



# **FIRE**

## **PROTECTION TECHNOLOGY**

### **Summer 2012 New Student Registration**

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444 Western Boulevard  
Jacksonville, North Carolina 28546-6816  
Phone (910) 455-1221

March 2012

Dear New Fire Protection Technology Student:

Welcome to the Fire Protection Technology Program at Coastal Carolina Community College! Enclosed you'll find registration information for Summer 2012. Instructions on how to log-on to Blackboard and begin your class(es) will come with your schedule. Schedules will be mailed to you by the FIP Counselor, Rachel Ayers, after you have been registered for classes.

We hope you'll find this Summer 2012 Registration information useful as you prepare to begin your studies with us. Before you complete your registration card, we strongly encourage and invite you to contact us so we can discuss your educational goals and assist with your schedule. Again, thank you for your interest in the Fire Protection Technology Program. Should you have any questions or concerns please do not hesitate to contact us.

Sincerely,

Rachel E. Ayers, Academic  
Counselor 910-938-6249  
[ayersr@coastalcarolina.edu](mailto:ayersr@coastalcarolina.edu)

Ronnie Holton  
Department Head  
(910) 938-6102  
[holtonr@coastalcarolina.edu](mailto:holtonr@coastalcarolina.edu)

Katherine M. Burton  
Instructor  
(910) 938-6796  
[burtonk@coastalcarolina.edu](mailto:burtonk@coastalcarolina.edu)

Ed Duffield  
Instructor  
(910)-938-6200  
[duffielde@coastalcarolina.edu](mailto:duffielde@coastalcarolina.edu)

## **NEW AND READMITTED STUDENTS:**

- Any student who did not attend courses during the Spring 2012 semester is considered a “New or Re-admitted Student,” and must complete a new admissions application in order to attend during the Summer 2012 semester.
- If you are a New or Re-admitted Student and **have not** already completed an application for the Summer 2012 semester, please follow the link below and complete an application:
  - Coastal Carolina Community College [Application](#).
- “New and Re-admitted Students” should carefully read all of the information provided at the link below and should use the Admissions [Checksheet](#) to ensure that they have met the requirements for admission.

## **NEW STUDENTS ADMISSIONS INFORMATION**

Students intending to pursue Fire Protection Technology programs at Coastal Carolina Community College must meet specific requirements for full admission. Students who have not met all admission requirements may begin their first semester of study under provisionally admitted status. However students are expected to gain full admission prior to their second semester of attendance. Full admission requires:

- Submission of an official high school transcript showing proof of graduation, adult high school diploma, or GED scores.
- Submission of official transcripts from all post-secondary educational institutions attended.
- Submission of ASSET, COMPASS or ACCUPLACER placement test scores. (ASSET test transcripts must include scores for **Elementary Algebra**.) Those students in need of placement testing may contact their local community college to set up an appointment for placement testing. Students will need to request that their scores be sent to Coastal Carolina Community College as part of the official transcript.
- Review of the admission and registration process with an Academic Counselor. Counseling is most often conducted by phone or email for online students residing outside of Onslow County. Rachel Ayers is the designated Academic Counselor for the Fire Protection Technology program. You may contact her at [ayersr@coastalcarolina.edu](mailto:ayersr@coastalcarolina.edu) or 910-938-6249.

### **College credit can be received for the following courses with the appropriate documentation:**

- FIP 120 (copy of Firefighter Level II Certificate)
- FIP 136 (copy of Fire Inspector Level III Certificate and current Inspector Level III card)
- FIP 224 (copy of Instructor Level II Certificate)

*(Appropriate documentation may be faxed to 910-455-8362 or mailed to Coastal Carolina Community College, ATTENTION: Rachel Ayers.)*

