



Western Nevada College

2011 SPRING SCHEDULE

CELEBRATING EXCELLENCE & OPPORTUNITY FOR 40 YEARS

1971 2011



**PERSONAL
INTEREST
NON-CREDIT
CLASSES**

See class listings or visit
www.wnc.edu/ce/

Register By Internet @ www.wnc.edu

Classes start Monday, January 24

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NEW STUDENT REGISTRATION SYSTEM COMING - FALL 2011

Western Nevada College is proud to announce that beginning with online registration for FALL 2011, WNC students will use a new, improved online registration and student services system.

myWNC is a self-service, online portal that will allow students to browse and register for classes, pay fees, check their financial aid status, and obtain their grades.



Web-REG
Register for Classes

SPRING or SUMMER 2011 REGISTRATION INFORMATION

Anyone planning to attend WNC in **SPRING OR SUMMER 2011** must use the **current Web-REG system**. The link is on the WNC home page at www.wnc.edu.

Any **new student** planning to attend WNC in **SPRING OR SUMMER 2011** must complete the Application for Admission. It can be accessed from the WNC web site home page – www.wnc.edu. Click on the blue "Apply Now" button.



FALL 2011 REGISTRATION INFORMATION

Anyone planning to attend WNC in FALL 2011 will use the new **myWNC** portal which will soon be available from the WNC web site home page – www.wnc.edu

IMPORTANT - A *personal e-mail address is NOW required*.

JANUARY 18, 2011 – New student admission application available on **myWNC** portal.

MARCH 1, 2011 – **Admitted** WNC students can log in to their individual accounts on **myWNC** portal. Access codes will be provided in prior personal mailings to enrolled students.

MARCH 15, 2011 – **Admitted** students and visitors can access the portal by clicking the **myWNC** icon on the WNC home page at www.wnc.edu. Here they can view the FALL class schedule.

APRIL 18, 2011 – **Continuing** WNC students can view their individual registration appointment – the date they can begin to register for their fall classes on the **myWNC** portal.

APRIL 25, 2011 – **New students** can begin to register online for their fall classes on **myWNC** portal. Registration also begins on **myWNC** portal for fall non-credit Community Education classes.

myWNC CALL CENTER COMING SPRING 2011

We want to help make the transition as smooth as possible to the new **myWNC** online student registration system by offering a **myWNC Call Center**.

AVAILABLE MARCH 1

Weekdays - 8 a.m. to 5 p.m., excluding holidays

STUDENTS IN:

Carson City, Dayton, Gardnerville, Genoa, Incline, Minden, Mound House,
Reno, Silver Springs, Sparks, Stagecoach, Virginia City

445-4444

STUDENTS IN:

Fallon, Fernley, Hawthorne, Lovelock, Schurz, Smith Valley,
Topaz, Yerington, Zephyr Cove

1-888-729-9626

Embracing the Past & Looking Ahead

2011 brings a significant birthday to Western Nevada College - the Big 4-0.

With it comes the chance to embrace the past and look forward. Perhaps because WNC has served thousands of Nevadans for decades, some may take our community college for granted. They may not realize that our three campuses and five education centers have been successful because of the vision and effort of many throughout the Silver State.

In 1971, the dreams of local educators, civic leaders and students became a reality. Western Nevada Community College opened to serve adults and traditional age students throughout northwestern Nevada.

The college began its charge without dedicated buildings. Instead, space was rented for classes in communities as far and wide as Reno, Carson City, Hawthorne, Yerington, Fallon, Incline Village and Zephyr Cove.

There were 705 students that first semester, but the numbers quickly grew to 2,106 in 1972. The Bristlecone Building opened on the new Carson City campus in 1974.

Over the years, university transfer courses have become as important as career preparation programs. However, the first graduating class in 1972 showed the focus on careers. Of 30 graduates, 16 earned nursing degrees and 14 studied business technology or radiologic technology.

Today close to 6,000 students attend each semester, and Western offers a bachelor's degree in construction management and more than 40 academic degrees and certificates.

OTHER MILESTONES

1976 - Western is split, with the north campus in Reno becoming Truckee Meadows Community College.

1981 - The Fallon campus opens with Sage Hall.

1987 - Local builders and manufacturers donate time and materials to construct a center for machine tool technology instruction.

1988 - The Pinon Hall classroom building opens at the Fallon campus.

1991 - Aspen Building opens at the Carson City campus, bringing science and art laboratories, and facilities for counseling and admissions.

1992 - Stillwater Hall (now Virgil Getto Hall) opens at the Fallon campus with science and art labs, student services areas, library and media services. In Carson City, the library and media services addition opens and the first interactive video classroom is inaugurated.

1997 - Douglas Campus opens with Bently Hall.

1998 - Cedar Building opens on the Carson City campus for nursing, physics, engineering and other classes.

1999 - The Donald W. Reynolds Center for Technology opens on the Carson City campus, housing drafting, electronics, construction technology and seminar rooms.

- The WNC Jim Randolph High Tech Center opens at Carson High School, providing joint use technology programs.

2003 - The Jack C. Davis Observatory opens on the Carson City campus.

2004 - The Joe Dini Jr. Library and Student Center opens at the Carson City campus.

2006 - John L. Harvey baseball field opens at the Carson City campus.

2007 - Western Nevada Community College officially becomes Western Nevada College to reflect the college's expanded mission and baccalaureate degree opportunities.

2009 - A major retrofit is completed to make the Carson City campus more navigable for those with disabilities. Improvements included new lifts between floors, additional accessible restrooms, walkways with a gentler grade, and improved handicap parking lots.

2011 - WNC celebrates 40 years of academic opportunity for western Nevada.

Thanks to all who have worked so diligently and passionately to create a Western Nevada College that is truly "40 & FABULOUS!"

WNC 40th Anniversary Logo - Congratulations to Chris Kemp, a Western Nevada College graphic communication student, for his work designing WNC's 40th anniversary logo. Shown on the cover of the 2011 Spring Schedule of Classes, the logo was chosen in a competition with other WNC graphic communication students.

Calendar

CLASSES BEGIN MONDAY, JANUARY 24

SPRING SEMESTER

NOVEMBER

- 29 Spring registration begins via Web-REG for continuing and returning students

DECEMBER

- 6 Spring registration begins via Web-REG for new students; Final examinations begin for fall semester
- 10 Last day to drop fall full-term classes with a "W"; Unpaid students may be removed from rosters
- 18 Fall semester ends
- 24 Christmas Eve Holiday, college closed
- 27-30 Fallon/Douglas/Rural Centers closed; Limited information available at Carson City campus.
- 31 New Year's Holiday, college closed

JANUARY

- 3 College offices open
- 7 PAYMENT DUE FOR FULL-TERM SPRING CLASSES; Unpaid students may be removed from class rosters; Fall semester grades available through Web- REG
- 17 Martin Luther King Holiday - college closed
- 21 PAYMENT DUE FOR FULL-TERM SPRING CLASSES FOR STUDENTS ENROLLED AFTER JANUARY 7; Unpaid students may be removed from class rosters; Payment for short-term classes is due the day before the class starts
- 22 LATE REGISTRATION BEGINS WITH LATE FEE FOR FULL-TERM CLASSES; Class availability limited
- 23 LAST DAY FOR 100 PERCENT REFUND FOR FULL-TERM CLASSES
- 24 Spring classes begin; 90 percent refund period begins for full-term classes; Even exchange of credits for drop/add for full-term courses begins (special enrollment authorization form required)
- 28 Late registration ends; Last day to add a full-term class through Web-REG. LAST DAY FOR 90 PERCENT REFUND FOR FULL-TERM CLASSES; Full-term classes dropped after this date receive a "W"

FEBRUARY

- 4 Even exchange of credits for add/drops ends; LAST DAY TO PAY FOR FULL-TERM CLASSES WITH A LATE FEE; Unpaid students may be removed from class rosters
- 21 President's Day holiday – college closed

MARCH

- 1 Last day to apply for spring graduation; Fall 2011 scholarship applications due to Financial Assistance
- 4 Deferred payments due; Unpaid students may be removed from class rosters
- 18 Last day to change credit to audit or audit to credit for full-term classes
- 21 Spring break begins
- 28 Classes resume after spring break

APRIL

- 4 Summer registration begins via WEB-Reg
- 18 Fall registration begins via myWNC for continuing students. See inside cover for details about the NEW enrollment process using myWNC
- 25 Fall registration begins via myWNC for new students

MAY

- 13 Last day to drop full-term spring classes with a "W"; Unpaid students may be removed from rosters
- 16 Final exams begin
- 21 Spring semester ends
- 23 Commencement-Carson City: Pony Express Pavilion-11 a.m.
- 24 Commencement-Fallon: Barkley Theater at Oats Park-7 p.m.
- 30 Memorial Day holiday- college closed

JUNE

- 10 Spring grades available through WEB-Reg
- 13 Summer classes begin
- 15 Last day to apply for summer graduation

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PHOTOGRAPHS

FRONT COVER: Left to right: Baseball player Brooks Klein ; art students Janet Scott and Thanairy Gomez; Softball player Ashley Gleason; Fallon Graduation 2010.

BACK COVER: Left to right: Professor Mike Sady explaining Waterfall Fire Climate Change Project to class; Associated Students of Western Nevada Vice President Ashley Cruz and President Jason McGill; Douglas weaving instructor Marilyn Elligott.



Important Information

Degree Programs _____

ASSOCIATE OF APPLIED SCIENCE

- ___ Accounting
- ___ Automotive Mechanics
- ___ Business, General Business Emphasis
- ___ Computer Technology - Computer & Office Technology
- ___ Computer Technology - Computer Networking Technology
- ___ Computer Technology - Information Technology
- ___ Construction Technology, Construction Project Management
- ___ Criminal Justice
- ___ Criminal Justice, Law Enforcement/Academy
- ___ Drafting Technology - Architectural
- ___ Drafting Technology - Civil
- ___ Drafting Technology - Mechanical
- ___ Early Childhood Education
- ___ Geographic Information Systems (GIS)
- ___ Graphic Communications
- ___ Machine Tool Technology
- ___ Management
- ___ Nursing
- ___ Real Estate
- ___ Welding Technology

ASSOCIATE OF ARTS

- ___ Associate of Arts - General
- ___ Criminal Justice
- ___ Deaf Studies
- ___ Fine Arts
- ___ Musical Theatre

ASSOCIATE OF GENERAL STUDIES

ASSOCIATE OF SCIENCE

- ___ Biological Sciences
- ___ Chemistry
- ___ Computer Science
- ___ Engineering Science
- ___ Geosciences
- ___ Mathematics
- ___ Physics

BACHELOR OF TECHNOLOGY

- ___ Construction Management

CERTIFICATE OF ACHIEVEMENT

- ___ American Sign Language
- ___ Automotive Mechanics
- ___ Bookkeeping
- ___ Business
- ___ Computer Applications
- ___ Computer Technology, Network Support Technician
- ___ Computer Technology, System Administration Technician
- ___ Criminal Justice, Law Enforcement/Academy
- ___ Criminal Justice, 9-1-1 Dispatch Telecommunications
- ___ Customer Service
- ___ Desktop Publishing
- ___ Drafting Technology - Architectural
- ___ Drafting Technology - Mechanical
- ___ Early Childhood Education
- ___ Geographic Information Systems (GIS)
- ___ Graphic Communications
- ___ Machine Tool Technology
- ___ Retail Management
- ___ Welding Technology

Western Nevada College
is a member institution of the
Nevada System of Higher Education

BOARD OF REGENTS

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Dr. Jason Geddes, Vice Chair

Mark Alden
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William G. Cobb
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Ron Knecht
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Kevin J. Page
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Michael Wixom

Mission & Goals _____

MISSION

Western Nevada College inspires success in our community through opportunities that cultivate creativity, intellectual growth and technological excellence, in an environment that nurtures individual potential and respects differences.

