

# APPENDICES

## APPENDIX A: TIME TO COMPLETION FOR CAREER AND TECHNICAL EDUCATION CURRICULA POLICY (800.5)

For CTE programs that have been withdrawn by the district, students will be given a specified length of time to complete their program of study or may be transferred to another similar program.

- a. For a withdrawn associate in applied science degree program, students will be given two years from the date the program was withdrawn to complete the degree requirements.
- b. For a withdrawn certificate program of 30 hours or more, students will be given one year from the date the program was withdrawn to complete the certificate requirements.
- c. Students failing to meet the deadlines set forth above will not be eligible to graduate from a withdrawn degree or certificate program.
- d. Students who return after an absence of less than two years and wish to enroll in a degree or certificate program that has been withdrawn must complete the degree or certificate within the timelines listed above.
- e. Students who return after an absence of more than two years and who had been enrolled in a certificate or degree program that has been withdrawn will be required to select a new program of study.

For the purpose of defining “degree” or “certificate” program/curriculum as it applies to this policy, the following definition will apply:

Definition of Degree or Certificate Program: A CTE program of study that includes core courses and general education courses that support a degree or certificate curriculum.

## APPENDIX B: DUAL CREDIT POLICY (500.31)

Illinois Eastern Community Colleges have worked closely with area high schools to develop partnerships which provide dual credit courses that are accessible and beneficial to high school students in the IECC District. Dual credit courses are college courses taken by a high school student for credit at both the college and high school level. Dual credit courses expand student access to higher education, provide challenging academic experience to qualified high school students, and reduce the costs of a college education for students and their families.

Dual credit courses are governed by the policies and regulations of the Illinois Community College Board, the Illinois State Board of Higher Education, the Illinois Dual Credit Quality Act, the Higher Learning Commission, and the policies and standards of IECC and the high school

including the Dual Credit Agreements and the Dual Credit Student Handbook.

## APPENDIX C: CREDIT FOR PRIOR LEARNING (500.5)

### MILITARY TRAINING/EXPERIENCE

A student who has completed a military training course or program as part of his/her military service may be granted academic credit based on the considerations outlined in policy 500.5 and in accordance with this procedure.

Students who have completed basic military training and supply the required documentation will be awarded credit based on the table below. Students who have successfully completed a military training course or program that is recommended for credit by the American Council on Education (ACE) and included in the student’s military transcript issued by any branch of the armed services (or otherwise documented as military training or experience) will be awarded credit based on the ACE recommendations. Instructors and/or experts in the subject matter may also evaluate a student’s competencies and learning experiences as compared to course learning outcomes to make recommendations for course credit.

Request and approval steps:

1. Student must confer with an advisor to begin the process and obtain the required recommendation/signature on the Credit for Prior Learning Request form.
2. Student will then submit the request, official Joint Services Transcript, DD214, and any other pertinent documents to the dean of instruction for review.
3. The DD214 credit will only be approved for the courses identified in the table below. Military training will be considered based on ACE guides or an evaluation by the instructor and/or subject matter expert. The dean of instruction will approve/deny the request, and forward to: registrar if credit is approved; student services/records if credit is denied.
4. The registrar will post the credit to the student’s academic record in the manner described in policy 500.5; student services/records will retain the request form in the student’s academic file.

### Credit for Prior Learning: Military Training/Experience

Training/Education	Documentation Required	Credit Hours Awarded	IECC Course
Basic Military Training	DD214 (with honorable separation)	7 Hrs. (Total)	EDU 1107 PEG 1137 PEI 1100 PEI 2100
Military Training Programs	Joint Services Transcript	TBD	TBD

### CERTIFICATIONS AND LICENSURES

A student who has obtained a professional/industry recognized license, certification, credential, etc. that relates to an IECC career and technical certificate or degree, may be granted academic credit based on the considerations outlined in policy 500.5 and in accordance with this procedure. Credit awarded is limited to the course equivalencies outlined in the table below. The table is updated when faculty recommendations are presented to the dean of instruction for acceptance and then submitted to Cabinet for final approval. Review of the table for continued validity is performed in conjunction with the program review cycle.

