

# GLOSSARY

**Active Student** – You are considered an active student if you have been enrolled in credit courses at Valencia College within three terms prior to the upcoming term

**Academic Year** – Year that begins with the Fall Term in August, extends through Spring Term and ends with the Summer Term the following August

**Accreditation** – Certification that the college has met established standards and is nationally recognized by appropriate accrediting agencies. Valencia's major accrediting agency is the Southern Association of Colleges and Schools (SACS)

**Automated Clearing House (ACH)** – An electronic network for financial transactions in the U.S. Valencia uses this network to process tuition and fee payments made through the student's MyVC account. All transactions are secured and encrypted to ensure a student's privacy. This method will allow anyone with a savings or checking account to make online payments

**ACT (American College Testing)** – College entrance testing program which may be used for placement in college-credit English and mathematics courses

**Advanced Placement** – College credits earned prior to enrollment at Valencia College through certain examinations, such as those administered by the College Board

**Alternative Delivery** – All modes of instruction other than traditional course delivery and may include Web-enhanced, hybrid/mixed-mode, online, and computer-assisted. The intent of alternative delivery courses is to provide flexibility to students who are attempting to balance work, family and college, and still reach their career and academic goals

**Answer Center** – The Answer Center is where all student service activities begin. This is the first stop for students to submit an application, discuss financial aid, inquire about entry testing and orientation, and receive basic educational advising. A staff member, known as a Student Services Specialist, will meet with a student visiting the Answer Center to assist in the following areas:

- Admissions: Application, residency, and deadlines
- Financial Aid: Award information, proper documentation, and deadlines
- Transcripts: High school, college, AP, CLEP, Dantes, and IB
- Graduation: Proper documentation, commencement information, and deadlines
- Referrals: Referrals to other offices (as necessary)

**Articulation Agreement** - Formal documented agreement by which one institution matches its course or program requirements to course or program work completed at another institution and provides mechanism for award of credit. Articulation agreements assure that students taking and successfully completing articulated courses/programs and requirements will not need to repeat at the institution to which they are transferring

**Articulation Agreement for the A.A. Degree** – Agreement between Florida's public colleges and universities assuring junior-level status to

students who complete the community college general education and graduation requirements in university parallel (A.A. degree) programs

**Assisted Registration** – The period of time each term from the beginning of classes through the Drop/Refund Deadline during which students may drop courses and add only courses that have not met. To add a course on the same day it meets for the first time or to drop a course(s), students must go to a campus Answer Center to have a staff member complete the course registration

**Audit** – Credit course taken for which no credit or grade will be received

**Award of Credit** – Process through which students can earn college credit based on certifications or licenses. Students in Career Pathways and Tech Express articulated programs may also earn credit based on assessment. See the appropriate Student Success Coach for evaluation of credit

**BayCare Student Assistance Services** – The contracted provider for Student Assistance Services. BayCare provides referrals for private and confidential counseling service to provide short-term assistance to credit students who need to resolve problems that are affecting their college performance. A referral can be obtained by calling 1-800-878-5470

**Canvas** – See Course Management System

**Career Programs** – Applied Technology Diploma, and Associate in Science Degrees, Technical and Career Certificate programs with courses designed to prepare students for specialized occupations

**C.E.U. (Continuing Education Unit)** – One C.E.U. is awarded for every 10 contact hours of instruction in an organized continuing education/non-credit course

**CLEP (College Level Examination Program)** – From the College Board. General and subject exams covering material taught in college courses. Credit for courses may be granted to students who achieve specific scores on the exams

**CLT (Classic Learning Test)** - College entrance test which may be used for placement in college-credit English and mathematics courses

**Common Program Prerequisites (CPPs)**– The State of Florida has identified Common Prerequisites for all public university programs. These prerequisites must be completed by all students entering the specific program in a state university

**Compass ESL** - Test used for entry testing of English language proficiency of non-native speakers of English

**Computer-Assisted Instruction** – A learning technique used in mathematics courses that combines lecture and learning via computer activities

**Concentration** - Unique to baccalaureate programs. They are comprised of a focused set of courses within a discipline area. (e.g. The Radiological and Imaging Sciences program contains 18 hours of Gen Ed which all students complete, 27 hours of RAD core which all students complete, and one of five bundled "packets" of 15 hours of courses focused on the student's particular area of interest within the field. This bundle of courses comprises the concentration.)

**Contact Hours** - A contact hour is a unit of time (50 minutes) in which a student is led within an appropriate learning environment including the classroom and/or lab.

