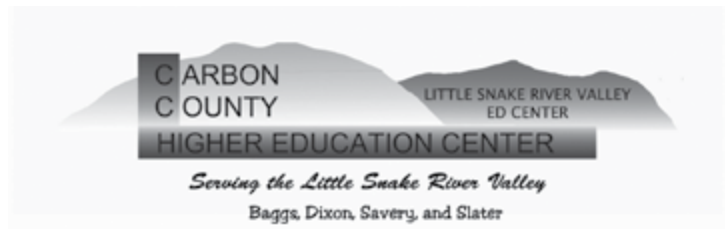


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## 3-12 Schedule of Classes



## 23 LSRV Outreach

## 28-29 High School Courses

See all that CCHec has to offer high school students.  
Explore your college and high school level options.

Western Wyoming Community College is an Affirmative Action/Equal Opportunity institution and as such, does not discriminate on the basis of race, color, national origin, sex, age, religion, handicap status, disabled veteran, or veteran of the Vietnam era in admission or access to, or treatment or employment in, its educational programs or activities. Inquiries concerning Title VI, TITLE IX and Section 504 may be referred to the Dean of Administration, WWCC Administrative Offices, P.O. Box 428, Rock Springs, WY 82902-0428, (307) 382-1609; or the Regional Director, Office for Civil Rights, Region VIII, Department of Education, Federal Office Building, 1244 Speer Blvd., Suite 310, Denver, CO 80204-3582, (303) 844-5695 or TDD (303) 844-3417; or the Wyoming Department of Education, Office for Civil Rights, 2nd Floor, Hathaway Building, Cheyenne, WY 82002, (307) 717-6218.

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# Spring 2012 Schedule of Classes

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### Important Abbreviations:

M.....Monday
T.....Tuesday
W.....Wednesday
TH.....Thursday
F.....Friday
S.....Saturday
SU.....Sunday
TBA.....To Be Arranged or Announced
IP.....Instructor Permission
MAIN.....CCHC Main Campus
VOC.....CCHC Vocational Campus
RMS.....Rawlins Middle School
ROCHELLE.....Rochelle Golf Course

### Course Section Abbreviations:

D.....D Block (12 week) 02/13/12-05/10/12
E.....E Block (8 week) 01/18/12-03/09/12
F.....F Block (8 week) 03/19/12-05/10/12
Q.....Q Block (start/end dates vary)
CV.....Compressed Video (Originating Site)
NT.....Internet
OC.....Receiving Site of Compressed Video
<b>W1.....Rawlins On-site Class</b>

### Symbol Legend:

	.....Evening Course
<b>W</b>	.....Weekend Course
	.....Internet Course
☆	.....Compressed Video
\$	.....Course Fees
	.....Capstone Course

## How to Read the Schedule

### COMPUTER SCIENCE

**COSC 1030** **COMPUTER SCIENCE I** ← course title  
 \$ **7442** **COSC 1030 01** ← course section (see legend) 4  
 ← course name ← synonym number ← notes specific to section  
**Partial internet course. See page 20 & 21**  
**Prerequisites: COSC 1010** ← prerequisites, corequisites or special notes  
 02:00PM 02:53PM MW ← start/end dates  
 MAIN ← department  
 J. ALLEN;  
 C. HESTER-CROFF  
 1/14 5/6

SYNONYM #	COURSE NAME	CREDIT	PREREQ/NOTES	DAY	BLDG./ROOM	INSTRUCTOR	START/END
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## ACCOUNTING

ACCT 2010	PRINCIPLES OF ACCOUNTING I		Prerequisites: MATH 0930 or Math ACT of 23 or higher, or Math Placement Exam score of 66 or higher; and COSC 1200, IMGT 2400, or CMAP 1750 or Instructor Permission				
\$ 9683	ACCT 2010 NT	3	INTERNET			P. NINGER	1/18 5/10
ACCT 2020	PRINCIPLES OF ACCOUNTING II		Prerequisites: ACCT 2010				
\$ 9685	ACCT 2020 NT	3	INTERNET			R. ROBISON	1/18 5/10
ACCT 2210	ACCOUNTING INFO SYSTEMS: QUICKBOOKS		Prerequisites: ACCT 2010 or BOTK 2810 (ACCT 2010 may be taken concurrently) Must have access to Quickbooks 2011				
\$ 0887	ACCT 2210 NT	3	INTERNET			B. DERENTIS	1/18 5/10

## ANTHROPOLOGY

ANTH 1200	INTRODUCTION TO CULTURAL ANTHROPOLOGY						
\$ 1014	ANTH 1200 NT	3	INTERNET			A. NELSON	1/18 5/10

## BIOLOGY

BIOL 1003	CURRENT ISSUES IN BIOLOGY		Concurrent Enrollment In BIOL 1004 (required)				
\$ 0962	BIOL 1003 NT	4	INTERNET			S. POWELL	1/18 5/10
\$ 9807	BIOL 1003 DNT	4	INTERNET			C. PATTERSON	2/13 5/10
\$ 9808	BIOL 1003 DNT2	4	INTERNET			C. PATTERSON	2/13 5/10
BIOL 1004	CURRENT ISSUES IN BIOLOGY LAB		Concurrent Enrollment In BIOL 1003 (required)				
0963	BIOL 1004 NT	0	INTERNET			S. POWELL	1/18 5/10
9812	BIOL 1004 DNT	0	INTERNET			C. PATTERSON	2/13 5/10
9813	BIOL 1004 DNT2	0	INTERNET			C. PATTERSON	2/13 5/10
BIOL 1009	CRITICAL SCIENCE SKILLS						
9817	BIOL 1009 DNT	3	INTERNET			M. HALSTEAD	2/13 5/10
9818	BIOL 1009 DNT2	3	INTERNET			M. HALSTEAD	2/13 5/10
BIOL 1010	GENERAL BIOLOGY		Prerequisites: BIOL 1009 or CHEM 1009 (C or better), or Science ACT of 21, or SAT of 1500, or COMPASS Reading score of 71 or higher and English score of 40 or higher, and COMPASS Algebra score of 45 or higher				
\$ 9822	BIOL 1010 NT	4	INTERNET			S. MITCHELL	1/18 5/10
\$ 9823	BIOL 1010 NT2	4	INTERNET			W. CLARK	1/18 5/10
BIOL 1011	GENERAL BIOLOGY LAB		Concurrent Enrollment In BIOL 1010 (required)				
9828	BIOL 1011 NT	0	INTERNET			S. MITCHELL	1/18 5/10
9829	BIOL 1011 NT2	0	INTERNET			W. CLARK	1/18 5/10
BIOL 2015	HUMAN ANATOMY & PHYSIOLOGY II		Prerequisites: BIOL 2010; Concurrent Enrollment In BIOL 2016 (required)				
\$ 9842	BIOL 2015 NT	4	INTERNET			C. FORREST	1/18 5/10
\$	BIOL 2015 W1	4	7:00 9:30 PM	MTH	VOC	D. ANDERSON	1/18 5/10

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
BIOL 2016 ☒ 9849	HUMAN ANATOMY & PHYSIOLOGY II LAB BIOL 2016 NT	0	Concurrent Enrollment In BIOL 2015 (required) INTERNET			C. FORREST	1/18 5/10
☒☒	BIOL 2016 WA Must Take BIOL 2015 NT; Required Lab Days held 8am - 4pm 3/24 & 5/5 in Rock Springs, room 2030 Must Take BIOL 2015 W1	0			VOC	D. ANDERSON	1/18 5/10

## BUSINESS

BUSN 2000 ☒☒ 0888	INTRODUCTION TO INTERNATIONAL BUSINESS BUSN 2000 NT	3	INTERNET			M. HICKMAN	1/18 5/10
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## BUSINESS ADMINISTRATION

BADM 1000 ☒☒ 9737	INTRODUCTION TO BUSINESS BADM 1000 NT	3	INTERNET			A. CHERVA	1/18 5/10
BADM 2800 ☒☒ 9744	BUSINESS PORTFOLIO/CAPSTONE BADM 2800 NT	2	INTERNET			M. HICKMAN	1/18 5/10

## BUSINESS OFFICE TECHNOLOGY

BOTK 1520 ☒☒ 9858	BUSINESS MATHEMATICS BOTK 1520 NT	3	INTERNET			B. DERENTIS	1/18 5/10
BOTK 1640 ☒☒ 9860	KEYBOARDING APPLICATIONS I BOTK 1640 NT	3	INTERNET			L. MCCLURE	1/18 5/10
BOTK 2800 ☒☒☒ 9864	OIS PORTFOLIO/CAPSTONE BOTK 2800 NT	2	INTERNET			L. MCCLURE	1/18 5/10
BOTK 2900 ☒☒ 9872	OFFICE SYSTEMS & PROCEDURES BOTK 2900 NT	3	INTERNET			L. MCCLURE; J. ALLEN	1/18 5/10

## CHEMISTRY

CHEM 1009 ☒ 9885	CRITICAL SCIENCE SKILLS CHEM 1009 DNT	3	INTERNET			M. HALSTEAD	2/13 5/10
☒	CHEM 1009 DNT2	3	INTERNET			M. HALSTEAD	2/13 5/10

## COMMUNICATION

COMM 1000 ☒☒ 9939	INTRODUCTION TO MASS MEDIA COMM 1000 NT	3	INTERNET			L. GROSSNICKLE	1/18 5/10
COMM 1010 ☒☒ 9945	PUBLIC SPEAKING COMM 1010 NT	3	INTERNET			T. VEST	1/18 5/10
☒☒ 9946	COMM 1010 NT2	3	INTERNET			T. VEST	1/18 5/10
COMM 1030 ☒☒ 9953	INTERPERSONAL COMMUNICATION COMM 1030 NT	3	INTERNET			K. STIRLING	1/18 5/10
COMM 1230 ☒☒ 9957	AMERICAN SIGN LANGUAGE I COMM 1230 W1	4	4:30 7:30 PM	M	MAIN	A. TOWNSEND	1/18 5/10
COMM 2485 ☒☒ 9966	COMMUNICATION SEMINAR: MEDIA LITERACY COMM 2485 NT	3	INTERNET			L. LINN	1/18 5/10

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
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## COMPUTER APPLICATIONS (OIS)

Courses listed below as INTERNET (See Time column) are not open/entry and open/exit. Students must register for INTERNET courses before the last day to add. (See [http://www.wvcc.wy.edu/dist\\_ed/nt.htm](http://www.wvcc.wy.edu/dist_ed/nt.htm) for more details about INTERNET classes and special requirements.)

