

PLACEMENT TESTS –**ACCUPLACER English And Math Placement Assessments**

CCRI requires that all students accepted into a degree or certificate program complete the mandatory ACCUPLACER writing, reading and math placement tests before registering for classes. Non-degree students who wish to enroll in a course requiring a prerequisite also must complete the ACCUPLACER test. This assessment does not affect admission, but the results help to place students in appropriate courses. If a student has taken ACCUPLACER at another college within the last year, he/she must have an official copy of the scores sent to the Department of Advising and Counseling at any campus.

Testing takes approximately two-and-a-half hours and can be completed in the Department of Advising and Counseling.

PLAGIARISM

The term “plagiarism” includes, but is not limited to, the use, by paraphrase or direct quotation, of the published or unpublished work of another person without full and clear acknowledgment. It also includes the unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic materials.

Any student found to have committed plagiarism misconduct is subject to the disciplinary sanctions outlined in the Student Handbook available in the Student Services office or on the CCRI Web site.

PROGRAM CHANGES/CHANGE OF MAJOR

Students may change from one CCRI program or curriculum to another through the Office of Enrollment Services by submitting a Change of Major form. In some cases, this requires approval from the academic department. *(See the new performance-based application process for high-demand Health Sciences programs.)*

READMISSION TO CCRI

Students seeking to be readmitted to the community college should contact the Office of Enrollment Services. Certain programs may have special readmission criteria.

Students who return to CCRI after a break in continuous enrollment are held to the degree requirements published in the catalog for the year they return.

Student Services**STUDY ABROAD**

CCRI offers a Study Abroad Program through the College Consortium for International Studies. This program offers students the intellectual challenge of studying in any of 31 different countries on six of the seven continents to enhance their educational experience through exposure to new cultures and educational systems. A study abroad experience can be a path to self-reliance, independent thinking and valuable job skills.

The consortium consists of more than 100 two- and four-year, public and private colleges and universities (*some of which are sponsors*) that cooperate to offer students study abroad opportunities each year. A wide range of academic programs are offered. Except for language studies, most courses are taught in English. All programs are accredited and approved by the college and the consortium. Study abroad programs are available for a semester, full-year or summer.

Students may be eligible for financial aid *(Please see Financial Aid staff.)*

ARMY ROTC

Under an arrangement with the U.S. Department of Defense and Department of the Army, Community College of Rhode Island students may attend Military Science classes on the Providence College campus and thereby complete their first two years of the four-year ROTC program while attending CCRI.

The courses included are ROTC 1010, Freshman Military Science, ROTC 2050, Sophomore Military Science and ROTC 2070 Sophomore Military Science and Lab.

Students who successfully complete the four-year ROTC program and graduate from college with a bachelor's degree will be commissioned second lieutenants in the U.S. Army Reserve.

TRANSCRIPTS

Transcripts are issued from CCRI's Office of Enrollment Services and are issued only after all **financial obligations to the college have been paid**. One week is required for transcripts to be processed during grading, graduation and registration periods.

ADVISING AND COUNSELING

CCRI's Department of Advising and Counseling offers a full range of academic advising, career, educational and personal counseling services. **Academic advising** is available for students with program and course selection concerns. **Career counseling**, consisting of interest, values and personality assessments, is provided to students requesting help in establishing educational and career goals. Counselors also assist students with **transfer planning** to ensure a smooth transition and maximum transfer of credits to four-year institutions.

Short-term counseling also is available for students who are experiencing personal difficulties as they relate to their academic success. All meetings are strictly confidential.

In addition, Advising and Counseling also offers a variety of **free workshops** each semester in areas such as study habits and skills, stress management and test anxiety. Students may seek these services directly or be referred by interested faculty and staff members.

For information on walk-in hours or to make an appointment, call 401-333-7160 in Lincoln, 401-825-2301 in Warwick, 401-455-6020 in Providence and 401-851-1625 in Newport.

