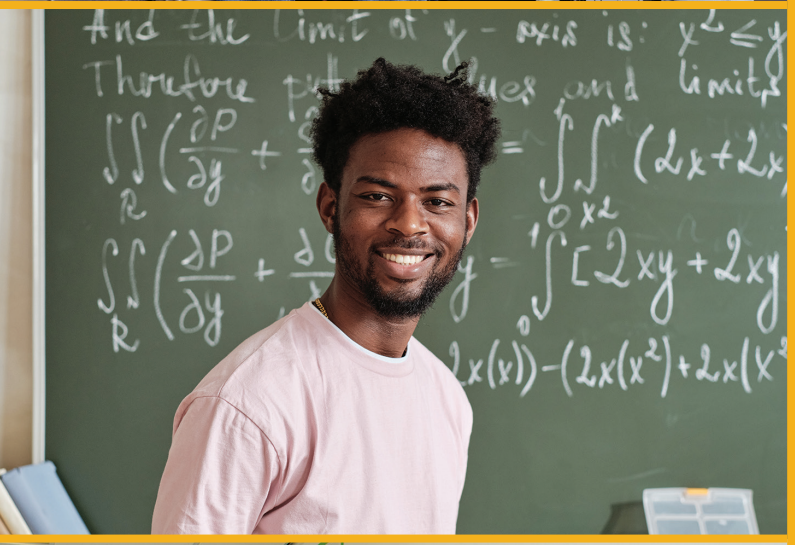








JJC Dual Credit
Student Handbook
12x12x12

JOLIET JUNIOR COLLEGE
1901
DUAL CREDIT

Table of Contents

Mission 2
About JJC 2
What is Dual Credit? 2
Benefits of Dual Credit 2
Available Courses 2
Illinois Articulation Initiative (IAI) 3
What is Dual Enrollment? 3
What is Early Entry? 4
Dual Credit vs. Advanced Placement 5
12x12x12 Initiative & Dual Credit Tuition 6
12x12x12 Scholarship 6
Dual Credit Eligibility Information 6
DualEnroll vs. MyJJC 6
Dual Credit Application & Registration via DualEnroll 6
MyJJC Portal and New Account Setup 6
Placement Testing 6
Student ID 7
Tuition Payment 7
Student Responsibilities 7
Student Rights and Responsibilities 8
Academic Honor Code 8
Attendance 8
Academic Caution 8
Dropping a Dual Credit Course 8
Incomplete Grade 9
Standards of Academic Progress 9
Student Services 9
Matriculating to JJC 10
Contact Information 11
Appendix 12

Mission

The mission of the Office of Dual Credit at Joliet Junior College is to promote equity by providing accessible pathways to higher education for all students, regardless of background or circumstance. We are committed to fostering inclusive learning environments that empower diverse learners, promote academic excellence, and prepare students for success in college and beyond.

About JJC

Joliet Junior College (JJC) was founded in 1901 and is proudly recognized as the first public community college in the United States. It was the "brain child" of J. Stanley Brown, Superintendent of Joliet Township High School, and William Rainey Harper, President of the University of Chicago. The college's initial enrollment was six students.
Today, JJC serves more than 30,000 students in credit classes and noncredit courses, and continues to set the example as an affordable, quality institution to student learning. To learn more about the history of JJC, please go to: About JJC-History

As a comprehensive institution of higher learning, JJC offers pre-baccalaureate programs for students planning to transfer to a four-year university as well as career and technical education leading directly to employment. JJC also offers adult education and literacy programs, workforce development services, and robust student services to ensure all learners have access to the supports they require to encourage their academic growth and personal well- being.

What is Dual Credit?

Dual Credit is a program where high school students earn both high school and college credit upon successful completion of a dual credit course with a “C” or better. Dual credit courses follow the JJC course syllabus and use the JJC grading scale for the college grade.

Benefits of Dual Credit

There are several benefits of participating in dual credit. Some of the benefits include:

- **Reduces overall college costs**: JJC dual credit courses are offered at $12 per credit hour.
- **Complete your college degree in less time**: Since you got a jumpstart on earning college credit, you'll be able to earn your degree in less time than the average student.
- **Smooth transition from high school to college**. Dual credit courses help prepare students by offering them college-level work, so they know what to expect.
- **Convenience.** Students will be taking JJC dual credit courses during their high school daytime schedule.
- **College courses that will transfer**. Students will get a JJC grade when they finish a dual credit course. To learn more about transferring college credits, please refer to itransfer.org.

Available Courses

JJC offers General Education and Career and Technical Education (CTE) courses as dual credit options. Please see the Appendix at the end of this handbook for a detailed list.

Illinois Articulation Initiative (IAI)

JJC is a participant in the Illinois Articulation Initiative (IAI), a statewide agreement that allows transfer of the completed Illinois General Education Core Curriculum (GECC) between participating institutions in Illinois. Completion of the transferable General Education Core Curriculum (GECC) at any participating college or university in Illinois assures transferring students that lower division general education requirements for an associate or bachelor's degree have been satisfied. A database is maintained that contains all statewide IAI articulated courses at each participating institution. Students who plan to transfer at some point during their college career should access this IAI information on the iTransfer website.

What is Dual Enrollment?

At JJC, Dual Credit and Dual Enrollment are two different programs. While dual credit courses take place at the high school campus for the tuition rate of $12 per credit hour, dual enrollment courses take place on JJC's main campus at varied tuition rates. For information regarding program requirements, registration, and tuition, please visit the respective program's web page or contact your high school counselor for more information. Below you will find the available Dual Enrollment program offerings.

AIM (Advanced Integrated Maintenance)

The AIM program provides students with core education and technical hands-on skills they need to pursue careers in the advanced manufacturing sector. Students participate in four college courses building skills and awareness in industrial maintenance, industrial fluid power, basic wiring, circuit design, and industrial controls. For more information, please contact aimtech@jjc.edu.

ACE (Architecture/Construction/Engineering)

The ACE program has been designed for students considering career pathways in the construction field. Through relevant and challenging college courses, students receive a solid foundation in the fundamental coursework in the professional tracks of the building industry. Each ACE program class covers the terminology, processes, skills, and industry specific content to give the student a full snapshot of the fundamentals of the building and construction industry. For more information, please contact Laura Cotner, ACE Program Coordinator at lcotner@jjc.edu.

AET Applied Engineering Technology

Students in the AET program have the opportunity to focus on the application and implementation of design theory. Students participate in classroom and hands-on shop experience. Emphasis is placed on exercises and projects that embody the basic processes and operations in using hand, layout, and machine tools. Students acquire knowledge and skills in the use of numerical control and computer numerical control milling and turning machines. This is a partnership with Wilco Area Career Center, Grundy Area Vocational Center, and Joliet Township High Schools and takes place at JJC's main campus. Please contact your high school counselor or Cameron Martin at cmartin@jjc.edu for more information.

Cisco Pathway

Wilco offers a pathway to Cisco certification. JJC's Cisco program provides exposure to a broad cross-section of computer and network security topics. The Cisco CCNA Security program at JJC provides training that is also recognized by the United States National Security Agency (NSA). The program includes hands-on experience using tools and equipment to provide businesses and governments both secure and reliable communication systems. Protection of assets inclusive of malware containment and mitigation and other types of cyber-attacks are also covered. To enroll in Cisco pathway courses at Wilco, please speak to your high school counselor.

Nursing Assistant Dual Enrollment (Joliet Township High Schools)

The enrollment process for the Nursing Assistant Dual Enrollment through Joliet Township High School

begins at the high school. Please contact your high school counselor for more information.

Fire Science and Emergency Medical Technician (Lincoln Way School District)

The enrollment process for the Fire Science and EMT Dual Enrollment programs at Lincoln Way school district begins at the high school. Please contact your high school counselor for more information.

What is Early Entry?

The Early Entry program is managed by the JJC Admissions department and allows high school students under 17 to enroll in college courses at JJC while still in high school. However, these courses do not count for high school credit-only college credit is awarded. Early Entry courses are taught by JJC faculty, on JJC's campus or online, at JJC's tuition rate.

To apply for Early Entry please utilize the Early Entry Application.

