Registration Guide
2021-2022
Welcome to

The Best Place to Start

El Paso Community College offers over 150 associate degrees in science, arts, career and technical education, as well as certificates of completion that are focused on building workforce skills. We also work closely with several universities to help make students’ transition to a four-year university as easy as possible.

If you’re a new student or returning, use this guide to obtain necessary information on admissions, registration, financial aid, and more. Visit epcc.edu for further information.

See you at graduation!

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Contact Us
El Paso Community College services have temporarily moved online as a precaution to keep our students, faculty and staff safe. Most live chat services are available Monday- Friday from 8:30 a.m. to 5:30 p.m. To see a list of our online services and hours, visit epcc.edu/Contact/live.
Academic Calendar

FALL SEMESTER 2021

April 1 – August 9 ..........Online Registration/All Fall Sessions
August 8 .........................Payment Deadline for Online Registration
August 10 – 22 .................LATE Online REGISTRATION*
August 16 – 20 ..................Faculty Development
August 23 .........................CLASSES BEGIN
August 23 – October 15 ........(Late Registration Continues for Late Start Classes and for Fall MMII)
August 27 .....................Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days

September 6 .....................Institutional Holiday (No Classes)
September 6 ..........................Census Date
September 16 ......................Professional & Organizational Development Day*

September 17 ..................Last Day to DROP with a “W” (1st Minimester)

October 15 ....................Payment deadline for MMII
October 18 ..........................2nd Ministerium Begins
October 25 ..........................Census Date (2nd Ministerium)
November 11 .....................Institutional Holiday (No Classes)
November 12 .....................Classes Resume
November 12 ..........................Late Day to DROP with a “W” (Fall Semester, 2nd Ministerium and Late Start)
November 25 – 26 ..............Institutional Holiday (No Classes)
November 27 ..........................(Saturday) Classes Resume
December 6 – 11 .........................FINALS
December 10 ..........................Commencement
December 13 – January 17, 2022 ......Student Winter Break
December 20 – January 2, 2022 ........Staff Winter Break

SPRING SEMESTER 2022

October 1 – January 10 .........Online Registration/All Spring Sessions
January 11 .....................Payment Deadline for Online Registration
January 11 – 17 .................LATE Online REGISTRATION*
January 10 – 14 ..................Faculty Development
January 17 ......................Institutional Holiday (No Classes)
January 18 ......................CLASSES BEGIN
January 18 – March 11 .........Late Registration Continues for Late Start Classes and Spring MMII.

January 21 .....................Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days
February 2 ..........................Census Date
February 10 Professional and Organizational Development Day***
February 11 .....................Last Day to DROP with a “W” (1st Minimester)
March 11 ......................Payment Deadline for MMII
March 14 – 20 ...................Institutional Holiday (Spring Break)
March 21 ..........................2nd Ministerium Begins
March 28 .....................Census Date (2nd Ministerium)
March 31 ......................Institutional Holiday (No Classes)
April 1 ..............................Classes Resume
April 14 .....................Last Day to DROP with a “W” (Spring Semester, 2nd Ministerium and Late Start)
April 15 ......................Institutional Holiday (No Classes)
April 16 ..............................Classes Resume
May 9 – 14 .........................FINALS
May 13 .................................Commencement
May 18 ..............................Grades Available Online Only

SUMMER I 2022 (5 weeks)

March 1 – May 23 ..........Online Registration/All Summer Sessions
May 23 .........................Payment Deadline for Online Registration
May 24 – 30 ......................LATE Online REGISTRATION*
May 30 ......................Institutional Holiday (No Classes)
May 31 .........................CLASSES BEGIN
June 3 ..........................Census Date
June 3 .....................Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days

June 15 ..........................Last Day to DROP with a “W”
June 30 – July 1 .........................FINALS
July 4 ..............................Institutional Holiday (No Classes)
July 6 ..............................Grades Available Online Only

SUMMER II 2022 (5 weeks)

March 1 – June 6 ..................Online Registration
June 6 .........................Payment Deadline for Online Registration
June 7 – June 11 .................LATE Online REGISTRATION
Payment Deadline is 5:30 PM on day of registration
June 13 ..............................CLASSES BEGIN
June 16 ..........................Census Date
June 17 .....................Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days

June 29 ..........................Last Day to DROP with a “W”
July 4 ..............................Institutional Holiday (No Classes)
July 5 ..............................Classes Resume
July 14–15 .........................FINALS
July 20 ..............................Grades Available Online Only

JUMP START 2022 (5 weeks)

March 1 – June 6 ..................Online Registration
June 6 .........................Payment Deadline for Online Registration
June 7 – June 11 .................LATE Online REGISTRATION
Payment Deadline is 5:30 PM on day of registration
June 13 ..............................CLASSES BEGIN
June 16 ..........................Census Date
June 17 .....................Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days

June 29 ..........................Last Day to DROP with a “W”
July 4 ..............................Institutional Holiday (No Classes)
July 5 ..............................Classes Resume
July 14–15 .........................FINALS
July 20 ..............................Grades Available Online Only

SUMMER 2022 (10 weeks)

March 1 – May 23 ..........Online Registration/All Summer Sessions
May 23 .........................Payment Deadline for Online Registration
May 24 – 29 ......................LATE Online REGISTRATION*
May 30 ......................Institutional Holiday (No Classes)
May 31 ..............................CLASSES BEGIN
June 3 .....................Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days

June 8 ..........................Census Date
July 4 ..............................Institutional Holiday (No Classes)
July 5 ..............................Classes Resume
July 8 .............................Last Day to DROP with a “W”
August 4 – 5 .........................FINALS
August 10 ..........................Grades Available Online Only

*Payment Deadline is 5:30 pm on day of registration. If registration is completed online after hours, payment must be made by the next business day.