**Continuing Education** – Courses and programs designed to meet the professional development and training needs of the workforce

**Continuous Enrollment** – From your initial term of registration, enrollment in at least two of the three terms in each academic year

**Core Competencies** – Valencia has four core competencies that we seek to develop in all of our students: Think, Value, Communicate, and Act

**Corequisite** – A course required to be taken at the same time as another course

**Course Load** – Number of semester credits a student takes in a term

**Course Management System** – A computer program that facilitates computerized learning or e-learning, especially by helping teachers and learners with course administration. Valencia currently uses Canvas as its approved course management system

**Course Reference Number (CRN)** – Five digit course number used in MyVC for registration. Fall CRNs begin with a 1, Spring CRNs begin with a 2, and Summer CRNs begin with a 3

**Credit** – The unit of measurement for academic work to indicate requirements for academic programs. Valencia uses a semester credit system. Florida Rule 6A-14.030 ([https://flrules.org/Gateway/View\\_notice.asp?id=28628597](https://flrules.org/Gateway/View_notice.asp?id=28628597)) reads, in part: One (1) college credit is based on the learning expected from the equivalent of fifteen (15) fifty-minute periods of classroom instruction; with credits for such activities as laboratory instruction, internships, and clinical experience determined by the institution based on the proportion of direct instruction to the laboratory exercise, internship hours, or clinical practice hours.

**Credit by Examination** – College credit in specified subjects granted by successful completion of local or national tests

**Degree Audit** – Formal list of the course requirements a student has completed and still must complete in order to satisfy the course requirements for a specific degree or certificate program. Students can view their degree audit in MyVC at any time

**Degree Pathways** – Degree pathways are designed for the student who plans to transfer to the University of Central Florida as a junior to complete a Bachelor's degree after completing an Associate in Arts (<https://catalog.valenciacollege.edu/degrees/associateinarts/>) degree at Valencia.

**Degree Verification** – Certification of degree(s) awarded (obtained via the National Student Clearinghouse at [www.nslc.org](http://www.nslc.org) (<https://www.nslc.org>))

**Department** – Academic discipline related to each course, e.g., English, Geology, Sociology

**Developmental Courses** – Courses in reading, writing, mathematics and English as a second language designed to assist students who, through entry testing, do not place in college-level course work in the corresponding skill area(s). These courses do not apply toward any associate degree.

**DirectConnect** – An agreement with UCF in which Valencia students receive guaranteed admission to a bachelor's degree program, increased opportunity to complete a bachelor's degree on a Valencia campus, and preferential admission to select bachelor degree programs

**Division** – Academic administrative unit responsible for a set of departments

**Drop** – Drop refers to the action students take to remove themselves from enrollment in a course prior to the drop/refund deadline, which is scheduled at the beginning of each part of term. Courses that have been dropped do not receive academic credit, are not included on transcripts, and do not incur any financial obligation.

**Dual Enrollment** – Enrollment by a high school student in one or more courses that count for credit in both high school and college

**EAP (English for Academic Purposes)** – Developmental and college-level courses in English as a Second Language for Academic Purposes taught for non-native speakers of English

**E-mail** – See MyVC E-mail

**Enrollment Verification** – Certification of registration for a particular term available 5 business days after the Drop/Refund Deadline via account

**Entry Testing** – An evaluation of basic skills to determine initial placement in reading, mathematics and English courses. Initial placement may include developmental and/or college-level courses. See ACT, ACCUPLACER ESL (LOEP), CLT, PERT, and SAT

**Educator Preparation Institute (EPI)** – Prepares students with a bachelor's degree in a discipline other than education, to become a classroom teacher in Florida

**Expired Test Scores** – ACT, CLT, PERT, or SAT scores that are more than two years old

**Face-to-Face** - Course with face-to-face instruction which may be enhanced with technology

**Fee** – A financial charge for courses and services

**Flex Start/Parts of Term** – Schedule of all classes that start on a day other than the official first day of classes for any Fall, Spring, or Summer Full Term

FloridaShines.org (<https://www.floridashines.org>) – The State of Florida's Web site about Florida colleges and universities that provides information on institutions and degree programs, admission requirements, financial aid, scholarships, students' academic records, degree audits, transfer requirements, and being a transient student at a Florida public institution

**Foreign Language Proficiency Requirement** – The requirement by Florida's state universities that students transferring to the university must have earned two years of sequential foreign language at the high school level or the equivalent at a community college and the inclusion of this requirement in Valencia's A.A. degree requirements