### **You should also be aware that some courses carry prerequisites as identified below:**

- ART 111-Appropriate placement test scores in Reading and Writing.
- ENG 111-Appropriate test scores in Reading and Writing.
- ENG 114 –Successful completion of ENG 111 or equivalent credit accepted in transfer.
- ENG 231/232/241/242 – Successful completion of ENG 114 or equivalent credit accepted in transfer.
- FIP 144- Successful completion of FIP 124 or FIP 132 or FIP 136 or FIP 152 or FIP 164
- FIP 221 – Successful completion of FIP 220 OR accepted equivalent transfer credit.
- FIP 224 – Successful completion of FIP 124 or FIP 132 or FIP 136 or FIP 152 or FIP 164
- FIP 230- Successful completion of FIP 124 or FIP 132 or FIP 136 or FIP 152 or FIP 164
- FIP 232 - Successful completion of MAT 115 AND FIP 124 or FIP 132 or FIP 132 or FIP 136 or FIP 152 or FIP 164.
- FIP 240 – Successful completion of FIP 124 or FIP 132 or FIP 136 or FIP 152 or FIP 164.
- MAT 115 – Appropriate placement test scores in Math sections.
- MAT 140 – Appropriate placement test scores in Math sections.
- MAT 161- Appropriate placement test scores in Math sections.
- MUS 110- Appropriate placement test scores in Reading and Writing.
- POL 130 – Appropriate placement test scores in Reading and Writing.

# SUMMER 2012 FIP NEW STUDENT CHECKSHEET

- **Complete an application for admissions to the Fire Protection Technology Program (Program Code: A55240) Applications can be found at the following website:**

[http://www.coastalcarolina.edu/student\\_services/admissions/admissions\\_home.htm](http://www.coastalcarolina.edu/student_services/admissions/admissions_home.htm)

Print out and mail your completed application to:

Coastal Carolina Community College  
Attention: Rachel Ayers, FIP Counselor  
444 Western Boulevard  
Jacksonville, NC 28546

- **Submit official high school transcript, adult high school diploma or GED scores.**
  - Students should request that their official high school transcript, adult high school diploma or GED scores be mailed directly from the granting institution to Coastal Carolina Community College, Attention: Rachel Ayers, at the address listed above.
- **Submit official college transcripts.**
  - Students should request that their official college transcripts be sent directly from all colleges/universities attended for curriculum course work to Coastal Carolina Community College, Attention: Rachel Ayers, at the address listed above.
- **Take or submit Placement test scores.**
  - Coastal will accept the ASSET, COMPASS or ACCU PLACER placement test. Students may take the Placement test at the community college closest to them and then have their scores sent directly from the college to Coastal Carolina Community College, Attention: Rachel Ayers, at the address listed above.
- **Confirm admission.**

Contact FIP Counselor, Rachel Ayers to ensure that your application and transcripts have been received.

**IF YOU HAVE ANY QUESTIONS OR NEED ASSISTANCE WITH THE ADMISSION PROCESS, CONTACT US!**

Ronnie Holton  
Department Head  
(910) 938-6102  
[holtonr@coastalcarolina.edu](mailto:holtonr@coastalcarolina.edu)

Katherine M. Burton  
Instructor  
(910) 938-6796  
[burtonk@coastalcarolina.edu](mailto:burtonk@coastalcarolina.edu)

Ed Duffield  
Instructor  
(910) 938-6200  
[duffielde@coastalcarolina.edu](mailto:duffielde@coastalcarolina.edu)

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## SUMMER 2012 AVAILABLE COURSES

(Courses listed below are open subject to availability)

<b>Fire Protection Courses:</b>		<b>Credit Hours</b>
• FIP 128	Detection and Investigation	3
• FIP 132	Building Construction	3
• FIP 136	Inspections and Codes	3
• FIP 221	Advanced Fire Fighting Strategies	3

