Admissions and Enrollment Guide
Credit Classes begin August 31 in Waterbury and Danbury

Fall 2015

6 easy steps to taking credit classes at NVCC
Important dates:

Fall 2015

Sunday, August 30 ............................................................ Last day for 100% tuition-only refund
Monday, August 31 ............................................................. Credit classes begin
Monday, August 31 - Sunday, September 13 ....................... 50% tuition-only refund
Monday, September 7 ....................................................... Labor Day, college closed
Tuesday, September 8 ....................................................... Last day for add/swap
Monday, September 14 ..................................................... First-day student-initiated withdrawal
Monday, September 14 ..................................................... "Late Start" classes begin
Monday, October 12 ......................................................... Columbus Day, classes in session, college open
Monday, October 19 ........................................................ Mid-term grades due
Wednesday, November 11 ............................................. Veterans Day, classes in session, college open
Tuesday, November 24 ..................................................... Last day for student-initiated withdrawal
Wednesday, November 25 ............................................. Veterans Day observed, no classes, college open
Thursday, November 26 ..................................................... Thanksgiving, college closed
Friday, November 27 ........................................................ No classes, limited services
Saturday, November 28 & Sunday, November 29 ................... No classes
Tuesday, December 8 ........................................................ Reading/make-up day (instructor discretion)
Monday, December 14 - Sunday, December 20 ..................... Final exams
Monday, December 21 ..................................................... Final exam make-up
Wednesday, December 23 ............................................. Final grades due
Friday, December 25 ........................................................ Christmas, college closed

Extended hours:

Fall 2015

Waterbury Campus:
The following offices will be open for extended hours beyond our normal office hours of Mon. - Fri. 8:00 am - 5:00 pm:
Admissions • K500
CAPSS (Counseling and Advising) • K520
Cashiers • K508
Financial Aid • K512
Registrar's • K516

Saturday ........................................ August 22 ................................. 8:00 am-2:00 pm
Wednesday ......................................... August 26 ............................... 8:00 am-7:00 pm
Thursday .................................................. August 27 ............................... 8:00 am-7:00 pm
Friday .................................................. August 28 ............................... 8:00 am-6:00 pm
Saturday ........................................ August 29 ................................. 8:00 am-2:00 pm
Monday .................................................. August 31 ............................... 8:00 am-7:00 pm
Tuesday .................................................. September 1 ............................ 8:00 am-7:00 pm
Wednesday .......................................... September 2 ............................... 8:00 am-7:00 pm
Thursday .................................................. September 3 ............................ 8:00 am-7:00 pm

Danbury Campus:
Extended hours see page 14

Six easy steps to taking credit classes at NVCC

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The NVCC Mission

Naugatuck Valley Community College offers quality, affordable education and training in response to evolving community needs by providing opportunities to individuals and organizations to develop their potential.

Continuing Notice of Nondiscrimination

Naugatuck Valley Community College does not discriminate on the basis of race, color, religious creed, age, sex, national origin, marital status, ancestry, present or past history of mental disorder, learning disability or physical disability, sexual orientation, gender identity and expression or genetic information in its programs and activities. In addition, the College does not discriminate in employment on the additional basis of veteran status or criminal record. The following individual has been designated to handle nondiscrimination policies regarding disability policies: Robert Dryjak, Director of Facilities/Section 504/ADA Coordinator, Room 2216, Naugatuck Valley Community College, 750 Chase Parkway, Waterbury, CT 06708, 203-575-8035. The following individual has been designated to handle nondiscrimination policies regarding sex discrimination as well as other forms of prohibited discrimination: Jacque Swanson, Associate Director of Human Resources/Title IX Coordinator, Room K704, Naugatuck Valley Community College, 750 Chase Parkway, Waterbury, CT 06708, 203-575-8043.
Apply for Admission

Fall classes begin August 31. Apply now! Applications will be accepted until classes begin, however after August 1 they are considered late and may not be processed in time to register for classes or secure financial aid.

Supply the following documents to the Admissions Office:

• College Application
• $20.00 application fee
• Final high school transcript, diploma or GED
• Proof of immunization (form online)
• Transfer students should provide previous college transcripts; official copy for transfer credit, unofficial copy to meet prerequisite requirements and/or waive testing.
• New students may be waived from the placement test with qualifying SAT or ACT test scores. See page 5.

Non-Degree students only need an application and $20.00. Non-Degree students are not eligible for financial aid.

Danbury area students may choose to contact our Danbury Campus, 183 Main Street, Danbury or (203) 797-9361.

Students taking Non-credit Lifelong Learning courses need not apply to the College. Call 203-575-8029 to register.

The fastest way to apply is online at nv.edu/apply*

*Downloadable application and other forms also available.

Contact Admissions:
750 Chase Parkway, Waterbury • Kinney Hall, Room 500
Phone: 203-575-8000 • Fax: 203-596-8766 • Email: nvcc@nv.edu
Para Información en Español llame al: 203-575-8032

Communication from the Admissions Office
All communications will be sent via email. Please provide a valid email address on your application and check it regularly for important notifications. If you do not have an email address, your admissions letters will be sent to your home address. New students will receive a college email account after they are accepted to NVCC. Watch for details in your acceptance letter.

Information Sessions and Campus Tours
(No appointment necessary)

Location: Waterbury Campus • Technology Hall
See room number below

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*Presented in Spanish only
For locations, see nv.edu/directions.

Express START Walk-ins
(Waterbury)
(Student Testing, Advising, Registration and Tuition)

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Placement testing will be held from 9:00 am – 12:30 pm on weekdays, except for Tuesday, June 2. It will be held from 12:00 pm – 2:30 pm. On Saturdays, testing will be held from 8:00 am – 11:30 am. First-come, first-served. Apply, test, be advised, build a schedule, register and pay all in one day! START sessions by appointment can be made at www.timecenter.com/nvcc.

Kick off your college experience at the New Student Orientation

Saturday, August 29, 2015 • 9:30 am – 12:00 pm
NVCC Leever Atrium / Mainstage Theater

• Check-in begins at 9:30 am.
• Meet faculty, staff and new students.
• Information booths
• Helpful presentations
• Campus tours
• Refreshments

Eliminate first-year frustrations and learn about on-campus services and programs.

RSVP online at AThompson2@nv.edu by August 25 or call Alberta Thompson at 203-575-8229.

Space is limited. Sign up today!
Apply for Financial Aid

It's Simple. To Apply for Financial Aid, Follow These Steps:

☑ Go to www.pin.ed.gov and obtain a PIN number.
☑ Go to www.fafsa.gov.
☑ Enter the school code for NVCC: 006982 on your application.
☑ Check your application status by logging onto myCommNet at my.commnet.edu. You can check if there is missing documentation, or view your award package, if eligible.
☑ If selected for verification, submit tax transcripts and any other required documents to the Financial Aid Office.
☑ On myCommNet, accept your award.

For more information go to nv.edu/financial.

Important Information About Financial Aid:

• Students who withdraw from classes must be aware that their financial aid may be affected. Please consult with the Financial Aid Office before withdrawing.
• Financial aid does not cover non-credit courses.
• Students do not have to be full-time in order to receive aid.

Book Purchases

Students who are financial aid recipients may be eligible to receive a book credit. Eligibility is based on the amount of financial aid awarded. Students awarded a book credit may use this credit for the purchase of books at the George D. Yonan Memorial Bookstore. See page 9 for store hours.

Accepting your Financial Aid/Book Credit

After submitting your application, you can track your financial aid status and award information online by using the myCommNet Student Information System at my.commnet.edu.*

When you have been awarded, you must log in to my.commnet.edu and follow the steps to accept your financial aid award online.

For a Free Financial Aid Application go to: www.fafsa.gov

Basic Eligibility Criteria

• Be a citizen or eligible non-citizen of the United States.
• Be enrolled (matriculated) in a degree or qualified certificate program.
• Have registered with Selective Service between the ages of 18–26, if you are a male.
• Submit your application no later than December 1, 2015. You must allow four weeks from the completion of your application for an eligibility determination by the Financial Aid Office.
• Non-credit Lifelong Learning courses do not qualify for federal financial aid.

For New Students

Apply now for financial aid. You can start the financial aid process before you even apply to the College. It’s never too early to apply. Financial aid eligibility will be determined upon acceptance to NVCC.

For Continuing Students

• Be in good academic standing and maintain satisfactory progress according to federal regulations and the Connecticut Community College’s Satisfactory Program Policy. This requires that students must complete 66.6% of the classes attempted and maintain a 2.00 GPA. The policy is available at nv.edu/financial, click satisfactory academic progress on the left.
• Students may not receive financial aid for any attempted credits that exceed 150% of their published program. For example, for a 60-credit degree program, students become ineligible when they have attempted 90 credits.

* A new myCommNet is underway! In mid-summer we will launch an improved myCommNet portal to better serve our students. Visit nv.edu/newmycommnet for more information.
Take the Placement Test

Last day to take the placement test for Fall 2015 is Wednesday, September 2.

