Fall 2020 Semester Credit Classes

Hybrid Courses Available

Do you want to take a credit class that isn't scheduled for your Learning Center?
SCC received a USDA rural development grant which included robots. The robots enable students in the Learning Center service area to attend class on one of the SCC campuses via robot. The student would initially be in the Learning Center to operate the robot, which would be driven from its campus home to the class. The robot is operated by the student via a computer using a few keys. The robots being used are from Double Robot.

Are you thinking of starting college?
Are you needing to complete General Education classes for an SCC program or at another college?
Are you needing to complete pre-requisite classes to be admitted to a program in the SCC Health division?
Are you a high school student who would like to complete college General Education credit classes?
Credit classes are delivered via technology to the Learning Center classrooms. Students are able to participate in the class like any student in the originating classroom. Each class offered at the Learning Centers meets the requirement at SCC for general education classes for an Associate degree and/or a prerequisite class for a Health program. Check with your academic advisor on your degree plan.

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www.southeast.edu/NebraskaCityLC
PHIL-1010
Introduction to Philosophy
This course introduces students to the components of philosophy through readings from the history of philosophy (ancient, modern, and contemporary) combined with the examination of topics such as metaphysics, logic, ethics, epistemology, aesthetics, philosophy of religion, freedom, and self-identity. This course exposes students to a range of ideas and readings representing a variety of cultural and ethnic backgrounds.
(3.0 semester credits)  
Cost: NE Resident: $333/Non-Resident: $396
Tues. & Thurs., Aug. 25-Dec. 17  2:30-3:50 p.m.
NCLC, Room 101  Revock  PHIL-1010-NC03

SPCH-1090
Fundamentals of Human Communications
Prerequisite: Eligible for ENGL-1010
This course provides theory and practice in relational communication (including self-awareness, perception, verbal and nonverbal communication, listening, communication and diversity, relationships and conflict management), small group communication (including leadership and group dynamics), and public communication (including audience analysis and adaptation, research and organizational skills, outlining, presentation skills, and designing and using presentation aids effectively).
Students will perform at least three research-based oral presentations before an audience.
(3.0 semester credits)  
Cost: NE Resident: $333/Non-Resident: $396
Tues., Aug. 25-Dec. 15  6-8:25 p.m.
NCLC, Room 101  Perez  SPCH-1090-NC09

For all credit classes, books can be ordered through the SCC Campus Store at www.sccbookstore.com
For more information or to register, contact Cindy Meyer, Coordinator, at 800-828-0072, ext. 3636, or cmeyer@southeast.edu.

8-Week Session

HLTH-1150
Nursing Assistant (Hybrid)
Prerequisite: Must be at least 16 years old
Overview of the health care system and role of the nursing assistant as a health care team member. Discussions on the concepts of basic human needs, professional behavior, communication, legal/ethical issues, and multicultural diversity. Teaches basic nursing skills, including bathing, assisting with dining, ambulating, transferring, and toileting. Included in this course are classroom, nursing lab and clinical experiences in a health care setting.
Course is approved by the Nebraska Department of Health and Human Services Regulation and Licensure. Upon successful completion of this course, the student is eligible for test for placement on the Nebraska Nursing Assistant Registry. For additional classes, visit www.southeast.edu/nursingassistant. This course does not qualify for financial aid. For funding options, contact the Learning Center coordinator. If you have questions, contact Natasha Holly at 402-437-2552 or nholly@southeast.edu or Vicki Coffin at 402-437-2707 or vcoffin@southeast.edu. Required textbook and materials can be purchased at the SCC Campus Store, 8800 O St., Lincoln, during regular business hours, by phone at 800-642-4075, ext. 2560, or at www.sccbookstore.com.
(4.0 semester credits)
Cost: NE Resident: $444/Non-Resident: $528
Mon., Tues. & Thurs., Oct. 22-Dec. 15  6-9:25 p.m.
NCCF  HLTH-1150-HBNC8

For more information or to register, contact Cindy Meyer, Coordinator, at 800-828-0072, ext. 3636, or cmeyer@southeast.edu.

Tuition & Fees
Tuition and fees are due on or before the first day of class.