Dual Credit vs. Advanced Placement

Dual Credit and Advanced Placement courses are two methods of earning college credit while in high school but are vastly different programs.

Dual Credit: Upon successful completion of a dual credit course with a "C" or better, college credit will be awarded to the student's JJC transcript. Students who do not attend JJC after high school graduation may have their transcript sent to their college or university by requesting a transcript from the JJC Registrar's Office.

Advanced Placement: Students who enroll in Advanced Placement (AP) courses at their high school may receive college credit for an equivalent JJC course if they receive a score of a "3" or higher on the AP Exam. Please check with the institution you plan to attend after high school regarding their policy regarding AP credit.

AP Exam Title	Score Accepted	JJC Equivalent Course(s)	Credits
Art History	3 or higher	ART 115 and ART 116	6
Biology	3 4 or 5	BIO 151 or BIO 104 BIO 151 and BIO 152	5 10
Calculus AB	3 or higher	MATH 170	5
Calculus BC	3 4 or 5	MATH 170 MATH 170 and MATH 171	5 9
Chemistry	3 or 4 5	CHEM 101 CHEM 101 and CHEM 102	5 10
Comparative Government & Politics	3 or higher	PSCI 103	3
Computer Science A	3 or higher	CIS 236 or CIS 246	4 4
Computer Science Principles	3 or higher	CIS 130	4
English Language & Composition	3 or higher	ENG 101	3
English Literature & Composition	3 or higher	ENG 204	3
Environmental Science	3 or higher	BIO 146	3
European History	3 or higher	Social Science Elective	3
French Language & Culture	3 or higher	FRCH 101, 102, 103	12
Human Geography	3 or higher	GEOG 106	3
Macroeconomics	3 or higher	ECON 103	3
Microeconomics	3 or higher	ECON 104	3
Music Theory	3 or higher	MUS 104	3
AP Physics 1	3 or higher	PHYS 101	5
AP Physics 2	3 or higher	PHYS 102	5
Physics C Mechanics Electricity & Magnetism	 3 or higher 3 or higher	 PHYS 201 PHYS 202	 5 5
Psychology	3 or higher	PSYC 101	3
Spanish Language & Culture	3 or higher	SPAN 101, 102, 103	12
Spanish Literature & Culture	3 or higher	SPAN 101, 102, 103	12
Statistics	3 or higher	MATH 128	4
Studio Art Drawing 2-D Design 3-D Design	 3 or higher 3 or higher 3 or higher	 ART 101 ART 103 ART 104	 3 3 3
U.S. Government & Politics	3 or higher	PSCI 101	3
U.S. History	3 or higher	HIST 103	3
World History	3 or higher	HIST 108	3

12x12x12 Initiative & Dual Credit Tuition

JJC's 12x12x12 dual credit initiative launched in fall 2023. The goal is for all district high school students to earn at least 12 credit hours of dual credit, by the time they complete the 12th grade, and pay only $12 per credit hour.

Under this initiative, the tuition for a three-credit hour dual credit course is only $36. If the same course were taken at JJC after graduating from high school, it would cost at least $453. That is a savings of over $400 per college class!

12x12x12 Scholarship

Students who have successfully completed a minimum of 12 JJC credit hours of dual credit by the time they graduate high school, qualify for a $500 12x12x12 dual credit scholarship. There is no application required for this scholarship. To be eligible, students must register for a minimum of six credit hours at JJC for the term immediately following high school graduation.

Dual Credit Eligibility Information

In order to enroll in a dual credit course at JJC, students must meet the following criteria:

- Attend a high school who partners with JJC for dual credit.
- Have permission to take the course from your high school and parent/guardian.
- Demonstrate the maturity level needed to be successful in college course work.
- Complete the application and registration process in DualEnroll.
- Meet course prerequisite and placement requirements.
- Receive a "C" or better in previous dual credit courses.

DualEnroll vs. MyJJC

DualEnroll is the application and registration software for dual credit at JJC. MyJJC is the student portal for all JJC students, and is where students can find and pay their tuition bill. These are two separate systems that require different login credentials. Please see details below.

Dual Credit Application & Registration via DualEnroll

All Dual Credit students will apply to the Dual Credit program and register for courses using JJC's Dual Enroll Platform. Course registration will take place in class during the first two week of school utilizing the following schedule:

Fall 2026 Application closes	Friday, August 28, 2026
Fall 2026 Registration Deadline	Friday, September 4, 2026
Yearlong Course Registration Opens	Monday, October 12, 2026
Yearlong Course Registration Closes	Friday, October 30, 2026
Spring 2026 Application Deadline	Friday, January 15, 2027
Spring 2026 Registration Deadline	Friday, January 22, 2027

For a step-by-step guide regarding the JJC Dual Credit application and registration process, please final pages of student handbook.

MyJJC Portal and New Account Setup

After successfully completing the JJC Dual Credit Application and allowing 48-72 business hours for processing, students need to complete the New Account Setup. This gives students access to their MyJJC portal and email. Students will not be able to access their grades or bill if this step is not completed. Please note: MyJJC and DualEnroll are different websites with different login credentials.

Placement Testing

Some Dual Credit courses have prerequisites. If you do not meet the prerequisite of your chosen course with a qualifying ACT, SAT, or PSAT score, you will have to take the ALEKS and/or Accuplacer exams prior to the start of the semester. Please speak to your high school counselor regarding placement testing on your campus. If you are not able to test at your high school, testing is available through Testing Services located at Main and

Romeoville campuses. Students requiring placement testing can find detailed information such as hours of operation, location, and parking as well as testing guidelines and contact information at the Testing Services website or contact their office directly at 815-280-2261. It is highly recommended that all students review the testing guidelines found on the Testing Services website, prior to their testing date. Additional course information can be found in the Course Catalog.

Student ID

Dual credit students are eligible for a JJC student ID card. Students may visit the Student ID office during business hours or by utilizing the online Student ID application. To access the application, students will need to sign in with their JJC email address and password. For more information visit MyJJC's Photo ID Card Services or call 815-280-2709.

Tuition Payment

Students can view their bill in their MyJJC portal. To access the MyJJC portal for the first time, students must complete the New Account Setup process. Payment is due at the time of registration.

Payment Option	Location	Forms of Payment Accepted	Convenience Fee
Online	MyJJC Portal	American Express, Visa, MasterCard, Discover, and e-check	1.95% convenience fee for credit cards.
In-Person (JJD ID or SSN required)	Main Campus; A-1020 Romeoville: RMA-1024	American Express, Visa, MasterCard, Discover, cash, and e- check	1.95% convenience fee for credit cards.
Phone (JJD ID or SSN required)	815-280-6688	American Express, Visa, MasterCard, and Discover	1.95% convenience fee for credit cards.
Tuition Drop Box	Main Campus outside A-1020	Check only	
Mail	Student Accounts & Payments A-1020 1215 Houbolt Road, Joliet IL 60431	Check only	

Student Responsibilities

Dual credit courses are college-level courses, requiring students to engage fully in their academic responsibilities. These courses may delve into controversial topics not typically covered in high school, presenting new academic demands. It is essential for dual credit students to prepare accordingly and interact with instructors as college students would. Should a student have any concerns regarding instruction, assignments, or grading, they should try to resolve their issue with the instructor of record. If it is unresolved, the student should follow the student complaint procedures for their respective high school or career center.

Students should plan to spend approximately two hours of study time outside of class for everyone hour spent in a class. For example, to succeed in a JJC dual credit 3-credit hour course, students should allocate approximately two hours of study outside class, totaling six hours per week.

Additionally, students must also familiarize themselves with their instructor's grading scale, as it may differ from what they are familiar with in high school. Detailed grading criteria will be outlined in the course syllabus provided during the first week of class. Should students have any questions or concerns about their performance, it is their responsibility to communicate with the instructor to understand what improvements are needed for success.

A student requesting Dual Credit must meet all JJC admissions requirements and be a registered student in good standing with JJC. A student also must meet all JJC prerequisites listed for that course. It is advised the student review prerequisites at least one semester prior to the course to ensure all prerequisites are completed before the intended dual credit enrollment.