ACCUPLACER®

NVCC uses the Accuplacer® computerized adaptive placement test to assess academic skills in mathematics, English and reading. The results are used by our advisors to make decisions about the level of courses students are prepared to take.

Schedule your Placement Test.

After you receive your acknowledgement letter from Admissions with your Student ID number, follow these steps to schedule your placement test online:

1. Go to nv.edu/accuplacer
2. Click on Schedule a Test
3. Click on Book Now button

or go to www.timecenter.com/nvcctest and select a date.

You will receive an email confirmation.

To schedule your test at our Danbury Campus call 203-797-9361.

Take the test seriously!

- Prepare for the test at nv.edu. Click on Admissions/Testing Center/Placement Testing/Prepare for the Test or scan the Placement Test Preparation QR code.
- Arrive at the Testing Center, Kinney Hall, Room 519A at least 10 minutes prior to your appointment.

✓ Late arrivals will not be allowed into the Testing Center.
✓ Test is untimed and takes about 2 hours, so plan accordingly.
✓ Test scores and course placements are available at the end of the test session.
✓ Students must bring their Banner Student ID number to the test session.

Want to save time and money?

Review math and reading with A+dvancer online courses and improve your placement scores. For information contact Lisa Crick at 203-596-8711 or lcrick@nv.edu.

You must take the test if you:

- are an incoming student enrolled in a degree or certificate program.
- are a transfer student who has not successfully completed an English composition and/or college level mathematics course with a "C" grade or better.
- plan to register for a course with an English or math prerequisite.
- are a non-degree student seeking to enroll in an English, English as a Second Language or math course.

You may be exempt from the test if you:

- completed coursework in a college level English and/or math course with a grade of "C" or better.
- scored 500 or higher on the SAT Math exam.
- scored 18 or higher on the ACT Math exam.
- scored 450 or higher on the SAT English exam (Critical Reading or Writing portions).
- scored 21 or higher on the ACT English exam OR scored 47 or higher on the ACT English and Reading portions combined.
- have achieved the appropriate Advanced Placement (AP) or College Level Examination Program (CLEP) scores.
- have taken the ACCUPLACER® test at another community college or university.

Appropriate documentation (transcripts, final semester grade report, SAT or ACT score report, ACCUPLACER® score report, AP scores, CLEP scores) must be submitted to the Admissions Office for review to determine if the requirements for exemption are met.
Schedule an Advising Appointment

New Students must attend a START session.
There are two types of START sessions:
(Student Testing*, Advising, Registration and Tuition)

**START By Appointment**
You must be accepted to the College and testing* must be completed or waived prior to attending. Your START appointment will include a group presentation, a one-on-one meeting with an advisor, and registration for classes. A minimum payment is required or you may use your approved financial aid award.

**Express START walk-in**
These events allow you to complete the enrollment process in one visit to campus. You must be accepted to the College or bring all items needed for acceptance including: an application, proof of high school completion or GED and immunization documents. Don’t forget SAT/ACT scores if you have them. The placement test is offered at all Express Start walk-ins.

Book your START session at timecenter.com/nvcc.
Visit nv.edu/apply for more information.

Continuing/Returning Students
Continuing students should call or email their faculty advisor, program coordinator or assigned CAPSS advisor to schedule an appointment prior to registration. General Studies and Liberal Arts majors meet with faculty advisors or counselors in the Center for Academic Planning and Student Success (CAPSS).

**Find Your Advisor**
There are several ways to find your advisor:
- Log in to my.commnet.edu.*
- Check the list of advisors for those linked to your major. See page 18.
- Stop by to see us in the Center for Academic Planning & Student Success (CAPSS) in Kinney Hall, Room K520.
- Contact the CAPSS at 203-575-8025 or CAPSS@nv.edu

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Register for Classes

- A payment is required at registration. Please see Step 6, on page 8.
- Fall 2015 online registration starts April 7 for continuing and readmitted students.
- All new (degree-seeking) students must schedule a START session. See Step 4 (above).

**Continuing and Readmit Students**
Priority Registration .......................... April 7–May 29
Walk-in / Online Registration ............... April 7–August 30
Late Registration ............................ August 31–September 8
(Courses begin August 31)
Add/Swap Deadline ........................... September 8

**New and Transfer Students**
Registration ..................................... April 21–August 30
Late Registration ............................... August 31–September 8

- Advising is recommended for all students and required for new degree-seeking students.
- New, degree-seeking students cannot register online or take online classes and they must see an advisor prior to registration. As students are accepted to the College, they will be invited to schedule their START session. See Step 4 (above).
- Transfer and non-degree students are encouraged to see an advisor and may register online at my.commnet.edu.*. Fax unofficial transcripts to (203) 596-8766 to obtain a prerequisite waiver.
- Late registration requires admissions director approval.
- To view a full course schedule, go to nv.edu, scroll down to Quicklinks and select search courses.
New to myCommNet?

myCommNet gives you the ability to access information you need with a single sign-on. You will use myCommNet to view and update your financial aid package, student records and registration information.

A new version of myCommNet is coming this summer. Information about the new system will be available at nv.edu/newmycommnet. Stay tuned!

EXPLOR E

☑ Visit our Financial Aid Office in Room K512 and learn about financial aid, scholarship opportunities, and work study options. Walk across the hall to the Cashier’s Office in K508 and find out about our convenient payment plans.

☑ Review your graduation requirements with our counselors in the Center for Academic Planning and Student Success (CAPSS) in K520.

☑ Research career options and brush up on your resume writing and job interview skills at the Job Placement Center (JPC) in L524.

ENGAGE

☑ Get involved! Choose from over 40 student clubs on campus. Check out our clubs and activities at: nv.edu/studentactivities.

☑ Be a leader and join the Student Government Association (SGA). Visit S514.

☑ Connect with your community and seek out mentoring and volunteer opportunities.

EMPOWER

☑ Maximize your education at the Academic Center for Excellence (ACE), which is a free on-campus resource for math, writing, science, ESL, computer and accounting tutoring. Stop by E500.

☑ Meet with your advisor early and often!

☑ Visit your professors and share your successes and challenges.

☑ Join study groups and use the library.

NVCC awarded more than 1,300 degrees and certificates last year. Get on the path to success today!
Pay Tuition and Fees

A payment is required at the time of registration. Registrations without payment or acceptable arrangements are subject to cancellation; however, students are responsible for the applicable charges should they fail to formally drop the class(es) from their schedule or withdraw from the College. Students are responsible for the status of their accounts with the College. Such accounts can be viewed online at any time.

Payment of Tuition and Fees

- Before August 7, 2015 payment of student activity and college service fees is due at the time of registration.
- Beginning August 7, 2015 the entire amount is due at the time of registration. At this time students must pay in full or have an acceptable payment alternative in place.
- Acceptable arrangements in lieu of payment must be student-initiated. These are:
  - a fully-authorized financial aid award.
  - an initial payment for the payment plan.
  - a letter from a third party provider for an unconditional guarantee of payment.
  - an applicable Tuition/Fee Waiver Form.
- Payments may be made at the Cashiers Office K508, during regular office hours. Cash, check, Visa, MasterCard and Discover are accepted forms of payment. Students may also pay on-line at my.commnet.edu,* with Visa, MasterCard, or Discover.
- A $25.00 returned check fee will be charged for any check not honored by the bank.
- Books and supplies are additional costs that must be paid for at the time of purchase.
- Unpaid registration will be subject to cancellation.
- Cashiers Office can be reached at 203-575-8055, 203-596-8769.

Installment Payment Plan - In person or online

An installment payment plan is available to students enrolling for three credits or more. This plan allows students to defer the payment of tuition beyond the normal due dates, for a fee of $25 each semester. To enroll in person, visit the Cashiers Office, K508, in Kinney Hall.

Online Installment Payment Plan

Payment plans will be available online beginning July 11, 2015. Log in to my.commnet.edu* and follow the instructions.

Refund Policy

Before registering for classes, students should read the refund policy established by the Board of Regents for Higher Education at nv.edu/refund. The refund policy for non-credit program offerings may be found at nv.edu/nc or by calling 203-575-8029.

Refund Policy for General Fund Courses

Definition of a General Fund course: Any credit course offered during the fall and spring semesters with the exception of Late Start courses.

- When registering for courses, students pay a non-refundable deposit equal to the total fees for their courses.
- Students must notify the Registrar’s Office (in person/email/fax) in order to request a tuition refund. A full refund (100%) of tuition and lab usage fees only will be granted if notice is made to the Registrar’s Office of reduced course load through Sunday, August 30, 2015 (online/email/fax). For notice of reduced course load received Monday, August 31 through Sunday, September 13, 2015, a 50% refund of tuition and lab usage fees only will be granted. In either case, College services, student activity and clinical program fees are neither refundable nor reducible unless the changes are due to course cancellations. No refund will be granted for notices of withdrawal or reduced course load received after Sunday, September 13, 2015. Refund checks will be sent from the board office directly to the student. Policy assumes the student is paid in full at the time of withdrawal.

