## Administration

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**Vice President for Student Services**  
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Ms. Nancy E. Burgess

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Ms. Angela D. Anderson

**Dean of Human Resources**  
Ms. Lark T. Dobson

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R

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SHANGO, Jawanza  
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T

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Z

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Barr, Dolores
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Cant, Catherine
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Gardner, Jerry
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Green, Ernest J.
Professor Emeritus, Sociology

Guy, Harold C.
Dean Emeritus, Behavioral, Social and Business Studies

Hansborough, Charles
Professor Emeritus, Mathematics

Juarrero, Alicia
Professor Emerita, Philosophy

King, Gerald
Professor Emeritus, Art

Krumrein, John
Professor Emeritus, Art

Marcus, Joseph D.
Professor Emeritus, Paralegal Studies

McAtee, Lloyd
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Negm, Salah
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Norwood, Veronica S.
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Schultz, Alan
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Strong, David H.
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Strong, Marianne
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Swartwood, Rose Mary
Professor Emerita, Business Management and Technology

Van Goor, Wanda
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Wojcieszowicz, Richard
Professor Emeritus, Health and Human Performance
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Taylor, Cassandra D.

**Chief of Staff**
Robinson, Elana C.

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Banks, Deborahh
Evans, June
Mayo, Katrina

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Hooks, Frances E.
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Melvin, Fran

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Hayes, Monika
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Jones, Mary Sesker

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Bryansky, Jason
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Alexander, Asia
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Watkins-McClung, Karen
Wells, William L.

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Fernandez, Veronica
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Greene, Carl
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Soule, Sharon

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Razavi, Reyhaneh A.
Smith, Rosa D.
Wilkins, Diana

ALANA

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Woods, Patricia A.

Athletics

Miller, Melissa V.
Tibbals, Joseph
Todaro, Jo Ann

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Cunningham, Stephanie S.
Njoh, Mary
Parker, Sandra A.
Quander, Damaur
Van Cleef, Paul

College Life Services

Longus, Monica L.
Malachi, Carolyn
McKinnon, Jermaine
Sawyer, Shakira L.

Disability Support Services

Evans, Carol L.
Thomas, Adrienne

Diverse Male Student Initiatives

Hamlin, Brian.

Enrollment Services

Lee, Randar

Financial Aid

Bowman, Jacqueline A.
Brown, Felicia
Craig, Monique
Delacruz, Alcene L.
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Hester, Charrisse
Jackson, Elroy
Jones, Matokia
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Walker, Jennifer

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Thomas, Pamela M.

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Bethea, Jada-Roshay
Bowerman, Brenda
Dunham, Tanisha
Gray, Reeshemah
Watson, Crystal
Wright-Johnson, Danielle

Marketing and Creative Services

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Clark, Joseph
Edwards, Jessica
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Gillam, Artelia
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Marable, Keva
Percy, Michael T.
Peterson, Danielle
Rock, Mona

Recruitment

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Porter, Beatrice B.
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Virta, Rebecca G.

Student Success Programs

Smith, Crystal

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Jackson-Warren, Alicia
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Dean, Korey L.
Gause, Blanche
Walker, Michael

Veterans Services

Bourgeois, Dwayne P.

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Harver, Laura

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Blank, William
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Prools, Susan E.

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Daniels, Carla D.

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Lemerise, Michael R.
Palmer, Marvin G.
Saar, Michael L.

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Gooding, Christopher
Norman, Eric
Rudell, Daniel

Database Administration

Christopher, Robert

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Bentley, Edward
Floyd, Lane
Sims, Marc A.
Yun, Xijun

eLearning Services

Flage, Eileen C.
Gherzegher, Solomon
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Walker, Theresa S.

ERP Systems Services

Smith, Lynette K.

Network Services

Adams, Glenn E.
Farley, David B.
Flage, Claudio C.
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Tao, Jen-Yi
Towe, Anna

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Kane-Morris, Marjani E.
Mathis, Angela
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Misra, Puspanjali
Murphy, Daniel E.
Odubore, Olaoye
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Palmer, Roy L.
Peed, Ryan
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Almenas, Kazys
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Belt, Gloria
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Cheek, Linda
Cosh, Bree A.
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Johnson, Lauretta
Jones, Lori
Long, Danielle
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Malcolm, Eartha
Mariam, Kuribachew
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Riche, Janet
Robinson, Arlene I.
Robinson, Katurah
Robinson, Robin
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Smith, Joanna
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van Nuys, Suzanne
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Walker, Denise A.
Walker, Rhonda
Walpole, Jacqueline
Ware, W. Denise
Wells, Michele
Woods, Jeanette
Directions and Campus Maps

Prince George’s Community College

301 Largo Road
Largo, MD 20774-2199
(301) 336-6000

Directions to Largo campus

Prince George’s Community College is accessible from Central Avenue (Route 214), Landover Road (Route 202) and Capital Beltway (I-95/I-495) Exits 17A and 15A. The college is 3.3 miles from exit 17A East and 1 mile from exit 15A East.

From Montgomery County: Follow the Beltway south to exit 17A (Upper Marlboro). You will exit onto Landover Road (Route 202 East). Follow Route 202 under Route 214 overpass. The college is about a half-mile south of the overpass on the right side of Route 202. Cross the intersection of Campus Way South and take the first right into the college.

From Virginia or D.C.: Follow the Beltway north, taking exit 15A (Upper Marlboro). Take the Prince George’s Community College exit onto Route 202 South (Landover Road). The college is on the left after the traffic signal at Campus Way South. If traveling from the District, you also may follow East Capitol Street, which becomes Central Avenue (Route 214). Take Prince George’s Community College exit onto Route 202 South. Cross the intersection of Campus Way and take the first right into the college.

