



**Clovis  
Community  
College**



# SUMMER 2018

## COURSE SCHEDULE

Registration begins April 9, 2018.  
Classes start June 4.

This class schedule is subject to change after publication. Please check for changes with the Academic Advising Office or the CCC website for the most up-to-date course information. Consumer information for Clovis Community College, including our graduation rates, the median debt of students completing programs, and other important information, can be found at: [www.clovis.edu/consumerinformation](http://www.clovis.edu/consumerinformation).



**REGISTER ONLINE:  
[WWW.CLOVIS.EDU/REGISTER](http://WWW.CLOVIS.EDU/REGISTER)**

## Important Dates

Summer Registration begins April 9, 2018  
Senior Citizen registration begins on April 10 and ends on the last day of registration for the term listed below.

Classes Begin/End ..... June 4 - July 27

Last day to register, add, or drop a class..... June 8  
or change from audit to credit

Last day to change from credit to audit ..... June 29

Last day to withdraw from a class ..... July 13  
(Workshops: before the first meeting)

### Holiday Closures

May 28 ..... Memorial Day  
July 4 ..... Independence Day

### Graduation Application Deadline

July 13 ..... Summer Diploma/Certificate

### Ceremony

July 27 ..... Nurses' Pinning

### Refund Schedule

Full refund of tuition and fees will be issued on canceled classes. Refunds are processed after registration closes and financial aid is complete and will be mailed to students approximately four weeks after registration closes. If you have any questions, contact the Business Affairs Office at 575.769.4132 or see [www.clovis.edu/fees](http://www.clovis.edu/fees). Students who drop a workshop must notify the Business Affairs Office to begin the refund process.

### Regular 8-Week Term

June 4-8 ..... 100% refund  
June 9 - July 27 ..... 0% refund

### Workshops

Before the first meeting ..... 100% refund

## SUMMER CLASSES (8 WEEKS)

JUNE 4 - JULY 27

### ACADEMIC CAREER STUDIES

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES	
20003	ACS	102	201	3	Freshman Seminar	MTWR	10:30am-11:45am	CCC	Milazzo	
20190	ACS	102	2N0	3	Freshman Seminar		Online	Tate	\$50	

### ACCOUNTING

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20001	ACCT	201	2N0	4	Introductory Accounting I		Online	Sanchez	\$50

### ANTHROPOLOGY

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20374	ANTH	243	2N0	3	Intro to Cultural Anthropology		Online	Schipani	\$50

### ART

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20009	ART	131	2N0	3	Art Appreciation		Online	Anderson	\$50
20525	ART	217	2N0	3	Digital Photography		Online	Berrett	\$50

ART 217 classes require specific camera equipment. For more information, please call Carolyn Lindsey at 575.769.4957 or 575.769.4932.

20485	ART	231	201	3	Pottery I	MW	4:00pm-6:30pm	CCC	Luscombe	\$20
20550	ART	234	201	3	Southwest Pottery	TR	6:00pm-8:30pm	CCC	Amaro	\$20
20551	ART	235	201	3	Wheelthrown Pottery	TR	6:00pm-8:30pm	CCC	Amaro	\$20
20552	ART	293	201	3	Mural Projects	S		CCC	Longhofer	

### AUTOMOTIVE TECHNOLOGY



The Automotive Technology program runs Monday - Thursday from 7 a.m. to 12:15 p.m. To apply students should call 575.769.4113 or stop by Room 151. Students must complete AT 100 with a C or better, complete an OT application, and meet the Accuplacer score requirements prior to being accepted into the program. Applications are now being accepted for Fall 2018.

