



SAUK VALLEY COMMUNITY COLLEGE

# Career Programs

*A Look at Career Degrees & Certificates*









**Sauk Valley Community College** is dedicated to helping you reach your educational and career goals. SVCC offers over 130 transfer and career programs to consider. The purpose of this guide is to provide a glance at career degrees and certificates offered at Sauk. These programs are for individuals wishing to acquire training and education that will lead directly to employment and not transfer. These programs can take as little as one semester, but all programs provide a pathway to 2-year associate degrees. This guide will help you learn about SVCC career programs of study, the job outlook for these programs, and what resources are available.

**Let's get started!**



# Career Technical Programs at SVCC

- **Associate in Applied Science**

The Associate in Applied Science (A.A.S.) degree is designed as a career program for students seeking specialized education which prepares them to enter or to advance in employment. These programs range from 60 to 66.5 semester hours and signify completion of a two-year program of study. Career programs are not designed to transfer to four-year colleges or universities. A.A.S. degrees are developed by the SVCC faculty with the assistance of local citizens serving on occupational workforce councils, and with the approval of personnel from state agencies.

- **Certificate Programs**

Certificate programs consist of a series of prescribed courses (in a specialized field) that prepare the student for entry-level occupations. These programs range from 2 to 42.5 semester hours and are designed to be completed in less than two years. Certificate programs require fewer general education requirements and are designed to develop the technical competence of the student.

Many certificate programs contain the core courses of the Associate in Applied Science degree program in the same field, thereby allowing the student to continue with additional study and earn an A.A.S. degree.

Use the program information on the following pages as you consider what you want to study at SVCC.

**Program highlights include:**

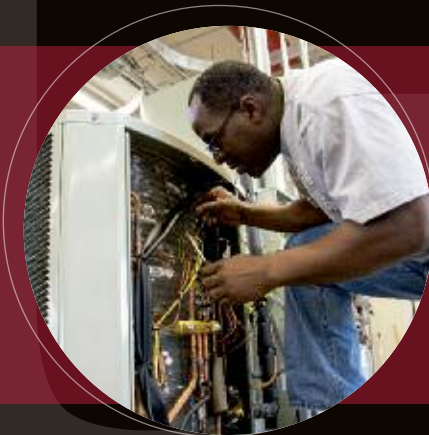
- Program name, description, hours needed to complete and sample courses.
- O\*NET Job Titles associated with that degree. *Source: [onetonline.org](http://onetonline.org)*

*O\*NET Online provides descriptions of occupational requirements and desired attributes for perspective job seekers.*

- Bureau of Labor Statistics Wage and Outlook projections.

*Source: [onetonline.org](http://onetonline.org)*

*Projected outlook for IL reflects 2008-2018 data. Projected outlook for USA reflects 2010-2020 data.*







# Computer Information Systems at SVCC

The three degree programs are designed to provide a graduate with the entry level job skills necessary in the computer information systems field. Majors study the theory, design, development, and application of computer technology to computer information systems, and develop in-depth knowledge on the operation and structure of major business software packages. Eight certificate programs are also available to allow students to choose a specialization.

- **Associate in Applied Science:**

**Microcomputer Applications (076),  
Networking Specialist (075),  
Server Specialist (077)**

**Hours Needed:** 60-65

**Major Course Examples:**

Microcomputer Database, Intro to Web Design, A+ Certification, Research & the Internet, Computer Operating, etc.

- **Certificates:**

**Management Information  
Systems (B40)**

**Hours Needed:** 16

**Major Course Examples:**

Systems Analysis & Design, Computer Operating Systems, Information Systems Management, etc.

**Microcomputer Applications  
Specialist I (B32)**

**Hours Needed:** 17

**Major Course Examples:**

Microcomputer Spreadsheet Software, Intro to Microcomputers, Intermediate Microcomputer Application, etc.

