



Isothermal Community College

**2026-2027 Isothermal Community College Catalog,
Volume XXXVII, May 2026**

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Welcome from the President



Welcome to Isothermal Community College (ICC)! We are excited that you have made the choice to take the next step in your educational and professional journey. At ICC, we are focused on your future, your goals, and your success. Our experienced faculty and staff are ready to guide and support you as you gain new knowledge and skills that will allow you to thrive both at ICC and beyond.

Whether you are confident in your next steps or feeling a bit uncertain about what the future holds, at ICC, you will find the support you need to navigate college successfully, meet new people who share your interests, learn from and with faculty, staff, and peers, and develop the skills to take control of whatever the future brings.

With programs in health care, public service, business, engineering, technology, arts, sciences, education, and more, our facilities located in Rutherford and Polk counties offer a diverse range of academic and career pathways. At Isothermal, we are committed to “improving life through learning.”

Whether you are seeking a certificate, diploma, or degree that leads to a successful career or transfer to a university, ICC is a great place to start as you pursue your educational and career goals. At Isothermal Community College, we have seen the opportunities of the future, and they begin today!

Again, welcome to ICC!

Dr. Margaret H. Annunziata, President

[Welcome from the President](#)

College Mission, Vision, and Values

OUR MISSION

As an integral community partner, Isothermal Community College exists to improve life through learning by providing innovative, affordable educational programs and inclusive opportunities for personal, professional, economic, and cultural development.

VISION STATEMENT

To be the benchmark for excellence in learning, innovation, service, and economic development.

VALUES

In improving life through learning, we embrace our commitment to each student and community member through our values framework.

Isothermal Community College

- Connection to Opportunity
- Accessible Learning
- Responsive Support
- Empowerment and Belonging
- Service Excellence and Integrity

Isothermal Community College, a member of the North Carolina Community College System, is a comprehensive, two-year, public institution that serves the individuals in Rutherford and Polk counties.

In addition to individual courses, the College offers certificate, diploma, and degree programs enabling students to either transfer to a four-year institution or acquire skills for new or current employment, as well as function effectively as responsible citizens. The College also provides training for area business and industry, personal enrichment courses, remedial and developmental courses, and community service activities.

Isothermal Community College provides educational and employment opportunities without regard to race, color, religion, national origin, age, gender, veteran status, or disability. For more information, contact: Dr. Madeline Smith, Vice President of Operations Isothermal Community College, P.O. Box 804, Spindale, NC 28160, or call 828-395-1293

ACCREDITATION

Isothermal Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees. Isothermal Community College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Isothermal Community College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).

THE ISOTHERMAL DISTINCTION

Students who complete programs at Isothermal Community College are expected to be able to function effectively as contributing citizens of our society. Our programs, regardless of their content areas, are designed to enable graduates to achieve the following general competencies:

- Communicate effectively through writing, speaking, and through demonstration of information literacy
- Analyze problems and make valid conclusions
- Demonstrate quantitative skills
- Demonstrate basic technology skills
- Perform technical skills in their chosen occupations

Achieving these competencies requires a commitment on the part of both Isothermal and its students to the satisfaction of certain goals and expectations.

We also value, promote, and emphasize the following soft skills:

- Demonstrate positive interpersonal skills through cooperative learning and group interaction
- Use critical listening skills to understand, evaluate, and respond appropriately to verbal communication

- Develop an awareness of global issues and the interconnectedness and interdependence of persons, places,

and events on earth from a current as well as historical perspective

WHAT STUDENTS CAN EXPECT OF ISOTHERMAL

In their commitment to learning and to the achievement of a true learning-centered community, Isothermal personnel will:

- Meet student needs by demonstrating professional, friendly, and courteous service in all aspects of student life
- Maintain high professional and academic standards
- Serve as role models in the development of leadership skills
- Respect diversity and treat all students fairly
- Be available to students and helpful with student problems
- Communicate clear learning objectives and expected outcomes
- Provide timely feedback in the assessment of learning outcomes
- Stay current in the subject matter
- Practice effective teaching/learning strategies that promote critical thinking

WHAT ISOTHERMAL EXPECTS OF STUDENTS

In their commitment to learning, students will:

- Accept responsibility for learning
- Attend and participate in all classes
- Complete required exercises and assignments as directed
- Develop a time management plan that includes adequate time for study
- Maintain an open-minded attitude toward learning
- Strive to become independent critical thinkers
- Seek help as needed from appropriate sources
- Be respectful and considerate of others
- Assume responsibility for knowing and adhering to all college policies
- Acknowledge that learning how to learn is the ultimate objective of education
- Recognize that struggle and discomfort often precede the rewards that accompany goal completion and success

With this commitment on the part of all concerned, an exciting partnership will grow and thrive, thus creating a community of learners whose mission is to improve life through learning.

History of Isothermal Community College

Founded in 1964, Isothermal Community College serves Rutherford and Polk counties in the beautiful foothills of western North Carolina. Isothermal, so named because of the region's steady climate, is a comprehensive, two-year public institution and is a part of the North Carolina Community College System. Isothermal's mission is to "improve life through learning."

The college offers 43 unique programs of study, including college transfer, vocational, and technical programs leading to a two-year associate degree, a one-year diploma, or certificate. Isothermal also provides training for area business and industry, personal enrichment courses, adult basic education, adult high school programs, and developmental courses.

The college's Customized Training programs have assisted local businesses in creating hundreds of jobs. In recent years, the college has helped Trelleborg, Meta, Befesa Zinc Metal, Shaw Construction, Cardinal Tissue, West Rock, Ultra Machining, Timken, Parker-Hannifin, and many others.

The institution is accredited to award associate degrees by the Commission on Colleges of the Southern Association of Colleges and Schools. As of Fall 2023, approximately 2,000 students were enrolled in curriculum courses at Isothermal. Thousands participate annually in the college's wide range of continuing education programs.

The main campus is on approximately 181 acres in Spindale. Perched on the shore of an 11-acre lake, the campus is home to The Foundation Performing Arts and Conference Center, the area's premier venue for the arts and other special events. In 2024, The Foundation Performing Arts and Conference Center celebrated its 25th anniversary. The venue has hosted scores of wonderful performances by acts as varied as the National Symphony, the North Carolina Symphony, Charlie Daniels, Merle Haggard, the North Carolina Dance Theater, Mickey Rooney, the Acting Company, Loretta Lynn, and Doc Watson. In addition, The Foundation hosts a variety of meeting and banquet functions ranging from weddings and proms to trade shows and corporate retreats.

The Rutherford campus is also home to Rutherford Early College High School (REaCH), a collaboration with Rutherford County Schools that allows students to obtain a college degree while attending high school. In 2013, REaCH was named a Blue Ribbon School by the federal Department of Education, a prestigious designation given to only a handful of schools.

Polk County Early College is in Columbus and provides an enriching experience for Polk County high school students.

Isothermal also offers a variety of online courses and has various joint programs with Gardner-Webb University, Appalachian State University, Western Carolina University, and many other four-year institutions.

The college also owns and operates WNCW 88.7 FM, a 30-year-old award-winning public radio station that can be heard in parts of five states: North Carolina, South Carolina, Virginia, Tennessee, and Georgia, and worldwide through online streaming.

The Isothermal Polk Campus is in Columbus and opened in the fall of 1989. The Polk Campus offers a variety of programs, such as massage therapy, equine studies, adult high school diploma, driving safety classes, and a variety of additional continuing education classes.

In August 2013, the college opened the Rutherfordton Learning Center (RLC), in cooperation with Rutherford County Schools, to provide administrative and instructional spaces for the Associate Degree Nursing and Practical Nurse Education programs. Continuing Education programs, including Certified Nursing Assistant, were already operating at the RLC. It is located in downtown Rutherfordton, approximately four miles from the main campus and near Rutherford Regional Medical Center.

In 2019, the Walter H. Dalton Engineering Technologies and Workforce Development Center opened. That facility features flexible space that houses workforce development projects with community partners, including Trelleborg and Duke Energy.

Dr. Margaret Annunziata has served as the college's president since February 2021. She follows the Honorable Walter Dalton, former Lieutenant Governor of North Carolina, who was appointed president in May 2013. The preceding president was Dr. Myra Johnson, who served in that capacity for six years.

Welcome from the President

News Stories, Announcements, and Publications

NEWS STORIES AND ANNOUNCEMENTS

The latest College news releases, feature stories, photography, and upcoming events announcements may be accessed from the College's website at www.isothermal.edu. On the homepage, select the News link to go to news events and features. Most news found at this location will be posted for approximately one month. News announcements are also posted in a variety of locations on the Isothermal website, emailed to student accounts, and posted on Facebook, Instagram, and X.

Isothermal Community College news announcements and feature stories can be found on a regular basis in The Daily Courier newspaper (Rutherford County) and The Tryon Daily Bulletin (Polk County).

Isothermal Community News (ICN)

Students in the Audio and Video Production Technology program provide ongoing news, announcements, and information through ICN. Each edition is available by subscribing to [Isothermal TV on YouTube](#).

PUBLICATIONS

The Anuran is an annual literary journal that showcases the exceptional work of Isothermal Community College students and the community. The Anuran is the culmination of an annual contest in poetry, essay, photography, and cover design.

Notice of Availability of Institutional and Financial Aid Information

Isothermal Community College distributes consumer information to students through various sources, including the College Catalog and the Student Handbook, and on the [website](#). Printed copies are available upon request in Student Affairs.

College Catalog and the Student Handbook

The College Catalog and the Student Handbook are Isothermal's primary sources of information regarding curriculum programs and course descriptions, other educational programs, administrator and faculty credentials, general educational competencies, and educational facilities. It also provides information on successfully navigating the college experience at Isothermal Community College.

Other Publications

Each student is responsible for observing the procedures, regulations, and requirements of the College as they are announced here and in other official college publications. Information, policies, and procedures may vary by program, e.g., Career and College Promise (CCP), Practical Nursing, Associate Degree Nursing, Cosmetology, Dental Assisting, Dental Hygiene, and Basic Law Enforcement Training (BLET). Information regarding specific programs is available in departmental areas.

Welcome from the President

Publication of Policies and Procedures

In publishing policies and procedures, the College does not recognize any implied contract as having validity beyond the present academic college catalog year. The president reserves the right to make changes in curricula and regulations when such changes are in the best interest of the students and the College. Until revised, the current College Catalog is the college catalog of record for all students seeking to complete certificates, diplomas, or degrees in the current academic year. Students enrolled prior to the fall of 1997 must confer with their college navigator/faculty mentor and the Records Office in order to determine semester equivalents of quarter course credits.

Welcome from the President

Board of Trustees

Board of Trustees as of July 1, 2025

The Board of Trustees has the essential role of providing strategic direction, maintaining institutional integrity, ensuring fiscal responsibility, and representing the interests of the community in the governance of a community college. Isothermal Community College extends its gratitude to our Board Members and Commissioners for their devotion to supporting and advancing the college's mission throughout Rutherford and Polk Counties.

Appointed by Rutherford County Commissioners

Michael Benfield
Dr. Seema Daigle
Grady Franklin
Dave Hunt
Amy Jenkins

Appointed by the Governor of North Carolina

Student Government Association President
Jackie Godlock
James Hutchins

Appointed by the Polk County Commissioners

Bill Miller
Marche' Pittman
Dana Stansbury

Appointed by the Speaker of the House of Representatives

Jordan Barnes

Steve Bedford

Appointed by the Speaker Pro Tempore of the Senate

Tony Helton

Bryson Smith

Academic Calendars and Important Dates

Academic Calendars and Important Dates

We encourage you to familiarize yourself with important dates to stay informed and plan your academic journey effectively. Please refer to the college calendar at events.isothermal.edu for the most current version of academic-related postings.

Academic Calendars and Important Dates

Fall 2026

Fall 2026

Curriculum Course Schedule

	Full Semester Courses (16 weeks)	Term 1 Courses (First 8 weeks)	Term 2 Courses* (Second 8 weeks)
Fall 2026 Early Registration	March 30 - July 31, 2026	March 30 - July 31, 2026	March 30 - July 31, 2026
Final Days of Fall 2026 Registration	August 11-18	August 11-18	August 11-18; September 23 – October 16
Last Day to Drop with 100% Refund	August 18	August 18	October 16
First Day of Classes	August 19	August 19	October 19
Schedule Adjustment	August 19-20	August 19-20	August 19-20; October 19
Census (10% Point of Course) Last Day to Request 75% Refund	August 28	August 24	October 22
Last Day to Withdraw with a "W"	December 4	October 5	December 4
Spring 2027 Early Registration	October 26- December 18, 2026	October 26- December 18, 2026	October 26- December 18, 2026
Last Day of Classes	December 11	October 12	December 11

*When seeking to enroll in Term 2, Term 3, or Term 4 courses after the full-term census date, students should communicate with Financial Aid staff for questions about aid eligibility.

Career and College Promise (CCP) course schedules may vary. Students enrolled in CCP courses should check each course syllabus for important schedule information.

Important Dates

July 31, 2026	Friday	Payment Due for Fall Early Registration
August 10, 2026	Monday	Convocation; College Closed
August 11, 2026	Tuesday	Fall final registration open through 08/18
August 18, 2026	Tuesday	Payment Due for Fall final registration
August 19, 2026	Wednesday	Fall Term Begins (Full Term and Term 1); Day 1 of Schedule Adjustment
August 20, 2026	Thursday	Day 2 (End) of Schedule Adjustment
August 24, 2026	Monday	Term 1 Census
August 25, 2026	Tuesday	Big Blue Welcome
August 28, 2026	Friday	Full Term Census
September 7, 2026	Monday	Labor Day; College Closed
September 23, 2026	Wednesday	Registration for Fall Term 2 opens through 10/16
September 24, 2026	Thursday	Pell Disbursement
October 5, 2026	Monday	Last Day to Withdraw- Term 1
October 12, 2026	Monday	Term 1 Ends
October 12, 2026	Monday	Bookstore charges for Term 2 open through 10/26
October 26, 2026	Monday	Bookstore charges for Term 2 end
October 28, 2026	Wednesday	Grub Day (classes in session)
October 30, 2026	Friday	Fall Graduation Application Deadline
November 17, 2026	Tuesday	Pell Disbursement
November 25, 2026	Wednesday	Employee Leave Day; College Closed to the Public
November 26, 2026	Thursday	Thanksgiving Holiday; College Closed
November 27, 2026	Friday	Thanksgiving Holiday; College Closed
December 4, 2026	Friday	Last Day to Withdraw (Full Term and Term 2)
December 11, 2026	Friday	Term 2 and Full Term End
December 14, 2026	Monday	Checkout
December 15, 2026	Tuesday	Faculty Break; No Classes
December 16, 2026	Wednesday	Faculty Break; No Classes

December 17, 2026	Thursday	Faculty Break; No Classes
December 18, 2026	Friday	Payment Due for Spring Early Registration (10/26 – 12/18)
December 18, 2026	Friday	Last day of SP/SU Early Registration; Faculty Break
December 21, 2026	Tuesday	Employee Leave Day; College Closed to the Public
December 22, 2026	Tuesday	Winter Holiday and Annual Leave; College Closed
December 23, 2026	Wednesday	Winter Holiday and Annual Leave; College Closed
December 24, 2026	Thursday	Winter Holiday and Annual Leave; College Closed
December 25, 2026	Friday	Winter Holiday and Annual Leave; College Closed
December 26, 2026	Saturday	Winter Holiday and Annual Leave; College Closed
December 27, 2026	Sunday	Winter Holiday and Annual Leave; College Closed
December 28, 2026	Monday	Winter Holiday and Annual Leave; College Closed
December 29, 2026	Tuesday	Winter Holiday and Annual Leave; College Closed
December 30, 2026	Wednesday	Winter Holiday and Annual Leave; College Closed
December 31, 2026	Thursday	Winter Holiday and Annual Leave; College Closed

Basic Law Enforcement Training (BLET) Course Schedule

	Course Term
Daytime BLET Program	August 19, 2026– January 2027

Please refer to the college calendar at events.isothermal.edu for the most current version of academic-related postings.

