



*Onslow Career and
College Promise Program*

Continuing Education Courses

APPLICATION
PACKET

Summer 2022 | Fall 2022 | Spring 2023



The Program:

In accordance with Session Law 2011-145 Appropriations Act of 2011, Onslow County Schools and Coastal Carolina Community College(Coastal) established the Career and College Promise Program (CCP). More recently, CCP has provided opportunities for eligible juniors and seniors to take Continuing Education courses that lead to state or industry-recognized credentials.

The Cost:

Approved students pay no tuition. Students are required to purchase textbooks and pay insurance fees, as required. Some classes require digital material in lieu of a physical textbook; this is referred to as Inclusive Access. The price of this material will be automatically billed to your account and must be paid to the College Accounting Office prior to the first day of class. Failure to pay the cost of this material may result in you being disenrolled from all registered classes.

*Criteria:**

- a) Be a high school junior or senior.
- b) Have permission from parents, high school counselor, and principal.
- c) Meet academic criteria:
 - 1) Have a 2.8 unweighted GPA or higher on high school courses **OR**
 - 2) Demonstrate college readiness in English, reading and mathematics on one of the approved assessments **OR**
 - 3) Have the recommendation of the high school principal with a rationale to waive the GPA/assessment score requirement.

Approved Assessments:

	RISE (EFFECTIVE 7/1/19)	NC DAP (ENDS 6/30/19)	SAT	PSAT	PRE ACT OR ACT
English & Reading	70 Tier 1 & 2	151	480	English 26 & Reading 26	English 18 & Reading 22
Mathematics	70 Tiers 1, 2, & 3	7 on each DMA 010-060	530	24.5	22

**Other criteria may be required for Continuing Education pathways.*

Admissions Policy and Information:

Coastal Carolina Community College maintains an open door admissions policy for all applicants. The College serves students regardless of race, color, national origin, sex, sexual orientation, gender, gender identity, gender expression, pregnancy, disability, age, religion, veteran status, or any other characteristic or status protected by applicable local, state, or federal law in admission, treatment, or access to, or employment in, its programs and activities. Selective placement of individual students in the different programs of study within the College is determined by the Admissions Office, within the guidelines established by the State Board of Community Colleges and the North Carolina Community College System for each program of study and course offered.

- As a general rule, high school students are limited to two college courses (7 semester hours credit) per semester.
- Students who complete two college semesters with a cumulative college GPA of 3.0 or higher may request, in writing, to take up to eleven credits. See your college liaison for details.
- CCP students must be at least 16 years of age and must be making appropriate progress toward graduation.
- Effective 2019-20, high school credit may be awarded for articulated Career and College Promise (CCP) Workforce Continuing Education pathways that have been approved by the CCP Leadership Team (CCPLT) and do not duplicate efforts by the high school. The CCPLT consists of representatives from NCDPI Career and Technical Education and Advanced Learning and Gifted Education Divisions and Community College System Office representatives from Workforce Continuing Education, Career and Technical Education, and Academic Programs.

Continuing Education Pathways:

Pharmacy Technician Pathway (PHM 3250)

- This course is designed to prepare individuals to take one of the national certification examinations for pharmacy technicians, as well as to train individuals to work under the supervision of a pharmacist in retail or institutional settings. Students are provided with an understanding of the responsibilities and duties of pharmacy technicians and the basic knowledge and skills to provide competent assistance to the pharmacist. Topics covered include drug classification, drug distribution, laws and regulations basic to pharmacy practice, as well as math calculations necessary for daily pharmacy operations in various types of pharmacy settings.
- Additional Criteria:
 - Reading score of 10.0 or higher and Mathematics score of 8.0 or higher must be earned on a prescribed test.
 - Candidates who are within 60 days of acquiring their HS Diploma or equivalent educational diploma will be eligible to apply for the PTCB. PTCB Certification will not be granted until proof of HS completion (or equivalent) is provided to PTCB.
- Approved High Schools: Dixon, Northside, Southwest, White Oak, Lejeune, Homeschools, and Private Schools.

Emergency Medical Technician Pathway (EMS 4200)

- The Emergency Medical Technician Program is designed to train individuals to become emergency medical personnel functioning in the pre-hospital environment. This course teaches patient assessment and basic life support techniques including airway management and CPR; hemorrhage control; oxygen administration; shock; bandaging and splinting; skull, spine, and chest injuries; child birthing; exposure to cold and heat; and transferring patients to medical facilities, ambulance operations and mass casualty incident response. Successful completion of this course allows the student to take the North Carolina and National EMT Registry Exams
- Additional Criteria
 - Reading score of 11.0 or higher must be earned on a prescribed test.
 - Must be 17 years of age on or before the official end date of the course.
- Approved High Schools: Dixon, Jacksonville, Northside, Richlands, Swansboro, White Oak, Lejeune, Homeschools, and Private Schools.