**Microcomputer Applications  
Specialist II (B36)**

**Hours Needed:** 27

**Major Course Examples:**

Intro to Web Design, Business Presentation Graphics, Intro to Desktop Publishing, etc.

**Networking Professional (B35)**

**Hours Needed:** 16

**Major Course Examples:**

Advanced Routing, Remote Access, Network Troubleshooting, etc.

## Work & Employment

<i>O*NET Job Titles</i>	<i>US Median Wage</i>	<i>Northwest IL Median Wage</i>	<i>US Projected Outlook</i>	<i>IL Projected Outlook</i>
Computer Operators	\$39,600	\$39,600	-17%	-14%
Computer System Analyst	\$82,700	\$71,900	25%	26%
Computer Support	\$47,600	\$42,900	20%	19%
Web Developer	\$63,500	\$29,000	20%	20%





## Accounting

This degree program prepares the student for entry-level positions or to be a junior member of the accounting staff of a private business, industrial enterprise, public accounting firm, or governmental agency. Emphasis is on the financial record keeping aspects of accounting and the preparation and analysis of reports as a basis for managerial decisions. The certificate program prepares students for entry-level positions in private business and industry.

### Associate in Applied Science (021)

Hours Needed: 65

#### Major Course Examples:

Financial Accounting,  
Managerial Accounting,  
Introduction to Business,  
Occupational Internship, etc.

### Certificate (B90)

Hours Needed: 25

#### Major Course Examples:

Financial Accounting,  
Managerial Accounting,  
Cost Accounting, etc.

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest		US Projected Outlook	IL Projected Outlook
		IL Median Wage			
Auditor	\$65,900	\$54,000		13%	12%
Bill & Account Collector	\$33,700	\$32,400		15%	13%
Payroll Clerk	\$39,700	\$37,400		13%	12%
Bookkeeper & Auditing Clerks	\$36,400	\$30,500		11%	9%

## Art • Digital Media Arts

The purpose of the digital media arts curriculum is two-fold. First, those who earn the certificate have the minimum requirements needed to secure employment as graphic designers in firms that engage in specialized design services, advertising services, printing services, and publishing. Second, those who earn the certificate may also pursue further education in a number of fields and apply those skills and expertise to in-house advertising and graphic design needs for their employers, particularly those who operate as small businesses. The media arts certificate specializes in film, video, and interactive media. It will also strengthen the marketability of students who complete other fields of study because it will enhance visual communication skills for use in advertising and marketing functions.

### Certificate (B24)

Hours Needed: 24

#### Major Course Examples:

Digital Photography, Motion  
Graphics, Film, Media Art,  
Graphic Design, etc.

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest		US Projected Outlook	IL Projected Outlook
		IL Median Wage			
Desktop Publisher	\$38,200	\$42,900		-6%	-21%
Graphic Designer	\$45,900	\$31,600		7%	6%



## Commercial Drivers License

This program is designed to prepare individuals to obtain employment as commercial drivers. The classroom portion of the program emphasizes information required to pass the written driving exam, such as the rules of the road, log book requirements, and load regulations. Upon successful completion of the classroom portion, students will prepare for the driving test as they gain driving experience, learn how to hitch trailers to tractors, and understand safety techniques and practices. Students will be accompanied by an instructor and will use one of the trucks in which they learned to drive when they take the CDL exam. Every community in North America is served by the trucking industry. Men and women can earn above average incomes within a year or two of successfully completing the program and earning their CDL.