COLLEGE GOALS

1. Improve student success in program completion and graduation rates.
2. Ensure institutional excellence in teaching, programs and services.
3. Embrace our college's many communities and respond to their diverse needs.



REGISTRATION TIPS _____

- New Students: Submit application for admission at least 72 hours before your planned class registration time.
- Schedule an appointment with a counselor if you need assistance selecting classes or to take placement tests.
- Register early to get classes at the days and times you want. Check your schedule to make sure your registration is correct.
- Check the catalog to ensure you have met all course prerequisites.
- Audit status is only for those who do not want grades or course credit.
- Pay fees when you complete registration (*no later than published deadlines*).
- Print a copy of your schedule to take to the bookstore to buy your books.
VIEW TEXTBOOK INFORMATION
www.wnc.edu/academics/schedule/
- Be aware of refund deadlines for dropping classes and books.
- Requests to exchange one full-term class for another with the same amount of credits must be submitted by the end the second week of the semester. Even exchange of class/credits will remove the dropped class completely from your transcript. Classes dropped after the 100 percent refund period that are not "even exchanged" may affect financial aid for students. Classes dropped after the 90 percent refund period will remain on transcripts with a grade of "W."
- Periodically check your schedule using Web-REG.
- High school students must have a completed high school authorization form to register for classes.
- Withdraw from classes if you are unable to attend or complete the courses by the published deadline.
- Check grades two weeks after the semester has ended using Web-REG.

Privacy Notice

Privacy Notice & Request for Confidential Status of Directory Information

In accordance with institutional policy and the U.S. Family Education Rights and Privacy Act of 1974, Western Nevada College vigorously protects the privacy of student educational records. The institution does not release the records of individual students, such as grades and class schedules, without prior written consent of the student. WNC does not release information to parents of students regardless of dependence status without prior written consent of the student. A student is defined as an individual who has applied to WNC and who is or has been in attendance at WNC.

The Family Educational Rights and Privacy Act (FERPA) affords students certain rights with respect to their education records. These rights include:

(1) The right to inspect and review the student's education records within 45 days of the day the institution receives a request for access.

A student should submit to the registrar, dean, head of the academic department, or other appropriate official, a written request that identifies the record(s) the student wishes to inspect. The institution official will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the institution official to whom the request was submitted, that official shall advise the student of the correct official to whom the request should be addressed.

(2) The right to request the amendment of the student's education records that the student believes to be inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

A student who wishes to ask the institution to amend a record should write the institution official responsible for the record, clearly identify the part of the record the student wants changed and specify why it should be changed. If the institution decides not to amend the record as requested, the institution will notify the student in writing of the decision and of the student's right to a hearing regarding the request for amendment. Addi-

tional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.

(3) The right to provide written consent before the institution discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent.

The institution discloses education records without a student's prior written consent under the FERPA exception for disclosure to school officials with legitimate educational interests. A school official is a person employed by the institution in an administrative, supervisory, academic or research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the institution has contracted as its agent to provide a service instead of using institutional employees or officials (such as an attorney, auditor or collection agent); a person serving on the Board of Regents; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the institution.

Upon request, the institution also discloses education records without consent to officials of another school in which a student seeks or intends to enroll.

As permitted under federal law, an exception to the above practice is the release of "directory" information considered to be public in nature and not generally deemed to be an invasion of privacy. The Nevada System of Higher Education has designated the following information as directory information: student name, address, telephone number, e-mail address, degrees, honors and awards received, major field of study, college, dates of attendance, date of graduation, undergraduate or graduate status, most recent educational agency or institution attended, enrollment status (full-time or part-time), participation

in officially recognized activities and sports, and weight and height of members of athletic teams. WNC has further designated photographs from college sanctioned events as directory information.

Students have the right to refuse to let WNC and NSHE designate this information as directory information and have until the end of the first six weeks of the fall or spring semester to submit a request for non-disclosure of the above items. A request for non-disclosure submitted at one NSHE institution will apply to all NSHE institutions.

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the institution to comply with the requirements of FERPA. The name and address of the Office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5901

It is important to consider carefully the potential consequences of restricting the release of directory information. If a student restricts release for non-commercial educational purposes, the institution will be unable to place the student's name in publications such as honors and graduation programs, to confirm graduation and dates of attendance to potential employers; or to verify enrollment with organizations such as insurance companies without the express written authorization of the student.

If, after due consideration, you wish to restrict the release of directory information, complete this form and submit it to Admissions and Records. This directive will apply permanently to your record unless you choose to reverse it by submitting a written authorization.

- Do not disclose my information for commercial purposes.
- Do not disclose my information for non-commercial, educational purposes.
- Do not disclose my information for both commercial & non-commercial purposes.

Printed Name _____ Date _____

Student ID _____ Signature _____

The authorization can be mailed, faxed or delivered in person to Admissions & Records.

Where To Find Help

WNC Carson City

2201 W. College Parkway, Carson City, 89703

www.wnc.edu

General Information 445-3000

Academic and Student Affairs

Carol Lange, Interim Vice President 445-4405

Academic Skills Center

Joshua Fleming, Coordinator 445-4257

www.wnc.edu/asc/

Admissions & Records

Dianne Hilliard, Director 445-3277

www.wnc.edu/student-services/admissions/

Adult Literacy & Language/GED

Teri Zutter, Director 445-4451

www.wnc.edu/student-services/alal/

Associated Students of

Western Nevada 445-3323

www.wnc.edu/clubs/aswn/

Bookstore 445-3233

www.wnc.edu/bookstore/

Business Office

Chet Burton, Fiscal Director/Controller

..... 445-4221

www.wnc.edu/finance/business/

Child Development Center

Andrea Doran, Director 445-4262

www.wnc.edu/cdc/

Community Education/College for Kids/

Motorcycle Safety Program

Linda Whitehill, Coordinator 445-4268

www.wnc.edu/ce/

Counseling Services

Deborah Case, Director 445-3267

www.wnc.edu/student-services/counseling/

Disability Support Services (DSS)

Susan Trist, Coordinator 445-3275

www.wnc.edu/dss/

Facilities Planning & Management

Dave Rollings, Director 445-4223

www.wnc.edu/finance/facilities/

Finance & Administration

Daniel J. Neverett, Vice President ... 445-4231

www.wnc.edu/finance/

Financial Assistance

Lori Tiede, Director 445-3264

www.wnc.edu/student-services/financial/

High School Tech Prep Program

Kevin Edwards, Coordinator 445-3241

www.wnc.edu/academics/techprep/

Human Resources & General Counsel

Mark Ghan, Esq., Vice President 445-4235

www.wnc.edu/personnel/

Library & Instructional Technology

Ken Sullivan, Director 445-3229

<http://library.wnc.edu/>

Nursing & Allied Health Programs

Judith Cordia, Ed.D., Director 445-3296

www.wnc.edu/academics/division/nalh/

Public Safety 445-3308

Jack Piirainen, Director 721-3132

www.wnc.edu/ps/

Student Life/Student Center/Outreach

Katie Leao, Coordinator 445-3324

www.wnc.edu/student_life/

Student Services

John Kinkella, Dean 445-3344

www.wnc.edu/student-services/dean/

Veterans Assistance 445-3260

www.wnc.edu/student-services/financial/funding-veterans.php

Western Nevada State Peace

Officer Academy

Katie Durbin, Commander 445-4408

www.wnc.edu/post/

Workforce Development Center

Scott Penzel, Director 445-4427

www.wnc.edu/wdc/

WNC Douglas

1680 Bently Parkway South, Minden, 89423

Campus/Student Services

General Information 782-2413

Fax 782-2415

www.wnc.edu/location/douglas/

WNC Fallon

160 Campus Way, Fallon, 89406

www.wnc.edu/location/fallon/

General Information 423-7565

Fax 423-8029

Fallon Campus, Rural & Workforce

Development

Bus Scharmann, Dean 423-7565

Ext. 2224

Academic Skills Center 423-7565

www.wnc.edu/asc/ Ext. 2278

Associated Students of

Western Nevada 423-7565

www.wnc.edu/clubs/aswn/ Ext. 2264

Bookstore 423-7556

..... 423-7565 Ext. 2280

www.wnc.edu/bookstore/

Counseling, Financial &

Registration Services 423-7565

Ext. 2221

Ron Marrajo, Coordinator 423-7565

Ext. 2240

www.wnc.edu/student-services/counseling/

GED Prep & Exam

Information 423-7565

Ext. 2221

www.wnc.edu/student-services/alal/

Library & Instructional

Technology 423-5330

..... 423-7565 Ext. 2241

<http://library.wnc.edu/aboutthelibrary/fallon.html>

Specialty Crop Institute

Ann Louhela, Project Director 351-2551

www.wnc.edu/ce/sci/

Truck Driving School 423-5186

www.wnc.edu/ce/ats/

Veterans Assistance

Megan Herringshaw 423-7565

Ext. 2239

www.wnc.edu/student-services/financial/funding-veterans.php

Workforce Development Center/

Community Education/College for Kids

Susan Emmons 423-5847

Ginny Dugan 423-5186

www.wnc.edu/ce/

Where to Find Help/Registration Information

Rural Programs

Dean of Fallon Campus & Rural Development, Bus Scharmann
Phone 423-7565 Ext. 2224
Fax 423-8029
Recognizing that off-campus office hours are limited, WNC provides an answering machine at each location. Those calling outside of office hours are encouraged to leave a message.

WNC FERNLEY

1360 Hwy 95A, Fernley, 89408
www.wnc.edu/location/fernley/
Coordinator, Lorene Addison
Phone 575-3348
Fax 575-6889
Hours: Monday-Thursday, 1-6 p.m.
Note: Appointments also available.

WNC HAWTHORNE

601 A Street - P.O. Box 716, Hawthorne, 89415
www.wnc.edu/location/hawthorne/
Administrative Assistant, DeVona Scott
Phone 945-2405
Fax 945-3621
Hours: Monday-Thursday, 1-6 p.m.

WNC LOVELOCK

Office - 765 Western Ave., P.O. Box 1003, Lovelock, 89419
Classroom - 1295 Elmhurst Ave., P.O. Box 1003, Lovelock, 89419
www.wnc.edu/location/lovelock/
Coordinator, Richard Tree
Assistant Coordinator, Luetta Thomas
Phone 273-4994 or 273-2222
Fax 273-4913
Hours: Monday-Thursday, 3-6 p.m.
Note: Appointments also available.