<b>Required and Elective Courses Available Online</b>		<b>Credit Hours</b>
• ART 111	Art Appreciation**	3
• CIS 110	Introduction to Computers	3
• ENG 111	Expository Writing **	3
• ENG 114	Professional Research and Reporting**	3
• ENG 231	American Literature I **	3
• ENG 232	American Literature II **	3
• ENG 242	British Literature II**	3
• MAT 115	Mathematical Models **	3
• MUS 110	Music Appreciation**	3
• POL 130	State and Local Government **	3

(Courses listed above are open subject to availability)

Courses with a (\*\*\*) next to them require appropriate placement test scores or college level English or Math. If you have not taken the Asset or Compass test, or if you have not had college level English and/or Math, you will not be able to pre-register for courses marked with an (\*\*).

**BE ADVISED: Some of the related courses DO require students to secure a proctor at a local community college for testing purposes.** For information on specific course requirements, please visit: [Online Course Requirements](#).

# **FIRE PROTECTION TECHNOLOGY BOOK LIST**

## **SUMMER 2012**

***College Bookstore: 910-938-6295***

**OR you can access our online site at the link below:**

**[Coastal Carolina Community College Bookstore- Buy textbooks online](#)**

### **FIP 128 – Detection and Investigation:**

- *Fire Investigator: Principles and Practices to NFPA 921 and NFPA 103*, 3<sup>rd</sup> Edition  
International Association of Arson Investigators  
NFPA 2012  
ISBN-13: 978-0-7637-5851-6

### **FIP 132 -- Building Construction:**

- *Brannigan's Building Construction for the Fire Service*, 4<sup>th</sup> Edition  
Brannigan, Corbett  
NFPA  
ISBN-13 978-0-7637-4494-6

### **FIP 136 – Inspections and Codes:**

- *Fire Prevention: Inspection and Code Enforcement*, 3<sup>rd</sup> Edition  
Diamantes, David  
Delmar Cengage Learning  
ISBN-13: 978-1-4180-0944-1

### **FIP 221 – Advanced Firefighting Strategies:**

- *Firefighting Strategies and Tactics*, 2<sup>nd</sup> Edition  
Angle, Gala, Harlow, Lombardo, Maciuba  
Delmar Learning, 2008  
ISBN-13: 978-1-4180-4893-8

\*\*This is the same book purchased for FIP 220- Firefighting Strategies

## **NEW STUDENT REGISTRATION INFORMATION**

The Summer 2012 semester begins on Thursday, May 17, 2012. All online courses will be made available to students on Blackboard by 12:00 pm on the first day of class. If you do not see all of your courses available on Blackboard after 12:00 pm on May 17th, please contact Ronnie Holton, Katherine Burton, or Ed Duffield.

**NEW STUDENT REGISTRATION WILL BEGIN ON April 20th!** In order to register new students on 20th, it is important that students **complete and return the enclosed registration information as soon as possible**. Please DO NOT wait until April 20th to send in your information.

To register for Summer 2012 classes:

- Please fax the enclosed FULLY COMPLETED registration form to 910-455-8362
- Include your name, email address and Student ID number or Social Security number on **all** information sent by fax. Phone and e-mail requests will not be accepted.
- Review the online course guidelines found in this document and sign and date the statement at the bottom of the registration card indicating that you understand those guidelines. This is important because registrations will not be processed unless this statement is signed.
- Indicate the course number and section if you plan to register for a seated class.

You will receive email confirmation that your fax was received within two business days. If you have not received an email confirming receipt of your fax within two business days, please contact Ronnie Holton, Katherine Burton, or Ed Duffield. For questions related to email confirmations or course availability on Blackboard, please contact: Ronnie Holton at [holtonr@coastalcarolina.edu](mailto:holtonr@coastalcarolina.edu) or 910-936-6102, Katherine M. Burton [burtonk@coastalcarolina.edu](mailto:burtonk@coastalcarolina.edu) or 910-938-6796, or Ed Duffield at [duffielde@coastalcarolina.edu](mailto:duffielde@coastalcarolina.edu) or 910-938-6200.

