



# 2022-2024 Catalog Addendum

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## **Admissions - Advanced Secondary (Added 9/19/2022)**

Michigan high school students who wish to take college courses with support from their school under PA 160 of 1996: Postsecondary Enrollment Options Act (PSEO) must be determined to be eligible for dual enrollment by their school district, which will provide an eligibility letter for the college. Students and their parents must coordinate with their school districts to receive high school credit. The school districts determine which college courses may be applied toward high school graduation requirements. For more information about dual enrollment, please follow the links from the "College and Career Ready" section of the Michigan Department of Education website, <http://www.michigan.gov/mde/>. Similarly, high school students from other states should get information about dual enrollment requirements from their local school districts and state education departments.

High school students who wish to take classes independently for college credit only must have parental or guardian's consent unless they are emancipated minors. Students or their families are responsible for tuition and fees. They must have a "B" average (3.0 on a 4.0 scale) or better or recommendation from their high school counselor to be admitted as advanced secondary students. The advanced secondary admissions process requires approval from the students' high school to take courses that meet during the secondary school year to help ensure that students' combined course loads are reasonable for them. They may enroll in up to three courses totaling no more than 8 credits per semester and may choose any courses for which they meet the prerequisites. In appropriate circumstances (for example, an unusually light secondary course load) and with the recommendation of the high school, high school seniors may be granted special permission to take more than eight credits.

All Advanced Secondary Students must submit an advanced secondary application form showing parental consent and dual-enrollment eligibility or high school guidance counselor's recommendation to the Admissions Office for each semester of enrollment at KBOCC as an Advanced Secondary Student. The student must fill out a KBOCC application and request for official preliminary high school transcripts from their home institution. Once all forms are received in the Admissions Office, an official Acceptance letter will be mailed to the student.

High school students enrolled in the Career and Technical Education (CTE) programming will be required to complete and submit an advanced secondary application form showing parental consent and CTE Director recommendation to the Admissions Office at the beginning of the academic year to KBOCC. The Copper Country Intermediate School District, in consultation with local school districts, will determine eligibility for dual enrollment based on standards established by their states' Department of Education. The student must fill out a KBOCC application and request for official preliminary high school transcripts from their home institution. Once all forms are received in the Admissions Office, an official Acceptance letter will be mailed to the student.

### **Financial Aid - GI® Bill (Added 9/19/2022)**

GI Bill® is a registered trademark of the U.S. Department of Veterans Affairs (VA). More information about education benefits offered by VA is available at the official U.S. government Web site at <https://www.benefits.va.gov/gibill>.

### **Financial Aid - Tuition Incentive Program (TIP) (Added 9/29/2022)**

TIP is an incentive program encouraging students to complete high school by providing tuition assistance for the first two years of college and beyond. Students are identified annually by the Department of Health and Human Services (DHHS) as having met the Medicaid eligibility requirement. A person needs to be Medicaid eligible for 24 months within 36 consecutive months before application. (The Medicaid benefits received only while in Michigan and only from DHHS are eligible.) Once identified, the Michigan Office of Student Scholarships and Grants (SSG) will send students a notification of eligibility. SSG sends reminder notifications to students during their senior year of high school. Students must complete the application by logging into the MISSG Student Portal or by calling 888-447-2687. Students must file a FAFSA.

To be eligible for TIP, the student must: **complete the application via the MISSG Student Portal ([www.michigan.gov/missg](http://www.michigan.gov/missg)) or by phone at 888-447-2687 no later than August 31** of the academic year in which the student graduates from high school or completes the recognized high school equivalent: graduate with a high school diploma, certificate of completion, or its recognized equivalent prior to age 20; not be incarcerated; meet the institutional SAP policy; not be in default on a federal/state student loan; and be enrolled in at least six credit hours within the degree program during any period of enrollment. TIP will pay up to a maximum of 24 semester credits per academic year and mandatory fees up to \$250 per semester. Mandatory fees are defined as only those fees charged to all students across the board as a requirement for enrollment. Eligible fees include student activity fees and registration fees. No college admission or course-specific fees are eligible. KBOCC will award the TIP Grant for the number of credits the student is enrolled in for the first semester. This number will be subtracted from 24 to determine the amount of the student's; second semester TIP award.

Students must also file a FAFSA. To be eligible, students must initiate the TIP benefits within four years and one fall semester of high school graduation or GED or certificate completion. (Example: June 2013 graduates must initiate by Fall of 2017.) TIP benefits expire six years after high school graduation.