WNC SMITH

20 Day Lane, Smith, 89430
www.wnc.edu/location/smith_valley/
Coordinator, Robbin Moore
Phone 465-2332 Ext. 21
Fax 465-2681 or 465-1367
Hours: Monday-Thursday, 9 a.m.-3 p.m.

WNC YERINGTON

120 N. California St., P.O. Box 526
Yerington, 89447
www.wnc.edu/location/yerington/
Administrative Assistant, Katherine Wakeman-Nelson
Phone 463-2412
Fax 463-4334
Hours: Monday, 12:30-4:30 p.m.
Tuesday-Thursday, 1-6 p.m.
Note: Appointments also available.

Academic Divisions

Communication & Fine Arts

Chair, Maxine Cirac..... 445-4281
www.wnc.edu/academics/division/cfa/

Nursing & Allied Health

Chair, Dr. Judith Cordia..... 445-3295
www.wnc.edu/academics/division/nalh/

Science, Mathematics & Engineering

Chair, Dr. Brigitte Dillet..... 445-4442
or 423-7565 ext. 2254
www.wnc.edu/academics/division/sme/

Social Science, Education, Humanities & Public Service

Chair, Dr. Robert Morin..... 445-4401
www.wnc.edu/academics/division/sehp/

Technology

Chair, Ed Martin..... 445-4272
www.wnc.edu/academics/division/tch/

Class & Building Locations

WNC classes take place on site at the college's three campuses and five rural teaching centers, and at other community locations.

To find a class location, address, map, and class code use the college web site:

www.wnc.edu/location/buildingcodes/

Contacting Faculty

WNC faculty will be available to answer questions about classes and academic programs. Contact information and office hours can be obtained by contacting the instructional divisions listed below. Full-time faculty information is also available on the college web site:

www.wnc.edu/directory/browse/

Express Classes

WNC offers many late start, shorter college classes to fit busy schedules. See individual department listings or the college web site:

www.wnc.edu/academics/schedule/2011/express.php



Web-REG
Register for Classes

Registration

Registration can be accessed online through Web-REG at www.wnc.edu/webreg/ - follow the instructional prompts. Access Web-REG Internet registration any time AFTER your start date, including weekends.

HOURS

Monday-Saturday: 12:30 a.m. - 8 p.m.

Sunday: 8 a.m. - 8 p.m.

• **NEW TO WNC?** — Students who have never attended WNC, or have not attended since fall 1978 must complete an online application for admission prior to registering.

www.wnc.edu/student-services/admissions/

• **STUDENT I.D. NUMBER** — Web-REG will ask for Student I.D. or Social Security number. Anyone who does not have a Social Security number should contact Admissions & Records for assistance.

• **SHORT-TERM CLASSES** — Students may register and pay for short-term courses until the day before the class begins.

Counseling Services

Carson City 445-3267
Fallon 423-4031
Douglas 782-2413

Late Registration

Students may register/add classes during late registration beginning Saturday, Jan. 22. However, class availability will be limited and a late fee of \$25 is assessed. All students must make payment for full-term classes added during late registration by Friday, Feb. 4. After Jan. 28, students may add full-term courses only by submitting a special enrollment authorization form with instructor signature and approval to Admissions and Records.

Where to Begin - Registration Information

Bookstore

Web orders can be placed for store pickup or shipment (ongoing throughout semester) for any class. To place web orders/for information see the web site.

Vouchers issued by the Financial Aid office cannot be used for web orders.

WNC CARSON CITY

The WNC Bookstore on the Carson campus is open year-round with limited summer hours. College and holiday closures are observed.

Regular Hours:

Monday-Thursday 9:30 a.m.-5:30 p.m.
 Friday.....10 a.m.-2 p.m.
 Hours will be extended at the start of school and reduced over holiday breaks.

WNC FALLON

Textbooks will be available (during posted times) at the WNC Fallon bookstore behind Sage Hall for classes and web classes in the Fallon service area.

Hours are extended the week before and the first two weeks of class. Afterward, the Fallon bookstore has limited hours.

WNC DOUGLAS

Books may be purchased at the Carson campus bookstore or via the web site.

WNC FERNLEY, HAWTHORNE, LOVELOCK, YERINGTON, SMITH

Textbooks are available at the Fallon bookstore. Orders can also be placed online for any regular campus classes.

RENT-A-TEXT

Students may opt to rent books through Rent-A-Text. Textbook rental is a way to save money on book expenses. Students have the option to return books or keep them at the end of the semester.

INFORMATION

www.rent-a-text.com

or contact the bookstore



TEXTBOOK REQUIREMENTS FOR CLASSES ARE AVAILABLE ONLINE!

www.wnc.edu/academics/schedule/

Search for the desired class; Textbook information is found under "class information"

RETURN POLICY: Refunds will be made the first week of class with a receipt, with the book in its original condition. After the first week, refunds are possible if a student drops a class in the first two weeks of classes, shows proof of drop, and still has the original receipt. All refunds after that date will be at the discretion of the bookstore manager. **Books/packages cannot be returned if packaging is opened.**

HOURS/TEXTBOOK QUESTIONS?

www.wnc.edu/bookstore/

Carson City campus . . . 445-3233 Fallon campus . . . 423-7556

Registration Information Hours

Office hours are Monday-Friday, 8 a.m.-5 p.m., unless otherwise noted. College staff will be ready to assist with registration on these dates/times:

WNC CARSON CITY

Tuesday-Thursday, Jan. 18-20 8 a.m. - 7 p.m.
 Friday, Jan. 21 8 a.m. - 6 p.m.
 Monday-Thursday, Jan. 24-27 8 a.m. - 7 p.m.
 Friday, Jan. 28 8 a.m. - 5 p.m.

Note: Student Services offices in the Bristlecone Building will remain open until 6 p.m. on Wednesdays when classes are in session.

WNC DOUGLAS

Tuesday-Thursday, Jan. 18-20 9 a.m. - 6 p.m.
 Friday, Jan. 21 8 a.m. - 5 p.m.
 Monday-Thursday, Jan. 24-27 9 a.m. - 6 p.m.
 Friday, Jan. 28 8 a.m. - 5 p.m.

WNC FALLON

Tuesday-Thursday, Jan. 18-20 8 a.m. - 7 p.m.
 Friday, Jan. 21 8 a.m. - 6 p.m.
 Monday-Thursday, Jan. 24-27 8 a.m. - 7 p.m.
 Friday, Jan. 28 8 a.m. - 5 p.m.

NOTE: Student Services office in Virgil Getto Hall will remain open until 6 p.m. on Tuesdays and Wednesdays when classes are in session.

WNC FERNLEY

Tuesday-Thursday, Jan. 18-20 12:30-5:30 p.m.
 Monday-Thursday, Jan. 24-27 12:30-5:30 p.m.

NOTE: Appointments also available 575-3348

WNC HAWTHORNE

Monday-Thursday, Jan. 10-13 1 - 6 p.m.
 Tuesday-Thursday, Jan. 18-20 1 - 6 p.m.

WNC LOVELOCK

Monday-Friday, Jan. 10-14 3 - 6 p.m.
 Tuesday-Friday, Jan. 18-21 3 - 6 p.m.

NOTE: Appointments also available 273-2222

WNC SMITH

Tuesday-Friday, Jan. 18-21 9 a.m. - 3 p.m.
 Monday - Friday, Jan. 24-28 9 a.m. - 3 p.m.

WNC YERINGTON

Tuesday-Thursday, Jan. 18-20 1-6 p.m.
 Friday, Jan. 21 1-5 p.m.
 Monday, Jan. 24 12:30-4:30 p.m.
 Tuesday-Thursday, Jan. 25-27 1-6 p.m.
 Friday, Jan. 28 1-5 p.m.

Admissions & Registration Information

Admissions Policies —

WNC maintains an “open door” admissions policy. Any individual who can benefit from instruction at the college is welcome to enroll. WNC has no pre-admission standards and does not require new students to provide transcripts of previous educational experiences. Thus, any U.S. citizen, resident alien or qualified international student who:

- is at least 18 years old, or
- is a high school graduate, or
- has completed the General Education Development (GED) exam and scored a 12th grade equivalency, may enroll in any general program offered by WNC.

Admission only ensures general enrollment at WNC and does not guarantee admittance into specific programs or particular classes. For information regarding academic programs or classes, contact a counselor or the appropriate academic division.

www.wnc.edu/student-services/admissions/

ADMISSION FOR NEW STUDENTS

New students or students who have not attended WNC since 1978 must submit an admission form prior to registration. Once an application has been received by Admissions and Records, students can generally register for classes within two working days. Students will not receive notification of acceptance.

ADMISSION FOR HIGH SCHOOL STUDENTS

The college permits enrollment for those not yet graduated from high school. High school juniors and seniors may enroll with a completed High School Authorization form available at the WNC Admissions and Records office or online.

High school students below junior level, when identified as academically talented by the school district and recommended by a designated school official, will be reviewed by the director of admissions on a case by case basis for enrollment status in credit courses. These students must have a minimum 3.0 GPA and meet with a WNC counselor. Otherwise, high school students below the junior level may only enroll in Community Education or College for Kids classes.

HAVE YOU MOVED?

Please use Web-REG to update your address, phone, and e-mail information so we can keep up-to-date records!
Thank you!

ADMISSION FOR INTERNATIONAL STUDENTS

All foreign-born, non-resident students planning to attend WNC must contact Admissions and Records on the Carson City campus at least three months prior to attendance to prepare college and federal account information.

ADVANCED STANDING ADMISSION

Students who have earned credits from accredited post-secondary educational institutions may be eligible for advanced standing at WNC. These students should submit a “Petition for Evaluation” to Admissions and Records and request official transcripts from each previously attended institution.

AUDITING A CLASS

Auditing is a process by which the student pays all the regular fees, attends class sessions, receives all the instruction, and generally does the same assignments and work of a regularly enrolled student, but does NOT receive a grade or credits for the class. Auditors are not required to take exams. The last semester date to change credit to audit, or audit to credit, for full-term classes is Friday, March 18. After this date an audit may not be changed to a letter grade and a letter grade may not be changed to an audit.

COURSE EXCHANGES

Even exchange of courses is allowed during the first two weeks of the semester (January 24-February 4). Students who want to drop and add full-term classes for the same number of credits may submit a special enrollment authorization form to Admissions and Records. Students requesting an even exchange during this period should not add or drop classes through Web-REG. Dropped courses approved for even exchange will be removed from a student transcript.

NOTE: during the second week of instruction, a signature is required from the instructor(s) of the course(s) a student wishes to add.

NURSING & ALLIED HEALTH PROGRAMS

WNC offers an Associate of Applied Science Degree in Nursing.

Admission to the Nursing program is limited and requires a special application.

Counseling Services 445-3267

RESIDENCY

Regulations for determining Nevada residency for tuition charges are set by the Board of Regents. One of the following categories must apply in order for a student to be deemed a Nevada resident:

- 1) A dependent person whose spouse, family or legal guardian is a bona fide resident of Nevada for at least 12 consecutive months prior to the student’s date of matriculation.
- 2) A financially independent person who is a bona fide resident of Nevada for at least 12 consecutive months prior to the date of matriculation.

