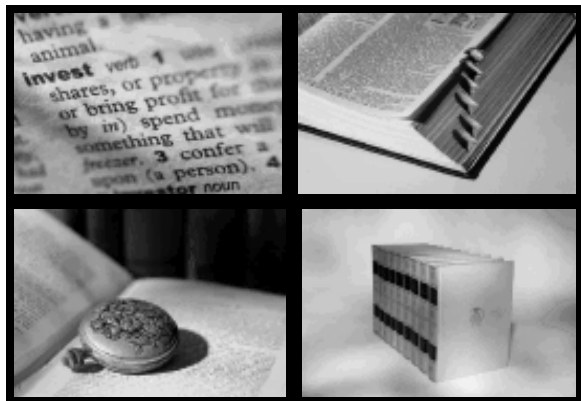


# GLOSSARY



**Accreditation**—Lawson State Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees. The Department of Health Professions is accredited by the Alabama Board of Nursing and the National League for Nursing. The Business Technologies Department is accredited by the Association of Collegiate Business Schools and Programs.

**Advanced Placement**—Placement that is done by evaluating students' present skills. For example—if you take the (ACT/PEP) American College Testing Proficiency Examination in Fundamentals of Nursing and Maternity Nursing and with a passing score, the student can earn course credit for beginning nursing courses or based on work experience without actually taking courses.

**ACT**—American College Test (a college entrance exam).

**Alumnus**—A graduate of Lawson State Community College.

**Associate in Applied Science**—The Associate in Applied Science Degree is awarded to students who complete the requirements of a specific career or professional program outlined in this catalog. These programs may contain no less than 60 and no more than 76 semester hours.

**Associate in Arts and Associate in Science**—The Associate in Arts and Associate in Science Degrees are the basic degrees awarded to students completing a planned university-parallel program designed to meet the requirements of the first two years of a bachelor of arts or bachelor of science degree. These programs may contain no less than 60 and no more than 64 semester hours.

**Associate in Occupational Technologies**—The Associate in Occupational Technologies Degree is awarded to students who complete the requirements in the occupational or technical programs. These programs may contain no less than 60 and no more than 76 semester hours.

**Audit**—An option for class registration in which student pays to attend class but does not want to receive credit. Students are not required to take exams or complete assignments.

**Certificate**—A short-term program that prepares the student for immediate employment. The program provides students with a general knowledge of the field of study.

**Clinical Practice/Manipulative Laboratory**—Three hours of clinical practice/manipulative laboratory with no regular out-of-class assignments per week. Clinical Practice/Manipulative Laboratory involves the development of manual skills and job proficiency.

**Community Education**—The department of the college that offers non-credit courses designed for upgrading skills or for personal enrichment.

**Contact hours**—The actual number of hours a student is in a certain class every week. Each course lists the contact hour(s) in the class schedule.

**Co-requisite**—Specified conditions, requirements, or courses that must be completed at the same time as another course.

**Credit by Exam**—To receive credit for a course without having taken the course by taking an exam.

**Credit Hour**—Every class is worth a value called a credit hour. Every degree and certificate program requires a minimum of fifty (50) classroom minutes of instruction. In the semester schedule, each course lists its credit hours.

**Curriculum**—A planned sequence of required courses aimed at an academic or occupational goal. A curriculum is also referred to as a program of study.

**Degree-Seeking**—The program of study that a student seeks for completion before graduation.

**Drop/Add**—To adjust a schedule by dropping and/or adding courses that was registered. Dropping/Adding usually takes place after the first day of registration.

**Dual Enrollment**—When a student is currently enrolled in high school and at Lawson State Community College taking college courses for credit. The student must have the permission from the appropriate high school official.

**Elective**—Any course in a curriculum that is not a specific required course.

**Experimental Laboratory**—Two hours of experimental laboratory plus an average of one hour of out-of-class study per week. Experimental laboratory involves demonstrations by instructor and experimentations by students.

**Full-Time Status**—A student that carries a minimum of twelve credits per semester.

**GPA**—Grade Point Average. The grade point average is based on all hours attempted during any one term at the institution based on a 4.0 grading scale.

**In-State Student**—The classification of a student that has been a resident of Alabama for at least the past 12 months prior to admission to Lawson State.

**Internship**—Ten hours of internship with no regular out-of-class study per week. Internship is the term used to include cooperative education practicums, sponsored work experience, and other Internships but not directly involves the development of job skills by providing the student with a structured employment situation that is directly related to, and coordinated with the educational program.

**Lab Fee**—Required fees for all courses with a lab. The fee covers materials needed for instruction.

**Non-Degree Status**—A student enrolled for courses without declaring a program of study (also called a “special student”).

**Out-of-State Student**—The classification of a student that has had residency outside of Alabama for 12 months or longer immediately prior to application to Lawson State.

**Overload**—A student registered for more than 18 credit hours.

**Part-time Student**—A student that carries less than 12 credits per semester.

**Prerequisite**—Specified conditions, requirements, or classes that must be completed before enrolling in a class. A prerequisite is intended to provide the student with the background needed to successfully complete certain courses.

**Quality Point(s)**—Total points earned after successfully completing a course.

**Re-Admission**—To re-apply for admission at Lawson State Community College—if a student has not attended classes at Lawson State for more than a year.

**Semester**—Traditionally, a semester is half an academic year. A semester entails fifteen (15) weeks of instruction and 1 (one) week of final exams (16 weeks total). The fall semester begins in August and the spring semester begins in January.

**SGA**—Student Government Association. The SGA promotes and provides activities that stimulate the intellectual, physical, social, and moral life of the college.

**Theory**—An hour of instruction plus an average of two hours of out-of-class study per week.

**Transcript**—An official/unofficial record of a student’s college coursework that is maintained by the college’s Office of Admissions and Records. The record shows courses taken, hours attempted/earned, grades, GPA, hours, and graduation information.

**Tuition**—The cost per semester credit hour that each student must pay for his or her college courses.

**Withdrawal**—Officially dropping any or all courses during a semester. THE STUDENT must notify the Office of Admissions. Refunds are based on the refund schedule in the catalog. The forms are located in the Office of Admissions.

**NOTE:** *As per the Alabama Department of Postsecondary Education, the definition of a semester hour of credit and categories of types of instruction are stated as follows: Semester hours of credit are based on the average number of hours of instruction taught weekly during the 15 to 16 week period, with an hour of instruction defined as not less than fifty minutes of instructor/student contact.*