Spring 2027

Spring 2027

Curriculum Course Schedule

	Full Semester Courses (16 weeks)	Term 1 Courses (First 8 weeks)	Term 2 Courses* (Second 8 weeks)
Spring 2026 Early Registration	October 26– December 18, 2026	October 26– December 18, 2026	October 26– December 18, 2026
Final Days of Spring 2027 Registration	January 4-7	January 4-7	January 4-7; February 17 - March 12
Last Day to Drop with 100% Refund	January 8	January 8	March 12
First Day of Classes	January 11	January 11	March 15
Schedule Adjustment	January 11-12	January 11-12	January 11-12; March 15
Census (10% Point of Course) Last Day to Request 75% Refund	January 21	January 14	March 18
Summer/ Fall 2027 Early Registration	February 17- March 12, 2027 (summer only; March 30- April 30, 2027 (Summer and fall))	February 17- March 12, 2027 (summer only; March 30- April 30, 2027 (Summer and fall))	February 17- March 12, 2027 (summer only; March 30- April 30, 2027 (Summer and fall))
Last Day to Withdraw with a “W”	April 30	February 25	April 30
Last Day of Classes	May 7	March 4	May 7

*When seeking to enroll in Term 2, Term 3, or Term 4 courses after the full-term census date, students should communicate with Financial Aid staff for questions about aid eligibility.

Career and College Promise (CCP) course schedules may vary. Students enrolled in CCP courses should check each course syllabus for important schedule information.

Important Dates

<u>Date</u>	<u>Weekday</u>	<u>Event/Activity</u>
January 1, 2027	Friday	New Year's Holiday; College Closed
January 4, 2027	Monday	Bookstore charges for Spring begin – open through 1/29
January 4, 2027	Monday	Spring final registration open through 1/7
January 7, 2027	Thursday	Payment Due for Spring Final Registration (1/4 – 1/7)
January 8, 2027	Friday	Spring Convocation; College Closed
January 11, 2027	Monday	Spring Term Begins (Full Term and Term 1; Day 1 of Schedule Adjustment
January 12, 2027	Tuesday	Day 2 (End) of Schedule Adjustment
January 14, 2027	Thursday	Term 1 Census
January 18, 2027	Monday	Dr. Martin Luther King Jr. Holiday; College Closed
January 21, 2027	Thursday	Full Term Census
January 29, 2027	Friday	Bookstore charges end for Term 1 and Full Term
February 17, 2027	Wednesday	Registration for Spring Term 2 open through 03/12
February 18, 2027	Thursday	Pell Disbursement
February 25, 2027	Thursday	Last Day to Withdraw – Term 1
March 4, 2027	Thursday	Term 1 Ends
March 5, 2027	Friday	Checkout; No Classes
March 8, 2027	Monday	Bookstore charges for Spring Term 2 begin – Open through 3/22
March 8, 2027	Monday	Spring Student Break; No Classes
March 9, 2027	Tuesday	Spring Student Break; No Classes
March 10, 2027	Wednesday	Spring Student Break; No Classes
March 11, 2027	Thursday	Spring Student Break; No Classes
March 12, 2027	Friday	Spring Student Break; No Classes
March 12, 2027	Friday	Spring Registration Term 2 Ends
March 12, 2027	Friday	Payment for Spring Term 2 Due by noon
March 15, 2027	Monday	Term 2 Begins; Term 2 Schedule Adjustment (one day only)
March 18, 2027	Thursday	Term 2 Census

March 22, 2027	Monday	Bookstore charges for Spring Term 2 ends
March 26, 2027	Friday	College Holiday; College Closed
March 29, 2027	Monday	College Holiday; College Closed
April 13, 2027	Tuesday	Sports Day (classes in session)
April 14, 2027	Wednesday	Pell Disbursement
April 16, 2027	Friday	Science Expo (Tentative)
April 30, 2027	Friday	Summer early registration end
April 30, 2027	Friday	Payment due for Summer early registration (02/17 – 04/30)
April 30, 2027	Friday	Last Day to Withdraw (Full Term and Term 2)
May 7, 2027	Friday	Term 2 and Full Term Ends
May 10, 2027	Monday	Full Term and Term 2 Checkout; No Classes

Basic Law Enforcement Training (BLET) Course Schedule

	Course Term
Daytime BLET Program	March 2027 - July 2027

Please refer to the college calendar at events.isothermal.edu for the most current version of academic-related postings.

Summer 2027

Summer 2027

Curriculum Course Schedule

	Full Semester (10 weeks)	Term 1 (8 weeks)	Term 3 (first 4 weeks)	Term 4 (second 4 weeks)
Summer 2026 Early Registration	October 26, 2026 – April 30, 2027	October 26, 2026 – April 30, 2027	October 26, 2026 – April 30, 2027	October 26, 2026 – April 30, 2027
Final Day of Summer 2027 Registration	May 17-21	May 17-21	May 17-21	May 17-21
Last Day to Drop with 100% Refund	May 21	May 21	May 21	June 25
First Day of Classes	May 24	May 24	May 24	June 28
Schedule Adjustment	May 24	May 24	May 24	June 28
Census (10% Point of Course) Last Day to Request 75% Refund	May 28	May 27	May 25	June 29
Fall 2026 Early Registration	March 30, 2027-TBD	March 30, 2027-TBD	March 30, 2027-TBD	March 30, 2027-TBD
Last Day to Withdraw with a “W”	July 21	July 8	June 17	July 21
Last Day of Classes	July 28	July 15	June 24	July 28

*When seeking to enroll in Term 2, Term 3, or Term 4 courses after the full-term census date, students should communicate with Financial Aid staff for questions about aid eligibility.

Career and College Promise (CCP) course schedules may vary. Students enrolled in CCP courses should check each course syllabus for important schedule information.

Important Dates

<u>Date</u>	<u>Weekday</u>	<u>Event/Activity</u>
February 17, 2027	Wednesday	Registration for Summer open through 04/30
May 13, 2027	Thursday	Faculty Break; No Classes; Commencement Rehearsal
May 14, 2027	Friday	Faculty Break; No Classes
May 15, 2027	Saturday	Commencement
May 17, 2027	Monday	Summer final registration open through 05/21
May 17, 2027	Monday	Bookstore charging open through 06/04
May 24, 2027	Thursday	Summer Term Begins (Term 1,3, and Full); Schedule Adjustment (one day only)
May 25, 2027	Tuesday	Term 3 Census
May 27, 2027	Thursday	Term 1 Census
May 28, 2027	Friday	Full Term Census
May 31, 2027	Monday	Memorial Day; College Closed
June 4, 2027	Friday	Bookstore charges close for summer
June 17, 2027	Thursday	Last day to withdraw from Summer Term 3
June 24, 2027	Thursday	Term 3 Ends
June 24, 2027	Thursday	Pell Disbursement
June 25, 2027	Friday	Term 3 Checkout; Full Term and Term 1 Classes in Session
June 28, 2027	Monday	Term 4 Begins
June 29, 2027	Tuesday	Term 4 Census
July 5, 2027	Monday	College Holiday; College Closed
July 8, 2027	Thursday	Last Day to Withdraw (Term 1)
July 15, 2027	Thursday	Summer Term 1 Ends
July 16, 2027	Friday	Term 1 Checkout; No Classes
July 21, 2027	Wednesday	Last Day to Withdraw (Full Term and Term 4)
July 28, 2027	Wednesday	Term 4 and Full Term End
July 29, 2027	Thursday	Full Term and Term 4 Checkout; No Classes

July 30, 2027	Friday	Payment due for Fall early registration (03/30 – 07/30)
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Please refer to the college calendar at events.isothermal.edu for the most current version of academic-related postings.

Administrative Directory

Administrative Offices

Please refer to the [College Directory](#) for current contact information.

OFFICE OF THE PRESIDENT	
President	Dr. Margaret Annunziata
Vice President of Academic and Student Affairs	Dr. Greg Thomas
Vice President of Strategy and Operations	Dr. Madeline Smith
Vice President of Economic and Workforce Development	Dr. Scott Queen
Chief Development Officer	Dr. Thad Harrill
Chief Information Officer	Robby Walters
Senior Director of Institutional Effectiveness and Strategic Analytics and SACSCOC Liaison	Leeann Cline-Burris
Senior Director of Marketing and Community Relations	Mike Gavin
Executive Assistant to the President and Director of Special Events	Dee Dee Barnard
ACADEMIC DIVISIONS	
Dean of Applied Technologies	Dr. Kem Harvey
Dean of Arts and Sciences	Dr. Ashley Day
Dean of Health and Public Services	Donna Hood
STUDENT AFFAIRS	
Associate Vice President for Student Affairs	Sandra Lackner
Dean of Teaching and Learning Support	Dr. Kelly Lovelace
Enrollment Management/Admissions	Travis McDowell
Financial Aid	Reagan Bowman
Records	Rachel Mercantini
Student Activities	Laura Horbal
PATHWAY NAVIGATION	
Dean of Student Pathway Navigation	Alfreda Lindsay
Navigation for Arts and Sciences	Georgette Scruggs
Navigation for Applied Technologies	Brandon Burnett
Navigation for Health and Public Services	Melissa Tenpenny

OFFICE OF THE PRESIDENT	
Navigation for Career and College Promise	Karen Harris
Navigation for Special Credit and Health and Public Services	Tina Porter
WORKFORCE AND COMMUNITY EDUCATION	
College and Career Readiness	Amy Galla
Customized Training	Mark Franklin
Polk Campus	Karen Marshall
Small Business Center	Sarah Crank
ADMINISTRATIVE AND SUPPORT SERVICES	
Business Office	Leslie Blankenship
Campus Resource Officers	Cpl. Brian Martin Cpl. Clint Tuttle
Human Resources	Evalena Jimerson
Performing Arts Center	Laura Thomas
Library	Charles Wiggins
WNCW	Dave Kester

Administrators, Faculty, and Full-Time Staff

Administrators, Faculty, and Full-Time Staff	
Abrams, Tyler A.A.S., Isothermal Community College; B.S., Northeastern University	Staff Accountant
Elizabeth Adams A.A.S., Western Piedmont Community College; B.S., Western Carolina University; M.S., East Carolina University	Instructor, Criminal Justice
Danielle Aley A.A., Isothermal Community College; B.S., Fayetteville State University	Director of Bookstore Operations
Charity Allen B.S., Western Carolina University	Manager of Employee Services
Jacob Allen A.A.S., Isothermal Community College	IT Project Coordinator
Jared Allen A.A.S., Isothermal Community College; B.S., Western Carolina University	Mechatronics/ Machining Instructor
Lisa Alley A.A.S., Isothermal Community College; B.S.N., Gardner-Webb University; M.S.N., Gardner-Webb University	Nursing Instructor
Katie Anders A.S., Isothermal Community College; B.S., University of North Carolina-Charlotte; M.S., University of North Carolina-Charlotte	Information Technology/ Cybersecurity Instructor
Martin Anderson B.A., University of Delaware	WNCW Music Director
Margaret Annunziata B.A., Bellarmine University; M.S., Auburn University; Ed.S., Wingate University; Ed.D., Wingate University	College President
Jessica Arrowood A.A.S., Isothermal Community College	Student Records Specialist
Faith Bailey B.A., University of North Carolina at Charlotte; M.A., Appalachian State University	NC Career Coach
Melanie Bailey Dip., Western Piedmont Community College; A.A.S., Catawba Valley Community College; B.A., University of North Carolina-Pembroke	Dental Assisting Instructor

Dee Dee Barnard A.A., Isothermal Community College; B.S., Gardner-Webb University	Executive Assistant to the President and Director of Special Events
Karen Barnett A.A.S., Asheville-Buncombe Technical Community College	Data Entry Specialist
Alan Beam B.S., Gardner-Webb University	Webmaster
Timothy Beam A.A.S., Isothermal Community College; B.S., Western Carolina University	Facilities Manager
Marnie Beaver A.A., Isothermal Community College	Workforce Continuing Education Program Support Specialist
Maria Bivins B.A., North Carolina State University; M.A., University of North Carolina-Charlotte	Spanish Instructor
Sonja Blanchette B.S.N., Brenau University	Nursing Instructor
Jonathan Bland B.S., B.A, Appalachian State University; M.B.A., Gardner-Webb University	Business Administration/ Economics Instructor
Leslie Blankenship A.A.S., Isothermal Community College; B.S., Gardner-Webb; M.A., Western Carolina University	Business Office Manager
Reagan Bowman A.A.S., Isothermal Community College	Director of Financial Aid
Sandy Brackett A.A.S., Isothermal Community College	Workforce Continuing Education Program Support Specialist
Sheena Brackett A.A.S., Isothermal Community College	Administrative Assistant II Nursing Program
Andrew Bradshaw B.A., Gardner-Webb University; M.A., Gardner-Webb University	College Liaison for High School Programs

Amy Bridges B. S., Gardner-Webb University; M. A., East Carolina University; M. S., University of Nebraska-Kearney	Biology Instructor
Leslie Brown A.A.S., Isothermal Community College; B.S., Gardner-Webb University	Recruiter
Clarke Burleson A.A.S., Isothermal Community College; B.S., Western Governors University	Coordinator of Technology-Enhanced Learning
Brandon Burnett A.A.S., Isothermal Community College; B.S., Western Carolina University	College Navigator
Jeremy Burris A.A., Tri-County Community College; B.S., Western Carolina University; M.A., East Carolina University	English and Humanities Instructor/Faculty Chair for Arts and Sciences
Meredith Byers B. S., Western Carolina University; M. A., East Carolina University	Health and Physical Education Instructor
Barbara Callahan A.A.S., Isothermal Community College; B.S., Gardner-Webb University	Administrative Assistant for Career and College Readiness
Katie Canipe B.A., University of North Carolina-Charlotte; M.B.A., University of North Carolina at Pembroke	Associate Registrar
Vanessa Cannon A. A.S., Cleveland Community College; B. S., University of Phoenix; M. A., North Carolina A&T State University	Instructional Designer
Hunter Cheyenne Carpenter A.A.S., Isothermal Community College	Career and College Promise Navigator
Mark Carpenter B.S., Gardner-Webb College	Systems Administrator
Richard Childress B.S., B.A., M.B.A.; Appalachian State University; M.E., Western Carolina University; Ed.S., Appalachian State University	Lead Instructor Accounting
Saundra Clay B.A., M.Ed., Meredith College	Education Instructor

Leeann Cline-Burris B.S., B.A., Western Carolina University; M.B.A., Western Carolina University	Senior Director of Institutional Effectiveness and Strategic Analytics
Michael Clough B.S., Ashland University	Director of Strategic Initiatives
Jose Collado	Maintenance Technician
Tiffany Cooper A.A.S., Western Piedmont Community College; B.S., Gardner-Webb University; M.A., Appalachian State University; Certified Professional Coder	Lead Instructor Medical Office
Marc Cosby	Maintenance Technician
Brenda Craig B.A., University of South Carolina Columbia	WNCW Marketing Manager and Business Support Specialist
Sarah Crank A.A., Isothermal Community College; B.S., Gardner-Webb University	Small Business Center Director
Michael Crater B.S., Western Carolina University; B.S.N., University of North Carolina Greensboro	Director of Emergency Medical Science Bridge Program
Amy Curtis A.A.S., Isothermal Community College	Payroll Technician
Betsy Cuthbertson A.A.S., Isothermal Community College; B.S.N., University of North Carolina-Charlotte; M.S.N., Western Carolina University	Director of Nursing and Health Sciences
Jennifer Dale A.A.S., Isothermal Community College; B.S., University of North Carolina at Pembroke	Continuing Education Payroll, Cashier, and Program Support for Spindale and Polk
Christopher Davis	Maintenance Technician
Ashley Day B.S., University of North Carolina-Chapel Hill; M.S., University of North Carolina-Charlotte; Ed.D., Gardner-Webb University	Dean of Arts and Sciences

Roland Dierauf B.S., James Madison University; M.F.A., Virginia Commonwealth University	WNCW Producer/ Afternoon Host
Nicole Dragan B.S., M.S., Western Carolina University	Chemistry Instructor
Katie Edwards A.A.S., Isothermal Community College; B.S.N., Western Governors University; M.S.N., Western Governors University	Health Sciences Student Success Coordinator
Joel Ekstrom B.A., King College; M.A., East Tennessee State University	Institutional Research and Reporting Coordinator
Mark Ellis B.S., Western Carolina University; M.A., Appalachian State University	Lead Instructor Social Sciences
Rachel Evans M.A., Ashford University; B.A., Gardner-Webb University	Student Support Counselor and Accessibility Coordinator
Tammy Fowler A.A.S., Isothermal Community College	Administrative Assistant II Applied Technologies
Chris Francis A.A., Isothermal Community College; B.S., Appalachian State University	Criminal Justice Instructor/BLET Qualified Assistant
Mark Franklin A.A.S., Isothermal Community College; B.S., Gardner-Webb University; M.A., Liberty University	Director of Customized Training and Development
Zachary Freeman A.A.S., Isothermal Community College; B.S., Limestone College	Lead Instructor Advertising and Graphic Design
Amy Galla B.A., M.A., University of Central Florida	Director of College and Career Readiness
Mike Gavin B.A., Emory University	Senior Director of Marketing and Community Relations