CMAP 1716 ☒☒ 9909	WORD PROCESSING BASICS: WORD 2010 CMAP 1716 FNT	1	INTERNET			L. MCCLURE	3/19 5/10
CMAP 1800 ☒☒ 9913	DATABASE APPLICATIONS: ACCESS 2010 CMAP 1800 NT	3	INTERNET			M. FRERICKS	1/18 5/10
CMAP 1860 ☒☒ 9915	INTRO TO DIGITAL DESIGN TECHNOLOGY CMAP 1860 NT	3	INTERNET			J. ALLEN	1/18 5/10
CMAP 1875 ☒☒ 9916	DIGITAL MULTIMEDIA DESIGN: FLASH & FIREWORKS CS5 CMAP 1875 DNT	3	INTERNET			C. HESTER-CROFF	2/13 5/10
CMAP 1885 ☒☒ 9918	DIGITAL DESIGN PUBLISHING: ADOBE X CMAP 1885 ENT	1	INTERNET			J. ALLEN	1/18 3/9
CMAP 1890 ☒☒ 0889	WWW AUTHORIZING: DREAMWEAVER CS5 CMAP 1890 DNT	3	INTERNET			C. HESTER-CROFF	2/13 5/10
CMAP 1905 ☒☒ 9922	INTEGRATED APPLICATIONS: OFFICE 2010 CMAP 1905 NT	3	INTERNET			L. LEE	1/18 5/10
CMAP 2600 ☒☒ 9928	COMPUTER GRAPHICS: INTRO TO PHOTOSHOP CMAP 2600 NT	3	INTERNET			D. MATTHEWS	1/18 5/10
CMAP 2895 ☒☒ 9930	DIGITAL DESIGN TECHNOLOGY CAPSTONE CMAP 2895 FNT	1	INTERNET			J. ALLEN	3/19 5/10

## COMPUTER SCIENCE

COSC 1030 ☒☒ 9970	COMPUTER SCIENCE I COSC 1030 NT	4	INTERNET			C. HESTER-CROFF	1/18 5/10
COSC 1200 ☒☒ 9984	COMPUTER INFORMATION SYSTEMS COSC 1200 NT	3	INTERNET			L. MCCLURE	1/18 5/10
☒☒ 9985	COSC 1200 NT2	3	INTERNET			A. CHERVA	1/18 5/10
☒☒ 9986	COSC 1200 NT3	3	INTERNET			L. MCCLURE	1/18 5/10
☒☒ 9977	COSC 1200 DNT	3	INTERNET			M. FRERICKS	2/13 5/10
☒☒☒ 9994	COSC 1200 W1	3	6:00 9:00 PM	TH	MAIN	N. MUNSINGER	1/18 5/10
COSC 2800 ☒☒☒ 1006	COMPUTER SCIENCE PORTFOLIO/CAPSTONE COSC 2800 NT	2	INTERNET			C. HESTER-CROFF	1/18 5/10

## CRIMINAL JUSTICE

CRMJ 1015 ☒☒ 0002	HOMELAND SECURITY: CRITICAL INFRASTRUCTURES CRMJ 1015 ENT	3	INTERNET			T. CIEPIELA	1/18 3/9
CRMJ 2210 ☒☒ 0004	CRIMINAL LAW I CRMJ 2210 NT	3	INTERNET			S. SARGENT	1/18 5/10
CRMJ 2400 ☒☒ 0007	CRIMINOLOGY CRMJ 2400 NT	3	INTERNET			J. CICCONE	1/18 5/10
CRMJ 2550 ☒☒ 0013	CRIMINAL INVESTIGATION I CRMJ 2550 NT	3	INTERNET			J. CICCONE	1/18 5/10

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
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## DEVELOPMENTAL STUDIES

<b>Reading</b>	-	Students learn to improve their ability to understand and apply college reading materials.
<b>Grammar</b>	-	Students learn parts of speech, sentence structure, grammatical correctness, punctuation and capitalization.
<b>Spelling</b>	-	Students learn to improve their spelling skills using a phonetics or rule approach.
<b>Vocabulary</b>	-	Students learn to improve their ability to understand college level vocabulary.
<b>Writing</b>	-	Students learn to organize their ideas and express their thoughts more clearly. This course is partially designed to help students improve their research papers and essay tests.
<b>English for Non-Native Speakers</b>	-	ESL courses are designed to assist the specific needs of non English speaking students in reading, writing, grammar, vocabulary, spelling and listening.

- All students registering for a Learning Center (LC) class must meet with an instructor in the Learning Center the first week of class.
- In order to earn one credit, a student must schedule two hours per week per credit with an instructor in the LC. Class times are to be arranged the first week of class.
- Learning Center classes may be added until two weeks after midterm.
- Non-native classes are for non-native English Language students.
- In addition to college preparatory classes, the Learning Center offers preparatory classes for the GED Test.
- Students with a COMPASS Reading Score of 70 or below or (ACT Reading score of 19 or below) are **required** to take HMDV 1000 College Studies. Students with a COMPASS Reading score of 40 or below **must** enroll in BAS 0510.

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
DVST 0900 ☞\$ 0017	MATH FUNDAMENTALS DVST 0900 NT	3	INTERNET			S. LYNCH-NEWBERG	1/18 5/10
HMDV 1000 ☞\$ 0228 ☞\$ 0229 ☞\$ 0901	COLLEGE STUDIES HMDV 1000 ENT HMDV 1000 FNT HMDV 1000 FNT2	2 2 2	INTERNET INTERNET INTERNET			P. PEDERSEN S. LYNCH-NEWBERG H. SANDERS	1/18 3/9 3/19 5/10 3/19 5/10
HMDV 1025 ☞ 0893 ☞ 0894 ☞ 0895 ☞ 0896 ☞ 0897 ☞ 0898	INTRODUCTION TO ONLINE LEARNING HMDV 1025 ENT HMDV 1025 ENT2 HMDV 1025 FNT HMDV 1025 FNT2 HMDV 1025 QNT HMDV 1025 QNT2	1 1 1 1 1 1	INTERNET INTERNET INTERNET INTERNET INTERNET INTERNET			C. RADAKOVICH M. LARSON C. COBB N. JOHNSON A. CLIFFORD A. CLIFFORD	1/18 3/9 1/18 3/9 3/19 5/10 3/19 5/10 4/9 5/10 4/9 5/10
HMDV 2410 ☞☞\$ 0253 ☞☞\$ 0254	ASSESSMENT PORTFOLIO HMDV 2410 ENT HMDV 2410 FNT	1 1	INTERNET INTERNET			D. RENZ C. RADAKOVICH	1/18 3/9 3/19 5/10
HMDV 2411 ☞☞ 0257	ASSESSMENT REQUIREMENT HMDV 2411 NT	0	TBA	TBA	TBA TBA	D. RENZ	1/18 5/10

## ECONOMICS

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
ECON 1010 ☞\$ 0019	MACROECONOMICS ECON 1010 NT	3	INTERNET			D. BUNN	1/18 5/10
ECON 1020 ☞\$ 0021	MICROECONOMICS ECON 1020 NT	3	INTERNET			D. BUNN	1/18 5/10

## EDUCATION, ELEMENTARY

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
EDEL 1430 ☞\$ 0939	LIFE SCIENCE IN THE ELEMENTARY SCHOOL EDEL 1430 FNT	1	INTERNET			J. PENLAND	3/19 5/10

## EDUCATION, EXCEPTIONAL CHILD

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
EDEX 2190 ☞\$ 0034	THE GIFTED STUDENT EDEX 2190 ENT	1	INTERNET			B. WEBER	1/18 3/9

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
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EDEX 2484 ☞\$ 0035	INTRODUCTION TO SPECIAL EDUCATION EDEX 2484 NT	3	INTERNET			E. VENTURA	1/18 5/10
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## EDUCATION, FOUNDATIONS

EDFD 2451 ☞\$ 0048 ☞\$ 0049	LIFE SPAN: ADULTHOOD EDFD 2451 ENT EDFD 2451 FNT	1 1	INTERNET INTERNET			J. PENLAND J. PENLAND	1/18 3/9 3/19 5/10
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## EDUCATION, GENERAL

EDUC 1520 ☞\$ 0051 ☞\$ 0052	SUBSTITUTE TEACHER TRAINING EDUC 1520 QNT EDUC 1520 QNT2	2 2	INTERNET INTERNET			B. WEBER B. WEBER	1/18 4/26 1/18 4/26
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## ELECTRICITY/ELECTRONICS/INSTRUMENTATION TECHNOLOGY

ELTR 1760 ☞\$ 1362	INTRO TO DIGITAL ELECTRONICS ELTR 1760 W1	3	5:30 7:30 PM	MW	voc	D. URASKY	1/18 5/10
ELTR 2815 ☞\$ 0093	PROGRAMMABLE LOGIC CONTROLLERS ELTR 2815 W1	3	1:00 9:00 PM	FLEX, M-TH	voc	D. URASKY	1/18 5/10
ELTR 2855 ☞\$ 0100	ADV. PROGRAMMABLE LOGIC CONTROL ELTR 2855 W1	3	1:00 9:00 PM	FLEX, M-TH	voc	D. URASKY	1/18 5/10

## EMERGENCY MANAGEMENT

EMGT 1500 ☞\$ 0912	PRINCIPLES OF EMERGENCY MANAGEMENT EMGT 1500 ENT	3	INTERNET			J. VALENTINE	1/18 3/9
EMGT 1530 ☞\$ 0913	EMERGENCY PLANNING FOR DISASTER EMGT 1530 FNT	3	INTERNET			J. VALENTINE	3/19 5/10

## ENGINEERING

ES 1070 ☞\$ 0172	SOLID MODELING I ES 1070 W1	3	FLEX			D. URASKY	1/18 5/10
ES 1080 ☞\$ 0175	SOLID MODELING II ES 1080 W1	3	FLEX			D. URASKY	1/18 5/10

## ENGLISH

ENGL 0950 ☞\$ 0107 ☞\$ 0106	BASIC ENGLISH I ENGL 0950 NT ENGL 0950 ENT	3 3	INTERNET INTERNET			J. KILLION A. SLUSSER	1/18 5/10 1/18 3/9
ENGL 0955 ☞\$ 0112 ☞\$ 0111 ☞\$ 0114	BASIC ENGLISH II ENGL 0955 NT ENGL 0955 FNT ENGL 0955 W1	3 3 3	INTERNET INTERNET 6:00 9:00 PM		W MAIN	J. KILLION A. SLUSSER F. SMITH	1/18 5/10 3/19 5/10 1/18 5/10
ENGL 1010 ☞\$ 0129 ☞\$ 0130 ☞\$ 0127	ENGLISH COMPOSITION I ENGL 1010 NT ENGL 1010 NT2 ENGL 1010 NT3	3 3 3	INTERNET INTERNET INTERNET			J. KILLION S. TAYLOR C. PROPST	1/18 5/10 1/18 5/10 1/18 5/10