### BIOLOGY

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES	
20018	BIOL	113	2N0	4	Biology for General Ed / Lab		Online	Arth	\$50	
20019	BIOL	115	2N0	4	Human Biology and Lab		Online	Arth	\$50	
20020	BIOL	211	201	4	Human Anat / Phys I / Lab	MTWR	12:00pm-2:30pm	CCC	Roberts	\$20
20021	BIOL	211	2N0	4	Human Anat / Phys I / Lab		Online	Kuykendall	\$50	
20022	BIOL	212	201	4	Human Anat / Phys II / Lab	MTWR	9:00am-11:30am	CCC	Scroggins	\$20
20023	BIOL	212	2N0	4	Human Anat / Phys II / Lab		Online	Roberts	\$50	
20025	BIOL	222	201	4	Microbiology and Lab	MTWR	3:00pm-5:30pm	CCC	Hughes	\$20
20299	BIOL	222	2N0	4	Microbiology and Lab		Online	Hughes	\$50	

### BUSINESS ADMINISTRATION

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20015	BAD	151	2N0	3	Introduction to Business		Online	Reed	\$50

### BUSINESS AND OFFICE TECHNOLOGY

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20325	BOFT	101	2N0	1	Personal Keyboarding		Online	Ewers	\$50
20326	BOFT	102	2N0	1	Computerized 10-Key Operations		Online	Ewers	\$50

### CHEMISTRY

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20191	CHEM	113	2N0	4	Chemistry for Gen Ed / Lab		Online	Powell	\$50
20493	CHEM	151	2N0	4	General Chemistry I and Lab		Online	Robino	\$50

### COMMUNICATION

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES	
20040	COMM	101	201	3	Interpersonal Communication	MTWR	12:00pm-1:15pm	CCC	Chavez	
20459	COMM	101	202	3	Interpersonal Communication	MW	6:00pm-8:30pm	CCC	Chavez	
20042	COMM	101	2N0	3	Interpersonal Communication		Online	Chavez	\$50	
20553	COMM	102	201	3	Public Speaking	TR	6:00pm-8:30pm	CCC	Regnier	
20045	COMM	102	2N0	3	Public Speaking		Online	Hardin	\$50	

### COMPUTER INFORMATION SYSTEMS

CRN	SUBJ NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20317	CIS	090	2N0	0	Basic Computer Skills		Online		
20035	CIS	101	2N0	3	Fund of Computer Concepts		Online	Davis	\$50
20038	CIS	120	2N0	3	Intro to Information Systems		Online	Walker	\$50
CIS 120 covers the Microsoft Office 2016/Office 365 Windows versions of Word, Excel, Access, and PowerPoint.									
20570	CIS	204	2N0	3	Cisco CCNA Security		Online	Davis	\$50



SUMMER CLASSES (8 WEEKS)

JUNE 4 - JULY 27

COSMETOLOGY



The Cosmetology program runs Monday - Thursday from 8 a.m. to 5 p.m. To apply students should call 575.769.4113 or stop by Room 151. Students will need to fill out a Cosmetology application, submit high school transcripts to the Office of Admissions, and meet the Accuplacer score requirements prior to being accepted into the program. Applications are now being accepted for Fall 2018.

CRIMINAL JUSTICE

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20047 CRJU 102 2N0 3 Intro to Criminal Justice and 20555 CRJU 241 2N0 3 Police and Community Relations.

EARLY CHILDHOOD EDUCATION

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20416 ECE 132 2N0 3 Child Growth/Dev and Learn, 20383 ECE 133 2N0 2 Health, Safety and Nutrition, 20420 ECE 233 2N0 3 Family / Commun Collaboration, 20377 ECE 234 2N0 3 Guiding Young Children, and 20456 ECE 236 2N0 3 Assess of Child / Eval Prog.

ECONOMICS

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20051 ECON 221 2N0 3 Principles of Macro Economics and 20052 ECON 222 2N0 3 Principles of Micro Economics.

ELECTRICAL MAINTENANCE



The Electrical Maintenance program is part of the Industrial Technology program and trains students in fundamentals of electricity, control systems, planning, design, and power generation and prepares students for jobs that rely on integrated systems. This program is two semesters and runs Tuesdays & Thursdays from 5:30 to 9:15 p.m. To apply students should call 575.769.4113 or stop by Room 151. Students will need to fill out an OT application and meet the Accuplacer score requirements prior to being accepted into the program. Applications are now being accepted for Fall 2018.