ATHLETICS, PHYSICAL EDUCATION AND INTRAMURAL PROGRAMS

Intercollegiate Athletics

CCRI is home to one of Rhode Island's finest and most successful intercollegiate athletic programs. The CCRI program has long been considered a front-runner in New England community college and junior college athletic circles. The basketball, baseball, tennis, volleyball, cross country, golf and soccer teams have all been nationally ranked. The college holds membership in the National Junior College Athletic Association and is an associate member of the National Collegiate Athletic Association.

The Community College of Rhode Island has proven to be a steppingstone for many student-athletes who have moved on to complete their academic and athletic careers at four-year colleges and universities throughout the nation.

CCRI fields intercollegiate men's teams in baseball, basketball, soccer, cross country, indoor and outdoor track and intercollegiate women's teams in volleyball, basketball, cross country, indoor and outdoor track, soccer and softball. CCRI also has a coed tennis team, coed golf team and offers club volleyball.

CCRI athletic facilities are located on its campuses in Warwick and Lincoln. Each of these campuses has a field house with four basketball courts, indoor tennis courts and a fully equipped weight room. In addition, the Flanagan Campus field house contains a six-lane swimming pool. Both campuses have their own outdoor fields.

Physical Education and Intramural Programs

The Intramural and Physical Education program provides every student with the opportunity to engage in some form of wellness and recreation. This program is open to all students to make worthy use of leisure time and develop a wholesome attitude toward physical activity. Many of the physical education credit classes are transferable to other two- and four-year institutions. (See *Course Descriptions* section of this catalog for more information.) The intramural program includes basketball, fun run, floor hockey, table tennis, volleyball and water basketball.

Field Houses

The Warwick field house and Lincoln field house are available to all students Monday through Friday, 9 a.m. to 3 p.m. The pool in Lincoln is available to students, staff and the community on Monday, Wednesday and Thursday evenings from 6:30 to 8:30 p.m. (Evening sessions may be canceled due to athletic events or athletic rentals.)

BOOKSTORES

The college's bookstores sell new and used textbooks, school and art supplies and computer software. In addition, the bookstores carry a full line of items bearing the college's insignia. When classes are in session, the bookstores are open:

Knight and Flanagan Campuses (Fall and spring semesters)

Monday through Thursday from 8:15 a.m. to 7 p.m. and Friday from 8:15 a.m. to 3:30 p.m.

Liston Campus

Monday through Wednesday from 8:15 a.m. to 7 p.m., Thursday and Friday from 8:15 a.m. to 3:30 p.m.

Newport County Campus

Monday, Thursday and Friday from 8:15 a.m. to 3:30 p.m., Tuesday from 8:15 a.m. to 7 p.m. and Wednesday from 11:30 a.m. to 7 p.m.

When classes are not in session, the bookstores are open Monday through Friday 8:15 a.m. to 3:30 p.m. The bookstores extend their hours during the first week of classes.

CAREER AND INTERNSHIP OFFICE

The Career and Internship Office provides graduates and potential graduates with assistance in resumé writing, interviewing skills and job search strategies. The office also assists students with finding on-campus jobs and internships off campus. A computerized job bank maintains listings of full- and part-time job openings. Students have an opportunity to meet with potential employers on campus at the annual career expo the office sponsors and during individual on-campus interviewing sessions.

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

CAREER SERVICES

The Career Services office assists students in making informed career decisions that lead to effective planning and preparation for the work world. Students may explore careers and clarify goals through the use of DISCOVER (*a computerized career guidance system*), by taking interest and personality inventories and through counseling sessions. The career library (*located in the Department of Advising and Counseling*), provides opportunities to research information on occupations, trends, salaries and local companies.

Workshops are conducted throughout the school year in varied topics such as making career choices, creating a career plan and using employment search techniques. The office also provides students with opportunities for direct contact with employers willing to speak to students about specific career fields.

For more information call Career Services at 401-825-2237.

DINING FACILITIES

The college contracts with an outside vendor to operate full-service cafeterias and vending service on each campus. Hot and cold meals are served daily when classes are in session.