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
☞\$	0128 ENGL 1010 ENT	3	INTERNET			R. CAMPBELL	1/18 3/9
☞\$	0124 ENGL 1010 DNT	3	INTERNET			R. CAMPBELL	2/13 5/10
☞\$	0125 ENGL 1010 DNT2	3	INTERNET			D. MATHEWS	2/13 5/10
<b>ENGL 1020 ENGLISH COMPOSITION II</b>			<b>Prerequisites: ENGL 1010</b>				
☞\$	0144 ENGL 1020 NT	3	INTERNET			D. MATHEWS	1/18 5/10
☞\$	0137 ENGL 1020 DNT	3	INTERNET			D. MATHEWS	2/13 5/10
☞\$	0139 ENGL 1020 FNT	3	INTERNET			E. WILEY	3/19 5/10
☞\$	0140 ENGL 1020 FNT2	3	INTERNET			A. SLUSSER	3/19 5/10
☞\$	0152 ENGL 1020 W1	3	6:00 9:00 PM	M	MAIN	F. SMITH	1/18 5/10
<b>ENGL 2010 TECHNICAL WRITING</b>			<b>Prerequisites: ENGL 1010</b>				
☞\$	0160 ENGL 2010 NT	3	INTERNET			R. CAMPBELL	1/18 5/10
☞\$	0159 ENGL 2010 ENT	3	INTERNET			R. KEMPA	1/18 3/9
<b>ENGL 2420 LITERARY GENRES:GRAPHIC NOVELS</b>			<b>Prerequisites: ENGL 1010</b>				
☞\$	0166 ENGL 2420 NT	3	INTERNET			C. PROPST	1/18 5/10

## FINANCE

<b>FIN 2100 MANAGERIAL FINANCE</b>			<b>Prerequisites: ACCT 2010 and STAT 2010 or STAT 2050</b>				
☞\$	0194 FIN 2100 NT	3	INTERNET			P. NINGER	1/18 5/10

## HEALTH EDUCATION

<b>HLED 1003 WELLNESS</b>							
☞\$	0217 HLED 1003 NT	3	INTERNET			K. HUMPHREYS	1/18 5/10
☞\$	0215 HLED 1003 FNT	3	INTERNET			K. HUMPHREYS	3/19 5/10
☞\$	0216 HLED 1003 FNT2	3	INTERNET			D. JUMP	3/19 5/10
<b>HLED 1225 FIRST AID AND CPR</b>							
☞\$	0218 HLED 1225 ENT	2	INTERNET			C. CLARK	1/18 3/9
			Required Saturday Lab Dates In Rock Springs: 1/28, 2/25 & 3/3 in Room 1311				
☞\$	0219 HLED 1225 FNT	2	INTERNET			C. CLARK	3/19 5/10
			Required Saturday Lab Dates In Rock Springs: 3/24, 4/28 & 5/5 in Room 1311				

## HEALTH SCIENCE GENERAL

<b>HLTK 1200 MEDICAL TERMINOLOGY</b>							
☞\$	0221 HLTK 1200 NT	2	INTERNET			J. HARSHMAN	1/18 5/10
☞\$	0220 HLTK 1200 FNT	2	INTERNET			W. TOTH	3/19 5/10

## HISTORY

<b>HIST 1120 WESTERN CIVILIZATION II</b>							
☞\$	0205 HIST 1120 NT	3	INTERNET			L. POLLARD	1/18 5/10
<b>HIST 1221 US HISTORY II: FROM 1865</b>			<b>Prerequisites: COMPASS Reading Score 71 or higher, or ACT Reading Score of 20 or higher, or HMDV 1000 (C or better)</b>				
☞\$	0206 HIST 1221 NT	3	INTERNET			L. POLLARD	1/18 5/10
<b>HIST 1251 WYOMING HISTORY</b>			<b>Prerequisites: COMPASS Reading Score 71 or higher, or ACT Reading Score of 20 or higher, or HMDV 1000 (C or better)</b>				
☞\$	0209 HIST 1251 NT	3	INTERNET			M. MATHEWS	1/18 5/10
<b>HIST 1290 HISTORY OF THE US WEST</b>							
☞\$	HIST 1290 W1	3	6:00 7:30 PM	TTH	MAIN	T. WILSON	1/18 5/10

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
<b>HOME ECONOMICS (NUTRITION)</b>							
<b>HOEC 1140 NUTRITION</b>							
☞\$	0262 HOEC 1140 NT	3	INTERNET			S. HOLT	1/18 5/10
☞\$	0260 HOEC 1140 DNT	3	INTERNET			J. LICCARDO	2/13 5/10
☞\$	0261 HOEC 1140 FNT	3	INTERNET			J. LICCARDO	3/19 5/10

## HUMAN DEVELOPMENT

<b>HMDV 1000 COLLEGE STUDIES</b>							
☞\$	0228 HMDV 1000 ENT	2	INTERNET			P. PEDERSEN	1/18 3/9
☞\$	0229 HMDV 1000 FNT	2	INTERNET			S. LYNCH-NEWBERG	3/19 5/10
☞\$	0901 HMDV 1000 FNT2	2	INTERNET			H. SANDERS	3/19 5/10
<b>HMDV 1025 INTRO TO ONLINE LEARNING</b>							
☞	0893 HMDV 1025 ENT	1	INTERNET			C. RADAKOVICH	1/18 3/9
☞	0894 HMDV 1025 ENT2	1	INTERNET			M. LARSON	1/18 3/9
☞	0895 HMDV 1025 FNT	1	INTERNET			C. COBB	3/19 5/10
☞	0896 HMDV 1025 FNT2	1	INTERNET			N. JOHNSON	3/19 5/10
☞	0897 HMDV 1025 QNT	1	INTERNET			A. CLIFFORD	4/9 5/10
☞	0898 HMDV 1025 QNT2	1	INTERNET			A. CLIFFORD	4/9 5/10

<b>HMDV 2410 ASSESSMENT PORTFOLIO</b>							
☞☞\$	0253 HMDV 2410 ENT	1	INTERNET			D. RENZ	1/18 3/9
☞☞\$	0254 HMDV 2410 FNT	1	INTERNET			C. RADAKOVICH	3/19 5/10

<b>HMDV 2411 ASSESSMENT REQUIREMENT</b>							
☞☞\$	0257 HMDV 2411 NT	0	TBA	TBA	TBA TBA	D. RENZ	1/18 5/10

## INSTRUCTIONAL TECHNOLOGY

<b>ITEC 2360 TEACHING WITH TECHNOLOGY</b>			<b>Prerequisites: EDCI 1000 or other Introductory Education Course or Instructor Permission. Experience With Computers Recommended.</b>				
☞\$	0271 ITEC 2360 NT	3	INTERNET			C. MAGAGNA-MCBEE	1/18 5/10
☞\$	0272 ITEC 2360 NT2	3	INTERNET			C. HOUGHTON	1/18 5/10

## LIBRARY SCIENCE

<b>LIBS 2280 LITERATURE FOR CHILDREN</b>			<b>Prerequisites: ENGL 1010</b>				
☞\$	0274 LIBS 2280 NT	3	INTERNET			P. WILLOUGHBY	1/18 5/10

## MANAGEMENT

<b>MGT 1000 INTRODUCTION TO SUPERVISION</b>							
☞\$	0327 MGT 1000 FNT	3	INTERNET			M. HUEBNER	3/19 5/10
<b>MGT 2100 PRINCIPLES OF MANAGEMENT</b>			<b>Prerequisites: ENGL 1010</b>				
☞\$	0329 MGT 2100 NT	3	INTERNET			M. HICKMAN	1/19 5/10

## MARKETING

<b>MKT 2100 MARKETING</b>							
☞\$	0334 MKT 2100 NT	3	INTERNET			J. FREEZE	1/18 5/10

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
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## MATHEMATICS

<b>MATH 0920</b>	<b>BEGINNING ALGEBRA</b>		<b>Prerequisites: Math Placement Exam or DVST 0900</b>				
☞\$ 0279	MATH 0920 NT	4	INTERNET			W. WIGGINS	1/18 5/10
☞\$ 0280	MATH 0920 NT2	4	INTERNET			L. STEPHENS	1/18 5/10
☞\$ 0283	MATH 0920 W1	4	6:00 9:00 PM	T	MAIN	N. STEINBERG	1/18 5/10
<b>MATH 0930</b>	<b>INTERMEDIATE ALGEBRA</b>		<b>Prerequisites: Math Placement Exam, MATH 0920 (C or better) or ACT Math score 21 or higher</b>				
☞\$ 0289	MATH 0930 NT	4	INTERNET			W. WIGGINS	1/18 5/10
☞\$ 0290	MATH 0930 NT2	4	INTERNET			R. CHENEY	1/18 5/10
<b>MATH 1000</b>	<b>PROBLEM SOLVING</b>		<b>Prerequisites: Math Placement Exam, MATH 0920 (C or better), or TECH 1000 (C or better), or ACT Math score 21 or higher</b>				
☞\$ 0296	MATH 1000 DNT	3	INTERNET			M. PEEK	2/13 5/10
☞\$ 0297	MATH 1000 NT	3	INTERNET			D. SKROPANIC	1/18 5/10
☞\$ 1360	MATH 1000 W1	3	6:00 9:00 PM	TBA	MAIN	C. MILLS	1/18 5/10
<b>MATH 1105</b>	<b>DATA, PROBABILITY &amp; ALG FOR ELEM TCHRS</b>		<b>Prerequisites: MATH 1100</b>				
☞\$ 0300	MATH 1105 NT	3	INTERNET			M. PEEK	1/18 5/10
<b>MATH 1400</b>	<b>PRECALCULUS ALGEBRA</b>		<b>Prerequisites: Math Placement Exam, MATH 0930 (C or better), or Math ACT score 23 or higher. Graphing Calculator required</b>				
☞\$ 0306	MATH 1400 NT	4	INTERNET			J. THOMAS	1/18 5/10
☞\$ 0931	MATH 1400 NT2	4	INTERNET			J. THOMAS	1/18 5/10
<b>MATH 1405</b>	<b>PRECALCULUS TRIGONOMETRY</b>		<b>Prerequisites: Math Placement Exam, MATH 1400 (C or better), or Math ACT score 25 or higher.</b>				
☞\$ 0309	MATH 1405 NT	3	INTERNET			J. THOMAS	1/18 5/10
<b>MATH 2205</b>	<b>CALCULUS II</b>		<b>Prerequisites: MATH 2200</b>				
☞\$ 0313	MATH 2205 NT	5	INTERNET			D. METZ	1/18 5/10
<b>MATH 2355</b>	<b>BUSINESS CALCULUS II</b>		<b>Prerequisites: MATH 2350</b>				
☞\$ 0317	MATH 2355 NT	4	INTERNET			J. THOMAS	1/18 5/10