Joseph Greene Diploma, Isothermal Community College	WNCW Programming Utility/ Media Sponsorship Specialist
Lori Greene B.S., Bowling Green State University	College and Career Readiness Curriculum and Programs Coordinator
Myron Greene	Class A CDL Truck Driving Coordinator
Timothy Greene B.S. University of North Carolina at Charlotte, M.S., East Carolina University	Information Technology Instructor
Peyton Greenlee A.A., Isothermal Community College	Work-Based Learning and Career Center Coordinator
Wilson Griffin A.A.S., Isothermal Community College	Cloud System Administrator
David Guffey A.A.S., Isothermal Community College; B.S., Full Sail University	Print Shop Manager
Kaylee Hampton A.A.S., Isothermal Community College	Financial Aid Counselor/VA Coordinator
Rebecca Haney A.A., Cleveland Community College; B.S., Gardner-Webb University; M.B.A., Gardner-Webb University; Management Information Systems and Health Care Management Postgraduate Certificate, Gardner-Webb University	Business Administration Instructor
Thad Harrill B.S., M.B.A., Gardner-Webb University; Ed.D., Western Carolina University	Chief Development Officer
Karen Harris A.A.S, Isothermal Community College; B.S., Gardner-Webb University; M.A., Western Carolina University	Career and College Promise Lead Navigator
Katie Harris A.S., Isothermal Community College; B.S., University of North Carolina-Charlotte; M.S., University of North Carolina-Charlotte	Information Technology/ Cybersecurity Instructor

Ruby Harris A.A.S, Isothermal Community College; B.S., Grand Canyon University	Cosmetology Instructor
Kem Harvey B.S., University of South Carolina Upstate; M.Ed., Converse College; Ph.D., Old Dominion University	Dean of Applied Technologies
St. Clair Haynes Certificate, Central Piedmont Community College	Maintenance Technician
Jennifer Henson A.A.S., Isothermal Community College	Administrative Assistant II Arts and Sciences
Kimberly Henson B.A., North Carolina State University	WNCW Membership Services Coordinator
Lisa Higgins B.S., The Pennsylvania State University; M.A., North Carolina State University	Lead Instructor Agriculture Technology
Bobbi Hodge B.S., M.S., University of North Carolina – Charlotte	Drafting Instructor/ Faculty Chair for Applied Sciences and Engineering Technology
Blakely Hollifield A.A. Isothermal Community College; B.S.B.A Western Carolina University	Marketing and Communications Coordinator
Chris Hollifield A.S., Isothermal Community College; B.S., North Carolina State University	Director of Facilities and Capital Projects
Matthew Hollifield A.A.S., Isothermal Community College; B.S., Western Carolina University	Construction Trades Training Instructor
Donna Hood B.S., M.B.A., Gardner-Webb University	Dean of Health and Public Services
Noelle Hoyle B.S., Le Moyne College; M.S., Eastern Kentucky University	Biology Instructor
Matthew Humphries B.A., Western Carolina University; M.A., University of North Carolina-Greensboro	Lead Instructor English and Communications
Teresa Ingle Certificate, Western Piedmont Community College	Dental Program Clinical Coordinator

Caitlin Ireland B.S., Davidson College; M.S., Texas A & M University	Math Instructor
Stacey Jenkins A.A.S., Asheville-Buncombe Technical Community College, B.S., East Tennessee State University	Director Dental Programs
Evalena Jimerson B.S., University of North Carolina at Greensboro; M.S., Gardner-Webb University	Director of Talent Management
Kevin Johnson A.A.S., Spartanburg Community College	Purchasing Assistant
Melissa Johnson B.A., University of North Carolina-Asheville; M.B.A., Gardner-Webb University	Lead Instructor Business Administration
Johnathan Jones B.A., Tarleton State University; M.A., Pennsylvania State University	Lead Instructor, Humanities and Fine Arts/Music Instructor
Megan Jones A.A.S., Isothermal Community College; B.S., Grand Canyon University	Director of Cosmetology
Shannon Jones A.A.S., Isothermal Community College; B.S.N., Gardner Webb University; M.S.N., Nursing Gardner-Webb University; D.N.P., Gardner-Webb University	Nursing Instructor
Spencer Jones B.A., Brevard College	WNCW Corporate Underwriting Representative
Tangie Jones A.A.S., Isothermal Community College	Data Entry Specialist
Tanya Jones A.A.S., McDowell Technical Community College	Human Resources Specialist/Campus Safety Coordinator
Megan Junge A.A.S., Isothermal Community College	Graphic Design/Print Production Associate
Joseph Kendrick B.A., University of North Carolina at Chapel Hill	WNCW Assistant Director of Radio Operations and Program Director
David Kester A.A., The Art Institute of Atlanta	WNCW Director of Radio Operations

Charles Ketterman A.A.S., Hocking College	Campus Assistant
Sarah Kilgo A.A.S., Isothermal Community College; B.S., Gardner-Webb University; M.A., Ed.S., Appalachian State University; Website Developer, Post-graduate certificate, East Carolina University	Information Technology Instructor/Faculty Chair Business Sciences
Sandra Lackner A.S., Niagara County Community College; B.A., University at Buffalo, The State University of New York; Ed.M., University at Buffalo, The State University of New York	Associate Vice President for Student Affairs
Terry Lane A.A.S., Cleveland Community College; B.A., Lenoir-Rhyne College	Server Administrator
Dawn Laughter A.S., Coastal Carolina Community College; B.A., University of North Carolina-Greensboro; M.A., Appalachian State University	Math Instructor
Cheryl Lawter A.A.S., Isothermal Community College	Student Services Generalist
Todd Lawter	Polk Campus Custodian/Maintenance Technician
Todd Ledford A.A.S., Isothermal Community College; B.A., Limestone College	Tutoring Center Coordinator
Alfreda Lindsay B.S., Gardner-Webb University; M.S., Winston-Salem State University	Dean of Student Pathway Navigation
Michael Lipkin B.S., University of Tennessee at Knoxville; M.S., University of Tennessee at Knoxville	Physics Instructor
Kelly Lovelace B.S., Kansas State University; M.A., Gardner-Webb University; Ph.D., Capella University	Dean of Teaching and Learning Support
Tami Lovelace A.D.N., Gardner-Webb University; B.S.N, Winston-Salem State University; M.S.N, Gardner-Webb University; D.N.P., Frontier Nursing University	Nursing Instructor

Michael Lyda A.A.S., Isothermal Community College; B.S.E.T., Western Carolina University; M.C.M., Western Carolina University; Ed.S., Appalachian State University; OSHA 1910 and 1926 Authorized, NC State; MESH, NC State; NCCER; Core, Carpentry, and Electrical Instructor; CSM and LEED GA, Everblue; Forklift Instructor	Lead Instructor Building Construction Technology
Heather Maples A.A.S., Tri-County Community College	Purchaser/ Equipment Coordinator
Karen Marshall B.S., Appalachian State University	Director of Polk Campus
Cindy McAbee	Program Manager, Custodial Services
Alice McCluney B.S., University of North Carolina-Greensboro; M.A., Gardner-Webb University; Ed.D., Western Carolina University	Early Childhood Education Instructor
Marilyn McCurry A.A.S., Isothermal Community College	Accounts Payable Technician
Travis McDowell B.A., Wofford College; M.A., Liberty University	Director of Strategic Enrollment Management
Brenda McFarland A.A.S., Isothermal Community College	Administrative Assistant II Health and Public Services
Keyara McKinney B.S., North Carolina Central University; M.S., Saint Joseph's University	NC Career Coach
Regina McKinney A.A.S., Isothermal Community College	Administrative Assistant II Vice President Support
Rachel Mercantini A.A.S., Isothermal Community College	Registrar
Katlin Mitchell A.A.S., Isothermal Community College; B.S., East Carolina University; M.S., East Carolina University	Lead Instructor Information Technology
Zelda Murray A.A.S., Isothermal Community College	Cashier

Hunter Nelson Certifications: SMAW (Shielded Metal Arc Welding), GTAW (Gas Tungsten Arc Welding); OSHA 10- and 30-Hour	Welding Instructor
Julia Nelson B.S., Liberty University; M.A., Liberty University	Psychology Instructor
Meghan Nevil A.A.S., Isothermal Community College; B.A. Fayetteville State University	Institutional Data and Analytics Coordinator
Bryson Owen	Groundskeeper
Hannah Oxendine B.S., University of North Carolina at Charlotte; M.Ed., North Carolina State University	Financial Aid Counselor/Powers Promise Scholarship Coordinator
Brett Parker B.A., University of South Carolina-Spartanburg, M.A., Middle Tennessee State, Ph.D., University of Alabama	History Instructor
Adam Petit B.S., Minnesota State University-Mankato; M.S., Minnesota State University-Mankato	Math Instructor/ Faculty Chair for Arts and Sciences
Keith Poole B.S., Western Carolina University; M.Ed., Duquesne University; Ed.D., Clemson University	Public Speaking Instructor
Tina Porter A.A., Isothermal Community College; B.S., Gardner-Webb University	Lead College Navigator
Bonnie Powell A.A.S., Isothermal Community College; A.A.S., Isothermal Community College	Learning Lab Teaching Assistant
Austin Price A.A.S., Isothermal Community College	Welding Instructor
Savannah Parton B.A., Gardner-Webb University; M.S., Gardner-Webb University	Adult Student Success Coach
Dr. Scott Queen Ed.D, Wingate University; M.S., University of North Carolina at Greensboro; B.S., University of North Carolina at Greensboro; A.A.S., Alamance Community College	Vice President of Economic and Workforce Development

Beverly Raines A.A.S., Cleveland Community College	Administrative Assistant I Plant Operations and Maintenance
Jeffery Ramsey NC Law Enforcement Certification; NC Justice Academy Criminal Investigator Certificate; NC Justice Academy Tactical Training Certificate, NC Law Enforcement General Instructor	Director of Basic Law Enforcement Training/Law Enforcement Training Coordinator
Lee Roach A.A.S., Isothermal Community College; B.S., M.S., Western Carolina University; Ed.S., Northwestern State University; OSHA 1910 and 1926 Authorized, NC State; Certified FANUC Robotics Instructor; Forklift Instructor; NCCER Instructor; HAAS Turning and Milling Certification	Lead Instructor, Mechanical Engineering Technology/Industrial Systems/ Mechatronics
Naomi Roberts B.A., University of North Carolina at Asheville; M.S., Western Carolina University	Lead Instructor, Mathematics and Engineering
Sean Rubin A.A.S., Full Sail Center for the Recording Arts	WNCW Audio Engineer
Hunter Ruppe A.S. Isothermal Community College; B.S. Full Sail University	Tier 1 IT Helpdesk Support Specialist
Joshua Schulte B.S., Denison University; M.A., Austin Peay State University; M.S., Austin Peay State University	Biology Instructor
Georgette Scruggs A.A.S., Cleveland Community College; B.S., Gardner-Webb University	College Navigator
Chameeka Smith B.S., North Carolina A&T State University; M.S., North Carolina A&T State University; M.A., North Carolina A&T State University; Ed. S. North Carolina A&T State University; Ed. D. University of North Carolina Greensboro	Director of NC Boost Program
Loreen Smith B.A., Stony Brook University; B.A. and M.Ed., Georgia State University	English and Humanities Instructor
Madeline Smith B.A., Ohio State University; M.Ed., Ohio University; Ph.D., William & Mary	Vice President of Strategy and Operations

Kimberly Snyder B.S., Gardner-Webb University; M.A., Appalachian State University; LCMHC	Human Services Technology Instructor
Karen Spratt A.A., Isothermal Community College; B.S., Western Carolina University; M.A., Appalachian State University	Lead Instructor, Development Education, and ACA/ Math Instructor
Laura Spurling A.A. Catawba Valley Community College; B.S. Appalachian State University	Dental Hygiene Program Instructor
Marshall Sybert A.A., Isothermal Community College; B.A., University of North Carolina Charlotte; M.A., Webster University	College and Career Readiness Transitions Coordinator
Starr Tate B.S., Gardner-Webb University; M.S.N., Gardner-Webb University	Nursing Instructor
Karen Taylor A.A., Isothermal Community College; B.A., Gardner-Webb University; M.A., Gardner-Webb University	English Instructor
Phillip Taylor A.A.S., Isothermal Community College	Courier/ Groundskeeper
Melissa Tenpenny A.S., Isothermal Community College	College Navigator
Greg Thomas B.S., Methodist University; Master of Liberal Studies, Fort Hays State University; Ed.D., Fayetteville State University	Vice President for Academic and Student Affairs
Laura Thomas A.A., Isothermal Community College	Performing Arts and Conference Center Operations Manager
Joy Thomson A.A.S., Isothermal Community College; NCCER Craft Instructor	Welding Instructor
LaRae Varela A.A.S., Isothermal Community College; B.S., Gardner-Webb University	Lifelong Learning Coordinator
Cathy Walker A.A.S., Isothermal Community College; B.S., Gardner-Webb University	WNCW Business and Traffic Specialist
David Walker A.A.S., Isothermal Community College	Print Shop Assistant

Lewis Walker A.A.S., Cape Fear Community College	Heating and Air Conditioning Technician
Robby Walters B.A., University of North Carolina-Charlotte	Chief Information Officer
Jeff Waters A.A.S., Isothermal Community College; Haas CNC Turning Center Certification, Haas Vertical Machining Center Certification, Gibbs Cam Certification, NCCER Craft Instructor	Lead Instructor Computer Integrated Machining
Bret Watson B.S., Appalachian State University; M.A., Gardner-Webb University	Lead Instructor Natural Sciences/ Biology Instructor
Cathy Webb A.A.S., Isothermal Community College	Library Specialist
Erin Whelchel B.A., University of North Carolina-Charlotte; M.A., Clemson University	English Instructor
Kristen Wick A.A.S. Asheville-Buncombe Technical Community College, A.A.S Asheville-Buncombe Technical Community College	Program Support Specialist Continuing Education/Applied Technologies
Charles P. Wiggins B.F.A., University of North Carolina-Asheville; M.F.A., East Carolina University; M.L.I.S., University of North Carolina-Greensboro	Director of Library Services
Brooke Workman B. S., Gardner-Webb University; M.B.A., Gardner-Webb University	Career and College Promise Navigator
Carolyn Young B.A., Muskingum University	Lead Instructor Audio and Video Production Technology

Maps and Facilities

Maps

Isothermal Community College provides a variety of locations to best serve our community. For current locations, please review the [Isothermal Community College Locations webpage](#).

Facilities

Facilities

Administration Building

The Academic Development office, faculty, and classrooms are located in the Administration building, as are the Arts and Sciences office, faculty, labs, and classrooms; the Business Office; Human Resources; the Presidential Office Suite; the Marketing and Communications Office, the Public Information Office; the Tutoring Center; and the Writing Center.

Agribusiness Center

Located in the Agribusiness Center are a barn, greenhouse, and covered riding arena to support the Agribusiness and Social and Human Services programs, as well as community events.

Business Sciences Building

Located in the Business Sciences building are the Business Sciences office, faculty, and classrooms, Blue Room, XRAIL, Accounting and Finance, Agribusiness, Business Administration, Equine Business, Information Technology, Medical Office Administration, Accounting Lab, Computer Lab, the Teaching and Learning Center (TLC), and the temporary Library Services location.

Communications Building

Located in the Communications building are Advertising and Graphic Design, Audio and Video Production Technology, Electrical Systems Technology, Campus Print Shop, WLOS, and WNCW.

Engineering Technology and Workforce Development Center Building (Walter Dalton Building)

Located in the Engineering Technology and Workforce Development Center building are the Applied Sciences office, classrooms, Computer Engineering Technology, Computer-Aided Drafting Technology, Electronics Engineering Technology, the Institutional Effectiveness and Strategic Analytics Office, the office of the Vice President of Economic and Workforce Development, and the office of the Vice President of Academic and Student Affairs.

The Foundation- A Center for Learning and the Arts

The ground floor includes offices, College and Career Readiness classrooms, Customized Training and Development, Continuing Education, Defensive Driving, Professional Truck Driving, Small Business Center, Workforce Development offices, and visitor information.

Located on the second and third floors of The Foundation Building, the Performing Arts and Conference Center hosts an array of events, from concerts to wedding receptions. Cultural events include a variety of performance disciplines, including dance, theatre, popular and classical music, family-friendly variety shows, plays produced specifically for young audiences, and lectures and seminars. Programming is presented by the College and by community and region-based promoters.

A listing of public events can be viewed on the facility website at www.FoundationShows.org. Special student ticket pricing is available for select events. The facility box office can be called at 828-286-9990 and is located at the second-floor entrance of the North parking lot. The conference space is used for various events, including proms, weddings, seminars, trade shows, reunions, smaller meetings, and retreats. Call the director of the Performing Arts and Conference Center at 828-395-1454 for facility rental information.

