

ADULT GENERAL EDUCATION

Okaloosa-Walton College offers a comprehensive adult general education program, including courses in literacy, English-as-a-Second-Language (ESL) or English for Speakers of Other Languages (ESOL), adult basic education (ABE), vocational preparatory/job readiness skills, and General Educational Development (GED), including a GED testing program. Courses are tuition free for qualifying adults sixteen (16) years and older. Materials are provided at no cost to the student. Other adult students may elect to enroll in these classes on a fee-paying basis. Students may enroll throughout the year, at any time during the semester. Classes are offered day and evening at all OWC campuses and centers, as well as at selected community sites in Okaloosa and Walton Counties.

Adult Basic Education

Adult Basic Education at OWC consists of individualized and small group instruction leading to a mastery of the basic skills needed by adults to function in today's complex society. ABE classes are designed for students who want to improve their basic skills in reading, writing, and mathematics. The curriculum is divided into four literacy courses, including beginning, basic, intermediate and advanced levels. Classes are free to adults whose academic skills are assessed at below the ninth grade level.

General Education Development (GED)

GED classes prepare students to take the General Education Development examination, which leads to a State of Florida High School Equivalency Diploma. Instruction is targeted to the secondary level with subject content in the areas of writing, social studies, science, reading, and mathematics. Classes are free to students who do not have a high school diploma or equivalency and have academic skills assessed at or above the ninth grade level.

The OWC Testing Center offers the GED Examination throughout the academic year. Students must attend a GED orientation and obtain a referral form prior to registering. Students must register in advance for the exam and pay a \$35 examination fee. Testing is offered at the Niceville and Fort Walton Beach campuses, and the Chautauqua Center in DeFuniak Springs.

GED Orientation

All students who wish to take the GED Test are required to obtain a referral from the Adult Education Department.

The GED Orientation is a free two-day, 12-hour class. In orientation, students complete the Test of Adult Basic Education (TABE) and, if they score at the 9th grade level or above on the TABE, then take the Official Practice GED exam. The results of the practice test will indicate if a student is ready for the

actual GED exam or if he/she would benefit from additional academic preparation. Students who pass the Official Practice GED exam are given a referral form to register for the GED exam. Students who do not pass the Official Practice GED exam are referred to free adult basic education classes for further instruction.

Distance Learning-Adult Basic Education/GED On-Line

In addition to traditional classes, OWC offers Adult Basic Education and GED Preparation through on-line classes by computer and the Internet. Students who wish to enroll in OWC's on-line GED or ABE course must attend a GED Orientation class and take placement assessment prior to registration. The on-line classes are designed for students who have a barrier that prevents them from attending Adult Education classes at an OWC campus or center. Barriers such as childcare, health, work hours, and transportation are considered valid reasons to refer students to Distance Learning. Distance Learning is designed for students who place above the 4th grade level on the Test of Adult Basic Education (TABE) and who have access to a computer with Internet service.

English for Speakers of Other Languages (ESOL)

The ESOL curriculum at OWC is designed to build the student's oral and written English language skills. There are four levels of ESOL classes, including Beginning, Basic, Intermediate and Advanced Levels. Students progress at their own speed, but are limited to a maximum number of hours of enrollment per state regulations. Courses are free to eligible adult students and are held at various locations.

CONTINUING EDUCATION PROGRAMS

Okaloosa-Walton College offers a variety of non-credit instructional options for individuals and groups wishing to pursue their educational goals outside of the traditional credit programs that lead to degrees and certificates. Courses offered through these options range from personal enrichment, recreation, leisure, and crafts to professional development and customized business/industry training. Courses offered through these options are non-credit and may not be used toward any OWC degree or certificate program. Students enrolled in non-credit courses receive all of the benefits of the regular students, including use of the library, access to special events, and free parking.

Institute for Professional Development

The Institute for Professional Development (IPD), coordinated from the Fort Walton Beach campus, is dedicated to serving the specialized training needs of business, industry, government, agencies, and other local entities. The IPD offers custom training programs developed to meet the needs of a specific business, professional group, or other organization, as well as professional development classes for individuals wishing to upgrade their job skills, seek certification in a particular occupation, maintain licensure requirements, or refresh their professional skills in anticipation of an employment change.