**Freshman** – A student who has completed less than 30 college-level credits toward a degree

**Full Cost of Instruction Fee** – Is updated and set annually by the Florida Department of Education. As provided by law, calculations of the full cost of instruction are based on the systemwide average of the prior year's cost of undergraduate programs for the Florida College System institutions and the state universities

**Full-Time Student** – Student enrolled for 12 or more credits in Fall, Spring, or Summer Term

**General Education** – Specific number of credits of basic liberal arts courses required as foundation in university parallel A.A. degree (36 prescribed credits). General education courses also are required in A.S. degree programs (15 prescribed credits)

- **Core Courses** - A common set of courses determined by the State of Florida that will be offered and accepted at every public community college, state college and state university. Students must take one core course from each of the General Education areas (Communications, Humanities, Mathematics, Science and Social Science)
- **Institutional Courses** - Additional General Education courses selected by each institution that contributes to a liberal arts education. Students must take one institutional course from each of the General Education areas (Communications, Humanities, Mathematics, Science and Social Science).
- **General Education Student Choice courses** - Students may choose any Core or Institutional course designated as General Education as indicated per degree (where applicable)

**Gordon Rule** – State Board of Education rule that requires students to successfully complete 12 credits of course work in which they must demonstrate writing skills and 6 credits of mathematics course work at the level of college algebra or higher

**Governing Catalog** – The Valencia Catalog in effect at the time of a student's initial enrollment in associate or bachelor's degree credit courses as a degree-seeking student at Valencia. A governing catalog is valid for five years provided the student maintains continuous enrollment. Any program of study added to the student's record will be governed by the catalog in effect at the time of the change

**GPA (Grade Point Average)** – Obtained by dividing quality points earned (based on grades) by credits. GPAs range from 0.0 to 4.0. Following are the types of GPAs calculated at Valencia:

**Institutional GPA:** all course work at Valencia

**Overall GPA:** all course work (including transfer and developmental)

**Term GPA:** all course work attempted and earned for a given term

**Transfer GPA:** all course work from other institutions

**Grade** – Alphabetical measure of academic achievement ranging from excellent (A) to failure (F)

**Grade Forgiveness** – Refers to one grade in a course replacing another grade in the same course when certain conditions are met

**Graduation Application** – The application a student must file online through MyVC to be considered for a degree. This application must be submitted by the deadline date listed in the Academic Calendar in the online official catalog

**Grant** – Funds, which typically do not require repayment, awarded for college expenses to qualified students with financial need

**Half-Time Student** – A student enrolled in six to eight credits in Fall, Spring or Summer Term

**Home Institution** – If you are a transient student, the institution where you plan to complete your degree

**Host Institution** – If you are a transient student, the institution where you plan to take courses for transfer to the institution where you plan to complete your degree

**Hybrid/Mixed-Mode Course** – Course that blends the delivery of instruction between online and face-to-face (some hours are spent in the classroom with the rest being completed online). A minimum of 30% of the instruction of the course is delivered using some form of technology where the student and instructor are separated by time, space, or both.

**IELTS (International English Language Testing System)** – Test used for entry testing of English language proficiency of non-native speakers of English

**Inactive Student** – You are considered an inactive student if you have not been enrolled in credit courses at Valencia College within three terms prior to the upcoming term. Inactive students who would like to enroll in credit courses at Valencia must submit a completed Valencia Application for Admission as a Readmit Student by the Application Priority Deadline listed in the Important Calendar Dates online and pay the readmission application fee. If applicable, you will also need to re-establish your Florida residency classification by providing the necessary documentation. Please see the Florida Residency section of the catalog for more information on required documents. You can also visit the link below in order to obtain more information on documents you can use to re-establish your residency <https://valenciacollege.edu/residency> (<https://valenciacollege.edu/admissions/florida-residency/>)

**Independent Study** – Capable students may acquire course credits at their own pace through non-classroom, student-faculty interaction. Approval is required from both the professor and the Academic Dean and an additional fee is charged for Independent Study

**International Student** – A student who has entered the U.S. on a non-immigrant visa, most often an individual on a student visa. Immigrants, refugees, and U.S. citizens who do not speak English as a native language are not classified as international students at Valencia

**Junior** - You are classified as a Junior if you have completed at least 60 college-level credits, are admitted to a Bachelor's degree program, and are registered for 3000/4000 level courses

**Lab Hours** - Lab time provides a learning environment for practical application of course outcomes using consumable goods and/or staff

