

Term	Definition
AA	Associate of Arts Degree. Designed to transfer to a 4-year institution.
AAS	Associate of Applied Science Degree. Designed to prepare students to directly enter the workforce. Some programs may transfer to 4-year institutions.
Academic calendar	The Academic Calendar is a calendar of important dates throughout the school year, including enrollment, withdrawal, holidays and more.
Academic hold	A restriction imposed by the College to prevent a student from registering for classes or accessing services. Can be implemented for various reasons but a typical reason is non-payment of tuition and fees.
Academic integrity	Students should behave in a manner that is honest, respectful, and responsible by adhering to VWCC's Policy on Student Conduct .
Academic link	The Academic Link provides academic support that helps students develop the critical learning skills that make them better learners. Includes tutoring, an open computer lab, and more.
Accredited*	To recognize (an educational institution) as maintaining standards that qualify the graduates for admission to higher or more specialized institutions or for professional practice.
Advisor (Faculty)	A Faculty Advisor provides academic guidance to students within their department or field of study. He/She might assist students with course selection and academic planning to meet degree requirements; offer advice on research opportunities, internships, and extracurricular activities related to the student's major; guide students on career paths and post-graduate options; monitor academic progress and provide support or resources ; serve as a mentor, offer professional and academic insights based on his/her expertise in the field.
(New Student)	A New Student Advisor helps incoming students transition into college life by assisting with course selection and registration, providing information about campus resources and services, and helping students understand degree requirements and academic policies.
(Program)	A Program Advisor assists students enrolled in a specific academic program. They help students select courses that meet program requirements, advise on course sequencing and academic planning, provide information on job opportunities related to the program, and monitor academic progress to help students stay on track for graduation.

Apprenticeship	Apprenticeship is an industry-driven, high-quality career pathway where individuals can obtain paid work experience, classroom instruction, and a portable, nationally-recognized credential.
AS	Associate of Science Degree. Designed to transfer to a 4-year institution.
Asynchronous	Online class format. These classes are not held in real-time. Students can access class materials (including lectures) at any time from any location.
Behavioral Health and Wellness Advocate	The Behavioral Health and Wellness Advocate is a licensed mental health professional, prepared to support and advocate for students. The counselor can help in a crisis, is called in to assist with behavioral issues, and consults with students and staff. Students may self-refer or refer another student.
Brainfuse	Brainfuse is an app that can be accessed through MyVWCC . It is available 24/7 for online tutoring.
BTT	Business, Technology, & Trades. Office- Webber Hall W305
Canvas	Canvas is a web-based course management system where students can access syllabi, course materials, assignments, tests, discussion forums, and course calendars.
Career Training Certifications	Non-credit courses for business and industry training, retraining, and certifications, as well as personal enrichment.
Certificate	Programs that are less than two years in length in an occupational area.
Class format	The method in which a course is delivered, for example: face-to-face, asynchronous, synchronous, hybrid, hyflex.
Class section number	A class section number is a unique identifier assigned to a specific course in the class schedule. It indicates the class format.
Corequisite	Classes that must be taken during the same semester.
Course evaluation	An end of semester evaluation completed by students to gauge course effectiveness.
Course learning outcome	Statement outlining what a student will be able to do after successfully completing a course.
Credit for Prior Learning (CPL)	Credit for Prior Learning . Credit awarded for college-level learning obtained outside of the traditional academic environment.

Credit Hours In general, a college level class consists of three credit hours, although there is some variation depending on subject. Each credit represents an hour of classroom instruction. As a general rule, a student should expect to spend two hours outside of the classroom studying and preparing for class to every one hour spent in the classroom. Thus, a three credit class would take three hours in the classroom and six hours outside the classroom.

CSC	Career Studies Certificate. Programs that are less than one year of length in an occupational area.
CTE	Career and Technical Education (CTE) programs include Associate of Applied Science (AAS) degrees, Certificates (CERT), and Career Studies Certifications (CSC).
Dean	A Dean is the head of a school (BTT, LASS, HP STEM).
Drop a class	To drop a class means to remove a class from a student's course schedule. A refund may or may not be awarded depending on the drop date. In addition, a grade penalty may or may not be awarded depending on the drop date.
Dynamic class	The start and end dates of the class do not follow the traditional 7 or 16 week duration.
Elective	A course chosen by the student as part of a program of study.
Emergency Fund	Short-term financial support is offered through the Rapids Response Student Emergency Fund . Eligible students may only receive assistance once in an academic year and twice within a five-year period.
Empl ID	7-digit student ID number
Face-to-Face	Classes are taught in a traditional classroom setting.
Faculty (adjunct)	Adjunct faculty are part-time instructors that teach a limited number of classes.
(full-time)	Full-time faculty are instructors who work full-time for the institution. They typically teach multiple courses and participate in various administrative and student advising duties.
FAFSA®	Free Application for Federal Student Aid. Any student, regardless of income, who wants to be considered for federal, state, and school financial aid programs should complete the FAFSA® .

Federal loan The federal government offers two types of loans. Subsidized loans are available for undergraduate students based on financial need and do not accrue interest while you're in college. Repayment is "deferred" until six months after student stops attending. Unsubsidized loans are not based on financial need. You do not have to begin repayment until six months after you stop attending. The difference is interest on these loans starts accruing right away and is added to the balance of the loan.

Federal Work Study The [Federal Work-Study](#) program is a need-based program which provides part-time employment opportunities to eligible students to help meet the cost of education. Eligible students may work on-campus or off-campus at a public or private non-profit agency.

FERPA The [Family Educational Rights and Privacy Act](#) (FERPA) is a federal law enacted in 1974 to protect the privacy of students and their educational records.

