Glossary

The explanations below define words that are frequently used at Central Piedmont Community College.

Academic Advisor: A member of the faculty in a specified program who works with students in that program to help them reach their educational goals.

Academic Intervention: The status of students working for a degree, diploma, or certificate when their program GPA in any semester is below Standards of Progress required for the number of semester hours they attempted.

Academic Suspension: The status of students working for a degree, diploma, or certificate after they have been on Academic Intervention for two consecutive semesters of enrollment and their program GPA remains below Standards of Progress.

Advisement Week: A week each semester, prior to registration, when students are encouraged to meet with their faculty advisors and program counselors.

Associate Degree: A document issued to a student signifying completion of a two-year curriculum/program.

Basic Studies: Pre-college courses that include Adult Basic Literacy Education (ABLE), Adult Basic Education (ABE), Adult High School Diploma (HSD), Developmental Studies courses, General Educational Development (GED), Limited English Proficiency, and Workplace Basic Education.

Business, Health, and Technology Programs: Certificate programs (less than one year), diploma programs (one year), and Associate in Applied Science Degree programs (two years or more). Some completed two-year degrees may transfer to four-year colleges or universities. Consult with a faculty advisor or program counselor regarding transferability.

Certificate: A document issued to a student signifying completion of a specific series of skills courses. A certificate curriculum/program is less than one year in length.

College Transfer Programs: The programs intended for transfer to senior institutions including the Associate in Arts, Associate in Science, and Associate in Fine Arts.

College Visitation Day: Usually held annually in November when representatives from many four-year colleges and universities and representatives of the armed services are available to CPCC students to provide information.

Common Core Courses: Those courses that have been identified as part of a guaranteed transfer articulation with the University of North Carolina system. See Comprehensive Articulation Agreement.

Comprehensive Articulation Agreement (CAA): The Comprehensive Articulation Agreement (CAA) addresses the transfer of credits between institutions in the North Carolina Community College System and from that system to constituent institutions of the University of North Carolina. It does not address admission to an institution nor to a specific major within an institution. The CAA applies to all North Carolina community colleges and all constituent institutions of the University of North Carolina. The CAA enables North Carolina community college graduates of two-year associate in arts and associate in science degree programs who are admitted to constituent institutions of the University of North Carolina to transfer with junior status. For more information, visit the CAA website at http://www.ga.unc.edu/student_info/caa/index.html

Compressed Degree: An intense two-year evening program designed to offer the Associate in Arts degree in compressed form (8-week classes).

Continuing Education Unit (C.E.U.): A unit earned in courses offered through Corporate/Continuing Education.

Cooperative Education (Co-Op): Cooperative Education is an academic program that integrates classroom studies with practical experience in business, industry, public and community agency work situations. The Co-Op experience is concurrent with or in alternation with academic studies, may be paid or unpaid, and awards students academic credit.

Corequisite: A course that must be taken during the same term as the course that required the corequisite.

Corporate and Continuing Education: A division of CPCC that offers continuing education and extension courses for local businesses, for upgrading skills, or for personal enrichment. These courses have 7000-8000 numbers; some offer C.E.U.’s.

Course Description: A brief description of what is taught in the course and what the student should be able to do upon completion. Classroom hours, laboratory hours, clinic or co-op hours, credits earned, and prerequisite/corequisite (if needed) are listed.

Credit: The number of units earned upon completing a curriculum course, measured in semester hours.

Curriculum (also called a program): A set of courses designed to prepare a student either to enter the workforce immediately upon completion or to transfer to a degree program at a four-year college or university. Depending upon the length of the program, a degree, diploma, or certificate is awarded upon completion.

Developmental Studies Courses: Pre-college courses (identified with a beginning 0 digit) that prepare students for college-level courses.

Diploma: A document issued to a student signifying completion of a one-year college curriculum program; also a document signifying completion of the Adult High School Diploma program.

Drop/Add: A period during registration when students may change their class schedules without penalty. See Schedule Adjustment.

Elective Course: A course that the student may choose to take to meet diploma/degree requirements, as distinguished from required courses. Some electives are specified within areas, such as Technical Electives, Humanities/Art Electives; others are Free Electives.
Faculty Advisor: A member of the faculty in a program who is assigned as an advisor to students in that program to help them meet their educational goals.

Fall Break: A short break in mid-fall semester when the College is open but classes are suspended.

Final Examination Week: A period of time at the end of each semester when instructors may schedule final examinations. The examination schedule is published with the Class Schedule so that students will know at the time of registration when the examination will be.

Full-Time Student: A student enrolled for 12 or more credits during fall and spring terms and for 9 or more credits during summer term.

General Education Courses: These courses, required in all degree programs, ensure that graduates have the necessary general knowledge, abilities, and intellectual skills commensurate with their degrees.

Grade Point Average (GPA): The total number of grade points earned (A=4; B=3; C=2; D=1; F=0) divided by the total number of semester hours attempted.

In-State Student: A legal resident of North Carolina.

Lab Fee: An additional charge for some classes that have labs as part of the course structure. Lab fees are used exclusively by the division to purchase supplies and equipment for the lab to which the fees are applied.

Out-of-State Student: A legal resident of a state other than North Carolina, or a legal resident of a foreign country.

Part-Time Student: A student enrolled for fewer than 12 credits during fall and spring terms and for fewer than 9 credits during summer term.

Prerequisite: Any course that must be completed before enrolling in the course requiring the prerequisite.

Program: See Curriculum.

Program Description: Information about the program including the official definition, degree/diploma/certificate awarded, admissions processing, and a list of courses in that curriculum.

Program GPA: The grade point average of a student in the courses that are required for completion of a program. To remain in good academic standing, students must maintain a program GPA in accord with the hours for which they enroll, as prescribed by the CPCC Grading Policy. Students must have a final program GPA of 2.0 (C) in order to graduate.

Schedule Adjustment: A time during the first week of each term when students may drop or add classes without penalty.

Semester Hour Credits (SHC):
- 16 contact hours classroom work equals 1 semester hour of credit.
- 32 or 48 contact hours of laboratory work equals 1 semester hour of credit.
- 48 contact hours of clinical work equals 1 semester hour of credit.
- 160 contact hours of work experience equals 1 semester hour of credit.

Spring Break: A short break in mid-spring semester when the College is open but classes are suspended.

Standards of Progress: Guidelines that are part of CPCC’s Grading Policy and include requirements for students in degree, diploma, and certificate programs to maintain good academic standing. These standards include completion of courses, minimum program GPA, and minimum semester GPA. When students do not meet these standards, they are placed on Academic Intervention, or Academic Suspension and they work more closely with their faculty advisor or program counselor in order to reach their educational goals.

Transcript: A student’s official academic record.

Transferability: The acceptability for credit of a course or program by another college or university.

Transfer Programs: See College Transfer Programs.

Tuition: The amount of money a student must pay at the time of registration for each hour of academic credit based on the student’s residency classification.
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The content includes various academic programs and courses offered by Central Piedmont Community College, including Accounting, Accounting Certificate, Accounting (A25120), Anthropology, Auto Body Repair, Automotive Systems Technology Diploma, Automotive Technology, etc. Each entry is followed by a page number indicating where more information can be found. The document is structured alphabetically with clear organization of categories such as Accounting, Anthropology, Auto Body Repair, etc.
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