**Late Registration** – Registration for courses after the fee payment deadline during which a late registration fee may be assessed

**Learning Day** – A college-wide assembly built into the college calendar in order for employees to have the opportunity to come together and collectively focus on Valencia's learning-centered mission

**Less-Than Half-Time Student** – A student enrolled in one to five credit hours in Fall, Spring or Summer Term

**LifeMap** – Valencia's system of advising, programs, curriculum, and services to assist students in the design and achievement of their career and educational goals

**Limited-Access** – Limited-access occurs when student demand exceeds available resources such as faculty, instructional facilities, equipment, etc. Admission to Valencia does not imply acceptance to a limited access degree or certificate program in which the number of students who may enroll is limited. Limited-access programs have specific admission requirements. and even though these additional requirements are met, the student might not be admitted to the university program because admission is a selective process conducted by the university. The additional requirements might include the completion of certain courses; a minimum grade point average; minimum test scores; interviews;

auditions and/or portfolios. It is the student's responsibility to learn if a particular university major is designated limited-access or restricted access at the specific university to which the student wants to transfer

**LOEP (Levels of English Proficiency)** – Test used for entry testing of English language proficiency of non-native speakers of English. Students who take the LOEP also will write an essay to be used with the LOEP for course placement

**Mandatory Courses** – Courses in developmental reading, mathematics, and English; developmental and college-level English for Academic Purposes; and Student Success which, based on entry testing scores, a student may be “mandated” to take and complete successfully.

**Math Path** – The sequence of math courses and prerequisites at Valencia

**Meta-Majors** - Meta-Majors are collections of academic majors that have related courses. Meta-Majors cluster groups of majors that fit within a career area. There are eight Meta-Majors used by colleges in the state of Florida. Within each Meta-Major are degrees and certificates that have related courses. The intent of selecting a Meta-Major is to help you choose a major and degree based on your interests, knowledge, skills and abilities. Selecting a Meta-Major will also help you select classes that relate to a specific degree. All degree-seeking students (A.A. and A.S.) need to decide upon a Meta-Major. The eight Meta-Majors are: (a) Arts, Humanities, Communication and Design, (b) Business, (c) Education, (d) Health Sciences, (e) Industry/Manufacturing and Construction, (f) Public Safety, (g) Science, Technology, Engineering, and Mathematics, and (h) Social and Behavioral Sciences and Human Services. With a Meta-Major, you can narrow down your major choice and begin developing an educational plan that will help lead you to degree completion

**Multiple Credit Course** – A course designated as “multiple credit” in the course description, meaning it can be repeated for credit; a repeat will not count as an attempt for full cost of instruction or for withdrawal, and grade forgiveness cannot be applied

**MyVC** – Valencia's online learning community that links students, faculty and staff to one another and to powerful learning resources such as LifeMap (Valencia's systematic approach for assistance in planning and achieving educational and career goals), online registration, grades, financial aid, and academic records

**MyVC** features defined alphabetically in this Glossary:

MyVC  
MyVC E-mail  
Degree Audit  
Degree Pathways  
MyVC  
My Career Planner  
My Courses  
My Education Plan  
My Financial Planner  
My LifeMap  
My Portfolio

**MyVC Lab** – The MyVC Lab is the resource for assistance with online tools and services. Through My LifeMap Tools, the staff assists with registration, online career and education planning, and accessing other student information such as financial aid, accounts, and degree audits

**MyVC E-mail** – MyVC e-mail is the official form of communication from Valencia College assigned to students. MyVC e-mail accounts follow the format: (first initial) (last name) (assigned number if there is more

than one person in MyVC with the same first initial and last name) @mail.valenciacollege.edu. For example, jdoe8@mail.valenciacollege.edu

**MyVC** – MyVC homepage that provides personal and campus messages, academic resource links, headline news links, and links to the Valencia homepage. Sign on at myvc.valenciacollege.edu (<https://catalog.valenciacollege.edu/glossary/myvc.valenciacollege.edu>)

**My Career Planner** – Valencia's Web-based tool in MyVC that provides assessments, and exploration of careers and majors

**My Courses** – MyVC page that provides links to course home pages for students and faculty

**My Education Plan** – Valencia's Web-based education planning tool in MyVC that allows students to plan their degree completion requirements, determine course sequence, and project the time it will take to complete a degree. A student can save up to three education plans

**My Financial Planner** – Valencia's Web-based tool in MyVC that assists students in developing a budget plan for financing their education. The current content includes modules for learning about the budget planning process

**My LifeMap** – MyVC page that describes the LifeMap System and provides links to educational and career planning tools including My Education Plan, My Career Planner, My Job Prospects, My Portfolio and Me In The Making.

