

Nunez Community College

**SUMMER
2010
Course Schedule**



*3710 Paris Road
Chalmette, Louisiana 70043
504-278-6467
www.nunez.edu*

REGISTRATION PROCEDURES

First-time and Re-Entry Nunez Community College Students:

1. Submit a completed Application for Admission, required transcripts*, immunization form, and other required information to the Admissions Office. Most students without recent ACT scores must also schedule the Compass Test prior to registering for courses.
*Louisiana high school graduates who graduated in 2003 to the present do not need to request their high school transcript.

Pay a \$10 Application Fee in the Bursar's Office, and show the receipt to the Admissions Office upon submission of your application.

First-time, Re-Entry, and Continuing Nunez Community College Students:

2. If you do not know who your advisor is, the Admissions Office will either assign you an Academic Advisor based on your chosen major, or send you to the appropriate Division Office to have your advisor assigned.
3. Prepare a tentative semester class schedule based on the Program Description in the Catalog, if possible, prior to meeting with your advisor.
4. Meet with your advisor for help in the selection of courses and to get the advisor's signature on the Schedule Request Form. For this meeting, you must have copies of transcripts or final grade reports if previous college credit was earned and your official transcripts are not on file in Admissions. Continuing students' records should be accessed by their advisor on the computer in their division offices.
5. The courses on your signed Schedule Request Form will be entered into the computer by someone in the Student Affairs Office. You will receive a printed schedule of your courses.
6. Your next step is to get your tuition bill and make payment arrangements with the Bursar's Office.
 - a) Be sure that you receive a printed receipt for any payment you make to the cashier.
 - b) If you have already submitted a valid Student Aid Report (SAR) and have been approved for financial aid, you will need to bring your class schedule and tuition bill to the Financial Aid Office.
 - c) If you are not able to pay the full tuition at registration, you may apply for a 50% tuition deferment in the Bursar's Office.
 - d) If you are having your tuition and/or books paid by an outside source, you will also need to bring your bill and supporting evidence to the third party billing station.
 - e) If you receive any type of exemption or waiver, pick up a Fee Waiver form from Student Affairs or the Bursar, obtain the required signatures, and submit the form to the Bursar.
7. To purchase textbooks, students must bring their class schedule to the bookstore location. Financial Aid recipients with a book allowance must get their book authorization from Financial Aid and must present the authorization to the bookstore during regular registration.

Students enrolling in Online Classes:

8. Nunez has established the following guidelines for online classes: Students must
 - a) have access to a computer, any software required for the course, and access to the Internet;
 - b) pass an online orientation and attend an orientation at Nunez, and
 - c) be able to take their final exam on campus.

The following students are not eligible to enroll in online courses:

- a) First-time freshmen who place into developmental courses
- b) Students who need to take DEVR
- c) Students on academic probation

Exceptions to these rules may be granted only by the Division Deans.

SUMMER 2010 SESSION CALENDAR

MAY

- 3 Monday.....Deadline to Apply for ADA Accommodations
- 25-27 Tuesday-Thursday, 9:00 am-7:00 pm.....Registration
- 28 Friday, 9:00am-4:30pm.....Registration
- 31 Monday.....Memorial Day Holiday(**Campus Closed**)

JUNE

- 1 **Tuesday**..... **First Day of Class**
- 1-2 Tuesday & Wednesday, 9:00am-6:00pm.....Late Registration/Drop & Add
- 2 Wednesday, 6:00pm.....Last Day to Receive 100% Refund for Dropped Courses
- 7 Monday, 6:00pm.....Last Day to Receive 75% Refund for Dropped Courses
- 10 Thursday.....Official 7th Class Day
- 10 Thursday.....Last Day to Receive 50% Refund for Dropped Courses

JULY

- 2-5 Friday - Monday.....Fourth of July Holidays (**Classes Do Not Meet**)
- 5 Monday.....Fourth of July Holiday (**campus closed**)
- 6 Tuesday.....Classes Resume
- 6 Tuesday.....Registration for Fall 2010 Opens
- 14 Wednesday.....Last Day to Drop a Course or Withdraw from College with a "W" Grade
- 26 Monday.....Last Day of Class Meetings
- 26 Monday, 6:00pm.....Fall 2010 Early Registration closes
- 27 TuesdayStudy Day (**Classes Do Not Meet**)
- 28-29 Wednesday & Thursday.....Final Exams

