Admissions

Application Process
West Shore has an open-door policy and admits all people who can benefit from participation in the educational program of the college. Instructional programs are available to people who are eighteen years of age or older or who have received their high school diploma or GED certificate. Certain programs, however, may have restricted enrollments, additional enrollment processes, and/or early enrollment dates. The Admissions Office maintains and provides information on these special programs. People planning to enroll must complete an Application for Admission. An online application may be accessed through our website at www.westshore.edu. Students are strongly recommended to have copies of their high school transcripts forwarded to the Admissions Office, as this could eliminate the additional requirement of placement testing. Prospective students are encouraged to visit the campus. Arrangements for campus visits can be made by contacting the Admissions Office at 843-5503.

Dual Enrollment Students
The Dual Enrollment Program is designed to provide an opportunity for superior high school students to obtain college credit while still in high school. Students may petition to enroll in courses at West Shore with permission of their high school principal or counselor and parents. Students wishing to be involved in this program should first complete the Online Application and submit acceptable ACT or COMPASS scores demonstrating ability to benefit from college level work. After applying, students must also submit a Dual Enrollment Application, which is available from each high school counseling office or the Admissions Office.

Students are also encouraged to meet with a college advisor to discuss long term educational goals. Students who qualify for the state mandated Dual Enrollment Program may enroll in classes provided they meet the above-stated qualifications and any course prerequisites which may apply.

Nursing Programs Admission Provisions
West Shore offers programs for those interested in Practical or Registered Nursing. Admission to these programs is selective, limited, and subject to a competitive admissions process. Interested people should contact the Admissions Office as early as possible to obtain specific application information. More information about the nursing program can be found in the WSCC Curriculum Guide, available from the Student Services Department or from our website.

Police Licensure Program Admission Provisions
Prior to beginning the Police Academy, students must take the state Reading/Writing and Physical Fitness Pre-Enrollment tests. Both tests are administered at West Shore in May and December. Additional test sites and dates are available at www.mcoles.org. The results of the Reading/Writing test are valid indefinitely, and the Physical Fitness Pre-Enrollment test results are valid for 180 days.

Students must pass a board interview to be accepted into the Program. A health screening must also be taken within the 180 days prior to the start of the academy courses. For more information, contact the Director of Criminal Justice @ 231-843-5831.

Orientation, Advising and Registration
All new students, including transfer students, are required to attend a campus orientation, advising and registration session that will include meeting other new students, faculty, advisors and other important college personnel. Students will be acclimated to
the College campus, learn about various college expectations and complete the visit by registering for appropriate courses that align with their program of study and other academic goals. Please contact Student Services to register for one of our many on-campus orientation, advising and registration sessions at 231-843-5510. In addition, all students are required to complete an online orientation before attending classes at West Shore. This orientation will re-familiarize students with the campus and provides additional information about college policies, procedures, programs, and services.

Placement Testing
WSCC utilizes an assessment test of basic skills in writing, reading, and mathematics. Results are used to determine course placement. Assessment testing is required of all incoming declared or undecided certificate or degree seeking students. Students exempt from testing are those:

1. Who have an ACT score of 18 in English, 16 in math, and 17 in reading, and have the scores on file with WSCC
2. Who have SAT scores in the top 25th percentile in both verbal and math skills and have the scores on file with WSCC (Note: Students who submit ACT or SAT scores should check with an advisor to determine course placement)
3. Who are non-degree seeking
4. Who are age 60 or older
5. Who have earned a degree from WSCC or another accredited college or university
6. Who have successfully completed ENG 051 Introduction to College Writing, ENG 052 Introduction to College Reading, and MTH 051 Pre-Algebra at WSCC or equivalent courses with a "C" (2.0 grade points) or better, or have successfully completed English and math courses at a higher level at another college or university.

All degree seeking students who place in ENG 051 Introduction to College Writing and/or ENG 052 Introduction to College Reading and/or MTH 051 must enroll in ENG 051 and/or ENG 052 and/or MTH 051 in their first semester, unless the student's degree does not require a mathematics course. Students should work with an advisor to determine the courses best suited for success; the College recommends taking no more than two developmental courses in the first semester.

Students submitting low ACT or SAT scores, which place them into developmental courses, are required to complete the college placement test in those areas. In addition, a student who submits ACT, SAT or has placement scores that were taken two or more years prior to enrollment in the required developmental English and/or math courses, will be required to complete a current placement assessment. Students are allowed one retake of the test. Additional retakes of the tests may be taken for a fee.

College Level Examination Program (CLEP)

West Shore Community College is a National-Open CLEP Center. Computer-based CLEP exams are administered in the Learning and Testing Center (LTC). Students wishing to complete CLEP exams
and apply credit toward a WSCC degree should contact the LTC for more information. Students demonstrating competency on CLEP and/or advanced placement examinations may receive up to a maximum of 12 semester hours of credit toward a WSCC degree or certificate. Non-WSCC students should contact their college or university for information on applying CLEP credit toward their degree program prior to scheduling an examination through WSCC. A CLEP test fee (payable online at time of registration), as well as a WSCC proctor fee (payable at the Testing Center), is assessed for these exams.