Refund Policy for Extension Fund (Late Start) Courses

If the College cancels a course, students receive a full refund of all tuition and service fees. This does not include the $20 one-time application fee for new students. A student who drops a credit extension course prior to its first scheduled meeting will receive a full refund of tuition only, provided that the student officially drops the class prior to or on the last business day before the first class meeting. If the student officially withdraws on the day of the first class meeting, there is no refund and the student will receive a “W” on his/her transcript.

Tuition and fees are subject to change by the Board of Regents for Higher Education.

Free U-pass Bus Pass

U-pass bus passes are available for credit students who have paid their Student Activity Fee. With the U-pass, students can travel wherever CT Transit goes in the Waterbury area, seven days a week. To obtain your U-pass, visit the Cashiers Office in Kinney Hall, Room K508.

* A new myCommNet is underway! In mid-summer we will launch an improved myCommNet portal to better serve our students. Visit nv.edu/newmycommnet for more information.
Pay Tuition and Fees

NVCC is committed to making higher education accessible for those who aim to do great things. Whether your goal is to pursue an associate degree, certificate or you’re here to catch up on some classes; at NVCC you can save thousands! Visit nv.edu/tuition and check out our affordable fall-spring 2015-16 tuition and fees.

George D. Yonan Memorial Bookstore

Location: Student Center/Plaza Level, Room S300
Phone: 203-575-8075 • Email: naugatuck@bkstr.com

The College Bookstore is located in the Cistulli Student Center. Once you are on campus, take the Student Center elevator (located near the cafeteria) from level 5 down to level 3. The Bookstore is located across from the elevator doors.
From the parking garage, take the center most elevator up to level 3.

Extended Hours Fall 2015
Saturday, August 22........................................................9:00 am–1:00 pm
Saturday, August 29........................................................9:00 am–1:00 pm
Monday, August 31–Friday, September 4 ............. 8:30 am–7:00 pm
Saturday, September 5– Monday, September 7 ............ Closed
Tuesday, September 8–Thursday, September 10...8:30 am–6:00 pm
Friday, September 11 .................................................... 8:30 am–1:00 pm

Regular Hours Fall 2015
Beginning Monday, September 14, the Bookstore will revert to regularly scheduled hours:
Mondays, Tuesdays .................................................. 8:30 am–6:00 pm
Wednesdays, Thursdays ......................................... 8:30 am–4:30 pm
Fridays ......................................................... 8:30 am–1:00 pm

Work, College, Family... of course you can have it all!
Register for NVCC's new two-year, part-time accelerated weekend Liberal Arts and Sciences A.A. degree program.
Visit nv.edu/accelerate for details or call 203-575-8000.

- Work full-time and get your associate degree in Liberal Arts and Sciences.
- Complete your fully transferrable associate degree in two years, part-time.
- Classes meet Friday evenings, Saturdays and Sundays.
- Limited opportunity; only 25 students will be selected.

Don't put your life or your college dreams on hold. Call 203-575-8000 for registration information today!
**Credit Courses Offered This Fall (Waterbury)**

**ACCOUNTING**
- ACC* H113 Principles of Financial Accounting
- ACC* H117 Principles of Managerial Accounting
- ACC* H241 Federal Taxes I
- ACC* H271 Intermediate Accounting

**ANTHROPOLOGY**
- ANT* H101 Introduction to Anthropology
- ANT* H205 Cultural Anthropology

**ART**
- ART* H101 Art History I
- ART* H102 Art History II
- ART* H111 Drawing I
- ART* H112 Drawing II
- ART* H211 Two-Dimensional Design
- ART* H212 Three-Dimensional Design
- ART* H131 Painting I
- ART* H152 Painting II
- ART* H160 Crafts
- ART* H161 Ceramics I
- ART* H162 Ceramics II
- ART* H167 Printmaking
- ART* H250 Digital Photography

**ASTRONOMY**
- AST* H101 Principles of Astronomy
- AST* H111 Introduction to Astronomy

**AUTOMOTIVE TECHNICIAN**
- ATP* H100 Integrated Auto Systems
- ATP* H110 Automotive Electrical Systems
- ATP* H120 Engine Repair
- ATP* H130 Brake Systems
- ATP* H190 Metallurgy/Welding
- ATP* H210 Engine Performance
- ATP* H220 Automotive Emissions
- ATP* H261 Manual Drive Train and Axles
- ATP* H280 Alternative Fuel Vehicle Fundamentals
- ATP* H290 Co-Op Work Experience I
- ATP* H291 Co-Op Work Experience II

**AVIATION SCIENCE**
- AVS* H101 Private Pilot Lecture
- AVS* H103 Instrument Lecture
- AVS* H104 Commercial Pilot Lecture
- AVS* H150 Airport Management I
- AVS* H201 Private Pilot Flight Co-Op
- AVS* H203 Instrument Flight Training Co-Op
- AVS* H204 Commercial Flight Training Co-Op

**BIOLOGY**
- BIO* H105 Introduction to Biology
- BIO* H110 Principles of the Human Body
- BIO* H111 Introduction to Nutrition
- BIO* H115 Human Biology
- BIO* H121 General Biology I
- BIO* H155 General Botany
- BIO* H171 Field Biology
- BIO* H180 Principles of Environmental Science
- BIO* H211 Anatomy and Physiology I
- BIO* H212 Anatomy and Physiology II
- BIO* H235 Microbiology

**BUSINESS**
- BBG* H101 Introduction to Business
- BBG* H210 Business Communication
- BBG* H215 Global Business
- BBG* H231 Business Law I
- BBG* H232 Business Law II
- BFN* H201 Principles of Finance
- BFN* H220 Financial Management
- BMG* H105 Supervision and Organizational Behavior
- BMG* H202 Principles of Management
- BMG* H220 Human Resources Management
- BMK* H201 Principles of Marketing

**BUSINESS FINANCE**
- BFN* H201 Principles of Finance
- BFN* H220 Financial Management

**CHEMISTRY**
- CHE* H111 Concepts of Chemistry
- CHE* H121 General Chemistry I

**COMMUNICATIONS**
- COM* H100 Introduction to Communication
- COM* H101 Introduction to Mass Communication
- COM* H157 American Film
- COM* H172 Interpersonal Communication
- COM* H173 Public Speaking

**COMPUTER-AIDED DRAFTING / DESIGN TECHNOLOGY**
- CAD* H150 CAD 2D
- CAD* H200 3D CAD Modeling
- CAD* H220 Parametric Design

**COMPUTER INFORMATION SYSTEMS**
- CSC* H101 Introduction to Computers
- CSC* H183 Information Systems in Organizations
- CSC* H205 Visual Basic I
- CSC* H217 Object-Oriented Programming Using C#
- CSC* H220 Object-Oriented Programming Using Java
- CSC* H228 Mobile Device Programming
- CSC* H321 Database Design I
- CSC* H327 Database Programming with VB.NET
- CSC* H250 Systems Analysis and Design

**COMPUTER SCIENCE**
- CSA* H105 Introduction to Software Applications
- CSA* H135 Spreadsheet Applications
- CSA* H205 Advanced Applications
- CST* H120 Introduction to Operating Systems
- CST* H130 Network Essentials I
- CST* H235 Network Systems

**CRIMINAL JUSTICE / PUBLIC SAFETY**
- CJS* H101 Introduction to Criminal Justice
- CJS* H102 Introduction to Corrections
- CJS* H103 Introduction to Security
- CJS* H105 Introduction to Law Enforcement
- CJS* H210 Constitutional Law
- CJS* H211 Criminal Law I
- CJS* H217 American Legal Systems
- CJS* H220 Criminal Investigation
- CJS* H224 Computer Crimes
- CJS* H229 Crime Scene Investigation
- CJS* H241 Correctional Counseling I
- CJS* H246 Juvenile Corrections
- CJS* H255 Ethical Issues In Criminal Justice
- CJS* H293 Criminal Justice Co-Op Work Experience

**DANCE**
- DAN* H101 History and Appreciation of World Dance
- DAN* H102 Ballet I: Renaissance to Romantic
- DAN* H109 Ballroom Dancing I
- DAN* H111 Jazz I: Afro-Caribbean / American
- DAN* H112 Jazz II: Broadway & Film
- DAN* H113 Modern I: Pioneers of America
- DAN* H140 Pilates / Wellness
- DAN* H175 Kinesiology for Dancers
- DAN* H202 Ballet II: Classic to Contemporary
- DAN* H209 Ballroom Dancing II
- DAN* H213 Modern Dance II
- DAN* H221 Repertory/Ensemble I
- DAN* H261 Yoga

This course schedule is subject to change. For the most up-to-date listing of the Fall 2015 credit course schedule, visit my.commnet.edu. For more information on course descriptions visit nv.edu/courses and browse by major.