Financial Aid VWCC's Office of [Financial Aid](#) & Veterans Affairs' assists students with obtaining financial resources to support their educational goals.

First generation student Neither parent/guardian has graduated with a four-year degree from an accredited college.

Food co-op, Fueled by Kroger [The Food co-op, Fueled by Kroger](#) is an on-campus food pantry containing a variety of products, from breakfast cereals to canned goods, rice, pasta, and even personal hygiene items. It's free to students. Appointments are scheduled through [Navigate](#).

Full-time Full-time is considered 12 credit hours. Students may take up to 18 credits per fall and spring semester without seeking approval.

GPA Grade Point Average

HP Health Professions. Office- Fralin Center HP214C

Hybrid Hybrid classes use both in-person and online class formats.

Hyflex A flexible class format where lectures and learning activities are offered in-person, synchronously, and asynchronously.

Internship An [internship](#) is a supervised learning experience that offers a student practical work experience in a professional setting. May be paid or unpaid.

Lab A class where students are physically engaged with class concepts through active, hands-on experimentation or exploration.

LASS Liberal Arts & Social Sciences. Office-Humanities H111

Midterm An examination at the middle of an academic term.

Military Student Center	The Military Student Center (MSC) is a one-stop center for nearly all services available to military-affiliated students. Located in Webber Hall, W212.
MyVWCC	The central source for accessing student information and making advising appointments. The entry point for tools such as Canvas, SIS, and VWCC email accounts. Students receive a MyVWCC username upon completing an application.
Navigate	An app, located in MyVWCC , where students can make an appointment with an advisor or create an academic plan
Netiquette*	Etiquette governing communication on the Internet.
Office of Disability Services (ODS)	The Office of Disability Services will assist in facilitating accommodations for all eligible students. The ODS Coordinator is located in the Maury & Sheila Strauss Family Student Life Center, S207.
Office Hours	See student engagement hours.
Pell grant	Federal Pell Grants usually are awarded only to undergraduate students who display exceptional financial need and have not earned a bachelor's, graduate, or professional degree.
Prerequisite	A class that must be successfully completed before taking another. Ex: Eng 111 is a prerequisite for Eng 112.
Priority enrollment	Students eligible for priority registration are given access to register for classes a week before they open to the rest of the student body.
Program requirement	Specific courses a student must complete to earn a particular degree.
Programs of Study	A program of study is an educational plan leading to a certificate or degree.
Registration	The period when you can sign up for classes. It begins about four months before the start of each semester. The last day to enroll is usually within the first week of class and varies by course start and end date.
Registrar	The Registrar or Records Coordinator manages transcripts, test scores, and other information related to education. The office also facilitates the graduation process when students complete the requirements for a degree or certificate.
Respondus lockdown browser	A secure browser that allows instructors to administer tests and quizzes on Canvas while also preventing students from printing, copying, going to another URL, or accessing other applications.

SAP [Satisfactory academic progress](#) is reviewed at the end of each semester after grades post. Students who do not maintain satisfactory academic progress receive an email to their VWCC email address after the review with notification of their SAP status

Scholarship [Virginia Western Educational Foundation](#) offers [scholarships](#) to VWCC students every fall and spring. Numerous scholarships are also available each year from private sponsors. Scholarships do not have to be paid back.

Semester A semester is an academic term that lasts 16 weeks during which a set of courses is taught.

SIS Student Information Systems

SSDL Shared Services Distance Learning. Online courses offered through other Virginia community colleges.

STEM Science, Technology, Engineering, and Math. Office-STEM 109

Student engagement hours Instructors schedule office hours outside of class to meet individually with students to answer questions or address course concepts.

Student ID A [Student ID](#) card is the student's official identification as a Virginia Western Community College student.

Syllabus A syllabus is a document provided by an instructor at the beginning of a course that outlines the course details and expectations. It typically includes important information such as course objectives, topics to be covered, required textbooks and materials, grading policies, assignment due dates, exam schedules, classroom rules, and contact information for the instructor. The syllabus serves as a guide for students throughout the course, helping them understand expectations and how to succeed.

Synchronous Online class format occurring in real-time. The instructor and students attend together from different locations.

Testing Center Located on the bottom floor of the Brown Library, the Testing Center proctors testing for VWCC classes.

Title IX [Title IX](#) protects people from discrimination based on sex in education programs or activities that receive federal financial assistance.

Transcript A transcript is an official document listing courses and grades earned throughout the student's academic career.

Transfer Virginia

[Transfer Virginia](#) provides transparent, accessible, consistent, and current information to students throughout the college selection, enrollment, and transfer process. Students can research, plan, and organize the college and transfer journey using the information and resources available within this portal from Virginia's participating institutions.

Transfer Credit Report

A [transfer credit report](#) is a document that shows which of your previously earned college credits can be accepted by a new college you plan to attend. It lists the courses you took at your previous institution, the credits you earned, and indicates which of these credits will be recognized and applied towards your degree requirements at the new college.

TRIO Pathways

[TRIO Pathways](#) is an educational grant, funded by the Department of Education, offering eligible students additional support to achieve academic success, including instructional support services, advising, and counseling. Located in the Maury & Sheila Strauss Family Student Life Center, S207.

Tutoring

Individual assistance on a specific subject. Current students can schedule appointments for free academic coaching and tutoring online using [Navigate](#). Virtual and in-person appointments are available. Brainfuse is accessible through MyVWCC and is available 24/7 for online tutoring.

Virtual

Virtual means online.

Withdrawal

The formal process by which a student removes themselves from enrollment in a particular course after the add/drop period has ended.

Zoom

Zoom is a video conferencing platform accessed through MyVWCC.

*Merriam-Webster Dictionary