## MEDICAL OFFICE ASSISTANT

<b>MOA 1500</b>	<b>MEDICAL OFFICE PROCEDURES</b>						
☞\$ 0335	MOA 1500 ENT	3	INTERNET			W. TOTH	1/18 3/9

## MUSIC

<b>MUSC 1010</b>	<b>MUSIC FUNDAMENTALS</b>						
☞\$ 0340	MUSC 1010 NT	3	INTERNET			J. RABENS	1/18 5/10

## NURSING

<b>NRST 1510</b>	<b>NURSE ASSISTANT</b>		<b>Concurrent Enrollment In NRST 1511</b>				
☞\$ 0389	NRST 1510 ENT	4	INTERNET			J. LEAVITT	1/18 3/9
	Must take NRST 1511 ENT						
☞\$ 0385	NRST 1510 FNT	4	INTERNET			J. LEAVITT	3/19 5/10
	Must take NRST 1511 FNT						
<b>NRST 1511</b>	<b>NURSE ASSISTANT LAB</b>		<b>16 Hours Of Clinical TBA; Concurrent Enrollment In NRST 1510</b>				
☞ 0404	NRST 1511 ENT	0	INTERNET			J. LEAVITT	1/18 3/9
	Must take NRST 1510 ENT						
☞ 0944	NRST 1511 FNT	0	INTERNET			J. LEAVITT	3/19 5/10
	Must take NRST 1510 FNT						

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
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<b>NRST 1620</b>	<b>NURSING II</b>		<b>Prerequisites: NRST 1610; Concurrent Enrollment In NRST 1621</b>				
☞\$ 0423	NRST 1620 NT	9	INTERNET			D. BODILY	1/18 5/10
☞\$ 0945	NRST 1620 NT2	9	INTERNET			D. BODILY	1/18 5/10
<b>NRST 2640</b>	<b>NURSING IV</b>		<b>Prerequisites: NRST 2630; Concurrent Enrollment In NRST 2641</b>				
☞\$ 0430	NRST 2640 NT	9	INTERNET			K. LUZMOOR	1/18 5/10
☞\$ 0946	NRST 2640 NT2	9	INTERNET			K. LUZMOOR;	1/18 5/10

## PHYSICAL EDUCATION ACTIVITY

<b>PEAC 1253</b>	<b>BEGINNING BOWLING</b>						
☞\$84 0449	PEAC 1253 W1	1	5:30 7:30 PM	W	RMS	K. BROWN	1/18 3/21
<b>PEAC 1255</b>	<b>BEGINNING GOLF</b>						
☞\$ 0454	PEAC 1255 W1	1	5:30 8:30 PM	W	ROCHELLE	B. STEINBERG	3/21 5/9

## PHILOSOPHY

<b>PHIL 1000</b>	<b>INTRODUCTION TO PHILOSOPHY</b>						
☞\$ 0502	PHIL 1000 NT	3	INTERNET			R. UREKEW	1/18 5/10

## POLITICAL SCIENCE

<b>POLS 1000</b>	<b>AMERICAN &amp; WYOMING GOVERNMENT</b>		<b>Prerequisites: COMPASS Reading Score 71 or higher, or ACT Reading Score of 20 or higher, or HMDV 1000 (C or better)</b>				
☞\$ 0517	POLS 1000 NT	3	INTERNET			J. HISSONG	1/18 5/10
☞\$ 0518	POLS 1000 NT2	3	INTERNET			J. HISSONG	1/18 5/10
☞\$ 0514	POLS 1000 DNT	3	INTERNET			M. MATHEWS	2/13 5/10
☞\$ 0521	POLS 1000 W1	3	6:00 9:00 PM	T	MAIN	D. SNYDER	1/18 5/10
<b>POLS 2000</b>	<b>CURRENT ISSUES IN AMERICAN GOVERNMENT</b>						
☞\$ 0525	POLS 2000 DNT	3	INTERNET			J. HISSONG	2/13 5/10

## PSYCHOLOGY

<b>PSYC 1000</b>	<b>GENERAL PSYCHOLOGY</b>						
☞\$ 0537	PSYC 1000 NT	4	INTERNET			J. SCHELL	1/18 5/10
☞\$ 0538	PSYC 1000 NT2	4	INTERNET			B. LAFOND	1/18 5/10
☞\$ 0539	PSYC 1000 NT3	4	INTERNET			D. MAYER	1/18 5/10
☞\$ 0534	PSYC 1000 DNT	4	INTERNET			B. LAFOND	2/13 5/10
☞\$ 0535	PSYC 1000 FNT	4	INTERNET			J. SCHELL	3/19 5/10
☞\$ 1016	PSYC 1000 FNT2	4	INTERNET			D. MAYER	3/19 5/10
<b>PSYC 2050</b>	<b>INTRODUCTORY COUNSELING</b>		<b>Prerequisites: PSYC 1000</b>				
☞\$ 0543	PSYC 2050 NT	3	INTERNET			K. BACKHAUS	1/18 5/10
<b>PSYC 2210</b>	<b>DRUGS AND BEHAVIOR</b>						
☞\$ 0544	PSYC 2210 NT	3	INTERNET			K. BACKHAUS	1/18 5/10
☞\$ 0545	PSYC 2210 NT2	3	INTERNET			K. BACKHAUS	1/18 5/10

## SAFETY TECHNOLOGY

<b>SAFE 1501</b>	<b>HEALTH, SAFETY &amp; ENVIRONMENTAL SYSTEMS MANAGEMENT</b>						
☞\$ 0552	SAFE 1501 NT	3	INTERNET			C. PETTY	1/18 5/10

SYNONYM #	COURSE NAME COURSE #	CREDIT	PREREQ/NOTES TIME	DAY	BLDG./ROOM	INSTRUCTOR	START/END
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## SOCIOLOGY

<b>SOC 1000</b>	<b>SOCIOLOGICAL PRINCIPLES</b>						
☞\$ 1017	SOC 1000 NT	3	INTERNET			S. CALAME	1/18 5/10
☞\$ 0554	SOC 1000 DNT	3	INTERNET			M. BERG	2/13 5/10
☞\$ 0555	SOC 1000 FNT	3	INTERNET			S. CALAME	3/19 5/10
<b>SOC 1100</b>	<b>SOCIAL PROBLEMS</b>						
\$ 1361	SOC 1100 W1	3	7:30 8:45 AM	MTH	MAIN	D. THROGMORTON	1/18 5/10
<b>SOC 2000</b>	<b>INTRODUCTION TO SOCIAL WORK</b>						
☞\$ 0560	SOC 2000 NT	3.00-4.00	INTERNET			T. SULEYMAN	1/18 5/10
<b>SOC 2350</b>	<b>RACE &amp; ETHNIC RELATIONS</b>						
☞\$ 0564	SOC 2350 NT	3	INTERNET			S. MIRAGLIA	1/18 5/10

## SPANISH

<b>SPAN 1010</b>	<b>FIRST YEAR SPANISH I</b>						
☞\$ 0568	SPAN 1010 NT	4	INTERNET			S. SIGLER	1/18 5/10
<b>SPAN 1020</b>	<b>FIRST YEAR SPANISH II</b>						
☞\$ 0574	SPAN 1020 NT	4	INTERNET			B. BEATY	1/18 5/10
<b>SPAN 2040</b>	<b>SECOND YEAR SPANISH II</b>						
☞\$ 0579	SPAN 2040 NT	4	INTERNET			I. FERRERO	1/18 5/10

## STATISTICS

<b>STAT 2050</b>	<b>FUNDAMENTALS OF STATISTICS</b>						
☞\$ 0581	STAT 2050 NT	4	INTERNET			D. SKROPANIC	1/18 5/10
<b>STAT 2070</b>	<b>STATISTICS FOR SOCIAL SCIENCE</b>						
☞\$ 0583	STAT 2070 NT	4	INTERNET			M. PEEK	1/18 5/10

## Getting Started

### Apply for Admission and Schedule Advising

- Complete and submit the application found at [www.wvcc.wy.edu](http://www.wvcc.wy.edu)
- Submit high school records, ACT or SAT scores and college transcripts
- Call 328-9204 to schedule your advising appointment or 383-6861 for an appointment in Baggs

### Apply for Financial Aid

- Complete your Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

### Complete Assessment

- All full-time and any part-time students enrolling in English, Math and/or Government courses are required to take the COMPASS exam
- If you have designated ACT or SAT individual test scores, you may be exempt from taking the COMPASS assessment
- Call 328-9204 to schedule your assessment or 383-6861 in Baggs

### Early Registration Begins November 11

- Come in to CCHec: 705 Rodeo Street, Rawlins or the LSRV Outreach: 360 Whippoorwill, Baggs
- Mustang WebAdvisor: [www.wvcc.wy.edu](http://www.wvcc.wy.edu)
- Phone in: 328-9204 or 1-800-487-4612 or 383-6861 in Baggs

### Pay Enrollment Fees—Payment Deadline: January 6

- Come in to CCHec: 705 Rodeo Street, Rawlins or the LSRV Outreach: 360 Whippoorwill, Baggs
- Mustang WebAdvisor: [www.wvcc.wy.edu](http://www.wvcc.wy.edu)
- Phone in: 328-9204, 1-800-487-4612 or 383-6861 (have your VISA or Mastercard ready)
- Payment Plan: Call 328-9204 or 383-6861 in Baggs

### Purchase Textbooks

- Textbooks are available for purchase through WWCC at [www.wvccbookstore.com](http://www.wvccbookstore.com)
- Check out competitive pricing options

### Attend Class

- You must login to any internet course and begin participating in the first week of class

## Notification of Student Rights under the Family Educational Rights and Privacy Act

(See WWCC Catalog for more complete information regarding FERPA) FERPA (also known as the Buckley Amendment) was originally passed in 1974. It has been amended several times since, but the essence remains unchanged.

#### Primary rights for students under FERPA include:

1. Right to inspect and review educational records within 45 days of the day the request is received. Submit your request in writing to the Registration & Records.
2. Right to seek to amend educational records. If you think that something in your file is inaccurate, you may make a written request to have that record changed.
3. Right to have some control over the disclosure of information from educational records except to the extent that FERPA authorizes disclosure without consent.
4. Right to file a complaint with the U.S. Department of Education concerning alleged failures by WWCC to comply with the requirements of FERPA.

#### Directory Information

Western has identified the following information as directory information, meaning we will release it if the student has granted permission on the application for admission or registration information sheet. Name, Address(es), Major, Full-time or Part-time, Phone Number(s), E-mail, Dates of Attendance, Degrees/Awards, Photographs, Weight and height of athletes, Class lists used within on-line courses, Participation in officially recognized activities and sports.

All releases are based in the privacy code attached to the student. Under no circumstances are social security number or other identifying student numbers released. If there are any questions about the law and how we adhere to it, the VP for Student Success Services is WWCC's designated FERPA officer.

# Apply for ADMISSION

## Who is eligible to attend?

- Any high school or GED Graduate
- Anyone 16 years of age or older
- High school students who are 16 years of age or older and have a High School Counselor recommendation

## Who must apply?

- New students who are degree seeking or full time students who have never attended WWCC
- Returning students who are degree seeking or full time or have not attended for one or more regular semesters

## How to apply:

**Online Application**—Complete and submit the application for admission found at [www.wvcc.wy.edu](http://www.wvcc.wy.edu). To complete the online application, the CCHEC Computer Lab is available to all students if needed.