HEALTH SERVICES

The Office of College Health Services is staffed by a registered nurse in collaboration with a medical doctor. Generally, the office is open Monday through Friday from 8 a.m. to 4 p.m. Any change of hours is posted at the office, which is located on the Knight Campus, Room 1240, in Warwick and on voice message accessed at 401-825-2103.

For medical emergencies, students should contact the Campus Police on their respective campus – Lincoln, 401-333-7035; Warwick, 401-825-2109; Providence, 401-455-6064 and Newport, 401-851-1650.

Central office services include first aid treatment, emergency medical care, blood pressure checks, health education and counseling, treatment referrals and color blindness testing for students, faculty and staff. The nurse also works in conjunction with the Wellness Committee to organize the Wellness Fair and other wellness initiatives.

The primary function of Health Services is to ensure that all immunization requirements mandated by the state of Rhode Island are met and documented upon enrollment at CCRI and that those records are maintained.

As of Aug. 1, 2006, RI law requires any student entering college full time (*12 credits or more*), any student studying on a visa, or any full- or part-time student in a health-related field of study to have the following immunizations or blood proof of immunity to:

- Tetanus vaccine within 10 years
- MMR (*measles, mumps, rubella*) (*two vaccines*)
- Varicella (*chickenpox*) immunity through disease or vaccine
- Hepatitis B (*three-shot series*)

ALL students (full- or part-time) in Nursing, Dental, Allied or Rehabilitative Health programs have additional health requirements. Contact individual programs for information regarding those additional requirements.

The nurse in Health Services can assist you with information about obtaining the needed documentation if you are having difficulty doing so.

Health insurance is voluntary. As a student, you are eligible for student health insurance through independent companies that provide this type of coverage. There are applications available through the Health Services or Student Services offices for review or you may search the internet for any number of companies who provide student health insurance.

The nurse in Health Services can be reached at 401-825-2103 (phone), 401-825-1077 (fax), or via e-mail at nurse@ccri.edu.

LIBRARY

Mission Statement: *As a full partner in the educational experience, the CCRI library provides materials, resources, and services which support the curriculum, enhance teaching and learning, and encourage independent and lifelong learning. The library fosters information literacy and critical thinking skills, collaborative learning, and intellectual development. The library offers a welcoming environment and a commitment to support the diverse cultural and intellectual interests of both the college and the local communities.*

Each campus has a library with access to print and online books, journals and other resources. Our catalog and databases can be accessed on campus – or off campus, using a current, library-activated CCRI ID. Each library is equipped with an electronic classroom with networked computers and printers.

Librarians are available to assist students individually with research questions. Librarians also work with faculty to provide specialized library instruction classes. The library offers courses in information literacy and research skills: **LRCT I010/Introduction to College Research and LRCT I015/College Research.** Find descriptions of the courses listed under Library/LRCT in the back of this catalog.

The CCRI Library is a member of the HELIN (*Higher Education Library Information Network*) consortium. CCRI students with a library-activated CCRI ID may borrow material from all CCRI campuses and HELIN member libraries: Brown University, Bryant University, Johnson & Wales University, Providence College, Rhode Island College, Roger Williams University, Salve Regina University, the University of Rhode Island, Wheaton College, Rhode Island's hospital libraries and the Rhode Island State Law Library.

STUDENT SUCCESS

The Student Success Centers provide academic assistance through tutoring services and enrichment programs; coordinate information and referrals to college resources; seek ways to improve student satisfaction and retention; facilitate summer orientation sessions and help students achieve their goals. Success Center staff members help students understand learning needs, build better study habits and behaviors, and develop plans to achieve their goals.

New Student Orientation

Summer orientation programs are campus-based and designed to make sure that all new students are prepared for their college experience. With a completely commuter population and a diverse group of students, summer orientation programs offer both traditional-aged students as well as adult learners an opportunity to get an early start on the challenges of attending college.

Mentoring

A mentoring program is available for new students who would like a faculty or staff member from CCRI to help guide them through the first semester. Additionally, career mentors are available for returning students who are interested in learning more about a chosen field and finding opportunities to network and learn outside the classroom.