*Students must be at least 18 years old to obtain their CDL and meet all required testing.*



## Certificate (T10)

Hours Needed: 10

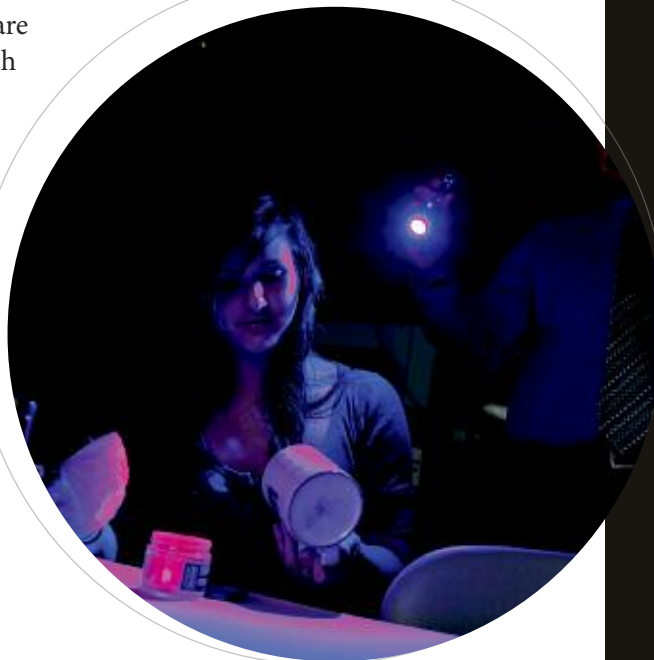
**Major Course Examples:**  
Commercial Drivers License  
Regulation, Commercial  
Vehicle Operation

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest		US Projected Outlook	IL Projected Outlook
		IL Median Wage			
Heavy & Tractor-Trailer Truck	\$39,500	\$40,200		11%	13%
Light Truck/Delivery	\$29,600	\$27,800		4%	8%

## Criminal Justice • Justice Affairs

This degree program prepares students for careers in criminal justice that are outside of law enforcement, such as corrections, court services, dispatching, court advocacy, security loss prevention, and private investigations. Students who wish to rise in the ranks are advised to follow a transfer program and earn a bachelor's degree because higher education has become increasingly important.



### Associate in Applied Science (082)

Hours Needed: 64

**Major Course Examples:**  
Ethics in Criminal Justice,  
Probation and Parole,  
Substance Abuse,  
Intro to Psychology, etc.

### Certificate: Corrections (C50)

Hours Needed: 24

**Major Course Examples:**  
Intro to Criminal Justice,  
Intro to Corrections,  
Probation and Parole,  
Substance Abuse, etc.

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest		US Projected Outlook	IL Projected Outlook
		IL Median Wage			
Correctional Officer	\$39,800	\$60,400		5%	2%
Security Guard	\$24,400	\$23,100		12%	13%

## Criminal Justice • Law Enforcement

This program prepares students for careers in law enforcement agencies such as municipal police departments, county sheriffs' departments, state police and private security concerns. The program includes general education courses and provides an emphasis on criminal justice courses and supportive social science courses.

*To qualify for employment in the area of law enforcement, students must be a minimum of 21 years of age. A maximum age requirement can also vary among law enforcement agencies.*

### Associate in Applied Science (081)

Hours Needed: 64

**Major Course Examples:**  
Criminal Investigation,  
Criminal Evidence &  
Procedure, Police &  
Patrol Operations,  
Intro to Psychology, etc.

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest		US Projected Outlook	IL Projected Outlook
		IL Median Wage			
Police Patrol Officer	\$56,800	\$52,100		6%	0%
Sheriff/Deputy	\$55,300	\$70,700		6%	0%



## Early Childhood Education

The Early Childhood Education program provides the academic background and practical experience for people interested in careers in education, including infant, preschool, and school-age child care in early childhood centers, family child care homes, parent education, and early childhood program supervision. Coursework focuses on theory, research, and program practice pertaining to children prenatal to early school age. Students have the opportunity to observe and assess children's behaviors and work directly with children in a supervised setting. This program provides a comprehensive course of study, including physical, cognitive, social and emotional development of young children, curriculum development, literature and language arts, creative activities for teaching art, music, math and science, behavior guidance, health and nutrition, and one supervised practicum experience. This program aligns to the AAS/Gateways ECE Level 4 certification.