**High School Records**—Submit an official copy of your high school transcript (must have an official signature and graduation date). If you have been out of high school or completed your GED more than five years ago, you may simply submit a copy of your diploma or GED Certificate.

**College Transcripts**—Submit an official copy of transcripts from all colleges you have previously attended.

**ACT or SAT Scores** (Recommended)—We strongly encourage you to submit test scores as they are used for advising and scholarship purposes. They are not necessary, however, for acceptance.

That's all!  
Your acceptance letter should arrive within a week after your file is complete.



# ADVISING

Degree seeking students must meet with the Student Services Coordinator each semester. Academic Advising is available and encouraged for high school and adult students in and around the Rawlins and LSRV Outreach sites of WWCC.

The Student Services Coordinator helps the student through the process of admission, registration, financial aid, connecting with student development services such as tutoring, counseling, ADA services and assists with interventions with faculty.

Call 328-9204 to schedule your advising appointment or 383-6861 for an appointment in Baggs.

# Apply for FINANCIAL AID

## How do I apply for financial aid?

- Be prepared for this process to take 4-6 weeks.
- Apply for your U.S. Department of Education PIN at [www.pin.ed.gov](http://www.pin.ed.gov). This is so that you can sign your application electronically for faster processing.
- Submit your financial aid application online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). Be sure to include WWCC's school code of 003933.
- You will receive your Student Aid Report (SAR) by e-mail. Review it for accuracy.

CCHEC offers workshops and one-on-one help to complete the FAFSA form. For information on either, contact the Student Services Coordinator at 328-9204.

Before financial aid awards are disbursed, students must be accepted for admission and be degree seeking at WWCC.

## Why should I apply for financial aid?

You may be eligible for free tuition and/or other types of aid. All Federal and most Foundation aid require completion of the Free Application for Federal Student Aid (FAFSA). There are generally two types of aid available at WWCC: aid based on assessed financial need and aid awarded based on academic excellence or area of major.



## Types of Financial Aid

Students may apply for financial aid at anytime, however, applications received by April 1 will receive priority consideration for all available institutional grants and scholarships. Applications received after April 1 will be processed as the financial aid file is completed.

Financial Aid Awards usually consist of one or more of the following:

- **Grants**  
Financial assistance based on financial need. Grants do not have to be repaid.
- **Scholarships**  
Scholarships are usually based on a combination of need and merit. Available scholarships are posted year-round online at [www.wvcc.wy.edu](http://www.wvcc.wy.edu) or available from CCHEC's Student Services Coordinator.
- **Loans**  
Loans must be repaid with interest and should only be considered when other sources of aid are unavailable or insufficient.

## Rights and Responsibilities

All students receiving financial aid are required to adhere to the Academic Standards for Financial Aid Recipients. Awards are reviewed after each semester and considered for renewal. Most financial aid awards are done on an academic year basis; renewal is required via the appropriate application following each spring semester. Students should consult the WWCC catalog for specific academic and legal responsibilities tied to receiving financial aid. Any student who receives financial aid and does not complete the academic requirements may be required to repay the funds.

## Return of Title IV Funds

Students withdrawing their attendance from Western Wyoming Community College that received some form of federal financial assistance (Pell Grant, Student Loan, SEOG, ACG, or LEAP grant), may be subject to repaying all or a portion of the funds received.

WWCC will calculate the amount of aid that students earned based upon the number of days attended in the semester. Any portion not earned must be repaid. Should students choose not to make satisfactory repayment arrangements:

- they will be ineligible to receive funding in the future at WWCC
- their transcripts may be withheld
- they may be turned over to collections for the unpaid balance in addition to any additional charges incurred by the collection agency

## Veterans' Benefits

Applications for veterans' educational assistance should be filed two months prior to enrollment to avoid any delay in payment. Information and forms can be obtained from the Financial Aid Office at WWCC. Specific questions on any VA program can be answered by contacting the Department of Veterans Affairs at 1-888-442-4551.

## Wyoming Vietnam Veterans

The Wyoming legislature has passed legislation providing 10 semesters of free in-state tuition for Vietnam Veterans who attend the University of Wyoming or any Wyoming community college. Information, requirements and applications can be obtained in the WWCC Financial Aid Office or the CCHEC office.

# Complete ASSESSMENT

Western requires all full-time students, and any part-time students, enrolling in English, Math, and Government to take the COMPASS placement test. This is a national standardized test designed to help students succeed in College-level coursework. COMPASS scores place you at the correct level in Western courses. Please contact the office for more information. These are not graded exams and will not keep you out of Western. The results simply aid in identifying starting courses that will best suit your abilities.

The assessment is divided into three parts:

**Mathematics:** This can consist of questions ranging from numerical skills to calculus. The questions based on previous questions until it can determine the appropriate math placement. CCHEC provides the calculator.

**Writing:** This consists of several passages that must be revised. The passages contain errors of usage and mechanics or rhetorical skills.

**Reading:** This provides a passage for the student to read, after which, you will answer questions about material directly stated in the passage. You will also be asked questions that you must infer the appropriate answer from the given information.

## Fees

- For WWCC students, there is no fee
- COMPASS assessments are available to students attending other colleges or universities for a \$20 fee
- All retake assessments are \$10

If you have designated ACT or SAT individual test scores, you may be exempt from the placement tests. (ACT scores equal to or greater than 21-Reading, 21-Writing, and 23-Math)



COMPASS is a completely computerized assessment. The assessment is adaptive, meaning that it administers questions based on your answers. If you answer easy questions correctly, then the computer will move on to questions that are more difficult.

To prepare for the COMPASS assessment, visit <http://www.act.org/compass/sample/index.html>, practice your math skills at [www.math.com](http://www.math.com), work with CCHEC's Adult Learning Center, or check out books from the local library.

The COMPASS placement tests are given by appointment only at CCHEC and at the LSRV Outreach. For more information or to schedule an appointment, call 328-9204 or 383-6861 in Baggs.

# REGISTER for CLASSES

## Easy Registration Options:

### Come in

Come into either of our locations to register for classes. The Rawlins Outreach is located at 705 Rodeo Street, Rawlins. The LSRV Outreach is located at 360 Whippoorwill, Baggs. Tuition and fees are due January 6 for the Spring 2012 term. Students registering after January 6 must pay at the time of registration.



### Mustang WebAdvisor

([www.wvcc.wy.edu](http://www.wvcc.wy.edu), Mustang Cruiser (Log In), Mustang WebAdvisor). Register online from home or by using a computer on the CCHEC Campus.

**See page 21 for more instructions on Mustang Cruiser, Mustang WebAdvisor, & Blackboard.**

### Avoid Disappointment

Each term we sadly have to cancel courses because of low enrollment, only to find out the day of the first class that several students intended to enroll. It is best to register early to avoid disappointment.

### Waitlists

Students may be placed on a waitlist if a course is full. Students will be e-mailed when a spot becomes available and will have 3 days to add the course to their schedule. Students are not automatically enrolled when a space opens. It is ultimately the responsibility of the student concerning their position on any given waitlist.

### Auditing Courses

Students may audit any WWCC course and receive neither credit nor a grade for the course. The decision to audit a course must be made during the first two weeks of class. The cost is the same as taking a course for credit. Students must follow the course syllabus and instructor direction the same as credit seeking students.

### Phone in

Any credit or non-credit, part-time student can register for classes by calling CCHEC at 328-9204 or 1-800-487-4612. Telephone registrations will be accepted until the date the class begins. Telephone registrations must be paid by Visa or Mastercard at the time of registration.



**Contact Patty Pedersen,  
Student Services Coordinator,  
at 328-9204 with any questions  
or Christy Stocks, LSRV Ed Center Director,  
at 307-383-6861**



# Pay ENROLLMENT FEES



## Tuition and Required Fees

### Residents of Wyoming (Per Semester)

Full-time (12 hours or more)	\$1041
Part-time (11 hours or less)	\$88/hr
Overload fees (hours in excess of 21 credit hours)	\$71/hr

### Western Undergraduate Exchange (WUE) (Per Semester)

This is a reduced cost program available to those who live in surrounding states.

Full-time	\$1473
Part-time	\$124/hr

### Out-of-State (Per Semester)

Full-time	\$2745
Part-time	\$230/hr

## Residency Classification

If you have recently moved to Wyoming, check with CCHEC's Student Services Coordinator for residency classification (could be less than 1 year). Residency must be established by the last day of the refund period of the semester.

## Course Fees

Special fees for laboratory supplies or other costs will be charged at the time of registration. Check the WWCC Catalog for fees for specific classes.

## Distance Education Course Fees

Compressed Video Courses (OC Section)	\$18
Internet Courses	\$35

Distance learning fees are non-refundable

## Payment Deadline: September 2

Students taking 6-11 credits need to either pay in full by Friday, January 6 or pay \$250 intent and set up payment plan.

## Methods of Payment

### In Person

- CCHEC located at 705 Rodeo Street, Rawlins
- LSRV Outreach located at 360 Whippoorwill, Baggs
- *Cash, Check, Visa and Mastercard accepted at the Rawlins location*

### Online using Mustang WebAdvisor

- Go to [www.wvcc.wy.edu](http://www.wvcc.wy.edu)
- Mustang Cruiser (Login) to Mustang WebAdvisor to Make a Payment
- Login using your Mustang Cruiser Login ID and password
- *Visa and Mastercard accepted*

### By phone

- Call CCHEC at 328-9204, 1-800-487-4612 or the LSRV Campus at 383-6861
- *Visa and Mastercard accepted at the Rawlins location*

## Tuition Refunds

Only a percentage of tuition will be refunded to any student who officially drops a class. Full-time students who drop courses and still maintain a full-time student load WILL NOT receive a refund. Distance learning and course fees are nonrefundable. Refund and repayment for Financial Aid Recipients will be affected. For more information, call CCHEC at 328-9204.

The College Board of Trustees reserves the right to alter tuition and fees at any time by the amount necessary to maintain the institution or as required by the Wyoming Community College Commission.

# Purchase TEXTBOOKS

Students are responsible for ordering their own textbooks. It is essential that you are sure of the course name, course number and section for which you are registered.

## Ordering on the web from WWCC Bookstore

- Create your account at [www.wvccbookstore.com](http://www.wvccbookstore.com)
- Select "BUY" from the top menu
- Select "CAMPUS TERM" at the bottom of the web page
- Select the appropriate "DEPARTMENT, COURSE, and SECTION"
- Course material will appear at the bottom of your screen. Select "QTY" and "NEW or USED". Please note that new books will automatically replace your selection for used books in the event that the bookstore does not have your used choice in stock.
- Select "ADD SELECTED BOOKS TO CART"
- Select "CONTINUE SHOPPING" for more book selections or "CHECK OUT" to finalize your purchase. Before you can finalize your purchase, you will be asked to log in with an e-mail address and password. After your transaction is complete, you should receive an e-mail confirming your order number. You will receive your order within 2-5 business days.
- There is a restocking fee charged for mis-ordered or returned books.

