

WAYS TO EARN CREDIT AT FCC

Standard On Campus Format Classes

Most day classes are offered in a twice-a-week format, e.g., MW, TTh, for 1.25 hours each. Some day classes are offered in 2.5 hour blocks for one day only (e.g., F, 8:00-10:30 a.m.). Evening classes are generally offered in 2.5 hour blocks; times vary.

Non-Standard/Accelerated Format Classes

Some classes are offered in an accelerated format, from two to thirteen weeks in length. These classes will meet for up to four hours at a time. Many accelerated format classes require outside-of-class online assignments or group meetings.

Independent Study

An independent study permits students to follow individual interests beyond the limits of a more formalized course. It also encourages self-discipline and scholarly development.

Students interested in independent study classes can apply by obtaining an independent study application from the Provost/Executive Vice President, Academic Affairs, Continuing Education, and Workforce Development or appropriate department chair and contacting a faculty member who is willing to supervise the independent study. Completed independent study forms must be submitted to the Registration & Records Center in Jefferson Hall. For more information, please contact the program manager or department chair.

Internship

The internship program allows students to gain work experience as well as earn academic credit for structured learning that occurs through full-or-part time employment related to their academic majors.

To be eligible, students must have met the following guidelines:

1. Be enrolled in an eligible FCC program
2. Have a minimum 2.0 grade point average
3. Be approaching their last 15 credits in their college program
4. Requirements: Internship credits can be earned through either part-or-full-time employment in a position directly related to the student's major. Part-time employment (paid or unpaid) is normally carried on concurrently with full-or-part-time school enrollment. Hours of employment may vary, according to the type of position. Full-time employment under the internship program is normally carried out while attending school part-time. A written assignment is completed based on work experience. A faculty member, selected by the program manager or department chair, will approve the assignment, assist with the development of student outcome goals, maintain contact with the work site, and assign a grade at the end of the semester. Grades are based on the student's completion of outcome goals, work experience, evaluation, and the employer's evaluation.

Course Blackboard Requirements

All course sections require access to Blackboard at <https://frederick.blackboard.com>. Students are expected to be able to access Blackboard via the internet using personal, public, or available college computers. Online course work will be required for some web-enhanced classes. Consult the instructor regarding expectations for participation in the course website. Course websites may host learning resources including required reading and assessments. Blackboard access is also required to complete course evaluations. Google Chrome is the preferred browser.

Course Format Options

While many classes are taught in-person at FCC, alternative course formats are also available, including online, structured remote, and hybrid.

In-Person course refers to a course where primary instruction takes place in a campus learning environment. In-person classes may have learning materials and assessments that students must access online.

Online course refers to a course taught entirely online. Electronic technologies facilitate Instructor-student communication. In addition, online courses require at least one assessment to be authenticated. The instructor will determine how assessments will be authenticated. An example of a commonly used authenticated assessment is a test taken with an approved proctor. Proctoring services are available online, in the FCC Testing Center or another approved Testing Center.

Structured Remote course refers to a course taught online that features regularly scheduled synchronous (meaning the course meets at the same time each week) virtual meetings. Attendance in virtual meetings is expected.

Hybrid course refers to a course that combines an in-person format with online and/or structured remote format. Hybrid courses must meet on campus or have synchronous virtual meetings for all class sessions listed in PeopleSoft.

Web Enhanced course refers to a course that meets in person during the listed days and times and contains additional course content that must be completed online.

Expanded online course options: Students who require an Online course not available at FCC should contact the Online Learning and Instructional Innovation Office to see if the course is available through MarylandOnline.

MarylandOnline—MarylandOnline is a statewide consortium dedicated to championing distance learning in Maryland. Through collaboration among Maryland community colleges, colleges, and universities, MarylandOnline gives students access to statewide articulated courses, certificates, and degree programs offered via distance education. MarylandOnline enhances the quality and availability of higher education for the citizens and employers of Maryland and for students worldwide. Go to www.marylandonline.org (<http://www.marylandonline.org>) for more information.

International Education

The College provides opportunities for faculty, staff, and students to enhance their cultural competence and building their global awareness by providing on and off campus learning experiences, including credit and non-credit international travel experiences. FCC is a part of the state-wide Maryland Community College International Education

Consortium (MCCIEC) which offers short-term credit and Continuing Education trips. Check out the studyabroadmaryland.org (<http://studyabroadmaryland.org/>) website to learn more details about these short-term options. For information on all international education choices, consult the college website.