*Only Evenings Classes will meet as scheduled. All Administrative and Student Support Services Offices will be closed. (All College staff and faculty report to work for training)

***(All classes will meet as scheduled.) (Administrative and Student Support Services Offices will be closed for training)
# Final Exam Schedules

## Day Schedule

<table>
<thead>
<tr>
<th>Class Meets</th>
<th>Final Exam Will Be</th>
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<tbody>
<tr>
<td>MWF 6:00 or 6:30 AM</td>
<td>6:00-8:00 AM Friday Dec. 10, 2021</td>
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<td>Sunday</td>
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El Paso County Community College District is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award Associate Degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call 404-679-4500 for questions about the accreditation of El Paso County Community College District.

SACSCOC is only to be contacted if there is evidence that appears to support El Paso County Community College District's significant non-compliance with a SACSCOC Principle or Policy. Other inquiries, such as admission requirements, financial aid, educational programs, and so forth, should be directed to El Paso County Community College District at P.O. Box 20500, El Paso, Texas, 79998-0500.
### Final Exam Schedules

**Spring 2022**

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<td>Sunday Exam will be May 15, 2022 for two hours and will begin at the normal class meeting time.</td>
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**Summer 2022**

#### Summer 2022

**Summer I 2022 (5 Weeks)**
- June 30: Class Meeting Monday - Thursday
- July 1: Class Meeting Monday - Friday
- July 6: Grades Available Online

**Jump Start 2022 (5 Weeks)**
- July 14: Class Meeting Monday - Thursday
- July 15: Class meeting Monday - Friday
- July 20: Grades Available Online

**Summer II 2022 (5 Weeks)**
- August 4: Class Meeting Monday - Thursday
- August 5: Class Meeting Monday - Friday
- August 10: Grades Available Online

**Summer 2022 (10 Weeks)**
- August 4: Class Meeting Monday - Thursday
- August 5: Class Meeting Monday - Friday
- August 10: Grades Available Online

If a student has a conflict with the final exam schedule, the student should make arrangements with the appropriate instructor. Instructor will make arrangements for exam to be taken at another time or be made available in the Testing Center. Final examination for minimester will be given on the last regularly scheduled class meeting.

This schedule is for the full 16-week courses, Summer I and Summer II. ALL other courses (Ex: Late Start, PowerPack, Intersession, etc...) will administer final exams on the last scheduled meeting day for the course and will meet for ALL scheduled days through the final week.
EPCC offers a wide range of classes and academic degree plans in various areas of study meant to transfer to a four-year university or immediate work entry. To see more details on EPCC programs, visit epcc.edu/Academics/Catalog/programs-of-study.

**Associate of Arts (AA)** prepares students to transfer to a Texas public university as a junior with the intention of declaring a major in the liberal or fine arts programs.

**Associate of Science (AS)** prepares students to transfer to a Texas public university as a junior with the intention of declaring a major in the field of science, technology, engineering or math.

**Associate of Applied Science (AAS)** is designed to lead the student to immediate employment and/or aid in career advancement. This degree typically does not transfer to a four-year university, but EPCC has formal agreements with partner universities that may allow transferability. Students are responsible for checking if their AAS degree will transfer to the university of their choice.

**Associate of Arts in Teaching (AAT)** prepares students to transfer to a Texas public university as a junior with the intention of pursuing a bachelor’s degree that leads to a Texas teacher certification.

**Level 1 Certificate (C1)** consists of between 15 and 42 semester credit hours and can be completed by a student in one year or less. Students pursuing this certificate are exempt from Texas Success Initiative Assessment requirements, but programs may perform local assessments.

**Level 2 Certificate (C2)** consists of between 30 and 51 semester credit hours and requires students to meet specific eligibility requirements before entering the program. Students enrolling in this certificate are subject to Texas Success Initiative Assessment requirements.

**Enhanced Skills Certificate (ESC/C3)** can be paired with an Associate of Applied Science degree to provide advanced skills. An Enhanced Skills Certificate consists of between 6 and 12 semester credit hours and is awarded alongside an AAS degree.

**Advanced Technical Certificate (ATC/C4)** requires an associate or bachelor’s degree as a prerequisite. An Advanced Technical Certificate consists of between 16 and 45 semester credit hours, and it must be in the same program area as the completed associate or bachelor’s degree.
### Program Awards Key

<table>
<thead>
<tr>
<th>Degree Type</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA</td>
<td>Associate of Arts Degree</td>
</tr>
<tr>
<td>AS</td>
<td>Associate of Science</td>
</tr>
<tr>
<td>AAS</td>
<td>Associate of Applied Science</td>
</tr>
<tr>
<td>AAT</td>
<td>Associate of Arts in Teaching</td>
</tr>
<tr>
<td>C1/C2/C3/C4</td>
<td>Certificate of Completion</td>
</tr>
</tbody>
</table>