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Credit Courses Offered This Fall  (Waterbury)

DIGITAL ARTS TECHNOLOGY
DAT*  H101  Introduction to Digital Arts
DAT*  H104  Multimedia Authoring I
DAT*  H106  Digital Design
DAT*  H108  Digital Imaging I
DAT*  H110  Digital Video Production I
DAT*  H116  Interactive Media Design
DAT*  H205  Multimedia Authoring II
DAT*  H212  3D Graphics and Animation I
DAT*  H220  Acoustics And Sound Design
DAT*  H224  Digital Video Production II
DAT*  H226  Motion Graphics - Film and Video
DAT*  H230  Digital Imaging II
DAT*  H234  3D Graphics and Animation II
DAT*  H237  Principles of Sound Recording
DAT*  H290  Digital Arts Project

DRUG AND ALCOHOL RECOVERY COUNSELOR (DARC)
DAR*  H101  Issues Drug/Alcohol Abuse
DAR*  H111  Addiction Counseling I
DAR*  H114  Group Counseling Theory and Technology
DAR*  H158  Biology of Addiction
DAR*  H213  Addiction Counseling II
DAR*  H220  Co-Occurring Disorders Counseling
DAR*  H251  Counseling Internship I

EARLY CHILDHOOD EDUCATION (ECE)
ECE*  H101  Introduction to Early Childhood Education
ECE*  H103  Creative Experiences/Children
ECE*  H106  Music and Movement for Children
ECE*  H109  Science and Math for Children
ECE*  H118  Dance Pedagogy - Early Childhood
ECE*  H141  Infant/Toddler Growth and Development
ECE*  H176  Health Safety and Nutrition
ECE*  H210  Observation, Participation and Seminar
ECE*  H215  The Exceptional Learner
ECE*  H290  Student Teaching I

ECONOMICS
ECN*  H101  Principles of Macroeconomics
ECN*  H102  Principles of Microeconomics

ELECTRONIC ENGINEERING TECHNOLOGY
EET*  H102  Electrical Applications
EET*  H104  Electrical CAD and Fabrication
EET*  H110  Electric Circuits I
EET*  H114  Electric Circuits II
EET*  H126  Labview
EET*  H208  Applied Circuit Analysis
EET*  H232  Electronics II
EET*  H251  Electronic Instrumentation
EET*  H252  Digital Electronics
EET*  H294  Projects

EMT BASIC
EMT*  H100  Emergency Medical Technician (EMT) Basic

ENGINEERING TECHNOLOGY
TCN*  H101  Introduction to Engineering Technology

ENGLISH
ENG*  H063  Introduction to Essay
ENG*  H063/101  Accelerated Learning (ALP)
ENG*  H096  Introduction to College English
ENG*  H101  Composition
ENG*  H102  Literature and Composition
ENG*  H200  Advanced Composition
ENG*  H202  Technical Writing
ENG*  H215  Studies In Children's Literature
ENG*  H221  American Literature
ENG*  H231  British Literature I
ENG*  H274  Graphic Novel as a Literature
ENG*  H277  Science Fiction and Society
ENG*  H281  Creative Writing

ENGLISH AS A SECOND LANGUAGE (ESL)
ESL*  H017  Oral Communications I
ESL*  H022  Reading and Writing I
ESL*  H025  Grammar I
ESL*  H132  Reading/Writing III
ESL*  H135  Grammar III
ESL*  H137  Oral Communications III
ESL*  H139  Pronunciation
ESL*  H142  Reading/Writing IV
ESL*  H145  Grammar IV
ESL*  H152  Reading/Writing V
ESL*  H157  Oral Communications V
ESL*  H169  Writing VI

ENVIRONMENTAL SCIENCE
ENV*  H240  Principles of Soil and Water Resources

FIRE TECHNOLOGY AND ADMINISTRATION
FTA*  H112  Introduction to Fire Technology
FTA*  H118  Fire Prevention and Inspection
FTA*  H122  Fire Behavior and Combustion
FTA  H126  Safety and Survival
FTA*  H219  Fire Investigation
FTA*  H272  Terrorism-First Responders

FIRST YEAR EXPERIENCE
IDS  H101  First-Year Experience

GEOGRAPHY
GEO*  H102  Introduction to Human Geography
GEO*  H111  World Regional Geography

GEOLGY
GLG*  H121  Introduction to Physical Geology

GRAPHIC DESIGN
GRA*  H150  Introduction to Graphic Design

HISTORY
HIS*  H101  Western Civilization I
HIS*  H102  Western Civilization II
HIS*  H201  U.S. History I
HIS*  H202  U.S. History II

HORTICULTURE
HRT*  H101  Landscape Construction
HRT*  H102  Woody Plants
HRT*  H207  Landscape Maintenance
HRT*  H215  Pest Management in Ornaments and Turf
HRT*  H223  Greenhouse Management II
HRT*  H290  CWE/Horticulture Co-op

HOSPITALITY MANAGEMENT
HSP*  H100  Introduction to the Hospitality Industry
HSP*  H101  Principles of Food Preparation
HSP*  H102  Food Production and Purchasing
HSP*  H108  Sanitation and Safety
HSP*  H109  Food Safety Certification
HSP*  H135  Service Management
HSP*  H202  Catering and Event Management
HSP*  H211  Food and Beverage Cost Control
HSP*  H216  Artisan Bread
HSP*  H241  Principles of Tourism and Travel

HUMAN SERVICES
HSE*  H101  Introduction to Human Services
HSE*  H133  Disabilities and Mental Health
HSE*  H170  Introduction to Gerontology
HSE*  H202  Introduction to Counseling/Interviewing
HSE*  H281  Human Services Field Work I

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Credit Courses Offered This Fall (Waterbury)

LANGUAGES
CHI* H101 Elementary Chinese I
FRE* H101 Elementary French I
ITA* H101 Elementary Italian I
SPA* H101 Elementary Spanish I
SPA* H102 Elementary Spanish II

LATIN AMERICAN STUDIES
LAS* H201 Introduction to Latino Studies

LEGAL ASSISTANT / PARALEGAL
LGL* H101 Introduction to Paralegalism
LGL* H102 Legal Research and Writing
LGL* H104 Real Estate Practice
LGL* H208 Litigation
LGL* H209 Probate Practice and Estate Administration
LGL* H210 Family Law
LGL* H230 Advanced Legal Issues Seminar

MANUFACTURING
MFG* H104 Manufacturing Processes
MFG* H105 Manufacturing Math II
MFG* H106 Computer Aided Manufacturing I
MFG* H124 Blueprint Reading I
MFG* H125 Blueprint Reading II
MFG* H151 Manufacturing Machining: Drill Press Saw
MFG* H152 Manufacturing Machining: Grinding
MFG* H153 Manufacturing Machining: Benchwork
MFG* H154 Manufacturing Machining: Lathe I
MFG* H155 Manufacturing Machining: Mill I
MFG* H156 Manufacturing Machining: CNC I
MFG* H172 Introduction - Lean Supply Chain Management
MFG* H254 Manufacturing Machining: Lathe II
MFG* H255 Manufacturing Machining: Milling II
MFG* H256 Manufacturing Machining: CNC II

MARKETING
BMK* H201 Principles of Marketing

MATH
MAT* H094 Introductory Algebra
MAT* H095 Elementary Algebra Foundations
MAT* H135 Topics In Contemporary Math
MAT* H136 Intermediate Algebra with Lab
MAT* H137 Intermediate Algebra
MAT* H143 Math For Elementary Ed: Algebra/Number Systems
MAT* H146 Math For the Liberal Arts
MAT* H167 Principles of Statistics
MAT* H172 College Algebra
MAT* H185 Trigonometric Functions
MAT* H254 Calculus I
MAT* H256 Calculus II
MAT* H268 Calculus III: Multivariable

MECHANICAL ENGINEERING TECHNOLOGY
MEC* H114 Statics

METEOROLOGY
MET* H101 Meteorology

MUSIC
MUS* H101 Music History and Appreciation I
MUS* H115 Music Theory I
MUS* H153 Class Instruction-Beginning Piano I
MUS* H161 Chorale I
MUS* H163 Ear Training I
MUS* H183 Applied Private Music Lessons I
MUS* H184 Applied Private Music Lessons II
MUS* H213 Music Theory III
MUS* H237 Principles of Sound Recording
MUS* H254 Concert Band I
MUS* H263 Ear Training III

NURSING
NUR* H101 Introduction to Nursing Practice**
NUR* H201 Nursing Care Individual Family I**
NUR* H202 Pharmacology for Intermediate Needs**

PHILOSOPHY
PHL* H101 Introduction to Philosophy
PHL* H111 Ethics
PHL* H150 Philosophy of Religion

PHYSICAL EDUCATION
HPE* H101 Weight Control and Exercise
HPE* H117 Weight Training
HPE* H140 Pilates / Wellness
HPE* H261 Yoga

PHYSICAL THERAPIST ASSISTANT
PTA* H230 Physical Agents In PT
PTA* H235 Kinesiology for Rehabilitation
PTA* H260 Physical Therapy Seminar
PTA* H262 PTA Internship II
PTA* H265 PTA Internship III