**My Portfolio** – Valencia's Web-based tool in MyVC through which students save examples of their academic work, receive faculty reviews, post an online résumé and link learning to the Valencia Student Core Competencies of Think, Value, Communicate, and Act

**Non-immigrant Student** – A student who has entered the United States on a non-immigrant visa, most often an individual on a student visa

**Official Transcript** – See Transcript, Official Transcript

**Online Course** – All class meetings and coursework occur online using the college-approved course management system. Proctored testing may be required.

**Orientation** – New Student Orientation includes information related to career and education planning, college resources, and course selection and registration help. Students are able to register for classes after completing New Student Orientation.

**Part-Time Student** – Student enrolled for fewer than 12 credits in Fall, Spring or Summer Term

**PERT (Postsecondary Education Readiness Test)** – Primary entry testing used for placement in English, reading and mathematics

**PIN** – Personal Identification Number used to access your MyVC account

**Post-secondary Institution** – Education that takes place following graduation from a high school (study beyond the level of high school)

**Pre-Major** – See **Degree Pathways**

**Prerequisite** – Course which must be satisfactorily completed before a higher-level related course can be taken

**Prerequisite or Corequisite** – Course that is required to be taken prior to, or with, a specific course

**Probation, Academic** – A status given to students who fail to maintain satisfactory academic progress

**Probation, Financial Aid** – A status given to students receiving financial aid who fail to meet the standards of satisfactory academic progress for financial aid

**Provisional Student** – A student who has not met all necessary requirements for admission and, thus, has restrictions on the courses that may be taken

**Quality Points** – The value, ranging from 0 to 4, for grades from A to F for all courses completed, used in determining a grade point average (Also see GPA)

**Readmit Student** – A returning student not enrolled in credit courses within the 24 months prior to the beginning of the full Term in which the student intends to enroll

**Real-Time Virtual** – A course that requires students and instructors to meet online, in a virtual space, during designated days and times.

**Registration** – The process of selecting courses and class times for an academic term

**Residency for Degree** – Percentage of courses (25%) that must be completed at Valencia in order for a degree to be awarded

**Residency for Tuition Purposes** – A Florida resident for tuition purposes is a person who, or a dependent person whose parent or legal guardian, has established and maintained legal residence in Florida for at least 12 consecutive months immediately preceding his/her first enrollment at Valencia

**Restricted Access** - In general, restricted access means there are admission requirements in addition to the A.A. degree and, if those requirements are met, the student will qualify for admission to the upper division program

**ROTC Courses** – Military Science courses offered at the University of Central Florida through which Valencia students may earn college credit

**SAT (Scholastic Assessment Test)** – College entrance test which may be used for placement in college-credit English and mathematics courses

**Scholarships** – Financial assistance for tuition and fee payment granted by donors to qualified recipients

**Senior** - You are classified as a Senior if you have completed at least 90 college-level credits, are admitted to a bachelor's degree program, and are registered for 3000/4000 level courses

**SGA (Student Government Association)** – Official representatives of the student body to the administration in matters concerning student life

**Sophomore** – A student who has completed at least 30 college-level credits toward a degree

**Specialization** - Related to associate degree programs. They are courses within the associate of science degree that align toward transfer into a baccalaureate program. In general, an associate degree will have 30 credit hours of foundation and intermediate courses related to the program of study. The remaining 30 credits will be prescribed courses to comprise an emphasis within a particular area of the program of study. (E.g. The Business Administration A.S. includes 6 foundation courses and 4 intermediate courses (total of 30 credits) which all students complete.

Students then select a Specialization “bundle” of courses to focus on a particular area of interest.)