Students who choose to enroll in a Dual Credit course are responsible for paying the tuition rate of $12 per credit hour. Students pay their JJC tuition through their JJC portal upon registration. If a student does not pay their bill, they will be able to complete the course(s) for which they are currently enrolled, but will not be able to register for subsequent dual credit courses. Students who qualify for the National Free and Reduced Lunch Program are not responsible for paying tuition.

Student Rights and Responsibilities

The Office of Student Rights & Responsibilities is responsible for protecting the integrity of the college experience; upholding the college's policies, procedures, and laws that apply to the protection and rights of students and providing advocacy when needed. The office is also responsible for assisting students with mental health and well-being by providing assistance and access to mental health care, through on-and-off campus resources.

Academic Honor Code

JJC acknowledges the importance of honest academic behavior. The objective of the Academic Honor Code is to sustain a learning-centered environment in which all students are expected to demonstrate integrity, honor, and responsibility, and to recognize the importance of being accountable for one's academic behavior. Acts of academic dishonesty include:

- Cheating: Intentionally using or attempting to use unauthorized materials, information or study aids; use of any unauthorized assistance, resources, materials or electronic/cellular devices with or without photographic capability in taking quizzes, tests or examinations and the acquisition, without permission, of a test or other academic material belonging to JJC, to any department, or to any staff.
- Plagiarism: The reproduction of ideas, words, or statements of another person as one's own without acknowledgement, or use of an agency engaged in the selling of term papers or other academic materials.
- Unauthorized Collaboration: Intentionally sharing or working together in an academic exercise when such actions are not approved by the course instructor.
- Falsification and Fabrication: Intentional and unauthorized falsification or invention of any information or citation furnished to any college official, faculty member or office.
- Facilitation of Academic Dishonesty: Permitting or attempting to help another to violate the Academic Honor Code; alteration or sabotage of another student's work, such as tampering with laboratory experiments.

Attendance

If a student has absences in excess of ten days, please notify the Office of Dual Credit. This way, a determination can be made if the student should be removed from the course or receive an incomplete grade.

Academic Caution

To protect the academic record of dual credit students, any student who receives a final grade of a "D" or "F" will be prohibited from taking additional dual credit courses. To avoid academic caution, it is strongly advised to withdraw from the course.

Dropping a Dual Credit Course

If a student is at risk of earning below a "C" in a course, it is essential that they communicate with their instructor as early as possible to discuss their academic performance and possible next steps. While students may request to be withdrawn from the course, the instructor can decide to initiate a drop by the designated drop date to protect the student's academic standing.

Failing to withdraw by the drop date can result in a low grade, which may negatively affect a student's college GPA and future academic opportunities. This is particularly important for dual credit students, as grades earned in these courses become part of their permanent college record.

Additionally, a failing grade or untimely withdrawal may impact a student's eligibility for financial aid by affecting Satisfactory Academic Progress (SAP), which is required to maintain aid.

To make informed decisions, students are strongly encouraged to have open discussions with their instructor and to consult their high school counselor or the Office of Dual Credit with any questions about the withdrawal process. Early and proactive communication is key to navigating these decisions successfully.

Students are advised to not drop themselves using the MyJJC portal. Doing so will result in earning a W on their transcript.

Incomplete Grade

An instructor may award a temporary grade of Incomplete (I) to students unable to finish a course at the end of a semester due to an emergency or other unanticipated circumstances. The new completion date is six weeks after the end of the semester, unless the course is a required prerequisite for the following spring semester. In that instance, the coursework would need to be completed and final grade updated before the spring semester starts. When the student completes the required work by the incomplete deadline, the instructor will submit a form to change the student's grade. If an Incomplete is not resolved by the deadline, the grade automatically converts to an "F."

Impact on Financial Aid Eligibility

Dual credit students are not eligible to use Federal Financial Aid for their dual credit courses. However, keep in mind that credit earned through participation in dual credit affects the length of time a student can continue to receive state and federal financial aid, the satisfactory academic progress evaluation, and the annual maximum award amounts for federal student loan programs.

Standards of Academic Progress

Satisfactory Academic Progress (SAP) is a set of criteria that students must meet to remain eligible for federal financial aid. These criteria typically include:

Grade point average: Students must maintain a minimum GPA, usually a "C" or better. For example, Northeastern Illinois University (NEIU) requires undergraduate students to maintain a 2.0 GPA, while graduate students must maintain a 3.0 GPA.

Course completion rate: Students must complete a minimum percentage of their attempted coursework. The minimum percentage is 66.67%. Courses with a grade of "W" or "F" are not considered completed.

Maximum timeframe: Students must complete their degree within 150% of the program's published length. For example, a student working toward an Associate of Arts (A.A.) degree needs 60 hours to graduate. Once the student attempts 90 hours, they are no longer eligible for financial aid. (60 hrs. x 150% = 90 hours)

Student Services

Since all students enrolled in a dual credit course are considered JJC students, they have access to the same student services as on-campus students. Below are some of the services most utilized by dual credit students.

Career Services

Students looking for help writing resumes and cover letters, mock interviews, and job search assistance may utilize the services offered by JJC Career Services.

Disability Services

Students enrolled in dual credit courses are entitled to the same supplementary aids and accommodations outlined in their Individualized Education Program (IEP) under Article 14 of the School Code or Section 504 plan under the Federal Rehabilitation Act of 1973. These accommodations apply while taking dual credit courses on their high school campus. If students have any questions about their accommodations or how they apply in a dual credit course, they should speak with their instructor for clarification and support. Students may consult with JJC Disability Services they have any questions.

Fitness Center

Dual credit students ages 16 and over are eligible to use the Fitness Center located on JJC's main campus. A waiver form is required for all students to use the Fitness Center as well as a valid JJC ID. Students ages 16-17 must have the waiver signed by their high school counselor before receiving access to the facility. Please contact the JJC Fitness Center for additional information.

Library

Dual credit students have access to a wide range of services and resources provided by the JJC Library, including:

- Peer review and scholarly journals
- Subject specific databases
- Ebooks and eAudiobooks
- Streaming films
- Select resources
    - New York Times/NWT Cooking
    - The Atlantic
    - Kanopy
- Virtual and in-person library instruction
- Virtual reference with JJC librarians
- Study rooms
- Physical library collections

Note: A valid JJC ID card is needed to check out books and to utilize the study rooms.

Tutoring and Learning Center

Free in-person and online tutoring for all dual credit classes through the Tutoring & Learning Center.

Matriculating to JJC

Dual credit students who intend to enroll at JJC after high school graduation must complete the JJC General Application. For a list of next steps after applying, visit the Admitted Students page.

Official College Transcript

JJC has partnered with Parchment to order and send your transcript securely. Student may order their transcripts for
$15 using the following link: Order Transcripts. To check your order status please sign in to Parchment.com and click Orders. Go to the Tracking help page for full details.

Contact Information

The Office of Dual Credit is available to provide support to our dual credit students and their parents/guardians. For general questions, please email OfficeOfDualCredit@jjc.edu or visit the Dual Credit website.

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Appendix

On the following pages you will find:

- Dual Credit Course Offerings by Location
- Dual Credit Prerequisite Report
- DualEnroll Instructional Guides
- Dual Credit How to Pay My Bill Flyer
- 12x12x12 Informational Flyers

JOLIET JUNIOR COLLEGE 1901

Dual Credit Course Offerings by Location 2026/2027

Bloomington Area Career Center
CA 105 - Intro to Culinary Arts Principles and Applications
CA 106 - Applied Food Service Sanitation

Bolingbrook High School
ACCY 100 - Principles of Accounting
CDEV 101 - Introduction to Early Childhood Education
CDEV 137 - Creativity and Play in Early Childhood
CIS 126 - MS Office
CIS 145 - Fundamentals of Networking
DGTL 100 - Concepts of Digital Media
DGTL 101 - Digital Media Capture, Management and Tools
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
HIST 103 - History of the US to 1865
HIST 104 - History of the US, 1865 to Present
MATH 128 - Elementary Statistics
MATH 138 - Pre-Calculus I: Algebra
MGMT 220 - Entrprenuership & Small Bus Mgmt

Coal City High School
ACCY 100 - Introduction to Accounting
CIS 126 - MS Office
FIN 100 - Personal Finance
MATH 127 - Mathematics for General Education
MATH 128 - Elementary Statistics
MATH 142 - Accelerated Trig/Pre-Calculus
MATH 170 - Calculus with Analytic Geometry I

