



# Registration Guide **2020-2021**



Welcome to

# The Best Place to Start *and Finish!*

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](http://epcc.edu) for further information.

*See you at graduation!*

## 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](http://epcc.edu/Contact/live).

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The El Paso County Community College District does not discriminate on the basis of race, color, national origin, religion, gender, age, disability, veteran status, sexual orientation, or gender identity.

# Academic Calendar

## FALL SEMESTER 2020

Apr. 1 <sup>st</sup> - Aug. 31 <sup>st</sup> .....	Online Registration/All Fall Sessions
Aug. 28 <sup>th</sup> .....	Payment Deadline for Online Registration
Aug. 10 <sup>th</sup> - 31 <sup>st</sup> .....	LATE Online REGISTRATION*
Aug. 17 <sup>th</sup> - 21 <sup>st</sup> .....	Faculty Development
Aug. 24 <sup>th</sup> .....	CLASSES BEGIN
Aug. 24 <sup>th</sup> -Oct. 16 <sup>th</sup> .....	Late Registration Continues for Late Start Classes and for Fall 2 <sup>nd</sup> Minimester
Aug. 28 <sup>th</sup> .....	Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days
Sept. 7 <sup>th</sup> .....	Institutional Holiday (No Classes)
Sept. 9 <sup>th</sup> .....	Census Date
Sept. 17 <sup>th</sup> .....	Professional & Organizational Development Day**
Sept. 18 <sup>th</sup> .....	Last Day to Drop with a "W" (1 <sup>st</sup> Minimester)
Oct. 16 <sup>th</sup> .....	Payment deadline for 2 <sup>nd</sup> minimester
Oct. 19 <sup>th</sup> .....	2 <sup>nd</sup> Minimester Begins
Oct. 26 <sup>th</sup> .....	Census Date (2 <sup>nd</sup> Minimester)
Nov. 11 <sup>th</sup> .....	Institutional Holiday (No Classes)
Nov. 12 <sup>th</sup> .....	Classes Resume
Nov. 13 <sup>th</sup> .....	Last Day to DROP with a "W" (Fall Semester, 2 <sup>nd</sup> Minimester and Late Start)
Nov. 26 <sup>th</sup> - 27 <sup>th</sup> .....	Institutional Holiday (No Classes)
Nov. 28 <sup>th</sup> (Saturday) ...	Classes Resume
Dec. 7 <sup>th</sup> - 12 <sup>th</sup> .....	.FINALS
Dec. 11 <sup>th</sup> .....	Commencement
Dec. 16 <sup>th</sup> .....	Grades Available Online Only
Dec. 14 <sup>th</sup> - Jan. 18 <sup>th</sup> .....	Student Winter Break
Dec. 21 <sup>st</sup> - Jan. 3 <sup>rd</sup> .....	Staff Winter Break

## SPRING SEMESTER 2021

Oct. 1 <sup>st</sup> - Jan. 11 <sup>th</sup> .....	Online Registration/All Spring Sessions
Jan. 11 <sup>th</sup> .....	Payment Deadline for Online Registration
Jan. 11 <sup>th</sup> - Jan. 18 <sup>th</sup> .....	LATE Online REGISTRATION*
Jan. 11 <sup>th</sup> - 15 <sup>th</sup> .....	Faculty Development
Jan. 18 <sup>th</sup> .....	Institutional Holiday (No Classes)
Jan. 19 <sup>th</sup> .....	CLASSES BEGIN
Jan. 19 <sup>th</sup> - Mar. 11 <sup>th</sup> .....	Late Registration Continues for Late start Classes and for Spring 2 <sup>nd</sup> Minimester
Jan. 22 <sup>nd</sup> .....	Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days
Feb. 3 <sup>rd</sup> .....	Census Date
Feb. 4 <sup>th</sup> .....	Professional & Organizational Development Day***
Feb. 12 <sup>th</sup> .....	Last Day to DROP with a "W" (1 <sup>st</sup> Minimester)
Mar. 11 <sup>th</sup> .....	Payment Deadline for 2 <sup>nd</sup> Minimester
Mar. 15 <sup>th</sup> - Mar. 19 <sup>th</sup> .....	Institutional Holiday (Spring Break)
Mar. 22 <sup>nd</sup> .....	2 <sup>nd</sup> Minimester Begins
Mar. 29 <sup>th</sup> .....	Census Date (2 <sup>nd</sup> Minimester)
Mar. 31 <sup>st</sup> .....	Institutional Holiday (No Classes)
Apr. 1 <sup>st</sup> .....	Classes Resume
Apr. 2 <sup>nd</sup> .....	Institutional Holiday (No Classes)
Apr. 3 <sup>rd</sup> .....	Saturday Classes Resume
Apr. 16 <sup>th</sup> .....	Last Day to DROP with a "W" (Spring Semester, 2 <sup>nd</sup> Minimester and Late Start)
May 10 <sup>th</sup> - 15 <sup>th</sup> .....	.FINALS
May 14 <sup>th</sup> .....	Commencement
May 19 <sup>th</sup> .....	Grades Available Online Only