ENGLISH

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20340 ENG 102 201 3 English Composition, 20067 ENG 102 2N0 3 English Composition, 20068 ENG 104 201 3 Eng Composition / Research, 20461 ENG 104 2N0 3 Eng Composition / Research, 20293 ENG 202 2N0 3 Types of Lit/Short Story, and 20071 ENG 211 2N0 3 Introduction to Literature.

ESTHETICS/NAIL TECH



The Esthetics/Nail Tech program is a combined program that runs Monday-Thursday from 8 a.m. to 5 p.m. To apply students should call 575.769.4113 or stop by Room 151. Students will need to fill out a Cosmetology application, submit high school transcripts to the Office of Admissions, and meet the Accuplacer score requirements prior to being accepted into the program. Applications are now being accepted for Fall 2018.

GEOLOGY

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Row includes 20569 GEOL 113 201 4 Physical Geology and Lab.

HEALTH AND PHYSICAL EDUCATION

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20084 HPE 108 201 1 Water Walking, 20085 HPE 109 201 1 Aqua Aerobics, 20088 HPE 109 202 1 Aqua Aerobics, 20089 HPE 109 203 1 Aqua Aerobics, 20529 HPE 109 204 1 Aqua Aerobics, 20093 HPE 113 201 1 Yoga, 20092 HPE 113 202 1 Yoga, 20094 HPE 114 201 1 Pilates, 20095 HPE 116 201 1 Cardio Cycling, 20096 HPE 116 202 1 Cardio Cycling, 20318 HPE 116 203 1 Cardio Cycling, 20097 HPE 120 201 1 Core Training, 20558 HPE 121 2N0 3 Personal Health, 20099 HPE 124 201 1 Walking and Conditioning, 20100 HPE 125 201 1 Body Sculpting, 20105 HPE 128 201 1 Individual Health / Condition, 20370 HPE 135 201 1 Zumba, 20112 HPE 142 2N0 2 Fund of Physical Well-Being, 20415 HPE 144 2N0 2 Fitness Concepts Spec Popula, 20114 HPE 221 201 1 Weight Training, 20559 HPE 222 201 1 Circuit Weight Training, 20117 HPE 224 201 1 Beginning Golf, 20118 HPE 243 201 1 Beginning Tennis, 20265 HPE 245 201 1 Challenge Tennis, 20119 HPE 270 201 1 Challenge Racquetball, 20463 HPE 293 201 1 Boot Camp, and 20560 HPE 293 202 1 Suspension Training.

HEALTH CARE ASSISTANT

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Row includes 20076 HCA 101 201 6 Health Care Assistant.

HISTORY

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20079 HIST 101 2N0 3 Survey of Am Hist to 1865, 20081 HIST 102 2N0 3 Survey of Am Hist Since 1865, 20488 HIST 122 2N0 3 World Civilization II, 20226 HIST 203 201 3 New Mexico History, and 20339 HIST 203 2N0 3 New Mexico History.

HUMANITIES

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Row includes 20531 HUM 221 2N0 3 Introduction to Humanities I.

INDUSTRIAL TECHNOLOGY



The Industrial Technology program offers concentrations in Plant Operations & Equipment and Wind Energy. The program runs Monday - Friday from 8 a.m. to 12 p.m. To apply students should call 575.769.4113 or stop by Room 151. Students will need to fill out an OT application and meet the Accuplacer score requirements prior to being accepted into the program. Applications are now being accepted for Fall 2018.

LEGAL STUDIES

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20123 LEST 108 2N0 3 Administrative Law and 20124 LEST 228 2N0 3 Corporate Law.

MANAGEMENT

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Row includes 20337 MGT 201 2N0 3 Principles of Management.

MARKETING

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Row includes 20138 MKT 201 2N0 3 Principles of Marketing.

MATHEMATICS

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20133 MATH 107 2N0 4 Intermediate Algebra, 20135 MATH 110 2N0 3 College Algebra, and 20137 MATH 113 2N0 3 Math for General Education.

NURSING

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20419 NSG 105 2N0 3 Medical Terminology, 20561 NSG 112 2N0 3 Introduction to Nutrition, 20497 NSG 128 2N0 4 Pathophysiology, and 20562 NSG 150 2N0 3 Healthcare Ethics.