Date of matriculation means the first day of instruction in the semester or term in which enrollment of a student first occurs. A student has matriculated if he/she enrolls for a course and does not withdraw before the 100 percent refund period or has a record of previous enrollment at Western Nevada College. A non-resident who matriculates to WNC shall continue to be classified as a nonresident student throughout the student’s enrollment, unless and until the student demonstrates continuous physical presence as a Nevada resident for at least 12 months immediately prior to the date of the application for reclassification. There are additional criteria that must be met for reclassification to resident status. There are also exceptions for determining residency, including graduation from a Nevada high school.

Admissions & Records..... 445-3277

Adds, Drops & Withdrawals

Adds/drops may be completed beginning Monday, Nov. 29, at www.wnc.edu/webreg/. The last day to add full-term classes by Internet is Friday, Jan. 28. Dropping a full-term class must be done by Internet any time until Friday, May 13. Classes dropped after the 90 percent refund period will remain on a student transcript with a “W.” See fee refund policy.

COURSE LOAD

The number of credit units taken by a student, excluding courses taken for audit, makes up the total course load. The number of credits a military veteran or financial aid student takes generally determines the benefits he or she receives. Full-time students carry 12 or more credits; three-quarter-time students carry 9-11 credits; and half-time students carry 6-8 credits. Students may not enroll for more than 18 credits per semester without permission of a WNC counselor.

Registration Information

Class Cancellations/ Changes

WNC reserves the right to cancel classes with low or insufficient enrollment.

The list of canceled courses will be updated as courses are canceled including those resulting from instructor illness or inclement weather. Canceled class hotline is updated throughout the semester.

Students concerned about possible college closure due to inclement weather should check the WNC web site, the main college phone number, and local TV stations.

Class Cancellation/ Class Change Information

Carson/Douglas/Dayton/Reno area
445-3030



Inclement Weather College Closure Information

www.wnc.edu
Carson . . . 445-3000
Local TV stations

Grade Policy

WNC students obtain their grades via the Internet. The college does not send grade mailers at the end of the semester. Students may request a printed copy on Web-REG. Grades are available approximately two weeks after the end of the semester. Spring grades will be available on Friday, June 10.

Federal law protects your grades. The Family Educational Rights and Privacy Act of 1974, as amended, requires a photo ID to verify that the requestor is the person who earned the grades requested when a request is made in person. With requests sent by mail or fax, the written signature of the person who earned the grades is required to release a copy of the grades. A unique PIN is considered the equivalent of a signature if the Internet is used to request a copy of grades.

Distance Education at WNC

WNC offers a full range of classes delivered online through WebCampus and by interactive video. Both are designed to meet the needs of students with busy lifestyles who may not have the opportunity to attend regularly scheduled or on-campus classes.

Interactive video classes offer two-way audio and video from the originating site to branch campuses and centers at regularly scheduled times.

Many web classes have few, if any, scheduled meeting times and can be accessed 24/7 from any computer.

WebCampus

Online and web enhanced classes are provided through WNC's WebCampus. Students taking online classes should have regular access to a reliable computer with a high-speed Internet connection. Basic skills required include: sending and receiving e-mails, word processing, attaching files, and basic web browser configuration. Successful online students are independent learners, self-motivated, and possess good reading skills and study habits. A typical three-credit class requires a minimum of about 10 hours per week for reading course materials and completing assignments.

The WNC Student Code of Conduct applies to online classes as it does to traditional classes. The online classroom should be considered the same as a traditional classroom with all of the norms of behavior that the statement implies. Students should communicate with their classmates and instructors in a polite, civil manner, using proper English.

www.wnc.edu/webcampus/

Log-in instructions are listed under "Tutorials and Help"
Click "Check Browser" to ensure computer compatibility

Web Classes: Classes delivered over the Internet that may require one or more scheduled meetings, either online or face-to-face.

Web Enhanced Classes: Regular face-to-face classes that use an Internet component to expand the course experience.

Blended Classes: Classes delivered primarily over the Internet with regularly required face-to-face meetings.

Blackboard (WebCT): The software that WNC uses to power WebCampus classes.

STUDENT E-MAILS

Students are responsible for updating their e-mail contact information on WNC's Web-REG online system. The personal e-mail address on file will be used by the college and faculty for contacting students. E-mail addresses may be created through Yahoo!, Google, Hotmail, or any internet provider.

Returning Students

Students who have had a WNC e-mail address need to log-in to Web-REG and provide a personal e-mail address. WNC provided student e-mail addresses are no longer active.

New Students

New students need to provide a personal contact e-mail address at the time of registration.

*Remember to keep your personal
e-mail address updated on Web-REG!*

Important Information About Fees

FEE PAYMENT

Invoices are mailed to students who register by Tuesday, Dec. 21. Anyone who does not receive an invoice or who has made changes to their schedule must access the WNC web site for the amount owed in Web-REG: www.wnc.edu

FEE DUE DATES

Friday, Jan. 7 • 5 p.m. in person, or 8 p.m. when paying by credit card via the Internet, or enrollment may be canceled.

Friday, Jan. 21 • 6 p.m. in person, or 8 p.m. when paying by credit card via the Internet, for classes added after January 7, or enrollment may be canceled. After that date, a \$25 late fee is assessed.

Friday, Feb. 4 • 5 p.m. in person or 8 p.m. via the Internet is the last day to pay during late registration.

Payment for short-term classes is due the day before the class starts.

PER-CREDIT FEES

NOTE: Due to the state budget crisis, fee increases are possible for the 2011-2012 academic year. Further fee information will be available as it is received.

Registration Fee (<i>lower division</i>).....	\$69.25/cr
Registration Fee (<i>upper division</i>).....	\$113.25/cr
Technology Fee.....	\$5.50/cr
Distance Education Fee (<i>lower division</i>).....	\$31.50/cr
Distance Education Fee (<i>upper division</i>).....	\$51.75/cr
Non-resident Fee (<i>six or fewer credits</i>) (<i>lower division</i>).....	\$69.25/cr
Non-resident Fee (<i>six or fewer credits</i>) (<i>upper division</i>).....	\$113.50/cr
Non-resident Fee (<i>seven or more credits</i>).....	\$3,173.50
Non-resident Good Neighbor Fee (<i>lower division</i>).....	\$37.75/cr
Non-resident Good Neighbor Fee (<i>upper division</i>).....	\$62.00/cr

APPLICATION FEE

All students who apply for admission are assessed a one-time \$15 fee when they register. This fee is not deferrable or refundable even if the courses are full, dropped, or canceled.

AGENCY FEE PAYMENT

Students must submit the authorization for third party payment to the Business Office during the week they register.

Fax445-3027

GOOD NEIGHBOR TUITION

A reduced non-resident tuition fee of \$37.75 per credit for lower division classes and \$62 for upper division classes will be added to the regular registration fee of \$69.25 per credit for lower division classes and \$113.25 per credit for upper division classes for students:

- living within 50 miles of the Nevada border for one year or more or,
- graduates of specifically designated high schools or community colleges from neighboring states.

Students must apply for Good Neighbor tuition status.

NON-RESIDENT TUITION

Out-of-state students who enroll for six or fewer credits in a semester are required to pay an additional \$69.25 per credit for lower division classes and \$113.50 per credit for upper division classes. Those who enroll for more than six credits in a semester must pay an additional \$3,173.50.

NON-RESIDENT DISTANCE EDUCATION TUITION

A reduced non-resident tuition fee of \$31.50 per credit for lower division classes and \$51.75 for upper division classes will be added to the regular registration fee of \$69.25 per credit for non-resident students enrolled exclusively in distance education classes, and who reside outside of Nevada during the semester in which enrollment in the distance education course(s) occurs.

PAY BY INTERNET

Pay with Visa, MasterCard, or Discover by Internet: www.wnc.edu/webreg/. Verify account balance after submitting request.

PAY BY MAIL/DROP BOX

Make checks payable to Board of Regents. Indicate the student's Social Security number or student I.D. number. A fee payment box for after hours is located on the Carson City campus or mail to:

WNC Business Office
2201 West College Parkway
Carson City, NV 89703-7399

PAY IN PERSON

Business Office hours are Monday through Friday, 8 a.m.-5 p.m., unless otherwise noted.

CARSON CITY

Tuesday-Thursday, Jan. 18-20..... 8 a.m.-7 p.m.
Friday, Jan. 21..... 8 a.m.-6 p.m.
Monday-Thursday, Jan. 24-27..... 8 a.m.-7 p.m.

FALLON

Tuesday-Thursday, Jan 18-20 8 a.m. - 7 p.m.
Friday, Jan. 21 8 a.m. - 6 p.m.
Monday-Thursday, Jan. 24-27..... 8 a.m. - 7 p.m.

DOUGLAS

Tuesday-Thursday, Jan 18-20..... 9 a.m. - 6 p.m.
Monday-Thursday, Jan. 24-27..... 9 a.m. - 6 p.m.

PERSONS AGE 62 OR OLDER

Nevada residents 62 years or older may register for credit or audit status in any course without paying registration, application or admission fees, except:

- Only space available courses may be taken.
- Benefits are subject to programs being otherwise self-sustaining, i.e. summer session.
- Lab and technology fees are still applicable.
- All seniors must pay a \$5.50 per credit technology fee.
- Community Education course fees are discounted by 20 percent.
- Motorcycle Safety is not discounted.

REGISTRATION FEE

The registration fee for lower division classes is \$69.25 per credit and for upper division classes is \$113.25 per credit (except for Community Education classes). The fee to audit a class is the same as the fee to register for credit. NOTE: some classes also carry a special use or lab fee.

TECHNOLOGY FEE

The NSHE Board of Regents technology fee of \$5.50 per credit funds technology needs and enables WNC to stay current.

WESTERN UNDERGRADUATE EXCHANGE (WUE)

Through the Western Undergraduate Exchange, selected students from eligible western states may enroll in any of WNC's programs at a reduced tuition level of 150 percent of the college's regular resident tuition. Students must request WUE status on the application for admission and apply for WUE status by submitting a WUE application to Admissions and Records prior to matriculation. WNC reserves the right to limit the number of WUE students from each state.

Important Information About Fees

DEFERRED PAYMENTS

Contracts for deferred payment of registration fees are available to students who register for six or more semester credit hours in a fall or spring semester. Application for admission fees, laboratory fee, and costs of Community Education credits and courses may not be deferred. Special fees, i.e., lab fees, insurance, etc., and approximately half of the registration and tuition fees are payable at registration.

The unpaid balance is due and payable no later than Friday of the sixth week of instruction. If payment for deferred fees has not been made by the required date, the account will be considered delinquent and the student will be placed on financial hold for future registration, grade, transcript, diploma, and certificate privileges.

A penalty fee of \$10 or 10 percent, whichever is greater, will be charged on all delinquent accounts. The registrar is authorized, if necessary, to officially withdraw a student from classes for nonpayment of the balance.

A student who qualifies for the deferred contract and sends in the first payment by the published deadline agrees to the contract rules. No written contract is required. To set up a deferment, access the Internet and select the account and billing option.