### **Financial Aid - Futures for Frontliners (F4F) (Added 9/29/2022)**

Futures for Frontliners is a state scholarship program for Michiganders without college degrees who worked in essential industries during the state COVID-19 shutdown in Spring 2020 (April 1 - June 30). This scholarship covers in-district tuition, mandatory fees, and contact hour fees for eligible students. Mandatory fees are defined as only those fees charged to all students across the board as a requirement for enrollment. Eligible fees include institutional fees, information technology fees, facility fees, and student services fees. No college admission or course-specific fees are eligible. It is a last dollar program after Pell and any tuition-restricted financial aid.

To be eligible, a student must:

- Be a Michigan resident
- Have worked in an essential industry at least part-time for 11 of the 13 weeks between April 1 - June 30, 2020
- Have been required by their job to work outside the home at least some of the time between April 1 – June 30, 2020
- Not have previously earned an associate or bachelor's degree
- Not be in default on a federal student loan
- Complete a Futures for Frontliners scholarship application by 11 :59 pm on December 31, 2020
- The application window for Futures for Frontliners has closed as of December 31st, 2020. Students are not required to be in good SAP status at the time that they first receive the scholarship. In order to continue receiving the Futures for Frontliners scholarship, recipients must:
  - Continue to be a resident of this state
  - Stay enrolled at least half-time (6 credit hours) in a semester in your program and earn at least 12 credits in a 12-month period
  - Maintain a 2.0 grade point average in the courses you take towards your associate degree or certificate as a Futures for Frontliners student
  - Participate in any academic coaching programs or other college success services your college offers to Futures for Frontliners students
  - Submit your Free Application for Student Aid (FAFSA) annually
  - Students can continue to receive this scholarship until one of the following happens, whichever occurs first:
    - They earn an associate degree, or
    - Four years have passed since first taking classes as part of Futures for Frontliners

Future for Frontliners students who take a leave of absence from KBOCC due to a medical or family hardship, will be subject to approval by the Financial Aid Department, students will continue to receive the grant upon resuming the student's education at KBOCC if the student continues to meet all applicable eligibility requirements.

*Futures for Frontliners is a new program and these criteria are subject to change. Visit [michigan.gov/frontliners](http://michigan.gov/frontliners) for the most current info information about the program.*

### **Financial Aid - Reconnect (RECON) (Added 9/29/2022)**

Michigan Reconnect is a scholarship program that covers in district tuition, mandatory fees, and contact hour fees for eligible students. Mandatory fees are defined as only those fees charged to all students across the board as a requirement for enrollment. Eligible fees include institutional fees, information technology fees, facility fees, and student services fees. No college admission or course-specific fees are eligible. It is a last-dollar program after Pell, TIP, and any other tuition-restricted financial aid.

To be eligible, a student must:

- Be at least 25 years old when you apply

- Have lived in Michigan for a year or more
- Have a high school diploma or equivalent
- Have not yet completed a college degree (associate or bachelor's)

To apply for Michigan, Reconnect, complete an online application at [michigan.gov/reconnect](https://michigan.gov/reconnect). Students are not required to be in good SAP status at the time that they first receive the scholarship. In order to continue receiving the Michigan Reconnect scholarship, recipients must:

- Continue to be a resident of this state
- Stay enrolled at least half-time (6 credit hours) in a semester in your program and earn at least 12 credits in a 12-month period
- Maintain a 2.0 grade point average in the courses you take towards your associate degree or certificate as a Michigan Reconnect student
- Participate in any academic coaching programs or other college success services your college offers to Reconnect students
- Submit your Free Application for Student Aid (FAFSA) annually
- Students can continue to receive this scholarship until one of the following happens, whichever occurs first:
  - They earn an associate degree, or
  - Four years have passed since first taking classes as part of Reconnect

A Michigan Reconnect Grant student who takes a leave of absence from KBOCC due to a medical or family hardship, will be subject to approval by the Financial Aid Department, students will continue to receive the grant upon resuming the student's education at KBOCC if the student continues to meet all applicable eligibility requirements.

*MI Reconnect is a new program and these criteria are subject to change. Visit [Michigan.gov/reconnect](https://michigan.gov/reconnect) for the most current information about the program.*

### **Commencement** (Revised - Added 10/31/22)

A commencement ceremony is held each year at the end of the spring semester. Students who have completed their degree requirements at the end of the preceding spring or fall semesters or summer session and those with four or fewer remaining credits to complete in the summer term may participate in the spring commencement ceremony.