Health and Public Services Building

Health and Public Services faculty and staff offices, classrooms, Basic Law Enforcement Training (BLET), Criminal Justice, Early Childhood Education, Emergency Services, and Human Services Technology are located in the Health and Public Services building.

Information Technology Building

The IT Department, the Coordinator of Technology Enhanced Learning, and the Webmaster are located in the information technology building.

Library

Note: The college library has been temporarily relocated to room 17 of the Business Sciences Building.

The college library is located near the center of the Rutherford Campus and overlooks the lake. It provides many materials and services you may need to support your courses, as well as a quiet place to study or relax. Public computers in the lobby give access to Microsoft Office and the internet. Printing and copying services are available for a nominal fee.

Library Hours are Monday–Thursday from 7:30am - 5:30pm and Friday from 7:30am - 12:00pm. The library's webpage provides all special operating hours.

The Telephone Reference and Circulation Desk can be reached at 828-395-1307.

Lifelong Learning Center

The Arts and Sciences faculty and classrooms, and the REaCH office and faculty, are located in the Lifelong Learning Center.

Machining Building

Computer-Integrated Machining is located in the machining building.

Maintenance Building

The college vehicle reserve, shipping, and receiving are located in the Maintenance building.

Polk Campus

Polk Campus offers various non-credit courses (Continuing Education) ranging from self-enrichment courses to those that provide or improve occupational skills (i.e., volunteer firefighters, rescue personnel, massage therapy, allied health, and equine). Adult basic education, adult high school diploma, and adult equivalency programs are also available. English as a second language (ESL) classes are offered for persons whose first/primary language is not English.

Polk Campus is a vital part of the Polk County community, serving as a voting precinct, civic, governmental, and business meeting location, and event host site. Student art is perpetually displayed in the lobby while lectures of interest and concerts are routinely offered. The campus is open during regular business hours, Monday – Thursday, from 7:30am – 5:30pm and Friday 8am - 12pm. Evening and weekend operating hours are dependent on class and event schedules.

Small Business Center

Those considering a new business venture, expanding their current business, or needing help in developing a business plan may access Isothermal Community College's Small Business Center. Generally designed for

companies with fewer than 100 employees, the Small Business Center provides additional training, one-on-one confidential counseling, access to a statewide network of business experts, and the professional contacts and information that small businesses need. All services through the Small Business Center are free. Our resource center also provides the latest literature.

Student Center

The Student Center is the hub of student activity. It features a media center featuring important campus information and news. We also offer open gym time, intramurals, and access to a vending machine. Just outside the Student Center is a tennis court, pickleball courts, and a basketball court that may be used at any time outside scheduled classes. Enjoy walking the beautiful route around the lake, relaxing at the benches and picnic tables along the path, or playing the 9-hole disc golf course. Discs are available in the Student Activities Office.

Student Center hours in the fall and spring semesters are Monday – Thursday from 7:30am – 5:30pm and Friday from 8:00am - 12:00pm.

Located in the Student Center are Student Affairs, Admissions Office, The Patriot Hub, Placement and High School Equivalency Testing; Campus Bookstore, Campus Resource Office, Arts and Sciences faculty and classrooms; Cosmetology, Esthetics, Employee Fitness Center; Financial Aid Office, Gym, Pool, Physical Education, Student Activities, visitor information, Records Office, Associate Vice President for Student Affairs, Student Government Association, Workforce Innovation and Opportunity Act (WIOA), Veterans Affairs, Help Desk, Pearson Vue Test Center, REaCH classroom and lunchroom, Office of Accessibility, career and academic counseling, success coaching, College and Career Promise (CCP), and Workforce Career Coach office.

Telephones

Courtesy phones are conveniently located in the following areas: Administration: First floor; Business Sciences: Hallway; Applied Science: Lobby; and Information Technology: Hallway. A pay phone is located on the first-floor hallway of the Foundation building.

Website

The College website is located at www.isothermal.edu. The website is the online information resource for admissions procedures, calendars, College Catalog, Student Handbook, financial aid, forms, schedules, scholarships, student accounts, college supports, student activities, and much more.

Welding Technology Building

The Welding Technology building has classrooms, a computer lab, a metrology/inspection room, offices, an indoor shop, an outdoor shop, and tool storage.

White House

The Building Construction Technology program of study utilizes the White House.

SACSCOC-Approved Locations

SACSCOC-Approved Locations

Campus Locations

<u>Location</u>	<u>Address</u>	<u>Description</u>
Rutherford Campus (Main)	Isothermal Community College P.O. Box 804 286 ICC Loop Road Spindale, NC 28160	The Rutherford Campus is on 181 acres in Spindale and sits on an 11-acre lake. The campus provides our students with opportunities to transfer to four-year colleges, prepares them for jobs through workforce training, working with industry on customized training, and provides opportunities in adult education, continuing education, and technical education. It is the location for the REaCH Early College, the Performing Arts and Conference Center, and the public radio station WNCW.
Polk Campus	Polk Campus 1255 West Mills Street Columbus, NC 28722	The Polk Campus provides continuing education opportunities to our students in Allied Health, including Nurse Aide; College and Career Readiness; Customized Training; Massage Therapy; Occupational Extension programs for emergency services personnel; and Small Business Center services, including seminars and individual consultations.

Isothermal Online

Curriculum programs and courses are located on the [Distance Learning webpage](#). Fit for-credit courses and degrees into your schedule. ICC offers a variety of degrees, diplomas, and certificates entirely online. Students can also blend online courses with in-person courses for greater flexibility. Online students can access the [Help Desk](#) for technology assistance. Students can also find information about the Student Bridge, a self-paced introduction to using email and online classes in Moodle.

Continuing Education courses are located on the [Workforce Continuing Education webpage](#). Students can attend non-credit classes in the comfort and convenience of their home or office. There are 250+ classes that start every month.

High School Locations are Listed in Alphabetical Order

<u>Location</u>	<u>Address</u>	<u>Description</u>
Chase High School	Chase High School 1603 Chase High Road Forest City, NC 28043	In collaboration with Rutherford County Schools, Isothermal Community College offers college courses for high school students interested in technical career pathways and in earning college credit designed for transfer to a four-year institution. The College offers diplomas and certificates in Criminal Justice and Mechanical Drafting Technologies at Chase High School.

East Rutherford High School	East Rutherford High School 331 East High Road Bostic, NC 28018	In collaboration with Rutherford County Schools, Isothermal Community College offers college courses for high school students interested in technical career pathways and in earning college credit designed for transfer to a four-year institution. The College offers diplomas and certificates in Criminal Justice and Mechanical Drafting Technologies, as well as a certificate in Manicuring/Nail Technology at East Rutherford High School.
Lake Lure Classical Academy	Lake Lure Classical Academy 1058 Island Creek Road Lake Lure, NC 28746	In collaboration with this charter school, Isothermal Community College offers college courses for Lake Lure Classical Academy high school students interested in earning college credit designed for transfer to a four-year institution. The College offers the Associate in Arts (A.A.) at this location for Lake Lure Classical Academy students only.
Polk County Early College High School	Polk County Early College High School 1485 NC-108 Columbus, NC 28722	In collaboration with Polk County Schools, Isothermal Community College offers college courses for high school students interested in earning college credit, designed for transfer to a four-year institution. The College offers an Associate in Arts and an Associate in Science at the Polk County Early College High School.
Polk County High School	Polk County High School 1681 East NC-108 Columbus, NC 28722	In collaboration with Polk County Schools, Isothermal Community College offers college courses for high school students interested in earning college credit, designed for transfer to a four-year institution. The College offers an Associate in Arts, an Associate in Science, as well as a diploma and a certificate in Criminal Justice at Polk County High School.
RS Central High School	RS Central High School 641 US 221 Rutherfordton, NC 28139	In collaboration with Rutherford County Schools, Isothermal Community College offers college courses for students interested in technical career pathways and students interested in earning college credit designed for transfer to a four-year institution. The College offers diplomas and certificates in Criminal Justice and Mechanical Drafting Technologies at RS Central High School.
Thomas Jefferson Classical Academy	Thomas Jefferson Classical Academy 2527 Highway 221A Mooresboro, NC 28114	In collaboration with this charter school, Isothermal Community College offers college courses for Thomas Jefferson Classical Academy high school students interested in earning college credit that is transferable to a four-year institution. The College offers the Associate in Arts (A.A.) and a certificate in Agribusiness Technology, Equine Science at this location for Thomas Jefferson Classical Academy students only.

Student Support Services

All Isothermal locations have access to library resources and other academic support services, wireless internet access, and services such as admissions, advising, career counseling, accessibility support, financial aid, and more.

In addition to these services, the Main Campus offers a bookstore, open computer labs, a testing center, a performing arts center, a gymnasium and pool, and student activities offices.

Orientation and College Success Courses

Orientation and College Success Courses

Orientation

As part of our efforts to provide the best opportunity for our students to start with a strong foundation, Isothermal requires students to complete an online orientation through [Moodle](#) or attend an in-person session. Orientation familiarizes students with campus procedures and resources and offers information and assistance to help them succeed in college.

Some students may be exempt from orientation, for example, those currently classified as a Career and College Promise (CCP), Early College, Career and Technical Teacher Education Program (Lateral Entry), Basic Law Enforcement Training (BLET), or Special Credit students. Students may also be exempt from participating in orientation if they graduated from an Isothermal program within the past five years before enrolling in a new program. The latter exemption does not include prior enrollment in CCP courses.

ACA College Success Courses

At Isothermal, we believe in setting our students up for success. That is why we offer a student success course, ACA 122: Transfer and Career Success. This ACA course provides an extensive orientation not only to the College but also to the first-year college experience with a focus on problem-solving, goal-setting, educational planning, and career and college exploration. It is more than just a course-it is a stepping stone to creating good habits for the future. We strongly recommend that degree-seeking students enroll in an ACA course during their first semester.

Types of Educational Programs

Types of Educational Programs

Isothermal Community College is dedicated to providing a diverse range of educational opportunities to help students achieve their academic and career goals. Whether looking to earn an adult high school diploma, pursue a certificate or diploma, obtain an associate degree, or engage in customized training and development, we offer programs tailored to meet our community's needs. We also understand that learning is a lifelong journey, which is why we also offer continuing education opportunities to support professional growth and personal enrichment.

Information about the types of educational programs offered at Isothermal Community College can be found in [Academic Programs Policy 04.01.02](#).

Curriculum

Curriculum

Curriculum programs typically refer to organized sequences of courses that lead to a certificate, diploma, or associate degree. All curriculum programs are designed to provide education, training, or retraining for the workforce.

Career and College Promise for High School Students

Career and College Promise for High School Students

Career and College Promise (CCP) provides structured opportunities for qualified high school students to dually enroll in community college courses, tuition-free. These courses offer pathways to a certificate, diploma, degree, or state- or industry-recognized credential while also helping students develop essential entry-level job skills.

Eligible students can enroll in CCP pathways once they meet the admissions requirements for their desired pathway and have received approval from their high school principal or designee.

CCP offers three pathways designed to enhance students' post-high school success:

- College Transfer (CTP) – Students can earn tuition-free course credits toward an Associate in Arts, Associate in Science, Associate in Engineering, or Associate in Nursing degree, which will transfer seamlessly to any public or participating independent college or university in North Carolina.
- Career and Technical Education (CTE) – Students can earn tuition-free credits toward a job credential, certificate, diploma, or degree in a technical career.
- Cooperative Innovative High Schools (CIHS) – Students can begin earning tuition-free college credits by attending an approved Cooperative Innovative High School. Program acceptance is required.

Polk County Early College (PCEC)

PCEC is an innovative high school in partnership with Isothermal Community College, serving students from Polk County. Students enroll at PCEC at the beginning of their ninth-grade year and continue through their twelfth-grade year. While enrolled at PCEC, students take a combination of high school and college courses with the opportunity to complete a certificate, diploma, or associate degree program, or earn up to two years of college credit while completing a high school diploma.

Rutherford Early College High School (REaCH)

REaCH is an innovative high school located on the campus of Isothermal Community College. Students enroll at REaCH at the beginning of their ninth-grade year and continue through their twelfth-grade year. While enrolled at REaCH, students take a combination of high school and college courses with the opportunity to complete a certificate, diploma, or associate degree program, or earn up to two years of college credit while completing a high school diploma.

For more information about Career and College Promise, please contact a Career and College Promise Navigator at ccp@isothermal.edu.

Types of Educational Programs

College and Career Readiness

College and Career Readiness

ADULT HIGH SCHOOL DIPLOMA

The Adult High School (AHS) program is offered cooperatively with Rutherford and Polk County public school systems to offer adults an opportunity to earn an Adult High School diploma. Course and graduation requirements are in alignment with the standards established by the State Board of Education, the local education agency, and the local community college. The AHS diploma is issued in partnership between the local boards of education and community college trustees with appropriate signatures representing both educational systems. All classes are free. For more information, review the [College and Career Readiness webpage](#), call 828-395-1631, or visit the [Foundation](#).

ENGLISH AS A SECOND LANGUAGE

The English as a Second Language (ESL) program helps adults whose first language is not English to improve their English speaking, reading, and writing skills. Students may also choose to prepare for the US citizenship test and/or improve computer literacy skills. Instruction is provided at beginner, intermediate, and advanced levels. All classes are free. For more information, review the [English as a Second Language webpage](#), call 828-395-1631, or visit the Polk Campus or the first floor of the Rutherford Campus [Foundation](#).

NORTH CAROLINA'S HIGH SCHOOL EQUIVALENCY DIPLOMA

North Carolina's High School Equivalency (HSE) Diploma program provides instruction to help learners prepare successfully for a designated high school equivalency assessment. HSE diplomas are awarded upon satisfactory completion of a series of tests in writing, reading, social studies, science, and mathematics. Spanish versions of the tests are also available.

The two nationally recognized assessments used to obtain a state-issued High School Equivalency credential in North Carolina are GED® and HiSET®. The US Department of Education recognizes both High School Equivalency assessments, and they cover the same content areas. Passing either assessment will result in the same High School Equivalency Diploma issued by the North Carolina State Board of Community Colleges. GED® and HiSET® testing is currently available.

Reasonable testing accommodations are available to examinees with documented disabilities. These accommodations are secured through the official websites of the testing companies. Students may contact the Chief Examiner at 828-395-1621 for more information. College and Career Readiness courses provide HSE practice tests, study materials, and targeted instruction. Courses are free. For more information, review the [College and Career Readiness webpage](#), call 828-395-1631, or visit the [Foundation](#).

Types of Educational Programs

Workforce Continuing Education

Workforce Continuing Education

Workforce Continuing Education's flexibility enables it to meet a wide variety of individual and group needs. Course options for adults include reading, technical skills, self-enrichment, or quality management techniques. Courses are offered on a continuing basis, while others are given in response to requests of individuals or groups. Course locations include schools, community clubs, fire stations, and industry throughout Rutherford and Polk counties and the ICC campus. Class hours, the course length, and the number of meetings per week can be arranged for the convenience of the participants.

ADMISSION AND REGISTRATION

Adults aged 18 or older are eligible to participate in Workforce Continuing Education courses. High school students from Rutherford and Polk counties, ages 16 and 17, may enroll in a course with permission from their high school.

REGISTRATION FEES

Student fees depend upon course design. Registration fees are waived for College and Career Readiness and Human Resource Development. Registration fees are waived for in-service training for law enforcement, fire, rescue, and emergency medical technicians. Workforce Continuing Education students who are incarcerated and enrolled in a designated program are fee-exempt.

WORKFORCE CONTINUING EDUCATION REFUND POLICY

1. A student who withdraws from a course prior to the first day of class, or if the course is canceled, will be eligible for a 100% refund of the registration fee.
2. After the onset of class, a student who withdraws from a course is eligible for a 75% refund if the student withdraws prior to or on the 10% point (census) of the class.
3. An option for a refund: The student may request a transfer to another Workforce Continuing Education course before 10% of the course has expired. The transfer must be within the same semester, have space available, and have the instructor's approval.
4. Exceptions to this policy can be made by the following:
 - Exceptions may be made by the vice president of economic workforce and development for courses originating in the Workforce Continuing Education Division.
 - Exceptions may be made by the Polk Campus coordinator for courses originating through the Polk Campus.

WORKFORCE CONTINUING EDUCATION COURSE REPEAT POLICY

Workforce Continuing Education students may enroll in a course as many times as necessary to accomplish their personal or educational/training goals, provided they: 1) continue to show progress, 2) do not prohibit other students from participating, 3) pay the appropriate fees, and 4) do not violate North Carolina Community College policies. Students who take the same Occupational Extension course more than twice are required to pay for the actual cost of the course or the registration fee, whichever is higher. This applies if the course is repeated within a five-year period. Courses taken for certification, licensure, or recertification are exempt from this policy.