Tutoring and Academic Support

Peer tutoring and study groups are coordinated through the Success Center and available to CCRI students seeking additional academic support to make their college experience a successful one. Faculty recommended peer tutors work with students who are struggling with a class. Many peer tutors have completed additional training and received national tutoring certification. Tutoring is free for all enrolled CCRI students.

Workshops

One-hour study skills and personal and professional development workshops are offered throughout the semester to help students strengthen their learning and study habits. Topics include learning styles, note-taking systems, presentation skills, test-taking strategies, textbook reading strategies and time management techniques. The Success Center offers customized study skill workshops for CCRI faculty upon request.

Success Courses

College Success (LRCT 1020) is a three-credit course that provides practical tips and strategies to help students succeed in college. It can be found under Library in the course descriptions section of this catalog. Emphasis is on attitude, study habits and time and stress management. In a setting of active and collaborative learning, students are engaged in a variety of instructional experiences, including discussions with reading, speaking, writing and listening assignments. The course includes the creation of a personal success plan that includes educational and career goals and introduces students to the college's resources and personnel.

For complete program information, or to request a tutor or workshop, please visit www.ccri.edu/success or call 401-825-1170 in Warwick, 401-333-7440 in Lincoln, 401-455-6116 in Providence or 401-851-1701 in Newport.

OPPORTUNITY AND OUTREACH

The Community College of Rhode Island's Office of Opportunity and Outreach encompasses several programs that help Rhode Islanders successfully enter and complete college. These programs include:

Access/TRIO Student Support Services

Access is a TRIO Student Support Services program, funded by the U.S. Department of Education that serves 440 students each year across CCRI's four campuses. Access offers individualized support to students from the time they are accepted into the program through their graduation from CCRI. Services include academic skill building; professional tutoring; college adjustment counseling; academic, career and transfer advising; financial aid advising and financial literacy. To be eligible for Access, students must be first generation in college (*neither parent completed a baccalaureate degree*), low-income and/or have a documented disability, and be enrolled in an associate degree program. Selection for participation in Access is competitive and decisions are made on a first-come, first-served basis.

For more information, contact 401-825-2305 or visit www.ccri.edu/access.

Disability Services for Students

The Disability Services for Students Office (DSS) provides support services and coordinates reasonable academic accommodations for students with documented disabilities under the ADA and Section 504 of the Rehabilitation Act. Academic accommodations include, but are not limited to, the use of assistive technology, alternative testing, course accommodations, sign language interpreters, reader/audio taping services, scribes and peer note-takers. Students are responsible for identifying themselves to the DSS office and submitting appropriate documentation in advance of the requested accommodation. In addition, the DSS office serves as a resource to faculty and staff, works to dispel negative and limiting stereotypes and promotes a campus environment that is sensitive, accepting and responsive to the needs and contribution of all CCRI students.

For more information, contact DSS at 401-825-2164 in Warwick, 401-333-7329 in Lincoln, 401-455-6064 in Providence and 401-851-1650 in Newport or visit www.ccri.edu/dss.

Rhode Island Educational Opportunity Center

The R.I. Educational Opportunity Center (RIEOC) is a TRIO program funded by the U.S. Department of Education that provides comprehensive, individualized support to Rhode Island adults who want to continue their education. RIEOC services include financial aid application assistance, admissions application assistance and fee waivers, career counseling, GED®/ESL information, default loan counseling, transfer information and post-secondary placement. RIEOC serves more than 4,000 individuals each year and has offices on all four campuses and maintains a presence in community-based organizations statewide.

For more information, contact 401-455-6028 or visit www.ccri.edu/eoc.

REACH (Realizing Educational and Career Hopes)

REACH is a state-funded program that helps Rhode Island Works (*i.e., welfare*) participants throughout Rhode Island acquire the educational, vocational and personal skills required to be self-supporting and gainfully employed. The program provides academic and career guidance to assist such participants in developing an educational and career plan. In addition, REACH offers academic testing and support services to R.I. Works participants who are referred and/or enrolled in a program of study at CCRI.