PHYSICS
PHY* H110 Introduction to Physics
PHY* H121 General Physics I

POLITICS
POL* H111 American Government

PSYCHOLOGY
PSY* H111 General Psychology I
PSY* H112 General Psychology II
PSY* H201 Life Span Development
PSY* H203 Child Development
PSY* H217 Psychology of Criminal Behavior
PSY* H240 Social Psychology
PSY* H245 Abnormal Psychology
PSY* H258 Behavior Modification
PSY* H259 Lab in Behavior Modification
PSY* H260 Psychology of the Exceptional Child

QUALITY ASSURANCE
QUA* H114 Principles of Quality Control*

*Radiologic Technology Cohort - must enroll in full program

RADIOLOGIC TECHNOLOGY
RAD* H112 Orient to Radiology**
RAD* H197 Clinical Practice I**
RAD* H200 Radiologic Physics And Diagnostic Imaging Modalities**
RAD* H222 Radiobiology and Protection**
RAD* H297 Clinical Practice IV**

RESPIRATORY CARE
RSP* H112 Fundamentals-Respiratory Care**
RSP* H121 Cardiopulmonary Anatomy and Physiology**
RSP* H262 Advanced Principles of Respiratory Care**
RSP* H270 Hemodynamic and Critical Care Monitoring**
RSP* H281 Advanced Clinical Practicum**

SOCIOLOGY
SOC* H101 Principles of Sociology
SOC* H201 Contemporary Social Issues
SOC* H210 Sociology of the Family
SOC* H221 Social Inequality
SOC* H240 Criminology

THEATER
THR* H101 Introduction to Theater
THR* H110 Acting I
THR* H190 Theater Practicum I
THR* H210 Acting II
THR* H225 Directing
THR* H290 Theater Practicum II
THR* H295 Theater Practicum III

WOMEN'S STUDIES
WMS* H100 Dynamics of Gender, Race and Class

**Registration is restricted to students currently in these specific NVCC Programs.

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Credit Courses Offered This Fall  
(Danbury)

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<thead>
<tr>
<th>ACCOUNTING</th>
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<tbody>
<tr>
<td>ACC* H113</td>
<td>Principles of Financial Accounting</td>
</tr>
<tr>
<td>ACC* H117</td>
<td>Principles of Managerial Accounting</td>
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<tr>
<td>ACC* H123</td>
<td>Accounting Software Applications</td>
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<tr>
<td>ART* H101</td>
<td>Art History I</td>
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<tr>
<td>BBG* H101</td>
<td>Introduction to Business</td>
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<tr>
<td>BBG* H210</td>
<td>Business Communication</td>
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<td>BBG* H231</td>
<td>Business Law I</td>
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<td>BBG* H232</td>
<td>Business Law II</td>
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<td>BMG* H105</td>
<td>Supervision and Organizational Behavior</td>
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<td>BMG* H202</td>
<td>Principles of Management</td>
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<td>BMG* H220</td>
<td>Human Resources Management</td>
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<td>BMK* H201</td>
<td>Principles of Marketing</td>
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<th>BUSINESS FINANCE</th>
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<tbody>
<tr>
<td>BFN* H201</td>
<td>Principles of Finance</td>
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<tbody>
<tr>
<td>BIO* H110</td>
<td>Principles of the Human Body</td>
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<td>BIO* H180</td>
<td>Principles of Environmental Science</td>
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<td>COM* H100</td>
<td>Introduction to Communication</td>
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<td>COM* H173</td>
<td>Public Speaking</td>
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<tbody>
<tr>
<td>CSC* H101</td>
<td>Introduction to Computers</td>
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<td>CSC* H205</td>
<td>Visual Basic I</td>
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<th>COMPUTER SCIENCE</th>
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<tbody>
<tr>
<td>CSA* H105</td>
<td>Introduction to Software Applications</td>
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<tr>
<th>CRIMINAL JUSTICE / PUBLIC SAFETY</th>
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<td>Introduction to Law Enforcement</td>
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<td>CJS* H211</td>
<td>Criminal Law I</td>
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<tr>
<td>CJS* H217</td>
<td>American Legal Systems</td>
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<th>EARLY CHILDHOOD EDUCATION (ECE)</th>
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<tbody>
<tr>
<td>ECE* H101</td>
<td>Introduction to ECE</td>
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<th>ECONOMICS</th>
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<tr>
<td>EGN* H101</td>
<td>Principles of Macroeconomics</td>
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<tr>
<th>ENGLISH</th>
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<tbody>
<tr>
<td>ENG* H063</td>
<td>Introduction to the Essay</td>
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<tr>
<td>ENG* H096</td>
<td>Introduction to College English</td>
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<tr>
<td>ENG* H101</td>
<td>Composition</td>
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<tr>
<td>ENG* H102</td>
<td>Literature and Composition</td>
</tr>
<tr>
<td>ENG* H200</td>
<td>Advanced Composition</td>
</tr>
<tr>
<td>ENG* H202</td>
<td>Technical Writing</td>
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<tr>
<td>ENG* H281</td>
<td>Creative Writing</td>
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<th>ENGLISH AS A SECOND LANGUAGE</th>
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<tbody>
<tr>
<td>ESL* H022</td>
<td>Reading and Writing</td>
</tr>
<tr>
<td>ESL* H142</td>
<td>Reading/Writing IV</td>
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<td>ESL* H162</td>
<td>Reading/Writing VI</td>
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<th>FIRST YEAR EXPERIENCE</th>
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<tr>
<td>IDS H101</td>
<td>The First Year Experience</td>
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<th>GEOGRAPHY</th>
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<td>GEO* H102</td>
<td>Introduction to Human Geography</td>
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<th>HISTORY</th>
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<tbody>
<tr>
<td>HIS* H101</td>
<td>Western Civilization I</td>
</tr>
<tr>
<td>HIS* H201</td>
<td>U.S. History I</td>
</tr>
</tbody>
</table>

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<tbody>
<tr>
<td>HSE* H101</td>
<td>Introduction to Human Services</td>
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<th>LANGUAGES</th>
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<tr>
<td>SPA* H101</td>
<td>Elementary Spanish I</td>
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<th>LEGAL ASSISTANT / PARALEGAL</th>
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<tbody>
<tr>
<td>LGL* H101</td>
<td>Introduction to Paralegalism</td>
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<th>MATH</th>
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<tr>
<td>MAT* H095</td>
<td>Elementary Algebra Foundations</td>
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<td>MAT* H135</td>
<td>Topics In Contemporary Math</td>
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<tr>
<td>MAT* H137</td>
<td>Intermediate Algebra</td>
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<tr>
<td>MAT* H167</td>
<td>Principles of Statistics</td>
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<tr>
<td>MAT* H172</td>
<td>College Algebra</td>
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<th>MUSIC</th>
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<tbody>
<tr>
<td>MUS* H101</td>
<td>Music History and Appreciation I</td>
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<td>PHL* H101</td>
<td>Introduction to Philosophy</td>
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<tr>
<td>POL* H111</td>
<td>American Government</td>
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<td>PSY* H111</td>
<td>General Psychology I</td>
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<td>PSY* H201</td>
<td>Life Span Development</td>
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<th>SOCIOLOGY</th>
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<tbody>
<tr>
<td>SOC* H101</td>
<td>Principles of Sociology</td>
</tr>
<tr>
<td>SOC* H240</td>
<td>Criminology</td>
</tr>
</tbody>
</table>

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NVCC's Academic College Catalog can be found at [nv.edu/catalog](http://nv.edu/catalog).
NVCC in Danbury

183 Main Street
Danbury, CT 06810
Phone: 203-797-9361
Fax: 203-798-9682
nv.edu/danbury

Visit nv.edu/danbury for details!

The Danbury Campus of Naugatuck Valley Community College, located within the CityCenter District serves the Greater Danbury community through both credit and non-credit courses. Our new campus is scheduled to open soon. Check out the details on our website at nv.edu/danbury.

Students may earn transferrable credits in Danbury which can be applied toward an NVCC associate degree or transferred to a four-year college. We offer a “one-stop-shopping” experience which enables students to complete the entire enrollment process including the application for admission, placement testing, academic advising, selection of courses, registration, and payment of tuition and fees.

Administrative Office Hours:
Monday-Friday, 8:00 am - 5:00 pm

Job Placement Center Office Hours (JPC)
We are located in the administrative offices on the second floor. Visit the JPC calendar at nv.edu/jpc for Danbury hours.

NVCC’s new Danbury Campus features:

- 20,000 square-foot, renovated facility in the CityCenter Danbury district.
- over 100 sections of credit classes and over 20 non-credit courses.
- opportunity to complete an A.S. degree in Business Management or General Studies, or certificates in Administrative Support or Business Management without leaving Danbury.
- expanded financial aid and academic advising for students.
- spacious classrooms, student lounge and library.
- computer lab, healthcare training lab, science lab and prep room.
- seasonal bookstore.
- tutoring center – tutoring in writing, mathematics, and ESL.
- faculty office – academic advising for NVCC Danbury students.
- placement testing.
- local bus, train, and trolley service.
- nearby restaurants, shops, and cultural activities.
- Free parking is available for currently registered NVCC students and teaching faculty at the Patriot Garage, located on the corner of National and Delay Streets. Patriot parking permits are available at the NVCC Danbury administration office.