*\*\*Please be advised we will not be accepting any registrations from April 9<sup>th</sup>-13<sup>th</sup>\*\**

**PLEASE FAX TO 910-455-8362**  
**COASTAL CAROLINA COMMUNITY COLLEGE**  
**REGISTRATION CARD**

**Student ID:**  
**Name:**  
**Address:**

**CURRICULUM CODE: A55240**

**TERM: Summer 2012**

To correct any of the information above, please go to the Registrar's office and request an Information Change Notice or see an academic counselor.

**PLEASE MARK ONE FROM EACH CATEGORY**

**SHORT TERM GOAL**

- 1. To prepare for transfer to a 4 year college
- 2. To gain skills necessary to enter a new occupation
- 3. To gain skills necessary to retrain, remain current, or advance in a current occupation
- 4. To satisfy a personal objective
- 5. To improve basic reading, writing, or math skills

**EMPLOYMENT**

- 1. Retired
- 2. Unemployed-not seeking employment
- 3. Unemployed-seeking employment
- 4. Employed 1-10 hours per week
- 5. Employed 11-20 hours per week
- 6. Employed 21-39 hours per week
- 7. Employed 40 or more hours per week

DEPT PREFIX	COURSE NO	CREDIT HRS	*CREDIT EXAM
<b>FIP</b>	<b>124</b>	<b>3</b>	

**TOTAL CREDIT  
HOURS:**

**OVER 21 CREDIT HOURS MUST BE APPROVED FOR OVERLOAD. APPROVAL: \_\_\_\_\_**

**Email Address: \_\_\_\_\_**

**STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ ENTERED BY: \_\_\_\_\_**

\*If you plan to challenge or audit a course, please check the appropriate box and complete the appropriate form. Challenge and audit forms are available in the registrar's office.

**I have read the online course guidelines and understand the requirements for an online course.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please see the General Requirements to enroll in an online course, which are listed on the [Distance Learning](#) home page.

**The Fire Protection Technology Program is designed to be an online program.** Before enrolling in an online curriculum course, the student must have:

- A working knowledge of the Internet, e-mail, and basic word processing skills.
- Continuous access to a computer with a reliable connection to the Internet.

In addition to Coastal's general online requirements, Fire Protection Technology online courses also require:

- Word processing program that has the ability to save files in "rich text" format (.rtf), and read Microsoft Word documents containing a ".doc" or ".docx." Extension.
- Ability to view PowerPoint presentations (Microsoft PowerPoint or a PowerPoint viewer)
- A recent version of a minimum of two different internet browsers such as Internet Explorer, Firefox, Google Chrome or Safari.
- A recent version of Adobe Acrobat Reader or other PDF file reader, such as Foxit. A file compression utility.

All courses in the Fire Protection Technology degree program are offered online. Student success relies heavily on the individual's knowledge and ability to use computers and technology efficiently. Therefore, it is strongly recommended that upon entering the program the student without a transferable equivalent, enroll in CIS 110.

Estimated time needed for a student to be successful in each FIP online class:

- FIP 120 - 3 to 5 hours a week
- FIP 124 - 3 to 5 hours a week
- FIP 128 - 3 to 5 hours a week
- FIP 132 - 3 to 5 hours a week
- FIP 136 - 3 to 5 hours a week
- FIP 144 - 4 to 6 hours a week
- FIP 152 - 3 to 5 hours a week
- FIP 160 - 3 to 5 hours a week
- FIP 164 - 3 to 5 hours a week
- FIP 220 - 3 to 5 hours a week
- FIP 221 - 3 to 5 hours a week
- FIP 224 - 5 to 7 hours a week
- FIP 230 - 6 to 10 hours a week
- FIP 232 - 5 to 8 hours a week
- FIP 236 - 3 to 5 hours a week
- FIP 240 - 3 to 5 hours a week

Some courses within the Fire Protection Technology program require proctored testing.