August

- 2 Monday, 12:00 pm.....Final Grades Due in Division Office
- 2 Monday.....Fall 2010 Financial Aid Priority Deadline for completion of required documentation
- 2 Monday.....Deadline to apply for ADA Accommodations for Fall 2010

Campus Directory

3710 Paris Road
Chalmette, LA 70043

Information (504) 278-6200

Academic Divisions

Arts and Humanities Division 278-6285
Business & Tech Division 278-6305
Health Sciences Division 278-6380

Administrative Offices

Academic Affairs 278-6285
Admissions Office 278-6467
ADA/504 Issues 278-6421
Bookstore 279-5011
Bursar/Cashier 278-6403
Campus Police 278-6334
Chancellor's Office 278-6468
Career Services 278-6422
Counseling 278-6423
Financial Aid 278-6479
Human Resources 278-6488
Library 278-6230
Public Relations 278-6421
Registrar's Office 278-6426
Student Affairs 278-6425
Veterans Affairs 278-6426

Student Holidays

No Classes!!!

July 2nd - 5th

Summer Business Hours

Business hours will differ during registration periods and when classes are not in session.

Student Affairs

(Admissions, Registrar, Financial Aid & Counseling)

Monday – Wednesday 8am-6pm
Thursday - Friday 8am-4:30pm

Bursar's Office

Tuesday & Wednesday 8am-6pm
Monday, Thursday, Friday 8am-4:30pm

Appointments can be made for other times. Please call the appropriate office in advance to schedule an appointment.

EQUAL OPPORTUNITY STATEMENT

Nunez Community College adheres to the equal opportunity provisions of federal civil rights laws and regulations that are applicable to this agency. Therefore, no will be discriminated against on the basis of race, color, or national origin (Title VI of the Civil Rights Act of 1964); sex (Title IX of the Education Amendments of 1972); or disability (Section 504 of the Rehabilitation Act of 1973) in attaining educational goals and objectives and in the administration of personnel policies and procedures. Anyone with questions regarding this policy may contact the Vice Chancellor for Student Affairs in the Arts, Science & Technology Building at 3710 Paris Road or by calling (504) 278-7424.

ACCREDITATION

Nunez Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone Number 404-679-4501) to award Associate Degrees and Certificates.

Nunez Community College Tuition and Fees Summer 2010

Credit Hours	1	2	3	4	5	6	7	8	9+
Tuition	127	229	330	384	435	487	539	591	643
Technology Fee	5	10	15	20	25	30	35	40	45
Operational Fee	5	9	13	15	18	20	22	24	27
Academic Excellence Fee	7	14	21	28	35	42	49	56	63
Student Self-Assessed Fees (SGA)	7	7	7	7	7	7	7	7	7
Total for LA Residents	151	269	386	454	520	586	652	718	785
Additional Tuition for Non-LA Residents	0	0	0	0	0	0	785	880	975
Total for Non-LA Residents	151	269	386	454	520	586	1437	1598	1760

APPLICATION FEE

All applicants, including audit status students, enrolled for day and night credit classes are assessed a non-refundable \$10 application fee.

AUDIT FEE AND TUITION

Students taking courses under audit status are assessed the regular tuition and fees for the audited courses.

DEFERMENT PLAN FEE

A non-refundable \$15 processing fee will be assessed to students who apply for tuition deferment.

DROP FEES

A \$5 fee for each dropped course is assessed when the transaction is for the convenience of the student.

LABORATORY FEES

There are some areas of instruction within the College that require extra fees such as laboratory courses. These fees range from \$10 to \$250.

LATE REGISTRATION FEE

A student who registers after the close of the official Registration period is charged a Late Registration Fee of \$10.

RETURNED CHECKS/DENIED CREDIT CARDS

There will be a \$25 charge for all checks/charges returned/denied for any reason by financial institutions.

TECHNOLOGY FEES

As per House Bill No. 2339 (Regular Session 1997) and with the approval of the SGA Governing Board, the College will assess each student a \$5 per credit hour Technology Fee, up to a maximum of \$60 per semester.

TRANSCRIPT FEES

The first transcript is furnished without charge as a service to alumni. Additional transcripts will require a \$3 fee to be paid at the time of the request. All requests must be in writing.