## What you should know about Financial Aid and Bookstore accounts

All students buying their textbooks with Financial Aid must set up an account EACH SEMESTER before placing their order. WWCC Bookstore accounts must be set up through the Financial Aid office.

If you have any questions about ordering your textbooks through WWCC, call 382-1852.

For competitive pricing options, you can also check the following websites. This is only a small selection of options.

[www.amazon.com](http://www.amazon.com)  
[www.ecampus.com](http://www.ecampus.com)  
[www.halfbooks.com](http://www.halfbooks.com)

If you have any questions, call CCHEC at 328-9204 or the LSRV Outreach at 383-6861.

## WWCC Regular Bookstore Hours

**Monday**  
7:50AM – 7:30PM  
**Tuesday through Friday**  
7:50AM – 5:00PM  
**Weekend Hours**  
Closed



# ATTEND CLASS

## Notice to Students

Check in the day your class begins. Come prepared for an exciting learning experience.

## Goals for Student Success

WWCC has identified five major goals to help students succeed in the world today and meet the challenges of the future.

- Communicate Competently
- Solve Problems
- Retrieve Information
- Develop Life Skills
- See Issues from Multiple Perspectives

## College Regulations

Students are responsible for adhering to all college regulations, including:

- Dropping classes (Students must complete forms to officially drop classes to avoid failing grades)
- Withdrawing from college (Same process as dropping a class)
- Class attendance
- Grades
- Services for students with disabilities
- Student conduct issues
- Honor rolls
- Graduation procedures & fees
- Student's rights to privacy

## Peer Tutoring Services

Free tutoring is available for all CCHec students. To schedule an appointment for tutoring, call 328-9204 or in Baggs call 383-6861.

## Smarthinking

Smarthinking is an online tutorial service available to all WWCC students. You can access tutorials in math, science, business, and writing. Most tutors are available 24/7 with limited waiting time. Essay evaluations are also available.

## Unattended Children

Children are not allowed in classes. CCHec cannot assume responsibility for children left unattended in its buildings.

**Call 324-2334 to learn about childcare options at Kids' Campus.**



## Before the First Day of an Internet Course:

- Check the technical and special requirements for your class at [www.wvcc.edu/dist\\_ed/nt.htm](http://www.wvcc.edu/dist_ed/nt.htm).
- After you register, watch for a letter in the mail providing you with your username/password and e-mail information. Contact Patty at 328-9204 if you do not receive your username and password before the first day of class.
- Login and check your class e-mail. Go to [www.wvcc.edu](http://www.wvcc.edu) and select Mustang Cruiser. Type in your username and password.

## On the First Day of an Internet Course:

- Go to [www.wvcc.edu](http://www.wvcc.edu)
- Select and then login to Mustang Cruiser
- Check your Mustang Cruiser e-mail account
- Click on the Blackboard tab at the top of the screen
- Click on your class link on the right side of your screen
- You must login to your class and begin

# Mustang WebAdvisor

## How to Use Mustang WebAdvisor

Note: You may only register for classes during the scheduled registration dates for each term and course.

Students with the following holds on their records will not be able to register or add/drop:

- Students in academic difficulty (Alert or Probation)
- Students who owe a balance on their account

1. From the WWCC homepage click on Mustang Cruiser
2. Log in
3. Click on the Mustang WebAdvisor Tab across the top of the page
  - a. Choose Registration – Planning or Student Records-Financial Aid
4. For Express Registration, select Express Registration on the left hand side.
5. Select the term you want to register for and enter the appropriate course information. If you know the synonym, it is not necessary to enter the Subject, Course # and Section #.
6. Click on Submit to confirm your registration.
7. To Search and register for classes:
  - a. Select Search & Register on the left hand side.
  - b. Enter the required information on all of the appropriate boxes. The more information you enter the more refined your search will be. Submit.
  - c. Select the course you want to add to your schedule.
8. The courses are held in Preferred Sections
  - a. Review the course information.
  - b. Choose "Register" and click on Submit to confirm your registration.

## Mustang WebAdvisor Registration

Go to [www.wvcc.edu](http://www.wvcc.edu) and click on Mustang Cruiser

## Login

Mustang Cruiser Login ID (User Name) is as follows :

Firstname: Lastname

Example: JoeStudent

## Password

Mustang Cruiser password is initially obtained from CCHec or WWCC's Registration & Records Office. You are immediately prompted to enter a new password. The new password must be 6-64 characters. Once your password has been initially changed it must be reset if forgotten. Go to "What's My Password" for help.

## Print Your Schedule

It is extremely important that you check your class schedule for accuracy. You should print a copy of your class schedule on campus computers located at CCHec's Main Campus, 705 Rodeo Street, Rawlins, or from your home computer using My Class Schedule on the menu on the left hand side.

## Make A Payment

Tuition and Fees must be paid by the payment deadlines. Pay online with a Visa or Mastercard by clicking on Make a Payment on the menu on the left hand side.

## Course Changes

You may make course changes through Mustang WebAdvisor by clicking on Express Registration or Drop sections from the menu on the left hand side of the screen. Mustang WebAdvisor will not allow a student to withdraw from all courses. Call 328-9204.

## Note:

*When you have finished viewing information, click on LOG OUT to keep others from gaining access to your records.*

For help or questions please feel free to call CCHec at 328-9204 or Registration & Records at 307-382-1637.

**You will find answers to many questions on the WWCC Distance Education Internet web page.**

[http://www.wvcc.edu/dist\\_ed](http://www.wvcc.edu/dist_ed)

Western provides FREE, ONLINE, 24 HOUR A DAY, tutoring to all students using Smarthinking. You can receive tutoring in the following areas: Mathematics (Basic Skills - Calculus II), Writing, General Chemistry, Organic Chemistry, Physics, Biology, Introduction to Human Anatomy and Physiology, Accounting, Economics, Introductory Finance, Spanish and Statistics.

To get started:

- 1) Click on the Smarthinking Tab in Mustang Cruiser; or
- 2) Call the help desk for information, 307-382-1676.

# Distance Education

Western knows that many of you cannot work dedicated class time into your busy schedule. It may be impossible for you to come to class at a regular time each week. For this reason, we offer a variety of courses via technology that either meet regularly or allow you to complete coursework during your free time, even if that is in the middle of the night.

## Internet Courses

Internet courses are **NOT self-paced**. They will:

- Start on the first day of normal classes,
- Have regular deadlines,
- Require interaction with the instructor and fellow students.

**To succeed in an Internet class, you will:**

- Need to be online a minimum of 3 days a week,
- Be able to study at least 9 hours per week for a 3 credit course,
- Have strong time-management skills, self-motivation, word processing and computer skills,
- Have access to the Internet and MS Word 2003 or higher,
- Use the e-mail address provided to you by WWCC,
- Go to [http://www.wvcc.wy.edu/dist ed/n3.htm](http://www.wvcc.wy.edu/dist%20ed/n3.htm), pick the term and scroll down and look at the requirements for your desired course,
- Be comfortable sending e-mails with attachments.

If you are a rookie at any of these skills, please take the "Intro to Online Learning" course (CMAP 0910), an introductory computer course, or take one of the non-credit online courses to strengthen your skills.

**To begin your Internet class on the first day of the semester:**

- Go to the college homepage [www.wvcc.wy.edu](http://www.wvcc.wy.edu)
- Choose Mustang Cruiser from the left menu

Login using the username and password provided to you by WWCC. Click on the **Blackboard** tab located near the top of the page. *You should see Welcome (your Name). If you do not see this and you are seeing a collage of photos, you have a pop-up blocker. Please allow pop-ups from this site and then you will see the Blackboard window. Click on the name of each of your online courses to enter the class. View all course information through the buttons on the left.*

## Compressed Video Courses

Western also connects with our Outreach sites via live compressed video. In these classes, students attend class in a room with a television and a camera. Classes meet on a regular schedule. To identify compressed video courses in this schedule, look for a "CV" or an "OC" designation in the section area immediately after the course number. **Note: Students in Compressed Video Courses may appear on videotapes.** To find out if a compressed video course has any requirements, go to: [http://www.wvcc.wy.edu/dist ed/cv.htm](http://www.wvcc.wy.edu/dist%20ed/cv.htm).



# LSRV Outreach



Valley Residents,

This is our 18th year of serving the Little Snake River Valley. We are so excited about all the possibilities for LSRV residents through the extensive offering of online classes and community education classes that we offer. We offer everything from college classes to OSHA/SafeLand safety classes to cake decorating. A resident can graduate with an Associate's Degree without leaving the community. A variety of certificates are also available. Juniors and seniors in high school can take college classes for free if they pass with a C or above. What a way to save money and get a head start on college classes!

We have many ways to take a class; online from the comfort of your home, compressed video at the center, through local instructors onsite or in the computer lab at the Ed Center.

The LSRV Ed Center is the base for many community activities and programs that are having a positive influence in our valley. Some of them are; Snake River Press, Women's Empowerment, All Care Facility, Building the LSRV We Want, and Snake River CAD.

GED preparation and testing are available at the Center. It is never too late to get your GED. Come in and we'll get you started! A CPR and First Aid class is offered monthly.

We are always looking for suggestions as well as individuals from this area to teach Community Ed classes. Computer access is available to the public Monday through Friday. Classes and a variety of activities take place here. Rooms are available for meetings, showers, and such. If you haven't visited our facilities, stop in and see what we have to offer.

One of our main goals is to incorporate vocational ed programs into our offerings. We feel that there is a great need for this in our valley and are seeking suggestions on what community members think would most benefit the valley, their business, or themselves. We are open to all suggestions. You never know what might work for our valley.

As always, we are constantly striving to meet everyone's needs. Please let us know if you would like to teach a class, know someone who would, or if you have ideas for a class or activities.

Christy Stocks  
LSRV Ed Center Director

Susie Robidoux  
Administrative Assistant

Lindsay Musgrave  
ABE Educator/Program Planner



Memoir Writing



Tumbling



Pumpkin Party



Wrestling

# University of Wyoming Outreach

## OUTREACH CREDIT PROGRAMS

We deliver the University of Wyoming to you!

UNIVERSITY OF WYOMING  
OUTREACH SCHOOL  
outreach.uwyo.edu  
1-800-448-7801  
Southwest Regional Center  
Spring Garden, Travis, Schulte, Spafford and Little Counties  
3300 College Dr., Box G-340  
Bath Springs, WY 82901  
(307) 382-1817

The University of Wyoming Outreach School offers a number of degree programs that can be completed in your area. Coursework for the degree programs is offered through a variety of delivery methods, including audio teleconferencing, online instruction, correspondence study, intensive weekends/on-site instruction and video conferencing. Video conferencing is available at many sites throughout Wyoming, including CCHec. To determine when and how courses are being offered, visit us online at <http://outreach.uwyo.edu/ocp/searchclasses.asp>. For additional information or questions regarding the courses or degree programs available through the UW Outreach School, contact Troy Archuleta, Academic Coordinator or Linda Prine, Office Assistant, Sr. at 307-382-1817 or visit <http://outreach.uwyo.edu/regionalcenters.asp>. Rawlins UW EOC/TRIO Representative Shannon Baldwin is available at 307-370-0033.