### Arts, Humanities, Communication and Design

<table>
<thead>
<tr>
<th>Program Code</th>
<th>Program Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>AAS-ARTC</td>
<td>Advertising Graphics &amp; Design</td>
</tr>
<tr>
<td>C1-ARCC</td>
<td>Advertising Graphics &amp; Design</td>
</tr>
<tr>
<td>AA-ARTS</td>
<td>Art</td>
</tr>
<tr>
<td>AA-CHIX</td>
<td>Chicano Studies *</td>
</tr>
<tr>
<td>AA-COAP</td>
<td>Communication-Advertising &amp; Public Relations</td>
</tr>
<tr>
<td>AA-COMM</td>
<td>Communication-Journalism &amp; Mass Communication</td>
</tr>
<tr>
<td>AA-CORT</td>
<td>Communication-Radio &amp; Television Broadcasting-Cinematic Production</td>
</tr>
<tr>
<td>AA-DANC</td>
<td>Dance</td>
</tr>
<tr>
<td>AA-ENGL</td>
<td>English *</td>
</tr>
<tr>
<td>AAS-FSHD</td>
<td>Fashion Technology-Design Option</td>
</tr>
<tr>
<td>C1-FSHC</td>
<td>Fashion Technology-Industrial Patternmaking</td>
</tr>
<tr>
<td>AAS-FSHN</td>
<td>Fashion Technology-Illustration Option</td>
</tr>
<tr>
<td>AAS-FSHM</td>
<td>Fashion Technology-Merchandising Option</td>
</tr>
<tr>
<td>AA-AAMS</td>
<td>Multidisciplinary Studies</td>
</tr>
<tr>
<td>AA-MUSI</td>
<td>Music *</td>
</tr>
<tr>
<td>AA-PHIL</td>
<td>Philosophy</td>
</tr>
<tr>
<td>AA-SPCH</td>
<td>Speech Communication</td>
</tr>
<tr>
<td>AA-THEA</td>
<td>Theater *</td>
</tr>
</tbody>
</table>

### Business

<table>
<thead>
<tr>
<th>Program Code</th>
<th>Program Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>C2-ACCT</td>
<td>Accounting Accounting Applications</td>
</tr>
<tr>
<td>AA-BUSI</td>
<td>Accounting, Business, and Economics *</td>
</tr>
<tr>
<td>AAS-INSR</td>
<td>Business Management-Insurance Option</td>
</tr>
<tr>
<td>C1-INSN</td>
<td>Business Management-Insurance</td>
</tr>
<tr>
<td>AAS-POFT</td>
<td>Business Management-Office Administration Option</td>
</tr>
<tr>
<td>C1-POFC</td>
<td>Business Management-Office Assistant</td>
</tr>
<tr>
<td>AAS-RELE</td>
<td>Business Management-Real Estate Option</td>
</tr>
<tr>
<td>C1-RELG</td>
<td>Business Management-Real Estate</td>
</tr>
<tr>
<td>AAS-BMGT</td>
<td>Business Management-Small Business Management Option</td>
</tr>
<tr>
<td>C2-BMGC</td>
<td>Business Management-Small Business Management</td>
</tr>
</tbody>
</table>

* Field of Study Available

AA, AAT, and AS degrees transfer to four-year institutions; AAS degrees and certificates are work-ready programs and typically do not transfer.

### Education

<table>
<thead>
<tr>
<th>Program Code</th>
<th>Program Name</th>
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<tbody>
<tr>
<td>AAS-TEAC</td>
<td>Child Development</td>
</tr>
<tr>
<td>C1-CIDT</td>
<td>Infants and Toddlers</td>
</tr>
<tr>
<td>C1-CDTA</td>
<td>Teacher Assistant</td>
</tr>
<tr>
<td>AAT-EDUC</td>
<td>EC-6, 4-8, EC-12 Special Education</td>
</tr>
<tr>
<td>AA-TEED</td>
<td>Teacher Preparation (All Grade Levels)</td>
</tr>
</tbody>
</table>

### Health Sciences

<table>
<thead>
<tr>
<th>Program Code</th>
<th>Program Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA-PHED</td>
<td>Kinesiology</td>
</tr>
<tr>
<td>C3-HLTH</td>
<td>Border Health Issues</td>
</tr>
<tr>
<td>AAS-DNTA</td>
<td>Dental Assisting</td>
</tr>
<tr>
<td>C2-DNTC</td>
<td>Dental Assisting</td>
</tr>
<tr>
<td>AAS-DHYG</td>
<td>Dental Hygiene</td>
</tr>
<tr>
<td>AAS-DMOS</td>
<td>Diagnostic Medical Sonography</td>
</tr>
<tr>
<td>C4-DMSB</td>
<td>Diagnostic Medical Sonography</td>
</tr>
<tr>
<td>AAS-ECHO</td>
<td>Echocardiography (Adult)</td>
</tr>
<tr>
<td>C4-ECHC</td>
<td>Echocardiography (Adult)</td>
</tr>
<tr>
<td>AAS-EMSP</td>
<td>Emergency Medical Services-Paramedic</td>
</tr>
<tr>
<td>C2-EMSC</td>
<td>EMS-Paramedic</td>
</tr>
<tr>
<td>C1-EMTC</td>
<td>EMS-Emergency Medical Technician (EMT)</td>
</tr>
<tr>
<td>C2-EMAD</td>
<td>EMS-Advanced EMT</td>
</tr>
<tr>
<td>C3-EMCP</td>
<td>EMS-Community Paramedic</td>
</tr>
<tr>
<td>C3-EMFP</td>
<td>EMS-Critical Care/Flight Paramedic</td>
</tr>
<tr>
<td>AAS-HIMA</td>
<td>Health Information Management</td>
</tr>
<tr>
<td>C2-HIMC</td>
<td>Medical Coding and Billing</td>
</tr>
<tr>
<td>C2-MRMT</td>
<td>Medical Transcription</td>
</tr>
<tr>
<td>AAS-MDCA</td>
<td>Medical Assisting Technology</td>
</tr>
<tr>
<td>C1-MDMA</td>
<td>Administrative Medical Assistant</td>
</tr>
<tr>
<td>C2-MDAC</td>
<td>Medical Assisting Technology</td>
</tr>
<tr>
<td>AAS-MTR</td>
<td>Medical Imaging Technology-Radiography</td>
</tr>
<tr>
<td>AAS-MLAB</td>
<td>Medical Laboratory Technology</td>
</tr>
<tr>
<td>AAS-RNSG</td>
<td>Nursing</td>
</tr>
<tr>
<td>C1-RNSC</td>
<td>Fundamentals of Nursing</td>
</tr>
<tr>
<td>AAS-LVRN</td>
<td>LVN to RN Transition Option</td>
</tr>
<tr>
<td>AAS-PMN</td>
<td>Paramedic to RN Option</td>
</tr>
<tr>
<td>AAS-PHRA</td>
<td>Pharmacy Technology</td>
</tr>
<tr>
<td>C2-PHRC</td>
<td>Pharmacy Technology</td>
</tr>
<tr>
<td>AAS-PTHA</td>
<td>Physical Therapist Assistant</td>
</tr>
<tr>
<td>AAS-PSPT</td>
<td>Respiratory Care Technology</td>
</tr>
<tr>
<td>AAS-SRGT</td>
<td>Surgical Technology</td>
</tr>
<tr>
<td>C2-VNSG</td>
<td>Vocational Nursing</td>
</tr>
<tr>
<td>C1-VNSG</td>
<td>Fundamentals of Vocational Nursing</td>
</tr>
</tbody>
</table>
INDUSTRY, MANUFACTURING AND CONSTRUCTION