Information Sessions and Campus Tours
(No appointment necessary)

Location: Danbury Campus, • Room PC1
Tuesday ............. April 14 ......11:00 am.....CL4 (Spanish)
Tuesday ............. April 14 ......1:00 pm..... CL4 (English)
Monday ............. May 11........2:30 pm......PC1 (English)
Monday ............. May 11........3:30 pm......PC1 (Spanish)

Summer / Fall Express START Walk-ins
(Waterbury & Danbury)
(Student Testing, Advising, Registration and Tuition)

Tuesday ............. June 2 ........12:00 pm–5:00 pm
Thursday ............. June 25.........9:00 am–3:00 pm
Friday ................. July 10 ..........9:00 am–3:00 pm
Monday ............. July 20 ..........9:00 am–3:00 pm
Wednesday ........... July 29 ..........9:00 am–3:00 pm
Friday ................ August 7 .......9:00 am–3:00 pm
Friday ................ August 14......9:00 am–3:00 pm
Saturday ............. August 22 ...8:00 am–2:00 pm
Wednesday ........... August 26 ....9:00 am–3:00 pm
Saturday ............. August 29 ...8:00 am–2:00 pm

Placement testing will be held from 9:00 am–12:30 pm on weekdays, except for Tuesday, June 2. It will be held from 12:00 pm–2:30 pm. On Saturdays, testing will be held from 8:00 am–11:30 am. First-come, first-served. Apply, test, be advised, build a schedule, register and pay all in one day! Class registration and advising is done daily on a walk-in basis. Call 203-797-9361.

Extended Registration Hours
The Danbury Campus will be open for extended hours beyond our normal office hours of Mon.- Fri. 8:00 am - 5:00 pm:
Monday ................June 1 ..................8:00 am–6:00 pm
Tuesday ................June 2 ..................8:00 am–6:00 pm

Directions to NVCC Danbury Campus
183 Main Street, Danbury

I-84 West
Take I-84 West toward Danbury. Take exit 5. Turn right at the light onto N. Main St./Main St., CT-53, for 1.1 miles. At the intersection of Liberty and Main streets, 183 Main St. is on the left.

I-84 East
Take I-84 East toward Danbury. Take exit 5 toward CT-37/ Downtown Danbury/CT-39/Bethel/CT-53 for 0.1 mile. Turn slight right onto Downs St. for 0.2 mile. Turn right onto Main St./CT-53 for 0.8 mile. At the intersection of Liberty and Main streets, 183 Main St. is on the left.
Maximize your education at NVCC by visiting the ACE, a free on-campus resource for math, writing, science, ESL, computer and accounting tutoring. There are 50+ computers in the ACE for student use. Students can walk in and receive help or schedule an appointment with one of our dedicated and experienced tutors. In addition, the ACE is the place for individual and group study, specialized computer software, make-up testing, college success tip sheets, academic workshops and preparation assistance for the ACCUPLACER® placement test. There are four collaboration rooms free for student use. The ACE staff is an enthusiastic group of professional and peer tutors who focus on students and their success. Come early and come often. See for yourself how the ACE and its many resources can help you succeed! If you have any questions or want to make an appointment call 203-596-8717. Like us on Facebook!

**Center for Academic Planning and Student Success (CAPSS)**

Kinney Hall • Room K520 • 203-575-8025 • nv.edu/capss

Monday–Thursday ........................................ 8:00 am–6:00 pm
Friday .................................................. 8:00 am–5:00 pm

Open on the following Saturdays from 9:00 am–12:00 pm:
9/12, 9/19, 10/24, 10/31, 11/7, 11/14, 12/2

The Center for Academic Planning and Student Success (CAPSS) promotes student success by providing a supportive environment and coordinating efforts of faculty and staff to assist students from initial advising through graduation. The Center helps with career, educational, and personal concerns, ensuring each individual achieves their educational objectives. Counselors also are available to assist students for brief counseling sessions in overcoming personal matters and issues such as test anxiety, poor concentration, time management, relationships, stress management and disabilities. Referrals to outside treatment facilities are also available for those who need long-term counseling. Counselors are well-prepared to assist students with individual career planning and decision making.

**Job Placement Center (JPC)**

Traurig Learning Resources Center and Library • Room L524 203-575-8158 • nv.edu/jpc

Monday–Friday ........................................ 8:30 am–4:30 pm
Visit the JPC calendar at nv.edu/jpc for Danbury hours.
Evening appointments are available upon request.

The Job Placement Center includes career planning, employer connections, cooperative education, and internships. Learn to conduct a job search, use Internet resources effectively in all phases of career planning, including finding a career that suits your strengths and personality type, as well as the hiring outlook, salary information and educational requirements of careers of interest to you. Learn to write effective resumes and cover letters, interview effectively and connect with employers who are actively hiring employees or interns. Sign up for our online job posting board at www.collegecentral.com/nvcc to view part-time, full-time, internship and work study job postings and to post your resume.

**Library Services**

Max R. Traurig Library/LRC • Room L523 • 203-575-8024
nv.edu/library

Monday, Tuesday ........................................ 8:00 am–8:00 pm
Wednesday, Thursday ................................ 8:00 am–6:00 pm
Friday .................................................. 8:00 am–4:30 pm
Saturday, Sunday ...................................... 10:00 am–2:00 pm

The Max R. Traurig Library/LRC offers materials, services and space to support student learning and research. A wide variety of print and non-print materials including full-text online articles and ebooks, course research guides and streaming educational video are available through the website at nv.edu/library or off-campus via myCommNet. Textbooks, laptops, USBs and more are also available at the circulation desk. Students who wish to borrow materials must provide any photo ID and complete a library registration form. The library, which spans the 4th and 5th floors of the L building, offers a large collection of print books and journals, as well as a variety of quiet and group study spaces and two computer labs. Librarians are available for assistance in person, by phone at 203-575-8244, by text at 203-951-8189 or via email at library@nv.edu.

**Student Email**

Visit nv.edu/email to set up your college email account. This will become your primary email address for all official college communications.

**Veterans’ Affairs**

Financial Aid Office / Kinney Hall • Room K512 203-575-8006 • nv.edu/veterans

Monday–Friday ........................................ 8:30 am–4:30 pm

The Veterans’ Affairs Office provides information on VA benefits available at NVCC. These benefits include tuition waivers, GI Bill, Vocational Rehab, tuition assistance, dependent benefits and transfer of benefits to family members. Veterans are encouraged to submit their applications for benefits to the VA in a timely fashion.

Veterans on campus can also visit the Veterans’ Oasis located in S411. The Oasis is a quiet area for networking, homework and veterans-related activities. Computers and wireless internet are available. The Oasis is open to all NVCC veterans (all guests must be accompanied by an NVCC veteran student while in the Oasis). For more information, contact Debbie DiCicco at ddicicco@nv.edu.
Course Cancellations and Changes

Students will be notified by mail, email or phone of course cancellations. Courses may be cancelled due to insufficient enrollment. Faculty names and room assignments are subject to change due to required adjustments in the schedule. Students are encouraged to check their course schedules before arriving to their first class session to verify the assigned room. Visit my.commnet.edu for the most current information.

Note: The College makes every effort to ensure that all information provided is accurate. The information is subject to change. Our online student registration system provides the most accurate listing of courses, available seats and other updates.

Add/Swap Schedule

Sunday, August 30............................................. last day 100% refund - tuition only
Monday, August 31 - Sunday, September 13...........50% refund - tuition only
Tuesday, September 8........................................................ last day to add/swap classes

Course Overloads

Course overloads will not be granted. However, in extenuating circumstances, division directors may authorize overloads to courses that have reached their limit (closed) with the approval of the Dean of Academic Affairs.

Auditing Courses

Students not wishing to earn course credit may audit a course by completing an audit request form at the time of registration in the Records Office, KS16. This status will allow them to participate in class activities without being required to meet the examination requirements of the course. A student wishing to change from credit to audit status must complete an audit request form within the first four weeks of the semester. Full tuition and fees are charged for courses audited. Students auditing a course may not change to credit status.

Withdrawals:

Monday, September 14 – Tuesday, November 24

Students who wish to withdraw from a course(s) should contact their instructor(s). Methods for official withdrawal:

- online at my.commnet.edu (access permitting)
- in-person by completing a withdrawal form at the Records Office, Room KS16
- by fax (203-575-8085) by midnight of November 24
- by mail postmarked no later than November 24
- e-mail scanned request with scanned signature by midnight of November 24

A student may not obtain a transcript notation of "W" in a course if there exists substantial reason to believe the student has engaged in academic misconduct in the course. A transcript notation of "W" will only be permitted for such students when the final resolution results in finding the student did not commit academic misconduct in the course.