The Nursing Program runs Monday-Thursday with exams usually given on Fridays. The application is available at www.clovis.edu/nursing and should be submitted along with transcripts to the Office of Admissions. Deadlines to submit applications are June 1 for Fall and October 1 for Spring.

OCCUPATIONAL TECHNOLOGY

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20140 OT 122 201 2 Woodworking I, 20141 OT 122 202 2 Woodworking I, 20142 OT 123 201 2 Woodworking II, and 20143 OT 123 202 2 Woodworking II.

PHILOSOPHY

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Row includes 20196 PHIL 211 2N0 3 Ethics.

PHYSICAL THERAPIST ASSISTANT



The Physical Therapist Assistant Program runs Tuesday-Friday. The application is available at www.clovis.edu/pta and should be submitted along with transcripts and observation hours log to the Office of Admissions. The deadline to submit applications is June 1.

POLITICAL SCIENCE

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Row includes 20144 PSCI 102 2N0 3 American National Government.

PSYCHOLOGY

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20147 PSY 101 201 3 Introductory Psychology, 20189 PSY 101 2N0 3 Introductory Psychology, 20466 PSY 106 2N0 3 Human Growth / Development, and 20149 PSY 201 2N0 3 Child Psychology.

RADIOLOGIC TECHNOLOGY



The Radiology Program runs Monday-Thursday. The application is available at www.clovis.edu/radt and should be submitted along with transcripts to the Office of Admissions. The deadline to submit applications is June 1.

RELIGION

Table with 10 columns: CRN, SUBJ, NUM, SEC, HRS, TITLE, DAYS, TIME, LOCATION, INSTRUCTOR, FEES. Rows include 20487 REL 201 2N0 3 Life of Christ, 20154 REL 202 2N0 3 Women of the Bible, and 20267 REL 204 2N0 3 Men of the Bible.





## SOCIOLOGY

CRN	SUBJ	NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20155	SOC	101	2NO	3	Introductory Sociology			Online	Richeson	\$50

## SPANISH

CRN	SUBJ	NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20159	SPAN	101	2NO	4	Beginning Spanish I			Online	Guillen	\$50
20160	SPAN	102	2NO	4	Beginning Spanish II			Online	Guillen	\$50

## STATISTICS

CRN	SUBJ	NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20161	STAT	213	2NO	4	Statistical Methods I			Online	Schwertner-Watson	\$50

## TRANSITIONAL STUDIES

CRN	SUBJ	NUM	SEC	HRS	TITLE	DAYS	TIME	LOCATION	INSTRUCTOR	FEES
20556	TRST	0910	201	3	Basic Writing Skills I	MTWR	12:00pm-1:15pm	CCC	Milazzo	
20557	TRST	0911	201	3	Basic Writing Skills II	MW	6:00pm-8:30pm	CCC	Brown	
20563	TRST	0920	201	3	Basic Reading Skills I	MTWR	9:00am-10:15am	CCC	Heath	
20564	TRST	0921	201	3	Basic Reading Skills II	MTWR	10:30am-11:45am	CCC	Heath	
20565	TRST	0930	201	4	Basic Algebra I	MTWR	10:30am-12:10pm	CCC	Leatherwood	
20566	TRST	0930	2NO	4	Basic Algebra I			Online	Pharies	\$50
20567	TRST	0931	201	4	Basic Algebra II	MTWR	8:30am-10:10am	CCC	Leatherwood	
20568	TRST	0931	2NO	4	Basic Algebra II			Online	Bussen	\$50

## WELDING



The full-time Welding program runs Monday - Thursday from 7 a.m. to 12 p.m. To apply students should call 575.769.4113 or stop by Room 151. Students will need to complete an OT application, and meet the Accuplacer score requirements prior to being accepted into the program. Applications are now being accepted for Fall 2018.

# REGISTRATION & NEW STUDENT INFO

## ACCUPLACER ASSESSMENT

All students enrolling for the first time in courses with a math component, a writing component, or courses that require extensive reading are required to take the Accuplacer assessment before registering. The Accuplacer assessment is given in the Testing Center. Students are required to register for the appropriate level of classes indicated by the results of the assessment.