TUITION

All tuition and fees must be paid at the time of registration, except when a student applies and qualifies for the deferment plan. A student is considered officially registered once fees are paid and all required admission requirements have been met. Nunez Community College's tuition and fees are among the most affordable in the state.

REFUND OF TUITION FEES

Refund of tuition fees for the summer semester and for special short-term credit courses vary according to the length of those courses. The refund schedule for special sessions will be published in the Class Schedule.

Refunds resulting from a reduction in credit hours or withdrawal from college will be processed provided the student completes the drop/withdrawal process prior to the posted deadline. Non-attendance does not constitute withdrawal. Students must apply to the Bursar's Office for the appropriate refund. Students who wish to appeal the refund they receive (or lack thereof) must complete a Tuition Appeal in the Student Affairs Office on the second floor of the AST Building. A letter stating the reasons the student feels he or she is entitled to a refund may be attached to the Tuition Appeal Form. Supporting documentation may also be attached. These appeals are submitted to the Tuition Appeals Committee which usually meets once a month. The student will be notified in writing of the decision of the Appeals Committee. A student may make a final appeal to the Chancellor of the College. **No refunds are made when a student is administratively dropped, suspended or dismissed for academic, disciplinary, or financial reasons.**

Summer 2010 Course Schedule

[Click Here to get Pricing and Information on Textbooks and other Course Materials](#)

ACCT1100-200A	Accounting for Office Careers	40	3 Louis Lehr	M	W	10:30a-12:55p	214
BIOL101-600O	General Biology (non-science majors)	0	3 Elmer Godeny				WWW.LCTCSONLINE.EDU
BIOL1010-100A	Introductory Anatomy and Physiology	40	3 Steven Waddell	M	W	8:00a-10:55a	D116
BIOL101L-600O	GENERAL BIOLOGY LAB (non-science majors)	0	1 Elmer Godeny				WWW.LCTCSONLINE.EDU
BIOL1020-102L	Introductory Anatomy and Physiology Laboratory	25	1 Steven Waddell	M	W	11:00a- 1:55p	D100
BIOL1100-124A	General Biology I	40	3 Shawn Vincent	M	W	5:00p- 7:25p	D117
BIOL1110-302L	General Biology I Laboratory	25	1 Shawn Vincent	M	W	7:30p- 9:55p	D100
BIOL1500-100A	Human Nutrition	40	3 Steven Waddell	M	W	2:00p- 4:25p	D116
BIOL1500-500O	Human Nutrition	75	3 Klaus Heyer				Online Course
BIOL2000-110A	Microbiology	40	3 Tina Tinney	Tu	Th	8:00a-10:25a	D116
BIOL2010-112L	Microbiology Laboratory	25	1 Tina Tinney	Tu	Th	10:30a-12:55p	D100
BIOL2210-500O	Environmental Science	75	3 Steven Waddell				Online Course
BIOL2300-134A	Human Anatomy and Physiology I	40	3 Shawn Vincent	Tu	Th	5:00p- 7:25p	D105
BIOL2310-312L	Human Anatomy and Physiology I Laboratory	25	1 Shawn Vincent	Tu	Th	7:30p- 9:55p	D100
BIOL2400-112A	Human Anatomy and Physiology II	40	3 Elsa Winsor	Tu	Th	10:30a-12:55p	D116
BIOL2410-110L	Human Anatomy and Physiology II Laboratory	25	1 Elsa Winsor	Tu	Th	8:00a-10:25a	D100
CDYC2980-500O	Practicum	1	6 Tonia Loria				Online Course
CINS1000-322C	Computers for Everyday Use	20	3 Lynn Irby	Tu	Th	5:00p- 7:25p	302
CINS1100-122C	Survey of Microcomputer Applications	20	3 Glenn Appe	Tu	Th	10:30a-12:55p	304
CINS1100-500O	Survey of Microcomputer Applications	75	3 Glenn Appe				Online Course
CIS105-600O	Survey of Computer Applications	999	3 Staff				WWW.LCTCSONLINE.EDU
COOP2010-800E	Co-Operative Education in Business	1	5 Staff				TBA
COOP2010-801E	Co-Operative Education in Business	1	2 Donald Hoffman				TBA
CULA2020-800E	Externship Program	1	2 Ruth Varisco				TBA
DEVE0840-102A	Developmental English I	40	3 Gwendolyn Robinsor	M	W	10:30a-12:55p	120
DEVE0880-100A	Developmental English II	40	3 Jade O'Dell	M	W	8:00a-10:25a	120
DEVM0900-130A	Basic Mathematics	40	3 Christine Thomas	Tu	Th	2:00p- 4:25p	315
DEVM0940-110A	Introductory Algebra	30	3 Christine Thomas	Tu	Th	8:00a-10:25a	315
DEVM0940-112A	Introductory Algebra	40	3 Christine Thomas	Tu	Th	10:30a-12:55p	315
DEVM0940-124A	Introductory Algebra	40	3 Greg Bazin	M	W	5:00p- 7:25p	315
DEVR0780-112A	Developmental Reading II	40	3 Jade O'Dell	M	W	10:30a-12:55p	213
DEVR0780-134A	Developmental Reading II	40	3 Joyce Boudreaux	Tu	Th	5:00p- 7:25p	213
ECON201-600O	Principles of Macroeconomics	999	3 Staff				WWW.LCTCSONLINE.EDU
ECON202-600O	Principles of Microeconomics	999	3 Staff				WWW.LCTCSONLINE.EDU
ELEC1440-322A	Understanding the National Electrical Code	0	3 Chester Mock	Tu	Th	5:00p- 7:25p	B130