AAS-AUMT Automotive Technology
C1-AUMC Automotive Technology- One Year
C2-AITY Automotive Technology- Two Year
C1-AUDT Driveability Technician
AAS-DFTG Computer-Aided Design
C1-DFCS Construction Specialization
C1-DFMS Mechanical Specialization
C1-CSME Cosmetology
AAS-CHEF Culinary Arts
C1-CHEC Culinary Arts
AAS-PSTR Culinary Arts - Pastry
C1-PSTC Pastry
AAS-RSTO Culinary Arts - Restaurant Management
C1-RSTC Restaurant Management
AAS-DEMA Diesel Technology
C1-DMAC Diesel Mechanic Assistant
C2-DEMR Diesel Mechanics
C1-ELPT Electrical Technology
AAS-HART Heating, Ventilation, and Air Conditioning
C1-HVAC Residential HVAC Technician
C2-HARC Heating, Ventilation, and Air Conditioning
AAS-HTEL Hotel Operations
C1-HTEC Front Desk Operations
AAS-MAIN Industrial Maintenance Option
C1-IMMT Mechanic Technician
C2-RBTC Robotics and Automation
AAS-MANI Industrial Manufacturing Option
AAS-INDS Interior Design Technology
C1-INDC Personal Design
C2-INKB Kitchen and Bath Design
C1-MCHN Machining Technology-CNC Machinist
AAS-RETS Renewable Energy Technology Systems
C1-REPV Photovoltaic (PV) Installer
C2-RETC Renewable Energy Technology Systems
AAS-TRVM Travel and Tourism
C1-TRVC Travel Counselor/Airline Reservationist
C1-WELD Welding

PUBLIC SERVICE

AAS-CRTR Court Reporting
C2-CRCC Court Reporting
C1-CMSS Machine Shorthand Scopist
C2-CART Realtime Closed Captioning/CART
AA-CRIU Criminal Justice *
AAS-CJCJ Criminal Justice Option
C2-LAWE Law Enforcement
AAS-HMSY Homeland Security Option
C1-HMSC Homeland Security
AAS-FIRS Basic Firefighter Option
C2-FIRC Basic Firefighter
AAS-FIRT Fire Science Option
AAS-FIRE Fire Management
C3-FICC Fire Inspector
AAS-LGLA Paralegal
C4-LGLB Paralegal

STEM (SCIENCE, TECHNOLOGY, ENGINEERING AND MATH)

AS-ARCH Architecture *
AS-BIOL Biological Sciences
AS-CHEM Chemistry
AA-COSC Computer Science
AAS-ITSC Computer Programming
C1-ITEL Entry-Level Computer Programming
AAS-CYBE Cyber Security
C1-ITCS Computer Support Technician A+
AAS-ITIB Information Technology in Business
C1-ITBC Information Technology in Business
C1-DSSC Data Support Specialist
AAS-NETW Information Networking
C2-CNTE Cisco Networking Training
C3-ITNC Networking and Security Technologies
AS-CIVI Civil Engineering
AS-ECEP Electrical and Computer Engineering Principles
AS-IASE Industrial and Systems Engineering
AS-MATE Materials Engineering
AS-MECH Mechanical Engineering
AS-GEOL Geological Sciences
AS-MATH Mathematics
AS-ASMS Multidisciplinary Studies in Sciences
AS-PHYS Physics
AS-PSYS Psychology *

SOCIAL AND BEHAVIORAL SCIENCES

AA-PSYC Psychology *
AAS-SLNG Sign Language/Interpreter Preparation
C1-SLNC American Sign Language-Deaf Studies
AAS-SCWK Social Work
C1-DAAC Drug /Alcohol Abuse Counseling

* Field of Study Available
AA, AAT, and AS degrees transfer to four-year institutions; AAS degrees and certificates are work-ready programs and typically do not transfer.
Options for Learning

Whether you’re a new student, continuing, or transferring, EPCC offers alternative options to traditional learning that best-fit students’ educational needs and schedule.