The computerized assessment is free and covers mathematics, English, and reading. Low scores will not keep students from enrolling in college, but some courses and programs have minimum score requirements.

Students may be exempt from taking the Accuplacer assessment if they have other test scores (e.g., ACT/SAT) that demonstrate college level skills. A valid picture identification is required when testing. After completing the assessment, take a copy of your Accuplacer Student Score Report to your Academic Advisor.

For more information on the Accuplacer assessment, including Testing Center hours of operation, call the Testing Center at 575.769.4088.

## ADVISING

All students are encouraged to contact an Advisor prior to registering for assistance with course selection. The following students are required to meet with an Academic Advisor:

- First-time, degree-seeking students
- All Financial Aid students
- Students applying for Veteran's Assistance
- Students returning from academic probation or suspension status

Advisors are available on a walk-in basis. Each Advisor specializes in different major fields and student needs. Please contact the Academic Advising Office at 575.769.4020 or email [academic.advising@clovis.edu](mailto:academic.advising@clovis.edu) for hours of operation or more information.

## BOOKS AND SUPPLIES

Books and supplies are available at CCC's Barnes & Noble Bookstore. Please purchase your books prior to your first class meeting. More information regarding book orders and rentals can be found at [www.clovis.edu/bookstore](http://www.clovis.edu/bookstore).

## CLASS CANCELLATIONS

Classes may be canceled for lack of enrollment or if an instructor is unavailable. Please login to your CCC student email via Pathway at [pathway.clovis.edu](http://pathway.clovis.edu) to see if any of your classes have been canceled. If so, please check the online schedule or see an Advisor to select an alternate class.

## CLASSROOM LOCATION

To view your classroom location online, login to Pathway at [pathway.clovis.edu](http://pathway.clovis.edu), click on the **Student Tab**, click on the **Student Detail Schedule** in the *Student Quick Links* box in the middle column, select your *term*, and then click **submit**.

Complete classroom locations and instructor listings will be posted at the main entrances of the campus during the first week of classes.

## PARKING REGISTRATION

Clovis Community College encourages all students to register their vehicles with the Security Office in the Dr. H. A. Miller Student Services Center. You will need your license plate number along with the state of registration and make, model, year, and color of your vehicle to receive your free CCC decal.

## NOTICE OF NON-DISCRIMINATION

Clovis Community College does not discriminate on the basis of race, color, national origin, ancestry, religion, sex, sexual orientation, spousal affiliation, gender identity, veteran status, physical or mental disability, serious medical condition, or age in its programs and activities. The following personnel have been designated to handle inquiries regarding the non-discrimination policies:

Mr. Freddie Salazar, Director of Security  
417 Schepps Blvd. Clovis, NM 88101 Room 134  
575.769.4144

Ms. Gay Goetsch, Director of Human Resource Services  
417 Schepps Blvd. Clovis, NM 88101 Room 112  
575.769.4045

For further information on notice of non-discrimination, visit <https://wdcrobcolp01.ed.gov/CFAPPS/OCR/contactus.cfm> for the address and phone number of the office that serves your area, or call 1.800.421.3481.

## SPECIAL SERVICES & ACADEMIC CASE MANAGEMENT

Students who need assistance for a disability or disabling condition or who need help dealing with personal or educational issues can contact the Special Services and Academic Case Management Coordinator at 575.769.4099.

## STUDENT EMAIL

All CCC students will be issued an email address. After you are accepted for admission, you will receive a letter detailing login instructions. Student email is CCC's primary method of communication with students. Announcements sent to your email account will contain important information including important deadlines and academic progress; therefore, you should check your CCC email account frequently. Your instructors will also use this email address to contact you. For assistance logging in, call 575.769.4969.

## STUDENT ID CARD

You will need your student ID card to use resources in the Center for Student Success, Health and Fitness Center (gym), and the Library or to charge your books to your financial aid account in the Bookstore and to pick up financial aid and/or payroll checks. Your student ID card may also be required for identification upon request from Security staff. Your first student ID card is free. A \$10 replacement fee is required for lost cards and should be paid at the cashier's window.