East Aurora High School
CA 105 - Intro to Culinary Arts Principles and Applications
CA 106 - Applied Food Service Sanitation

Gardner-South Wilmington High School
ENG 101/102 - Rhetoric
MATH 127 - Mathematics for General Education
STAT 101 - Introduction to Data Science

Grundy Area Vocational Center
ART 110 - Introduction to Computer Graphics
AS 106 - Automotive Fundamentals
CIS 126 - MS Office
EMS 100 - Public Service Careers
EMS 101 - First Responder
FSCI 101 - Principles of Emergency Services
FSCI 102 - Introduction to Fire Prevention
LENF 101 - Intro to Law Enforcement
LENF 112 - Durgs, Addiction & Crime
LENF 222 - White Collar, Corruption & Law
NA 101 - Certified Nurse Assistant Training
WLDG 101 - Introduction to the Welding Process
WLDG 110 - SMAW I - Flat and Horizontal
WLDG 120 - SMAW II - Vertical and Overhead

Homewood-Flossmoor High School
CA 106 - Applied Food Service Sanitation
HOSP 120 - Exploring the Hospitality Industry
HOSP 148 - Introduction to Event Planning

Joliet Catholic Academy
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
MATH 128 - Elementary Statistics
MATH 138 - Pre-Calculus I: Algebra
PSYC 101 - General Psychology

Joliet Central High School
ACCY 100 - Introduction to Accounting
CA 106 - Applied Food Service Sanitation
CDEV 101 - Introduction to Early Childhood Education
CDEV 137 - Creativity and Play in Early Childhood
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
MATH 128 - Elementary Statistics
MATH 142 - Accelerated Trig/Pre-Calculus
MATH 170 - Calculus with Analytic Geometry I

Joliet West High School
ACCY 100 - Introduction to Accounting
BUS 110 - Principles of Customer Service
CA 106 - Applied Food Service Sanitation
CDEV 101 - Introduction to Early Childhood Education
CDEV 137 - Creativity and Play in Early Childhood
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
MATH 128 - Elementary Statistics
MATH 142 - Accelerated Trig/Pre-Calculus
MATH 170 - Calculus with Analytic Geometry I

Lemont High School
COMM 101 - Principles of Communication
FIN 100 - Personal Finance
MATH 170 - Calculus with Analytic Geometry I

Lincoln School
CA 106 - Applied Food Service Sanitation

Lincoln-Way Central High School
AS 106 - Automotive Fundamentals
CA 105 - Intro to Culinary Arts Principles and Applications
CA 106 - Applied Food Service Sanitation
CIS 126 - MS Office
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
WLDG 101 - Introduction to the Welding Process
WLDG 110 - SMAW I - Flat and Horizontal

Lincoln-Way East High School
AS 106 - Automotive Fundamentals
CIS 126 - MS Office
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
WLDG 101 - Introduction to the Welding Process
WLDG 110 - SMAW I - Flat and Horizontal

Lincoln-Way West High School
CIS 126 - MS Office
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
WLDG 101 - Introduction to the Welding Process

Livingston Area Career Center
CA 105 - Intro to Culinary Arts Principles and Applications
CA 106 Applied Food Service Sanitation

Lockport East High School
AS 106 - Automotive Fundamentals
CADD 101 - 2D CADD I
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
HORT 100 - Introduction to Horticulture
MATH 128 - Elementary Statistics
MGMT 220 - Entrepreneurship & Small Business Mgmt
PSYC 101 - General Psychology

Minooka Central High School
ACCY 100 - Introduction to Accounting
CIS 126 - MS Office
COMM 101 - Principles of Communication
EMS 101 - First Responder
ENG 101/102 - Rhetoric
FSCI 101 - Principles of Emergency Services
FIN 100 - Personal Finance
HIST 103 - History of the US to 1865
HIST 104 - History of the US, 1865 to Present
HIST 105 - History of Civilization I
HIST 106 - History of Civilization II
MATH 127 - Mathematics for General Education
MATH 128 - Elementary Statistics
WLDG 101 - Introduction to the Welding Process
WLDG 110 - SMAW I - Flat and Horizontal

Morris Community High School
COMM 101 - Principles of Communication
FIN 100 - Personal Finance
MATH 128 - Elementary Statistics
MATH 170 - Calculus with Analytic Geometry I
PSYC 101 - General Psychology

Plainfield Central High School
BIO 125 - Human Biology
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
HIST 103 - History of the US to 1865
HIST 104 - History of the US, 1865 to Present
MUS 102 - Exploration of American Music

Plainfield East High School
BIO 125 - Human Biology
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
HIST 105 - History of Civilization I
HIST 106 - History of Civilization II
PSYC 101 - General Psychology

Plainfield North High School
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
HIST 105 - History of Civilization I
HIST 106 - History of Civilization II
PSYC 101 - General Psychology

Plainfield South High School
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance

Reed-Custer High School
ACCY 100 - Introduction to Accounting
CIS 126 - MS Office
COMM 101 - Principles of Communication
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
HIST 103 - History of the US to 1865
HIST 104 - History of the US, 1865 to Present
MATH 127 - Mathematics for General Education
MATH 128 - Elementary Statistics
MATH 170 - Calculus with Analytic Geometry I
MUS 102 - Exploration of American Music
PSYC 101 - General Psychology

Romeoville High School
ACCY 100 - Introduction to Accounting
CIS 126 - MS Office
CIS 145 - Fundamentals and Networking
DGTL 100 - Concepts of Digital Media
ENG 101/102 - Rhetoric
FIN 100 - Personal Finance
MATH 128 - Elementary Statistics
MGMT 220 - Entrprenuership & Small Bus Mgmt

Seneca Township High School
MATH 128 - Elementary Statistics
MATH 138 - Pre-Calculus I: Algebra
MATH 139 - Pre-Calculus II: Trigonometry
MATH 170 - Calculus with Analytic Geometry
MUS 102 - Exploration of American Music

Technology Center of DuPage
CA 112 - Introduction to Food Preparation
CA 152 - Quality Food Preparation II

Thornton Fractional Center for Academic & Tech
CA 105 - Intro to Culinary Arts Principles and Applications
CA 106 - Applied Food Service Sanitation

Thornton Fractional North High School
CA 105 - Intro to Culinary Arts Principles and Applications
CA 106 - Applied Food Service Sanitation

Wilco Area Career Center
AGRI 119 - Introduction to Veterinary Medical Tech
AGRI 299 - Special Topics in Agriculture
AS 101 - Automotive Fundamentals for Consumers
AS 106 - Automotive Fundamentals
BUS 110 - Principles of Customer Service
BUS 111 - Principles of Business Comminications
CA 105 - Intro to Culinary Arts Principles and Applications
CA 106 - Applied Food Service Sanitation
CDEV 101 - Introduction to Early Childhood Education
CDEV 201 - Health, Safety and Nutrition for Young Children
CDEV 216 - Early Literacy
CDEV 246 - Methods of Math in ECE
CIS 122 - Computer Information Systems
CIS 145 - Fundamentals and Networking
CYBIT 150 - Security Fundamentals
EMS 101 - First Responder
EMS 200 - Emergency Medical Technician-Basic
FSCI 120 - Introduction to Fire Science
HOSP 148 - Introduction to Event Planning
LENF 101 - Introduction to Law Enforcement
LENF 103 - Criminal Law
MA 102 - Functional Anatomy and Physiology
MGMT 102 - Human Relations
NA 101 - Certified Nurse Assistant Training
SCM 100 - Transportation & Physical Distribution
SCM 110 - Introduciton to Supply Chain Management
SCM 130 - Principles of Operations Management
SCM 150 - International Logistics
SCM 160 - Purchasing and Supply Management
VET 100 - Veternairy Medical Terminology
VTA 101 - Animal Care & Management
WLDG 101 - Introduction to the Welding Process
WLDG 110 - SMAW I - Flat and Horizontal
WLDG 120 - SMAW II - Vertical and Overhead

Wilmington High School
CIS 126 - MS Office
CHEM 101- General Chemistry I
DGTL 100 - Concepts of Digital Media
ENG 101/102- Rhetoric
FIN 100 - Personal Finance