Books
Please contact the SCC Campus Store for additional required class books and/or materials at 402-437-2560 or online at www.sccbookstore.com.

Drop/Withdraw from a Credit Class
You must drop the class online using WebAdvisor on the Hub OR complete and submit an “Official Drop/Add Form for Credit Classes” to the Registration & Records Office. Failure to attend classes does not constitute a drop or withdrawal. Students must submit an official drop form prior to the refund deadline to be eligible for a tuition refund. Failure to attend classes does not absolve the student of making complete payment for all tuition and fees associated with the student’s registration.

Refund Policy for Credit Classes
If you decide to discontinue your studies at SCC, refunds are prorated according to the refund formula.

Refund Table (FOR CREDIT CLASSES)
% elapsed ...........% of refund
0.0 - 10.0 ..........100
10.1 and over ......0

The drop date will be the date you provide an “Official Drop/Add Form” to the Registration & Records Office. All days are included in the computation, including Saturdays, Sundays, holidays, and week days. Students are entitled to a refund based on the Refund Table for Credit Classes.

For all credit classes, books can be ordered through the SCC Campus Store at www.sccbookstore.com

For more information or to register, contact Cindy Meyer, Coordinator, at 800-828-0072, ext. 3636, or cmeyer@southeast.edu.
REGISTRATION INSTRUCTIONS

Two Ways to Register

1. Online
   a. Log into thehub.southeast.edu
   b. Enter your Username and Password.
      Your Username is your first initial + last initial + SCC ID number (with no leading zeros) + @southeast.edu.
      For example: John Smith, SCC ID number 0123456: js123456@southeast.edu
      If this is the FIRST time you have logged in or if you would like more information, visit http://helpdesk.southeast.edu.
   c. Select “Student Registration”
   d. Under the Registration section, select “Register for Sections”
   e. Choose either Express Registration or Search and Register for Sections
      Express Registration (Choose “Express registration” ONLY if you know exact course information or the synonym. Skip to step # 6.)
      If you know the course and section number or the synonym, you can use Express registration. Course and section numbers and synonyms can be obtained from the credit schedule. Be sure to enter the term.
      Search and Register for Sections (Choose “Search and register for sections” if you DO NOT know the exact course and section number.) Enter the correct term and at least one variable about a class to search for a section – click submit. Leave course level blank.
      f. This will produce a list of all the classes available given the variables you submitted. Click on the box in front of the class to select the course – click submit.
      Tip: online sections can be found by using a location of “web.”
   g. On the next screen, you will see a list of the courses you selected under Preferred Sections. Choose the action you want to perform from the drop down box in front of the class and click submit at the bottom of the page.
   h. When you have successfully registered for a section, you will see a screen which confirms your request has been processed and all sections for which you are registered will be listed. When your schedule is final, click on “my schedule” at the bottom of the page and print your schedule.

2. Complete the Official Credit Registration Form
   PLEASE PRINT. Complete all blanks and answer all questions.
   a. DEMOGRAPHICS - Please complete the demographic information. This information is important in maintaining an accurate student information file for you. NOTE: Race is for statistical purposes only.
   b. CREDIT CLASSES - Enter all information on one line for each class you wish to take. If you need assistance in selecting classes, please see your advisor. Add up the number of credits and enter the total in the box to the left of “Total Credit Hours.”
   c. SIGNATURE - Please sign the registration form.
   d. Advisor’s signature is required if prerequisite coursework has not been met.
   e. If your employer is paying for your courses, please see the cashier.
   f. FINANCIAL AID - If you have applied for financial aid (PELL Grant or student loan), you must contact the financial aid office to make sure your financial aid file is complete.
   g. Tuition and fees are due on or before the first day of class unless noted.
   h. Submit the completed registration form to the Registration & Records office at one of the three campuses.
      • SCC Beatrice Campus, 4771 W. Scott Road, Beatrice, NE 68310
      • SCC Lincoln Campus, 8800 O St., Lincoln, NE 68520
      • SCC Milford Campus, 600 State St., Milford, NE 68405

ADA Reasonable Accommodations
SCC provides services and reasonable accommodations to allow persons with disabilities to participate in educational programs and other College activities. For information on requesting ADA reasonable accommodations, contact the SCC Area Access/Equity/Diversity Office.

