

Pensacola State College GLOSSARY OF TERMS

We have listed *some* of the terms you will hear and need to know as you begin your life as a college student. Your college catalog gives additional information for these terms and other terms not listed.

A.A. (Associate in Arts degree) – a degree designed for transfer to an upper-division college or university.

A.S. (Associate in Science) – a degree designed to prepare students to enter a career upon completing the degree, with no further study required.

A.A.S. (Associate in Applied Science degree) – A degree designed to prepare students for immediate employment with no further study required.

accreditation – certification that the College has met established standards and is nationally recognized by appropriate accrediting agencies. Pensacola State’s major accrediting agency is the Southern Association of Colleges and Schools (SACS)

articulation agreement – agreement between Florida’s public junior/community colleges and universities assuring junior level status to students who complete the community college general education and graduation requirements in university parallel programs.

ambassadors - Representatives of Pensacola State College student body and the entire campus; students who work with faculty, staff, students and members of the community to promote Pensacola State and its programs and services.

Cashier – the Cashier’s office is responsible for all student accounting and collecting tuition fees, loan payments, special fees, etc.

certificate programs – programs usually lasting one year or less directed toward training individuals for a particular job position. Before beginning a certificate program, it is recommended that students make certain that jobs exist in the field and that the program trains adequately for these jobs.

CLAST (College Level Academic Skills Test) – The CLAST, or demonstration of mastery of equivalent skills, is required for all students prior to receiving an associate of arts (A.A.) degree or becoming a junior at a state university in Florida.

CLEP (College-level Examination Program) – credit by examination by College Entrance Examination Board test in specified subjects, with such credit applicable toward a degree.

CPT (College Placement Test) – college entrance exam used to determine proper course placement.

co-requisite – a course required to be taken at the same time as another course.

credit hour – a semester hour of credit usually equals an hour per week that a class meets per regular session. Labs and other special courses may vary.

Degree Audit - Formal list of courses completed and required to be completed to qualify for graduation

degree – the rank given by a college, university, or institute to a student who has completed a required course of study.

Department exemption exam – a student may challenge the content of certain courses and earn credit if he/she completes and passes the department exam.

distance learning – courses that use alternative learning environments, such as the Internet, television and videoconferencing.

drop/add - a limited time period at the beginning of each term during which students may adjust their course schedules; classes dropped after this period will count as withdrawals.

FAFSA - Free Application for Federal Student Aid; available in the Financial Aid office, Building 2.

fee – a non-refundable financial charge for services rendered, such as for admission, laboratory, special tests and graduation.

foreign language requirement – the requirement by Florida’s state universities that students transferring to the university must have earned two years of sequential foreign language at the high school level or the equivalent at a community college.

full-time student – a student registered for 12 semester hours or more for credit.

general education – Florida Statute 240.115 specifies that General Education courses come from five core areas: communications, humanities, mathematics, natural science and social science. In accordance with the state articulation agreement (State Board of Education Rule 6A10.024), each community college and/or university shall honor the completion of General Education courses if such completion is noted on the student’s transcript. General Education courses must be completed with a “C” or higher to apply to any degree program.

Gordon rule – The State of Florida requires all public community colleges and universities to include a specified amount of writing and mathematics in their curriculum to ensure students have achieved substantial competency in these areas as specified in State Board of Education Rule 6A-10.30 (Gordon Rule).

grade –alphabetical measure of academic success or failure ranging from excellent (A) to failure (F).

GPA (grade point average) –dividing total quality points earned by total semester hours completed. GPAs range from 4.0 downward.

major – the area of specialization you select to study. Explore a variety of fields before you make your final decision.

part-time student – student enrolled for fewer than 12 semester hours.

prerequisite – course which must be satisfactorily completed before a higher-level related course can be taken.

probation – a status given to students who fail to maintain satisfactory academic progress.

scholarships – financial assistance for tuition and fee payment granted by donors to qualified recipients.

SGA -(Student Government Association) Official representatives of the student body to the administration concerning student issues and concerns. Assists in the planning of campus wide events and activities.

suspension – student status under which she/he is not permitted to attend college for a specified period of time.

Syllabus: A document provided by the instructor to each student at the beginning of the term. Contains information on course content; schedule of topics, exams, quizzes and papers as well as important dates; grading procedure; attendance and absenteeism policy; and expectations. Students should regularly refer to this document and adhere to its guidance. May be revised during the term, as circumstances emerge.

T.B.A. – to be arranged or announced.

transcript – official record of college courses taken by a particular student.

transient student – student taking one or more classes at the college to complete degree requirements and major coursework at another institution.

tuition – financial charge for each credit hour of instruction.

tutorial assistance – special academic help in specified subjects.

withdrawal – removal from a course(s) by completion of proper forms in the registrar's office, or by faculty member for excessive absences, failure to pay fees, failure to meet the conditions of admission, or violations of the Pensacola State Code of Conduct (in the college catalog).