## SUMMER I 2021 (5 weeks)

Mar. 1 <sup>st</sup> - May 24 <sup>th</sup> .....	Online Registration/All Summer Sessions
May 24 <sup>th</sup> .....	Payment Deadline for Online Registration
May 24 <sup>th</sup> - 31 <sup>st</sup> .....	LATE Online REGISTRATION*
May 31 <sup>st</sup> .....	Institutional Holiday (No Classes)
Jun. 1 <sup>st</sup> .....	CLASSES BEGIN
Jun. 4 <sup>th</sup> .....	Census Date
Jun. 4 <sup>th</sup> .....	Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days
Jun. 16 <sup>th</sup> .....	Last Day to DROP with a "W"
Jul. 1 <sup>st</sup> - 2 <sup>nd</sup> .....	.FINALS
Jul. 5 <sup>th</sup> .....	Institutional Holiday (No Classes)
Jul. 7 <sup>th</sup> .....	Grades Available Online Only

## JUMP START 2021 (5 weeks)

Mar. 1 <sup>st</sup> - Jun. 4 <sup>th</sup> .....	Online Registration
May 31 <sup>st</sup> .....	Institutional Holiday (No Classes)
Jun. 4 <sup>th</sup> .....	Payment Deadline for Online Registration
Jun 7 <sup>th</sup> - June 11 <sup>th</sup> .....	LATE Online REGISTRATION*
Jun. 14 <sup>th</sup> .....	CLASSES BEGIN
Jun. 17 <sup>th</sup> .....	Census Date
Jun. 18 <sup>th</sup> .....	Last Day to Submit Notification of Intent to be Absent For Observation of Religious Holy Days
Jun. 30 <sup>th</sup> .....	Last Day to DROP with a "W"
Jul. 5 <sup>th</sup> .....	Institutional Holiday (No Classes)
Jul. 6 <sup>th</sup> .....	Classes Resume
Jul. 15 <sup>th</sup> - 16 <sup>th</sup> .....	.FINALS
Jul. 21 <sup>st</sup> .....	Grades Available Online Only

## SUMMER II 2021 (5 weeks)

Mar. 1 <sup>st</sup> - Jun. 7 <sup>th</sup> .....	Online Registration
Jun. 7 <sup>th</sup> .....	Payment Deadline for Online Registration
Jun. 7 <sup>th</sup> - Jul. 5 <sup>th</sup> .....	LATE Online REGISTRATION*
Jul. 5 <sup>th</sup> .....	Institutional Holiday (No Classes)
Jul. 6 <sup>th</sup> .....	CLASSES BEGIN
Jul. 9 <sup>th</sup> .....	Census Date
Jul. 9 <sup>th</sup> .....	Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days
Jul. 21 <sup>st</sup> .....	Last Day to DROP with a "W"
Aug. 5 <sup>th</sup> - 6 <sup>th</sup> .....	.FINALS
Aug. 11 <sup>th</sup> .....	Grades Available Online Only