From Route 301: Take Central Avenue (Route 214 West). Make a left at Campus Way South, follow about one-quarter mile to Route 202. Make a left onto Route 202; the college is on your immediate right. Take the first right from Route 202 into the college.
1. Kent Hall
   Administration
   Workforce Development and Continuing Education Offices
   Human Resources

2. Accokeek Hall
   eLearning Services
   Library

3. Bladen Hall
   Admissions and Records
   Advising and Transfer Services
   Cashier
   Disability Support Services (DSS)
   Enrollment Services
   Financial Aid Office (FAO)
   Health Education Center (nurse)
   Recruitment
   Registration—Credit
   Registration—Continuing Education
   Veterans Services
   Welcome Center

4. Bladen Hall
   Campus Police Substation
   College Lab Services (computer labs)
   Language Studies Lab
   Student Assessment Services (Testing Center)
   Tutoring and Writing Centers

5. Largo Student Center
   Bookstore
   Campus Dining
   College Life Services
   Community Rooms A, B, C
   Rennie Forum

6. Chesapeake Hall

7. Lanham Hall
   International Education Center
   Service Learning

8. Marlboro Hall
   ALANA
   Career/Job Services
   Center for Work-Based Learning
   Marlboro Gallery
   Student Development Resource Center (SDRC)
   Vocational Support Services (VSS)

9. Queen Anne Fine Arts
   Hallam Theatre

10. Novak Field House

11. Robert I. Bickford Natatorium
    Pool
    Racquetball Courts
    Weight Room

12. Continuing Education Building
    (classrooms only)

13. Steel Building

14. Childtime Children’s Center

15. Facilities Management Building
    Campus Police

16. Track/Practice Soccer Field

17. Golf Range

18. Tennis Courts

19. Racquetball Courts

20. Auto Bay

21. Warehouse

22. Baseball Diamond

23. Softball Diamond

24. Picnic Grove

25. Temporaries 1 and 2

26. Temporary Services Building TS

27. Temporary Services Building TO

28. Temporary Services Building TZ

29. Center for Advanced Technology
   College Lab Services (computer labs)
   Cyber Café

30. Center for Health Studies
    (Expected opening, fall 2012)

31. Temporary 3

32. Main Soccer Field

Parking Lots .................
A–H  Students
Staff  Staff & Faculty only
V  Visitors only
S  Handicapped only
Prince George’s Community College at
John Eager Howard Community Center
4400 Shell St., Capitol Heights, MD 20743
For more information, call 301-341-3027

Directions
From Largo - merge onto MD 214 W/Central Avenue via ramp to Washington and proceed for approximately 3 miles. Turn left on MD 332 W and then turn right on MD 332W/Central Ave. Turn left on Clovis Ave and then make a slight left on Larchmont Ave. Proceed on Larchmont and then turn left onto Marlboro Pike. Take the first right onto Nova Ave and then turn left onto Shell St. John Eager Howard will be on the left.

From South: Take I 495N I-95 N and take exit 11B for MD-4 N/ Pennsylvania Ave toward Washington. Merge onto MD-4 N/ Pennsylvania Ave. Proceed approximately 4 miles and turn right on Alton St. Take the first right onto Dewitt Ave and continue on to Shell St. John E. Howard is on the right.

From North: Take I-495S I95 S and take exit 11B for MD-4 N/ Pennsylvania Ave toward Washington. Merge onto MD-4 N/ Pennsylvania Ave. Proceed approximately 4 miles and turn right on Alton St. Take the first right onto Dewitt Ave and continue on to Shell St. John E. Howard is on the right.

Prince George’s Community College at
Joint Base Andrews/Naval Air Facility
(Andrews AFB)
1413 Arkansas Road, Room 111
Joint Base Andrews, MD 20762
For more information, call 301-322-0778 or 301-981-5949 or visit our website at www.pgcc.edu/aboutus/ExtensionCenters/aafb

Directions
From I-95 S (beltway) take Exit 9, which is marked Rt. 337, Andrews AFB, Allentown Rd., Morningside. Turn right onto Forestville Rd. Make the next right onto Allentown Rd. (Rt. 337 S). Make a left at the Visitor’s Entrance Gate traffic light. The Visitor Center is on the left. After obtaining your base access badge, proceed to the security check point, then to the traffic light. Bear right at the light/4 way stop onto North Perimeter Rd.

To Bldg. 1413: Continue on North Perimeter, past the headquarters building and parking lot. Turn left onto Arkansas Rd. You will pass Chapel 1 (on the right) and cross California Ave. Continue on Arkansas; 1413 is the last building on the right. There are two parking lots, one in front of bldg. 1413 and one in the rear. Please do not use the dormitory parking lot across the street or park illegally if the front lot is full—use the back parking lot.

To Bldg. 1642: Bear right at the traffic light/4way stop onto North Perimeter and turn left on Arkansas Rd., just past the headquarters building and parking lot. Pass Chapel 1 (on the right) and cross over California Ave. Turn left on Brookley Ave. (across from the athletic field). As you approach the 4 way stop sign, bldg 1642 (Library) is on the right at the corner of Brookley Ave. and “D” street. Parking is ample. Enter classrooms through the rear glass doors.
Laurel College Center (LCC)
312 Marshall Avenue, Suite 205
Laurel, MD 20707
For more information call toll free 1-866-228-6110 or visit our website at www.laurelcollegecenter.org

Directions
From Route 1 heading South toward Laurel: Cross Route 198 and make the third right onto Marshall Avenue. Laurel College Center is located in the 10-story office building on the left. There is a sign, “Laurel College Center,” at the top of the building.

From Route 1 heading North toward Laurel: Pass Laurel Mall and Laurel Shopping Center and turn left onto Bowie Road. Turn left on Route 1 South and make an immediate right onto Marshall Avenue. LCC is located in the 10-story office building on the left. There is a sign, “Laurel College Center,” at the top of the building.