Distance Learning
Provides flexibility to fit every student’s needs by offering online, hybrid, and synchronous courses. Students should determine if online classes are right for them by taking the SmarterMeasure online assessment. SmarterMeasure will indicate which distance learning environment is a good fit. Visit epcc.edu/Services/DistanceLearningSupportServices for more information.

Types of courses offered:
- **Online** - Class is taught completely online.
- **Hybrid** - Class meets both on campus and online.
- **Synchronous** - Class meets online at a specific time and day, as stated on the schedule.

Credit by Exam
Students can take a Proficiency Exam that tests their knowledge of an EPCC specialized course. Before taking any credit by exam test, students should always consult with a counselor/advisor to ensure that the test will support their degree plan. Visit epcc.edu/Services/TestingServices/instructor-testing-services to explore all the credit by exam options.

Continuing Education
Continuing Education offers programs and courses in areas of life-long learning, employment upskilling, or career transitions. Workforce/Economic Development courses are designed to provide practical skills and hands-on training in a targeted, time-limited, training environment, rather than a purely academic background. Workforce and Continuing Education Programs can lead to an external credential (license, certification, or registration) to meet occupational qualifications. To see what entrance requirements are for each subject area visit epcc.edu/Academics/ContinuingEducation.

The Continuing Education Certificate Programs are:
- Nail Technology
- Massage Therapy
- Basic Peace Officer Course
- Cosmetology Instructor

Credit for Learning by Experience Option (CLEO)
Students who have at least five years of post-high school experience in a non-classroom, non-academic setting could receive college credits based on experience and training. Visit our website at, epcc.edu/Admissions/cleo to find out how you can obtain college credit for non-academic expedience.
COVID-19 Information
Due to the unforeseen circumstances of COVID-19, El Paso Community College has temporarily moved its summer 2021 classes online apart from a few hybrid courses. Visit go.epcc.edu/coronavirus for the latest EPCC COVID-19 updates.

Contact Us
El Paso Community College in-person services have moved online as a safety response to the pandemic. No matter the distance, we’re here to help. From Admissions to Tutoring, Financial Aid, and virtual Advising — EPCC’s support services are available remotely at epcc.edu/Contact/live.
Apply to EPCC

First time EPCC students or students that have not attended classes for more than a consecutive fall and spring semester will need to apply for admission. To apply, visit applytexas.org.

Once the application is received and processed, students will receive an email with instructions and follow up steps.

Specialized Admission to Health Programs
There is a competitive two-part ranking process for some health career and nursing programs. First, students must apply for admission to the desired health program and meet the established criteria. Second, students who satisfy all general and program-specific requirements will be competitively ranked. Visit epcc.edu/Admissions/health-programs for more information.

International Students
We are here to help students with the admissions application process and stay in compliance with the Department of Homeland Security requirements while attending EPCC. For more information on admission requirements, visit epcc.edu/Admissions/international-students.

Military & Veteran Students
We welcome you and thank you for your service. Current and former service members are encouraged to visit epcc.edu/Admissions/military-and-veteran-students to see which educational benefits best fit their situation.
Additional Admission Requirements

Submit Official Transcripts
New students must submit their high school, GED, or college transcripts to EPCC. For transcripts to be considered “official,” the former school/schools must send the transcripts directly to the Admissions and Registration Department. For further transcripts information, visit epcc.edu/Admissions/transcripts.

Bacterial Meningitis Vaccine
Entering students under the age of 22 are required by Texas state law to show evidence of receiving a bacterial meningitis vaccination or booster dose, within five years, or at least 10 days prior to the first day of classes. Because in-person services are currently not available at the college, students have the option to submit an official *Meningococcal Vaccination exception form. The exemption form and additional vaccine information can be found at epcc.edu/Admissions/immunization-law.

Apply for Financial Aid (FASFA) & Scholarships
Financial Aid assistance is available for students attending EPCC. Complete the free online Financial Aid (FASFA) application at studentaid.gov and see a list of available EPCC scholarships at epcc.edu/Admissions/FinancialAid/Scholarships. For additional questions contact a Financial Aid representative at epcc.edu/Contact/live.

Assessment Test
First-time college students are required to take a course placement test. The test will determine the students’ college readiness and allow for proper class placement in reading, writing, and math. Students who place into developmental courses must be advised by an academic counselor or advisor in order to register for classes. Visit epcc.edu/Services/TestingServices for more information.

New Student Orientation
Incoming freshmen who have completed their placement test requirements must participate in a New Student Orientation. Orientation is an opportunity to get off to a good start and become familiar with the many programs and services EPCC offers. For New Student Orientation dates, visit epcc.edu/Admissions/Orientation.

Academic Advising
Students are advised to see a counselor or advisor for assistance when choosing a program of study, understanding a degree plan, selecting courses, and more. To schedule an appointment with a counselor or advisor visit epcc.edu/Contact/live.
Tuition prices depend on the resident status of the student. For resident students, rates are $116.00 per credit hour, and for non-resident and international students, rates are $201.00 per credit hour. Always check epcc.edu/Admissions/Tuition for accurate tuition rates and fees, or see page 16 for a glance at tuition rates per credit hour and fees.

Register for Classes

To register for classes visit epcc.edu/Admissions/registration and follow the steps:

1. Navigate to EPCC’s Online Registration website – Web Banner
2. Enter your student ID number.
3. Enter your PIN* and click “Login.”
4. On the Main Menu select the Student Services & Financial Aid tab.
5. Click on “Registration (Credit and Continuing Education)” to browse and select classes. Pay close attention to the dates, times, & campus locations when choosing each class.
6. Register for classes. Once registration is complete, students may view their final schedule by clicking “Student Detail Schedule”

Pay for Classes

To pay for classes visit epcc.edu/Admissions/Tuition and follow the steps:

1. Navigate to EPCC’s Tuition and Fees website – Online Payment
2. Enter your student ID number.
3. Enter your PIN* and click “Login.”