Direct Deposit of Student Refund Checks —

The Business Office offers direct deposit as a convenient means of providing refund/overage checks to students. Instead of mailing a check, the funds can be deposited directly into a checking account.

BENEFITS INCLUDE:

Convenience... No waiting on the mail or waiting in line to cash or deposit the check.

Quick access... The funds are available within two-five business days after the due date of refund.

Safety... Prevent check loss or theft.

Signing up is easy... Complete the online authorization form, attach a voided check, sign and date. Incomplete forms will not be processed.

Business Office..... 445-4221

Direct deposit form can be found online at:
www.wnc.edu/student-services/admissions/forms/

DELINQUENT ACCOUNTS

All delinquent accounts will be placed on financial hold. Students on financial hold may not receive a transcript, register for classes or be awarded a certificate/diploma until the account has been cleared and financial hold removed. Delinquent accounts may be sent to collection after 90 days. The student will be assessed collection/legal fees.

WNC does not furnish counter checks and under no circumstances will postdated or altered checks be accepted. A \$25 collection fee will be assessed for any check returned as unpaid from the bank. Returned checks must be made good within ten days of the bank's notification (cash, cashier's check or money order only) or the college will begin collection procedures.



Fee Refunds

The college's refund policy applies to students in all programs and to all registration fees for withdrawal or net credit reduction, except for non-credit courses. The application fee is not refundable and cannot be transferred to another person or to another fee. Refund of fees for withdrawal from WNC semester-long classes will be as follows:

- 100 percent if the withdrawal is completed prior to the first day of semester. The last day is Sunday, Jan. 23. Courses dropped after the 100 percent refund period that are not "even exchanged" may affect financial aid.
 - 90 percent if the withdrawal is completed by the end of late registration (five working days into semester). The last day is Friday, Jan. 28. Courses dropped after the 90 percent refund period that are not "even exchanged" will remain on a student transcript with a "W".
- NOTE: Community Education courses do not have a 90 percent refund period.

Any course that begins at a date different from the regular semester and/or after the beginning of the semester, and all short-term courses DO NOT follow full-term refund guidelines.

A short-term class is defined as a class that is not scheduled to meet for the entire semester (16 weeks for fall and spring, eight weeks for summer). Short-term courses and courses that start before the regular

FAST TRACK PROGRAM

High school students who enroll in selected WNC distance education classes through the High School Early Entry Program will pay a discounted fee. See a high school counselor for details.

GRADUATION APPLICATION/FEES

Students seeking degrees or certificates of completion must submit a completed application for graduation and a \$25 fee to Admissions and Records before processing begins. Missing the application deadline or failure to meet degree requirements means students must submit a new application and repay the application fee.

Deadline for filing graduation applications and fees for the spring 2011 semester is Tuesday, March 4.

semester start date must be dropped at least one day before the first class session for 100 percent refund; after this day no refund will be given. The 90 percent refund is not available for short-term classes or classes that start before the regular semester date. **Note: Many summer courses are short-term.**

Refund checks for dropped classes (*when applicable*) are prepared and mailed biweekly. Payment is made to the student and any other contributing agencies in proportion to the payment of the original fees made by each at the time of registration. **Drops must be made by Internet before a refund can be issued.**

Refunds after published deadlines will not be considered for reasons which are beyond the control of the student. Failure to attend class, job transfers, changes in work schedule, relocation, etc., will not be considered grounds for refund appeals.

Refund appeals with verifiable evidence may be granted during the first half of the semester for the following reasons: induction or activation into the armed forces; death of the student's spouse, child, parent or legal guardian; death of the student; verifiable error on the part of the college; and verifiable incapacity, illness or injury which prevents the student from returning to school for the remainder of the semester.

In general, no refund is made after the first half of the semester.

Financial Aid Checklist

STEP #1: : New students must complete the WNC application for admission and declare a degree or certificate program. WNC is unable to process the FAFSA form until the student has been admitted to the college.

STEP #2: Organize financial records that are necessary to complete the FAFSA.

For the 2010-11 FAFSA the student's and parent's (for dependent students) 2009 tax return information is required. For married students filing separately the spouse's tax information is required. Other income documents may include year-end statements from Social Security, W-2 forms, disability incomes statements, unemployment compensation statements, TANF annual income statements, etc.

STEP #3: : Complete the electronic FAFSA at www.fafsa.gov. List WNC as the college choice. WNC's school code: **013896**. To sign the FAFSA electronically a PIN number is required for students and parents. This is not the same PIN number used for WNC Web-REG. The FAFSA PIN number can be used each year to apply for financial aid and to access federal student aid records online. The PIN should be kept in a safe place and never given to anyone.

STEP #4: Check Web-REG to track the status of financial aid. Information may be required to verify the information on the FAFSA. Submit the requested documents to the Financial Assistance Office. If changes are made on the FAFSA or to the level of enrollment awards may change.

For assistance completing the FAFSA, computers and advisors are available in Financial Assistance 8 a.m. to 5 p.m., Monday through Friday. The office is open until 6 p.m. Wednesdays when classes are in session. Bring financial records and the required Department of Education PIN number.

Please Note: withdrawing from classes may require a repayment of financial aid and affect eligibility for future aid.

www.FAFSA.gov

How to Apply for Financial Aid

The college's Financial Assistance Office administers an array of financial aid programs including grants, scholarships, loans and part-time employment to assist students in meeting educational expenses. All students are eligible for some type of financial assistance for class levels 095 and above. To be considered for financial aid complete the Free Application for Federal Student Aid each year. Students should complete the FAFSA online as soon as possible after January 1 for the next school year. Early submission of the FAFSA increases the possibility of receiving aid as some funds are limited. Allow at least 45 days before the semester begins to complete the application process.

The WNC scholarship application must be completed to be considered for scholarships. Deadlines are posted on the application. *Application is available online at:*

www.wnc.edu/student-services/financial/funding-scholarships.php

Receiving Financial Aid & Scholarships

When financial aid and scholarships are approved and the student has enrolled in the correct number of credits, funds will automatically be applied to the student's WNC account. This will occur no earlier than ten days prior to the start of semester. If financial aid is not approved in time for fee deadlines, the student is responsible for payment.

If funds awarded exceeds the charges on a student's account, the balance of funds is refunded to the student to pay for other educationally related expenses. Refunds are released to students beginning the week prior to the start of classes in one of the following ways:

- Check: The refund check is mailed to the address listed in Web-REG.
- Direct Deposit: Direct deposit is available if the student completes a Direct Deposit form and submits it to the Business Office along with a voided check. Allow 10-15 business days for the form to be processed.

WE'RE HERE TO HELP

Financial Assistance... 445-3264
www.wnc.edu/student-services/financial/

WELCOME

Millennium Scholars!

Your scholarship pays \$40 per credit for lower division courses (100 & 200 level) and \$60 per credit for upper division courses (300 & 400 level), up to 12 credits each term for courses 100 level & above.

To use your scholarship:

- Apply for admission **and** select a degree or certificate program. Only degree seeking students are eligible to receive the scholarship.
- Register by Internet for at least six credits at WNC per semester.
- Maintain the grade point average as required in your acknowledgement letter.
- If you need additional funds for college, please contact Financial Assistance.

Veterans Services

The college maintains an office of Veterans Services on the Carson City campus. Information concerning veterans services is also available through Counseling Services on the Fallon campus and from the coordinator at any of WNC's outlying centers.

Persons who are eligible for veterans benefits include: honorably discharged veterans, children of 100 percent service-connected disabled veterans, and the widows and children of veterans who died in service or from service-connected disabilities. Veterans and eligible persons are responsible for submitting all necessary paperwork to the Veterans Services Office. Early registration and submission of documents will assist the Veterans Services Office, and allow adequate time for processing applications. Academic counseling is required prior to certification each semester.

VETERANS STANDARD OF SATISFACTORY PROGRESS

Veterans receiving VA educational benefits must maintain a minimum cumulative grade point average of 2.0 on a 4.0 scale. If GPA falls below 2.0, he/she will be placed on academic probation for the following semester. If the cumulative GPA remains below 2.0 for two subsequent semesters, VA benefits will be terminated. To re-establish eligibility, students must take courses at their own expense until they achieve the required minimum 2.0 GPA.

Counseling & Testing

Counseling Services

Degree & Course Advising • Career Counseling • Personal Counseling

Counselors are available weekdays and some evenings at the Carson City, Douglas, and Fallon campuses to help students and community members make important decisions regarding educational goals and career directions.

Counselors help students plan their academic schedules to ensure understanding of major/graduation requirements and current transfer guidelines. Counselors can also assist students with career exploration, interest testing, job search techniques, and provide current information about labor markets and educational training requirements.

Students are encouraged to see a counselor prior to enrollment to receive correct advising.

Disability Support Services (DSS)

WNC is committed to making its programs and services accessible to persons with disabilities. To receive academic accommodations through Disability Services, students must be currently enrolled in classes and provide appropriate documentation of their disability.

Support services for WNC students with disabilities are provided through Counseling Services on the Carson City campus. For effective and timely services, students should submit their requests for assistance at least four weeks in advance.

Disability Services

Carson City campus

Bristlecone Building, Room 103
445-3267 & 445-3266 • TTY: 445-4489
trists@wnc.edu



Campus Connect is a student-based group that helps ease the transition to college. Campus Connect provides a social network and resources specifically for adult students. The group meets weekly and hosts workshops to support student success.

- MEETINGS -

Tuesdays, 12:15-1:15 p.m.
WNC Carson City

Dini Student Center Conference Room

INFORMATION 445-3270

ORIENTATION



- Get critical information that all new students need to know
- Learn how to be successful in college
- Meet other new students
- Meet faculty and current students
- Tour the campus

SIGN UP

with Counseling Services

Carson 445-3267

Fallon..... 423-7565

Campus Orientations

Carson City

CEDAR-Marlette Hall

Wednesday, Jan. 19 • Noon-1:30 p.m.

Douglas students are encouraged to attend orientation at the Carson City campus.

Fallon

Virgil Getto Hall - 302

Tuesday, Jan. 18 • 5:30-7:30 p.m.

Testing

Every student planning to register for English or math courses at WNC must either take placement tests, submit ACT/SAT scores (no more than two years old), or provide a transcript showing completion of prerequisite courses. Testing assesses a student's current skills in reading, writing and math, and helps students select the appropriate courses to take at WNC. Students who are not sure if they need to test should contact a counselor.

Board of Regents mandated ACT & SAT required scores:

	ACT	SAT
English 100	18	440
English 101	21	510
Math 95	17	400
Math 96	19	470
Math 120	22	500
Math 126	22	500
Math 127	25	560
Math 128	22	500
Math 176	25	560
Math 181	28	630
Statistics 152	25	560

Testing is available by appointment at the Carson City, Douglas and Fallon campuses. There is a \$15 testing fee. Photo identification is also required.

Transfer Center/ Career Center

WNC's Transfer Center assists students who plan to continue their education at another institution. The center makes transferring from WNC to another college or university as easy and efficient as possible.

The Career Center provides information on career descriptions, job outlook, work settings and preparation necessary to enter specific career fields.

The Transfer Center and Career Center are in Counseling Services at the Carson City, Fallon, and Douglas campuses.