From I-95 North: Take exit 33A, Route 198 East toward Laurel. Proceed to Fourth Street and turn right. Go to the stop sign and turn left onto Marshall Avenue. Laurel College Center is located in the 10-story office building on the right.

From Baltimore/Washington Parkway: Take the Route 197 exit toward Laurel. Turn left onto Route 198 West. Turn left onto Route 1 South and make the third right onto Marshall Avenue. LCC is located in the 10-story office building on the left. There is a sign, “Laurel College Center,” at the top of the building.

From Route 29, Burtonsville area: Take Route 198 East toward Laurel. After crossing over I-95, proceed to Fourth Street and turn right. Go to the stop sign and turn left onto Marshall Avenue. LCC is located in the 10-story office building on your right.

From Route 32: Take exit for Route 1 South. Go approximately three miles and turn right onto Marshall Avenue (third right after crossing Route 198). LCC is located in the 10-story office building on the left.

Parking
Before 5 p.m., Monday through Friday, student parking is restricted to the Laurel Shopping Center in the yellow outlined parking spaces. The Laurel Shopping Center is located directly behind the Laurel College Center. For easy access to the building, take the walkway, between Books-A-Million and the Sprint store, from the shopping center to the building’s second floor entrance. After 5:00 p.m. and on Saturdays, students may park in the lot on Marshall Avenue directly across from or to the side of the building. Parking is free and no permit is required.

Skilled Trades Center
6400 Old Branch Avenue
Camp Springs, MD 20748
For more information call 301-322-0034

Directions
From I-95/495/Capital Beltway: Take Exit 7A toward Waldorf, which is labeled “Branch Avenue (South)/MD Route 5.” Exit onto Allentown Road (Route 337 West) toward Camp Springs. At the bottom of the exit ramp, merge right onto Allentown Road then make an immediate left turn at the first traffic light onto Old Branch Avenue. The Skilled Trades Center is approximately one quarter mile ahead on the left.

From Waldorf and Points South and East: Heading north on Branch Avenue/Route 5, exit onto Allentown Road (Route 337 West) toward Camp Springs. At the bottom of the exit ramp, turn left onto Allentown Road then make a left turn onto Old Branch Avenue. The Skilled Trades Center is approximately one quarter mile ahead on the left.

Parking
Parking is free and no permit is required.
Prince George’s Community College at University Town Center
6505 Belcrest Road, Suite 200
Hyattsville, MD 20782
For more information call 301-277-5934 or visit our Web page at www.pgcc.edu/aboutus/extensioncenters/utc

Directions
Prince George’s Community College at University Town Center is located at 6505 Belcrest Road across from The Mall at Prince Georges (formerly Prince George’s Plaza) and a five-minute walk from Metro’s Green Line. The college is on the second floor, Suite 200.

From I-495 South of Hyattsville: Take exit 19B to Route 50 West toward Washington. Go approximately 1.5 miles. Take exit 5 to MD 410. Go 1.8 miles, make a slight left turn onto Riverdale Road, which becomes MD 410, East-West Highway. Go approximately two miles, turn right onto Belcrest Road.

From I-495 North and West of Hyattsville: Take exit 23 Kenilworth Avenue toward Greenbelt/Bladensburg to Kenilworth Avenue (MD 201 South) toward Bladensburg. Go approximately three miles on Kenilworth Avenue, turn right on East-West Highway (MD Route 410). Go approximately two miles, turn right onto Belcrest Road.

Parking
University Town Center is located within a few minutes walk of the Prince George’s Plaza Metrorail station, and the location also is served by many bus routes. Students who choose to drive may park in Garage B at University Town Center, entered from Freedom Way West off of Belcrest Road. Parking is free for the first two hours. Beyond two hours, current students with valid PGCC IDs may validate their parking coupons in the student lounge to receive a 50 percent discount off the posted rates.

Prince George’s Community College at Westphalia Training Center
9109 Westphalia Road
Upper Marlboro, MD 20774
For more information call 301-322-0964

Directions
From eastbound Route 4: Turn left on Westphalia Road and drive about a mile. The Westphalia Training Center is on the right.

From westbound Route 4: Turn right on Westphalia Road and drive about a mile. The Westphalia Training Center is on the right.

From I-495: Take exit 11A toward Pennsylvania Avenue/Route 4 East. Drive about 1/4 mile, then make a left on Westphalia Road. The Westphalia Training Center is about a mile up, on the right.

Parking
Parking is free. No permit is required.
Academic Advisor Provides pre-admission information, interprets placement test scores, assists with course selection, advises on general academic policies and procedures, provides information on transfer to other institutions and evaluates (unofficially) student records/transcripts to determine course/program eligibility.

Academic Dismissal Academic dismissal results when a student on Academic Restriction fails to achieve at least a 2.0 GPA during the current enrollment period.

Academic Restriction An academic status (after Academic Warning) limiting a student to no more than seven credits in a regular semester, which results when the minimum required grade point average has not been achieved. One of the courses must be a CAP course and the other must be a course previously attempted that was not satisfactorily completed.

Academic Warning Status of a student who, at any point after six credits (or two courses) are attempted, falls below the prescribed minimum requirements for good academic standing.

Accreditation Certification that the college and/or its programs have met established standards and are recognized by national and/or state authorizing agencies.

Admission Process of becoming officially recognized as a person able to enroll in credit courses. This is a one-time process unless the student stops taking classes for an extended period of time. (Also see Registration.)

Alumni Alumni are students who graduated from the college. At Prince George’s Community College, alumni also may include students who once attended the college.