Credit for Advanced Placement Exams

West Shore Community College will grant college credit to students who earn a score of 3 or higher on any of the following advanced placement examinations completed in high school. This chart indicates the advanced placement exam, the course equivalency for each exam, and the number of credits applicable toward graduation.

AP EXAM
Course Equivalency Credits

**History of Art**
- ART 201 Art History I: Ancient and Medieval ___________________________ 3
- ART 203 Art History II: Renaissance to Modern ___________________________ 3

**Studio Art: Drawing**
- ART 111 Studio Art: Drawing I ___________________________ 3
- ART 112 Studio Art: Drawing II ___________________________ 3

**Studio Art: Gen**
- Portfolio to be determined by department ___________________________ 6

**General Biology**
- BIO 122 General Biology I ___________________________ 4
- BIO 123 General Biology II ___________________________ 4

**General Chemistry**
- CHM 122 General Chemistry I ___________________________ 4
- CHM 123 General Chemistry II ___________________________ 4

**Microeconomics**
- ECO 136 Principles of Economics I ___________________________ 3

**Macroeconomics**
- ECO 137 Principles of Economics II ___________________________ 3

**English Language and Composition**
- ENG 111 English Composition I ___________________________ 3
- ENG 112 English Composition II ___________________________ 3

**AP EXAM**
- **English Literature and Composition**
  - LIT 211 American Literature I ___________________________ 3
  - LIT 212 American Literature II ___________________________ 3

**Environmental science**
- NSC 100 Biological Lab Science Elective ___________________________ 4

**French Language**
- FRN 101 Elementary French I ___________________________ 4
- FRN 102 Elementary French II ___________________________ 4

**French Literature**
- FRN Elective Credit ___________________________ 8

**German Language**
- Elective Credit ___________________________ 8

**Comparative Govt. and Politics**
- POL Elective Credit ___________________________ 8
### Course Equivalency Credits

#### U.S. Govt. & Politics
- POL 151 American National Government______________________ 3

#### European History
- HIS 141 History of Western Civilization to 1600_________________ 3
- HIS 142 Western Civilization 1600 to Present____________________ 3

#### U.S. History
- HIS 145 U.S. History to 1868__________________________________ 3
- HIS 146 U.S. History 1868 to Present____________________________ 3

#### Calculus BC
- MTH 222 Analytic Geometry and Calculus I______________________ 5
- MTH 223 Analytic Geometry and Calculus II_______________________ 5

#### Calculus AB
- MTH 222 Analytic Geometry and Calculus I______________________ 5

#### Music Theory
- MUS 101 Basic Music Theory I________________________________ 3

#### Music Listening and Literature
- MUS 100 Music Appreciation____________________________________ 3
- MUS 201 Survey of Music History________________________________ 3

#### Physics B
- PHY 232 General Physics I______________________________________ 4
- PHY 233 General Physics II______________________________________ 4

#### Physics C: Mechanics
- PHY 236 Engineering Physics I___________________________________ 5

#### Physics C: Electricity & Magnetism
- PHY 237 Engineering Physics II___________________________________ 5

### Introductory Psychology
- PSY 161 Introduction to Psychology _______________________________ 3

### Spanish Language
- SPN 101 Elementary Spanish I____________________________________ 4
- SPN 102 Elementary Spanish II____________________________________ 4

### Spanish Literature
- Elective Credit______________________________________________ 8

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#### Credit for Military Service

Students can receive academic credit for training received while in the military. The college awards college credit for certain categories of military training based on recommendations from the American Council on Education (ACE). Students must provide the Admissions Office with documentation of military courses completed.

#### Career and Technical Education Partnership

The Career and Technical Education (CTE) Partnership between the West Shore Educational Service District and West Shore Community College is designed to bring into focus the integral relationship between education and employment. The program provides high school students, who are interested in pursuing career and technical training, an opportunity to gain future college credit while still attending high school. By consulting with a high school counselor, completing an articulated program and graduating from high school, a student can get a head start on the necessary training in a career field of their choice. Areas of opportunity include Welding, CAD, Criminal Justice, Agriculture, Allied Health, Computer Information Systems, Computerized Multimedia, Accounting and Office Information Systems, Marketing, Graphic Arts, Automotive, Construction Trades, and Advanced Manufacturing/Pre-Engineering.
Transferring to West Shore

West Shore Community College requires students to complete a minimum of 15 credits of coursework at WSCC for an associate degree; 10 credits for a certificate. A maximum of 50 credits may be transferred to WSCC. Students have the option, after completion of the required WSCC credits, to transfer back up to 50 credits. Upon receipt of an official transcript, which is one received directly from the educational provider of the coursework, training, or examination, a credit evaluation is done. Only credit applicable to the student’s chosen degree or certificate will be granted.