OCCUPATIONAL EXTENSION

Occupational courses help adults build their job skills or knowledge. Classes are held on campus or in the workplace. Coursework includes but is not limited to Cardiopulmonary Resuscitation (CPR), Human Resources Development (HRD), team building, emergency medical services, law enforcement, first aid, firefighting, Leadership Rutherford, nursing assistant, truck driver training, and massage therapy.

SELF-ENRICHMENT

Self-enrichment courses help adults broaden their talents, stimulate their creativity, develop new skills, and improve their abilities. Coursework includes but is not limited to cake decorating, crafting, language and culture, creative writing, music, quilting, dance, computer skills, notary public, sign language, cooking and nutrition, painting, health and wellness, and vehicle inspection/emissions.

HUMAN RESOURCE DEVELOPMENT PROGRAM

The Human Resource Development (HRD) program helps unemployed, under-employed, and dislocated workers with foundational employability skills, soft skills, pre-job orientation, and job search skills. Students are provided instruction that addresses six core competencies:

1. Assessment of individual assets and limitations
2. Development of a positive self-concept
3. Development of employability skills
4. Development of communication skills
5. Development of problem-solving skills
6. Development of awareness of information technology in the workplace

CAREER READINESS CERTIFICATION

Career Readiness Certification can be obtained at Isothermal Community College. This national credential represents a student's abilities in what are considered foundational employability skills: reading for information, applied math, and graphic literacy.

Types of Educational Programs

Customized Training and Development

Customized Training and Development

Isothermal Community College is committed to providing businesses and industries with various educational and training services, including assisting businesses and industries in the areas below. For additional information, review the [Customized Training webpage](#), call 828-395-1677, or visit the first floor of the Foundation.

CUSTOMIZED TRAINING PROGRAM

The Customized Training Program supports the state's economic development efforts by providing education and training opportunities for eligible businesses and industries to respond effectively to business and industry. The Customized Training Program also provides programming and training services to assist new and existing businesses and industries to remain productive, profitable, and within the state.

ELIGIBILITY

Businesses and industries eligible for support through the Customized Training Program include Manufacturing, Technology Intensive (i.e., Information Technology, Life Sciences), Regional or National Warehousing and

Distribution Centers, Customer Support Centers, Air Courier Services, National Headquarters with operations outside North Carolina, and Civil Service employees providing technical support to US military installations located in North Carolina.

PROFESSIONAL TRUCK DRIVER TRAINING

In this 378-hour day-and-evening program, students will work with the truck and participate in classroom activities. For more information, visit the [Professional Truck Driving webpage](#) or call 828-395-1576.

SMALL BUSINESS CENTER

The [Small Business Center](#) is a community-based provider of education and training, confidential counseling, information, and referrals for persons currently in business or those seeking to start a new business in Rutherford and Polk counties. The Small Business Center Network aims to increase the success rate and the number of viable small businesses in the State of North Carolina.

Performance Measures

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM (NCCCS) PERFORMANCE MEASURES FOR ISOTHERMAL COMMUNITY COLLEGE

Isothermal Community College tracks student achievement through state performance measures.

The Performance Measures for Student Success Report is the North Carolina Community College System's (NCCCS) major accountability document. This annual performance report is based on data compiled from the previous year and serves to inform colleges and the public about the performance of all North Carolina community colleges. Isothermal Community College is committed to using this system to continuously monitor, evaluate, and improve the quality of programs offered in Rutherford and Polk counties.

North Carolina Community College System 2025 Performance Measures for Student Success Summary

The 2025 performance measures for student success document reports that the College was above the standard baseline level on all measures and above the state average on five. Of those, the College measured as excellent in the state for Curriculum Completion Rates.

[2025 Performance Measures Report](#)

Non-Discrimination and Disclaimer

Nondiscrimination Statement:

The College strives to make its campuses inclusive and a safe and welcoming learning environment for all members of the College community. Pursuant to multiple federal and state laws and administrative regulations and pursuant to College policy, the College prohibits discrimination in its activities, services, and programs based on race, color, national origin, religion, sex, gender identity, sexual orientation, pregnancy, disability, genetic information, age,

political affiliation, or veterans' status. For more information, contact: Charity Allen, Isothermal Community College, PO Box 804, Spindale, NC 28160, or call (828) 395-1686. [Discrimination and Harassment Policy 03.03.07/05.03.04](#)

Disclaimer:

This College Catalog is provided for information purposes and is designed only to assist prospective students in planning. It does not establish contractual relationships. Every reasonable effort is made to ensure accuracy at the time of publication; however, the College may make corrections to the contents and provisions of the College Catalog at its discretion. The College reserves the right to change course offerings, programs, policies, regulations, or requirements as needed, consistent with applicable laws, in order to fulfill its role and mission or to accommodate circumstances beyond its control. Changes to the College Catalog may be implemented without prior notice or obligation and are effective immediately unless otherwise stated.

Applied Technologies

Applied Technologies Programs

A

- [Accounting and Finance](#)
- [Agribusiness Technology](#)
- [Audio and Video Production Technology](#)

B

- [Building Construction Technology](#)
- [Business Administration](#)

C

- [Computer-Aided Drafting Technology](#)
- [Computer-Integrated Machining](#)

E

- [Electrical Systems Technology](#)
- [Electronics Engineering Technology](#)

G

- [Graphic Design](#)

I

- [Industrial Systems Technology](#)
- [Information Technology](#)

M

- [Mechanical Engineering Technology](#)
- [Mechatronics Engineering Technology](#)
- [Medical Office Administration](#)

W

- [Welding Technology](#)

Arts and Sciences Programs

Arts and Sciences Programs

A

- [Associate in Arts](#)
- [Associate in Arts - Pre Dental](#)
- [Associate in Arts - Pre EMS](#)
- [Associate in Arts - Health Transfer](#)
- [Associate in Arts - Pre Nursing](#)
- [Associate in Engineering](#)
- [Associate in Science](#)

For additional information about the transferability of course credits, please review the [Comprehensive Articulation Agreement](#).

Health and Public Services Programs

Health and Public Services Programs

A

- [Associate Degree Nursing](#)
- [Associate in Arts in Teacher Preparation \(AATP\)](#)
- [Associate in General Education-Nursing](#) (eligible Career and College Promise students only)
- [Associate in Science in Teacher Preparation \(ASTP\)](#)

B

- [Basic Law Enforcement Training](#)

C

- [Career and Technical Teacher Education - Lateral Entry](#)
- [Cosmetology](#)
- [Cosmetology Instructor](#)
- [Criminal Justice Technology](#)

D

- [Dental Assisting](#)
- [Dental Hygiene](#)

E

- [Early Childhood Administration](#) (certificate)
- [Early Childhood Education](#)
- [Emergency Medical Science](#)
- [Esthetics Technology](#)

M

- [Manicuring/Nail Technology](#)

P

- [Practical Nursing](#)

S

- [Social and Human Services](#)

Developmental Education

Developmental Education

This college-level educational support program is designed to provide access to success for Isothermal Community College students. Support is provided through prerequisite and co-requisite developmental English and math courses, as well as academic-related courses (ACA).

Students whose placement indicates a need for prerequisite or co-requisite developmental courses, as well as students who choose to strengthen their academic foundation, may enroll in the following courses. Class formats include self-paced, lecture, web-assisted, and online instruction. In every format, instructors work closely with students to build skills, confidence, and a strong foundation for life-long learning. Courses offered are:

Prerequisite Courses

- MAT 025 Concepts of Essential Math/Statistics
- MAT 035 Concepts of Algebra

Co-requisite Courses

- ENG 045 English Skills Support
- MAT 045S Math Skills Support for Statistical Methods I
- MAT 045P Math Skills Support for Precalculus Algebra
- MAT 045M Math Skills Support for Math Measurement & Literacy
- MAT 045Q Math Skills Support for Quantitative Literacy

ACA 122: Transfer and Career Success is required for all degree-seeking students. We strongly recommend that degree-seeking students enroll in an ACA course during their first semester.

Global Distinction

Global Distinction

The Global Distinction Program at Isothermal Community College aims to equip students with the advanced skillset needed to successfully navigate the complexities of our interconnected world.

In a global society, students increasingly encounter people of differing cultures, ethnicities, language, and perspectives. The Global Distinction program focuses on discovering what it means to be a global citizen and how students can apply this knowledge to their academic, personal, and professional endeavors.

For current information on the program, visit the [Global Distinction webpage](#).

Technical Standards

Technical Standards

Students enrolling in career and technical education programs must meet specific emotional, behavioral, physical, cognitive, and professional standards. Technical standards outline the non-academic qualifications that the college considers essential, alongside academic achievements, for the successful completion of its educational objectives. Students who require special accommodations to meet the required standards must contact the Student Support Counselor/Accessibility Coordinator in The Patriot Hub, located in room 32 of the [Student Center](#).

Instructional Delivery Methods

Instructional Delivery Methods

Courses are offered using a variety of instructional delivery methods to best meet the needs of students. For information about courses and sections, you may log in to your [Patriot Port](#) account or communicate with your college navigator/faculty mentor or instructor.

Instructional Method	Abbreviation	Instructional Method Description
Traditional	T	The instructor and students meet face-to-face, according to designated dates, times, and location. [Note: Activities in the course may include online research components or other online resources.]
Internet or Online	I	100% of instruction is delivered through the internet. [Note: May include a required face-to-face orientation or proctored exams.]
Web-supported or Web-assisted	W	Primary instructional delivery is via traditional face-to-face method with a requirement that students have internet access as a supplemental part the course. 50% or less of the instruction is delivered through the Internet. [Example: A class that meets on a regular schedule, but students are required to access instructional material, submit assignments, and/or interact with the instructor and other students via the internet.]
Hybrid	H	Primary instructional delivery is online with a requirement that students also meet in traditional face-to-face sessions as determined appropriate by the college. More than 50% but less than 100% of the instruction is delivered through the internet. [Example: An online course with a requirement that students attend one or more face-to-face labs.]
Cooperative Education	C	Instruction consisting of the integration of traditional classroom learning with supervised work experience, and where there is no internet requirement.
Independent Study	N	Instruction undertaken with an individual student for a selected course. Instruction may be delivered through face-to-face, online, or a combination of both methodologies. [NOTE: Prior approval must be granted by the course instructor and instructional dean.]
HyFlex	F	A multi-modal instructional delivery method where the college has the option to deliver the online portion of a curriculum course synchronously, asynchronously, or both as long as 100% of the instruction is offered face-to-face with the instructor in a physical classroom. Students may choose to attend the regularly scheduled in-person session or the online option on a session-by-session basis. [Example: A class that meets on a regular schedule in a physical classroom with an instructor present for all sessions, but students have the option to attend a session in-person in the physical classroom OR to access instructional material, submit assignments, and/or interact with the instructor and other students via the internet on a session-by-session basis.]
Synchronous	S	100% of instruction is delivered through the internet. In addition to the online course content, students are required to attend virtual meetings on a fixed schedule with both students and instructor present. [Example: An online course with a requirement that the students attend a weekly 50-minute virtual meeting that is facilitated by the course instructor.]

Distance Learning

Distance Learning

Taking some or all courses in a distance learning format (online, web-assisted, hybrid, and hyflex) may allow students to overcome some of the obstacles that prevent them from taking a seated/traditional class. Workloads for distance learning courses are comparable to traditional courses, but the delivery method utilizes a variety of technologies in an online environment.

Students enrolling in a program that offers distance learning courses must first complete the program's admissions requirements. Once the admissions steps are complete, students can then proceed with the advising and registration process for the distance learning course. To facilitate the registration process, students should ensure that all expectations for being a successful online student at Isothermal Community College are met (Distance Education Questionnaire) and review the list of technical requirements available online on the [Distance Learning webpage](#). These are considered the basic skills required to be successful in a distance learning course. In some courses, specific technology is required to complete the coursework. It is best for each student to contact the course instructor to identify technology needs, such as particular products and versions.

After registering for the distance learning course, the course material will be available in [Moodle](#) on the first day of the term. If course materials are unavailable on the first day of the semester, students should contact their instructor immediately (by email, by phone, in person, or by reaching out to the academic division's administrative assistant. If there is a delay in communication from the instructor lasting more than 24 hours, contact the Help Desk at 828-395-1437, icchelpdesk@isothermal.edu, or visit room 5 of the [Student Center](#).

Types of Distance Learning

Online courses, also referred to as Internet courses, deliver 100% of the instruction via the internet/online. Online courses may require face-to-face proctored testing, but instruction is delivered online. Some online courses require students to participate in online/virtual meetings at a specific date and time. When signing up for online courses, check with your college navigator/faculty mentor to identify the date and time for the online/virtual meetings. Online courses are convenient but not always suitable for all students or situations. If you are considering taking an online course for academic credit, the [Distance Education Questionnaire](#) will help you evaluate your suitability for online classes. You should consult your college navigator/faculty mentor or the online course instructor with this decision.

Web-assisted courses, also referred to as web-supported courses, are courses in which 50% or less of instruction is delivered when the student and the instructor are separated by distance. In a web-assisted course, students are required to meet face-to-face with the instructor (not separated by distance) at specific days and times with the course instructor in addition to completing assignments online.

Hybrid courses are courses in which more than 50% but less than 100% of instruction is delivered when the student and the instructor are separated by distance. In a hybrid course, students are required to meet face-to-face with the instructor (not separated by distance) at specific days and times with the course instructor, in addition to completing assignments online.

HyFlex courses are multi-modal instruction where content can be delivered online, in addition to 100% of the instruction is delivered face-to-face with the instructor in a physical classroom. Students may choose to attend the regularly scheduled face-to-face session or the online option on a session-by-session basis. The online content may be delivered synchronously via virtual meetings on specific days and times, asynchronously within the learning management system (LMS), or both. Students should contact the instructor for details on how the online content will be delivered.

Synchronous courses are courses in which 100% of the instruction is delivered online. In addition to the online course content, students are required to attend synchronous virtual meetings on a fixed schedule with both students and the instructor present.

In addition to distance learning courses, many traditional courses at Isothermal Community College require computer skills, Internet access, and email communication to fulfill course requirements. Some traditional courses require students to access and utilize Moodle, the LMS used by the College.

The [Computer Labs webpage](#) lists locations where Isothermal Community College offers computers with Internet access for student use. Curriculum students are issued student email addresses, Patriot Port accounts, and Moodle accounts. If you are having difficulty accessing any of these accounts, contact the Help Desk at 828-395-1437 or icchelpdesk@isothermal.edu, visit room 5 of the [Student Center](#), or review the [Help Desk webpage](#).

Class Hours

Class Hours

Most academic programs are offered during both day and evening hours to provide educational opportunities to the majority of the residents of Rutherford, Polk, and contiguous counties.

Day classes are normally scheduled between 8:00am and 4:45pm, Monday through Thursday, and between 8:00am and 12:00pm on Fridays. Evening classes are normally scheduled between 5:00pm and 8:00pm, Monday through Thursday.

A limited number of special classes are offered during weekend hours.

Classes are also offered online.

Auditing Courses

Auditing Courses

Any individual may audit a College course (take a course without credit) based on the following:

1. The individual pays tuition and fees. However, any person who is at least 65 years old may audit non-self-supporting basis courses without the payment of tuition, provided the individual meets the other criteria listed herein.
2. Auditing students are not required to take tests or examinations, they do not receive grades, credit, or financial aid, and cannot later change the "audit" to credit.

3. Students auditing a course may be required to meet the same course prerequisites and attendance standards as all other students in the course. Auditing a course will not meet the prerequisite of any sequential or higher-level course.
4. Auditing is subject to open seats in the course, and a student who audits a course shall not displace other students seeking to enroll in the course.
5. Students who audit a course and withdraw or are dropped from the course will be issued a “W” on their academic transcript.
6. Students who desire to audit must inform their instructor at the first class session, complete the appropriate forms, and return them to the Records Office prior to the course census date. Audits appear on the grade report as “Y”.

Please be aware that audited courses do not qualify for financial aid.

Senior Citizen Audit

Any person at least 65 years old may audit applicable courses offered at the College tuition-free as defined in [1E SBCCC 1000.2](#). A student shall be allowed to audit a course under the section only on a space-available basis. The individual must be at least 65 years old as of the first day of the applicable course section and must provide proof through a driver's license, State identification card, or another government-issued document.

Students are responsible for associated enrollment and course-related fees and required course materials. For additional information, reference [Auditing Courses Policy 05.02.03](#).