### Credential Program Description

Students enrolled in Early Childhood programs at SVCC will be eligible to complete credentials through the Gateways to Opportunities state professional development system for ECE levels 2, 3 and 4. Benefits of this credentialing process increase a student's employability through ACCESS Illinois and makes students eligible for scholarship opportunities with wage differentials.

### *Criminal History Check Required*

## Associate in Applied Science (042)

**Hours Needed:** 60-61

### Major Course Examples:

Parent-Teacher-Child-Community Relations, Early Childhood Practicum, Child Care & Development, etc.

### Certificates:

#### Early Childhood Education:

##### Educator (F16)

**Hours Needed:** 29

### Major Course Examples:

Curriculum Development, Observation & Assessment, Rhythms and Games for Children

### Educator Assistant (F15)

**Hours Needed:** 17

### Major Course Examples:

Child Health  
Nutrition & Safety,  
Parent-Teacher-Child-Community Relations

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest		US Projected Outlook	IL Projected Outlook
		IL Median Wage			
Childcare Worker	\$19,700	\$20,300		14%	7%
Preschool Teacher	\$28,100	\$30,600		17%	4%

# Agriculture

This degree program was created by local workforce agricultural professionals in response to their workforce needs. The program prepares you for various careers in the areas of agronomy, crop science, horticulture, agribusiness, farming operations, and other related career opportunities within the field. The program includes general education courses and the opportunity for work-based experiences.

In addition, you can complete two different tracks or emphases in the program. One such emphasis is a career/technical track, which focuses on Welding and Electrical courses, while the other focuses on business/communications.

According to the Illinois Department of Employment Security, there is predicted to be 50,350 total positions in Farm Management including Farmers, Ranchers, and other Ag Managers by 2017. Additionally, 13,117 general Agriculture positions such as inspectors, breeders, graders and sorters, equipment operators, and farmhands are predicted for 2017 by the Illinois Department of Employment Security.

- **Associate in Applied Science (017)**

**Hours Needed:** 60-62

**Major Course Examples:**

Soil Science, Intro to Ag Business Management, Intro to Ag Economics, Plant Science, Intro to Ag Marketing, Ag Salesmanship, Industrial and Ag Wiring

## Work & Employment

<i>O*NET Job Titles</i>	<i>US Median Wage</i>	<i>Northwest IL Median Wage</i>	<i>US Projected Outlook</i>	<i>IL Projected Outlook</i>
Farm & Ranch Managers	\$64,170	\$67,930	2%	1%
Ag & Food Science Technicians	\$36,480	\$39,100	5%	7%
Buyers & Purchasing Agents, Farm Products	\$56,270	\$54,100	5%	5%





## Industrial Maintenance Electrician

This program is designed to prepare individuals for work with maintenance staffs of local industries, specifically in the area of electrical control mechanisms. In our society, industries of one type or another produce almost all of our nation's goods. These industries rely on the machines, including robots that industrial mechanics maintain and repair. Maintenance workers in this field also care for buildings and work on plumbing, electrical, and air conditioning and heating systems.



## Industrial Maintenance Electrician (H94)

Hours Needed: 21

### Major Course Examples:

Electrical Wiring,  
Industrial & Agricultural  
Wiring, Intro to CAD &  
Mechanical Systems,  
OSHA Standards,  
Electrical Controls, etc.

## Work & Employment

<i>O*NET Job Titles</i>	<i>US Median Wage</i>	<i>Northwest IL Median Wage</i>	<i>US Projected Outlook</i>	<i>IL Projected Outlook</i>
Home Appliance Repairers	\$35,400	\$34,600	1%	3%
Sheet Metal Worker	\$45,100	\$62,900	16%	9%



## Management

This degree program has been designed for persons seeking employment or advancement in middle management positions in business and industry. The program offers a student the opportunity to combine classroom instruction with on-the-job work experience. The program is designed to prepare a student for positions in human resources, sales, advertising, merchandising, and production.