Graduation

There is no fee to submit a graduation application.

All students who anticipate completing the requirements for an associate degree and/or a certificate must apply to graduate, even if not attending the ceremony.

- December 1 for January 1 conferral
- March 15 for May conferral (ceremony for all 3 conferrals)
- July 1 for August 15 conferral

Students who do not complete requirements can request reevaluation for the next conferral date/year. Graduation applications can be obtained at the Records Office, room KS16 and online. Visit nv.edu/registrar and click on "Download Important Forms and Documents Online."

Policy Changes

Naugatuck Valley Community College reserves the right to change requirements, courses, prerequisites, regulations, tuition, fees, and other policies without prior notice. Waivers of these policies, due to extenuating circumstances, may be made by the president of the College upon written request.

Enrollment Verification Request

The National Student Clearinghouse processes all student enrollment verifications. Using the current online system, students can logon with their 8-digit NetID number and PIN, and follow the prompts. Students will be connecting directly to the National Student Clearinghouse enabling them to print out their own enrollment verification certificates. Verifications for the Fall 2015 semester will be accessible the week of September 21.

Grade Reports

Semester grades will be available at my.commnet.edu approximately one week after the exam period.

Transcript Requests

Official transcript requests must be in writing and should include your name, maiden name if applicable, address, phone number, social security number, birth date, student identification number, dates of attendance, the complete address of where you want your transcript sent and your signature. Mail or fax your request to the Records Office at the College address. The fax number is 203-575-8085. There is no charge for official transcripts. Official and unofficial transcripts are available at my.commnet.edu via the online student information system.

Disability Services

Students who may require academic accommodations on the basis of a learning disability are encouraged to contact the Counselor for Students with Learning Disabilities located in Kinney Hall 519C (203-596-8608). Students with all other disabilities should contact the Coordinator of Disability Services located in Kinney Hall 519D (203-575-8035). After submitting documentation validating a disability, students will be required to schedule an appointment to meet with the appropriate disabilities contact to complete the disabilities disclosure process.
Senior Citizens (August 31 - September 8)

Senior citizens may register and have their General Fund Tuition, College Services and Student Activity Fees waived. These costs, along with the application fee, are completely waived for Connecticut residents at least 62 years of age on a space-available basis. Students are responsible for laboratory (usage) course fees and costs associated with supplies for specific courses. See page 9. You will need to fill out the College Application if you have never been a credit student at NVCC. See page 3. Non-credit courses are not eligible for senior citizen waiver.

myCommNet Alert

myCommNet Alert is a notification system that delivers critical information to students, faculty and staff of the Connecticut Community Colleges through text messaging over cellular phones. It is one of several means by which your College will alert you in the event of an emergency. Enrollment in myCommNet Alert is free, voluntary and strongly recommended. Contact information will not be shared for any commercial purposes. You will not receive spam through the myCommNet Alert system.

Distance Learning Courses

Distance learning courses are fully or partially (hybrid) online courses designed for highly motivated students who are looking to add flexibility to their busy schedules. Basic computer literacy and high-speed access to the Internet are required. Our courses follow the standard academic calendar of the College (unless otherwise indicated), are generally not self-paced and may include face-to-face class meetings. NVCC online math courses require campus meetings for exams. For more information, please contact the Department of Mathematics at 203-575-8063.
Program Contacts

Departments - Area Code 203-

ACCOUNTING (Business Division)
Michael Labet E522 596-2132 mlabet@nv.edu

ADVANCED MANUFACTURING TECHNOLOGY (STEM Division)
Joseph DeFeo T614 596-8692 jdefeo@nv.edu

ART (Arts & Humanities Division)
Amanda Lebel S401C 575-8176 alebel@nv.edu

ASTRONOMY (STEM Division)
Peter Benzi E426 596-2138 pbienzi@nv.edu

AUTOMATED MANUFACTURING ENGINEERING TECHNOLOGY (STEM Division)
Peter S. Angelastro T610 575-8053 pangelastro@nv.edu

AUTOMOTIVE TECHNICIAN (Business Division)
Mark Schnubel T525 596-8796 mschnubel@nv.edu

AVIATION SCIENCE (Business Division)
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BIOLOGY (STEM Division)
Rachel Sackett E418B 596-2140 rsackett@nv.edu

BUSINESS (Business Division)
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CHEMISTRY (STEM Division)
Rachel Sackett E418B 596-2140 rsackett@nv.edu

COMMUNICATION (Arts and Humanities Division)
Beth Ann Scott K605 596-8614 bscott@nv.edu

COMPUTER-AIDED DRAFTING/DESIGN (STEM Division)
Vacant T610 575-8053

COMPUTER APPLICATIONS (Business Division)
Sandra Eddy T635 596-2130 seddy@nv.edu

COMPUTER SCIENCE (Business Division)
Sandra Eddy T635 596-2130 seddy@nv.edu

CRIMINAL JUSTICE (Behavioral and Social Sciences Division)
Joseph Ward K609 596-8605 jward@nv.edu

DANCE (Arts and Humanities Division)
Megan Boyd A504 575-8039 mbobyd@nv.edu

DIGITAL ARTS TECHNOLOGY (Arts and Humanities Division)
Ray Leite L305 575-8152 rleite@nv.edu

DRUG & ALCOHOL RECOVERY COUNSELOR (DARC)
(Behavioral and Social Sciences Division)

EARLY CHILDHOOD EDUCATION (Behavioral and Social Sciences Division)
Cynthia Meo K402A 575-2107 cmeo@nv.edu

ECONOMICS (Business Division)
Donna DeLieto Marotti E525 575-8683 dmarotti@nv.edu

ELECTRONIC ENGINEERING TECHNOLOGY (STEM Division)
Kristen Dagan McGee T616 596-8578 kdaganmcgee@nv.edu

EMT BASIC (Allied Health, Nursing and Physical Education Division)
Laurence Gelati E616 575-8265 lgelati@nv.edu

ENGINEERING TECHNOLOGY (STEM Division)
Peter S. Angelastro T610 575-8053 pangelastro@nv.edu

ENGLISH (Arts and Humanities Division)
Patricia Pallis K6108 596-2115 ppallis@nv.edu

ENGLISH AS A SECOND LANGUAGE (Arts and Humanities Division)
Pamela Tolbert-Bynum K603 575-8036 ptolbert-bynum@nv.edu

ENVIRONMENTAL SCIENCE (STEM Division)
Cynthia Donaldson E314 596-8703 cdonaldson@nv.edu

FINANCE (Business Division)
Donna DeLieto Marotti E525 575-8683 dmarotti@nv.edu

FIRE TECHNOLOGY ADMINISTRATION (Business Division)
Barry Groman T616 596-8797 bgroman@nv.edu

GEOGRAPHY (Behavioral and Social Sciences Division)
Vacant K600 575-8004

GEOLGY (STEM Division)
Cynthia Donaldson E314 596-8703 cdonaldson@nv.edu

HISTORY (Behavioral and Social Sciences Division)
Vacant K600 575-8004

HORTICULTURE (STEM Division)
Christopher Tuccio E424 596-8634 ctuccio@nv.edu

HOSPITALITY MANAGEMENT (Business Division)
Karen Rotella T546 596-8739 krotella@nv.edu

HUMAN SERVICES (Behavioral and Social Sciences Division)
Kathleen LeBlanc K617 596-8616 kleblanc@nv.edu

LANGUAGES (Arts and Humanities Division)
Anne Mattrelia K607 575-2112 amattrelia@nv.edu

LEGAL ASSISTING/PARALEGAL (Business Division)
David Clough T632 596-8744 dclough@nv.edu

MARKETING (Business Division)
Donna DeLieto Marotti E525 575-8683 dmarotti@nv.edu

MANAGEMENT (Business Division)
Donna DeLieto Marotti E525 575-8683 dmarotti@nv.edu

MATHEMATICS (STEM Division)

MATH PREP (Business Division)

METEOROLOGY (STEM Division)
Rachel Sackett E418B 596-2140 rsackett@nv.edu

MULTIMEDIA (Arts and Humanities Division)

MUSIC (Arts and Humanities Division)
Andrew Ardizza A504 575-8039 aardizza@nv.edu

NON-CREDIT LIFELONG LEARNING

NURSING (Allied Health, Nursing and Physical Education Division)
Eileen George E601 575-8659 egeorge@nv.edu

PHILOSOPHY (Arts and Humanities Division)
Patricia Pallis K6108 575-8115 ppallis@nv.edu

PHOTOGRAPHY (Arts and Humanities Division)
Amanda Lebel S401C 575-8176 alabel@nv.edu

PHYSICAL EDUCATION (Allied Health, Nursing and Physical Education)
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PHYSICAL THERAPIST ASSISTANT (Allied Health, Nursing and Physical Education)
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PHYSICS (STEM Division)
Peter Benzi E426 596-2138 pbienzi@nv.edu