## SUMMER 2021 (10 weeks)

Mar. 1 <sup>st</sup> - May 24 <sup>th</sup> .....	Online Registration
May 24 <sup>th</sup> .....	Payment Deadline for Online Registration
May 24 <sup>th</sup> - 28 <sup>th</sup> .....	LATE Online REGISTRATION*
May 31 <sup>st</sup> .....	Institutional Holiday (No Classes)
Jun. 1 <sup>st</sup> .....	CLASSES BEGIN
Jun. 4 <sup>th</sup> .....	Last Day to Submit Notification of Intent to be Absent for Observation of Religious Holy Days
Jun. 9 <sup>th</sup> .....	Census Date
Jul. 5 <sup>th</sup> .....	Institutional Holiday (No Classes)
Jul. 6 <sup>th</sup> .....	Classes Resume
Jul. 9 <sup>th</sup> .....	Last Day to DROP with a "W"
Aug. 5 <sup>th</sup> - 6 <sup>th</sup> .....	.FINALS
Aug. 11 <sup>th</sup> .....	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 Evening 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)

Dates are subject to change.

Visit [epcc.edu/Admissions/academic-calendar](http://epcc.edu/Admissions/academic-calendar) for latest events.

# Final Exam Schedules

## Fall 2020

### Day Schedule

Class Meets		Final Exam Will Be		
MWF	6:00 or 6:30 AM	6:00-8:00 AM	Friday	Dec. 11, 2020
MWF	7:00 or 7:30 AM	7:00-9:00 AM	Monday	Dec. 7, 2020
MWF	8:00 or 8:30 AM	7:00-9:00 AM	Wednesday	Dec. 9, 2020
MWF	9:00 or 9:30 AM	9:00-11:00 AM	Monday	Dec. 7, 2020
MWF	10:00 or 10:30 AM	9:00-11:00 AM	Wednesday	Dec. 9, 2020
MWF	11:00 or 11:30 AM	11:00AM-1:00 PM	Monday	Dec. 7, 2020
MWF	12:00 or 12:30 PM	11:00AM-1:00 PM	Wednesday	Dec. 9, 2020
MWF	1:00 or 1:30 PM	1:00-3:00 PM	Monday	Dec. 7, 2020
MWF	2:00 or 2:30 PM	1:00-3:00 PM	Wednesday	Dec. 9, 2020
MWF	3:00 or 3:30 PM	3:00-5:00 PM	Monday	Dec. 7, 2020
MWF	4:00 or 4:30 PM	3:00-5:00 PM	Wednesday	Dec. 9, 2020
TR	6:00 or 6:30 AM	6:00-8:00 AM	Tuesday	Dec. 8, 2020
TR	7:00 or 7:30 AM	7:00-9:00 AM	Thursday	Dec. 10, 2020
TR	8:00 or 8:30 AM	8:00-10:00 AM	Tuesday	Dec. 8, 2020
TR	9:00 or 9:30 AM	9:00-11:00 AM	Thursday	Dec. 10, 2020
TR	10:00 or 10:30 AM	10:00AM-12:00 PM	Tuesday	Dec. 8, 2020
TR	11:00 or 11:30 AM	11:00AM-1:00 PM	Thursday	Dec. 10, 2020
TR	12:00 or 12:30 PM	12:00-2:00 PM	Tuesday	Dec. 8, 2020
TR	1:00 or 1:30 PM	1:00-3:00 PM	Thursday	Dec. 10, 2020
TR	2:00 or 2:30 PM	2:00-4:00 PM	Tuesday	Dec. 8, 2020
TR	3:30, 4:00 or 4:30 PM	3:00-5:00 PM	Thursday	Dec. 10, 2020