All efforts will be made to inform students of the courses that require proctors for testing at the start of each registration period. Additional information on proctor requirements will be available from the course instructor.

The only course with an on campus requirement is FIP 224-Instructor Methodology. FIP 224 course objectives require that the student complete a seventy-five to ninety minute presentation at the end of the semester. Students are required to come to campus for their presentation. The presentation date will be determined by the instructor and student at the start of the semester.

Additionally, for FIP 224- Instructional Methodology, the student must have the ability to submit video presentations of up to 15 minutes in length for evaluation. This can be accomplished through the use of web-cam, digital camera, digital camcorder, smart phone or any other device that will allow the student to submit the file in a .wmv, .mpeg, or .mov format as part of an assignment. The video should not be in HD format.



## ONLINE COURSE REQUIREMENTS

Before enrolling in an online course, students must...

- Have a working knowledge of the Internet, e-mail, and basic word processing skills.
- Have continuous access to a computer with a reliable connection to the Internet.

Computers are available on campus: (Ragsdale Computer Lab, Room 105)	M-Th F S	7:00AM-9:50PM 8:00AM-4:50PM 8:00AM-4:50PM
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There are various other computer labs available to students across campus. Contact the HelpDesk at 938.6123 for more information.

- Be highly self-motivated and self-directed. Coastal's online courses are equivalent to traditional courses in academic rigor and student requirements. Students should not view an online course as "easier" than traditional courses. In fact, successful students often find online classes to be more challenging than traditional classes, due to the additional reading and personal discipline that is required.

After enrolling in an online course, students must...

- Purchase all the required course materials, including the textbook(s), access codes, etc.
- Log into the class on the **first day** of the semester (courses are available at noon). Continual participation within the course is essential, with most courses requiring weekly interaction. The attendance policy found in the college catalog applies to online courses as well; how it will be measured can be found in each course's syllabus. Many documents will be posted for a limited time and it is the student's responsibility to keep up with the course calendar and specific due dates.
- During the semester, communicate with the instructor, and other students in the course, utilizing the **College's** e-mail system (Campus Cruiser), in which you will be assigned a student address. (See handout "What I Need to Know to be an Online Learner")

By signing this form, you are acknowledging all requirements as outlined above and that you understand that some online courses may require proctored exams or have other special requirements such as specific software needs. You agree to review and abide by the special requirements for your online course(s) as published on the college's website under Quick Links as "Online Course Requirements by Course" and at the following URL...[http://www.coastalcarolina.edu/distance\\_learning/distance\\_learning\\_home.htm](http://www.coastalcarolina.edu/distance_learning/distance_learning_home.htm)

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_ **ID#:** \_\_\_\_\_

**COASTAL CAROLINA COMMUNITY  
COLLEGE  
ACADEMIC CALENDAR**

**Summer Semester 2012**

May 17	Thursday	Summer Semester Full (10-week) and First (5-week) Sessions Begin
May 28	Monday	Memorial Day Holiday
June 21	Thursday	First (5-week) Session Ends
June 25-29	Monday-Friday	Summer Break ( <i>Curriculum classes only</i> )
July 2	Monday	Second (5-week) Session Begins
July 4	Wednesday	Independence Day Holiday
August 6	Monday	Summer Semester Full (10-week) and Second (5-week) Session Ends
August 7	Tuesday	Weather day, if needed

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**SUMMER 2012  
IMPORTANT DATES**