The management certificate program is designed with a core of specialized business courses that allow a student to become familiar with the various aspects of business and industrial management. The supervisory management certificate program is designed with a core of specialized business courses that allow a student to become a front-line supervisor. These certificates are well designed for those individuals wanting to enter management or for those in management with a need to upgrade their skills.



### Associate in Applied Science (022)

**Hours Needed:** 64

**Major Course Examples:**  
Managerial Accounting,  
Business Mathematics,  
Supervision Techniques,  
Human Relations, etc.

### Certificates:

#### Management (B93)

**Hours Needed:** 19

**Major Course Examples:**  
Intro to Business,  
Principles of Management,  
Human Relations, etc.

#### Supervisory Management (B97)

**Hours Needed:** 15

**Major Course Examples:**  
Intro to Business,  
Supervision Techniques,  
Principles of  
Management, etc.

#### Entrepreneurship & Small Business Management (B89)

**Hours Needed:** 25-26

**Major Course Examples:**  
Entrepreneurship  
Principles

## Work & Employment

<i>O*NET Job Titles</i>	<i>US Median Wage</i>	<i>Northwest IL Median Wage</i>	<i>US Projected Outlook</i>	<i>IL Projected Outlook</i>
First-Line Supervisor-Laborers	\$46,700	\$51,400	9%	12%
First-Line Supervisor-Office	\$50,800	\$43,800	12%	9%
First-Line Supervisor-Retail	\$37,900	\$31,600	4%	5%

## Marketing

This degree program prepares students for entry-level positions such as sales representative or manager trainee. Additional training may lead to other positions such as store manager and human resources or operations manager in retail, wholesale, insurance, finance, banking or real estate firms. The certificate is designed specifically for individuals who are already employed in the marketing field or are seeking employment in the industry. The emphasis of this program is on sales and retailing for a sales-related position in the marketing industry. The skills needed for marketing jobs vary by product line, market, and level of responsibility. Buyers purchase the best available merchandise at the lowest possible prices and expedite the delivery of goods from the producer to the consumer. Salespersons represent their products to potential buyers.

Wholesale buyers purchase goods directly from manufacturers or from other wholesale firms for resale to retail firms or to commercial establishments and other institutions. Retail buyers purchase goods from wholesale firms or directly from manufacturers for resale to the public.



## Associate in Applied Science (020)

Hours Needed: 64

### Major Course Examples:

Intro to Business,  
Fundamentals of Personal  
Selling, Managerial  
Accounting,  
Advertising, etc.

## Certificate (B92)

Hours Needed: 18

### Major Course Examples:

Marketing, Retailing,  
Advertising, etc.

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest		
		IL Median Wage	US Projected Outlook	IL Projected Outlook
Retail Sales	\$21,400	\$22,500	10%	8%
Sales Rep	\$51,700	\$38,300	16%	13%
Wholesale/Retail Buyers	\$52,300	\$50,900	7%	10%



## Multicraft Technology

Graduates of the multicraft technology degree program are prepared to enter the work force as engineering technicians, field service engineers, plant maintenance technicians and application engineers or to move into supervisory positions. Graduates may continue their education at many colleges and universities and earn an advanced degree.

Multicraft technicians combine knowledge of mechanical engineering technology with knowledge of electrical and electronic circuits to maintain, design, develop, test, and manufacture electronic and computer-controlled mechanical systems, such as robotic assembly machines. This degree allows the student to choose electives towards a student-selected specialization in HVAC, Machining/CNC, Electrical, Electronics, and Welding.



## Associate in Applied Science (061)

**Hours Needed: 63**

**Major Course Examples:**  
Programmable Controllers, Fundamentals of Electricity, Electrical Controls, Mechanical Systems, Fluid Power, OSHA Standards, Welding Fundamentals, CAD Wiring Fundamentals, etc.

### Certificate:

#### Machining & CNC (H73)

**Hours Needed: 24**

**Major Course Examples:**  
Beginning Computer Numeric Control, Advanced Computer Numeric Control, Machining and Manufacturing Processes, etc.