Nurse Aide Pathway (NUR 3240)

- The Nurse Aide I Training Program prepares graduates to provide personal care and perform basic nursing skills for the client. Emphasis is on the process of aging including the mental, social, and physical needs of the client, specific to client's rights, nutrition management, elimination procedures, safe environment, restorative services, personal and special care procedures and activities, human body structure, function, and related common diseases / disorders, communication / documentation, death / dying, and the professional role of the Nurse Aide as a member of the health care team.
- Upon satisfactory completion of the NA I training program, the graduate is eligible to take the NNAAP Examination (skills and written / oral competency exam) for the North Carolina Registry. After achieving a passing grade, the graduate will be listed as a Nurse Aide I by the Division of Health Service Regulation (DHSR).
- Additional Criteria:
 - Reading score of 8.0 or higher must be earned on a prescribed test.
 - Must be 16.5 years of age prior to the start of the course.
- Approved High Schools: Dixon, Northside, Richlands, Southwest, Swansboro, White Oak, Homeschools, and Private School.

Title IX

What is Title IX

Title IX is a federal law that protects all students, employees, vendors, visitors and volunteer of Coastal Carolina Community College from sex discrimination, sexual misconduct, and sexual harassment. "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance." Coastal Carolina Community College is dedicated to creating a safe and welcoming environment that is conducive to academic excellence and personal growth. All CCCC students, faculty, staff, administrators, counselors and visitors must comply with Title IX.

How to report Title IX violations on campus?

To file a formal, written complaint please contact:

Dr. Annette Harpine, VP of Administrative Support Services, Title IX Coordinator

If on campus: Office Location: **Administration Building, Office #7**

If off campus or after business hours: Leave a message at: 910-938-6788 OR

Email: harpinea@coastalcarolina.edu

Community Resources

The following agencies have extensive investigating and/or providing resources concerning sexual misconduct and sexual violence.

Jacksonville Department of Public Safety

(910) 455-1472

Or 911 in case of an emergency

Onslow County Sheriff Department

(910) 455-3113

Onslow County Health Department

(910) 347-2154

CLNC Counseling Center

(910) 451-2864

Onslow Memorial Hospital

(910) 577-2345

Onslow County Women's Center, Inc.

(910) 347-4000

MCAS New River Counseling Center

(910) 449-6110

Steps for Admission and Enrollment

1. Complete key components of the application:
 - a. Complete the Student Information and Medical Information Sections.
 - b. Complete the College Readiness Verification Section.
 - i. Write in current **unweighted** high school GPA and attach a copy of your transcript.
 - ii. Write in **all qualifying** assessment scores and attach a copy of each set of scores.
 - c. Select the semester; Students must complete a new application for each semester.
 - d. Write in high school release times for each semester.
 - e. Write in your career goal.
 - f. Select a Pathway. Returning students may not change Pathways without written permission.
 - g. Select courses you wish to take. Courses must be in your chosen pathway.
2. Meet with your high school counselor to review your plan and get signatures.
3. Return your completed application to the college liaison.
4. Take any required test in the Kenneth B. Hurst Continuing Education Building. Bring your test ticket.
5. Enroll in approved class.
6. Get a Coastal Photo ID, parking placard, textbooks, pay insurance fees(if required), and mark your calendar for the first day of class.

For Enrollment and Admission Information, Contact:

Cathy Carroll

College Liaison
carrollc@coastalcarolina.edu
(Lejeune HS, Northside HS, OCLC,
OVSS, and White Oak HS)

Cobi Hamp

College Liaison
hampc@coastalcarolina.edu
(Dixon HS, Swansboro HS,
Homeschools, and Private Schools)

Jan Marshburn

College Liaison
marshburnm@coastalcarolina.edu
(Jacksonville HS, Richlands HS,
Southwest, HS and Skills Center)

Ashley Gurganus

Division Chair for
Continuing Education
gurganusa@coastalcarolina.edu
(910)938-6308

Princesa Hurd

Academic Advisor & Coordinator
for Career and College Promise
hurdp@coastalcarolina.edu
(910)938-6249

For On Campus Support for Enrolled Students Contact:

Hannah Padilla

Career and College Promise Success Coach
padillah@coastalcarolina.edu
(910)938-6703
(CCCC site students and online students)

Lydia Torres

Part-Time Specialist for
CCP Student Support & Success
torresl@coastalcarolina.edu
(910)938-6703
(OCS Site Students)



**NC CAREER &
COLLEGE PROMISE**

Career & College Promise Program Continuing Education Application

Student Information:

Coastal Student ID# _____

Student's Last Name: _____ First Name: _____ Middle Initial: _____

Address: _____ City: _____ State: _____ Zip: _____

Birthdate: _____ Grade: _____ Gender: ☐ M ☐ F SSN: _____ - _____ - _____

High School: _____ Anticipated Graduation Date: _____

Student Current Phone Number: _____ Email Address: _____

Family Current Phone Number: _____ Email Address: _____

Ethnicity: ☐ Hispanic or Latino

Race (if Non-Hispanic): ☐ Asian ☐ Black or African American ☐ White
☐ American Indian or Alaskan Native ☐ Native Hawaiian or Other Pacific Islander

Citizenship:

☐ US Citizen ☐ Non-Immigrant Alien ☐ Not US Citizen, Name Country _____
☐ Permanent Resident Alien

Emergency and Medical Information:

Contact in case of emergency: _____

Address: _____ City: _____ State: _____ Zip: _____

Relationship: _____ Phone(s): _____

I have an IEP, 504, or medical condition that requires academic accommodations. Yes ☐ No ☐ Initials _____

If you have a disability and wish to request an accommodation, contact the Coordinator for Disability Support Services in the Student Center Building for an appointment after completing your CCP application. Students are required to submit current documentation of their disability prior to the implementation of accommodation services. Students requesting accommodations from the College must have a disability, as defined by Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. Self-identification and providing documentation can be initiated at any time; however, the student must allow reasonable time for accommodations to be implemented.

Pathway, College Readiness, Courses, Semester, and Release Times to be completed with high school counselor

College Readiness Verification:

High School Unweighted GPA: _____ (Attach transcript)

	RISE (EFFECTIVE 7/1/19)	NC DAP (ENDS 6/30/19)	SAT	PSAT	PRE ACT OR ACT	TABE Continuing Education Courses ONLY
English & Reading	Tier 1: Tier 2:			English: Reading:	English: Read-ing:	
Mathematics	Tier 1: Tier 2: Tier 3:					

Coastal Semester: ☐ Summer 2022 ☐ Fall 2022 ☐ Spring 2023

High school Fall semester release time (required) _____

High school Spring semester release time (required) _____

*Students may not enroll in classes without a **minimum** of 30 minutes travel time.

Dependent Status:

Are you a dependent of an active duty service member?

☐ Yes ☐ No

Continuing Education Pathways: (select one)

- ☐ Emergency Medical Technician (EMS 4200)
Approved Onslow County Schools: Dixon, Jacksonville, Lejeune, Northside, Richlands, Swansboro, and White Oak, Lejeune
- ☐ Nurse Aide I (NUR 3240)
Approved Onslow County Schools: Dixon, Northside, Richlands, Southwest, Swansboro, and White Oak
- ☐ Pharmacy Technician (PHM 3250)
Approved Onslow County Schools: Dixon, Lejeune, Northside, Southwest, White Oak, and Lejeune

Required Signatures for Approval, Registration, and Release of Information

I hereby certify that the information I have given is true to the best of my knowledge. All parties approve of the courses, schedule, and information provided on the entire application. All parties agree and understand that at the end of each term, Coastal Carolina Community College will provide Onslow County Schools with: (1) a summary listing of high school students who participated in the approved program through the College and (2) a summary listing of the grade performance for each high school student. Your signatures below will authorize the release of such information.

High School Counselor Signature: _____ Date: _____
Student Signature: _____ Date: _____
Parent/Guardian Signature: _____ Date: _____
Principal/Designee Signature: _____ Date: _____
CE Signature: _____ Date: _____

Family Educational Rights and Privacy Act (FERPA)

FERPA is a federal law intended to protect student privacy in regard to educational records. It applies to any school that receives funds from the US Department of Education. According to 20 U.S.C. 1232g(d), "whenever a student has attained eighteen years of age, or is attending an institution of postsecondary education, the permission or consent required of and the rights accorded to the parents of the student shall thereafter only be required of a accorded to the student."

Please initial the appropriate box indicating information approved for release:

- _____ Academic Information (grades/GPA, registration, ID number, academic progress, accommodations)
- _____ Attendance (enrollment status and attendance)
- _____ Financial Aid Information (awards, application data, disbursements, eligibility, progress and status)
- _____ Student Account Information (billing statements, charges, credits, payments, collection activity)
- _____ All Records Listed Above (any educational records)

Name(s) of person(s) who may access your educational record:

Name _____ Address _____

Name _____ Address _____

By signing below, I acknowledge that the above information may be released, discussed, or disclosed. I understand I am under no obligation to complete this form. I understand that my information is protected under federal confidentiality regulations and cannot be disclosed without my written consent.

Student's Signature: _____ Date: _____

Model Release

Signature: _____ Date: _____

My signature above grants Coastal Carolina Community College permission to reproduce photographs taken of me for the purposes of publication, promotion, illustration, or advertising, in any manner.