Apprenticeship A training program in which an employee (apprentice) learns a craft or trade under the guidance of skilled tradesmen. The apprentice enters into a training agreement with an employer that imposes mutual obligations on both parties. The terms of apprenticeship are regulated by labor agreements and state law. (Also see Culminating Experience.)

Articulation Agreement An official agreement between a community college and a four-year institution that designates the transferability of specific courses and/or degrees.

ARTSYS (Articulation System) A computerized information system developed by the University of Maryland System and used to check on the transferability of Prince George’s Community College courses, to find a recommended transfer program for a major, or compare how other Maryland System colleges will evaluate a student transcript.

Associate Degree A degree consisting of a minimum of 60 credits that includes general education core requirements, program concentration courses and electives. Prince George’s Community College offers four degrees: Associate of Arts (A.A.); Associate of Science (A.S.); Associate of Applied Science (A.A.S.); and Associate of Arts in Teaching (A.A.T.).

Audit A registration option that enables the student to attend a college course without receiving academic credit. Full tuition and fees are still paid.

CAP (Career Assessment and Planning) Course CAP courses focus on career/life planning and college success and are offered through the Student Development Services Office.

Capstone Course A course taken by students who are nearing the completion of their studies. Students apply skills and knowledge acquired in previous courses and demonstrate specific competencies and communication skills. (Also see Culminating Experience.)

Career Program A curriculum leading to an Associate of Applied Science degree (A.A.S.) or certificate emphasizing skills training for employment after graduation.

Certificate A record of successful completion of a shorter program of study of less than 60 credits, typically with application to skills needed for immediate entry into the workplace.

Challenge Exam A comprehensive exam developed by the appropriate academic area that measures the prior learning of students with substantial work-related or personal experience in the subject matter. Subject to certain conditions and limitations, students who pass a challenge exam will have credit for the course posted to their transcript.

CLEP (College Level Examination Program) A series of general and subject exams sponsored by the College Board. The exams are designed to measure knowledge students have obtained, both formally and informally, related to college-level course material, and for which college credit may be awarded.

Clinical Education An essential aspect of the student learning experience in each Nursing and Allied Health Program; involves supervised, hands-on experience, in a health care setting, designed to promote student learning outcomes; the final clinical course in each program is designed as a capstone course and serves as a culminating experience. (Also see Culminating Experience.)

Collegian Center A community of learners in various disciplines brought together for integrated learning experiences and co-curricular enrichment.

Commencement The college's graduation ceremony held in May, wherein degrees and certificates are publicly awarded for academic levels of achievement.

Concurrent Enrollment Student A student taking courses at a college while attending high school. Typically, the courses appear only on the college's transcript.

Continuing Education Course A course primarily designed for learning without academic credit as distinct from a credit course that is designed to earn academic credits toward a degree or certificate. [Also see WDCE (Workforce Development and Continuing Education).]

Cooperative Education Cooperative education is a structured, educational strategy that integrates classroom studies with learning through productive work experiences in a field related to a student's academic or career goals. It requires a partnership among students, educational institutions and employers with specified responsibilities for each party. (Also see Culminating Experience.)
Co-requisite A course to be taken at the same time as another specified course or courses. A co-requisite course also may be completed before taking the course or courses with which it is paired.

Counselor Provides personal and interpersonal short-term counseling to enrolled college students for the purpose of assisting them to overcome barriers and deal with cultural and school adjustments. Counselors will refer college students for long-term counseling to off-campus mental health services providers who charge nominal fees, whenever possible.

Course Section Various classes of the same course in the same semester. Sections may have different days, times, instructors and/or rooms, but course content will be the same. A five-digit Synonym identifies each section. (Also see Synonym.)

Credit Course A course primarily designed to earn academic credits toward a degree or certificate as distinct from a Workforce Development and Continuing Education course that is designed for learning without academic credit.

Credit Hour Each credit course carries a specific number of credit hours, which equates to the number of hours per week that class will meet for a standard lecture class. Most collegiate-level courses are three credit hours.

Critical Thinking The ability to analyze facts, generate and organize ideas, defend opinions, make comparisons, draw conclusions, evaluate arguments and solve problems.

Culminating Experience A learning opportunity designed for students to synthesize skills and knowledge acquired in previous courses and/or to gain experience in their career or technical area of study. This learning experience is designated for students nearing the completion of their studies. Examples of possible culminating experiences include, but are not limited to, the following: cooperative education, internships, fieldwork, clinical education, apprenticeships and capstone courses.

Curriculum A set of courses that comprises a program of study. (Also see Program of Study.)

Curriculum Planning Guide A guide that outlines what courses need to be taken and in what sequence to complete an associate degree or reach other educational goals. These guides are used in conjunction with the college catalog and are available through the college’s Website.

Dean’s List A list published at the end of the fall and spring semesters of students who demonstrate high academic achievement.

Developmental Studies Program A program that helps students develop academic skills for succeeding in college-level courses. Developmental Studies Program courses are offered in English, reading, writing and mathematics.

Dual Enrollment A high school student taking college courses which fulfill both high school and college credit requirements.

eLearning Courses that use interactive Web-based applications, interactive video and multimedia computer applications in varied combinations to deliver instruction at a distance. (Also see Hybrid Course, Online Course and Video Enhanced Online Course.)

Early Alert The identification of students at risk early in the semester and communication with them through a computer-generated notice.

Equivalent Hour (EH) A method for equating developmental courses to credit courses for determining a student’s enrollment status—full-time, half-time, etc. Equivalent Hours do not affect a student’s total credits, degree requirements, or GPA.

Elective A course in which the student has some choice or selection—opposite of a course that is required in a particular program of study.

Enrollment The process of selecting courses for a given semester. (Also see Registration.)

ESL (English as a Second Language) A program of courses for students whose first language is not English.