### Evening Schedule

Class Meets		Final Exam Will Be		
Monday	5:00 or 5:30 PM	5:30-7:30 PM	Monday	Dec. 7, 2020
Monday	6:00 or 6:30 PM	5:30-7:30 PM	Monday	Dec. 7, 2020
Monday	7:00 or 7:30 PM	7:30-9:30 PM	Monday	Dec. 7, 2020
Monday	8:00 or 8:30 PM	7:30-9:30 PM	Monday	Dec. 7, 2020
Tuesday	5:00 or 5:30 PM	5:30-7:30 PM	Tuesday	Dec. 8, 2020
Tuesday	6:00 or 6:30 PM	5:30-7:30 PM	Tuesday	Dec. 8, 2020
Tuesday	7:00 or 7:30 PM	7:30-9:30 PM	Tuesday	Dec. 8, 2020
Tuesday	8:00 or 8:30 PM	7:30-9:30 PM	Tuesday	Dec. 8, 2020
MW	5:00 or 5:30 PM	5:30-7:30 PM	Monday	Dec. 7, 2020
MW	6:00 or 6:30 PM	5:30-7:30 PM	Wednesday	Dec. 9, 2020
MW	7:00 or 7:30 PM	7:30-9:30 PM	Monday	Dec. 7, 2020
MW	8:00 or 8:30 PM	7:30-9:30 PM	Wednesday	Dec. 9, 2020
TR	5:00 or 5:30 PM	5:30-7:30 PM	Tuesday	Dec. 8, 2020
TR	6:00 or 6:30 PM	5:30-7:30 PM	Thursday	Dec. 10, 2020
TR	7:00 or 7:30 PM	7:30-9:30 PM	Tuesday	Dec. 8, 2020
TR	8:00 or 8:30 PM	7:30-9:30 PM	Thursday	Dec. 10, 2020
Wednesday	5:00 or 5:30 PM	5:30-7:30 PM	Wednesday	Dec. 9, 2020
Wednesday	6:00 or 6:30 PM	5:30-7:30 PM	Wednesday	Dec. 9, 2020
Wednesday	7:00 or 7:30 PM	7:30-9:30 PM	Wednesday	Dec. 9, 2020
Wednesday	8:00 or 8:30 PM	7:30-9:30 PM	Wednesday	Dec. 9, 2020
Thursday	5:00 or 5:30 PM	5:30-7:30 PM	Thursday	Dec. 10, 2020
Thursday	6:00 or 6:30 PM	5:30-7:30 PM	Thursday	Dec. 10, 2020
Thursday	7:00 or 7:30 PM	7:30-9:30 PM	Thursday	Dec. 10, 2020
Thursday	8:00 or 8:30 PM	7:30-9:30 PM	Thursday	Dec. 10, 2020

### Weekend Schedule

Class Meets		Final Exam Will Be		
Friday	5:00 or 5:30 PM	5:30-7:30 PM	Friday	Dec. 11, 2020
Friday	6:00 or 6:30 PM	5:30-7:30 PM	Friday	Dec. 11, 2020
Friday	7:00 or 7:30 PM	7:30-9:30 PM	Friday	Dec. 11, 2020
Friday	8:00 or 8:30 PM	7:30-9:30 PM	Friday	Dec. 11, 2020
Saturday	8:00 or 8:30 AM	8:00-10:00 AM	Saturday	Dec. 12, 2020
Saturday	9:00 or 9:30 AM	8:00-10:00 AM	Saturday	Dec. 12, 2020
Saturday	10:00 or 10:30 AM	10:00AM-12:00 PM	Saturday	Dec. 12, 2020
Saturday	11:00 or 11:30 AM	11:00AM-1:00 PM	Saturday	Dec. 12, 2020
Saturday	12:00 or 12:30 PM	11:00AM-1:00 PM	Saturday	Dec. 12, 2020
Saturday	1:00 or 2:00 PM	1:00-3:00 PM	Saturday	Dec. 12, 2020
Sunday	Exam will be December 13, 2020 for two hours and will begin at the normal class meeting time.			