EMTP1020-100B	Emergency Med Tech-Basic	40	6 Earl Wilson	M Tu W		8:30a-12:45p	D210
EMTP1030-100B	Basic Skills in Emergency Medical Service	40	1 Earl Wilson		Th	8:30a-12:45p	D210
EMTP1500-100A	Cardiac and Medical Emergencies	20	4 Sandra Leblanc	Tu	Th	8:30a- 4:00p	D210
EMTP1510-110L	Cardiac and Medical Emergencies Lab	20	1 Sandra Leblanc	Tu	Th	8:30a- 4:00p	D210
EMTP1520-120E	Cardiac and Medical Emergencies Practicum	20	1 Sandra Leblanc				Off-Campus
EMTP2320-800E	Special Situations and Operations Practicum	1	1 Staff				TBA
ENGL1010-130A	English Composition I	40	3 Faye Dawn Ruth	Tu	Th	2:00p- 4:25p	120
ENGL1010-312A	English Composition I	40	3 Faye Dawn Ruth	Tu	Th	7:30p- 9:55p	120
ENGL1020-500O	English Composition II	42	3 Gwendolyn Robinsor				Online Course
ENGL1020-501O	English Composition II	20	3 Gwendolyn Robinsor				Online Course
ENGL201-600O	English Literature I	0	3 Staff				WWW.LCTCSONLINE.EDU
GEOG205-600O	Physical Geography	0	3 Staff				WWW.LCTCSONLINE.EDU
HIST201-600O	American History I	0	3 Staff				WWW.LCTCSONLINE.EDU
HIST202-600O	American History II	0	3 Staff				WWW.LCTCSONLINE.EDU
HSOM2040-500O	Computerized Patient Billing	75	3 Rose Frazier				Online Course
HVAC2040-312B	Air Conditioning Controls	25	3 Clifford Wilson	Tu	Th	7:30p- 9:55p	B100
INDT1010-300B	Introduction to Process Technology	40	3 Keith Tolleson	M	W	5:00p- 7:25p	PAC100
INDT1100-102B	Introduction to Industrial Maintenance	0	1 George Foret	M	W	10:30a-12:55p	PAC100
INDT2420-310B	Process Technology II	40	3 Keith Tolleson	Tu	Th	5:00p- 7:25p	PAC104
INDT2430-310B	Process Technology III (Operations)	40	3 George Foret	Tu	Th	5:00p- 7:25p	PAC105
INDT2440-312B	Process Troubleshooting	40	3 Keith Tolleson	Tu	Th	7:30p- 9:55p	PAC105
INDT2910-800E	Process Technology Internship	9	3 Keith Tolleson				PAC100
		0	0				
MATH110-600O	College Algebra	0	3 Mr/s Staff				WWW.LCTCSONLINE.EDU
MATH1180-120A	Algebra for College Students	40	3 Greg Bazin	M	W	2:00p- 4:25p	315
MATH1180-200O	Algebra for College Students	40	3 Christine Thomas	Tu	Th	5:00p- 7:25p	315
MATH1300-130A	College Algebra	40	3 Jeffrey Perigoni	Tu	Th	2:00p- 4:25p	308
		0	0 Greg Bazin				
MATH1300-131A	College Algebra	40	3 Greg Bazin	Tu	Th	2:00p- 4:25p	307
		0	0 Jeffrey Perigoni				
MUSC101-600O	Music Appreciation	0	3 Staff				WWW.LCTCSONLINE.EDU
MUSC1100-134A	Music Fundamentals I	40	3 Carly Gervais	Tu	Th	5:00p- 7:25p	Music Room
NURS1000-100B	Nursing Assistant	20	7 Anna Brannan	M Tu W Th		8:00a-12:25p	D115
NURS1050-100A	Medical-Surgical Nursing II Theory	70	5 Staff	M Tu W Th F		8:00a- 4:30p	D105
NURS1060-100L	Medical Surgical Nursing II Laboratory	70	2 Staff	M Tu W Th F		8:00a- 4:30p	D105
NURS1070-100A	Medical Surgical Nursing III Theory	70	5 Staff	M Tu W Th F		8:00a- 4:30p	D212
NURS1080-100L	Medical-Surgical Nursing III Laboratory	70	5 Staff	M Tu W Th F		8:00a- 4:30p	D212
NURS1100-100A	Maternal Child Nursing Theory	70	5 Staff	M Tu W Th F		8:00a- 4:30p	D105