Course-to-course credit is granted when course content is equivalent to that at WSCC; otherwise, department or general elective credit is granted. When the credits earned at another college for specific courses are less than those required for specific WSCC courses, the lower number of credits are granted. For example: An Introductory Psychology course from another college may be 2 credits and the equivalent WSCC course is 3 credits. Two (2) credits for the course are granted. Credit from institutions that are on a term calendar is converted to semester credit, using 0.667 as the conversion percentage.

Competency Based Education (CBE): A maximum of twelve (12) credits may be earned through competency testing. Competency tests include Departmental Exams, evidence of proficiency, and CTE articulated credit.

Advanced Placement (AP) Test Credit: WSCC will grant credit to students who earn the required score on those exams listed in the College’s catalog. For a transcript call (888)225-5427. WSCC’s code is 1941. An official transcript from the College Board is required.

CLEP Test Credit: To request a transcript call (888)225-5427 or download a request form at www.collegeboard/CLEP. WSCC’s code is 1941. An official transcript from the College Board is required.

Council for Higher Education Accreditation: www.chea.org/heta/default.asp

Credit from Postsecondary Institutions: Transfer credit is granted for courses with a grade of “C” or higher from institutions that are regionally or nationally accredited. Credit may be granted from other institutions that are recognized by the U.S. Department of Education or by the Council for Higher Education Accreditation. An official copy of the transcript is required.

Department of Education: www.ope.ed.gov/accreditation/search.aspx

Military Credit: Students must submit an official transcript from the applicable branch of the service. For transcripts go to: www.acenet.edu/am/template.cfm?section=military_programs Scroll to Military Registries for links to all branches.

Tech Prep to Credit: Students who complete a program offered by an Educational / Intermediate School District for which WSCC has articulation agreements and who pass the end of program exam and who enroll at WSCC within one year of graduation from high school are granted credit for courses articulated by the ESD/ISD and WSCC. A listing of these courses is available in the Student Records Office or the Tech Prep administration office.

State/National Licensure: Students who are current licensed practical nurses and who are accepted into the AAAS Nursing program may receive 38 credits toward the program. A copy of the nursing license is required.

Child Development Associate Credential (CDA): Students who have earned the CDA and who are enrolled in the AAAS in Early Childhood Education & Child Care program may receive credit for ECE 120 and ECE 121, upon approval of the
program coordinator. A copy of the CDA is required and/or an official transcript, dependent upon whether the training was through credit coursework. The CDA test is given at the Testing Center. Prior online registration is required at www.pearsonvue.org. A proctor fee is also assessed by WSCC.

**MI Department of Corrections Academy Credit:**
Students who have completed the Academy and who are eligible to earn the AAAS in Corrections may receive credit for CRJ 207, 208 and 214; COR 210, 215, and 223; and ALH 118. A copy of the Department of Corrections Certificate of Completion and the Training Department Memorandum, and the student’s Application for Graduation are required.

**MI Basic Police Training Credit (MCOLES):**
Students who have completed the MCOLES program and who are eligible to earn the Associate Degree or Two-Year Certificate in General Studies may be granted up to 26 CRJ credits, dependent upon the approval of the Director of Criminal Justice. A copy of the licensing card is required.

**Michigan Sheriffs’ Coordinating and Training Council (MSCTC) Academy Credit:**
Students who have completed the 160-hour MSCTC academy and who are eligible to earn the AAAS in Corrections may receive credit for CRJ 208, COR 223 and ALH 118. Proof of completing the academy, and the student’s Application for Graduation, are required.

**DANTES/Excelsior College Examination Credit:**
Credit may be granted upon departmental approval. An official transcript is required.

Official transcripts and/or other required documentation are to be submitted to the Student Records Office. Refer questions to sturecords@westshore.edu or (231) 843-5510.

**Accreditation Associations**
West Shore accepts transfer credits from institutions which are accredited by any of the following organizations: Association of Independent Colleges and Schools, Higher Learning Commission, Middle States Association of Colleges and Schools, New England Association of Colleges and Schools, Northwest Association of College and Schools, and Western Association of Colleges and Schools.

**Academic Information**

**Degree and Certificate Requirements**

**Statement of General Education**
A commitment to excellence in higher education for the community it serves is a core value of West Shore Community College. The College recognizes the importance of high quality, learning-centered, education and training opportunities, which will result in meaningful roles for the student in life, work, and society. Basic to these roles is the student’s ability to be productive through the acquisition of appropriate skills and to be adaptable in a changing, complex society.

As such, the College will create a general education program that conforms to accreditation guidelines and is designed to provide students with a broad yet integrated and coherent introduction to the skills, knowledge, and insights that are the foundation of a