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 2021

### Day Schedule

Class Meets		Final Exam Will Be		
MWF	6:00 or 6:30 AM	6:00-8:00 AM	Friday	May 14, 2021
MWF	7:00 or 7:30 AM	7:00-9:00 AM	Monday	May 10, 2021
MWF	8:00 or 8:30 AM	7:00-9:00 AM	Wednesday	May 12, 2021
MWF	9:00 or 9:30 AM	9:00-11:00 AM	Monday	May 10, 2021
MWF	10:00 or 10:30 AM	9:00-11:00 AM	Wednesday	May 12, 2021
MWF	11:00 or 11:30 AM	11:00AM-1:00 PM	Monday	May 10, 2021
MWF	12:00 or 12:30 PM	11:00AM-1:00 PM	Wednesday	May 12, 2021
MWF	1:00 or 1:30 PM	1:00-3:00 PM	Monday	May 10, 2021
MWF	2:00 or 2:30 PM	1:00-3:00 PM	Wednesday	May 12, 2021
MWF	3:00 or 3:30 PM	3:00-5:00 PM	Monday	May 10, 2021
MWF	4:00 or 4:30 PM	3:00-5:00 PM	Wednesday	May 12, 2021
TR	6:00 or 6:30 AM	6:00-8:00 AM	Tuesday	May 11, 2021
TR	7:00 or 7:30 AM	7:00-9:00 AM	Thursday	May 13, 2021
TR	8:00 or 8:30 AM	8:00-10:00 AM	Tuesday	May 11, 2021
TR	9:00 or 9:30 AM	9:00-11:00 AM	Thursday	May 13, 2021
TR	10:00 or 10:30 AM	10:00AM-12:00 PM	Tuesday	May 11, 2021
TR	11:00 or 11:30 AM	11:00AM-1:00 PM	Thursday	May 13, 2021
TR	12:00 or 12:30 PM	12:00-2:00 PM	Tuesday	May 11, 2021
TR	1:00 or 1:30 PM	1:00-3:00 PM	Thursday	May 13, 2021
TR	2:00 or 2:30 PM	2:00-4:00 PM	Tuesday	May 11, 2021
TR	3:30, 4:00 or 4:30 PM	3:00-5:00 PM	Thursday	May 13, 2021

### Evening Schedule

Class Meets		Final Exam Will Be		
Monday	5:00 or 5:30 PM	5:30-7:30 PM	Monday	May 10, 2021
Monday	6:00 or 6:30 PM	5:30-7:30 PM	Monday	May 10, 2021
Monday	7:00 or 7:30 PM	7:30-9:30 PM	Monday	May 10, 2021
Monday	8:00 or 8:30 PM	7:30-9:30 PM	Monday	May 10, 2021
Tuesday	5:00 or 5:30 PM	5:30-7:30 PM	Tuesday	May 11, 2021
Tuesday	6:00 or 6:30 PM	5:30-7:30 PM	Tuesday	May 11, 2021
Tuesday	7:00 or 7:30 PM	7:30-9:30 PM	Tuesday	May 11, 2021
Tuesday	8:00 or 8:30 PM	7:30-9:30 PM	Tuesday	May 11, 2021
MW	5:00 or 5:30 PM	5:30-7:30 PM	Monday	May 10, 2021
MW	6:00 or 6:30 PM	5:30-7:30 PM	Wednesday	May 12, 2021
MW	7:00 or 7:30 PM	7:30-9:30 PM	Monday	May 10, 2021
MW	8:00 or 8:30 PM	7:30-9:30 PM	Wednesday	May 12, 2021
TR	5:00 or 5:30 PM	5:30-7:30 PM	Tuesday	May 11, 2021
TR	6:00 or 6:30 PM	5:30-7:30 PM	Thursday	May 13, 2021
TR	7:00 or 7:30 PM	7:30-9:30 PM	Tuesday	May 11, 2021
TR	8:00 or 8:30 PM	7:30-9:30 PM	Thursday	May 13, 2021
Wednesday	5:00 or 5:30 PM	5:30-7:30 PM	Wednesday	May 12, 2021
Wednesday	6:00 or 6:30 PM	5:30-7:30 PM	Wednesday	May 12, 2021
Wednesday	7:00 or 7:30 PM	7:30-9:30 PM	Wednesday	May 12, 2021
Wednesday	8:00 or 8:30 PM	7:30-9:30 PM	Wednesday	May 12, 2021
Thursday	5:00 or 5:30 PM	5:30-7:30 PM	Thursday	May 13, 2021
Thursday	6:00 or 6:30 PM	5:30-7:30 PM	Thursday	May 13, 2021
Thursday	7:00 or 7:30 PM	7:30-9:30 PM	Thursday	May 13, 2021
Thursday	8:00 or 8:30 PM	7:30-9:30 PM	Thursday	May 13, 2021