JJC Dual Credit Course Offerings
2026 - 2027

ACCY 100 **Introduction to Accounting** Credit Hours: 3 Prerequisites: none	This course is designed for career-oriented students needing an understanding of accounting for successful careers in business or students who want to learn accounting fundamentals prior to enrolling in Accounting 101. Fundamental concepts and principles are emphasized for decision-making. Preparation and analysis of the balance sheet and income statement are underlying units of the course. The course does NOT meet the transfer accounting principles requirement for business majors.
AGRI 119 **Introduction to Veterinary Medical Technology** Credit Hours: 3 Prerequisites: none	This course is designed to explore the many opportunities available to students pursuing a degree in veterinary technology. Careers including small animal medicine, large animal medicine, research, exotics, wildlife rehabilitation, and education will be overviewed. Field trips to various facilities that employ technicians are included in the course curriculum. The student also will be required to complete 60 hours of on-the-job volunteer work by the end of the course.
AGRI 299 **Special Topics in Agriculture** Credit Hours: .5-3 Prerequisites: none	A course for the student with preparation in agriculture. The student will become involved in an extensive project. The nature of the project is to be determined by the instructor. The project can include research, instruction of some other combination that will contribute meaningfully to the education of the student, or topics not currently covered in the Agriculture program or not in the depth as required by the student.
ART 110 **Introduction to Computer Graphics** Credit Hours: 3 Prerequisites: none	This course is an introduction of computer-generated design, utilizing industry software applied to commercial design projects. The student will utilize combinations of industry-standard software used with the photographic image, vector illustration and digital layout. File formats are defined. Work produced is intended to progress into portfolio samples.
AS 101 **Automotive Fundamentals for Consumers** Credit Hours: 3 Prerequisites: none	A general overview of automotive system functions, basic service procedures, preventive maintenance, and consumer skills.

AS 106 **Automotive Fundamentals** Credit Hours: 3 Prerequisites: none	An orientation to service and regular maintenance procedures. The use of automotive service tools and operation of equipment is stressed along with recycling, hazardous materials handling, and accepted safety procedures.
BIO 125 **Human Biology** Credit Hours: 4 Prerequisites: Placement into ENG 101 or minimum grade of "C" in one of the following: ENG 021 and ENG 099; or the EAP course sequence ENG 079 and ENG 089, or ENG 096; and placement into MATH 094 or higher, or minimum grade of "C" in MATH 090.	A basic introduction to the structure and function of the human body. Includes fundamental biological principles such as evolution, ecology, genetics and cell structure and function. Major concepts involved in the support, movement, control and maintenance of the body and the continuance of the species are emphasized. This is a transfer course that fulfills the laboratory science requirement. Appropriate for Health and Public Services majors. Students who are pregnant or may become pregnant during the course of the semester are strongly advised to consult their doctor before enrolling in this course.
BIO 146 **Environmental Biology** Credit Hours: 3 Prerequisites: Placement into ENG 101 or minimum grade of "C" in one of the following: ENG 021 and ENG 099; or the EAP course sequence ENG 079 and ENG 089, or ENG 096; and placement into MATH 094 or higher, or minimum grade of "C" in MATH 090.	Course emphasizing scientific inquiry through a breadth of selected concepts focusing on environmental issues and sustainable solutions. Concepts include ecology, evolution, biodiversity, resource use, human populations growth, green energy and climate disruption. The concept of sustainability will be an underlying theme of the Environmental Biology course. Biological issues with personal and social implications will be clearly integrated throughout the course emphasizing current environmental issues and solutions. Development of scientific literacy will be a foundation of the course to enable students to make informed decisions.
BIO 151 **General Biology I** Credit Hours: 5 Prerequisites: Placement into ENG 101 or minimum grade of "C" in one of the following: ENG 021 and ENG 099; or the EAP course sequence ENG 079 and ENG 089, or ENG 096; and placement into MATH 094 or higher, or minimum grade of "C" in MATH 090.	A laboratory course designed to survey certain principles of general biology, including cellular structure and function, molecular biology, energetics, ecology, Mendelian and human genetics, evolution and taxonomy. Intended for biology, nursing, or allied health majors and other students planning to take upper-level biology courses. *Biology 151 is a prerequisite for upper-level biology courses.* Students who are pregnant or may become pregnant during the course of the semester are strongly advised to consult their doctor before enrolling in this course.

BUS 101 **Introduction to Business** Credit Hours: 3 Prerequisites: none	The role of business in modern society is examined. Study includes a survey of business operations, including roles of consumers in society, forms of business ownership, and ethics and social responsibility within business organizations. Specialized fields within business organizations are analyzed, including management of human resources, material and financial resources; development and implementation of marketing plans; and an understanding of basic financial statements. Case studies are examined from both a theoretical and practical perspective. The content and organization of this course encourages constructive thinking on the social impacts across demographic and cross-cultural lines of business structure and decisions.
BUS 110 **Principles of Customer Service** Credit Hours: 3 Prerequisites: none	This course is designed to help students develop outstanding customer service skills. Students will learn how to interact with customers, resolve conflicts, understand the importance of customer satisfaction/retention, actively participate as a member of a team, and develop time management skills.
BUS 111 **Principles of Business Communications** Credit Hours: 3 Prerequisites: ENG 101 is recommended.	The role and practice of communication in business and professional organizations is examined with emphasis upon audience analysis, persuasive and negative messages, small group communication, cultural and global awareness, effective letter writing, and the job search process.
CA 105 **Introduction to Culinary Arts Principles and Applications** Credit Hours: 3 Prerequisites: none	Credit can be earned by students enrolled in a culinary arts curriculum at their secondary institution through “dual credit articulation agreements” between JJC and their host school. Students must complete a minimum of at least one full year of approved culinary curriculum maintaining at least a “C” average in all culinary coursework. Students earning any grade below a “C” in their culinary courses will not be approved for articulation of dual credit.
CA 106 **Applied Food Service Sanitation** Credit Hours: 3 Prerequisites: none	A comprehensive study of food sanitation and food safety for the Hospitality Industry. Areas of discussion include cause and prevention of food borne illness, desired personal hygiene practices, proper procedures for cleaning and sanitizing, and pest control prevention. In addition, basic HACCP procedures will be introduced. Upon successful course completion, the student will be eligible for the IDPH FSSMC.

CA 112 **Foundations of Professional Cooking I** Credit Hours: 3 Corequisites: CA 152 *Notes: This is an eight- week course. CA 152 will be offered during the second 8 weeks of the semester. Students must successfully pass CA 112 in order to begin CA 152.*	This course is designed to give students an introduction into the workings of a commercial kitchen. Students will learn the proper and safe ways to operate, handle, use and maintain kitchen equipment and machinery through demonstration and practical experience. Additionally, students will learn professional cooking methods, food preparation techniques, kitchen station management, inventory management, and sanitation management practices widely used throughout many facets of the foodservice industry including the use of produce, grains, dairy products, and staple groceries in preparation of soups, sauces, and side dishes.
CA 152 **Quantity Food Preparation II** Credit Hours: 3 Corequisites CA 112 *Notes: CA 112 is taken the first eight weeks of the semester and CA 152 during the second eight weeks. Students must successfully pass CA 112 in order to take CA 152.*	This course is designed to give students a continuation of the workings, operation, sanitation management and fundamental kitchen management practices of a commercial foodservice operation. Students will learn and apply professional cooking methods and preparation techniques including the use of proteins, produce, grains, dairy products, and staple groceries in preparation of breakfast cookery, entrees, sauces, soups, side dishes, and salads.
CADD 101 **2D Computer Aided Design and Drafting I** Credit Hours: 3 Prerequisites: none	An introductory course covering the operation of a typical CAD system. Content stresses CAD graphic commands and proper manipulation of industrial CAD software and hardware to produce engineering drawings. Emphasis is place on developing entry-level 2D CAD user skills using the latest version of the AutoCAD.
CDEV 101 **Introduction to Early Childhood Education** Credit Hours: 3 Prerequisites: none	This course is designed as an overview of early childhood care and education, birth through age eight, including historical and cultural perspectives, legal/government structures, and career pathways. Students analyze dispositions and competencies of highly effective, developmentally appropriate early childhood professionals. Theories of learning and development are explored, culminating in the development of a teaching philosophy. A field experience component of 20 contact hours within diverse early childhood settings is required to examine and apply evidence-based practices. Students are required to complete a criminal background check at the students' expense prior to starting field observations.