## Work & Employment

<i>O*NET Job Titles</i>	<i>US Median Wage</i>	<i>Northwest IL Median Wage</i>	<i>US Projected Outlook</i>	<i>IL Projected Outlook</i>
First-Line Supervisor-Mechanics	\$62,200	\$65,600	8%	8%
Maintenance & Repair	\$36,200	\$35,000	9%	7%
Mechanical Engineer Technician	\$53,500	\$46,800	5%	4%



## Nursing

The Associate Degree in Nursing (ADN) program prepares graduates to function with the knowledge, skill and judgment of an entry level staff nurse in a variety of health care settings. The Licensed Practical Nursing (LPN) certificate program

prepares students to function in the role of the beginning practical nurse to provide bedside care in a variety

of health care settings. The Certified Nursing Assistant (CNA) certificate curriculum is conducted over an eight or sixteen week period and consists of classroom and clinical learning activities. The program prepares a student to assist with the care of the sick and the infirm under the supervision of registered nurses.

*\*Check with a Health Careers counselor regarding admissions process.*

## Associate in Applied Science-ADN (052)

**Hours Needed: 62**

**Major Course Examples:**  
Intro to Nursing, Nutrition & Diet Therapy, Medical-Surgical Nursing, Nursing of Children, etc.

### Certificates:

**LPN (E91)**

**Hours Needed: 42.5**

**Major Course Examples:**

Beside Nursing  
Concept & Skills  
I, II, III, IV, etc.

**CNA (E93)**

**Hours Needed: 8**

**Major Courses:**

Basic Nursing Assistant and  
Advanced Nursing Assistant  
(both required)

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest IL Median Wage	US Projected Outlook	IL Projected Outlook
Registered Nurse	\$66,600	\$52,200	19%	11%
Home Health Aide	\$21,400	\$24,200	49%	42%
Licensed Practical Nurse	\$42,500	\$42,000	25%	20%
Nursing Assistants	\$25,100	\$22,400	21%	15%



## Radiologic Technology

Radiographers perform diagnostic imaging exams, administer contrast media, and operate radiographic equipment to perform a variety of imaging procedures including diagnostic X-rays,

CT scans, magnetic resonance imaging (MRI) exams, bone densitometry, mammography, cardiovascular interventional studies and additional specialties in nuclear medicine, ultrasound, and radiation therapy. The SVCC Radiologic Technology program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).



*\*Check with an academic advisor regarding admissions process.*

## Associate in Applied Science (051)

**Hours Needed:** 66.5

**Major Course Examples:**  
Medical Terminology,  
Special Radiographic,  
Radiologic Technology  
Clinical Experience  
I, II, III, etc.

## Certificate: Computed Tomography (E90)

**Hours Needed:** 16

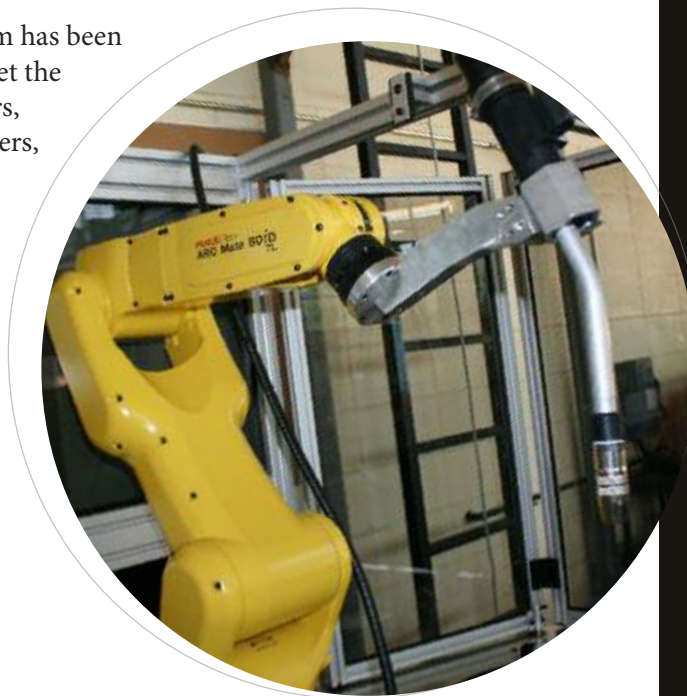
**Major Course Examples:**  
Cross Sectional Anatomy,  
Computed Tomography  
Procedures