### Weekend Schedule

Class Meets		Final Exam Will Be		
Friday	5:00 or 5:30 PM	5:30-7:30 PM	Friday	May 14, 2021
Friday	6:00 or 6:30 PM	5:30-7:30 PM	Friday	May 14, 2021
Friday	7:00 or 7:30 PM	7:30-9:30 PM	Friday	May 14, 2021
Friday	8:00 or 8:30 PM	7:30-9:30 PM	Friday	May 14, 2021
Saturday	8:00 or 8:30 AM	8:00-10:00 AM	Saturday	May 15, 2021
Saturday	9:00 or 9:30 AM	8:00-10:00 AM	Saturday	May 15, 2021
Saturday	10:00 or 10:30 AM	10:00AM-12:00 PM	Saturday	May 15, 2021
Saturday	11:00 or 11:30 AM	11:00AM-1:00 PM	Saturday	May 15, 2021
Saturday	12:00 or 12:30 PM	11:00AM-1:00 PM	Saturday	May 15, 2021
Saturday	1:00 or 2:00 PM	1:00-3:00 PM	Saturday	May 15, 2021
Sunday	Exam will be May 16, 2021 for two hours and will begin at the normal class meeting time.			

## Summer 2021

### Summer I 2021 (5 Weeks)

July 1	Class Meeting Monday - Thursday
July 2	Class Meeting Monday - Friday
July 7	Grades Available Online

### Jump Start 2021 (5 Weeks)

July 15	Class Meeting Monday - Thursday
July 16	Class meeting Monday - Friday
July 21	Grades Available Online

### Summer II 2021 (5 Weeks)

August 5	Class Meeting Monday - Thursday
August 6	Class Meeting Monday - Friday
August 11	Grades Available Online Only

### Summer 2021 (10 Weeks)

August 5	Class Meeting Monday - Thursday
August 6	Class Meeting Monday - Friday
August 11	Grades Available Online

If a student has a conflict with the final exam scheduled, the student should make arrangements with the appropriate instructor. Instructor will make arrangements for exam to be taken at another time or exam should be made available in the Testing Center. Faculty members who have a conflict with the final examination scheduled should consult their respective Instructional Deans. Faculty will be required to be at testing site as scheduled. Final examination for minimester will be given on the last regularly scheduled class meeting.

This schedule is for the full 16-week courses, and Summer I and Summer II. ALL other scourses (Ex: Late Start, PowerPack, Intersession, etc...) will administer fial exams on the last scheduled meeting day for the course and will meet for ALL scheduled days through the final week.

# Programs of Study

EPCC offers a wide range of classes and 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](https://www.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 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

**AA** Associate of Arts Degree  
**AS** Associate of Science  
**AAS** Associate of Applied Science  
**AAT** Associate of Arts in Teaching  
**C1/C2/C3/C4** Certificate of Completion

### ARTS, HUMANITIES, COMMUNICATION AND DESIGN

AA-ARTS	Art
AA-CHIX	Chicanx Studies *
AA-COAP	Communication-Advertising & Public Relations
AA-COMM	Communication-Journalism & Mass Communication
AA-CORT	Communication-Radio & Television Broadcasting-Cinematic Production *
AA-DANC	Dance
AA-ENGL	English *
AA-AAMS	Multidisciplinary Studies
AA-MUSI	Music *
AA-PHIL	Philosophy
AA-SPCH	Speech Communication *
AA-THEA	Theater *
AAS-ARTC	Advertising Graphics & Design
AAS-FSHD	Fashion Technology- Design Option
AAS-FSHN	Fashion Technology- Illustration Option
AAS-FSHM	Fashion Technology-Merchandising Option
C1-ARCC	Advertising Graphics & Design
C1-FSHC	Fashion Technology-Industrial Patternmaking