Special Programs & Services

Dini Student Center

The student center is located on the first floor of the Joe Dini Library at WNC Carson City. The center offers students a place to study, relax, and have a good time. It includes:

- Fitness Center
- Game room/pool tables
- Internet Cafe
- Television lounge
- Student government offices
- Study areas

Monday-Friday 8 a.m. - 5 p.m.

STUDENT ID CARDS

Students obtain college ID cards at the student center information desk.

Monday-Friday 8 a.m. - 5 p.m.

FITNESS CENTER/ACTIVITY STICKER

Students need a WNC student ID card, must enroll in a minimum of three credits and purchase a \$20 activity sticker each semester to use the Fitness Center. Pay for the activity sticker in the Business Office, and take the receipt to the student center information desk to receive a valid sticker. Valid WNC ID with current activity sticker is required for the Fitness Center. No Exceptions.

Monday-Friday 8 a.m. - 5 p.m.

QUESTIONS

Dini Student Center 445-3218

Library Services

WNC offers library and research services to all students, both on campus and online. Thousands of full-text books, magazines and newspapers are available, including 10,000 e-books, 17,000+ online journals and newspapers, 200+ print journal subscriptions, 4,000+ videos and DVDs, and maps. Students can borrow materials from the two campus libraries in Carson City and Fallon, as well as other libraries, using their WNC library card. Current students can obtain a free library card at the library, or online, if they are enrolled in web classes. WNC libraries provide a comfortable place to study. PC & Mac computers, wireless access for laptops, photocopiers, scanners, and group study space are available.

Carson 445-3227
 Fallon 423-5330
 E-mail refdesk@wnc.edu

<http://library.wnc.edu>

Student Clubs & Organizations

Student clubs and activities enhance campus life and put students in touch with others who share common interests.

Interested in organizing a NEW CLUB?

INFORMATION

Carson & Douglas ASWN 445-3323

Fallon ASWN 423-7565 Ext. 2224

CAMPUS CLUBS & ORGANIZATIONS

www.wnc.edu/clubs/

Food Services

Lifted @ the Sedway Café, located on the Carson City campus in the Aspen Building, is open Monday through Friday. The cafe serves a variety of hot entrees, fresh salads, soups, sandwiches and grilled items for lunch as well as breakfast and snacks.

INFORMATION 445-3254

www.wnc.edu/sedway/

Maine Street Café, located on the Fallon campus in Virgil Getto Hall, is open select hours, Monday through Thursday. The cafe serves a variety of homemade items including coffee drinks, hot and cold sandwiches, pastries and breads, soups, salads, and more.

INFORMATION 423-7565 ext. 2235

Child Care is Available

on the WNC Carson City campus at the

- CHILD DEVELOPMENT CENTER -

- **Full-time Child Care** is available for WNC students & non-students

Monday-Friday, 7 a.m. - 5:45 p.m.

Full-time care is available for infants, toddlers, Pre-K and kindergarten age, six weeks to six years. (Priority given to WNC students.) Visit www.wnc.edu/cdc for weekly rates and parent handbook.

- **Part-time Child Care** is available for WNC students & non-students

Monday-Friday, 7 a.m. - 5:45 p.m.

STUDENTS pay a \$10 registration fee per semester and need to provide proof of class enrollment at the time of registration. Fees are \$4 per hour for children 3-6 years; \$5 per hour for children 6 weeks-3 years.

NON-STUDENT fees are \$6 per hour for children 3-6 years; \$7 per hour for children 6 weeks - 3 years.

- **Evening Child Care** is available only for WNC students taking night classes

Monday-Thursday, 5:45-10:15 p.m. Children must be ages 6 weeks-12 years.

STUDENTS pay a \$10 registration fee per semester. Fees are \$4 per hour for children 3-12 years; \$5 per hour for children 6 weeks-3 years.

- **Kindergarten-age Child Care** is available for WNC students & non-students

Monday-Friday, 7 a.m. - 5:45 p.m. (This is a weekly program.)

Billed by the half-day. **STUDENTS:** \$16 per half-day per child; **NON-STUDENTS:** \$20 per half-day per child.

1. Registration requirements apply to both evening and day time programs; part-time and full-time.
2. Registration for new and returning WNC students is Monday, **Dec. 13-Friday, Jan. 14.**
3. Spaces are limited. Register early to ensure a space for the spring semester.
4. Please be aware that space is not guaranteed.

NOTE: Registration information/paperwork must be turned in at least 48 hours before a child's first day of enrollment.

PARENT SUPPORT SERVICES

A variety of programs help parents learn about child-rearing and become comfortable with their role as parents.



Call 445-4262 for additional information

Special Programs & Services

Athletics

WNC offers two intercollegiate sports teams for students who wish to continue their athletic competition while they earn a community college degree or prepare to transfer to a university: baseball (men) and softball (women). Athletes can earn college credits and degrees, use Millennium Scholarships and other types of financial assistance, and compete close to home at WNC.

The WNC baseball and softball teams are Division I members of the National Junior College Athletic Association. Division I schools may offer scholarships.

STUDENT REQUIREMENTS

WNC students participating in the college's athletics program must enroll full-time for a minimum of 12 academic credits each semester and must maintain a minimum cumulative grade point average of 2.0.

Insurance Coverage

Students enrolled in one or more credits have an option of purchasing accident and health insurance through Sentry Life Insurance Company.

INFORMATION

www.ejsmith.com
and/or

WNC Business and Financial Assistance Offices

Academic Skills Centers

To help students succeed, the Academic Skills Centers provide tutoring assistance in many subject areas. This service is free to WNC students, and the ASC staff is committed to helping students become self-confident and independent learners. Stop by the ASC at the Carson City and Fallon campuses for schedules of subjects and tutors, or check the web site. Tutoring is also available at the Douglas campus and Fernley center. Writing tutoring is available online as well. By appointment, or drop-in tutoring available.

Academic Skills Centers

Carson City campus

Bristlecone Bldg., Rm 330 • 445-4260

Fallon campus

Virgil Getto Hall, Rm 307 • 423-7565, ext. 2278

www.wnc.edu/asc/

Phi Theta Kappa Honor Society

Phi Theta Kappa has recognized academic excellence in two-year colleges since 1918 and is one of the most prestigious honor societies in higher education. WNC has two chapters of Phi Theta Kappa: Alpha Upsilon Beta and Beta Theta Iota. Alpha Upsilon Beta, established in 1991, has inducted more than 500 members. Beta Theta Iota, established at WNC Fallon in 1998, has inducted more than 75 members.

Phi Theta Kappa has four hallmarks:

- Scholarship
- Service
- Leadership
- Fellowship

INFORMATION

Josh Fleming.....	445-4257
George McNulty.....	445-3269
Jeff Downs.....	423-7565
	Ext. 2251
Monica Fairbanks.....	423-7565
	Ext. 2270
Holly O'Toole.....	423-7565
	Ext. 2231

www.wnc.edu/clubs/

START COLLEGE EARLY! High School Student Services

WNC offers services which allow qualified high school students to earn high school and college credits simultaneously. They include:

TECH PREP: High school juniors and seniors may earn college credit for occupational coursework completed in high school. Courses are taught by high school teachers who follow a curriculum established by both high school and college faculty. The program is designed to give students hands-on and academic experience. Course credits apply to WNC certificate and degree programs, giving students a head start on higher education programs that relate to chosen career paths.

DUAL CREDIT: Students may earn college and high school credits simultaneously. Each high school in the WNC service area allows many WNC courses to also count as high school credit. The program helps students by offering courses not available at the high school, and giving them the opportunity to begin college while still in high school. Contact local school districts for an updated list of dual credit classes.

FAST TRACK: Designated college courses are offered via Internet or interactive video at a discounted rate to high school students. Most Fast Track classes cost only \$25, with a \$15 interactive video fee.

INFORMATION

WNC representative.....445-4457
or contact your high school counselor

New Driver Education

WNC offers a 30-hour New Driver Education course required by the Nevada Department of Motor Vehicles for new drivers under the age of 18, whose residential address is within a 30-mile radius of the class. Many insurance companies offer financial discounts when presented with a Certificate of Completion. Students must be at least 15 years old to enroll.

CLASS DATES/TIMES/FEES/TO REGISTER

www.wnc.edu/drivereducation/
or call 445-4458

Special Programs & Services

Associated Students of Western Nevada

The Associated Students of Western Nevada, otherwise known as student government or simply ASWN, is an elected group of students who work to enhance student life by representing the voice of the students at Western Nevada College. All members of ASWN welcome and encourage other students to voice any college concerns or ideas.

Student government offers a great opportunity for anyone interested in organizing student activities and influencing changes or student policies. Students really do make a difference, so get involved!

Visit the ASWN web site to view upcoming student events and contact ASWN members.

Carson & Douglas

Senate..... 445-3323
President..... 445-4432
Office: Dini Library & Student Center, Rm. 105
Fallon..... 423-7565
Ext. 2264

Office: Piñon Hall, Rm. 201

www.wnc.edu/clubs/aswn/

Student Ambassadors

The WNC Student Ambassador program features an outstanding group of student leaders. Student Ambassadors interact with prospective students and their parents, providing information about the college, the programs and the services offered. Student Ambassadors attend events in the community representing WNC and participate in campus activities.

INFORMATION

Coordinator of Student Life..... 445-3324



You are a Potential Honors Student!

Learn about WNC's Honors Program

WHAT IS IT?

The WNC Honors Program is designed to challenge students to achieve their highest academic potential. Students enrolled in any major are eligible to participate in the Honors Program. This means *YOU!*

WHAT ARE SOME PROGRAM BENEFITS?

- a chance to demonstrate your dedication to academic excellence and love of learning
- the opportunity to work closely with your college instructors
- honors recognition on transcripts and upon graduation
- high quality recommendations from college faculty for career, scholarship, or further educational opportunities
- annual year-end recognition for "Outstanding Honors Projects"

HOW DOES IT WORK?

WNC students with a 3.0 or higher cumulative grade point average or recent high school graduates with an exit GPA of 3.0 or higher are eligible to apply. Students in the program earn honors credit for a course by undertaking special course projects in addition to the regular course requirements. Projects are completed on a contractual basis with individual faculty members. To receive honors credit, the student must receive a grade of "B" or better for the course and complete the contracted project to the satisfaction of the course instructor. During the first week of classes, talk to your instructors about participating in the Honors Program.

Honors Program participants who receive honors credit in 18 or more course units in at least six different academic disciplines and who have at least a 3.5 cumulative GPA at graduation are designated as Honors Graduates.

SIGN UP/INFORMATION

Lori Magnante
Program Coordinator
445-4449 or lmagnant@wnc.edu

Looking for a JOB?

Check out WNC's
Student Employment web site
www.wnc.edu/jobs/student_jobs/

STUDENT EMPLOYMENT

Access student employment information by clicking on the Student Life link of the WNC web site home page. Employers can enter employment opportunities directly into the web site and students can access job descriptions. Categories include:

On-Campus Job Board

On-campus jobs are open to any WNC student currently enrolled in at least 12 credits (or six credits for work-study students). Students who have been awarded work-study as part of their financial aid have priority for on-campus positions.