## Work & Employment

O*NET Job Titles	US Median Wage	Northwest		US Projected Outlook	IL Projected Outlook
		IL Median Wage			
Radiologic Technologist	\$41,400	\$41,400		27%	6%

## Welding

The SVCC welding program has been specifically designed to meet the needs of the local employers, specifically the manufacturers, which make up 30% of the employment in the SVCC college district.



### Certificates:

#### Basic (H48)

Hours Needed: 2

Industrial MIG Welding

#### Advanced (H49)

Hours Needed: 16

#### Major Course Examples:

Industrial MIG Welding,  
TIG Welding, Shielded  
Metal Arc Welding,  
Robotic Welding, etc.

#### Robotic Welding (H47)

Hours Needed: 5-6

#### Major Course Examples:

MIG Welding, Robotic  
Welding, etc.

## Work & Employment

<i>O*NET Job Titles</i>	<i>US Median Wage</i>	<i>Northwest IL Median Wage</i>	<i>US Projected Outlook</i>	<i>IL Projected Outlook</i>
Welders, Cutters, Fitters, Brazers	\$37,400	\$33,500	6%	6%
Welding, Soldering Machine Setters	\$37,400	\$33,500	20%	5%



# How to Enroll

## NEW STUDENTS

Contact Admissions & Records at 815.835.6273 for Enrollment Assistance

### Complete a Student Information Form

Submit a *Student Information Form* to Admissions & Records. Forms are available at the College, and on the College website [svcc.edu/soar](http://svcc.edu/soar).

### Learn About SVCC Program/Class Information

SVCC offers many types of programs to assist students in reaching their goals. This includes career and transfer programs, and individual class enrollment.

### Satisfy Class Placement Requirements

Placement testing in English/language arts and mathematics is required of all students wishing to register for any English/language arts class, mathematics class, or any other college class requiring a specific ENG/ELA/MAT co-requisite or pre-requisite. College staff will recommend needed placement tests and assist with arranging a testing time.

#### Placement Options:

- ACT/SAT scores • SVCC placement test results
- Review of credit earned at the College level

### Submit Other Academic Records

Students should submit their official high school transcripts, GED scores, and college/university transcripts from institutions previously attended. Students submitting college transcripts should also file a *Transcript Evaluation Request Form* in Admissions & Records. Transcripts must be delivered in a sealed envelope.

### Buy Books & Supplies

Visit the SVCC Bookstore to buy textbooks, supplies, and other important items.

### Learn About Tuition

#### Costs & Payment Options

SVCC tuition is charged per credit hour based on residence. Fees are in addition to tuition for classes that have additional equipment or supply needs.

Students are encouraged to apply for financial assistance, scholarships, and/or veterans benefits as early as possible. Contact Financial Assistance at 815.835.6339 for more information.

### Meet With an Academic Advisor

Students will need to meet with an academic advisor to discuss their career plans, placement test results, and course/program requirements. Call Academic Advising at 815.835.6354 for more information.

### Register for Classes

Students register for classes with Admissions & Records staff. Summer/Fall registration begins in April; Spring registration begins in November.

### Learn About SOAR, Sauk E-mail & Other On-line Tools

Go to [svcc.edu/student-login](http://svcc.edu/student-login) for assistance with accessing student accounts at SVCC.

### Pay Tuition & Fees

Students may pay by check, credit card, or apply for the deferred payment plan online at [svcc.edu/soar](http://svcc.edu/soar). Students using financial aid should contact Financial Assistance at 815.835.6339 before making payment. Students may also pay by cash, check, or credit card in the Business Office. For additional information, call 815.835.6267.