Additional Registration Information
www.southeast.edu/registrationandrecords

FALL 2020 DATES
Semester Dates ..................... Aug. 24-Dec. 17
Last day to add your name to a waitlist/
   Final Waitlist registration
   notices emailed .......................... Aug. 24
Waitlists are closed ........................ Aug. 25
Last day to register online .................. Aug. 25
Instructor signature required for adds Aug. 26
Last day to add classes ................... Aug. 28
College closed .......................... Sept. 7, Nov. 25-27
Graduation Application deadline ........ Sept. 11
Graduation (check dates/details online at www.southeast.edu/calendar)
LEGAL NAME: Last First Middle

SCC ID NUMBER

FORMER NAME:

E-MAIL ADDRESS: (required for students on class waitlists)

SOCIAL SECURITY NUMBER

LOCAL / PREFERRED MAILING ADDRESS: City State Zip County

PERMANENT ADDRESS: City State Zip County

BIRTH DATE:

CELL PHONE: HOME PHONE: BUSINESS PHONE:

I AM A RESIDENT OF NEBRASKA

I AM A NON-RESIDENT

I AM A VETERAN OR DEPENDENT

I AM UTILIZING MILITARY BENEFITS

I IDENTIFY AS:

MALE

FEMALE

ETHNICITY (SELECT ONE):

HISPANIC OR LATINO

NOT HISPANIC OR LATINO

HOMEBASED NEWSPAPER:

HOMETOWN NEWSPAPER:

ADDRESS:

HIGH SCHOOL ATTENDED / GED:

COLLEGE ATTENDED POST HIGH SCHOOL:

YES, I AM DECLARED (LIST PROGRAM OF STUDY)

HOMETOWN NEWSPAPER:

ADDRESS:

TERM

YEAR: 20__

FALL  ____ SPRING  ____ SUMMER  ____

DATA ENTRY __________________

DATE _______________________

TOTAL CREDIT HOURS

LAST DAY TO DROP WITH REFUND

LATE TO DROP DUE TO CIRCUIT 

TOTAL CREDIT HOURS

PROGRAM DIRECTOR/ADVISOR SIGNATURE ____________________________

DATE _______________________

SUBMISSION OF THIS FORM INDICATES THAT I UNDERSTAND:

1. My information is complete and I am accountable for the tuition and fees and subject to a grade in the courses listed;

2. To drop or withdraw from classes, I must submit an 'Official Drop/Add Form for Credit Classes' in writing to the Registration Office located in Student Affairs or drop the classes using WebAdvisor. Failure to attend a course does not constitute an official drop;

3. I understand tuition charges and refund policies are published in the College Catalog;

4. The personal information contained herein is correct as shown; and

5. Any changes in SSN, legal name, address, residency, etc., must follow the College procedures in the College Catalog.

Equal Opportunity/Nondiscrimination Policy - It is the policy of Southeast Community College to provide equal opportunity and nondiscrimination in all admissions, attendance, and employment matters to all persons without regard to race, color, religion, sex, age, marital status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by law or College policy. Inquiries concerning the application of Southeast Community College’s policies on equal opportunity and nondiscrimination should be directed to the Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th Street Place, Lincoln, NE 68510, 402-323-3412, FAX 402-323-3420, or jsoto@southeast.edu.

Declaración de política sobre equidad/antidiscriminación - La política publica de Southeast Community College es de proveer equidad, y prohíbe discriminación, en todos aspectos referentes a la admisión, participación, y empleo contra toda persona por motivo de raza, color, religión, sexo, edad, estado civil, origen nacional, etnia, condición de veteranos, orientación sexual, incapacidad, o otros factores prohibidos por ley o la política del Colegio. Preguntas relacionadas a la política sobre equidad/antidiscriminación de Southeast Community College deben dirigirse a: Vice President for Access/Equity/Diversity, SCC Area Office, 301 S 68th Street Place, Lincoln, NE 68510, 402-323-3412, FAX 402-323-3420, o jsoto@southeast.edu.