POLITICAL SCIENCE (Behavioral and Social Sciences Division)
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PSYCHOLOGY (Behavioral and Social Sciences Division)
Christine Cocchiola-Meyer K600 575-8004 ccocchiola-meyer@nv.edu

RADIOLOGY TECHNOLOGY (Allied Health, Nursing and Physical Education)
James Pronovost E600F 575-8266 jpronovost@nv.edu

RESPIRATORY CARE (Allied Health, Nursing and Physical Education)
Margaret Guerrera E600B 575-8662 mg guerrera@nv.edu

SOCIOLOGY (Behavioral and Social Sciences Division)
Christine Cocchiola-Meyer K601 575-8284 ccocchiola-meyer@nv.edu

THEATER (Arts and Humanities Division)
Burton Tedesco A301 575-8038 btedesco@nv.edu

ACADEMIC DIVISION DIRECTORS

ALLIED HEALTH, NURSING, & PHYSICAL EDUCATION
Eileen George E602 egeorge@nv.edu
203-575-8057 or 203-596-8659

ARTS & HUMANITIES
Pamela Tolbert-Bynum K603 ptolbert-bynum@nv.edu
203-575-8036 or 203-596-8615

BEHAVIORAL & SOCIAL SCIENCES
(Vacant) K600 203-575-8004 or 203-596-2101

BUSINESS
Mitch Holmes E518B mholmes@nv.edu
203-575-8068 or 203-575-8117

SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS (STEM)

203-575-8053 or 203-575-8063
Degrees

- Accounting (A.S.) - HA03
- Automotive Technician (A.S.) - HA24
- Automotive Technician Management Option (A.S.) - HC23
- Aviation Science (A.S.) - HB97
- Aviation Science Management Option (A.S.) - HC21
- Behavioral Science (A.S.) - HC20
- Business Administration - Business Computer Applications (A.S.) - HA54
- Business Finance (A.S.) - HA57
- Business Management (A.S.) - HA68
- Computer Information Systems Technology (A.S.) - HA76
- Criminal Justice/Public Safety (A.S.) - HB04
- Criminal Justice - Computer Crime Deterrence Option (A.S.) - HC16
- Criminal Justice - Corrections Option (A.S.) - HC13
- Criminal Justice - Forensics Option (A.S.) - HC17
- Criminal Justice - Law Enforcement Option (A.S.) - HC14
- Criminal Justice - Security Option (A.S.) - HC15
- Digital Arts Technology – Audio/Video Option (A.S.) - HC25
- Digital Arts Technology – Graphics/Animation Option (A.S.) - HC26
- Digital Arts Technology – Multimedia/Web Authoring Option (A.S.) - HC27
- Drug and Alcohol Recovery Counselor (A.S.) - HF10
- Early Childhood Education (A.S.) - HB93
- Electronic Engineering Technology (A.S.) - HB11
- Engineering Science (A.S.) - HB12
- Engineering Technology (A.S.) - HB83
- Engineering Technology - Automated Manufacturing (A.S.) - HB84
- Engineering Technology - Computer-Aided Drafting/Design (A.S.) - HB86
- Engineering Technology - Mechanical (A.S.) - HB85
- Environmental Science (A.S.) - HB87
- Fire Technology and Administration (A.S.) - HF05
- General Studies (A.S.) - HB25
- Horticulture (A.S.) - HB37
- Hospitality Management - Foodservice Management (A.S.) - HB16
- Hospitality Management - Hotel Management (A.S.) - HB94
- Human Services / Pre-Social Work (A.S.) - HA06
- Legal Assistant/Paralegal (A.S.) - HB56
- Liberal Arts and Sciences (A.A.) - HB57
- Marketing (A.S.) - HB61
- Mathematics & Science (A.A.) - HB44
- Mathematics & Science - Chemistry (A.A.) - HC12
- Nursing (A.S.) - HF30
- Physical Therapist Assistant (A.S.) - HB71
- Radiologic Technology (A.S.) - HB73
- Respiratory Care (A.S.) - HB74
- Technology Studies (A.S.) - HF11
- Technology Studies – Engineering Technology Option (A.S.) - HF12
- Technology Studies – Lean Manufacturing and Supply Chain Management (A.S.) - HF20
- Visual and Performing Arts – Visual Art (A.A.) - HC28
- Visual and Performing Arts – Dance (A.A.) - HC29
- Visual and Performing Arts – Digital Design (A.A.) - HC33
- Visual and Performing Arts – Music (A.A.) - HC31
- Visual and Performing Arts — Theater Arts (A.A.) - HC32

Certificates

- Accounting – HJ05
- Administrative Support – HJ81
- Advanced CADD Modeling – HJ03
- Advanced Engine Performance – HJ12
- Advanced English Proficiency – HJ80
- Advanced Manufacturing Machine Technology – HK60
- Applied Behavior Analysis – HJ88
- Athletic Coaching – HJ22
- Audio/Video Production – HK01
- Automotive Fundamentals – HJ24
- Business Management – HJ38
- CADD Modeling 3D – HJ02
- Child & Family Services – HJ14
- CNC Machining – HJ04
- Computer Crime Deterrence – HK26
- Computer-Aided Drafting 2D – HJ01
- Computer Networking – HJ42
- Construction Technology – HJ08
- Criminal Justice – HJ75
- Culinary Arts – HJ77
- Dance – HK28
- Dietary Supervision – HJ65
- Disabilities/Mental Health – HJ11
- Drug and Alcohol Recovery Counselor – HJ10
- Early Childhood Education – HJ89
- Electronic Music and Audio Production – HJ06
- Engineering Technologies Exploratory – HJ73
- Environmental Systems – HK15
- Family and Childcare Provider – HJ68
- Finance – HJ70
- Fundamentals of Machine Technology – HJ83
- General Automotive Services – HK10
- Gerontology – HK11
- Graphics & Animation – HJ09
- Health Career Pathways – HK55
- Horticulture – HK18
- Landscape Design – HK30
- Lean Manufacturing – HN13
- Legal Studies/Paralegal – HJ69
- Management Information Systems – HJ13
- Marketing Electronic Commerce – HJ63
- Modern Manufacturing Design – HJ15
- Multimedia/Web Authoring – HJ07
- Object-Oriented Programming – HK23
- Supply Chain Management – HN14
- Technical Communications – HJ61
- Visual Art – HJ78

Non-degree

- Non-Degree – HZ99

Non-credit Proficiency Certificates are available. See the most current course schedule at nv.edu/nc.
Directions to NVCC Waterbury Campus
750 Chase Parkway, Waterbury

Route 8 (North & South)
Take the Danbury exit onto I-84, then take the first exit off I-84 (exit 18). Bear left at the fork and take a left at the light. Go to the second light for the East Entrance or the third light for the West Entrance.

I-84 West
Take exit 18, bear left at the fork and take a left at the light. Go to the second light for the East Entrance or the third light for the West Entrance.

I-84 East
Take exit 18. At the light take a right and at the next light take a right. Go over the bridge and at the next light take a left onto Chase Parkway. Go to the first light for the East Entrance and the second light for the West Entrance.

East Entrance will take you to Founders Hall, Ekstrom Hall and Technology Hall. West Entrance will take you to the garage parking, Kinney Hall, Fine Arts Center, Student Center, Library, and Ekstrom Hall.

Directions to NVCC Danbury Campus
183 Main Street, Danbury

I-84 West
Take I-84 West toward Danbury. Take exit 5. Turn right at the light onto N. Main St./Main St., CT-53, for 1.1 miles. At the intersection of Liberty and Main Streets, 183 Main St. is on the left.

I-84 East
Take I-84 East toward Danbury. Take exit 5 toward CT-37/Downtown Danbury/CT-39/Bethel/CT-53 for 0.1 mile. Turn slight right onto Downs St. for 0.2 mile. Turn right onto Main St./CT-53 for 0.8 mile. At the intersection of Liberty and Main Streets, 183 Main St. is on the left.

Free parking is available for currently registered NVCC students and teaching faculty at the Patriot Garage, located on the corner of National and Delay Streets. Patriot parking permits are available at the NVCC Danbury administration office.

### Advanced Manufacturing Technology Center (AMTC)
**Machine Technology Certificate • Waterbury Campus**

**Come to an AMTC Information Session!**
Technology Hall • Room T515

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Enroll Today!

Fall classes begin August 31!

AMTC graduates are being hired by area manufacturers. Learn how you can be hired, too!

Graduates are prepared to work on the shop floor with knowledge in blueprint reading, manufacturing processes, and CNC. They have over 400 contact hours with state-of-the-art machinery.

NVCC Advanced Manufacturing Technology Center
750 Chase Parkway • Waterbury
Contact: Deirdre Moutinho • 203-575-8014 • dmoutinho@nv.edu
nv.edu/AMTC

Be job ready in just months!

Visit us at nv.edu/nc to see our full course catalog or contact us at 203-575-8029.