

# College Terminology

General Terms	Definition
Academic Advisor/Counselor	This person will help you select the correct courses, review the course requirements in the field you have selected to pursue and help you with any academic problems you may encounter. At PCC, first-time students receive advising services from the Advising, Career and Transfer Office. Continuing students who have selected a course of study receive advising from faculty members.
Accreditation	The agency by which an educational institution is recognized as maintaining standards that qualify the graduates for admission to higher or more specialized institutions or for professional practice.
Admission	The status given to a student who meets the prescribed entrance requirements of the post-secondary institution. There are various admission processes which include Early Decision, Early Action, Regular Decision, Deadline/Notification date, or Rolling Admission.
Alumni	People who have graduated from the institution.
Application	the process by which a prospective student submits the required forms and credentials to his/her chosen institution. Application criteria may include one or more of the following: previous academic records (transcripts), test scores, personal statements, resume, letters of recommendation, interviews and other information provided by the applicant.
Articulation Agreement	Students may receive credit for knowledge or competencies that they have gained from one post-secondary institution to another. The agreement may be between a technical school and a state or community college or it may be between a two year college and a four year university.
Associate Degree	The Associate Degree is granted upon completion of a program of at least two, but less than four years of college work. Associate of Arts (AA) and Associate of Science (AS) degrees are conferred upon students who successfully complete programs designed for transfer to a baccalaureate-granting institution. The Associate Degree requires completion of a minimum of 60 credit hours and is equivalent to the first two years of study for a Bachelor degree. Associates of Arts (AA)degrees are designed to transfer to a four year institution. Associates of Science (AS) degrees are designed to get students ready for the workforce. Some AS degrees <b>may</b> transfer to a four year institution.
Bachelors Degree or Baccalaureate Degree	This is the undergraduate degree offered by four-year colleges and universities. The Bachelor of Arts degree requires that a portion of the student's studies be dedicated to the arts - literature, language, music, etc. The Bachelor of Science degree requires that a portion of the studies be in the sciences - chemistry, biology, math, etc. The minimum credit hour requirement for a Bachelor's Degree is 120 hours.
CLEP	The College Level Examination Program can be administered to students who desire to obtain college credit by taking proficiency tests in selected courses. If the student scores high enough on the test, college credit can be awarded. There is a charge for each test taken. Information concerning an individual institution's policies toward CLEP Tests can be found in the institution's catalog.

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College Entrance Exams	The ACT and SAT are national exams that students <b>must</b> take to be admitted to most colleges and universities. Both tests are designed to measure a student's level of knowledge in basic areas, such as Math, English, Reading, and Science. It is recommended students take both the Act and SAT. It is best to take at least one test during the junior year. Students may retest either test and should do so at the start of the senior year. The SAT II Subject area test is also required by some colleges and universities whose admission standards are more select. See your BRACE Advisor, school counselor or visit <a href="http://www.actstudent.org">www.actstudent.org</a> or <a href="http://www.collegeboard.com">www.collegeboard.com</a> .
Credit Hours	Courses taken in college are measured in terms of credit hours. To earn one credit hour in Colorado, a student must attend a class for a minimum of 825 minutes (one classroom hour [55 minutes] per week for the whole semester [15 weeks]). Laboratory classes will require more class time per credit hour. Typical college classes are 3 credit hours, but college classes can range from less than one credit hour to 12 or more credit hours.
Deferred Admission Decision	A student who is given a deferred admission decision is neither admitted nor denied admission. Some colleges /universities will defer their admission decision allowing the student to supply more documentation. This documentation may be new test scores, mid-year grades, or letters of recommendation.
Early Action Decision	A non-binding agreement that is accepted, the student may apply and be accepted to othe schools. The student does not need to commit to attend the college or univesity where they applied Early Action. Early Action has a deadline date by which the student must apply.
Early Decision	A binding agreement between a student and the school he or she applies to that if accepted, the student <b>must</b> attend that school and withdraw any applications sent to other schools. Early decision (ED) is for students who are absolutely sure of the college or university they wish to attend. Students would apply ED to only one school. Financial concerns is not a valid reason to break the agreement. ED has a deadline by which the student must apply.
Extra-Curricular Activities –	These are non-classroom activities that can contribute to a well-rounded education. They can include such activities as athletics, clubs, student government, recreational and social organizations and events.
Fee Waiver	Students with financial need may receive fee waivers to take the SAT, SAT II, and the ACT. Students who take the test using a fee waiver may then receive college application fee waivers.