UW degrees offered for off-campus degree seeking students include:

- Bachelor of Applied Science
- Bachelor of Science in Business Administration (ONLINE)
- Bachelor of Arts in Criminal Justice
- Bachelor of Arts in Elementary Education
- Bachelor of Science in Nursing (Accelerated Degree Program)
- Bachelor of Science in Family and Consumer Sciences (ONLINE)
- Bachelor of Arts in Psychology
- Bachelor of Arts or Science in Social Science (Distributed Major)
- Master of Business Administration (ONLINE)
- Master of Arts in Education (Including Adult and Post-Secondary Education, Educational Leadership, Special Education - Some ONLINE)
- Master of Science in Education (Instructional Technology) (ONLINE)
- Master of Arts in English **NEW!**
- Master of Science in Kinesiology & Health
- Master of Science in Nursing **NEW!**
- Master of Public Administration
- Master of Science in Nursing (Nurse Educator option) (ONLINE)
- Master of Social Work
- Master of Science in Speech/Language Pathology
- Doctoral Program in Educational Leadership **NEW!**
- Certificate and Endorsement Programs also available!

# Western Governors University

Western Governors University is a non-profit, online university. Semesters begin on the first of each month. Tuition is a flat fee of \$2,890 for most programs; \$3,250 for MBA and health profession programs, less discounts and any available scholarship awards. WGU offers degrees in:

- Education: Bachelor of Arts degrees in Early Childhood Education, Elementary Education, Science Education, Math Education, Social Science Education, English Language Learning
- Master's Degrees in all of the above plus Education Leadership, Measurement & Evaluation, Learning & Technology and Special Education
- Master of Science Degrees in Nursing Education, Nursing Leadership & Management and Healthcare Education
- MBA in Business, Healthcare Management and IT Management
- Business: Bachelor of Science majors in Management, IT Management, HR Management, Finance, Accounting, Marketing Management, Sales and Sales Management
- Information Technology: Bachelor of Science majors in Information Technology, Networks Administration, Networks Design & Management, Databases, Security and Software

You can speak with an enrollment counselor by calling:  
(866) 225-5948

[www.wgu.edu/academics](http://www.wgu.edu/academics)

Tell them you want to enroll through

Carbon County Higher Education Center to have your  
entrance fee waived and receive a 5% tuition discount.



# Energy Industry Courses

Western currently offers two certificate options and one A.A.S. degree in the electrical and instrumentation field - a 24 hour Certificate Program in Electricity, a 36 hour Certificate in Electronics/Instrumentation/Control Technology, and an A.A.S. Degree in Electrical & Instrumentation Technology. A portion of the classes required are available at CCHec. Classes offered at CCHec are listed below. **See pages 3-12 for more information on WWCC classes. For more information or to get on a waiting list, call Dave Urasky at 328-9274.**

The 36 hour Certificate in Electronics/Instrumentation/Control Technology and the A.A.S. Degree in Electrical & Instrumentation are designed to provide the student with a wide variety of electrical courses to prepare them for a job as an electrical technician. The need for trained electrical technicians continues to climb in a wide variety of industries including; power plants, oil and gas production facilities, mining operations, and chemical processing plants. This program strives to meet the needs of the various industries. The types of students receiving this certificate and/or degree ranges from the traditional student who is interested in a career in the electrical field to electricians who are currently working in industry and are upgrading their skills.

## Electrical Assembly & Measure

WWCC ELTR 1505, 3 credits

Prerequisite: None

Develop basic knowledge and skills in electrical trades, Safety, soldering, use of electrical hand tools, methods of securing electrical connections, fabrication of printed circuit boards and component replacement, learn to solder and make electrical connections

## Basic Electricity - DC

WWCC ELTR 1520, 3 credits

Prerequisite: TECH 1000, MATH 0920, ELTR 1505 or Instructor Permission

Develop basic knowledge and skills in electrical trades, DC electricity theory, units of electricity, Ohm's Law, Kirchhoff's Laws, power, resistance, series-parallel circuits, electrical math and the use of formulas and the use of basic meters, Learn how to troubleshoot a complex DC series-parallel circuit

## Basic Electricity - AC

WWCC ELTR 1530, 3 credits

Prerequisite: ELTR 1520

Develop basic knowledge and skills in electrical trades, AC theory, magnetism, inductance, capacitance, reactance, impedance, resonance, AC series-parallel circuits, electrical math and use of formulas and the use of the oscilloscope and AC test equipment, Learn how to troubleshoot a complex AC series-parallel circuit

## Introduction to Digital Electronics

WWCC ELTR 1760, 4 credits - **Offered Spring 2012**

Prerequisite: ELTR 1700 or Instructor Permission

Develop basic knowledge and skills in digital electronics, Safety, principles of digital circuits, logic gates, counting circuits, registers and A/D converters

## Solid Modeling I

WWCC ES 1070 W1, 3 credits - **Offered Spring 2012**

Parametric Modeling Fundamentals, Solid Geometry Concepts, Feature Manager Design Tree, Geometric Relations Fundamentals & Construction Tools, Part Drawings and Associative Functionality, Reference Geometry and Auxiliary View, Symmetrical Features in Design

## Solid Modeling II

WWCC ES 1080 W1, 3 credits - **Offered Spring 2012**

Prerequisite: ES 1070 or Instructor Permission

Part Drawings and Associate Functionality, Reference Geometry and Auxiliary Views, Symmetrical Features in Design, Assembly Modeling-Putting it all Together, Explodes Views & Animations, SolidWorks in the World of CAD/CAM

## Machine Tool Processes I

WWCC MCH 2740 W1, 4 credits

Fundamental Lathe Operations, Special Topics

## Introduction to Programmable Controllers

WWCC ELTR 2815, 3 credits - **Offered Spring 2012**

Prerequisite: CCHec Electrical Systems Module, ELTR 2840 or instructor permission

Basic PLC Programming, PLC Motor Control, Discrete I/O Interfacing, PLC Systems Troubleshooting

## Advanced Programmable Logic Controllers

WWCC ELTR 2855, 3 credits - **Offered Spring 2012**

Prerequisite: ELTR 2815 or Instructor Permission

Event Sequencing, Application Development, PLC Timer Instructions & Counter Instructions, Program Control Instructions, Math and Data Move Instructions

## Electrical Systems

9 Laps, Non-credit

Basic Electric Circuits, Control Logic, Electrical Measurements, Sequencing Control, Circuit Analysis, Timers & Advanced Systems, Inductance & Capacitance, Combination Circuits, Transformers

## Thermal Systems

5 Laps, Non-Credit

Thermal Properties and Heat Transfer, Thermodynamic Laws and Properties, Refrigeration Thermodynamics, Refrigeration/Heat Pump Operation

## Surveying, Mapping & GPS

4 Laps, Non-Credit

Surveying Fundamentals & Applications, Mapping, GPS

## Fluid Power Systems

10 Laps, Non-Credit

Hydraulic Power Systems, Basic Hydraulic Pressure, Flow and Control Circuits, Hydraulic Speed Control, Pressure Control Circuits, Pneumatic Power Systems, Principles of Pneumatic Pressure and Flow

# Health Care Careers

## Registered Nurse

Western Wyoming Community College offers a three-year program (7 semesters) leading to an Associate Degree in Nursing. The entire Associate Degree Nursing Program is available in Rawlins at the Carbon County Higher Education Center. Successful completion of the program allows the graduate to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Upon licensure, the RN/ADN nurse practices in settings where policies and procedures are specified and guidance is available.

The Nursing Program has continuing accreditation from the National League for Nursing Accrediting Commission and is approved by the Wyoming State Board of Nursing.

\* Sponsorship Opportunities for Associate Degree in Nursing in Rawlins \*  
CCHEC has four reserved slots for qualified applicants on the Rawlins campus. The first four slots will be filled by qualified applicants of Carbon County School District #1. The last four slots will be filled by ranking the other qualified applicants, including the remaining Carbon County applicants.

For more information about the pre-nursing courses, call 307-328-9204.

## Nursing Assistant

This course prepares a person to work as a nursing assistant. Nursing Assistants work in hospitals, home health and nursing homes, under the supervision of licensed nursing personnel. The course presents basic nursing assistant principles as well as the opportunity to practice and demonstration of skills related to client care. The students time will be divided between classroom instruction, laboratory time and supervised experience in hospital and/or nursing home settings. This class is offered at the Rawlins Outreach. Call 328-9274 to register for this popular class.

Class Begins: January 18, 2012  
Class Ends: May 2, 2012  
Class Meets: Wednesdays  
Time: 5:30PM – 9:00PM  
Plus 24 hours of clinical time TBA  
Location: CCHEC Vocational Campus,  
812 E. Murray Street, Rawlins

**NEW! - CNA Class Offered in Baggs!**  
Class Begins: January 2012  
Dates and Times: TBA  
Location: LSRV Ed Center, 360 Whippoorwill, Baggs  
For more information, call 307-383-6861

### Admission Requirements

- Students must be at least 16 years of age
- Students must have proof of current TB test
- Students must have proof of two MMR vaccinations or proof of immunity prior to the start of clinical
- It is recommended that students have current (less than 10 years) tetanus shot and have begun the Hepatitis B series prior to start of clinical

### Cost—\$236

- |                          |       |
|--------------------------|-------|
| • Tuition                | \$146 |
| • Textbook & Workbook    | \$45  |
| • CPR Training           | \$35  |
| • Central Registry Check | \$10  |

### Costs not payable to CCHEC

- |                                  |        |
|----------------------------------|--------|
| • Nurse Aid Competency Exam      | \$98   |
| • Licensing Fee                  | \$120  |
| • White Scrubs                   | Varies |
| • Watch with a sweep second hand | Varies |

### Certificates

A certificate of completion will be issued by CCHEC upon successful completion of the course. This entitles the student to take the competency exam required by the State Board of Nursing to be certified in Wyoming.



# Adult Learning Center (ALC)

## Communication Courses

**\$10 monthly/\$10 Mensual**

### ESL-English As A Second Language

ESL is for those who want to learn English. All levels of instruction are available in speaking, listening, reading and writing. Bilingual instructors are available for one on one help by appointment.

### ESL-Inglés Como Segunda Lengua

ESL es para los que deseen aprender inglés. El discurso, escuchar, la lectura y el escribir están disponibles en todos los niveles de la instrucción. Los instructores bilingües están disponibles por cita para ayuda uno a uno. Telefono 328-9204 Para mas informacion.

### SSL Rosetta Stone (Levels 1, 2 & 3)

SSL is for those who want to learn Spanish. Utilizing Rosetta Stone language learning system to learn Spanish, an award-winning system used by NASA and the Peace Corps in which you learn to speak by associating words with the world around you.