Extension Center An off-campus location that may offer credit courses and opportunities for degree attainment as well as non-credit continuing education and workforce development courses and certification programs. Prince George’s Community College extension centers are located at Joint Base Andrews, Laurel College Center, Skilled Trades Center in Camp Springs and the University Town Center in Hyattsville.

Fee A financial charge for courses and services.

Fieldwork Employer supervised educational, on-the-job experience in the employer’s facility. (Also see Culminating Experience.)

Full-time Student A student enrolled in 12 or more credit hours in a given semester.

General Education Core A body of knowledge that provides a liberal education and contributes to the development of critical thinking skills that identify an individual as a college graduate.

General Education Courses Transferable courses that are specified for each program of study and provide the academic background that every student receiving an associate degree should possess.

GPA (Grade Point Average) An average of the grades a student has earned based on how many credit hours each course was worth. Typically, acceptable college GPAs are from 2.0 to 4.0.

Graduation The formal completion of an associate degree or certificate as indicated on a student’s official transcript.

Half-time Student A student enrolled in six to eleven credit hours in a given semester.

Hybrid Course A course with less than 100 percent required face-to-face instruction that consistently replaces regularly scheduled face-to-face instruction with required, paced learning activities that are delivered online. (Also see eLearning.)

I Grade Denotes an incomplete (I) grade that is given to a student (at the discretion of his or her instructor) whose work in a course has been qualitatively satisfactory, but due to illness or other extenuating circumstances is unable to complete the course requirements by the end of the semester.

Internship A supervised work and learning experience that exposes a student to professional responsibilities that align with his or her academic and career goals. (Also see Culminating Experience.)

Learning-Centered College A college that places student learning at the highest institutional priority. The college community (i.e., students, faculty, staff, administrators and Board of Trustees) acts as a team to carry out learning-centered principles.
Letter of Recognition (LOR) Record of completion of an identified set of concentration courses in a discipline for a maximum of 11 credits. Available LORs are listed in Chapter 5.

myPGCC Provides centralized Web-based access to college resources, including Blackboard courses, Owl Link, Owl Mail and PGCC news, information and student events.

Matriculated Student Any student officially admitted and enrolled at the college.

Online Course A course where 100 percent of face-to-face (i.e., on-campus classroom) instruction is replaced by required, paced learning activities that are delivered online. (Also see eLearning.)

Owl Alert Prince George's Community College's emergency text messaging and e-mail notification system.

Owl Debit Card A Prince George's Community College debit card issued to all credit students to be used, at a minimum, as the vehicle for managing receipt of refunds from the college.

Owl Link Prince George's Community College computer system that provides self-service to students, prospective students, visitors, donors and employees. (Also see Web Advisor.)

Owl Mail Prince George's Community College student e-mail system that all credit students are expected to use to interact with the college and to remain informed of important events on campus.

Owl Success Track A mandatory first-year experience program for first-time college students.

Part-time Student A student enrolled in less than six credit hours in a given semester.

Placement Test A required assessment used to determine initial course placement for first-time entering students to the college.

PLAN (Prior Learning Assessment by Portfolio) A process by which students whose personal and professional experiences provide evidence of mastery of collegiate-level subjects may use portfolio assessment to gain credit for previous knowledge and skills attained. Students who wish to apply for credit through portfolio assessment are required to attend an information session, meet with a PLAN advisor and register for a 3-credit course, CAP-105—Portfolio Development.

Prerequisite A course that must be completed before enrolling in a more advanced course. For example, Accounting 1010 is taken before Accounting 1020.

Program Evaluation A report created by a student in Owl Link that matches all courses taken against the academic requirements of the student's program of study in order to assist with course planning and to determine progress toward graduation. (Also see What-if Scenarios.)

Program of Study A set of courses leading to a degree, certificate or letter of recognition.

Q Grade A grade assigned by the instructor to a student who has never attended the class or stopped attending during the first 20 percent of the course.

Registration Process by which students officially enroll in their courses every semester and reserve a place in class by paying the tuition bill. New and readmitted students must register in person for their first semester. Returning students also may register by telephone or over the Internet.

Schedule Adjustment The process of adding, dropping, or exchanging courses during registration or any other prescribed period at the start of the semester.

Schedule of Classes A publication that lists classes available for a particular semester. Schedules are published separately for credit and continuing education courses.

Semester A period of instruction, generally 15 weeks, offered during fall and spring. The college also offers courses with more flexible and accelerated course formats throughout the year, including during the summer and intersession.

Service-Learning The integration of volunteer service and classroom learning, with a focus on critical, reflective thinking and personal and civic responsibility.

Syllabus A learning document provided by an instructor that describes the content and expectations of a course, the grading policy, a list of assignments and due dates, and related information such as the required textbooks, other course materials, the instructor's office hours, and contact information.

Synonym Five-digit unique identifier for a course section offered in a specific semester. For example, the course synonym is 02443 for EGL-1010-LD01 offered in the fall semester.

TBA To be arranged or to be announced.

Transcript A student's formal academic record of grades received in all courses taken at Prince George's Community College, including transfer credits if applicable. Students can obtain official copies of their transcripts from the Office of Admissions and Records.

Transfer Program A program with another college or university enabling the student to transfer credits and work toward a bachelor's degree. Designated as an Associate of Arts (A.A.), Associate of Science (A.S.), or Associate of Arts in Teaching (A.A.T.).

Tuition The amount of money charged for each credit or non-credit course for which a student registers.

Video Enhanced Online Course Uses commercially produced video material as a supplement to an online course. The course activities are conducted online, while the video programs are delivered in a variety of formats. (Also see eLearning.)

W Grade A withdrawal (W) grade is received when the student voluntarily drops a course after the schedule adjustment period but before the completion of 75 percent of the course, normally the 12th week of classes. The withdrawal is not finalized until the necessary paperwork is completed and submitted. The student withdraws only from that course or courses but remains enrolled in the rest of the courses for which he or she is registered.