### Attend New Student Orientation

# Resources to Consider on Your Program of Study Search

## Academic Advising

Academic Advising provides free and confidential services pertaining to academic, career, and personal goals.

You can make an appointment by calling 815.835.6354. Regular office hours are Monday–Wednesday, 8am–7pm and Thursday–Friday, 8am–4:30pm. Summer hours are Monday–Wednesday, 7am–7pm and Thursday, 7am–5pm. Plan ahead as appointments fill quickly, especially during peak advising times (i.e., registration).

## Admissions & Records

Visit Admissions & Records to receive help with SOAR (Sauk Online Access to Records) and registration. Ask your questions about how to apply, add/drop classes, update contact information and file for graduation. Don't forget to stop by for a quick picture and get your free student I.D. If you have questions, call 815.835.6273. Regular hours are Monday–Wednesday, 8am–7pm and Thursday–Friday, 8am–4:30pm. Summer hours are Monday–Wednesday, 7am–7pm and Thursday, 7am–5pm.

## Financial Assistance

The Financial Assistance office can assist you with the process of seeking grants, student loans, military educational benefits, work-study opportunities or scholarships. We encourage everyone to apply for financial aid at [fafsa.ed.gov](https://fafsa.ed.gov) because you might be eligible for FREE grants in addition to loans. This office can be reached at 815.835.6339. Regular hours are Monday–Tuesday, 8am–7pm and Wednesday–Friday, 8am–4:30pm. Summer hours are Monday, 7am–7pm and Tuesday–Thursday, 7am–5p.m.

## Career Services

Career Services is here to help you make the school to employment connections. Whether you are looking for full-time, part-time, internships positions or want to sharpen job skills, Career Services can provide the tools that will help you with your career needs. To make an appointment, call 815.835.6294.

Services include:

- Resume & Cover Letter Writing
- Interview Techniques
- Mock Interviews
- Job Applications Essentials
- Job Postings
- Internship Opportunities



## Disability Support

The Disability Support office is responsible for determining reasonable accommodations for accessibility. If you are a recent high school graduate it is important to note that services received in high school do not automatically carry over to college. The student is responsible for initiating services through the Disability Support Office. You are welcome to discuss your accommodation needs at any time throughout the semester; however, accommodations are not retroactive. Therefore, it is in the student's best interest for accommodations to be established prior to the start of classes each semester. If you would like to request accommodations for accessibility needs, please call the Disability Support Office at 815.835.6220.

## Learning Commons

The Learning Commons staff provides free one-on-one tutoring on a walk-in basis in an informal, friendly atmosphere. They also offer instructional materials, use of computers and math testing services. All services that they provide are FREE too! You may contact the Learning Commons at 815.835.6293. Hours are Monday–Thursday 8am–8pm and Fridays 8am–2pm. Summer hours are Monday and Thursday, 8am–3 pm and Tuesday–Wednesday, 8am–7pm.

## First Year Experience Course (FYE 101)

FYE 101, an SVCC student success course, is required of all degree-seeking students (certificate students may be able to opt out). It is a one-credit hour course designed to help students make the transition into college and enhance their academic success.

The course must be taken during the first semester of college coursework. Students in good standing (GPA 2.0 or higher) who transfer from another institution and/or have accumulated 16 semester hours or more are not required to take the course. In our FYE course, you will learn about:

- Expectations/responsibilities of the college student
- Academic planning
- College resources, services, and opportunities for involvement
- Time management, thinking critically, test taking strategies
- Appreciating diversity and maintaining wellness
- Developing library, research, and information literacy skills



**For a complete guide of programs,  
courses and course requirements, visit  
[catalog.svcc.edu](http://catalog.svcc.edu)**



173 IL Route 2 • Dixon, IL 61021  
815.288.5511 • [svcc.edu](http://svcc.edu)