Course Substitutions

Course Substitutions

Course substitutions may be approved to fulfill graduation requirements, provided the substitution is appropriate for the student's program, and a comparable course is offered. In all cases, course substitutions must be consistent with the program requirements as outlined in the Curriculum Standards published by the North Carolina Community College System.

Each student is limited to two (2) course substitutions in a certificate or diploma program and a maximum of three (3) course substitutions in a degree program; however, in cases where courses have been discontinued, additional substitutions may be approved. All course substitutions must be approved by the appropriate instructional dean and the Student Records Office.

An approved course substitution must share at least two-thirds of the learning outcomes with the required course. The substituted course must be in the same discipline or meet similar curriculum distribution requirements defined by the program standard.

Students who are granted a substitution must still meet the required total credit hours for their program of study, the required minimum of twenty-five (25) percent of the program of study completed at Isothermal Community College, and the minimum course grade as defined in the program of study.

Dropping/Withdrawing from Courses

Dropping/Withdrawing from Courses

Students may officially withdraw from a course(s) without academic penalty and receive a grade of “W” if this withdrawal is made before the drop deadline as published in the academic calendar. Courses that meet on a non-standard schedule may have a different drop deadline than the one published.

All official withdrawals must:

1. Be made by the student (1) in person or (2) digitally signed and submitted through Isothermal Community College email to their college navigator/faculty mentor or instructional dean by the deadline published in the Academic Calendar. Courses with non-standard start and end dates may have withdrawal deadlines that differ from the published full-term deadlines. Students in these courses should consult their course syllabus or their instructor for deadline information;
2. Be recorded by the Student Records Office to be official. The form may be submitted by the student, college navigator/faculty mentor, or instructor, depending upon how the process is initiated; and
3. Receive a grade of “W” (Withdrawal). Students who stop attending the course without officially withdrawing may receive a grade of “F” (Failed). In some courses, as indicated on the course syllabus, if cumulative absences exceed 20% of the scheduled class hours, the student may receive a grade of “W#” (Administrative Withdrawal). Students should never assume that their instructor will administratively withdraw them for excessive absences. When a student is administratively withdrawn, the Records Office will send a notification to the student’s Isothermal email address. The student will be given five business days to respond via email with a request to remain in the course. When administrative withdrawals are submitted due to critical course or program requirements not being met (e.g., required clinical hours, program dismissal), an opportunity to request readmission to the course will not be available.

Students may be involuntarily withdrawn from courses for disciplinary reasons, subject to the student conduct policies.

Last dates of attendance are required for grades of “W,” “W#,” “R,” and “F” for students receiving veteran education benefits. The official withdrawal date will be the last date of attendance, the last day that a learning activity was submitted for a distance learning course, or in accordance with the Department of Education and/or U.S. Department of Veterans Affairs requirements. Students are urged to consult with Financial Aid and Veterans Affairs staff regarding the impact of course withdrawal and the last date of attendance for financial aid and veterans educational benefit eligibility.

Withdrawals after the deadline published in the Academic Calendar must be approved by the Vice President of Academic and Student Affairs and are recorded as administrative withdrawals (reference Drop/Withdrawal Policy 05.02.02).

Dropping/Withdrawing for Active Military Service

In accordance with Title 38 of the U.S. Code, Section 3691A, when a covered member of the Armed Forces (including reserve components) who receives orders “to perform a period of service” (i.e., active duty, inactive duty training, or state service), the College *may not* take the following actions when a member receives orders for a period of service:

- Assign the member a failing grade,
- Reduce the member’s grade point average,
- Characterize any member’s absence(s) as unexcused, or
- Assess a financial penalty on a member because of a withdrawal or leave of absence due to receiving orders for service.

Also, in accordance with Title 38 of the U.S. Code, Section 3691A, the College *must* take the following actions when a member takes a leave of absence from a course(s) due to receiving orders for a period of service:

- Assigning a grade of incomplete (or equivalent) for the course(s) during the term, and
- Providing the opportunity to complete the term after the period of service.

Course Repeat

Course Repeat

Courses with earned grades of “D” or “F” may be repeated. Courses with earned grades of “C” or better may be repeated only by special permission from the Vice President of Academic and Student Affairs or if the academic program requires a higher grade than the one achieved for successful program completion. When a course has been repeated, the higher grade will be counted in the grade point average calculation. Courses taken as audits may be repeated for credit only. No course may be audited more than once.

Transitional courses are exempt from this policy. Students who feel they may benefit from enrolling in transitional courses (e.g., Developmental English and math courses) for which they have earned non-course credit should speak with their faculty mentor/college navigator and Financial Aid staff to determine their best enrollment options.

Students Using Financial Aid

Students who use financial aid should be aware that funding for course enrollment and course repeats may be subject to additional requirements or limitations. Students who receive financial aid and have questions about funding should meet with a Financial Aid Counselor for additional information.

Students Using Veterans Education Benefits

Courses that have been successfully completed or for which the student has received non-course credit may not be recertified for veteran education benefits if they are repeated. However, if a student fails a course or if the program requires a higher grade than the one achieved for successful program completion, that course may be repeated and recertified. Audited courses do not qualify and cannot be included in enrollment certification for veteran education benefits. (reference [Curriculum Courses Repeat and Substitution Policy 05.02.08](#)).

Work-Based Learning Education and Apprenticeships

Work-Based Learning Education Courses

Work Based Learning courses are courses in which students are employed for specific periods of on- or off-campus work. This employment is related as closely as possible to each student's course of study and individual interests. The blend of classroom theory and practical on-the-job training adds a vital dimension to learning experiences. Numerous advantages accrue from the work-based learning approach to learning, such as career direction for participating students and an avenue to better relate the college to the community.

A student may participate in a course and earn credit toward degree requirements depending on their major.

In order to be eligible for the course, the student must:

1. Be enrolled in a curriculum program that includes a work-based learning course as an option or requirement.
2. Have been at Isothermal for at least one semester.
3. Have at least a 2.0 GPA.
4. Be employable.
5. Be at least 17 years of age.
6. Have met the curriculum restrictions in accordance with the NCCCS Curriculum Procedures.

Registered Apprenticeship Programs

Registered apprenticeship is a training program designed to meet the needs of an employer by providing the employee with structured on-the-job learning, related instruction, and a progressive wage scale. Apprenticeship creates a seamless career pathway, giving students an opportunity to learn skills necessary for a career with high earning potential, personal growth, and continued workplace learning after graduation. Students must possess strong academic and technical skills in order to be successful in an apprenticeship program. For additional information about apprenticeships, contact the [work-based learning coordinator](#).

Admission and Exceptions

Admission and Exception

Except as otherwise specified within [Admissions Policy 05.01.01](#), the College maintains an open-door admission policy to all applicants who are legal residents of the United States and who are high school graduates or are at least eighteen (18) years of age. The College also admits undocumented immigrants who meet certain conditions. Admission to certain programs may have additional specific entrance requirements. For additional information, reference:

[General Admissions Procedures 05.01.01.01](#)

[Health Sciences Programs Procedure 05.01.01](#)

[Basic Law Enforcement Training Procedures 05.01.01.04](#)

While the College maintains an open-door admission policy, there are certain instances when the College must carry out alternative decisions. For information regarding the basis for denying admission, reference [Admissions Policy 05.01.01](#).

High School and Minor Student Enrollment Procedure

The College provides seamless opportunities for high school students to get a head start with their college education by enrolling in eligible pathways through Career and College Promise (CCP). Enrollment in identified courses is available to students enrolled in public and private schools (including home schools) through articulation agreements between the school system and the College, as approved by the North Carolina Community College System Office. For additional information, reference [High School and Minor Student Enrollment Procedure 05.01.01.02](#).

Leon's Law

According to the Family Educational Rights and Privacy Act (FERPA), once a student enrolls in an institution of higher education, whether the student is over 18 or not, the student's parents/guardians no longer have automatic access to the student's education records. However, if the parents/guardians claim the student as a dependent on their federal income tax return, they may have access to the student's Isothermal Community College educational records without the student's prior written consent. Parent/guardians seeking to access their student's educational records may contact the Records Office for further information.

Admission and Exceptions

Readmission

Readmission

Isothermal Community College recognizes that certain circumstances may cause a disruption in a student's ability to continuously work toward the completion of their program of study. Students who interrupt their enrollment at the College for three or more consecutive semesters must meet current admission requirements to be readmitted to a program of study published in the College Catalog in effect upon return.

Students seeking readmission after suspension due to academic or disciplinary reasons must follow the readmission requirements set forth in the [Discipline and Appeal for Non-Academic Violations Procedure 05.03.02.02](#).

Readmission to selective enrollment programs of study will be made in accordance with program requirements.

While the College maintains an open-door admission policy, there are certain instances when the College must carry out alternative decisions. For information regarding the basis for denying readmission, reference [Admissions Policy 05.01.01](#).

Readmission for Active Military Service Members and Reservists

Enrolled service members who perform service in the uniformed services, whether voluntary or involuntary, in the Armed Forces, including service as members of the National Guard or Reserve, on active duty, active duty for training, or full-time National Guard duty under Federal authority (but not State authority), for a period of more than 30 consecutive days under a call or order to active duty of more than 30 consecutive days up to five years are

given the opportunity for prompt readmission into their same program of study, under the same academic status, in accordance with the Johnny Isakson and David P. Roe, M.D. Veterans Health Care and Benefits Improvement Act of 2020.

The advance notice of absence for active service must be provided by the servicemember or an appropriate officer of the Armed Forces or official of the Department of Defense orally or in writing to the Financial Aid Counselor/ VA Coordinator. The requirement for advance notice is not required if it is precluded by military necessity.

The notice of the intent to return (readmission) must be provided by the service member orally or in writing to the Financial Aid Counselor/ VA Coordinator.

The Financial Aid Counselor/ VA Coordinator will serve as the point of contact for service members and family members who may need assistance with support such as academic counseling, financial counseling, disability/ accessibility counseling, and additional resources and information regarding completing a course of education.

In accordance with Title 38 of the U.S. Code, Section 3691A, a covered member of the Armed Forces (including reserve components) who receives orders “to perform a period of service” (i.e., active duty, inactive duty training, or state service) will be provided an opportunity to complete the term after the period of service.

Admission and Exceptions

Residency for Tuition Purposes

Residency for Tuition Purposes

Residency status (in-state versus out-of-state) is determined by the North Carolina Residency Determination Service (RDS). This is a free service. Before applying to Isothermal Community College, applicants need to complete their [residency status application](#). Please note that being an out-of-state student will not impact an applicant’s acceptance into a program at Isothermal Community College; it simply indicates the tuition rates that will apply.

For additional information, refer to the [Tuition Residency Requirements Policy 06.01.02](#).

Academic Policies

Academic Policies

Students should be well-informed throughout their academic journey at Isothermal Community College. Academic policies and procedures are guiding principles to foster an environment of fairness, integrity, and academic excellence for all.

At Isothermal, we believe in providing a supportive campus community and learning environment where every student can thrive. Academic policies and procedures are designed to promote academic integrity, uphold standards of conduct, and outline procedures for success.

For more information on college policies, see the [Policy Manual](#), which may also be available in hard copy through the Human Resource Office in the [Administration Building](#).

Academic Policies

Student Rights and Code of Conduct

Student Rights and Code of Conduct

Isothermal Community College students are entitled to the rights afforded to them and obligations that accrue to them by virtue of membership. The college is committed to fostering a supportive environment where every student has the opportunity to thrive academically, socially, and personally.

The college's student-related policies reflect its dedication to fostering fairness, accountability, mutual respect, and a supportive college community. These policies define the rights afforded to students and outline their responsibilities in maintaining a supportive and productive learning environment. For additional information, refer to the policies and procedures below.

[Overview of Student Rights Policy 05.03.01](#)

[Student Code of Conduct Policy 05.03.02](#)

[Discipline and Appeal for Academic Violations Procedure 05.03.02.01](#)

[Discipline and Appeal for Non-Academic Violations Procedure 05.03.02.02](#)

[Policy Manual](#)

Academic Policies

Academic Conduct Policy

Academic Conduct

Academic integrity is an essential component of higher education. It is vital to understand the importance of academic integrity and adhere to academic honesty expectations. This is essential as students build trust, develop intellectual growth, and establish or grow personal and professional ethical standards.

When academic integrity standards are not upheld, sanctions may be imposed. For more information, refer to the [Student Code of Conduct Policy 05.03.02](#) and [Discipline and Appeal for Academic Violations Procedure 05.03.02.01](#).

Academic Policies

Copyright Infringement

Copyright Infringement

Questions about how to appropriately use and reference others' work can be challenging and confusing. Two great resources for better understanding these practices are available through the [Library](#) and the [Writing Center](#).

Legal Protection of Copyrighted Works

United States Copyright Law (Title 17 U.S. Code) provides authors of original literary, dramatic, musical, artistic, and certain other intellectual works the ability to control how their work is used by others. Section 106 of the copyright law gives the author the exclusive right to:

- reproduce the copyrighted work,
- prepare derivative works based on the copyrighted work,

- distribute copies of the copyrighted work by sale or loan,
- perform or display the copyrighted work publicly,
- perform the copyrighted work publicly by means of a digital audio transmission.

Copyright infringement is the act of exercising, without permission or legal authority, one or more of these exclusive rights granted to the author. Under the current law, copyright protection is automatic at the moment the work is “fixed” in a “tangible medium” - no registration or copyright notice is required. The author may transfer ownership of copyright to another party, such as a publisher, or choose to grant a license (give permission) to another to exercise one or more of these rights. For more information about copyrights, see Copyright Basics or the U.S. Copyright Office’s FAQ page at www.copyright.gov/help/faq.

Summary of Civil and Criminal Penalties for Violation of Federal Copyright Laws

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under [section 106 of the Copyright Act](#) (Title 17 of the United States Code). These rights include the right to reproduce or distribute copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement.

Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For “willful” infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys’ fees. For details, see Title 17, United States Code, Sections [504](#), [505](#). Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. See [18 U.S.C. § 2319\(b\)](#); [§ 3571\(b\)\(3\)](#). For more information, please see the website of the U.S. Copyright Office at www.copyright.gov, especially their FAQs at www.copyright.gov/help/faq.

Legal Alternatives to Illegal Downloading

The Higher Education Opportunity Act requires all colleges and universities to offer legal alternatives to unauthorized downloading. EDUCAUSE maintains a list of Legal Sources of Online Content to fulfill this purpose at www.educause.edu/legalcontent. No endorsement or evaluation of any of the linked resources on the part of EDUCAUSE or Isothermal Community College is intended. More information on copyright is available at the Isothermal Community College Library’s website, library.isothermal.edu/copyright.

Attendance

Class Attendance Policies

Regular class attendance is a student's obligation and essential to receiving maximum benefit from the educational experience. Students are expected to attend and be on time for all classes and lab, shop, and/or clinic sessions. The student is also responsible for completing all learning activities, including tests and written assignments. Outside of the reasons listed in this policy, no right or privilege exists that exempts a student from any given number of class meetings.

Instructors establish their own class attendance requirements. These attendance requirements are explained in detail at the first class meeting and include the relationship between attendance and grades. This information is also included in the course syllabus. Students who stop attending class without officially withdrawing may receive a grade of “F” at the end of the semester (reference [Attendance Policy 05.02.01](#)).

Absence for Religious Reasons

Isothermal Community College recognizes the right of students to be absent from class for religious reasons. Students may request a minimum of two excused class days per academic year for observations required by the student’s faith. Requests must be submitted in accordance with [Student Religious Accommodations Procedure 05.02.01.02](#).

Absence in Accordance with Title IX of the Education Amendments of 1972

Isothermal Community College recognizes the rights of students to be tardy or absent due to conditions covered under Title IX of the Civil Rights Act of 1964, which prohibits a school from discriminating against a student based on “student’s pregnancy, childbirth, false pregnancy, termination of pregnancy, or recovery from any of these conditions” (reference [34 C.F.R. § 106.40\(b\)\(1\)](#)). Requests for accommodations are the responsibility of the student and must be submitted through the College’s [Office of Accessibility](#).

Absence of Military Service

Any covered student who is in the United States Armed Forces who has received temporary or permanent reassignment as a result of military operations, or any student who is a National Guard service member placed onto State active-duty status during an academic term, shall be granted an excused absence for the period of time the student is on active duty. Requests for excused absences are the responsibility of the student and must be submitted to the Associate Vice President for Student Affairs prior to the period of the absence. The College will work with the student to determine the student’s best options for course continuation or withdrawal (references [1B SBCCC 500.1](#), [Absences of Military Service Members Procedure 05.02.01.03](#)).