Certain classes offered through the Institute carry Continuing Education Units (CEUs). For non-credit courses containing structured, sequential content with appropriate learning objectives targeted to the needs of a specific group or profession, the college may award one CEU for each ten hours of instruction or equivalent. CEU courses are distinct from other non-credit classes and may require additional fees, special eligibility enrollment standards, minimum attendance hours, or other special considerations.

Course fees vary with the type of course offered.

Recreation and Leisure (Personal Enrichment)

A variety of non-credit personal enrichment courses are available throughout the year. Topics range from computer skills, fitness, gardening, nutrition, and travel tips, to painting, cooking, foreign languages, safety and first aid, and consumer education. Fees vary with the length and type of course offered; most classes are held on the Niceville campus.

PRIME TIME (Positive Retirement through Imaginative Education)

The Prime Time Program offers a wide selection of non-credit courses targeted toward the interests of the 50-plus population. The course offerings are planned by a special Prime Time Curriculum Committee, which considers topics and suggestions of past enrollees and of community members. Fees vary with the length and type of course; enrollments are open to all adults, regardless of age.



Professional Development programs at OWC offer custom training for business and industry.

COURSE NUMBERING

Florida Statewide Course Numbering System

Courses in this catalog are identified by prefixes and numbers that were assigned by Florida's Statewide Course Numbering System. This common numbering system is used by all public postsecondary institutions in Florida and by participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the Statewide Course Numbering System (SCNS). The list of course prefixes and numbers, along with their generic titles, is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course details."

Example of Course Identifier					
Prefix (first digit)	Level Code (second digit)	Century Digit (third digit)	Decade Digit (fourth digit)	Unit Digit	Lab Code
SYG	1	0	1	0	
Sociology, General	Freshman Level at this institution	Entry-level General Sociology	Survey Course	Social Problems	No Laboratory component in this course

General Rule For Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions. (Exceptions are listed below.)

For example, a survey course in social problems is offered by 34 different postsecondary institutions. Each institution uses "SYG_010" to identify its social problems course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, "SYG" means "Sociology, General," the century digit "0" represents "Entry-level General Sociology," the decade digit "1" represents "Survey Course," and the unit digit "0" represents "Social Problems."

In science and other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course. The "L" represents a laboratory course or the laboratory part of a course, having the same prefix and course number without a lab indicator, which may meet at a different time or place.

Transfer of any successfully completed course from one institution to another is guaranteed in cases where the course to be transferred is

equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, SYG 1010 is offered at a community college while the same course is offered at a state university as SYG 2010. A student who has successfully completed SYG 1010 at the community college is guaranteed to receive transfer credit for SYG 2010 at the state university upon transfer. The student cannot be required to take SYG 2010 again since SYG 1010 is equivalent to SYG 2010. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution to offer transfer credit for courses successfully completed which have not been designated as equivalent.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or sub-category of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the prefix designation.

Authority for Acceptance of Equivalent Courses

State Board of Education Rule 6A-10.024(19), Florida Administrative Code, reads:

When a student transfers among post-secondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the common course designation and numbering system, the receiving institution shall award credit for courses satisfactorily completed at the previous participating institutions when the courses are judged by the appropriate common course designation and numbering system faculty task forces to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The award of credit may be limited to courses that are entered in the course numbering system. Credits so awarded shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the Rule for Equivalencies

The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution:

- A. Courses in the 900-999 series (e.g., HUM 2905)
- B. Internships, practica, clinical experiences, and study abroad courses
- C. Performance or studio courses in Art, Dance, Theater, and Music
- D. Skills courses in Criminal Justice
- E. Graduate courses
- F. Courses not offered by the receiving institution

College preparatory and vocational preparatory course may not be used to meet degree requirements and are not transferable

Questions about the Statewide Course Numbering System and appeals regarding course credit transfer decisions should be directed to the Vice President for Instruction at OWC or the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling telephone number (850) 245-0427 or SunCom 205-0427.



The OWC Arts Center in Niceville is home to the college sponsored Northwest Florida Symphony Orchestra, the region's premier symphony. OWC students may obtain two free tickets to the NFSO Concerts with a valid student ID.