WDCE (Workforce Development and Continuing Education) Provides a variety of noncredit occupational, educational, multicultural and recreational opportunities at nominal costs to county residents. Additionally, WDCE assists area businesses with their employee training needs. (Also see Continuing Education Course.)

What-if Scenarios A report created by a student in Owl Link that allows the student to determine how courses taken might fit into a program of study other than the one currently being followed.
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*Applicants must indicate one of the programs of study listed below by filling in the program's abbreviated name in the space provided on Item 17 of the paper application or by selecting it from the drop-down list available in the online application. For example, Accounting Professional would be ACCT.PROF.AAS.

Students who are still in high school or who are under the age of 16 may not select a curriculum until after they graduate or otherwise become eligible for enrollment in college. They must instead select one of the offerings listed below which begin with “SPEC”.

A.A. .................. Associate of Arts
A.S. .................. Associate of Science
A.A.S. ................ Associate of Applied Science
A.A.T. ................ Associate of Arts in Teaching
A.S.E. ................ Associate of Science in Teaching
Cert. .................. Certificate
LOR .................. Letter of Recognition

### Accounting Programs

- ACCT.TRANSFR.AS: Accounting Transfer Option (A.S.)
- ACCT.PROF.AAS: Accounting Professional (A.A.S.)
- ACCT.CT: Accounting (CERT)
- ACCT.LOR: Accounting (LOR)
- ACCT.TAX.LOR: Accounting and Taxation (LOR)
- ACCT.CPA.CT: CPA Preparation (CERT)

### Arts and Sciences Program

- ARSC.AA: Arts and Sciences (A.A.)
- THTR.CT: Theatre/Entertainment Tech. (CERT)

### Business Administration Program and Business Management Programs

- BUAD.AS: Business Administration (A.S.)
- BMGT.AAS: Business Management (A.A.S.)
- BMGT.RISK.CT: Disaster Recovery and Risk Management (CERT)
- BMGT.RISK.LOR: Disaster Recovery and Risk Management (LOR)
- BMGT.ENTPRN.CT: Entrepreneurship (CERT)
- BMGT.ENTPRN.LOR: Entrepreneurship Management (LOR)
- BMGT.HR.CT: Human Resource Management (CERT)
- BMGT.HR.LOR: Human Resource Management (LOR)
- BMGT.HELTHCARE.CT: Health Care Management (CERT)
- BMGT.HELTHCARE.LOR: Health Care Management (LOR)
- BMGT.INTL.CT: International Management (CERT)
- BMGT.INTL.LOR: International Management (LOR)
- BMGT.PUBADM.CT: Public Administration (CERT)
- BMGT.PUBADM.LOR: Public Administration (LOR)
- BMGT.PURCON.CT: Purchasing and Contracting (CERT)
- BMGT.PURCON.LOR: Purchasing and Contracting (LOR)
- BMGT.RESTLOR: Real Estate (LOR)
- BMGT.RPM.AAS: Residential Property Management Option (A.A.S.)
- BMGT.RPM.CT: Residential Property Management (CERT)

### Computer Engineering Technology Programs

- COMPENGR.AAS: Computer Engineering Technology (A.A.S.)
- COMP.CISCO.CT: Cisco CCNA Preparation (CERT)
- COMP.APLUS.CT: A+ Preparation (CERT)
- COMP.SERV.CT: Computer Service Technology (CERT)

### Information Technology Programs

- COMPINFOTECH.AAS: Information Technology (A.A.S.)
- COMP.PROG.CT: Computer Programming Option (CERT)
- COMP.NETADM.CT: Network Systems Administrator (CERT)
- COMP.GRAPH.CT: Computer Graphics (CERT)
- COMP.DBAS.CT: Database Systems (CERT)
- COMP.TECHCORE.CT: Information Tech Core Concepts (CERT)
- COMP.TECHSPC.CT: Technical Support Specialist (CERT)
- COMP.WEB.CT: Web Technology (CERT)

### Computer Science Programs

- COMP.INFOCLAS: Information Science Option (A.S.)
- COMP.CLAS.CT: Computer Science (A.A.S.)

### Construction Management Programs

- CNST.AAS: Construction Management (A.A.S.)
- CNST.CT: Construction Management (CERT)
- CNST.LOR: Construction Management (LOR)

### Criminal Justice Programs

- CRJU.AA: Criminal Justice Transfer Option (A.A.)
- CRJU.AAS: Criminal Justice (A.A.S.)
- CRJU.CT: Criminal Justice Technology (CERT)
- CRJU.ACAD.AAS: Police Science Option (A.A.S.)
- CRJU.AAS: Correctional Services Option (A.A.S.)
- CRJU.CYBER.AAS: Cybercrime Investigation Option (A.A.S.)
- CRJU.CYBER.CT: Cybercrime Investigation (CERT)

### Culinary Arts Programs

- FOOD.CULIN.AAS: Culinary Arts (A.A.S.)
- FOOD.CULIN.CT: Culinary Arts (CERT)
- FOOD.DIET.AA: Dietetics Option (A.A.)
- FOOD.DIET.CT: Dietetics (CERT)
- FOOD.SCI.AA: Food Science Option (A.A.)

