

knowledge of the objectives and learning outcomes covered in the particular course. Students who successfully pass the examination will be granted the appropriate academic credit. Students must complete this process prior to the first scheduled start date of the applicable course. No tuition credit will be given to students who successfully pass the examination.

SJVC does not grant credit or allow course challenge for experiential learning or previous experience.

Procedure: A written request to transfer in previously earned credit must be submitted to the Registrar's Office prior to the scheduled course(s). The request must include the following:

- Official transcript demonstrating successful completion of the coursework or program for which recognition is sought; and
 - Transcripts must be sent directly from the institution of origin.
- Copy of the Catalog program and/or course description or copy of course syllabus (if requested).

The request and the accompanying materials will be reviewed by the Transcript Evaluator and students will receive a written notification of the decision.

CRIMINAL BACKGROUND CHECKS

As part of its responsibility to provide a safe learning environment, **SJVC** reserves the right to conduct criminal background checks on applicants for admission and current students.

SJVC has several reasons for this requirement. First and foremost, **SJVC** has an interest in evaluating the character, maturity, and responsibility of its students. Second, **SJVC** can better academically advise students of difficulties that may arise in the course of the student's efforts to obtain externship and clinical placements, professional licensure, and/or other job placement. Certain extern and clinical sites and professional licensing boards are required by law and/or policy to exclude people with certain convictions.

This does not necessarily mean that **SJVC** will deny admission to, or expel a student from the College. **SJVC** will evaluate each case on its facts. Generally speaking, **SJVC** will look at the rational relationship between the nature, severity, and recentness of the crime; **SJVC's** interests and needs; and the responsibility and repentance of the person convicted in determining whether to take action.

SJVC expects each applicant and/or student to provide **SJVC** with truthful, accurate, and complete information about his/her convictions. This includes a continuing duty to notify **SJVC** of any arrests or convictions during the time that the student is enrolled at **SJVC**. Failure to comply with this

policy may result in immediate denial of admission or suspension and/or expulsion from **SJVC**.

COURSE SCHEDULING

The College reserves the right to schedule courses in the order it deems necessary.

ALTERNATIVE INSTRUCTIONAL SITES

The College reserves the right to deliver instruction off-site in a facility within 25 miles of the home campus that meets the instructional needs of the program or course.

ACADEMIC CALENDAR

Most educational programs have frequent points of enrollment and operate on a continuous, five-week instructional cycle throughout the year. These programs include:

- Business Administration
- Clinical Medical Assisting
- Computer Systems Administration
- Construction Management
- Criminal Justice: Corrections
- Dental Assisting
- Electrical Technology
- Heating, Ventilation, Air Conditioning, and Refrigeration
- Human Resource Administration
- Industrial Maintenance Technology
- Information Technology
- Medical Billing and Coding
- Medical Office Administration
- Pharmacy Technology

The 2018 start dates for these programs are provided below. Periodically, some programs will have a "dark start" where new students will have to wait until the next available start date to begin.

2018	
01/22/2018	07/16/2018
02/26/2018	08/20/2018
04/02/2018	09/24/2018
05/07/2018	10/29/2018
06/11/2018	12/03/2018

The programs listed below are linear which means that students must complete classes in a specific sequence from start to finish. Due to this structure, linear programs have fewer enrollment opportunities throughout the year.

The 2018 start dates for these programs are as follows:

AVIATION MAINTENANCE TECHNOLOGY

Aviation-Fresno Campus	
01/23/2018	07/19/2018
03/22/2018	09/18/2018
05/21/2018	11/15/2018

DENTAL HYGIENE**Ontario Campus**

06/04/2018

Visalia Campus

02/05/2018

10/01/2018

05/21/2018

09/10/2018

Ontario and Rancho Cordova Campuses

03/12/2018

07/02/2018

10/22/2018

DIAGNOSTIC MEDICAL SONOGRAPHY

03/23/2018

11/30/2018

06/15/2018

09/07/2018

Temecula Campus

01/22/2018

06/11/2018

06/19/2017

LICENSED VOCATIONAL NURSING TO REGISTERED NURSING (Bridge Program)

01/03/2018

(30-unit certificate option)

02/07/2018

REGISTERED NURSING**Ontario Campus**

05/17/2018

Visalia Campus

04/03/2018

RESPIRATORY THERAPY**Bakersfield and Visalia Campuses**

01/29/2018

SURGICAL TECHNOLOGY**Bakersfield and Fresno Campuses**

02/20/2018

10/08/2018

Rancho Cordova Campus

04/02/2018

11/19/2018

Temecula Campus

05/07/2018

VOCATIONAL NURSING

03/19/2018

11/13/2018

PROGRAM CANCELLATION

The College reserves the right to cancel a program up to five (5) calendar days after the program start date.

2018 HOLIDAY OBSERVATIONS

Holiday	Date(s)	
New Year's Day	January 1, 2018	
Martin Luther King, Jr. Day	January 15, 2018	
President's Day	February 19, 2018	
Good Friday	March 30, 2018 (after 12 p.m.)	
Memorial Day	May 28, 2018	
Independence Day	July 4, 2018	
Labor Day	September 3, 2018	
Veteran's Day	November 12, 2018	
Thanksgiving	November 22-23, 2018	
Christmas Day	December 25, 2018	
Winter Break	On-Ground Students	December 24-31, 2018
	Online Students	December 21-27, 2018