## New/Revised Courses

### **CE107 Competencies and Best Practices in Early Childhood Programs I (4 credits) [This will replace CE101 Introduction to Early Childhood] (New - Added 1/30/23)**

This course focuses on child growth and development birth-5 with emphasis on planning a safe, healthy, and supportive learning environment for young children. Students will do readings, gather or explore resources, and engage in hands on activities/exercises to reinforce what they are learning so they can put theory into developmentally appropriate practice. The course will also help students begin to fulfill requirements of the CDA training process, including the study of child growth and development, safe healthy inclusive learning environments, holistic development, and becoming a professional in the field of early childhood education. This course requires sixty (60) hours of field experience.

### **CE108 Competencies and Best Practices in Early Childhood Programs II (4 credits) [This will replace CE 110 Developmentally Appropriate Practice] (New - Added 1/30/23)**

This is the second of two courses that will prepare students for the CDA (Child Development Associate) competency exam. This course will give students resource materials, a foundation of knowledge, and hands-on experience in ways to nurture cognitive, motor, language, and creative process skills in children. The main objective is to teach students ways to advance physical and intellectual development in young children. Principles of children's growth and development will be integrated throughout the course, as will experiences in observing and recording children's behavior and progress in the areas of creative process, motor development, language, and cognitive development. Long range and daily planning will also be explored. Students will be observed working with children, will continue to work on their professional resource files and will fulfill other course requirements. This course requires sixty (60) hours of field experience.

### **CE210 Creating a Trauma-Informed Classroom (3 credits) (New - Added 1/30/23)**

This course will offer an in-depth look at the different types of trauma children are exposed to, and the impact these trauma events have on children today. We'll also be looking at strategies to help children in today's classrooms cope with the struggles they may face, while offering ways to support children's healing, build their resilience, and foster their compassion.

### **IS107 Digital Design and Publishing (3 credits) (Revised - Added 11/28/22)**

Includes the use computer software and peripherals to manipulate page layouts, edit graphic images and use templates to create business forms.

### **FN203 Event Planning and Management (2 credits) (New - Added 11/28/22)**

Explore the concepts of event planning and management while introducing the concepts of real events from a practical perspective. The class will analyze the three distinct phases of the event process, understanding the impact of economic, social, and cultural factors, have while planning an event. Students will examine the operational factors involved with the beginning, middle, end, and post event procedures and process to include the marketing, sponsorship opportunities, public relations, and promotion.

### **FN297 Capstone (1 credit) (New - Added 11/28/22)**

Culmination of course work completed throughout the Culinary Arts certificate degree program. The course provides students the opportunity to conduct small-scale individual projects or expand upon projects conducted during their course work and to polish skills needed for continuing to a two or four-year degree program or entering the work force.

**HL105 Nursing Assistant (6 credits) (Revised - Added 12/12/22)**

This course prepares students to provide basic personal care in various healthcare settings under the direction of nursing or medical personnel. The goal of providing personal care is to assist persons in attaining and maintaining functional independence. The course includes basic understanding of body systems, skills in bathing, hygiene measures, bed making, obtaining vital signs, cultural competence, patient's rights and therapeutic communication. Anishinaabe cultural content is foundational to provide culturally sensitive care to members of tribal communities. Concurrent enrollment in HL106 is required. Upon successful completion of HL105 and HL106, the student is eligible to complete a state registry skills and theory examination in order to become a Certified Nurse Aide. Prior to acceptance, students will be screened, including a background check, a tox screen, and a two-part TB test. Failing any portion of the screening will disqualify students from enrollment.

**HL106 Nursing Assistant Clinical (0 credits) (Revised - Added 12/12/22)**

This clinical provides supervised practice of the skills acquired in HL105. Students apply their acquired knowledge of body systems and skills in bathing, hygiene measures, bed making, obtaining vital signs, cultural competence, patients' rights, and therapeutic communication in the clinical setting and in providing culturally sensitive care to members of tribal and other diverse communities. Upon successful completion of HL105 and HL106, the student is eligible to complete a state registry skills and theory examination in order to become a Certified Nurse Aide. Concurrent enrollment in HL105 is required. Prerequisites: Prior to acceptance, students will be screened, including a background check, a tox screen, and a two-part TB test. Failing any portion of the screening will disqualify students from enrollment.