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Financial Aid	Aid for paying college expenses is made available from grants, scholarships, loans and part-time employment from federal, state, institutional and private sources. Financial aid from these programs may be combined in an "award package" to meet or defray from the cost of education. The types and amounts of aid awarded are based upon financial need, available funds, student classification, academic performance, and sometimes the timeliness of application.
First Generation College Student	Any student whose parents did not obtain a Bachelor's degree or higher at a U.S. accredited institution. It is up to the individual institutions to evaluate any Bachelor's degree or higher obtained from outside of the U.S.
Graduate Degree	A degree obtained after the Bachelor's degree, i.e. Master's or Doctorate.
Letters of Recommendation	Some colleges and universities and some scholarship sponsors require letters that affirm a student's leadership, character, academic skills, etc. It is the student's responsibility to ask high school faculty, employer, mentor, community service contacts, coaches, etc. to write these letters and allow at least one month for them to be completed. The student must provide a resume to the teacher, group leader, etc. as well as a list of what the letter should specifically address. If teacher or counselor writes the letter it is expected that they would talk about academic skills while a group sponsor may talk about leadership skills.
Major	The subject of study which the student chooses to specialize, i.e. education, art, or business.
Open Admission	A policy of some colleges of admitting all high school graduates, regardless of academic qualifications, such as high school grades and admission test scores.
Out-of-State Student	Generally applies to students attending public universities out of state. Tuition is higher until legal residency has been established. Length of time to establish legal residency varies state to state.
Personal Statement	Some selective colleges and universities require students to submit a short essay as part of their application for admission. These statements provide schools with additional information of a personal nature, 1) that is not reflected on the application or 2) that expands on an answer in the application. Students should use the essay as a way to "get their voice across."
Regular Decision	The application period in which a student applies that does not have any binding or non-binding agreement attached to it.
Resident/Non-resident Status	The amount of tuition a student pays to a public (state supported) college is determined by the student's state residence status. If a student is a resident of the state, then the student pays a lower tuition rate. A non-resident will pay a higher tuition rate. Residency requirements vary from state to state, but are determined by where a student's parents live, if the student is younger than a certain age (usually 24 years of age). Tuition rates for private colleges are not based on residency.
Rolling Admission	Schools have no published date for notification of acceptance or denial of admission. Schools with a rolling admission policy will usually start the application reviews on a specific date. They then constantly review and constantly give decisions. A student is immediately notified after their application is reviewed and a decision has been made.

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Technical Schools and Technical Programs	A 2 - year or less post-secondary institution that offers vocation and/or technical training for immediate entry into the workforce. Programs are focused on skills and courses lead to certification or licensure
Transcript	Official record of high school or college courses and grades. Generally, this is a part of the college application. Official transcripts may be sent electronically or by mail depending on the receiving institution. Hard copy transcripts must remain in the original sealed envelope in order to be considered official.
Undergraduate	A student that is working toward completing a baccalaureate or first degree, commonly called a Bachelor's degree.
University	A 4-year post-secondary institution that offers a broader range of courses and majors. The university has many colleges within its scope. Universities also offer degrees beyond the Bachelor's degree, i.e. a Master's and/or a Doctorate.
Wait List	An admission decision option that allows a post-secondary institution to extend the possibility of admission by delaying the initial decision to admit or to deny admission to a student.
2 + 2 Program	2 + 2 students complete their first 2 years (60 credits or Associates degree) at a 2 year state college or community college and complete their last 2 years at a 4 year institution.