**Spirit Day** – Annual event created to provide students, faculty and staff the opportunity to interact outside the classroom in an informal setting each Fall term

**Statewide Common Program Prerequisites** - Courses that are required prerequisites for upper division coursework for each major at every Florida public institution. The State of Florida has identified Common Prerequisites for all public university programs. These prerequisites must be completed by all students entering the specific program in a state university

**Student Activities** – Various college-sanctioned projects, endeavors, contests, and functions of an extracurricular nature engaged in by students

**Student Classification** – Pertains to a student's status as active or inactive, full-time or part-time, freshman or sophomore, degree-seeking or non-degree-seeking

**Student Development** – Located on each campus, provides access to and coordination of campus activities, student clubs, student government, photo IDs and information services

**Student ID Card** – Your student ID card must be presented to utilize Campus services such as the Library and Testing Centers. You can obtain your student ID card at any Campus Security Office once you have registered and paid for courses

**Student Success Coaches** – A Student Success Coach offers holistic support and coaching to students, helping them navigate academic and career pathways. They monitor progress, ensure compliance with degree requirements, and use advising technology to support student success

**Subject Prefix** – The three letter code related to each course offering, e.g., ENC (English), MAT (mathematics), PSY (psychology)

**Supplemental Learning** – Classes that are supported by small group study sessions lead by Supplemental Learning Leaders (former students). These study sessions are regularly scheduled, casual sessions in which students in the class compare notes, discuss assignments, and develop organizational tools and study skills

**Suspension** – Student status under which a student is not permitted to attend college for a specific period of time

**Tech Express to Valencia College** - Agreements with Orange and Osceola Technical Colleges in which technical college students completing approved technical programs will received college credit in the articulated A.S. degree program at Valencia

**Tech Express Advisor** - Valencia staff located on technical college campuses with specialized training to assist students completing technical college programs with transitioning and transferring earned college credits to approved A.S. degree programs at Valencia

**Term** – Academic time period for which classes meet. Fall, Spring and Summer Full Terms are approximately 14 weeks each; through Flex Start scheduling courses also are taught in five, six, eight, and ten week time periods

**Testing** – See Entry Testing entry in this Glossary

**Third Attempt** – Related to the number of times a student enrolls in the same course, the rule has different meanings in the contexts of attempts for academics and for full cost of instruction fees. See the Index for reference to sections of the catalog that describe “third attempt” in these contexts

**Three-Fourths Time Student** – A student enrolled in 9 to 11 credits in Fall, Spring or Summer Term

**TOEFL (Test of English as a Foreign Language)** – Test used for entry testing of English language proficiency of non-native speakers of English

**Tracks** - Applies to A.S. degrees and describe a specific pathway through the regularly prescribed set of course within a program. Typically tracks are used in order to capture academic credit from embedded certificate programs or alternative credit-earning mechanisms. (E.g. Students pursuing the A.S. in Fire Science via the Fire Science Technology Academy Track will earn the Fire Fighter I and Fire Fighter II licenses as part of earning credits toward the degree.)

**Traditional Course** – A course with face-to-face classroom delivery in which no online technology is used

**Transcript** – A student’s academic record of courses

**Complete Transcript** – A transcript that includes course work and final grades for all credits attempted and earned at an educational institution

**Official Transcript** – A transcript Valencia receives electronically or in a sealed envelope from another educational institution or an evaluation agency. A transcript issued to the student may be considered official by Valencia as long as the seal on the sending institution’s envelope has not been broken

**Transfer Plan** – Transfer plans provide a set of defined courses that include common prerequisites for students who plan to transfer to a Florida public institution for completion of a bachelor degree.

**Transfer Student** – Student who attended a college or university before coming to Valencia

**Transient Student** – Student who takes one or more courses at Valencia to apply to academic requirements at another institution or a Valencia student who takes one or more courses at another institution to apply to degree requirements at Valencia. Information for students who wish to attend a Florida public institution as a transient student is available at <https://floridashines.org> (<https://www.floridashines.org>)

**Tutorial Assistance** – Special academic help in specified subjects

**University Parallel Program** – Courses of study leading to the A.A. degree which parallel the lower division requirements of a bachelor’s degree

**Upper Division Coursework** - Coursework at the 3000 and 4000 level - often referred to as junior and senior level - that are specific to your major

**Valencia Voice** – Collegewide student newspaper published online biweekly during Fall and Spring Terms as part of journalism offerings

**Valencia Volunteers** – Community service organization that matches student interest in service projects with community needs

**Weekend Courses** – Classes offered Friday evenings through Sunday evenings

**Withdrawal** – Withdrawal refers to the action students take to remove themselves from a course after the drop/refund period and before the withdrawal deadline for each part of term. Withdrawing from a course

may carry both academic and financial implications. Academically, a grade of "W" will be assigned, which will appear on student transcripts. At Valencia College, a "W" grade does not impact the GPA and does not count as completed credit toward a degree. However, a withdrawal will count as an attempt at the course. Financially, no refund is issued, and students are responsible for the associated tuition and fees. (See entry on Withdrawal in this catalog.)