For more information, contact the REACH office on your campus: 401-825-2290 in Warwick (Knight), 401-333-7166 or 401-333-7165 in Lincoln (Flanagan), 401-455-6067 in Providence (Liston), or 401-851-2290 in Newport County. To find out more about REACH, visit www.ccri.edu/reach.

SECURITY

Professionally trained security personnel are on staff at each campus location, day and evening. Also, in accordance with the Campus Crime Awareness Act, campus crime statistical information is available on each campus in the Campus Police office.

STUDENT LOUNGE

Student lounges and study areas are located throughout the college's buildings.

Student Clubs and Organizations

Knight Campus, Warwick

Access/Trio Club
 Amateur Radio Club
 Anime Club
 Art Club
 Bible Study Club
 Black American Student Association (BASA)
 Business Cooking Club
 CCRI SIAM Student Chapter (Society for Industrial and Applied Mathematics)
 Chamber Ensemble Club
 Chamber Singers
 Chorus
 Criminal Justice Association (Law Enforcement Club)
 Delta Epsilon Chi (DECA)
 Economics Club
 Engineering Student Association (ESA)
 French Club
 German Club
 Human Services Organization
 International Association of Administrative Professionals (IAAP)
 Italian Club
 Jazz Ensemble
 Knight Diversity Club
 Kappa Beta Delta (Business Honor Society)
 Music Appreciation Club
 New Media Group
 Newman Club
 Outdoor Adventure Club
 Philosophy Club
 Phi Theta Kappa (National Honor Society)

Players (Theater)
 Political Science Club
 Psi Beta (Psychology Honor Society)
 Psychology Club
 Role Players' Guild
 SCTE Club
 SkillsUSA
 Strategic Knights The Gamers' Club of CCRI
 Student Alumni Association
 Student Government
 Student Veterans Assistance Club
 The Meditation and Yoga Club
 The Unfiltered Lens

Newport County Campus

Black American Student Association (BASA)
 Cultural Alliance
 Delta Epsilon Chi (DECA)
 History Club
 Human Services Organization
 Occupational Therapy Assistant Club
 Spanish Club
 Student Government
 Student Nurses' Organization (SNO)
 Student Physical Therapist Assistant Club
 Student Veterans Assistance Club
 Therapeutic Massage Club

Flanagan Campus, Lincoln

Awakenings Club
 Bible Study Club
 Biology Club
 Black American Student Association (BASA)
 Clinical Laboratory Technology Club (CLT)
 Criminal Justice Association (Law Enforcement Club)
 Cultural Program
 Dance Club
 Delta Epsilon Chi (DECA)
 Dental Assisting Club
 Dental Hygiene Club
 Digital Arts Club
 French Club
 Human Services Organization
 International Association of Administrative Professionals (IAAP)
 International Club
 Kappa Beta Delta (Business Honor Society)
 Latin American Student Association (LASO)
 Muslim Student Association
 Nonviolence Club
 One Step Beyond
 Philosophy Club
 Phi Theta Kappa (National Honor Society)
 Players Club (Theater)
 Portuguese Club
 Psi Beta (Psychology Honor Society)
 Psychology Club
 Radiography Club
 Respiratory Therapy Club
 Riding Club
 Role Players' Guild
 SkillsUSA

Sonography Club
 Spanish Club
 Student Alumni Association
 Students for Environmental Action (SEA)
 Student Government
 Student Nurses' Organization (SNO)
 Student Nurses' Organization - Weekend/Evening (SNO)
 Student Veterans Assistance Club
 Triangle Alliance

Liston Campus, Providence

Bible Study Club
 Black American Student Association (BASA)
 Criminal Justice Association (Law Enforcement Club)
 Delta Epsilon Chi (DECA)
 Kappa Beta Delta (Business Honor Society)
 Latin American Student Association (LASO)
 Nonviolence Club
 Phi Theta Kappa (Honor Society)
 Psi Beta (Psychology Honor Society)
 Student Government
 Student Nurses' Organization (SNO)
 Student Veterans Assistance Club
 The English Language Learner's Club