Signed into law on December 29, 2022, Public Law 117-328 adds to Title 38 of the U.S. Code a new section, [section 3691A](#), “Withdrawal or leave of absence from certain education.” In accordance with Section 3691A, any covered student who is a member of the Armed Forces (including reserve components) and who receives orders “to perform a period of service” (i.e., active duty, inactive duty training, or state service). Specifically, [38 U.S.C. §3691A\(a\)\(2\)\(B\)](#) provides that an educational institution *may not* take the following actions when a member receives orders for a period of service:

- Assigning the member a failing grade,
- Reducing the member’s grade point average,
- Characterizing any member’s absence(s) as unexcused, or
- Assessing a financial penalty on a member because of a withdrawal or leave of absence due to receiving orders for service.

Additionally, [38 U.S.C. §3691A\(b\)](#) provides that an educational institution *must* take the following actions when a member withdraws due to receiving orders for a period of service:

- Refund all tuition and fees paid for the academic term to the appropriate party. Please note that Veterans Affairs' interpretation of an academic term is the term as reported to your State Approving Agency and Veterans Affairs.

- Refund payments made by the student (or on behalf of the student) to the institution for housing. Please note that in this instance, the reference to housing is not the monthly housing allowance provided by the Post 9/11 GI Bill but rather housing costs such as dorm fees.

Finally, 38 U.S.C. §3691A(c) provides that an educational institution *must* take the following actions when a member takes a leave of absence from a course(s) due to receiving orders for a period of service:

- Assigning a grade of incomplete (or equivalent) for the course(s) during the term, and
- Providing the opportunity to complete the term after the period of service.

Class Entry Prior to the Census Date

Students enrolled in any course, regardless of delivery method, must be in attendance or complete the mandatory course enrollment activity and be recorded as present at least one time on or before the census date of the course. Students who fail to attend or fail to complete the mandatory enrollment activity by the census date will be removed from the class roster and recorded as a No Show (NS). In a distance-learning educational context, documenting that a student has logged into an online course is not, by itself, sufficient to demonstrate the student's academic attendance. Students who receive financial aid should consult a financial aid counselor to determine how the NS designation affects their financial aid eligibility and obligations.

Curriculum Late Course Entry, Late Registration, and Schedule Adjustments

In support of the College's focus on learning, the College ensures that students have an opportunity to be academically successful in each course. The faculty and academic administrators are in the best position to make decisions concerning students' ability to complete coursework within an allotted time. Therefore, students generally will not be allowed to add/change sections after the schedule adjustments deadline listed in the Academic Calendar. In addition, a student will not be allowed to enter a course past the census date, unless there are approved extenuating circumstances. A student who has never attended by the ten percent (10%) date may petition for reinstatement in the class and earn course credit following the procedures listed in Attendance Policy 05.02.01.

Tuition, Fees, and Refunds

Curriculum Tuition Payment and Fees

Tuition payment deadlines are published on the College's website. For students who register or make schedule adjustments during the final days of registration before classes begin, payment is due the day of registration. Students registering for fall courses during the spring semester or the summer semester prior to July 1 pay tuition after July 1. Students will find a reminder sent to their Isothermal email with important information about registering for fall courses in the spring or early summer before July.

With the exception of students awaiting certification of veterans' education benefits, course registration will be canceled for non-payment of tuition. Students can pay tuition and fees online through Patriot Port or by visiting the Business Office in the Administration Building. A \$10.00 fee will be charged for returned checks. For further information, visit the Payment Methods webpage, visit the Business Office in the Administration Building, or call 828-395-1298. Isothermal accepts Visa, MasterCard, and Discover.

Tuition Rates*

IN-STATE		OUT-OF-STATE	
HOURL	RATE	HOURL	RATE
1	\$ 76.00	1	\$ 268.00
2	\$ 152.00	2	\$ 536.00
3	\$ 228.00	3	\$ 804.00
4	\$ 304.00	4	\$ 1,072.00
5	\$ 380.00	5	\$ 1,340.00
6	\$ 456.00	6	\$ 1,608.00
7	\$ 532.00	7	\$ 1,876.00
8	\$ 608.00	8	\$ 2,144.00
9	\$ 684.00	9	\$ 2,412.00
10	\$ 760.00	10	\$ 2,680.00
11	\$ 836.00	11	\$ 2,948.00
12	\$ 912.00	12	\$ 3,216.00
13	\$ 988.00	13	\$ 3,484.00
14	\$ 1,064.00	14	\$ 3,752.00
15	\$ 1,140.00	15	\$ 4,020.00
16	\$ 1,216.00	16	\$ 4,288.00

*Fees are subject to change. The NC General Assembly sets forth tuition rates, which are the same at all community colleges in the state. The rates are subject to change effective July 1, 2025.

For additional information regarding residency determination, please refer to the Residency for Tuition Purposes section of the [Admission and Exceptions](#) page.

Activity Fee**	
Curriculum Students	\$51.35

Technology Fee**	
Instructional	\$48.00
College Access, Parking, and Security (CAPS) Fee**	
Instructional	\$25.00
**With the exception of students enrolled in Career and College Promise programs, all curriculum students must pay the Student Activity, Technology, and CAPS fees. The Student Activity fee is charged for fall and spring sessions only. Technology and CAPS fees are charged for fall, spring, and summer sessions. Technology fees are non-refundable. Isothermal Community College does not charge fees for verifying student identities in distance learning courses. Other Fees	
Books/Required Materials	Approximately \$700.00 (full-time student for one semester)
Associate Degree Nursing Testing/Uniforms/Additional Costs***	Approximately \$3085.00
Associate Degree/Practical Nursing Immunization Tracking***	\$15.00 - \$60.00 per year
Dental Assisting Uniforms/Additional Costs***	Approximately \$1,530.00
Practical Nursing Testing/Uniforms/Additional Costs***	Approximately \$2460.00
Human Health Service - Pet Partners Fees***	\$80.00
OSHA Card	\$10.00
Returned Check	\$10.00
Graduation Regalia	Approximately \$30.00

***Fees are non-refundable if the student withdraws or is removed from the program.

LAW ENFORCEMENT OFFICERS AND FAMILY OF CORRECTIONAL OFFICERS

Eligible law enforcement officers who work for campus police agencies of private institutions and family members of correctional officers killed or permanently and totally disabled as a result of a traumatic injury sustained in the line of duty may be eligible for tuition-free enrollment. Additional information is available through the Records Office.

SENIOR CITIZENS

Any person at least 65 years old may audit courses tuition-free, as specified in the [Auditing Courses](#) section of this catalog. Local fees are the student's responsibility.

NET PRICE CALCULATOR

To access the Department of Education's net price calculator, visit the [Net Price Calculator webpage](#).

Tuition, Fees, and Refunds

Tuition Refunds

Tuition Refunds

Isothermal Community College makes determinations regarding the refund of tuition and fees consistent with North Carolina State Board of Community Colleges policies ([1E SBCC, subsection 900](#)). Current tuition refund procedures are included in the College Catalog.

Student Activity Fee Refunds

Students who withdraw from courses prior to the term (semester) census date (10% point) may be eligible for a partial refund. Students who withdraw after the term (semester) census date (10% point) will not receive a refund of applicable student activity fees.

Additional Student Fee Refunds

Additional student fees may or may not be refundable. Current student fee information is included in the College Catalog and Student Handbook and/or applicable academic program handbooks/documents.

PROCEDURES

Students may find relevant information through [Tuition/Fee Refunds Policy 06.01.04](#).

MILITARY TUITION REFUND PROCEDURES

Upon request from the student, the college shall:

(1) Grant a full refund of tuition and registration fees to military reserve and National Guard personnel called to active duty or active duty personnel who have received temporary or permanent reassignments as a result of military operations then taking place outside the state of North Carolina that make it impossible for them to complete their course requirements; and

(2) Buy back textbooks through the college's bookstore operations to the extent allowable under the college's buy-back procedures.

(a) Colleges shall use distance learning technologies and other educational methodologies to the extent possible, as determined by the college, to help active-duty military students, under the guidance of faculty and administrative staff, complete their course requirements (reference [1E SBCCC 900.4](#) and [1B SBCCC 500.1](#)).

Signed into law on December 29, 2022, Public Law 117-328 added to Title 38 of the U.S. Code a new section, section 3691A, "Withdrawal or leave of absence from certain education." In accordance with Section 3691A, any covered student who is a member of the Armed Forces (including reserve components) and who receives orders "to perform

a period of service" (i.e., active duty, inactive duty training, or state service). When a covered member withdraws due to receiving orders for a period of service, the College shall refund all tuition and fees paid for the academic term to the appropriate party. Please note that Veterans Affairs' interpretation of an academic term is the term as reported to your State Approving Agency and Veterans Affairs.

RESIDENCY FOR TUITION PURPOSES REFUND PROCEDURES

Upon request from the student, the college shall provide a 100% refund if all of the following conditions apply:

(1) At the time of the student's registration, the State Education Assistance Authority made an initial determination that the student was a resident for tuition purposes, as defined in G.S. 116-143.1(a).

(2) After validation of the information provided in the student's residency application, the State Education Assistance Authority subsequently determines that the student was a nonresident for tuition purposes, as defined in G.S. 116-143.1(a).

(3) The student officially withdraws from the course section within 10 calendar days of the college notifying the student of the change in residency status.

If the State Education Assistance Authority makes a final validation determination that a student is a nonresident for tuition purposes, as defined in G.S. 116-143.1(a), after the 10% point of the course section or academic term, as determined by local college policy and noted on the college calendar, the college shall apply the nonresident tuition determination to the following term (reference [1E SBCCC 900.1](#))

Records-Related Information

Isothermal's Records Office oversees a wide range of functions, as well as the implementation of many policies and procedures necessary to move students from enrollment to completion. The Records Office also provides training and guidance for employees who are involved in the administration of these policies and procedures.

The College has the responsibility of maintaining student records in compliance with all legal requirements and college policies, including the Family Educational Rights and Privacy Act of 1974 as amended.

Records-Related Information

Academic Load

Academic Load

The maximum academic course load is 10 credit hours for terms scheduled eight weeks or less and 21 credit hours for 16-week terms. Approval from the appropriate instructional dean is required to register for more than the maximum academic course load.

Records-Related Information

Registration Clearance

Registration Clearance

Students are responsible for obtaining registration clearance for unpaid fines or loans prior to registration. Students with other registration holds must also have clearance before being able to register for courses.

Records-Related Information

Student Classification

Student Classification

Freshmen have earned fewer than 30 credit hours. Sophomores have earned 30 credit hours or more. Full-time students are enrolled for 12 or more credit hours per semester. Part-time students are enrolled for fewer than 12 credit hours per semester.

Records-Related Information

Student Privacy and FERPA

Student Privacy

Isothermal Community College, in the execution of its responsibilities to students, must maintain accurate and confidential student records. The College maintains these records in compliance with all legal requirements and college policies, including the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended (reference [Student Records - FERPA Policy 05.04.03](#)).

The College may release Directory Information without student consent. The College designates the following information as Directory Information:

- Student's name;
- Address;
- Telephone number;
- Email address;
- Academic program;
- Participation in officially recognized activities and sports;
- Dates of attendance, grade level and enrollment status; and
- Degrees, honors and awards received.

The College shall only release directory information to individuals and organizations that demonstrate, in the College's opinion, a legitimate, educational interest in the information or provide a direct service to the College; however, the College shall release directory information to military recruiters in compliance with the Solomon Amendment unless the student specifically restricts the release of their Directory Information.

Students who do not wish to have their Directory Information released to the individuals and organizations identified above shall comply with the "opt out" provisions designated in the annual notice.

Records-Related Information

Transcript of Record

TRANSCRIPT OF RECORD

The transcript is a statement of the official academic record of the student while attending college. The College will only release an official transcript after all required obligations due to the College have been cleared. Students may access unofficial transcripts through [Patriot Port](#).

Accessing an Official Transcript

Printed and secure electronic official transcripts are available to current and former students. For the most current information on accessing official transcripts, refer to the [Ordering Your Curriculum Transcript webpage](#).

Accessing an Unofficial Transcript

Unofficial transcripts are available to view and print in [Patriot Port](#) for students who have attended in the previous three semesters. After logging in, click “Students,” then “Transcript” under Academic Profile.

Records-Related Information

Mandatory Course Enrollment Activity (MCEA) and Census Rosters

Mandatory Course Enrollment Activity and Census Rosters

Census rosters are available on the online attendance-taking platform. Instructors must verify enrollment, attendance dates, beginning and ending dates, and hours and times the class meets. Students who have not attended or completed the mandatory course enrollment activity (MCEA) by the course’s census date (10% point of the course) are listed as a “No Show” and must be indicated as such on the roster.

Audits and credit by exam grades are also included on these rosters. Instructors who teach online, hybrid, synchronous, or web-assisted courses must submit the graded MCEA and complete online attendance with the census roster. Completed census rosters are verified by the instructor and the Records Office using the student management system (Colleague).

Placement Assessment and Testing Services

Placement Assessment and Testing Services

Testing services are conveniently housed within The Patriot Hub in room 30 of the [Student Center](#).

Testing services encompass a range of assessments tailored to meet various needs. From high school credentialing tests to specialized assessments such as CASAS for basic law enforcement entry and TEAS for aspiring health sciences program candidates.

Placement assessments gauge proficiency levels in writing, reading, and fundamental mathematics. While these assessments offer valuable insights for initial course placement, they are not mandatory for college admission.

Additionally, the College provides proctoring services for students enrolled in courses at other collegiate institutions. Please note that a nominal fee of \$20 applies for intercollegiate proctoring services.

Awarding of Credit

AWARDING OF CREDIT

Transfer of credit for educational work taken at an institutionally accredited institution, as recognized by the US Department of Education, may be accepted. Previous coursework must be submitted on an official transcript. Credit will normally be allowed for applicable courses in which a grade of "C" or higher has been earned. Coursework is evaluated according to your selected program. Time and program selection may be factors in determining credit. Some technical credits older than five years may be subject to review by the Records Office and the appropriate faculty/instructional dean. Courses under the five-year limitation are determined and reviewed by instructional deans, and a list is maintained in the Records Office. Students may be requested to provide prior course descriptions and/or documentation demonstrating required knowledge before credits are accepted.

Students seeking transfer credit from international institutions must provide transcripts translated into English at the student's expense by an NACES-approved agency, such as World Evaluation Services (WES) or Global Credential Evaluators (GCE).

In the event that the student disagrees with the results of the transfer credit evaluation, they may appeal to the Registrar's Office. When there is doubt about the appropriateness of transfer credit or when a student wishes to appeal a transfer credit decision, the transcript will be referred to the appropriate faculty member(s) and the dean. Time limits may be imposed in certain situations. The Records Office and the appropriate dean will maintain a list of courses that have time limits for transfer.

The maximum amount of credit allowed to be transferred is seventy five percent (75%) of the College's curriculum (see Graduation Requirements). Any course taken at a North Carolina Community College System institution will be accepted for the equivalent course, except as specified herein. All transfer students will enter the College in good academic standing. Once enrolled, academic standing will be determined by grades on coursework taken solely at Isothermal Community College (reference [Acceptance of Transfer Students/Credits 05.01.02](#)).

Transfer of Credit within the Institution

Students transferring from one curriculum to another within the College may be handled in the same manner as transfer credits from another institution. Courses designed for satisfaction of North Carolina Community College System approved college transfer degree requirements may be accepted in Associate of Applied Science degree programs; however, courses designed for career preparation in Associate of Applied Science degrees, diplomas, and certificates may not apply to the above-referenced college transfer degree programs. Cumulative grade point averages (GPA) are normally continued when changing programs. The GPA for graduation is based only on the courses required in the program.

Credit by Examination

Any student at Isothermal Community College may receive course credit by examination through one of the following five methods: 1) Challenge Exam, 2) CLEP Exam, 3) Advanced Placement Exams, 4) North Carolina High School to Community College Articulation Agreement, or 5) Diagnostic Exam in Academic Development courses.