CDEV 137 **Creativity and Play in Early Childhood** Credit Hours: 3 Prerequisites: none	This course is designed to give the student an understanding of the natural creative potential that evolves through play and exploration. The student will learn methods of presenting developmentally appropriate activities to young children in ways to enhance creativity and encourage physical, cognitive, language, social, and emotional development. Through activity presentations and lab experiences, the student will enhance their observational and documentation skills of the young child under age five. This course includes planning, implementation and evaluation of preschool experiences in art, music, language arts, science, mathematics, and dramatic/social play.
CDEV 201 **Health, Safety and Nutrition for Young Children** Credit Hours: 3 Prerequisites: none	Study of the basic concepts of health, safety, and nutrition that influence personal health of the individual with emphasis on meeting the health needs of children in group settings. Focus will include maintaining a healthy lifestyle through preventive and community health as well as the identification of health and safety hazards. Methods of incorporating health, safety and nutrition activities in the early childhood classroom will be examined. Certification in emergency first aid and infant/child/adult CPR is required for completion of this course.
CDEV 216 **Early Literacy** Credit Hours: 3 Prerequisites: none	Based on a developmentally appropriate approach, this course explores theories, practices, methods, and materials that encourage the development of language and emergent literacy skills in the young child. This course also provides strategies and adaptations to individualize teaching across diverse communities; such as bilingualism and children with special learning needs.
CDEV 246 **Methods of Math in ECE** Credit Hours: 3 Prerequisites: none	This course is an exploration of early math content, research and pedagogy for individuals planning to teach children from birth to second grade. Students will learn what mathematics looks like during the early years through observation and assessment. This course will introduce developmentally appropriate strategies to recognize and promote a child's emerging mathematical understanding through hand's on discovery and play. Students will review basic mathematical concepts and terminology including the following concepts: numbers, measurement, shapes, patterns, spatial relations and analysis of data. Field observations within early childhood settings are required in this course.

CHEM 101 **General Chemistry I** Credit Hours: 5 Prerequisites: One year of high school chemistry with minimum grade of C, or CHEM 100 with minimum grade of C; and placement into ENG 101 or minimum grade of "C" in one of the following: ENG 021 and ENG 099, or the EAP course sequence ENG 079 and ENG 089, or ENG 096; and placement into MATH 138 or minimum grade "C" in MATH 098.	This course is the first semester of a two-semester sequence of general chemistry intended for students in chemistry, physics, biology, engineering, pre-dentistry, pre-medicine, pre-pharmacy, pre-veterinary medicine, or anyone planning to take two years of chemistry. This course covers the principles of chemistry which serve as an organizing basis for all chemistry: atomic theory, atomic and molecular structure, chemical bonding, chemical reaction, stoichiometry, thermochemistry, gases, liquids and solids. The laboratory complements these topics. Students who are pregnant or may become pregnant during the course of the semester are strongly advised to consult their doctor before enrolling in this course.
CIS 122 Computer Information Systems Fundamentals Credit Hours: 4 Prerequisites: none	A first course for business or computer information systems majors planning to transfer to a four-year institution. A complete introductory study of information systems, computer programming and application software is presented. Course topics include the elements of a business computer system, system analysis and design, microcomputer-to-mainframe systems, and program design and implementation. Also included will be an introduction to the Internet and its uses, and microcomputer application software and BASIC programming.
CIS 126 **Microsoft Office** Credit Hours: 3 Prerequisites: none	This course is designed to develop computer application skills using a totally integrated software package that includes word-processing, a spreadsheet, a database, and presentation software in a Windows environment. Students will be interfacing throughout with the Internet. The class meets in a PC-equipped classroom.
CIS 145 **Fundamentals of Networking** Credit Hours: 3 Prerequisites: CIS 122; May be taken concurrently.	This course discusses the basic concept of Local Area Networking. Topics include networking overview, sharing computer resources, using e-mail, using file servers, protocols, different networking software, how to manage your network, and an introduction to Wide Area Network.

COMM 101 **Principles of Communication** Credit Hours: 3 Prerequisites: Placement testing into ENG 101 or minimum grade “C” in one of the following: ENG 021 and ENG 099; or the EAP course sequence ENG 079 and ENG 089; or ENG 096.	An introduction to basic human communication principles and skills. The course includes study and practice in interpersonal and public communication. Students will deliver a minimum of three formal presentations.
CYBIT 150 **Security Fundamentals** Credit Hours: 3 Prerequisites: none	In this course students will develop the skills required to safely use their computers and Internet access and how to protect themselves from computer viruses, spyware, adware and other threats to their personal safety and data security.The course is designed for students of all skill levels and ages and prepares for the LPI Security Essentials certification.
DGTL 100 **Concepts of Digital Media** Credit Hours: 4 Prerequisites: none	This course will provide students with an overview of multimedia concepts and a conceptual presentation of multimedia design principles and applications. Students will get exposure to a variety of current, industry standard software packages and technologies via extensive hands-on experiences. Topics include interactive documents and desktop publishing techniques, digital photography, image manipulation, digital video, digital sound, animation and multimedia authoring. Class discussions and readings include design considerations, application issues, and career opportunities. Students will design and create their own interactive, multimedia presentation utilizing these tools.
DGTL 101 **Digital Media Capture, Management and Tools** Credit Hours: 4 Prerequisites: none	An introduction to the basics of digital media terminology, capture and recording devices and techniques for their use, file types, conversion procedures, hardware and software. This course utilizes a variety of digital devices and software to capture digital images, sounds and video and then to organize them for use in future multimedia projects.

EMS 100 **Public Service Careers** Credit Hours: 2 Prerequisites: none	This course introduces the public service areas of study: fire, EMS and law enforcement/criminal justice. The first third of the course will focus on the fire service, including the history, fireground operations and career options. The second third of the course will focus on EMS, including history, organization, relationship to fire and police fields, and allied health careers. The last third of the course will introduce law enforcement/criminal justice content, focusing primarily on history, operations and careers in the police department and criminal investigation fields. The course will use lecture, hands-on activities, field trips, speakers, basic first aid training and self-defense training as a way to impart the importance of these careers to maintaining public safety and wellbeing.
EMS 101 **First Responder/EMR** Credit Hours: 4 Prerequisites: Minimum placement into ENG 098 and ENG 020, or higher-level English placement via ACT/SAT/PSAT or HS GPA per current JJC placement policies.	This course contains lecture and hands-on skills. In Illinois, the First Responder/Emergency Medical Responder (EMR) uses a limited amount of equipment to perform an assessment and complete stabilizing interventions until the arrival of EMT's and/or paramedics. Upon successful completion, adult students will be eligible to receive EMR licensure from the Illinois Department of Public Health. This course is a required prerequisite to the JJC Emergency Medical Technician (EMT) course.
EMS 200 **Emergency Medical Technician - Basic** Credit Hours: 10 Prerequisites: Placement into ENG 101 or min. grade "C" in one of the following: ENG 021 & ENG 099; or the EAP course sequence ENG 079 & ENG 089; or ENG 096. EMS 101 with a min. grade of "C" must be completed prior to taking this course. Must be 18 years of age, and have a high school diploma or GED and a current CPR for health care card or equivalent (includes infant, child, adult choking and CPR). Must be completed prior to taking this course.	Care, handling and extrication of the critically ill and injured. Topics covered include airway management, patient assessment, vital signs, cardiopulmonary resuscitation, lifting and moving patients, documentation, communication, pharmacology, respiratory emergencies, cardiac emergencies, neurologic emergencies, gastrointestinal system emergencies, endocrine and hematological emergencies, immunologic emergencies, toxicology, and gynecological emergencies. Meets the requirements of the National DOT curricula and IDPH.