<b>Registration Letter Mailed Out/Information Posted on Command Post/FIP website</b>	<b>March 19, 2012</b>
<b>Faxed Registrations Due</b>	<b>April 5, 2012</b>
<b>Fully Admitted 50+ Hours Online registration</b>	<b>April 16, 2012</b>
<b>Fully Admitted 30-50 Hours Online registration</b>	<b>April 17, 2012</b>
<b>Fully Admitted Less than 30 Hours Online Registration</b>	<b>April 18, 2012</b>
<b>Provisionally Admitted Online Registration</b>	<b>April 19, 2012</b>
<b>New FIP Student Registration</b>	<b>April 20, 2012</b>
<b>FIP Purge Date for Non -Payment</b>	<b>May 1, 2012</b>
<b>Last day to drop with a 100% refund</b>	<b>May 16, 2012</b>
<b>Last day to drop with a 75% refund</b>	<b>May 23, 2012</b>

## **PLACEMENT TESTS**

Each student enrolled in either the Associates of Applied Science or Diploma program for Fire Protection Technology must take the COMPASS, ACCUPLACER, or ASSET Placement Test. These tests can be taken at your local community college, with the test scores sent to us at Coastal Carolina Community College.

Any student who has already earned a grade of “C” or higher in a **COLLEGE LEVEL ENGLISH OR MATH** is exempt from this test. This decision can only be made by a CCCC Academic Counselor upon review of an **OFFICIAL COLLEGE TRANSCRIPT**.

Contact information for each Community College in North Carolina is listed below. Since each Community College will have different testing times and procedures, it is important that you contact your local Community College to set up a time to take the Placement Test. Coastal Carolina Community College accepts COMPASS, ACCUPLACER, and ASSET Placement Test scores.

### **Community College / Phone Number**

Alamance Community College  
336-506-4140

Asheville-Buncombe Technical Community College  
828-254-1921, ext. 291

Beaufort County Community College  
252-940-6233

Bladen Community College  
910-879-5565

Blue Ridge Community College  
828-694-1800

Brunswick Community College  
910-755-7300

Caldwell Community College & Tech. Inst.  
828-726-2721

Cape Fear Community College  
910-362-7479

Carteret Community College  
252-222-6218

Catawba Valley Community College  
828-327-700, ext. 4266

Central Carolina Community College  
919-718-7300

Central Piedmont Community College  
704-330-6886

Cleveland Community College  
704-484-5325

### **Community College / Phone Number**

Durham Technical Community College  
919-686-3756

Edgecombe Community College Tarboro  
252-823-5166

Rocky Mount  
252-446-0436

Fayetteville Technical Community College  
910-678-8417 / 8394

Forsyth Technical Community College  
336-734-7324

Gaston College  
704-922-6214

Guilford Technical Community College  
336-334-4822

Halifax Community College  
252-536-7254

Haywood Community College  
828-627-4503

Isothermal Community College 8  
28-286-3636

James Sprunt Community College  
910-296-2506

Johnston Community College

919-934-3051

**Community College / Phone Number**

Lenoir Community College  
252-527-6223, x309

Martin Community College  
252-792-1521, x293

Mayland Community College  
828-765-7351

McDowell Technical Community  
College  
828-652-0684

Mitchell Community College  
704-878-3200

Montgomery Community College  
910-576-6222

Nash Community College  
252-451-8300

Pamlico Community College  
252-249-1851, ext. 3026

Piedmont Community College  
336-599-1181

Pitt Community College  
252-493-7561

Randolph Community College  
336-633-0224

Richmond Community College  
910-582-7000

Roanoke-Chowan Community College  
704-637-0760

Robeson Community College  
910-272-3353

**Community College / Phone Number**

Rockingham Community College  
336-342-4261

Rowan-Cabarrus Community College  
704-216-3593

Sampson Community College  
910-592-8081

Sandhills Community College  
910-695-3733

Southeastern Community College  
910-642-7141, ext. 279

Southwestern Community College  
828-586-4091, ext. 332

Stanly Community College  
704-991-0226

Surry Community College  
336-386-3443

Tri-County Community College  
828-837-6810

Vance-Granville Community College  
252-492-2061, ext. 3286

Wake Technical Community College  
919-866-5461

Wayne Community College  
919-735-5151, ext. 24

CCCC- FIP NEW Summer 2012