at "host" schools through a consortium agreement.

**Deadline: The Consortium Agreement must be completed and approved within 30 days from the first day of classes for the current term at CCRI.**