ENG 101 **Rhetoric I** Credit Hours: 3 Prerequisites: Appropriate placement score or minimum grade "C" in one of the following: ENG 021 and ENG 099 or the EAP course sequence ENG 079 and ENG 089; or ENG 096.	This course is designed to teach writing skills necessary for success in college. It is required for students intending to continue in a baccalaureate program. Special emphasis is placed upon summary writing, exposition, and argumentation.
ENG 102 **Rhetoric II** Credit Hours: 3 Prerequisites: Minimum grade "C" in ENG 101.	This course provides continued training and practice in composition and research processes. Students will analyze a variety of texts and write several essays, including a 2500+ -word research paper.
FIN 100 **Personal Finance** Credit Hours: 3 Prerequisites: none	A study of the role of consumers in the marketplace of our increasingly complex modern society and their interaction with business and governmental organizations. The course offers theoretical and practical applications in economic/financial matters (earning/careers, taxes, investments); buying/spending matters (housing, autos, insurance); and consumer/social services (legal environment, credit, banking); and the social impacts across demographic and cross-cultural lines.
FSCI 101 **Principles of Emergency Services** Credit Hours: 3 Prerequisites: Minimum placement into ENG 098 and ENG 020, or higher-level placement.	This course provides an overview to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/service; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire service; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics. This course meets the FESHE Guidelines for Principles of Emergency Services.
FSCI 102 **Fire Prevention** Credit Hours: 3 Prerequisites: Minimum placement into ENG 098 and ENG 020, or higher-level placement.	This course provides fundamental knowledge relating to the field of fire prevention. Topics include: history and philosophy of fire prevention; organization and operation of a fire prevention bureau; use and application of codes and standards; plans review; fire inspections; fire and life safety education; and fire investigation.

FSCI 120 **Introduction to Fire Science** Credit Hours: 4 Prerequisites: Minimum placement into ENG 098 and ENG 020, or higher-level placement.	This course provides an overview to fire protection; career opportunities in fire protection and related fields; philosophy and history of fire protection/services; fire loss analysis; organization and function of public and private fire protection services; fire departments as part of local government; laws and regulations affecting the fire services; fire service nomenclature; specific fire protection functions; basic fire chemistry and physics; introduction to fire protection systems; introduction to fire strategy and tactics. Students will have the opportunity to participate in cadet and externship programs at local fire departments, as well as hands-on practical lab experience on the main campus. This course will meet the FESHE Guidelines for Principles of Emergency Services, as does the course it will eventually replace. This course will provide basic and introductory firefighting skills, preparing students for the Basic Operations Firefighting Academy.
HIST 103 **History of the United States to 1865** Credit Hours: 3 Prerequisites: none	A survey of the political, economic, social, religious, and cultural developments of the United States from 1492 to 1865. Emphasis is on such topics as colonial society, the American Revolution, the young republic, nationalism, expansionism, slavery, sectionalism, and the Civil War.
HIST 104 **History of the United States, 1865 to Present** Credit Hours: 3 Prerequisites: none	A survey of the political, economic, social, religious, and cultural developments of the United States from 1865 to the present. Emphasis is on such topics as post-war reconstruction, westward movement, industrialization, urbanization, imperialism, world conflict, race relations, and modern social and political reform.
HIST 105 **History of Civilization I** Credit Hours: 3 Prerequisites: none	A survey of the history of Western Civilization from earliest times to about A.D. 1500. Emphasis is on the evolution of human culture and institutions in order to provide students with an understanding of how and why civilizations develop as they do. The course is designed to make students aware of the contributions of ancient and medieval times to the present.
HIST 106 **History of Civilization II** Credit Hours: 3 Prerequisites: none	A survey of Western Civilization from about A.D. 1500 to the present. Emphasis is on the development of modern forms of social, economic, political, and cultural activities. The purpose is to increase the student's awareness of what it means to be modern and to offer explanations of how and why the national communities of the western world moved toward modernity. The course concludes in the twentieth century with the emergence of the world community of national states.

HORT 100 **Introduction to Horticulture** Credit Hours: 3 Prerequisites: none	Survey of horticultural practices including the selection, use, and care of fruit, vegetable, and ornamental plants. This course is designed to offer the general student a general introduction to the principles of plant growth and development as they apply to the wide range of horticultural crops and the industries related to production, marketing and utilization of horticultural crops.
HOSP 120 **Exploring the Hospitality Industry** Credit Hours: 3 Prerequisites: none	An introduction to the hospitality industry providing an overview of the food and lodging industries, including scope, size, organizational structure, economic impact, and employment opportunities. This course also serves as an introduction to management, including theories, styles, corporate cultures, and management of human resources. Designed to give the first-year student the necessary insights to make decisions on the focus of his/her future career path, including food or lodging and the management position to which the student most aspires.
HOSP 148 **Introduction to Event Planning** Credit Hours: 3 Prerequisites: none	This course is designed to teach students the skills needed to become successful event managers. Students will learn how to design, plan, market and stage an event. Staffing, risk management, event evaluation, and legal and financial concerns also will be addressed.
LENF 101 **Introduction to Law Enforcement** Credit Hours: 3 Prerequisites: Minimum placement into ENG 020 and ENG 098, or higher-level placement.	A three-unit survey course covering the history of law enforcement, an in-depth analysis of the American Constitution as it applies to law enforcement and a career orientation emphasizing the realities of a career in law enforcement at local, state and federal levels of service.
LENF 103 **Criminal Law** Credit Hours: 3 Prerequisites: Placement into ENG 101 or minimum grade of “C” in one of the following: ENG 021 and ENG 099; or the EAP course sequence ENG 079 and ENG 089, or ENG 096.	Components, purposes and functions of criminal law. Elements which are necessary to establish crime and criminal intent. Sources of criminal law, attempts and conspiracy, criminal responsibility, defenses to crime, laws of arrest, search and seizure, and civil law. Actual cases will be studied.

LENF 112 **Drugs, Addiction and Crime** Credit Hours: 3 Prerequisites: Placement into ENG 101 or a minimum grade of "C" in one of the following: ENG 021 and ENG 099; or the EAP course sequence ENG 079 and ENG 089, or ENG 096.	This course provides an understanding of the relationship between drugs and crime. The national and international trafficking, control of illegal drugs, juvenile addiction and explanations of drug use will be explored. Foundations of current drug policy, laws and the effects of law enforcement will be discussed.
LENF 222 **White Collar, Corruption and Law** Credit Hours: 3 Prerequisites: Placement into ENG 101 or a minimum grade of "C" in one of the following: ENG 021 and ENG 099; or the EAP course sequence ENG 079 and ENG 089, or ENG 096.	This course explores the nature of crime committed by those in a position of trust, white-collar criminal activities, the problems of corruption, the socio-economic impact of white- collar crime, and the legal system developed to investigate and prosecute all those involved.
MA 102 **Functional Anatomy and Physiology** Credit Hours: 3 Prerequisites: Acceptance into the medical assisting program.	This course will cover human body systems as they relate to health maintenance practices. Providing clear, concise, and basic information about common medical conditions. Taking each body system, the disease condition is highlighted following a logical format consisting of: description, etiology, signs and symptoms, diagnostic procedures, treatments, prognoses, and prevention measures. This course also teaches students the basic medical terminology vocabulary required to communicate successfully and comfortably in a medical setting.
MATH 127 **Mathematics for General Education** Credit Hours: 3 Prerequisites: Appropriate placement score or minimum grade "C" in MATH 098 or equivalent.	This is a survey course of mathematical concepts used widely in the physical and social sciences. Intended for students whose programs do not specify a particular mathematics course. The course focuses on mathematical reasoning and the solving of real-life problems. Three or four topics from the following general areas are studied in depth: geometry, graph theory, mathematical modeling, mathematics of finance, social choice theory, and statistics.