## **New/Revised Programs**

### **CULINARY ARTS CERTIFICATE (Revised - Added 11/28/22)**

Students completing this certificate program will learn the culinary arts fundamentals of cooking methods, flavor development, techniques, baking and pastry, operations of a full-service restaurant, and more. This program will give students a hands-on understanding of the professional kitchen and the skills needed for employment in the growing food industry. This certificate will also allow students to explore the option of a two year and four-year degree.

#### ***Learning Outcomes***

Upon completion of the Culinary Arts Certificate Program students will be able to:

1. Develop and demonstrate the skills necessary for meal preparation, nutrition, food safety, and menu development.
2. Calculate recipe quantities to follow standard recipe procedures.
3. Understand and utilize commercial kitchen equipment safely.

<b>Program Requirements</b>	<b>Credits</b>
FN101 Introduction to Culinary Skills	2
FN102 Advanced Culinary Skills	3
FN130 Baking and Pastry	2
FN140 Food Safety and Sanitation with ServSafe	3
FN145 Nutrition and Sustainability	3
FN202 Essentials of Restaurant Management	3
FN203 Event Planning and Management	2
FN297 Capstone Seminar	1
<b>Total Credits Required</b>	<b>19</b>

## HEALTH SCIENCES PROGRAM (Revised - Added 12/12/22)

### ASSOCIATE OF SCIENCE DEGREE

Liberal Studies is one focused way to complete the Liberal Studies, Health Sciences emphasis degree at Keweenaw Bay Ojibwa Community College. By taking courses listed in this specific option, students' complete courses that will help develop 100 and 200 level courses knowledge and skills that will help them to advance and/or transfer into a particular field within Health Science such as nursing, pre-med, pre-veterinary medicine, pre-pharmacy, pre-dentistry or any other healthcare profession or field. Students are advised to work closely with their KBOCC advisor and consult the Health Science Student Handbook to select the specific courses that will help meet their specific career or transfer goals.

The following courses and schedule would comprise the Health Sciences. It is recommended that if the student plans to pursue admission to this curriculum and then transfer to a Healthcare Professional Program at another institution, that they complete the following during their high school years with a grade of "C" or higher:

1. English - 4 years
2. Mathematics - 3-4 years including 2 years of Algebra.
3. Chemistry - 2 years that include laboratory experience.
4. Biology - 2-3 years

### ***Learning Outcomes***

Upon completion of the Liberal Studies - Health Sciences Degree Program students will be able to:

1. Identify and analyze health determinants and disparities to improve equity and access to healthcare with respect to culture, social and ethical differences within the healthcare environment.
2. Integrate the scientific foundations of disease and disability with clinical reasoning skills to enter a health-related career and promote disease prevention and model healthy behaviors.
3. Demonstrate the ability to communicate and collaborate with interdisciplinary professionals.
4. Develop an understanding of professional legal responsibilities, limitations and implications for healthcare workers and accepted ethics that can be applied in all healthcare professions.
5. Apply and demonstrate technical skills and knowledge common to health careers and employ safe work practices that follow health and safety policies and procedures to prevent injury and illness.

<b>General Education Requirements</b>	<b>Credits</b>
College Success Elective ( <i>Choose LS103 or LS133</i> )	2
EN102 College Composition I	3
EN106 Sharing Information and Stories Orally	3
EN202 College Composition II	3
MA103 Quantitative Reasoning	4
Humanities Elective ( <i>Choose any humanities-designated course; must be from a different subject area than the Anishinaabe Awareness elective</i> )	4
BI101 General Biology	4
SO101 Introduction to Sociology	4
<b>Subtotal</b>	<b>27</b>

<b>Anishinaabe Awareness Requirement</b>	<b>Credits</b>
Anishinaabe Awareness Elective ( <i>Choose AS102 or OS110</i> )	4
<b>Subtotal</b>	<b>4</b>

<b>Health Science Requirements</b>	<b>Credits</b>
HL101 Introduction to Health Professions (*)	3
BI223 Anatomy and Physiology I	4
B1224 Anatomy and Physiology II	4
BI245 Microbiology	4
CH111 Chemistry for Health Sciences	4
HL201 Human Nutrition	3
HL100 Medical Terminology	1
HL102 Legal & Ethical Issues in Health Professions	4
PY101 Psychology	4
HL297 Capstone Seminar	3
<b>Subtotal</b>	<b>34</b>

<b>Elective Courses</b>	<b>Credits</b>
MA201 Probability and Statistics	4
HL105 Certified Nursing Assistant	6
HL106 Certified Nursing Assistant Clinical	0
<b>Subtotal</b>	<b>10</b>
<b>Total Credits Required</b>	<b>65-74</b>

## EARLY CHILDHOOD EDUCATION (Revised - Added 1/30/23)

### ASSOCIATE OF SCIENCE DEGREE

Students completing this program will earn the Associate of Science degree and will be prepared to work at Head Start or other preschool settings as a teacher, paraprofessional, or childcare provider. Students intending to continue for a bachelor's degree should carefully check with their advisor regarding the requirements of their planned transfer college.