### BUSINESS

AA-BUSI	Accounting, Business, and Economics *
AAS-ACNT	Accounting
AAS-INSR	Business Management-Insurance Option
AAS-POFT	Business Management-Office Administration Option
AAS-RELE	Business Management-Real Estate Option
AAS-BMGT	Business Management-Small Business Management Option
C1-INSC	Business Management-Insurance
C1-POFC	Business Management-Office Assistant
C1-RELC	Business Management-Real Estate
C2-BMGC	Business Management-Small Business Management
C2-ACCC	Computerized Accounting Applications

### EDUCATION

AA-TEED	Teacher Preparation (All Grade Levels)
AAS-TEAC	Child Development
AAT-EDUC	EC-6, 4-8, EC-12 Special Education
C1-CDIT	Infants and Toddlers
C1-CDTA	Teacher Assistant

### HEALTH SCIENCES

AAS-DNTA	Dental Assisting
AAS-DHYG	Dental Hygiene
AAS-DMSO	Diagnostic Medical Sonography
AAS-EMSP	Emergency Medical Services-Paramedic
AAS-HIMA	Health Information Management
AAS-LVRN	LVN to RN Transition Option
AAS-MDCA	Medical Assisting Technology
AAS-MITR	Medical Imaging Technology-Radiography
AAS-MLAB	Medical Laboratory Technology
AAS-RNSG	Nursing
AAS-PMRN	Paramedic to RN Option
AAS-PHRA	Pharmacy Technology
AAS-PTHA	Physical Therapist Assistant
AAS-RSPT	Respiratory Care Technology
AAS-SRGT	Surgical Technology
C3-HLTH	Border Health Issues
C2-DNTC	Dental Assisting
C4-DMSB	Diagnostic Medical Sonography
C2-EMAD	EMS-Advanced EMT
C1-EMTC	EMS-Emergency Medical Technician (EMT)
C3-EMCP	EMS-Community Paramedic
C3-EMFP	EMS-Critical Care/Flight Paramedic
C2-EMSC	EMS-Paramedic
C1-RNSC	Fundamentals of Nursing
C1-VNSC	Fundamentals of Vocational Nursing
C1-MDMA	Administrative Medical Assistant
C2-MDCC	Medical Assisting Technology
C2-HIMC	Medical Coding and Billing
C2-MRMT	Medical Transcription
C2-PHRC	Pharmacy Technology
C2-VNSG	Vocational Nursing

\* 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.

## INDUSTRY, MANUFACTURING AND CONSTRUCTION

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

## PUBLIC SERVICE

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

## STEM (SCIENCE, TECHNOLOGY, ENGINEERING AND MATH)

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

## SOCIAL AND BEHAVIORAL SCIENCES

AA-PSYC	Psychology *
AAS-SLNG	Sign Language/Interpreter Preparation
AAS-SCWK	Social Work
C1-SLNC	American Sign Language-Deaf Studies
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](http://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](http://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](http://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. Contact the Curriculum and Instructional Development Office at [curriculum@epcc.edu](mailto:curriculum@epcc.edu) or 915.831.2648 to find out how you can obtain college credit for non-academic experience.



### **COVID-19 Information**

Due to the unforeseen circumstances of COVID-19, El Paso Community College has temporarily moved its fall 2020 classes online apart from a few hybrid courses. Visit [go.epcc.edu/coronavirus](https://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](https://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](http://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 criteria established by the program. Second, students who satisfy all general and program-specific requirements will be competitively ranked. Visit [epcc.edu/Admissions/health-programs](http://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 (DHS) requirements while attending EPCC. For more information on admission requirements, visit [epcc.edu/Admissions/international-students](http://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](http://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](http://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 *Exemption from the Meningococcal Vaccination* form. The exemption form and additional vaccine information can be found at [epcc.edu/Admissions/immunization-law](http://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](http://studentaid.gov) and see a list of available EPCC scholarships at [epcc.edu/Admissions/FinancialAid/Scholarships](http://epcc.edu/Admissions/FinancialAid/Scholarships). For additional questions contact a Financial Aid representative at [epcc.edu/Contact/live](http://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](http://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](http://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, college related questions and more. To schedule an appointment with a counselor visit [epcc.edu/Contact/live](http://epcc.edu/Contact/live).