Tutoring Positions

Tutoring positions at elementary schools within the WNC service area are available to WNC students through the Regents' Award Program. Students are not required to apply for financial aid to qualify for these positions, but they must meet the minimum criteria.

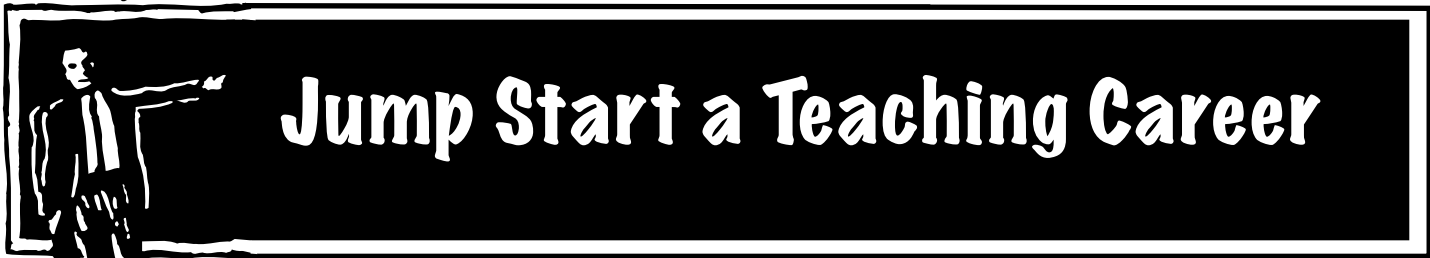
Off-Campus Job Board

WNC receives employment announcements for a range of off-campus jobs including part-time, full-time, and temporary positions. These positions are not affiliated with WNC. They are posted on the Job Board as a service to WNC students, alumni, and the local community. For specific information on any listing, contact the employer directly.

Looking for Great EMPLOYEES?

Post your employment opportunity
online through the Employment
Training Center web site
www.wnc.edu/jobs/

Special Academic Programs



WNC offers a set of transfer courses for education majors that makes it possible to complete the first two years, up to 64 credits, of course work for bachelor's degrees from the College of Education at the University of Nevada, Reno or Nevada State College. Students may prepare for a degree in Elementary Education, a Bachelor of Science in Secondary Education, or Bachelor of Arts in Secondary Education.

Foundation courses available at WNC include instructional technology, required 200 level English courses, introductory courses in secondary and special education, and freshman and sophomore courses requiring supervised field experience in the K-12 schools.

WNC & Nevada State College Partner in Teacher Preparation

WNC students who are close to completing their first two years of transfer courses toward a bachelor's degree in education can enroll in Nevada State College junior and senior level courses offered at WNC sites by interactive video and by Internet. Students are able to earn a bachelor's degree and prepare for certification as an elementary or special education teacher without leaving WNC's service area.

Classes are offered at a rate allowing students to finish at the same pace as other four-year institutions.

To date, more than 50 partnership students have finished their degrees and have teaching jobs in the area of their choice—Carson, Fernley and Fallon.

INFORMATION:
<http://nsc.nevada.edu/84.asp>

Unless otherwise noted, classes offered through Nevada State College begin on Tuesday, January 18.

SPRING 2011

Nevada State College Teacher Education Courses @ WNC Transmitted from Carson to Fallon

SECTION	CLASS TITLE	CREDITS/UNITS	DAY	TIME	INSTRUCTOR
EDEL 433	Teaching Elementary School Mathematics	3	F	4:20-7:00P	Amy Hope
EDRL 461	Diagnostic Assessment and Instruction Literacy	3	F	7:10-10:00P	Brenda Downs
EDEL 483	Elementary Supervised Student Teaching	12	F	4:30-6:20P	Brenda Downs
EDRL 443	Literacy Instruction II (Hybrid)	3	Sa	8:30-9:50A	Bonnie Silsby
EDEL 445	Curriculum Development Elementary School Science (Earth Science)	4	Sa	10:00A-1:50P	Jeff Johnston

NOTE: Students must have completed EDU 201 (previously CI 160) - Introduction to Elementary Education
 ADMITTANCE TO THE PROGRAM: Students must have completed the Pre-Professional Standards Test (PPST) to be admitted to the Nevada State College Teacher Preparation Program.

Special Academic Programs

Continuing Education Programs

Learning is a lifelong process. The Continuing Education Department provides lifelong learning opportunities for all ages within the communities that Western Nevada College serves. From the young child to the senior citizen, students in continuing education programs develop skills, enjoy creative or recreational pursuits, and broaden personal knowledge.

COMMUNITY EDUCATION

Non-credit, self-supporting community education classes in diverse areas are offered for adults. Classes may be as short as a few hours or may meet weekly throughout the semester. Field trips and special events may also be arranged. Since Community Education is self-supporting, credit classes that typically do not receive sufficient enrollment can be offered through the Community Education Department. Some programs, such as Motorcycle Safety, will grant an endorsement card upon successful completion. Driver's Education is also offered.

Carson campus..... 445-4268
Douglas campus..... 782-2413
Fallon campus..... 423-5847

www.wnc.edu/ce/cmsv/

COLLEGE FOR KIDS

College for Kids is an enrichment program to challenge youth in WNC's service area and offer educational and creative experiences outside of the traditional elementary, junior high or high school classroom. Classes such as drawing or painting, cooking, crime scene investigation, dancing and scrapbooking allow children to explore their creative side. Classes such as Babysitting Certification and CPR or Pet Care focus on developing personal skills, enabling them to assume more responsibility as they grow.

Carson campus.....445-4268
Douglas campus.....782-2413
Fallon campus.....423-5847

www.wnc.edu/ce/cfk/

SENIOR COLLEGE

Senior College, a WNC program based at the Fallon campus, features non-credit and credit courses to meet the specific interests and needs of older active adults in western Nevada. A variety of community education and academic classes are offered. For credit classes, seniors pay only a small technology fee and, if applicable, lab fees; class registration fees are waived. Non-credit classes provide a 20 percent discount to seniors who are Nevada residents.

Ginny Dugan423-5186
E-mail.....dugan@wnc.edu

www.wnc.edu/ce/senior_college/

TRUCK SCHOOL

WNC provides individuals the opportunity to obtain a Commercial Driver's License through truck driving school, offered in conjunction with Advanced Truck School, LLC. Students meet for two weeks of classroom training, followed by two weeks of driving on a skills course and over the road. This program is based at the Fallon campus and is available at any WNC campus by request.

Bus Scharmann423-7565 Ext.2224
E-mail.....scharman@wnc.edu
Ginny Dugan423-5186
E-mail.....dugan@wnc.edu

www.wnc.edu/ce/ats/

WORKFORCE DEVELOPMENT CENTER

The Workforce Development Center delivers education and training to businesses, government agencies, and non-profit organizations so employees can improve job skills and increase productivity.

Instruction can be tailored to an employer's specific needs or provided as a "pre-packaged, off the shelf" solution to a skill development request. Whether it involves supervision, industrial safety, customer service, computer applications, Spanish for employees or supervisors or another area of skill development, training can be delivered when and where it fits the organization's schedule. Flexibility and affordability are the keys to the operation of the Workforce Development Center and its staff.

Employers may also advertise job openings on the online Job Board. To post a job opening, click on the "List Your Job Openings" link on the Workforce Development Center web site.

Carson/Douglas campus 445-4427
445-4458
Fallon campus.....423-7565 ext. 2224
423-5186

www.wnc.edu/ce/wdc/

STUDENT JOB BOARD

www.wnc.edu/jobs/student_jobs/off_campus/

Western Nevada State Peace Officer Academy _____

WNC offers a 30-week, 30.5-credit program to prepare students for careers in law enforcement. The program, which combines classroom learning and practical application training, begins each January and meets all Nevada & POST certification requirements.

Applicants must be at least 21 years old by graduation. CRJ 103 is a prerequisite. Students must pass this class with a "B" or better to be admitted into the academy. Anyone

interested should apply for admission early to be considered for the following January academy.

Graduates will enhance their employability in attaining positions that require Category I and III certification.

Call 445-4408

www.wnc.edu/post/

Public Safety Telecommunicator _____ (9-1-1 Dispatch Training)

WNC offers a 12-credit, semester-long program each spring to prepare individuals to enter the rewarding field of 9-1-1 dispatching. They must be 18 years old, possess a high school diploma or equivalent, and be able to type 40 WPM corrected. Forty hours of internship in a dispatch center is also required. Participants attend classes Monday through Wednesday, 6-10 p.m.

Call 445-4408

www.wnc.edu/academics/non_degree/sap/911/

Special Academic Programs

Adult Literacy & Language

Formerly referred to as Adult Basic Education, the Adult Literacy and Language office empowers people who are choosing educational opportunities that will enable them to reach their life, work, civic, family and personal goals.

Literacy instruction, English language learning and GED preparation is available to adults who qualify, through a federally-funded grant dispersed by the Nevada Department of Education. Services are offered year-round and include classes, online instruction, tutoring, transition courses, and a computer-based instruction lab. Students will typically move from one type of instruction to another and will be assisted with the transition into for-credit college classes. All services are available at no charge to students.

ENGLISH LANGUAGE LEARNING

Non-native English speakers can improve their listening, speaking, reading and writing skills in structured, intensive courses offered throughout the school year. Prospective students will be administered a reading comprehension exam upon admission and placed in a class appropriate for their English learning level.

Carson City English Language Registration

Tuesday-Thursday, Jan. 18-20

Monday, Jan. 24

9 a.m. & 6 p.m.

Expect registration to last up to three hours.

Please be on time. Registration includes pre-testing and correct level placement.

Spring Session begins Wednesday, Jan. 26

APRENDIZAJE DEL IDIOMA INGLÉS

Los no nativo hablantes en el idioma inglés pueden mejorar sus habilidades de escuchar, hablar, leer y escribir el inglés en un curso intensivo que es ofrecido durante todo el año escolar. A los estudiantes interesados se les dará un examen de comprensión en lectura de inglés para colocarlos en la clase apropiada de acuerdo a su nivel en el inglés.

Carson City Aprendizaje del Idioma Inglés Registración

Enero 18-20, 24 • 9 a.m. y 6 p.m.

Tener en cuenta que la registración dura aproximadamente 3 horas. Por favor estar puntual. Registración incluye examen y colocación en el nivel correcto.

La sesión de la primavera inicia en enero 26.

Locations, class schedules, descriptions & other information:
www.wnc.edu/student-services/alal/

GED EXAM PREPARATION

Instructional services are provided in Carson City, Fallon and Douglas to students who have not graduated from high school to prepare for the GED (high school equivalency) exam. Prospective students will be administered a broad-based skills assessment and a GED practice test to determine individual strengths and weaknesses congruent with exam criteria. Students will meet with a staff member to develop a learning plan specific to the educational goals of the student.

Carson City GED Preparation Registration

Second & fourth week of each month

Monday, 6 p.m. & Friday, 9 a.m.

Registration process may take up to three hours.

LITERACY INSTRUCTION

Instruction may be provided to students who lack skills sufficient for successful college work. Prospective students will be administered a broad-based skills assessment to determine educational needs. Learning plans specific to student needs will be developed based on the assessment.