### Early Childhood Education Programs

- TCHR.ECHILD.AAT: Early Childhood Education (A.A.T.)
- TCHR.ECHILD.AAS: Early Childhood Education (A.A.S.)
- TCHR.MASTERY.CT: Mastery in Early Childhood Education (CERT)
- TCHR.SPECE.CT: Early Childhood Special Education (CERT)
- TCHR.ECHILD.LOR: Early Childhood Special Education (LOR)
- TCHR.SCHOOLAGE.CT: Proficiency in School Age Care and Management (CERT)
- TCHR.INFANT.CT: Proficiency in Infant and Toddler Development (CERT)

### Engineering Technology Programs

- COMP.CAD.CT: Computer-Aided Drafting (CERT)
- ELECTECH.AAS: Electronic Engineering Technology (A.A.S.)
- ELECTECOPY.OPT.AAS: Electronic Service Technology Option (A.A.S.)
- ELECTREPEC.AAS: Electronics Analysis and Repair (CERT)
- ENGR.TECH.AAS: Engineering Technology (A.A.S.)
Engineering Programs
ENGR.AS Engineering (A.S.)

Environmental Studies Program
ENVR.STUD.AS Environmental Studies (A.S.)
ENVR.STUD.CT Environmental Studies (Cert.)

Fire Science Program
FIRE.AAS Fire Science (A.A.S.)

Forensic Science Program
FORS.AS Forensic Science (A.A.S.)

General Studies Programs
ARTS.AA Art Option (A.A.)
AFRI.AMER.AA African American Studies Option (A.A.)
BIOL.AA Biology Option (A.A.)
CHEM.AA Chemistry Option (A.A.)
COMM.SPEECH.AA Communication/Speech Option (A.A.)
COMM.WRIT.AA Communication/Writing Option (A.A.)
ECON.AA Economics Option (A.A.)
ENGL.AA English Option (A.A.)
GENL.STUDIES.AA General Studies (A.A.)
HLTH.ED.AA Health Education Option (A.A.)
INTL.AA International Studies Option (A.A.)
COMM.MASS.AA Mass Communication Option (A.A.)
MATH.AA Mathematics Option (A.A.)
MUSI.AA Music Option (A.A.)
PHIL.AA Philosophy Option (A.A.)
PHYS.EDUC.AAA Physical Education Option (A.A.)
PREPLAW.AAA Pre-Law Option (A.A.)
PREPMED.AAA Pre-Medicine Option (A.A.)
PREPPHARM.AAA Pre-Pharmacy Option (A.A.)
PREPPT.AAA Pre-Physical Therapy Option (A.A.)
PSYCH.AAA Psychology Option (A.A.)
COMM.PR.AAA Public Relations/Journalism Option (A.A.)
SOCI.AAA Sociology Option (A.A.)
THTR.AAA Theatre Option (A.A.)
GENL.TRAN.CT Transfer Studies (CERT)
WMST.STUDIES.AA Women's Studies Option (A.A.)
WMST.LOR Women's Studies (LOR)

Health Technology Programs
EMT.CT.PETIT EMT/Intermediate (CERT) (petitioner)**
EMTPCT.PETIT EMT/Paramedic (CERT) (petitioner)**
EMTPAAS.PETIT EMT/Paramedic (A.A.S.) (petitioner)**
HLTH.INFO.PETIT Health Information Management (A.A.S.) (petitioner)**
HLTH.BILL.PETIT Medical Coding/Billing Specialist (CERT) (petitioner)**
NUCL.MED.PETIT Nuclear Medicine Technology (A.A.S.) (petitioner)**
NUCL.CT.PETIT Nuclear Medicine Technology (CERT) (petitioner)**
NURS.TRANS.PETIT Nursing, LPN to RN Transition (petitioner)**
NURS.EMT.PETIT Nursing, EMT to RN Transition (petitioner)**
NURS.RN.PETIT Nursing, RN (A.A.S.) (petitioner)**
NURS.LPN.PETIT Nursing, LPN (CERT) (petitioner)**
RADIAAS.PETIT Radiography (A.A.S.) (petitioner)**
RESPAAS.PETIT Respiratory Therapy (A.A.S.) (petitioner)**

Hospitality Services Management Programs
HOSP.SERV.AAS Hospitality Services Management (A.A.S.)
HOSP.SERV.CT Hospitality Services Management (CERT)
HOSP.LODGE.MGT.LOR Lodging Management (LOR)
FOOD.SERV.LOR Food Service Management (LOR)

Meeting and Event Management
HOSP.MTG.EVENT.AAS Meeting and Event management (A.A.S.) (pending approval)
HOSP.MTG.EVENT.CT Meeting and Event management (CERT) (pending approval)
HOSP.MTG.MGT.LOR Meeting and Event Management (LOR)

Human Services Program
HUMN.SERV.AAS Human Services (A.A.S.)

Information Security Programs
COMPSECUR.AAS Information Security (A.A.S.)
COMPSECUR.CT Information Security (CERT)
COMPSECUR.MGT.CT Information Security Management (CERT)

Marketing Management Programs
MKTG.AAS Marketing Management (A.A.S.)
MKTG.CT Marketing Management (CERT)

Media Production Program
COMM.MEDIA.CT Media Production (CERT)

Ornamental Horticulture Program
HORT.LOR Ornamental Horticulture (LOR)

Paralegal/Legal Assistant Programs
PARA.AAS Paralegal/Legal Assistant (A.A.S.)
PARA.CT Paralegal/Legal Assistant (CERT)

Teacher Education Programs
TCHR.ELEM.AAT Elementary Education/Generic Special Education PreK–12 (A.A.T.)
TCHR.CHEM.AAT Secondary Education—Chemistry (A.A.T.)
TCHR.ENGLISH.AAT Secondary Education—English (A.A.T.)
TCHR.PHYSICS.AAT Secondary Education—Physics (A.A.T.)
TCHR.MATH.AAT Secondary Education—Mathematics (A.A.T.)
TCHR.SPAN.AAT Secondary Education—Spanish (A.A.T.)