### Learning Outcomes

Upon completion of the Early Childhood Education program, students will be able to:

1. Provide developmentally appropriate learning environments.
2. Demonstrate culturally sensitive relationship-building techniques for engaging diverse families in their children's learning.
3. Use child assessment information to design programs/practices for young children.
4. Apply competencies of an early child professional.
5. Engage in informed advocacy for children and the profession.

<b>General Education Requirements</b>	<b>Credits</b>
College Success Elective (Choose LS103 or LS133)	2
EN102 College Composition I	3
EN202 College Composition II	3
Lab Science Elective	4
Math Elective (Choose MA103 or higher)	4
Humanities Elective (Choose any humanities-designated course; must be taken from a different subject area than the Anishinaabe Awareness elective)	4
Social Science Elective (Choose any non-PY social science-designated course)	4
<b>Subtotal</b>	<b>24</b>
<b>Anishinaabe Awareness</b>	<b>Credits</b>
Anishinaabe Awareness Elective (Choose AS102 or OS110)	4
<b>Subtotal</b>	<b>4</b>
<b>Early Childhood Education Requirements</b>	<b>Credits</b>
CE107 Competencies and Best Practices in Early Childhood Programs I*	3-4
CE108 Competencies and Best Practices in Early Childhood Programs II	4
CE115 Child Guidance	3
CE210 Creating a Trauma-Informed Classroom	3
CE218 Creative Teaching Methods	3
CE220 Observation and Assessment in Early Childhood Education	3
CE223 Children's Literature	3
CE237 Children with Special Needs	3
CE297 Early Childhood Capstone	3
Early Childhood Electives (Choose from HL201, CE111, CE207, CE290, CE299, OS225 or SO201)	3
PY210 Child Psychology	4
<b>Subtotal</b>	<b>35-36</b>
<b>Total Credits Required</b>	<b>63-64</b>

\*\*Students that have already completed the CDA credential may waive CE107. ECE majors who are interested in this option should speak with their advisor about procedures and appropriate alternative course selections.

## CHILD DEVELOPMENT CERTIFICATE (Revised - Added 1/30/23)

### CERTIFICATE PROGRAM

Upon completion, students will be prepared to apply for the Child Development Associate (CDA) credential awarded by the Council for Professional Recognition in Washington, D.C., which credentials the early childhood education profession.

### Learning Outcomes

Upon completion of the Child Development Certificate Program, students will be able to:

1. Create developmentally appropriate learning activities.
2. Explain how to build family and community relationships.
3. Exhibit professionalism in the field of early childhood.
4. Maintain a portfolio to demonstrate professional philosophy and best practices as an early childhood teacher.

<b>Program Requirements</b>	<b>Credits</b>
CE107 Competencies and Best Practices in Early Childhood Programs	4
CE108 Competencies and Best Practices in Early Childhood Programs	4
<b>Total Credits Required</b>	<b>8</b>

Students completing the CDA Certificate may apply the eight (8) credit hours from their content classes toward the A.S. Degree in Early Childhood Education.

CDA assessment is designed as a means of measuring the overall performance of caregivers working in several settings including center-based programs serving infants and toddlers or preschool children, and home visitor programs. KBOCC is one of many educational institutions participating in this national program.

### **Step 1: To be eligible to apply for the CDA credentialing, students must:**

1. **High School Education:** Have a valid High School Diploma/GED or enrollment as a junior or senior in a high school career/technical program in early childhood education.
2. **Professional Education:** 120 clock hours, CE107 & CE108 will complete this requirement
3. **Work Experience:** Within three years of submitting application have 480 hours of experience working with children ages 3-5
4. **Final requirement:** Six months of submitting application submit family questioners and professional Portfolio

### **Step 2: Application Process:**

1. Candidate must identify a CDA Professional Development Specialist and obtain her or his identification number.
2. Secure your director's permission for your verification visit
3. Submit the CDA application to the council and pay the assessment fee

### **Step 3: Demonstrate:**

Once the council has approved the application and payment has been processed, the following can be scheduled and completed:

- Your verification visit
- Your CDA Exam