Please bring your class schedule and a picture ID to the Security Office in the Dr. H. A. Miller Student Services Center to receive your student ID card. Before an ID card can be issued, your student schedule must be signed off by the Business Office to show that payment or payment arrangements have been made.

## WITHDRAWING FROM CLASSES

If you withdraw from a class after the last day of late registration, the withdrawal will be recorded as "W" on your transcript. If you feel you will be unable to complete a course successfully, you must withdraw in order to avoid a failing grade for the course. You can withdraw online at [pathway.clovis.edu](http://pathway.clovis.edu) or complete a form in the Admissions and Records Office or in the CAFB Educational Services Office prior to the deadline. For more information, please contact the Admissions and Records office at 575.769.4025.

Please see the Academic Calendar at [www.clovis.edu/academiccalendar](http://www.clovis.edu/academiccalendar) for final withdrawal dates. Financial aid students should contact the Financial Aid office for information on how withdrawals may affect future financial aid. Withdrawing from a class is final and you cannot be reinstated.



# TUITION, FEES, & PAYMENT

**Deadline to pay for Summer 2018 Semester is midnight on May 25, 2018. After that date, payment must be made the day of registration.**

If payment or other financial arrangement is not made by the payment deadline, class registrations may be voided. It is the student's responsibility to drop classes through the Admissions Office if he or she does not plan to attend. Do not assume registration will automatically be voided for nonpayment. Students who are dropped for nonpayment are encouraged to re-register and make payment arrangements to secure their classes; however, your original class(es) may be closed, and you may have to choose alternate classes.

## TUITION AND FEES

Tuition charges are determined by residency status, the number of credit hours taken, and fees applicable to each course. See the following chart to calculate your tuition charges. Tuition and fees are subject to change due to legislative or Board of Trustee action.

### Miscellaneous Fees

Student Fee*	\$40
Dishonored Check*	\$25
Graduation	
Certificate/Participating*	\$30
Diploma/Participating*	\$30
Replacement diploma/certificate*	\$20
Health and Fitness Center	
Swimming Pool Usage*	\$20
1-Day Pass*	\$5
5-Day Pass*	\$20
ID Card Replacement Fee*	\$10
ITV Long Distance Learning* (per credit hour)	\$4
Official Transcript Fee* (plus applicable shipping fees)	\$6
Online Course Fee* (per course)	\$50
Technology and Facilities Fee* (per credit hour)	\$10

\*Fees are non-refundable

Credit Hour	NM Resident In-District	NM Resident Out-of-District	Non-Resident	Senior Citizen $\diamond$	Technology & Facility Fee
1	44	54	111	5	10
2	88	108	222	10	20
3	132	162	333	15	30
4	176	216	444	20	40
5	220	270	555	25	50
6	264	324	666	30	60
7	308	378	777		70
8	352	432	888		80
9	396	486	999		90
10	440	540	1110		100
11	484	594	1221		110
12	528	648	1332		120
13-18*	528	648	1332		120
19	572	702	1443		130
Each Additional Hour	44	54	111		10

\*You can enroll in 13-18 credits for the same cost as 12 credit hours.  $\diamond$  Senior Citizens must register on or after April 10 to be eligible for the reduced rate.

## RESIDENCY STATUS FOR TUITION PURPOSES

Tuition charges are determined by your residency status. The Admissions and Records Office classifies residency status for you when your completed application is received and processed. Residency is based on the following definitions:

**Resident In-District:** Students whose legal state of residency is New Mexico, who live within the boundaries of the Clovis Community College tax district, and who have lived in New Mexico for the past 12 consecutive months.

**Resident Out-of-District:** Students whose legal state of residency is New Mexico, and who have lived in New Mexico for the past 12 consecutive months, but who live outside of the Clovis Community College tax district.

Any Texas residents who reside within a 135-mile radius of CCC will be assessed in-state, out-of-district tuition.

**Non-Resident:** Students whose legal state of residency is not New Mexico or who have not lived in New Mexico for the past 12 consecutive months.

