

Individualized Studies

The Individualized Studies program recognizes valuable training and/or work experience by giving students the opportunity to receive college credits for their experiences and to apply that experience and knowledge to an associate degree. It assists individuals in their preparation for career advancement or change. In the first semester, the student will develop a Personal Education Plan (PEP) directly related to career or educational goals. The PEP requires the approval of the department head.

This select program has three components:

1. Prior learning assessment: 12-30 credits in the Technical/Occupational core from industry certifications, work experience, non-credit to credit program articulations, and evidence of other demonstrated competencies
2. 21 credits of General Education
3. 6-24 credits taken as part of a Personal Education Plan

Student Learning Outcomes:

Upon completion of this program, graduates will:

- Use oral, written, and non-verbal methods of communication to examine and discuss problems and issues.
- Analyze primary and secondary sources in different academic disciplines to discern and respect diverse perspectives and experiences.
- Use critical thinking to solve problems within and across disciplines.
- Demonstrate proficiency in a Technical/Occupational Core.

Program Entry Requirements: This is a select program. Prospective students must attend a program orientation prior to admission. All students need to take the College's placement tests at their time of entry into the College. Students who are identified as needing developmental coursework must satisfactorily complete the appropriate English and mathematics courses as part of the program. Students are accepted into the program upon assessment of their prior learning and the application of credits to the Technical/Occupational Core.

Program of Study and Graduation Requirements: A minimum of 60 credits and a grade point average of 2.0 are required for graduation with an Associate in Applied Science (A.A.S.) degree in Individualized Studies.

Course Sequence

The sequence shown below is for illustration purposes. The length of time it takes for a student to complete the Program will vary depending on many factors, including how many credits the student transfers into the Program.

| Course Number and Name | Prerequisites and Corequisites | Credits | Gen Ed Req. |
|---|--|---------|---|
| Technical/Occupational Core Students submit industry certifications, work experience, non-credit to credit program articulations, and evidence of other demonstrated competencies for consideration for prior learning assessment. | | 12-30 | |
| First Semester | | | |
| ENGL 101 - English Composition I | | 3 | Writing, Research, and Info Lit 1 |
| FNMT 118 - Intermediate Algebra (or higher) | FNMT 017 or FNMT 019 completed or FNMT 118 (or higher) placement | 3 | Quantitative Reasoning |
| CIS 103 - Computer Applications & Concepts | | 3 | Technological Competency |
| Scientific Reasoning Elective | | 3 or 4 | Scientific Reasoning |
| Second Semester | | | |
| ENGL 102 - The Research Paper | ENGL 101 with a grade of "C" or better | 3 | Writing, Research, and Info Lit 2 |
| Oral Communication Elective (choose one) ENGL 115 - Public Speaking ENGL 116 - Interpersonal Communication ENGL 117 - Group and Team Communication ENGL 118 - Intercultural Communication | ENGL 101 , which may be taken concurrently | 3 | Oral Communication/ Creative Expression. |
| HIST 101 - United States History: Colonial America through the Revolutionary Period or HIST 102 - United States History: The 19th Century or HIST 103 - United States History: | | 3 | Cultural Analysis & Interpretation |

| | | | |
|---|--|----------------|--|
| The 19th Century or SOC 101- Introduction to Sociology or any Cultural Analysis & Interpretation Elective | | | |
| General Elective | | 3 or 4 credits | |
| Third and Fourth Semesters | | | |
| Personal Education Plan (PEP) To make sure the student takes a coherent and thoughtful series of courses, the student and department chair will develop the Personal Education Plan, which focuses on the student's anticipated career path. The PEP will be approved by the department head within the student's first semester. | | 6-24 | |
| Minimum Credits Needed to Graduate: 60 | | | |

General Education Requirements: All general education requirements necessary for graduation are met through the courses in the program as indicated above. Students who wish to take courses that differ from the general education courses indicated above must complete a course substitution request form. To access the form, login to the [MyCCP portal](#), and in the **Student** tab, under **Electronic Forms**, click on the **Records and Registration Forms** link, then choose **Request For Course Substitution Of Graduation Requirement** link. A [more detailed explanation](#) of the College's general education requirements is also available.

For More Information, Contact: The Division of Business and Technology, Room B2-22, 1700 Spring Garden Street, Philadelphia, PA 19130, Telephone (215) 751-8785; or the College Information Center (215) 751-8010.

I. Courses and Completion Sequence

Note: There is currently no Courses and Completion Sequence for Technical Studies; therefore, this revision includes only the proposed Courses and Completion Sequence.

Courses and Completion Sequence (proposed)

The following courses and sequence of courses is designed for the optimal success and completion of the Individualized Studies degree/certificate. Any alterations should be discussed with your academic advisor.

Semester 1

| Course Number and Name | Credits | Advisory Notes |
|---|---------|---|
| Technical/Occupational Core | 12-30 | Students submit industry certifications, work experience, non-credit to credit program articulations, and evidence of other demonstrated competencies for consideration for prior learning assessment. In the first semester, students should also consult with the department chair to develop the Personal Education Plan for semesters 3 and 4) |
| ENGL 101 - English Composition I | 3 | Writing, Research, and Info Lit 1 ENGL 101 is the prerequisite for the Oral Communication course, but it may be taken at the same time. |
| FNMT 118 - Intermediate Algebra (or higher) | 3 | Quantitative Reasoning |
| CIS 103 - Computer Applications & Concepts. | 3 | Technological Competency |
| Scientific Reasoning Elective | 3 or 4 | Scientific Reasoning |

Semester 2

| Course Number and Name | Credits | Advisory Notes |
|---|---------|--|
| ENGL 102 - The Research Paper | 3 | Writing, Research, and Info Lit 2 |
| Oral Communication Elective (choose one) | 3 | Oral Communication/Creative Expression |

| Course Number and Name | Credits | Advisory Notes |
|--|---------|--|
| ENGL 115 - Public Speaking ENGL 116 - Interpersonal Communication ENGL 117 - Group and Team Communication ENGL 118 - Intercultural Communication | | Students may take ENGL 101 at the same time. |
| HIST 101 - United States History: Colonial America through the Revolutionary Period or HIST 102 - United States History: The 19th Century or HIST 103 - United States History: The 19th Century or SOC 101- Introduction to Sociology or Any Cultural Analysis & Interpretation Elective | 3 | Cultural Analysis & Interpretation |
| General Elective | 3 or 4 | |

Semesters 3 and 4

| Course Number and Name | Credits | Advisory Notes |
|--------------------------------------|---------|---|
| Personal Education Plan (PEP) | 6-24 | To make sure the student takes a coherent and thoughtful series of courses, the student and department chair will develop the Personal Education Plan, which focuses on the student's anticipated career path. The PEP will be approved by the department head within the student's first semester. |