COLLEGE CREDIT CERTIFICATE (CCC)

List of CCC Programs at EFSC

A

- Accounting Technology Management
- Accounting Technology Operations
- Accounting Technology Specialist
- Aerospace Technician
- Aging Services
- Applied Technology Specialist
- AutoCAD Foundations

B

- Business Development and Entrepreneurship
- Business Entrepreneurship
- Business Management
- Business Management, International Business Specialization
- Business Management, Management Specialization
- Business Operations
- Business Specialist

C

- Central Sterile Processing Technologist
- Child Care Center Management Specialization
- CNC Machinist/Fabricator
- Community Health Worker
- Composite Fabrication and Testing
- Computer Programmer
- Crime Scene Technician
- Criminal Justice Technology Specialist

D

- Domestic Violence Services
- Drafting Design

E

- Early Childhood Development
- Educational Assisting
- Engineering Technology Support Specialist

G

- Geographical Information Systems
- Graphic Design Production
- Graphic Design Support

H

- Healthcare Navigator Specialist
- Help Desk Support Technician
- Human Resources Administrator

I

- Infant/Toddler Specialization
- Interactive Media Productions
- Interactive Media Support
- Intermodal Freight Transportation
- International Freight Transportation
- IP Communications

M

- Mechatronics
- Medical Assistant Specialist
- Medical Office Management

N

- Network Infrastructure
- Network Security
- Network Server Administration
- Network Support Technician
- Network Virtualization

O

- Office Management
- Office Specialist
- Office Support
- Oracle Certified Database Administrator

P

- Paramedic
- Photography
- Preschool Specialization

R

- Real Estate Specialist
- Robotics and Simulation Technician

S

- Scientific Workplace Preparation
- Structural Assembly Tech

V

- Veterinary Assisting

W

- Web Development Specialist

General Information

A College Credit Certificate (CCC) is a credential awarded by a college or university upon completion of a focused set of courses, typically one year or less, designed to prepare students for specific career fields or for career advancement and can be a stepping stone to further education or entry into the workforce.(Rule 6A-14.030, F.A.C.) These certificates are embedded within many of EFSC's Associate in Science degree programs,

which allows students to earn an individual certificate as completed, or upon completion of the applicable A.S. degree.

Specializations: EFSC may offer multiple specializations of a particular CCC. However, students may receive the specific CCC only one time. For example, the Business Management CCC has a specialization in Management and one in International Business. While a student may take courses from more than one specialization, the Business Management CCC will only be awarded once. The transcript and diploma will be posted with the certificate name, not the specialization.

The Program and Admission Requirements chart lists specific admission requirements by program, such as if the program is limited access or requires a specific degree, certification or license, and if the program is financial aid eligible. The Program of Study page for each program will outline program-specific courses and other requirements.

CCC Admission Requirements

1. Complete an online *Application for Admission* and pay the EFSC application fee.

   • An additional application to the specific program may be required if it is limited access.

2. Students must hold a standard high school diploma or equivalent

3. Have your official transcripts from high school and all regionally accredited postsecondary institutions sent to EFSC.

4. Submit placement test scores.

   • Some of the CCC programs require students to meet specific entry-level assessment requirements for placement into reading, writing and mathematics courses prior to registration. Visit the Placement Testing website for more information and FAQs.

5. Complete the *Florida Residency for Tuition Purposes* Declaration and submit with supporting documentation.

6. Complete the online student orientation.

For more information, visit the Admissions Information web page.

For degree-specific admission requirements, visit the Programs and Admission Requirements web page.

CCC Graduation Requirements

Responsibility for meeting the requirements for graduation with a college credit certificate (CCC) rests with the student. To be awarded the CCC from Eastern Florida State College a student must do the following:

Visit the How to Apply to Graduate website for more information.

1. File a *graduation application* and pay the graduation fee by the published deadline.
2. Complete all admission requirements, including the submission of all transcripts, testing, and other required documents.
3. Complete the required hours from the applicable catalog as established for the specific program in compliance with Florida State Statutes and Florida Administrative Code Rules.
4. Complete 25 percent of the prescribed college-level credit hours through traditional coursework at EFSC per accreditation requirements.

5. Complete all coursework with a final grade. Students with a grade of "I – Incomplete" will not be processed for graduation until a final grade is posted.
   • For graduation in the term of application, the final grade must be posted within the first three weeks of the following term. If not, students must reapply and repay for graduation in the term they complete all requirements. Student may request through the instructor to have the "I" converted to a permanent "F" if the course is not required to graduate.

6. Earn a cumulative degree grade point average of 2.0 or higher at EFSC, including transfer credits, in courses which comprise the CCC.
   • College developmental courses, clock hour courses, audited courses, 3000-4999 (upper level) courses, and continuing education courses are not applicable toward credit hours for the CCC.
   • Transfer courses with a grade of T% do not calculate into the GPA.

7. Fulfill all obligations to the College.

Student should be aware of their Governing Catalog

Note: If student is applying for the A.S. degree in which the CCC is embedded, student does not have to apply for the CCC; it will be awarded automatically. If student completes the embedded CCC and wants to receive the CCC before completing the A.S. degree, student must apply for the CCC. This will allow student to continue taking courses toward the A.S. degree. Student will also need to apply again to receive the A.S. degree.