Payment Assistance

Emergency Loan: This plan offers a short term, interest-free loan that can be used to assist with tuition or fees. The loan is required to be repaid within the same semester. Students must meet the minimum eligibility criteria to qualify.
- Not owe prior semesters debts to the college.
- Minimum 2.0 GPA.
- First-time students are not eligible.

To apply for an Emergency Loan visit, epcc.edu/Admissions/FinancialAid/types-of-aid

Installment Payment Plan: Students may choose to do an Installment Payment Plan which will allow them to pay one-half of their tuition and fees at the time of registration and the remaining two quarters are due in equal installments by the sixth and eleventh week of classes. Please note the Installment Payment Plan is only available in the fall or spring semesters. For Installment Payment Plan instructions visit, epcc.edu/Admissions/Tuition
Residency Status & State Tuition

Tuition rates for credit courses are based on student’s residency status defined by the Texas Higher Education Coordinating Board. Fees and tuition are subject to change in accordance with El Paso Community College policies. For the most up to date information on tuition and fees, please visit epcc.edu/Admissions/Tuition.

Residency Status

Students seeking to change their non-resident status to a resident must contact the Admissions and Registration office at epcc.edu/Contact/live. Residents of Doña Ana or Otero counties in New Mexico may qualify to pay in-district tuition rates.

* Other specific fees such as lab fees, individual instruction fees, professional practice insurance fees, etc. will be added to the total fees described in this table.

** Non-Resident (Out of State) Tuition applies to all Out of State students.
Fees

The following fees may be charged depending on the course or program a student is enrolled in. Fees are subject to change. To see a complete list of all fees, please review the most recent catalog at, epcc.edu/Academics/Catalog

Student ID
First student ID is free, but each replacement after costs $5.

Parking
Students that park on any EPCC campus must register their vehicle with the Police Department Traffic Office and request a parking decal.
- The individual semester permit fee is $30 for each semester (fall, spring, or summer) and $30 for each additional vehicle.
- The academic year permit fee is $40 (Sept 1-Aug 31) and $30 for each additional vehicle.
Students can purchase a parking permit at, epcc.edu/Services/Police/vehicle-registration. To contact the Police Department Traffic Office, call 915.831.2867 or 915.831.2212, or email at, traffic.office@epcc.edu

Add/Drop Fee
If a student changes their class schedule after the penalty-free period, they will be charged a $5 (non-refundable) fee for each class added and $5 for each class dropped. The student’s Financial Aid award will not cover the cost.

Three-Peat Fee
Students repeating certain courses more than two times will be assessed a $60 per credit hour (refundable) fee. To see a list of exempt courses visit, epcc.edu/Admissions/Tuition/additional-charges

Distance Learning Support Services Online Fee
Students who register for online and hybrid courses will be charged a $55 fee. Due to COVID-19 this fee might be waived.

Emergency Loan Processing Fee
Students who receive this loan will be charged a $10 (non-refundable) processing fee.

Emergency Loan Late Payment Fee
If you are late in making a payment on your emergency loan, a $25 (non-refundable) fee will be assessed.

General Property Deposit Fee
Students will be charged a $10 fee the first time they register for-credit courses at the college. The fee is refundable upon request if the student graduates or withdraws within a four-year period.

General Use Fee
All students pay a $20 per credit hour (refundable) fee based on the number of credit hours or contact hours for which they have registered.

Health Careers Admission Application Fee
There’s a $10 one-time (non-refundable) fee for students who submit their initial admission application to a Health Careers discipline. Financial Aid does not cover the cost.

Individual Instruction Fee
If a student enrolls in a course that typically involves one-on-one instruction time, such as art, drama, music, or speech, they will pay a $35 (refundable) fee per two-credit course hours (not exceeding $75). Fees may vary for each course.

Installment Payment Plan Processing Fees
If a student pays their tuition in installments, a one-time $10 (non-refundable) fee will be added to their total installment loan. On every late installment payment, students will be charged $25 (non-refundable) fee.

International Student Admission Application Fee
F-1 students who apply for admission as an international student will be charged a $25 (non-refundable) fee.

Laboratory Fee
Many science or technical credit courses that require lab time will add a $20 (refundable) fee.

Late Registration Fee
When a student registers in person at any campus during the late walk-in registration time, they will be charged a $25 (non-refundable) fee. See epcc.edu/Admissions/academic-calendar for registration times.
Fees at a Glance

Refundable Fees

Tuition ........................................... Resident $116 per credit; Non-Resident: $201 per credit.
General Property Deposit Fee ................................................................................................... $10
General Use Fee ..................................................................................................................... $20 per-credit-hour
Individual Instruction Fee ...................................................... $35 per two credit-hour course
Distance Learning Support Services Fee ............................................................................... $55
Laboratory Fee ............................................................................................................................. $20
Open Educational Resources Fee ............................................................................................ $20

Non-Refundable Fees

Add/Drop Fee ................................................................. $5 for each add and each drop
Administrative Fee ....................................................................................................................... $25
Emergency Loan Processing Fee .............................................................................................. $10
Emergency Loan Late Payment Fee ......................................................................................... $25
International Students Application Fee ................................................................................... $25
Vehicle Registration Fee ....................................................... $40 per year or $30 per semester
Late Registration Fee ................................................................................................................... $25
Installment Payment Plan Processing Fee ................................................................................ $10
Installment Payment Plan Late Payment Fee .......................................................................... $25

To see a complete list of fees, please see the 2021-2022 catalog at, epcc.edu/Academics/Catalog.