Challenge Exam

Students may request permission through the appropriate instructional dean to challenge a course through a comprehensive exam for credit. Please note that courses taken using challenge exams do not qualify for financial aid and may not be transferable to other institutions. The procedure for challenging is as follows:

1. The student must receive permission from the dean to challenge the course and pay a proctoring fee of \$20 prior to attempting the exam. The fee is for the administration and transcription of credit if the challenge is successful. The fee is not refundable if the challenge is unsuccessful.
2. A student cannot challenge a course that they have previously enrolled in, for credit or audit, or that they have previously attempted to challenge.
3. Career and College Promise (CCP) students, as defined in 1D SBCCC 400.11, may participate in challenge/proficiency examinations to earn college credit but may not earn dual high school credit. To earn dual credit, students must enroll and successfully complete the college course.
4. Federal Pell Grant funds cannot be used to pay for challenge exams/proficiency exams, nor do credits earned through challenge examinations count toward a student's load for federal aid award calculations.
5. Credits earned through challenge examination do not count toward a student's load for Veterans Affairs (VA) educational benefits calculations, and as such, VA students should consult with Isothermal's VA counselor before attempting any challenge exams.
6. Challenge Exams/Proficiency are not calculated into a student's cumulative grade point average.
7. If the challenge exam is passed, the student's grade must be submitted to the Student Records Office by the faculty chair or instructional dean of the division in which the course resides within two weeks of the exam's completion. The Student Records Office will record the appropriate course credit on the student's transcript, and the grade for the corresponding course will be recorded as a "CE". (Note: "CE" grades are not acceptable for the Comprehensive Articulation Agreement between the North Carolina Community College System and the University of North Carolina System.)

Advanced Placement (AP) and College Level Examination Program (CLEP)

College credit may be awarded if appropriate conditions are met by Advanced Placement (AP) or College Level Examination Program (CLEP) test scores. Isothermal Community College academic credit will be granted to enrolled students who receive scores of 3 or higher on the AP tests offered by the College Board. CLEP is granted for scores in the 50th percentile or higher. Credit may be considered only for those courses that are in the student's academic program. AP and CLEP credit accepted at other post-secondary institutions is not automatically transferred to Isothermal Community College; however, it is reviewed upon receipt of official scores.

North Carolina High School to Community College Articulation Agreement

North Carolina high school graduates may be awarded college credit for certain high school courses when transferring to Isothermal Community College. Criteria are controlled by the Department of Public Instruction and the NC Community College System and are subject to change without notice. The following criteria must be met to receive credit:

1. Grade of "B" or higher in the high school course,
2. A score of 90 or higher on the CTE post-assessment,
3. In order to receive articulated credit, students must enroll at Isothermal within two years of their high school graduation date, and
4. Apply to Isothermal Community College in a related major.

Credit for Prior Learning

The College may award Credit for Prior Learning ("CPL") as designated by law and state regulations for the following prior learning methods:

1. Apprenticeship
2. State or Industry Recognized Credentials/Continuing Education to Curriculum Credit
3. Courses listed in high school to community college articulation agreements
4. Military education and training
5. Standardized examinations
6. Challenge exams/Proficiency
7. Portfolio assessment
8. Public Safety Training ("PST") prefix courses

The College may award curriculum CPL when documentation of prior learning meets or exceeds the College's standards for demonstrating learning outcomes for the corresponding curriculum course. The College shall award CPL in a manner consistent with State Board regulations.

To be eligible to receive CPL, students must 1) meet all admission requirements for their program of study; 2) be enrolled in a curriculum program to which the credit will directly apply; and 3) request a prior learning assessment consistent with [Procedure 05.02.09.01](#). For additional information, refer to the [Credit for Prior Learning Policy 05.02.09](#).

Other Credit

Credit may also be given in the occupational areas for non-collegiate and military educational experiences. Time and program selection may be factors in determining credit.

Change of Program of Study

Change of Program of Study

To change or update a program of study, students meet with their college navigator/faculty mentor. Program changes are made in consultation with the college navigator/faculty mentor and Financial Aid counselor (when applicable). Program changes must be recorded in the Admissions Office.

Program Update Forms received by Admissions after the full-semester census date will generally be processed for the following semester. The exception to this is when a Program Update Form is submitted for a student who begins the semester after the full-semester census date. In this instance, the form must be submitted to the Admissions Office by that term's census date. Changing a program of study will update the catalog of record to the current catalog year.

Students are responsible for monitoring progress in their program of study and ensuring that they enroll in courses within their program for the correct catalog year. Financial aid amounts dispersed to students are subject to reduction for any courses not required for their program. Students are encouraged to seek assistance from their college navigator/faculty mentor and utilize the Program Evaluation function in [Patriot Port](#) to clarify program requirements.

Requests for Multiple Programs of Study

When deemed beneficial to attaining a student's academic goals, and in accordance with the North Carolina State Board of Community Colleges Code, the Associate Vice President for Student Affairs or designee may approve students to enroll in multiple academic programs concurrently. This decision is made on an individual basis in consultation with the respective instructional dean(s) or designee and applicable Student Affairs staff.

Grading System and GPA Calculations

Grading System

Instructors are responsible for establishing their own grading policy in accordance with the College's letter grade system with qualitative descriptions.

Grade	Significance	Grade Value
A	Excellence	4.0
B	Above Average	3.0
C	Average	2.0
D	Below Average	1.0
EI	Emergency Incomplete	
EW	Emergency Withdrawal	
F	Failed	0.0
I	Incomplete	
IE	Incomplete Emergency	
W	Withdrawal	
WE	Withdrawal Emergency	
R*	Repeat	
Y	No-Credit Audit	
CE	Credit by Exam	
CR	Transfer Credit	
DE	Credit by Diagnostic Exam	
*	Developmental Credit	
%	Granted an Academic Fresh Start	
W#	Administrative Withdrawal	
^	ENG/MAT Corequisite Passed	
P	Progressing	
P*	Passing- Developmental	
P1	ENG/MAT Transition Tier 1 Passed	
P2	ENG/MAT Transition Tier 2 Passed	
P3	MAT Transition Tier 3 Passed	

Note: Grades of WE/IE are provided in response to the COVID-19 pandemic. EI/EW are provided in response to Hurricane Helene.

An asterisk (*) beside a letter grade indicates developmental coursework. Institutional credit only.

A percent sign (%) beside a letter grade indicates the student was granted an academic fresh start and does not count in GPA calculations.

A number sign (#) beside a “W” grade indicates the student was administratively withdrawn and does not count in the GPA calculation.

A circumflex accent (^) beside a letter grade indicates ENG/MAT Support Corequisite passed.

An overall “C” average is required for graduation. A “C” average on a 4.00 Quality Point Scale is a 2.00 Quality Point Average.

The North Carolina Community College System converted from the Quarter System to the Semester System in 1997.

Calculating Grade Point Average (GPA)

To compute your cumulative average, multiply credit hours by grade value to calculate the total grade points for each course. Divide the total grade points for all courses by the total number of enrolled credit hours.

Grade Point Average Example:

Course	Credit Hours		Grade		Grade Points
English	3	x	C (2)	=	6
History	3	x	B (3)	=	9
Biology	4	x	A (4)	=	16
Math	4	x	D (1)	=	4
Spanish	3	x	A (4)	=	12
Physical Education	2	x	F (0)	=	0
Total	19				47

The grade point average for the semester is $47 \div 19$, equating to 2.47.

Grading System and GPA Calculations

Credit Hour Determination and Definition

Credit Hour Determination and Definition

Isothermal Community College makes determinations regarding credit hours and credit awarded consistent with the North Carolina State Board of Community Colleges policy [1G SBCCC 100.1](#). Course descriptions and credit hours, lab hours, clinical hours, and contact hours are scheduled for course delivery consistent with the North Carolina Community College System Combined Course Library. Credit hours awarded for each course and hours required for program completion are described in the College Catalog.

Academic Fresh Start

Academic Fresh Start

Any Isothermal Community College student who has experienced a lapse in enrollment at the College for a period of at least three consecutive academic years may petition in writing to have grades that are older than three years and a final grade below “C” disregarded when calculating the grade point average (GPA). Following re-enrollment, the student must complete at least twelve semester hours with a minimum GPA of 2.0 prior to requesting an academic fresh start.

In some instances, students who change academic programs and complete two academic semesters with at least twelve semester hours and a 2.0 GPA in the new academic program may petition for an academic fresh start even if there has not been a lapse in enrollment.

Students who would like to request a fresh start need to complete an Academic Fresh Start application that is available in the Student Affairs office, located in room 7 of the [Student Center](#), or on the [Records Office webpage](#). Students may be granted an academic fresh start only once. An academic review committee will consider the request and determine eligibility for grade forgiveness. If the request is approved, the record of earlier coursework will remain on the student's transcript; however, these grades will be removed from the GPA calculation.

Students planning to transfer to another college should contact the institution to determine the impact of Academic Fresh Start on transfer. Fresh Start GPA calculations are not used in determining eligibility for student financial aid.

Grade Appeals, Changes, and Reports

Grade Appeals

After conferring with the instructor concerned, students may present a grade appeal in writing. For information regarding the grade appeal process, refer to [Grade Appeal Policy 05.02.05](#).

Instructors hold full responsibility and authority for assigning grades. Once a grade has been assigned, it may not be changed by the instructor without the approval of the Vice President of Academic and Student Affairs

Grade Reports

Final grade reports will be available online through [Patriot Port](#) upon completion of each semester.

Course Repeat

Course Repeat

Courses with earned grades of “D” or “F” may be repeated. Courses with an earned grade of “C” or higher may be repeated only by special permission from the Vice President of Academic and Student Affairs or if the academic program requires a higher grade than the one achieved for successful program completion. When a course has been repeated, the highest earned grade will be computed in the grade point average. Courses taken as audits may be repeated for credit only. No course may be audited more than once.

Transitional courses are exempt from this policy. Students who feel they may benefit from enrolling in transitional courses (e.g. Developmental English and math courses) for which they have earned non-course credit should speak with their college navigator/faculty mentor and Student Affairs staff to determine their best options for enrollment.

Students Using Financial Aid

Students using various forms of financial aid may have additional considerations associated with funding course enrollment and course repeat options. Students who receive financial aid and have questions about funding should meet with a Financial Aid Counselor for additional information. The Financial Aid staff can be contacted by email at financialaid@isothermal.edu, by phone at 828-395-4198, or by visiting Student Affairs in room 7 of the Student Center.

Students Using Veterans Education Benefits

It is Isothermal Community College’s commitment to assist students who may be eligible for veterans educational benefits. There are some things to be mindful of; for example, courses that have been successfully completed or for which the student has received non-course credit may not be recertified for veteran education benefits if they are repeated. However, if a student fails a course or if the program requires a higher grade than the one achieved for successful program completion, that course may be repeated and recertified. Audited courses do not qualify and cannot be included in enrollment certification for veteran education benefits.

Grading System and GPA Calculations

Incomplete Grades

Incomplete Grades

A grade of “I” is assigned when coursework is incomplete. Unless the instructor has established an earlier timeline for completion, this grade must be removed by completing the course before the end of the following semester, or the grade automatically becomes an “F” on the permanent record. Students enrolled in a course with a prerequisite for which they have received an incomplete grade must complete the prerequisite course by the census date of that course's term. Failure to do so will result in administrative withdrawal from the course, a reduced enrollment status, and ineligibility for a tuition refund.

Academic Standing and Probation

ACADEMIC STANDING AND APPEALS

Isothermal Community College is committed to helping each student succeed throughout their academic experience by providing clear expectations and support to help them achieve their goals. When a student seeks to appeal a final grade, they must follow the Grade Appeal Policy 05.02.05 and procedures.

Academic Standing

Guidelines may vary by program (e.g., Career and College Promise, Basic Law Enforcement Training (BLET), and health sciences). Information regarding academic standing guidelines by program is available in specific department areas.

Please note that overall academic standing may differ from academic standing for financial aid purposes. Students should contact the Financial Aid Office for information regarding their financial aid status and Satisfactory Academic Progress.

Probation for Unsatisfactory Academic Progress

Occasionally, students need help maintaining satisfactory academic standing at the college. They will work with their faculty mentor/college navigator to create a plan of success. For additional information, reference [Probation Policy 05.02.06](#).

Academic Fresh Start

Any Isothermal Community College student who has experienced a lapse in enrollment at the college for a period of at least three consecutive academic years may petition in writing to have grades older than three years old and below "C" disregarded in calculating the GPA. For additional information, students may visit the [Academic Fresh Start webpage](#), visit The Patriot Hub in room 32 of the [Student Center](#), or complete the [Academic Fresh Start application](#).

Honors and Awards

Honors and Awards

Honors and awards are recognized in the following ways:

President's List

The President's List is designed to recognize all students who earn a grade point average of 4.0 for the semester.

Dean's List

The Dean's List is designed to recognize all students who earn a grade point average of 3.5 -3.999 for the semester.

A/B Honor Roll

The A/B Honor Roll honors students who earn a grade of B or higher in every course taken during the given semester.

Learning College of the Semester and Awards Day Ceremonies

Students are formally recognized each year for their excellence in scholarship, leadership, citizenship, and service. The Learning College of the Semester Awards ceremony is held near the end of the fall semester, and the Awards Day ceremony is held near the end of the spring semester.

During Commencement ceremonies, various honors and distinctions are acknowledged, with some recorded on transcripts. These recognitions may include, but are not limited to:

- Global Distinction
- Graduation Marshals
- Graduation with Honors

- Graduation with High Honors

For additional information, please view the [Graduation and Commencement page](#).

Graduation and Commencement

GRADUATION AND COMMENCEMENT

Commencement exercises to award degrees, diplomas, and certificates to students in respective programs are held after the spring semester. Students who seek to graduate must submit a Graduation Application through [Patriot Port](#).

Graduation Requirements

To qualify for a degree, diploma, or certificate in a program of study, students must:

1. Complete all of the courses as outlined in the official Curriculum Standards,
2. Earn the minimum required total semester hours,
3. Maintain a grade point average of 2.0 or better in the program of study. Some programs also require a grade of “C” or better on required courses; all nursing programs require a grade of “B” or better, and
4. Submit a graduation application.

Students may earn a certificate, diploma, or degree from Isothermal Community College in accordance with the requirements stated in the College Catalog in effect when they enroll in the Isothermal program of study.

Students are responsible for monitoring progress in their program of study and ensuring they enroll in courses within their program for the correct college catalog year. For students transferring to Isothermal Community College, the maximum amount of credit allowed to be transferred is seventy-five percent (75%) of the College's curriculum (reference [Acceptance of Transfer Student/Credit Policy 05.01.02](#)).

Note: In accordance with the North Carolina Community College Reverse Transfer initiative and college practices that support students through workforce credentialing, Isothermal Community College may identify and award credentials to students who have met requirements 1-3 for credentials, including, and in addition to, their active program of study.

Commencement (Graduation) Ceremony

Those eligible for a certificate, diploma, or degree are encouraged to participate in the Commencement ceremony as a public celebration of their commitment, determination, and accomplishments. Relevant Commencement details are available on the [Commencement webpage](#). The specific date of the Commencement ceremony is listed on the [College Calendar](#). All students who have completed credential requirements after the previous Commencement are invited to participate.

Graduation Orders for Regalia

Graduation Orders for Regalia

To keep access to education affordable, Isothermal Community College does not charge a fee to process graduation applications or to mail the first copy of the credential certificate. Graduation applicants will be notified by mail and/or email with information for ordering caps, gowns, diploma covers, and additional items. Orders are placed in the [College Bookstore](#).

See the [Commencement webpage](#) for additional details.

Graduation and Commencement

Graduation Honors and Distinctions

Honors and Distinctions

Honors and awards are recognized in the following ways:

Global Distinction

Students can earn a “Graduated with Global Distinction” notation on their transcript by completing 15+ credit hours of globally intensive courses, participating in eight international activities and dialogues, gaining 30 hours of global experience through study abroad or domestic intercultural experiences, and completing a capstone presentation related to their two-year global learning experience.

Graduation Marshals

Three students and one alternate may be selected to represent each academic division as graduation marshals. To be eligible for selection, students must be enrolled in a degree program, registered for six or more credits during the spring semester, have a cumulative grade point average of 3.0 or higher, have completed 30 or more credits, and be in good standing with the College. Graduating students are not eligible as they are encouraged to participate in the Commencement ceremony. Instructional deans, in consultation with the division's faculty, will select graduation marshals from their respective divisions.

Graduation with Honors

Students will graduate with Honors upon completing a certificate, diploma, or degree program with a grade point average of 3.50 to 3.99 in their program of study.

Graduation with High Honors

Students will graduate with High Honors upon completing a certificate, diploma, or degree program with a grade point average of 4.0 in their program of study.

Robert Wendell Eaves Distinguished Teaching Award

Annually, students, employees, and community members are provided the opportunity to nominate an outstanding instructor for the Robert Wendell Eaves Distinguished Teaching Award. Each year, recognition and a monetary award are presented to the selected instructor. The recipient is announced during the Awards Ceremony at the end of the spring semester. To be eligible, the instructor must be a full-time employee of Isothermal Community College

and must spend at least 25% of their employment in a teaching role. Nomination forms are made available at the beginning of each spring semester. They can be obtained on the College website or by using the weblink provided by the Director of Marketing and Community Relations.

Additional Honors and Awards

Additional honors and awards are recognized throughout the academic year. For additional information, please view the [Honors and Awards page](#).