# Tuition & Fees

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](http://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](http://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.**” **First-time users** - the default PIN\* is your date of birth: MMDDYY

**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](http://epcc.edu/Admissions/Tuition) and follow the steps:

Remember to pay tuition and fees by the payment deadline to complete your registration and avoid any late fees.

**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](http://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](http://epcc.edu/Admissions/Tuition)

\*Students who don't know their PIN, need to reset a password, or need any technical assistance, may contact the IT Help Desk at, [epcc.edu/Services/ITServiceCatalog/help-desk](http://epcc.edu/Services/ITServiceCatalog/help-desk)

# 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](http://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](http://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.

## Resident Tuition Rates

Credit Hours	Resident Tuition	General Use Fees	Total Fees*
1	116.00	20.00	136.00
2	232.00	40.00	272.00
3	348.00	60.00	408.00
4	464.00	80.00	544.00
5	580.00	100.00	680.00
6	696.00	120.00	816.00
7	812.00	140.00	952.00
8	928.00	160.00	1088.00
9	1044.00	180.00	1224.00
10	1160.00	200.00	1360.00
11	1276.00	220.00	1496.00
12	1392.00	240.00	1632.00
13	1508.00	260.00	1768.00
14	1624.00	280.00	1904.00
15	1740.00	300.00	2040.00
	For each additional hour, the per hour cost is \$116.00.	For each additional hour, the per hour cost is \$20.00	For each additional hour, the per hour cost is \$136.00.

## Non-Resident Tuition Rates

Credit Hours	Non-Resident (Out of State) Tuition**	General Use Fees	Total Fees*
1	201.00	20.00	221.00
2	402.00	40.00	442.00
3	603.00	60.00	663.00
4	804.00	80.00	884.00
5	1005.00	100.00	1105.00
6	1206.00	120.00	1326.00
7	1407.00	140.00	1547.00
8	1608.00	160.00	1768.00
9	1809.00	180.00	1989.00
10	2010.00	200.00	2210.00
11	2211.00	220.00	2431.00
12	2412.00	240.00	2652.00
13	2613.00	260.00	2873.00
14	2814.00	280.00	3094.00
15	3015.00	300.00	3315.00
	For each additional hour after two credit hours, the per hour cost is \$201.00	For each additional hour, the per cost hour is \$20.00.	For each additional hour, after two credit hours, the per hour cost is \$221.00

# Fees

The following fees may be charged depending on the courses or program a student is enrolled in. Fees are subject to change. To see a complete list of all fees, please review the catalog at, [epcc.edu/Academics/Catalog](http://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 \$40 for each additional vehicle.

Students can purchase a parking permit at, [epcc.edu/Services/Police/vehicle-registration](http://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](mailto: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](http://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

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](http://epcc.edu/Admissions/academic-calendar) for registration times.

# Fees at a Glance

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](http://epcc.edu/Admissions/Tuition/refunds).

## 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 2020-2021 catalog at, [epcc.edu/Academics/Catalog](http://epcc.edu/Academics/Catalog).





# Class Changes, Cancellations, and Drops

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](https://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 \$5 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.

## Student Withdrawals

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](https://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).

# Enrolled Student 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](http://epcc.edu/Services/ITServiceCatalog/web-banner).

## MyEPCC

[my.epcc.edu](http://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 that helps 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 how 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](http://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](http://epcc.edu/Academics/Catalog/programs-of-study).

## 2020-2021 Catalog

For more details on the information contained in this guide, degree plans, course descriptions, and other college policies, access the 2020-2021 Catalog at [epcc.edu/Academics/Catalog](http://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](http://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](http://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](http://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](http://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](http://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](http://epcc.edu/Services/RAP)



# Additional Information

## 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](http://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](http://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 September 2020 and is subject to change without prior notice. Please refer to the online [Web Banner](#) 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.