DEPARTMENT/PROGRAM AREA	COURSE PREFIXES
Allied Health Dental Assisting 729-6444 Nursing 729-6400 Surgical Technology 729-6400	DEA, DES, NUR, STS
Athletics, Health, and Fitness 729-5379	DAA, HLP, HSC, PEL, PEM, PET
Business 729-5369	ACO, ACG, BUL, COM, ECO, FIN, GEB, HFT, HIM, HSA, HSC, MAN, MAR, MKA, MNA, MTB, OTA, OST, PLA, RMI, SLS, TAX
Child Development 729-5735	CHD, DEP, FAD, HEV
Communications 729-5390	CRW, ENC, ENG, FRE, LIN, LIS, LIT, ORI, REA, SPA, SPC, SPN
Computer Science 729-5369	CDA, CEN, CET, CGS, CIS, COP, CTS
Humanities, Fine & Performing Arts 729-5382	AML, ARH, ART, ENL, HUM, MUH, MUM, MUN, MUS, MUT, MVB, MVK, MVP, MVS, MVV, MVW, PGY, PHI, REL, THE, TPA, TPP
Manufacturing and Technology 729-5218	ARC, ART, BCN, BCT, CET, EGS, ETD, ETG, ETI, GRA, PMT, PGY, SUR, TAR
Mathematics 729-5377	MAC, MAP, MAS, MAT, MGF, MTB, STA
Military Science (ROTC) 729-6022	MSL
Public Safety 729-5378	CCJ, CJC, CJD, CJE, CJL, CJTT
Sciences 729-5376	AST, BOT, BSC, CHM, ESC, GLY, HUN, MCB, MET, OCE, PCB, PHY, PSC, ZOO
Social Sciences 729-5391	AMH, ANT, CLP, DEP, EDF, EDG, EDP, EEX, EME, GEA, INR, ISS, LIS, POS, POT, PSY, SLS, SYG, WOH

SUBJECT AND COURSE PREFIX LISTING

Accounting	ACO, ACG, TAX	Legal Secretary	OST
Anthropology	ANT	Library Science	LIS
Archeology	ANT	Literature	AML, ENL, LIT
Art	ART, PGY	Management	MAN, MNA
Art History	ARH	Manufacturing	ETI, PMT
Astronomy	AST	Marketing	MAR, MKA
Biology	BOT, BSC, MCB, OCE, PCB, ZOO	Mathematics	MAC, MAP, MAS, MAT, MGF, MTB, STA
Botany	BOT	Medical Office Skills	OST, HSC, HIM, HSA
Building Construction	BCN, BCT	Medical Reporting	OST, HSC, HIM, HSA
Business	FIN, GEB	Meteorology	MET
Business Law	BUL	Military Science (ROTC)	MSL
Chemistry	CHM	Multimedia	ART, GRA, PGY
Child Development	CHD, DEP, FAD, HEV	Music	MUH, MUN, MUS, MUT, MVB, MVK, MVP, MVS, MVV, MVW
Computer Science	CDA, CGS, CIS, COP, CET, CEN, CTS	Nursing	NUR
Criminal Justice	CCJ, CJC, CJD, CJE, CJL, CJT	Nutrition	HUN
Dance	DAA, PEM	Oceanography	OCE
Dental Assisting	DEA, DES	Office Skills	CGS, OST, OTA, COM
Drafting	BCN, EET, EGS, ETD, ETG, TAR	Philosophy	PHI
Early Childhood/Family	CHD, FAD, HEV	Photography	PGY
Earth Science	ESC	Physical Education	HLP, PEM, PET, PEL, HSC
Economics	ECO	Physical Science	PHY, PSC
Education	EME, EDF, EDG, EDP, EEX	Physics	PHY
Engineering Technology	ETD, ETG	Political Science	POS, POT
English	CRW, ENC, ENG, LIN, REA	Psychology	CLP, DEP, EDP, PSY
French	FRE	Reading	REA
Geography	GEA	Religion	REL
Geology	GLY	Theatre	THE, TPA, TPP
Graphic Design	ART, GRA, PGY	Safety and Quality Control	ETI
Health Education	HSC	Sign Language	SPA
History	AMH, WOH	Spanish	SPN
Hospitality Management	HFT	Speech and Debate	ORI, SPC
Humanities	ARH, HUM, MUH, PHI, REL, THE	Sociology	INR, SYG
Insurance	RMI	Surgical Technology	STS
Legal Assisting	PLA	Surveying	SUR
		Wellness	HUN, HLP, PEM
		Zoology	ZOO