RIGHTS AND RESPONSIBILITIES OF CITIZENSHIP

This course will focus on a brief overview of U.S. history, laws and regulations of the United States government, how to be an active participant in your community, and the process of becoming a naturalized citizen. Morning and evening sections will be offered beginning in February.

ADULT LITERACY & LANGUAGE

Bristlecone Building, Rm. 340

445-4451

Monday - Thursday, 8 a.m. to 8 p.m.

Friday, 8 a.m. to 5 p.m.

How WNC Courses Transfer & Meet Degree Requirements

WNC's course numbering system helps students identify the types of courses available at the college and their applicability toward specific degrees:

Courses with numbers below 100 (such as ENG 95) are developmental courses which do not apply toward a WNC degree or honors and normally do not transfer to a university.

Courses with numbers from 100 to 299 (such as HIST 101) are college level courses which may transfer within the Nevada System of Higher Education, and often transfer to other colleges and universities, as either an equivalent or a general elective.

Courses with numbers 300 to 499 (such as MGT 462) are upper division courses that are designed to apply toward a WNC Bachelor of Technology degree. They may also transfer to other colleges and universities. For information about how these courses can transfer and apply to a specific program of study, please contact a counselor.

Courses with numbers 1000 and above (such as CFK 1001) are non-credit, non-college continuing education courses. Please contact a counselor for more information.

Courses with a "B" designator after the number (such as MATH 110B) are college level courses which may apply toward a WNC degree, but which may not transfer to UNR & UNLV. In some cases, these courses may transfer to other Nevada community colleges and Nevada State College or to out-of-state colleges and universities.

Courses with a "C" designator after the number (such as CMSV 245C) are community education courses which generally do not apply toward college degrees.

Courses with an 'L' Designator after the number (such as PHYS 151L) are laboratory courses designed to apply toward a WNC degree and/or transfer to other schools within NSHE, depending on the degree chosen and other courses completed. They may transfer to colleges and universities outside Nevada. Please contact a counselor for more information.

Clery Act

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act is a federal law that requires colleges to disclose certain timely and annual information about campus crime and security policies.

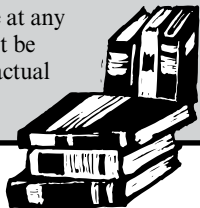
More detailed information and the crime statistics for the past three years is available at www.wnc.edu/ps/

Drug and Alcohol Prevention Policy

WNC is required to provide information about campus rules and regulations pertaining to alcohol and other drugs. The pamphlet, A Safe Campus, is available at each campus as a resource for students, employees and visitors.

Legal Notice

This is the 2011 spring semester class schedule of Western Nevada College. It lists the classes that the college plans to offer and describes registration and enrollment guidelines. This information is subject to change at any time and should not be considered a contractual agreement.



Non-discrimination Statement

WNC is guided by the principle that there shall be no difference in the treatment of persons because of race, religion, color, age, sex, including a pregnancy-related condition, sexual-orientation, military status, or military obligations, disability, including veterans with service-connected disabilities, or national origin, and that equal opportunity and access to facilities shall be available to all. Similarly, there shall be no difference in the treatment of persons who file charges of discrimination, participate in a discrimination proceeding, or otherwise oppose discrimination. It is our policy to comply fully with the non-discrimination provision of all state and federal regulations with regard to recruitment, admission, financial aid, activities, hiring, promotions, training, terminations, benefits and compensation.

Notice of Copyright Laws & Infringement Penalties

Students should be aware of federal copyright laws and penalties that may be assessed for violation of these laws. Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under section 106 of the Copyright Act (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or "statutory" damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For "willful" infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys' fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense.

INFORMATION

www.copyright.gov

www.copyright.gov/help/faq

WNC copyright policy

<http://www.wnc.edu/policymanual/3-2-8.php>

Student Right To Know Act

The Student Right to Know and Campus Security Act requires that WNC comply with the provisions and updates in disclosing the graduation rate of certificate or degree-seeking students. This information is available to current and prospective students prior to enrolling or entering into any financial obligation.

As of 2009-2010, the four-year average Student-Right-to-Know graduation rate was 20 percent. WNC graduation completion rates are available from Counseling Services and Admissions and Records on the Carson City campus.

Principles of Community

As members of the WNC community, we choose to be part of an academic community dedicated to those principles that foster personal and professional integrity, civility, and acceptance.

We strive toward lives of personal integrity and academic excellence. We will encourage in ourselves, and in one another, those responsible actions which lead to lives of productive work, personal enrichment, and useful citizenship in an increasingly interdependent world.

We commit to treat one another with civility. Recognizing that there will be differences of opinion, we will explore the differences in a courteous and forthright manner, always acknowledging individual rights to the freedom of expression and association.

We embrace diversity. We encourage those of all cultures, orientations, and backgrounds to understand and respect one another in a safe and supportive educational environment.

Sexual Harassment Policy

WNC, as a member of the Nevada System of Higher Education, is committed to providing a place of work and learning free from harassment, intimidation or insult. It is the policy of WNC that the sexual harassment of students, employees, and users of WNC facilities is unacceptable and prohibited.

The NSHE Policy Against Sexual Harassment and Complaint Procedure, Title 4, Chapter 8, Section 13, is incorporated into the Board of Regents Handbook. The policy can be reviewed in the WNC online catalog at www.wnc.edu.

CONTACT

Affirmative Action Officer

Human Resources Office, Bristlecone Bldg. Rm. 150

STATEMENT OF INTEGRITY

WNC is committed to the highest ethical standards in its administration, teaching, scholarships, and service, and its treatment of its students, faculty and staff.

Western Nevada College Spring 2011 Semester

CLASSES AT A GLANCE

Spring Offerings Provide Opportunities

Career Preparation Best Bet for Jobs

Wherever you live in northwestern Nevada, Western Nevada College offers a learning opportunity for you. Academic programs and courses are geared toward the career-minded who are looking for a new profession, those who want to transfer academic credits to a four-year college or university, and those who want to learn for personal enrichment or enhanced skills. With three campuses and five centers across seven counties, Western Nevada College provides the options needed to succeed in our challenging and fast-paced world.

Here's a sampling:

WNC Carson City: Thousands of students take advantage of diverse academic programs. **Energy 110** is a hands-on class exploring how wind turbines and solar cells are being used in consumer and industrial settings. There are also non-credit classes on passive and active solar applications.

WNC Douglas: Students can work toward a degree with classes in biology, criminal justice, economics, English, geology, political science, psychology, sociology, and more.

WNC Fallon: Hands-on opportunities abound in woodworking, welding and automotive mechanics. To brush up on office skills, half-credit classes in computer applications are offered in **MS Windows**, spreadsheets and database management. Computer Information Technology classes include **A+ Software** and **Microsoft Networking**.

WNC Teaching Centers: Fernley, Hawthorne, Lovelock, Smith Valley and Yerington use onsite and interactive video classes in their community. Students may also choose from dozens of online classes to help them complete a degree or certificate in a convenient manner.

Experiential Learning

Explore the World Outside a Classroom

Broaden your horizons with a number of spring classes that take students to some of the world's most amazing destinations.

Geography of San Francisco

GEOG 110B - 1 unit, Call # 14082

Offered through the Carson City campus, students will explore the urban landscape of one of the most beloved cities in the world. The class features stops at Golden Gate Park, Chinatown, and Haight-Ashbury. It will include lectures and walks to discover how San Francisco ascended from its roots as a port town to a modern day, world-class city.

Class Meeting: Wed., April 13 • 5:30-6:30 p.m.

Field Trip: Fri.-Sun., April 15-17

Geology of Death Valley National Park

GEOL 111B - 2 units

Carson City - Call # 14086

Fallon - Call # 13296

Offered at both Carson City and Fallon, students have the opportunity to participate in a field experience in geology. The class will cover the basics of rock identification, landform analysis, and interpretation of modern and ancient geologic events in a field study trip to Death Valley National Park.

Class Meeting: Fallon – Thurs., March 10 • 5-8 p.m.

Carson – Fri., March 11 • 5-8 p.m.

Field Trip: Sun.-Sat., March 20-26

Art Appreciation

ART 160 - 3 units, Call # 11496

Through WNC Fallon, students have the opportunity to study abroad during a spring break trip to Rome, Italy. The class will travel to the Eternal City and study the artistic glories of the Sistine Chapel, Vatican museums, Roman Forum and Galleria Doria Pamphilj. A valid passport is required for travel outside the United States.

Class Meeting: Three Saturdays prior to the trip
1-3:45 p.m.

Field Trip: Thurs., March 17-Sun. March 27

Contact: Professor Gil Martin upon enrolling in class

See also **Survival Italian** (Call # 10864) • half-credit
Saturdays, 9:30 a.m.-noon • Feb. 26-March 12

IMPORTANT NOTE: Field experiences may be taken for credit or audit, and additional class days may be required for trip preparation. Students will be responsible for standard course fees, their own travel accommodations, food and other expenses.

INFORMATION/APPOINTMENT

WNC Counseling Services . . . 445-3267

www.wnc.edu



Western Nevada Musical Theatre Company 2011

Featuring the majesty of The Phantom of the Opera!



Good Vibrations

February 11-13

Rock to your favorite oldies! An exuberant night of rock, roll and comedy in this not-to-be-missed revue! Only one weekend of performances for a perfect Valentine date. Buy your tickets early!

OKLAHOMA!

May 6-15

The Rodgers and Hammerstein classic that changed the face of American musical theater. Set in a Western Indian territory just after the turn of the century, the high-spirited rivalry between the local farmers and cowboys provides the colorful background against which Curly, a handsome cowboy, and Laurey, a winsome farm girl, play out their love story: *People Will Say We're in Love*, *Oh, What a Beautiful Mornin'*, *I Cain't Say No*



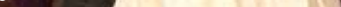
From our 2002 production.
Auditions are January 11.

THE PHANTOM OF THE OPERA

November 4-20

The Northern Nevada premiere of the longest running show on Broadway! Andrew Lloyd Webber's masterpiece finally released in its original Broadway version, featuring the haunting, rapturous music that has delighted audiences for more than a decade: *Music of the Night*, *Prima Donna*, *Angel of Music*, *All I Ask of You*, *Wishing You Were Somehow Here Again*, *The Point of No Return*. No show has surveyed this high in the history of the company. We strongly advise that you buy your tickets early.

Show has not yet been cast.
Auditions will be in August.



All shows play at the Carson City Community Center. Tickets individually cost \$22/\$20/\$18
Great discounts and priority seating with season tickets, ranging from \$45-\$60

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- TAKE PLACEMENT TESTS
- MEET WITH A COUNSELOR
- APPLY FOR FINANCIAL AID
- REGISTER FOR CLASSES
- ATTEND AN ORIENTATION
- PAY BY THE DEADLINE

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PLAN AHEAD

Apply for scholarships & financial assistance. Money is available for: GED students, Hispanic students, Native American students, recent high school graduates, senior citizens, single parents, work study students and more!

Apply by March 1 for the following academic year.

FOR MORE INFO -- See page 12 or Financial Assistance Office

www.wnc.edu/student-services/financial/funding-scholarships.php