To see a complete list of fees, please see the 2021-2022 catalog at, epcc.edu/Academics/Catalog.

Some tuition and fee payments are refundable if a student withdraws from classes within the stated guidelines or dates. For semester refund dates, visit epcc.edu/Admissions/Tuition/refunds.
Before dropping or withdrawing from a course, students should consult with an academic counselor or advisor to understand how it can affect their degree plan or Financial Aid. Contact a counselor or advisor for academic assistance at, epcc.edu/Contact/live.

Adding/Dropping Classes
Students can modify their class schedule by adding and dropping courses within the limited penalty-free time period. After the limited time period, students need to pay a $5 fee for each add and drop action. Students who register or add/drop their classes after 5:30 p.m. on the last business day before classes begin are not eligible for a 100% tuition refund.

Six Drop Rule
Students have a 6-Drop limit for all undergraduate classes (this policy does not apply to courses dropped prior to census day or to complete withdrawals from the college). Students should consult with their instructor before dropping a class, or if dropping for other personal reasons, they should see a counselor or advisor.

Withdraw From Courses
Students can visit Web Banner and log in to drop a course or completely withdraw. For specific dates, please refer to the Academic Calendar. For more information on how to withdraw from courses, visit epcc.edu/Admissions/withdrawing-from-courses.

- Fall or Spring semester (16-week courses): Students may withdraw up to the twelfth week.
- Summer I (10-week courses): Students may withdraw up to the sixth week.
- Summer I and II (5 weeks): Students may withdraw up to the second and a half week.

Class Cancellations
EPCC reserves the right to change or cancel classes without prior notice. If you are affected by a class cancellation, you will need to go through the add/drop process to replace the course or you will receive a refund by check for the canceled class(es).
Covid-19 Assistance
El Paso Community College has compiled a variety of resources to support the El Paso community through the pandemic. For more information on how to obtain assistance for living, food, mental health and more, visit go.epcc.edu/coronavirus and click on "Community Resources".

Web Banner/Class Schedule/Registration
Web banner is used to search, select and register for courses, as well as view student’s information, including transcripts, financial aid status, holds, class schedules, and more. To access Web Banner, visit epcc.edu/Services/ITServiceCatalog/web-banner.

MyEPCC
my.epcc.edu is an online portal for enrolled students to access all EPCC online services in one place, such as Web Banner, class information, EPCC email, Blackboard, Degree Works, free Office 365 software, and more! An EPCC username and password is required to use this service.

Degree Works
Degree works is a degree-auditing and tracking tool designed to help students evaluate their academic progress until graduation. Degree Works can also help students track which class requirements have been satisfied and which are outstanding. Transferred students can complete a “what if” analysis that’ll compare current coursework and/or transferred credits can be used if a different academic, career and technical program were selected. Log in with an EPCC username and password to access Degree Works at my.epcc.edu/sites/Resources/DegreeWorks.

Program Maps
Program Maps are “mapped out” degree plans created to help students have a clear pathway that determines how long it will take to complete their associate or certificate and avoid the guesswork when choosing electives. Each Program Map has a description of what the student will learn, along with career opportunities and important things to know. Program Maps can be found on the EPCC Programs of Study webpage under each program’s page at, epcc.edu/Academics/Catalog/programs-of-study.

2021-2022 Catalog
For more details on the information contained in this guide, degree plans, course descriptions, and other college policies, access the 2021-2022 Catalog at epcc.edu/Academics/Catalog.

Student Services
The college provides a variety of services and resources to help students thrive during their time at EPCC. We encourage students to join a student club and get involved, access resources for academic help, and take advantage of our childcare facility. Visit epcc.edu/Services to see a list of EPCC services.

Online Courses & Blackboard
Blackboard is the course management system used by EPCC to deliver courses online. After students register for their courses, access to Blackboard will be enabled. The syllabus, coursework, requirements, and instructor information will be located in Blackboard. Required coursework, including tests, will also be completed and turned in via Blackboard (or as required by the instructor). For more information on how to navigate Blackboard, complete the Blackboard Student Tutorial by logging in to Blackboard and clicking on the “Institution Page” in the menu. For assistance with Blackboard, call the EPCC Blackboard Help Desk at 1-888-296-0863, available 24/7.

First Year Experience-Early Alert
This program provides a supportive foundation for first-time college students. Early Alert identifies potential issues that may prevent students from successfully completing courses, such as periodic absences/tardiness and low grades. Students receive alerts from faculty and advisors when possible problems arise. Faculty work with Early Alert advisors and peer academic coaches to address obstacles in students’ academic success. Students may receive referrals for tutoring, counseling, and other services to help them become more productive. Visit epcc.edu/Contact/live to contact an Early Alert specialist.
Tutoring Services

We’re here to help you succeed! EPCC’s various tutoring services provide students an array of resources from classroom help, to placement testing services.