### ESL Rosetta Stone (Levels 1 & 2)

Utilizing Rosetta Stone language learning system to learn English, an award-winning system used by NASA and the Peace Corps in which you learn to speak by associating words with the world around you.

### ESL Rosetta Nivel (1 & 2)

Utilizando el sistema del aprendizaje de idiomas de la piedra de Rosetta, para aprender inglés un sistema premiado usado por la NASA y el cuerpo de paz en los cuales aprendes hablar asociando palabras alrededor de ti. Telefono 328-9204 Para mas informacion.

### SSL Success In Communication

Practice your new language skills in Spanish in this informal conversation group.

### ESL Comunicación Acertada (Para Inglés)

Practique sus nuevas habilidades en inglés en un grupo informal de la conversación. Telefono 328-9204 Para mas informacion.

### Reading For The Future

Your goal is to discover and develop a deeper comprehension while reading and to build a strong reading future whether for work, school, or reading for pleasure.

Call 328-9204 for more information.

## Testing Center

CCHEC's ALC is your local testing center for:

WorkKeys	COMPASS
PRAXIS	NCCER
GED	GRE
ASE	ACT
BYU	WIN
TEAS	
Career Readiness Certificate	

## GED Services

The ALC offers GED testing and tutoring

- Registration and pre-test \$20 (required)
- GED tutoring is free with pre-test for first month, then tutoring is \$20 per month
- Personalized tutoring is available in all GED testing areas (reading, writing, math, social studies and science)
- Post-test \$20 (required)
- Official practice test \$20 (required)
- The fee for GED testing is \$65 for all five tests

**GED services are available in both Rawlins and Baggs. An appointment is required for all GED testing. Call 328-9204 or 383-6861 in Baggs.**

## Additional Services

We have staff on hand to assist with résumé writing, interview skills, life skills and preparation for college placement exams. Any or all services are available for only \$10 each per month.

## Adult Learning Center Hours

**Monday thru Thursday**  
**8:00AM – 8:00PM**  
**Friday**  
**8:00AM – 4:00PM**

**Adulto que aprenda horas de centro**

**Lunes por Jueves**  
**8:00AM – 8:00PM**  
**Viernes**  
**8:00AM – 4:00PM**

# High School Courses

## Earn FREE college credit while still in high school

### What is Dual Enrollment?

- Dual enrollment means you get both high school and college credit for taking one college level class.
- While enrolled in high school, you could be taking college classes during your junior and senior high school years.
- The college class counts toward high school graduation and towards college graduation.
- Take a college class during the regular school day or in the evening; online or in the classroom.
- Dual enrollment classes recommended for high school students listed on this page.

### What is Concurrent Enrollment?

- Concurrent enrollment classes are taught at the high school.
- Students registered for concurrent classes receive both college and high school credit.
- Concurrent enrollment students pay no tuition or textbook fees and classes follow the school district calendar.
- Concurrent enrollment classes listed on page 29.

### Things to consider and eligibility requirements

- Am I at least 16 years of age?
- Am I an independent learner?
- Do I have time for a college course?
- Do I have current ACT scores or will I need to take the WWCC COMPASS assessment?
- Do I understand that the grade I earn in will go on my permanent college transcript?
- Do I know where I want to attend college after high school?
- Do I understand that I am responsible for researching transfer issues prior to enrolling in college classes? Colleges have varying policies on the acceptance of college credit earned while a student is still in high school.
- There may also be prerequisites or ACT or COMPASS test score requirements that vary based on the class you are taking.

### How do I begin?

Call Patty Pedersen at 328-9204 to set up an advising appointment to check that you meet eligibility requirements or talk to your high school counselor.

*Get college and high school credit for each class taken*

*Meet other college students*

*Be prepared and get comfortable with college-level courses classes*

*Take core classes now so in college, you can take classes for your major sooner*

The following Western Wyoming Community College dual enrollment courses are offered Spring 2012

ANTH 1200	Intro to Cultural Anthropology
BADM 1000	Introduction to Business
BIOL 1003	Current Issues in Biology
BIOL 1010	General Biology
BOTK 1520	Business Mathematics
BOTK 1640	Keyboarding Applications I
CHEM 1009	Critical Science Skills
COMM 1000	Introduction to Mass Media
COMM 1010	Public Speaking
COMM 1030	Interpersonal Communication
COMM 1230	American Sign Language I
COSC 1030	Computer Science I
COSC 1200	Computer Information Systems
CMAP 1716	Word Processing Basics: Word 2010
CMAP 1800	Database Applications: Access 2010
CMAP 1860	Intro to Digital Design Technology
CMAP 1875	Digital Multimedia Design: Flash & Fireworks CS5
CMAP 1885	Digital Design Publishing: Acrobat X
CMAP 1890	www Authoring: Dreamweaver CS5
CMAP 1905	Integrated Applications: Office 2010
CRMJ 1015	Criminal Justice
ECON 1010	Macroeconomics
ECON 1020	Microeconomics
EMGT 1500	Principles of Emergency Management
EMGT 1530	Emergency Planning for Disaster
ENGL 1010	English Composition I
ENGL 1020	English Composition II
ES 1070	Solid Modeling I
ES 1080	Solid Modeling II
HIST 1120	Western Civilization II
HIST 1221	U.S. History II: From 1865
HIST 1251	Wyoming History
HIST 1290	History of US West
HLTK 1200	Medical Terminology
HMDV 1000	College Studies
HMDV 1025	Introduction to Online Learning
HOEC 1140	Nutrition
MATH 1000	Problem Solving
MATH 1400	Precalculus Algebra
MGT 1000	Introduction to Supervision
PHIL 1000	Introduction to Philosophy
POLS 1000	American & Wyoming Government
PSYC 1000	General Psychology
SOC 1000	Sociological Principles
SOC 1100	Social Problems

# High School Courses

The following Western Wyoming Community College concurrent enrollment courses are offered Spring 2012

COURSE NAME COURSE # - SYNONYM # LOCATION	CREDIT	INSTRUCTOR
INTRODUCTION TO CHEMISTRY CHEM 1000 WS1 - 9878	4 credits	B. TRACY
INTRODUCTION TO CHEMISTRY LAB CHEM 1001 WSA - 9882	0 credits	
Rawlins High School		
INTERPERSONAL COMMUNICATION COMM 1030 XS1 - 9955	3 credits	L. DUNCAN
Little Snake River Valley High School		
AMERICAN & WYOMING GOVERNMENT POLS 1000 WS1 - 0522	3 credits	S. WILSON
Rawlins High School		
BASIC CONSTRUCTION SKILLS CNTK 1580 WS1 - 9983	3 credits	J. MILLER
Rawlins High School		
CARPENTRY CNTK 1905 WS1 - 9938	4 credits	J. MILLER
Rawlins High School		

For WWCC course descriptions, visit <http://www.wycc.wy.edu/registrationandrecords/catalogs/11-12%20Catalog.pdf> starting on page 145.

## CCSD#1 High School Students

CCHEC also offers a variety of classes to CCSD #1 students at either Rawlins High School or the Carbon County Higher Education Center Vocational Campus.

- Basic Construction Skills
- Carpentry
- Nursing Assistant
- ProStart
- Restaurant Management
- Technology Skills and Concepts

### Project Lead the Way

CCHEC became the first certified school in the state of Wyoming to offer its high school students a chance to earn college credit through Project Lead the Way (PLTW). For any PLTW classes where college credit is available, CCHEC will also pay for one 3-credit course good at any college for any student who successfully completes the college portion of the course. PLTW courses currently offered are:

- Digital Electronics
- Introduction to Engineering Design
- Principles Biomedical Sciences
- Principles of Engineering



Learn from the comfort of home!

> Instructor-Facilitated

# Online Courses

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners.

All courses run for six weeks (with a 10-day grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete any course entirely from your home or office. Any time of the day or night.

### How to Get Started:

1. Visit our Online Instruction Center:  
**www.cchec.org**
2. Click the **Courses** link, choose the department and course title you are interested in and select the **Enroll Now** button. Follow the instructions to enroll and pay for your course. Here you will enter your e-mail and choose a password that will grant you access to the Classroom.
3. When your course starts, return to our Online Instruction Center and click the **Classroom** link. To begin your studies, simply log in with your e-mail and the password you selected during enrollment.

## Carbon County Higher Education Center

### Introduction to Microsoft Excel

Discover the secrets to setting up fully formatted worksheets quickly and efficiently.

### Creating Web Pages

Learn the basics of HTML so you can design, create, and post your very own site on the Web.

### Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

### Speed Spanish

Learn six easy recipes to glue Spanish words together into sentences, and you'll be speaking Spanish in no time.

### A to Z Grantwriting

Learn how to research and develop relationships with potential funding sources, organize grantwriting campaigns, and prepare proposals.

### Medical Terminology:

#### A Word Association Approach

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

### Introduction to QuickBooks

Learn how to quickly and efficiently gain control over the financial aspects of your business.

### Grammar Refresher

Gain confidence in your ability to produce clean, grammatically correct documents and speeches.

### Intermediate Microsoft Excel

Work faster and more productively with Excel's most powerful tools.

### Real Estate Investing

Build and protect your wealth by investing in real estate.

### Introduction to Microsoft Access

Store, locate, print, and automate access to all types of information.

### Introduction to Microsoft Word

Learn how to create and modify documents with the world's most popular word processor.

### Project Management Fundamentals

Gain the skills you'll need to succeed in the fast-growing field of project management.

### Computer Skills for the Workplace

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

### Introduction to Dreamweaver

Harness the broad range of capabilities Dreamweaver brings to Web development.

### Introduction to PC Troubleshooting

Learn to decipher and solve almost any problem with your PC.

### Introduction to PowerPoint

Build impressive slide presentations filled with text, images, video, audio, charts, and more.

### Creating Web Pages II

Learn to develop polished and interactive pages complete with tables, forms, frames, audio, and CSS.

### Discover Digital Photography

An informative introduction to the fascinating world of digital photography equipment.

### GRE Preparation - Part 1

Discover powerful strategies for success in the verbal and analytical sections of the GRE.

## Learn More...

- Expert Instructor
- 24-Hour Access
- Online Discussion Areas
- 6 Weeks of Instruction

New course sessions begin monthly. Please visit our Online Instruction Center to see exact start dates for the courses that interest you.

### Enroll Now!

Visit our Online Instruction Center today!

**www.cchec.org**

307-328-9274 or 307-383-6861

### Courses Start as Low as:

**\$89**

### Requirements:

All courses require Internet access, e-mail, and the Microsoft Internet Explorer or Mozilla Firefox Web browser. Some courses may have additional requirements. Please visit our Online Instruction Center for more information.

MORE COURSES AVAILABLE AT OUR ONLINE INSTRUCTION CENTER

**www.cchec.org**

Teachers...get your mandatory PTSB credits here!