**Petitions for In-State Tuition Classification:** You must petition for changes to your residency status by completing a Petition for Resident Tuition Classification. This form is available in the Admissions and Records Office. All requirements must be met by June 4, 2018 and documentation submitted to the Admissions and Records Office by June 22, 2018.

**Military Exemption:** Military personnel and their dependents qualify for in-state tuition rates. Contact the Admissions and Records Office at 575.769.4025 or the CAFB Educational Services Office at 575.784.6295 for assistance.

## FINANCIAL AID

Students eligible for financial aid who would like to charge their tuition and fees must set up a Pending Financial Aid Payment Plan (PFAPP), even if their file is complete. Students who withdraw before their financial aid checks are disbursed may lose their eligibility and may be responsible for payment of tuition, fees, books, and miscellaneous charges.

Financial aid students who stop attending, withdraw, or are administratively withdrawn from classes before July 6, 2018 may be subject to a Federal Refund Calculation.

If you are using Financial Aid, please contact the Financial Aid Office prior to withdrawing. Withdrawing from a class is final and you cannot be reinstated. Contact the Admissions and Records Office at 575.769.4025 or email [admissions@clovis.edu](mailto:admissions@clovis.edu) if you need assistance.

Students with a PFAPP may charge books and supplies May 29 – June 11, 2018 (based on remaining eligibility).

Visit the Financial Aid Office or call 575.769.4060 or email [finaid@clovis.edu](mailto:finaid@clovis.edu) for more detailed information

## SCHOLARSHIPS

CCC has many scholarships available, ranging from \$100 to \$1,000 per year. Students are encouraged to apply for scholarships to lessen the need for loans or part-time work to attend school. These scholarships are made possible by generous contributions to the College and CCC Foundation.

Apply online for dozens of CCC scholarships at [clovis.academicworks.com](http://clovis.academicworks.com).

## SENIOR CITIZEN DISCOUNT

Senior citizens may register beginning April 10, 2018 and pay the reduced rate of \$5 per credit hour. Senior citizens who register prior to April 10, 2018 are not eligible for the senior citizen discount. Qualifications for senior citizen discount:

- Must be 65 years of age by June 22, 2018
- Must be a New Mexico resident
- Must enroll for six credit hours or less during the semester

Senior citizen students must pay any course fees associated with classes. Senior citizens enrolled at CCC and who receive a reduction in tuition are entitled to all rights and privileges afforded all students.

## PAYMENT OPTIONS

### In-person:

Cash, money orders, checks (made payable to Clovis Community College), MasterCard, Visa, Discover, and American Express payments may be made at the cashier's window across from the Bookstore.

### By phone:

Phone in credit card information to 575.769.4132 or 575.769.4035.

### Online:

Login to Pathway at [pathway.clovis.edu](http://pathway.clovis.edu)

- Click on the **Student Tab**
- Click on **Pay Here** under *Registration Tools*

### Third-Party Sponsor:

If a third party (i.e., employer or government agency) is paying tuition and fees on a student's behalf, either the student or the third party must provide a copy of the authorization to the cashier at the time of registration.

### Deferred Payment Plan:

CCC offers a deferred payment plan administered by TouchNet Information Solutions. To initiate payment plan, login to Pathway at [pathway.clovis.edu](http://pathway.clovis.edu). Students must have a checking or credit card account to schedule and make payments, and students must be enrolled in at least three credit hours to take advantage of the payment plan. Students should initiate the contract and make initial payment at the time of registration to confirm their registration. Students are charged a non-refundable fee of \$10 to use the deferred payment plan.

**IMPORTANT FAFSA INFORMATION:** Financial Aid students meeting the priority deadline of May 1, 2018 will be guaranteed to have their financial aid processed by the first day of classes. To meet a priority deadline, you must have been admitted to or be currently enrolled in a degree-seeking program at CCC, have submitted a valid FAFSA to the federal government with the results received by CCC, be in good standing for financial aid, and submit all additional documentation required, if any, for the completion of your file. Any required corrections could delay completion of your file. You should login to PATHWAY to check for any outstanding financial aid documents and/or requirements.

For a complete list of course and program fees, please visit [www.clovis.edu/fees](http://www.clovis.edu/fees)