Request and approval steps:

1. Student must confer with an advisor to begin the process and obtain the required recommendation/signature on the Credit for Prior Learning Request form. Student will provide any applicable certifying information as well as authorization to contact appropriate authorities for verification purposes. Additional experience and/or documentation may be required.
2. Student will then submit the request to the dean of instruction for review.
3. The dean of instruction will review, approve/deny the request, considering the currency of the provided evidence of accomplishment, and forward to: registrar if credit is approved; student services/records if credit is denied.
4. The registrar will post the credit to the student's academic record in the manner described in policy 500.5; student services/records will retain the request form in the student's academic file.

### Credit Equivalencies for Certifications and Licensures

AUTOMOTIVE				
	FCC Course	LTC Course	OCC Course	WVC Course
ASE Automatic Transmission	AUM 2228		AUM 2261	
ASE Brakes	AUM 2223		AUM 2271	
ASE Electronic Systems	AUM 1236		AUM 2221	
ASE Engine Performance	AUM 1235		AUM 1202	
ASE Engine Repair	AUM 1238		AUM 1265	
ASE Heating & AC	AUM 1239		AUM 1270	
ASE Light Vehicle Diesel			AUM 1271 AUM 1272	
ASE Manual Drivetrains			AUM 2261	
ASE Suspension & Steering	AUM 2290		AUM 2271	
L1-Advanced Engines	AUM 2222			
COMPUTER				
	FCC Course	LTC Course	OCC Course	WVC Course
CompTIA A+	IST 1210 IST 1260	TEL 1201 TEL 2201	IST 1210 IST 1260	
CompTIA Network+	IST 2220		IST 2200	
EARLY CHILDHOOD EDUCATION				
CDA Credential: Infant-Toddler				ECD 1101 ECD 1225
CDA Credential: Preschool				ECD 1101 ECD 1223

**Credit Equivalencies for Certifications and Licensures**

**EARLY CHILDHOOD EDUCATION (Cont'd)**

	<b>FCC Course</b>	<b>LTC Course</b>	<b>OCC Course</b>	<b>WVC Course</b>
CDA Credential: Family Child Care				ECD 1101 ECD 1203
CDA Credential: Home Visitor				ECD 1101 ECD 1203

**EMERGENCY MEDICAL RESPONDER**

	<b>FCC Course</b>	<b>LTC Course</b>	<b>OCC Course</b>	<b>WVC Course</b>
First Responder	EPM 1201			

**FIRE**

	<b>FCC Course</b>	<b>LTC Course</b>	<b>OCC Course</b>	<b>WVC Course</b>
Advanced Firefighter Technician	EPF 1204			
Advanced Technician Firefighter	EPF 1204			
Basic Operations Firefighter	EPF 1203			
Basic Operations Firefighter Module A	EPF 1208			
Basic Operations Firefighter Module B	EPF 1209			
Basic Operations Firefighter Module C	EPF 1203			
Courage to Be Safe	EPF 1600			
Fire Apparatus Engineer	EPF 1207			
Fire Officer 1	EPF 2203 EPF 2204 EPF 2207 EPF 2209			
Fire Officer 1 Fire Prevention Principles	EPF 2204			
Fire Officer 1 Management I	EPF 2206			
Fire Officer 1 Management II	EPF 2207			
Fire Office 1 Strategy and Tactics I	EPF 2207			
Fire Prevention Officer	EPF 2205			
Fire Service Instructor I	EPF 2203			
Fire Service Instructor II	EPF 2213			
Fire Service Vehicle Operator	EPF 1205			
First Responder	EPM 1201			
Hazardous Materials Awareness	EPH 1200			
Hazardous Materials First Responder	EPH 1200 EPH 1201			
Hazardous Materials First Responders Operations	EPH 1201			
NIMS 100, 200, 700	EMA 1200			
NIMS 300, 400	EMA 1210			
NIMS General Command & Staff	EMA 1210			
Technical Rescue Awareness	EPF 1219			
Vehicle Machinery Operations	EPF 1206			

**MINING**

	<b>FCC Course</b>	<b>LTC Course</b>	<b>OCC Course</b>	<b>WVC Course</b>
Mine Safety & Health Administration Certificate				CMT 2250
Mine Safety & Health Administration Certification				CMT 2260
State of Illinois Mine Examiner & Mine Manager				CMT 1240