NURS1110-100L	Maternal Child Nursing Laboratory	70	1 Staff	M Tu W Th F	8:00a- 4:30p	D105
NURS1130-100A	Career Readiness	70	1 Staff	M Tu W Th F	8:00a- 4:30p	D212
PARL2350-200O	Special Topics in Paralegalism	9	3 Jeffrey Perigoni	Tu Th	5:00p- 7:25p	LIBRARY
PARL2500-500O	Paralegal Practicum	10	3 Jeffrey Perigoni			Online Course
PHSC1000-300A	Physical Science I	40	3 Robert Perry	M W	5:00p- 7:25p	D105
PHSC101-600O	Physical Science	0	3 Staff			WWW.LCTCSONLINE.EDU
PHSC1100-302L	Physical Science I Lab	30	1 Robert Perry	M W	7:30p- 9:55p	D105
POLI110-600O	American Government	0	3 Staff			WWW.LCTCSONLINE.EDU
PSYC1100-100A	Introduction to Psychology	40	3 Nora Kametani	M W	8:00a-10:25a	116
PSYC1100-134A	Introduction to Psychology	40	3 Nora Kametani	Tu Th	5:00p- 7:25p	116
PSYC2100-500O	Human Growth and Development	75	3 Nora Kametani			Online Course
SOC201-600O	INTRODUCTION TO SOCIOLOGY	999	3 LCTCSONLINESTAFF			WWW.LCTCSONLINE.EDU
SOCI1100-500O	Introduction to Sociology	75	3 Klaus Heyer			Online Course
SPCH1100-130A	Fundamentals of Effective Speaking	40	3 William McPherson	Tu Th	2:00p- 4:25p	207
SPCH120-600O	Introduction to Public Speaking	0	3 Staff			WWW.LCTCSONLINE.EDU
SPCH1310-124A	Interpersonal Communication	40	3 William McPherson	M W	5:00p- 7:25p	207
SPCH2150-120A	Public Speaking	40	3 William McPherson	M W	2:00p- 4:25p	207
SPCH2200-134A	Argumentation and Debate	40	3 William McPherson	Tu Th	5:00p- 7:25p	207
SPTP1000-100B	Green Team	40	4 Ernest Frazier	M W	8:30a- 3:45p	TBA
SPTP1000-101B	Green Team	40	4 Ernest Frazier	Tu Th	8:30a- 3:45p	TBA
WELD1100-300L	Oxy-Acetylene Cutting & Welding	20	4 Keith Dampier	M W	5:00p- 9:45p	B131
WELD1130-120L	Basic Arc Welding	20	3 Keith Dampier	M W	12:00p- 4:45p	B131

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