



Success begins here

PURPOSE OF PROGRAM

The associate in applied science degree in career studies is designed to provide a highly individualized and flexible program of study for students whose educational and/or occupational goals cannot be met by the other programs of the college. Recognizing that many students come to the college with significant work and/or learning experiences, this program provides for recognition of that experience, by the awarding of academic credit (after a thorough portfolio review process) in an occupational track.

PROGRAM STRUCTURE

Students pursuing the associate in applied science degree in career studies are required to complete a minimum of 69 credit hours. *These credits fall into three categories:*

Career/Vocational/Technical - 24

A total of 24 credits must be completed in a career track. Up to 20 credit hours may be awarded toward this requirement for related experiential knowledge within an occupational track at the College. [Students applying for experiential credits must provide a detailed portfolio to the college's academic dean for review and possible awarding of credit; students applying for portfolio credits must notify the admissions office at the time of application.]

General Education - 21

A student must have a minimum of 12 credit hours in Communications, Social Sciences, Humanities and Fine Arts plus a minimum of 8 credit hours in Math/Sciences

Electives - 24

A student may take any other courses from within the college to meet the total 69 credit hour requirement, except for developmental courses (courses numbered 099 or lower).

Since this is an individualized program of study, a student's plan/curriculum must be approved in advance by the respective chair of the department in which the concentration is based.

ADMISSIONS POLICY

Completion of a four-year high school program or a state high school equivalency certificate is required for admission into NMCC's career studies program. Two years of math are required, with algebra I and algebra II desired. A rolling admissions policy affords candidates the opportunity to apply and be accepted throughout the year, but early application (9-10 months prior to the school year) is recommended because of competition and strict enrollment capacities established for each program.

APPLICATION PROCEDURE

The following procedures constitute the admissions process:

1. An application form must be submitted accompanied by a nonrefundable \$20 application fee. Students requesting portfolio credits must include the request at the time of application.
2. An official high school transcript must also be submitted (current seniors' transcripts should include completed ranking periods).
3. GED test scores must be submitted by applicants who are not high school graduates.
4. Official college transcripts must be submitted by applicants who have attended other colleges or post-secondary schools.
5. Placement testing or appropriate SAT scores, individual interviews and campus tours are required, in most cases, prior to being admitted.
6. Admissions decisions are made as quickly as possible once a candidate's file is complete.
7. Accepted applicants are required to make a deposit within thirty days of acceptance. Students requesting on campus housing are required to submit an additional deposit to reserve space in the residential complex.

NMCC is an equal opportunity/affirmative action institution and employer. For more information, please call 768-2791.