

**MAKE OUR *Holmes***  
**YOUR HOME**

**DISTRICT BULLETIN 2022-2023**

*Holmes*  
COMMUNITY COLLEGE

**Amendment Number III to the 2022-2023 HCC Bulletin**

## Effective Fall 2022

Page 13      Revise first paragraph under “Admission Requirements”

### ADMISSION REQUIREMENTS

Holmes Community College embraces the philosophy that the student be provided with opportunities to enhance their education by providing a variety of instructional opportunities. HCC ascribes to an “open admissions” policy consistent with all appertaining laws. **All requirements for admission to Holmes Community College must be met within the first one-fourth of the semester of initial enrollment. Failure to provide official documentation within that period will result in the student being charged a missing document fee equal to the amount of tuition and placed on admissions hold. Admission to the college is not the same as admission to a specific program with competitive enrollment. Prospective students who are applying to programs with competitive enrollment must apply to that program in addition to applying to the college.**

Page 15      Revise first paragraph under “Foreign-Born Students”

### FOREIGN-BORN STUDENTS

Holmes Community College does NOT provide INS documentation for student visas and does not provide any other INS documentation to students with other types of visas. Documentation of legal status must be provided prior to registration for students who are born outside of the United States and/or who graduated from a high school outside the United States. Official translations and evaluations of foreign transcripts by an approved agency are required for all foreign-born students at the student’s expense. For a list of approved agencies, contact the Director of Admissions and Records, P.O. Box 398, Goodman, MS 39079. The translation and evaluation must be mailed directly to Holmes Community College from the approved evaluation service. **All requirements for admission to Holmes Community College shall be met within the first one-fourth of the semester of initial enrollment. Failure to provide official documentation within that period will result in the student being charged a missing document fee equal to the amount of tuition and placed on admissions hold.**

Page 386      Revise Course Description for SSP 1002 – Smart Start Pathway

#### **SSP 1002 – Smart Start Pathway.**

Students will enroll in the MS Works system and learn three components within the pathway: Career Awareness, Necessary Skills, and Basic Skills. They will develop the foundational skills needed for their careers, learn and practice good work habits and effective communication that is necessary in successful employment. Students will learn how to become prepared to learn new skills for future careers within their region’s workforce sector, identifying the career components that are necessary for middle-skill employment. Students will complete the WorkKeys® assessment in Workplace Documents, Applied Math, and Graphic Literacy which allows students to quantify the foundational skills needed to perform job tasks successfully and enables students to demonstrate they have these skills. Upon completion of this assessment, students will earn a National Career Readiness Certificate, a credential issued by ACT that documents work readiness.

## Effective Spring 2023

### Page 239    Revise #3 under “Practical Nursing Program Admission Policy”

#### Practical Nursing Program Admission Policy

Admission requirements to be met **before** a student is considered for selection are (1 - 3 below):

1. The applicant must have a high school diploma or a GED certificate and provide official transcripts from all schools/colleges previously attended.
2. Applicants for the Full Time Day Track and the Evening and Weekend Track must have a minimum composite score of 12 on the ACT if taken prior to October 1989 or a minimum composite score of 16 if taken in October 1989 or after with a minimum composite score of 12 on the ACT reading & math subtests.
3. Applicants for the Hybrid Option must have a minimum composite score of 15 on the ACT if taken prior to October 1989 or a minimum composite score of 18 if taken in October 1989 or after with a minimum composite score of 12 on the ACT reading & math subtests.
4. Although college credit is not required for application to the program, applicants with any college credit must have a minimum cumulative GPA of 2.0 to be considered for selection.
5. After notification of acceptance, the student will be required to provide current certification of Healthcare Provider CPR and to pass a physical examination, a Healthcare Criminal Background Check, and a drug screening prior to entering the program.

### Page 239    Revise “LPN Preparation” section to include SSP 1002

**LPN Preparation:** For those students who fail to be admitted or who wish to enhance their chances of being admitted, the following sample year curriculum as a General College Studies major shows those classes (marked with \*asterisk) which offer points in the Practical Nursing selection process if completed with a grade of B or higher.

First Semester		Second Semester	
English Composition I	ENG 1113	Smart Start Pathway	SSP 1002
College Algebra	MAT 1313	*Nutrition	BIO 1613
*Anatomy & Physiology I	BIO 2514	*Anatomy & Physiology II	BIO 2524
Enhancement of Study	LLS 1413	*Human Growth & Dev	EPY/PSY 2533
*Medical Terminology I	BOT 1613	*Medical Terminology II	BOT 1623
Total	16 hrs.	Total	15 hrs.

**Page 252    Revise “Heating, Ventilation, AC & Refrigeration Technology”  
Program**

***Industrial Studies Pathway***  
**Heating, Ventilation, AC & Refrigeration Technology**  
**Service & Installation Concentration**

**First Year**

First Semester			Second Semester
Intro/HVACR	ACT 1003	Controls	ACT 1214
Basic Compression	ACT 1124	HVACR I	ACT 2414
Brazing and Piping	ACT 1133	HVACR II	ACT 2424
Refrig Systems Comp	ACT 1313	Refrig/Retro/Reg	ACT 2433
Electricity for HVACR	ACT 1713	Heating Systems	ACT 2513
Smart Start Pathway	SSP 1002		
Total	18 hrs.	Total	18 hrs.

**A Technical Certificate may be earned at this point.**

**Summer Semester**

Commercial Refrig	ACT 2323	Heat Load Air	ACT 2623
Work-Based Learning I	WBL 1913		
		Total	9 hrs.

**An Advanced Technical Certificate may be earned at this point.**

**Second Year**

First Semester	
English Composition I	ENG 1113
English Composition II	ENG 1123
OR Public Speaking I	SPT/COM1113
OR Social/Behavioral Science	3
College Algebra	MAT 1313
OR Natural Science w/Lab	4
Humanities/Fine Arts	3
Social/Behavioral Science	3
Total	15-16 hrs.

**An AAS Degree may be earned at this point.**

**Heating, Ventilation, Air Conditioning, & Refrigeration Technology** is a post-secondary instructional program that prepares individuals to work in engineering departments or private firms installing, maintaining, and operating small or medium air conditioning, heating, and refrigeration systems. Instruction prepares individuals to work in a commercial setting performing special tasks relating to designing ductwork, assembly, installation, servicing, operation, and maintenance of heating, cooling, and refrigeration systems according to the standards of the American Society of Heating, Refrigeration, and Air Conditioning Engineers, Inc. and Air Conditioning Contractors of America (ACCA), Air-Conditioning Heating Refrigeration Institute (AHRI), and others. Included are air conditioning, heating, and refrigeration devices; equipment, techniques, and systems; and maintenance and operation of these systems.

*Assistance with math and/or reading will be available on a co-curricular basis to certificate-seeking students who lack entry-level skills in math and/or reading.*

Enrollment in a minimum of 15 hours each semester is recommended for eligibility for state aid, institutional scholarships, and the tuition break.

**Page 285    Change pre-requisite for EDU 1613**

**EDU 1613 – Foundations in Education (Prerequisite: ENG 0124).**

Survey of the history and philosophies of American education with special emphasis on current issues and problems in education. Includes a minimum of 30 hours field experience. Three hours lecture. Three hours credit.

I certify the above amendment is true and correct in content and in policy.



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Dr. Jenny Jones, Vice President for Academic Programs

September 19, 2022