Online Tutoring

EPCC offers online tutoring in a variety of subjects. See one of our trained tutors from Tutorial Support Services, Retention Action Program (RAP), and Student Support Services Program (SSSP) for help. For more information visit epcc.edu/Services/TutorialServices

Pretesting Retesting Educational Program (PREP)

This program prepares students for college by helping them improve their college placement scores. PREP offers online tutorials that refresh students’ skills in math, reading, and writing. This can help the student reduce the amount of time in Developmental Education courses and help students meet specialized admissions requirements for programs such as Health Occupations, Fire Technology, Cosmetology, and others. Visit epcc.edu/Services/PREP

Student Support Services Program (SSSP)

This program tutors and supports students who are low income, first-generation, or with disabilities to achieve the goal of enrollment and completion of college. To apply for the Student Supportive Services Program visit, epcc.edu/Services/SSSP

Retention Act Program (RAP)

RAP introduces students to several learning strategies that can be applied to all course subjects. RAP also assists students with limited English proficiency to meet their academic needs by providing oral English development and tutoring in reading, writing, and math. For more information on RAP or its workshops, visit epcc.edu/Services/RAP
NOTE
Due to the unforeseen circumstances of COVID-19, El Paso Community College has temporarily modified its in-person services. Visit epcc.edu/Contact/live for online assistance.

General Policies

Academic Suspension
Students on academic suspension or probation must meet with a counselor prior to enrollment.

Campus Carry Law
Texas Senate Bill 11, the “Campus Carry” law, was passed by the Legislature and signed into law by Governor Gregg Abbott on June 13, 2015. This legislation allows a person who holds a License to Carry to carry a handgun -concealed- both on the grounds and in the buildings of institutions of higher education. On May 24, 2017, the El Paso Community College Board of Trustees approved the Campus Concealed Carry Task Force Report including designated Gun Free Zones. Effective, August 1, 2017, holders of a concealed license may carry their handgun District-wide to include classrooms not designated a Gun Free Zone. Please click on the link below to review the report and other informational links. Campus Carry Website: epcc.edu/Services/Police/Campus-Carry.

Graduation
EPCC doesn’t require applications for graduation. The Registrar will notify eligible candidates for graduation during the fifth week of the semester which they become eligible for graduation. Students not notified, who think they are eligible, may self audit their records to see if they are eligible for graduation during the current semester using Web Banner.

Grades
To comply with Texas guidelines, all grades will be posted Online at the end of each term.

High School Articulation
Through articulation agreements with local school districts, the College will award credit for specific occupational/technical courses taken at the high school level after the student enrolls in the corresponding program/major at EPCC. Students should check with a College counselor, advisor or Evaluation Department in Admissions about the procedure for obtaining these credits.

Notice to Students
By registering, you are giving consent to the the Texas Higher Education Coordinating Board to provide your current institution with semester credit hour data taken at other institutions. Information will be withheld only by written request to the Registrar’s Office.

Undergraduate Credit Hour Limits
Students working toward a bachelor’s degree who plan to attend a four-year college or university in Texas, should be aware of the 45-hour rule, which went into effect with the Fall 1999 semester. Students can take 45 semester credit hours above the credit-hour requirements of their degree. Credit hours in excess of the limit will not be funded by the state and could result in higher tuition being assessed. This does not include credit hours for remedial, developmental, workforce education, or technical courses or hours earned through testing. El Paso Community College will notify students when they complete 70 credit hours toward the limit.

Scholastic Standards
Students should carefully review the section of the College Catalog entitled “Scholastic Standards (Academic Standing).” If you have registered prior to the end of the semester and are subsequently placed on suspension effective for the semester in which you enrolled, your registration will be voided and any tuition and fees paid will be refunded to the source. Please consult a counselor or advisor for further information.
Definitions & Explanations

Audit Classes
If a student wants to enroll in a class without receiving credit, they must enroll on an “Audit” basis. This requires the approval of a Student Petition by the appropriate Dean prior to the time of registration. Other conditions imposed on the audit of classes are addressed in the section of the online College Catalog entitled “Auditing a Class.” Financial Aid will not pay for audited classes. Audited classes are not used in the calculation of full or part-time enrollment status. Any changes to or from audit status must be completed prior to census date. Students cannot receive credit for these classes. (Clinical courses may not be audited due to liability insurance requirements.)

Course Corequisites
Corequisites mean that certain courses or lecture/lab combinations of the same course must be taken together in the same semester. Information on corequisites is provided in the College Catalog and it is your responsibility to ensure that you satisfy the corequisite requirements. Failure to comply may result in being dropped without refund from the course(s) for which the corequisite was identified.

Course Prerequisites
Prerequisites mean that a previous course or condition has to be successfully completed before you are allowed to enroll into a course. This information is provided in the Course Description Section of the Catalog. It is your responsibility to complete the required prerequisites. You will not be allowed to remain enrolled in a course if the prerequisite has not been satisfied and may be dropped without a refund.

Course Overloads
If you want to enroll for an overload (19 or more semester credit hours during a regular semester or 13 or more semester credit hours during the summer session), you must obtain approval from a counselor before you register. To be eligible, you must have the equivalent of a 3.0 (B) Grade Point Average in the last semester you were enrolled as a full-time student. Complete a Student Petition form and have it signed by a counselor. To complete this action, students must go to the Registrar’s at any campus.

Student Responsibility
It is your responsibility to satisfy course prerequisites and/or co-requisites. If you enroll into a course(s) that you do not meet the requirements for, and you do not drop/withdraw yourself from that course(s) prior to the first day of semester, you may be administratively dropped from that course(s) without refund. It is your responsibility to drop/withdraw from courses that you will not attend.
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This document is for informational purposes only and is not to be construed as a binding offer or contract between the College and the student. This document was prepared in March 2021 and is subject to change without prior notice. Please refer to epcc.edu for the most updated information.

This document is intended to be used with the College Catalog, which provides complete information as well as College regulations and more details on the academic calendar and procedures.