Technical Studies Programs
TECH.STUDY.AAS Technical Studies (A.A.S.)
TECH.ECT.AAS Electrical Construction Technology Option (A.A.S.)
TECH.ECT.CT Electrical Construction Technology Option (CERT)

Visual Communication Programs
ARTS.GRAPH.D.AAS Visual Communication/Graphic Design (A.A.S.)
ARTS.GRAPH.CT Graphics (CERT)
ARTS.ILLUS.CT Illustration (CERT)
ARTS.ANIM.CT Animation/Hypermedia (CERT)

Special, Non-Degree Offerings
TCHR.CERTIF.ND Teacher Certification for School Employees
TCHR.RESID.ND Resident Teacher Program for PGCPSS Employees
SPEC.EARLY.ND Early Admission for high school students
SPEC.TAG.ND TAG for talented/gifted students under age 16
SPEC.CONCUR.ND Concurrent Enrollment for high school students
NDEG.ND Non-Degree-Seeking

Programs which show “Pending MHEC approval” had not yet been approved by the Maryland Higher Education Commission for the award of a degree at the time this catalog was published.

** Students also should complete the Petition for Admission to Health Sciences Programs (after consulting with a Health Sciences advisor).
**Academic Calendar**

### 2012 Semester Summer 12
- **June 24**: Registration for all 2012 summer sessions begins for all students.
- **Aug. 10**: Last day of 2nd 5-week summer classes.
- **Aug. 24**: Regular registration ends except at Laurel College Center.
- **Aug. 27**: Classes begin for 1st half-semester.
- **Aug. 31**: Classes begin for 1st 5-week and 10-week classes.
- **Sept. 24**: Registration ends for 1st 5-week and 10-week classes.
- **Sept. 28**: Advance registration begins for all students.
- **Oct. 29**: Begin registration for summer 2013
- **Nov. 12**: Last day of fall registration.
- **Dec. 20**: Winter break begins.

### Fall Semester 12
- **Sept. 3**: Classes begin for 1st half-semester.
- **Sept. 10**: Classes begin for 1st 5-week and 10-week classes.
- **Sept. 17**: Classes begin for 1st 5-week and 10-week classes.
- **Sept. 21**: Classes begin for 2nd half-semester.
- **Oct. 12**: Begin registration for the fall 2012 semester.
- **Oct. 19**: Last day to withdraw from 1st half-semester classes.
- **Nov. 19**: Last day to withdraw from 1st half-semester classes.
- **Nov. 26**: Classes begin for 2nd half-semester.
- **Dec. 20**: Last day to withdraw from fall 2012 semester begins.
- **Dec. 23**: Last day to withdraw from fall 2012 semester.
- **Dec. 30**: Advance registration for fall 2012 ends.

### Winter Break 2013
- **Jan. 2**: Classes begin for spring 2013.
- **Jan. 10**: Classes begin for spring 2013.
- **Jan. 21**: Classes begin for spring 2013.
- **Jan. 31**: Classes begin for spring 2013.
- **Feb. 1**: Classes begin for spring 2013.
- **Feb. 22**: Classes begin for spring 2013.
- **March 1**: Classes begin for spring 2013.
- **March 11**: Classes begin for spring 2013.
- **March 21**: Classes begin for spring 2013.
- **April 1**: Classes begin for spring 2013.
- **April 15**: Classes begin for spring 2013.
- **May 1**: Classes begin for spring 2013.
- **May 12**: Classes begin for spring 2013.
- **May 23**: Classes begin for spring 2013.
- **June 1**: Classes begin for spring 2013.
- **June 2**: Classes begin for spring 2013.
- **June 15**: Classes begin for spring 2013.
- **June 26**: Classes begin for spring 2013.
- **July 1**: Classes begin for spring 2013.
- **July 3**: Classes begin for spring 2013.
- **July 15**: Classes begin for spring 2013.
- **July 26**: Classes begin for spring 2013.
- **Aug. 3**: Classes begin for spring 2013.
- **Aug. 14**: Classes begin for spring 2013.
- **Aug. 28**: Classes begin for spring 2013.
- **Sept. 1**: Classes begin for spring 2013.
- **Sept. 14**: Classes begin for spring 2013.
- **Sept. 21**: Classes begin for spring 2013.
- **Oct. 2**: Classes begin for spring 2013.
- **Oct. 16**: Classes begin for spring 2013.
- **Nov. 3**: Classes begin for spring 2013.
- **Nov. 17**: Classes begin for spring 2013.
- **Nov. 24**: Classes begin for spring 2013.
- **Dec. 19**: Classes begin for spring 2013.
- **Dec. 26**: Classes begin for spring 2013.
- **Jan. 2**: Classes begin for spring 2013.
- **Jan. 10**: Classes begin for spring 2013.
- **Jan. 21**: Classes begin for spring 2013.
- **Jan. 31**: Classes begin for spring 2013.
- **Feb. 1**: Classes begin for spring 2013.
- **Feb. 22**: Classes begin for spring 2013.
- **March 1**: Classes begin for spring 2013.
- **March 11**: Classes begin for spring 2013.
- **March 21**: Classes begin for spring 2013.
- **April 1**: Classes begin for spring 2013.
- **April 15**: Classes begin for spring 2013.
- **May 1**: Classes begin for spring 2013.
- **May 12**: Classes begin for spring 2013.
- **May 23**: Classes begin for spring 2013.
- **June 1**: Classes begin for spring 2013.
- **June 2**: Classes begin for spring 2013.
- **June 15**: Classes begin for spring 2013.
- **June 26**: Classes begin for spring 2013.
- **July 1**: Classes begin for spring 2013.
- **July 3**: Classes begin for spring 2013.
- **July 15**: Classes begin for spring 2013.
- **July 26**: Classes begin for spring 2013.
- **Aug. 3**: Classes begin for spring 2013.
- **Aug. 14**: Classes begin for spring 2013.
- **Aug. 28**: Classes begin for spring 2013.