MATH 128 **Elementary Statistics** Credit Hours: 4 Prerequisites: Appropriate placement score or minimum grade “C” in MATH 098 or equivalent.	This is a first course in statistics focusing on statistical reasoning and the solving of problems using real-world data. Included are: data collection processes, frequency distributions, measures of position and variation, basic probability theory, probability distributions and the normal curve, correlation and least-squares regression, and confidence intervals and hypothesis tests using p-values. A statistical software package will be used.
MATH 138 **Pre-Calculus I: Algebra** Credit Hours: 4 Prerequisites: Appropriate placement score or minimum grade “C” in MATH 095 and MATH 098 or equivalent.	Pre-Calculus I is a study of those topics on algebra which are essential in calculus. Topics included are functions, graphs of functions, linear, quadratic polynomial, rational, exponential and logarithmic functions, conic sections, sequences, and the binomial theorem. Students cannot receive credit for both MATH 138 and MATH 142.
MATH 139 **Pre-Calculus II: Trigonometry** Credit Hours: 4 Prerequisites: Appropriate placement score or minimum grade “C” in MATH 138 or equivalent.	Precalculus II is the study of the trigonometric functions using the unit circle approach and right triangle trigonometry. Topics of study include the following: graphs of trigonometric functions, inverse trigonometric functions, trigonometric identities, applications of trigonometric functions, polar coordinates, complex numbers in the trigonometric form, vectors and parametric equations. Both radian and degree measure will be used.
MATH 142 **Accelerated Trigonometry/ Pre-calculus** Credit Hours: 5 Prerequisites: Appropriate placement score or minimum grade “C” in MATH 095 and MATH 098 or equivalent. An “A” in MATH 098 is recommended.	This is an accelerated course that completes the objectives for both MATH 138 and MATH 139 in one semester. This is a fast-paced course intended only for highly motivated students.

MATH 170 **Calculus with Analytic Geometry I** Credit Hours: 5 Prerequisites: Appropriate placement score or minimum grade "C" in MATH 139 or MATH 142 or equivalent.	This is the first course in the calculus sequence. The topics include limits and an introduction to both differential and integral calculus. Several applications are studied such as area and optimization of functions. The calculus of transcendental functions is part of this course.
MGMT 102 **Human Relations** Credit Hours: 3 Prerequisites: none	Understanding oneself, one's fellow worker, individual traits that contribute to success and failure, and basic techniques in effectively communicating and resolving conflict with an individual or a group.
MGMT 220 **Entrepreneurship and Small Business Management** Credit Hours: 3 Prerequisites: none	The focus of this course is on the effective management of small businesses. The student will learn how to open an enterprise, how to deal with its specific problems and how to operate successfully. Emphasis on a how-to-do-it approach and those aspects of management that are uniquely important to small firms.
MUS 102 **Exploration of American Music** Credit Hours: 3 Prerequisites: none	A survey course dealing with important people and trends in the evolution and development of American musical culture from colonial times to the present.
NA 101 **Certified Nurse Assistant Training** Credit Hours: 6 Prerequisites: none	This course is designed to train and prepare students to take the Illinois Nurse Aide State Competency Exam (INACE). After passing the state exam, students are eligible to work as a Certified Nurse Assistant (CNA) in hospitals, long-term care, home health, and other healthcare settings. There are three components to the NA 101 course: lecture, lab, and clinical. The course includes 64 hours in the lecture, 30 hours in the lab, and 48 hours in the clinical setting. To be eligible for this class, students must have a valid Social Security card, be at least 16 years of age, have completed at least 8-grade levels of schooling, speak and understand the English language, and have good physical, mental, and emotional health. This course is approved by the Illinois Department of Public Health (IDPH).

PSYC 101 **General Psychology** Credit Hours: 3 Prerequisites: none	A survey of the study of behavior and mental processes with an emphasis on the scientific nature of contemporary psychological investigation. Topics discussed include research methods, biology of behavior, sensation and perception, stress and adjustment, learning, cognition, motivation, emotions, life span development of behavior, personality, abnormal behavior, social behavior, individual differences.
SCM 100 **Transportation and Physical Distribution** Credit Hours: 3 Prerequisites: none	Transportation and Physical Distribution studies the fundamental roles and importance of transportation in companies and the society. The course evaluates the complex environment in which transportation services are provided and discusses how to adapt to a fast-paced and rapidly changing industry. Specific topics include: overview of transportation, supply chain, the economy, traditional modes of transportation, special carriers, global transportation, economic and operating characteristics of each mode, costing, pricing, carrier strategy, and information management.
SCM 110 **Introduction to Supply Chain Management** Credit Hours: 3 Prerequisites: none	This course covers basics of supply management, which includes all activities in the flow of materials from the supplier to the consumer. Such activities include the supply chain concept, inventory and warehouse management, physical distribution, order management, materials handling, capacity management, just-in-time manufacturing, and total quality management.
SCM 130 **Principles of Operations Management** Credit Hours: 3 Prerequisites: none	This course provides a detailed study of operations management, emphasizing the achievement of the highest levels of service and product quality while keeping cost as low as possible. This course provides detailed operations management study. The major areas covered included integrated product development, integrated supply chain management, process and capacity planning and control, inventory planning, forecasting, just-in-time philosophy, push vs. pull program, total quality management, and enterprise resource planning.
SCM 150 **International Logistics** Credit Hours: 3 Prerequisites: none	This course provides a comprehensive overview of international logistics, focusing on the key principles and practices essential for managing the movement of goods across international borders. Students will gain an understanding of the complexities involved in international trade, supply chain management, and the various aspects of international logistics infrastructure. The course will also explore current trends and emerging issues in international logistics, preparing students to address challenges and opportunities in the global marketplace.

SCM 160 **Purchasing and Supply Management** Credit Hours: 3 Prerequisites: none	This course on purchasing and supply management introduces students to the fundamental principles and practices of acquiring goods and services for organizations. The course will cover the topics of supplier selection, negotiation, contract management, and inventory control. Students will learn about the role of purchasing in overall supply chain management, including its impact on cost, quality, and customer service. Practical aspects, such as sourcing strategies and procurement technology, are also discussed. The course will also touch on ethical considerations, sustainability, and global aspects of purchasing and supply management. Overall, students gain a foundational understanding of how effective purchasing practices contribute to an organization's success.
STAT 101 **Introduction to Data Science** Credit Hours: 3 Prerequisites: Placement into MATH 094, or minimum grade of C in MATH 090; or higher- level Math course.	This is an introductory course to the field of data science and roles of a data scientist. Topics will include: history of data science, ethics, available tools, methodology, visualization and pathways to data science careers. This course will expose students to applications in various fields and prepare them to be critical thinkers of future career paths.
VET 100 **Veterinary Medical Terminology** Credit Hours: 2 Prerequisites: none	This course is focused towards veterinary assistant and veterinary technician students and concentrates on decoding veterinary medical terms. Species-specific chapters on the horse, ruminants, exotics, and lab animals are included as well as directional terms specific to veterinary medicine.
VTA 101 **Animal Care & Management** Credit Hours: 4 Prerequisite: VET 100 taken prior to or concurrently. Concurrent: VTA 102 and VTA 103, recommended.	This course introduces students to veterinary medicine with a focus on small animals, exotics species, and large animals. The topics taught will include roles in the veterinary hospital, medical records, anatomy & physiology, Fear Free handling, behavior, pet loss, grief & compassion fatigue, wildlife/zoo/aquarium rehabilitation, basic animal nursing care including grooming, obtaining vitals, physical exams, parasitology, and treatments for common diseases. There will be hands-on animal labs where students can perform basic nursing care on canines and felines, a class field trip to a local animal shelter to perform grooming and a trip to JJC's agricultural center to learn about large animal medicine.

WLDG 101 **Introduction to the Welding Processes** Credit Hours: 3 Prerequisites: none	A beginning course in Shielded Metal Arc Welding and Gas Metal Arc Welding which emphasizes safety. fundamentals of the processes, equipment, and techniques involved with welding mild steel. The Oxy-Acetylene processes of welding plasma arc cutting are included.
WLDG 110 **SMAW I - Flat and Horizontal** Credit Hours: 3 Prerequisites: WLDG 101 with minimum grade of C; prior to or concurrent.	A course in Shielded Metal Arc Welding in the flat and horizontal positions which emphasizes safety, fundamentals of the processes, equipment, and techniques involved with welding mild steel.
WLDG 120 **SMAW II - Vertical and Overhead** Credit Hours: 3 Prerequisites: WLDG 110 with a minimum grade of C; prior to or concurrent.	A course in Shielded Metal Arc Welding in the vertical and overhead positions which emphasizes safety, fundamentals of the processes, equipment, and techniques involved with welding mild steel.

JJC Dual Credit Prerequisite and Placement Test Guide

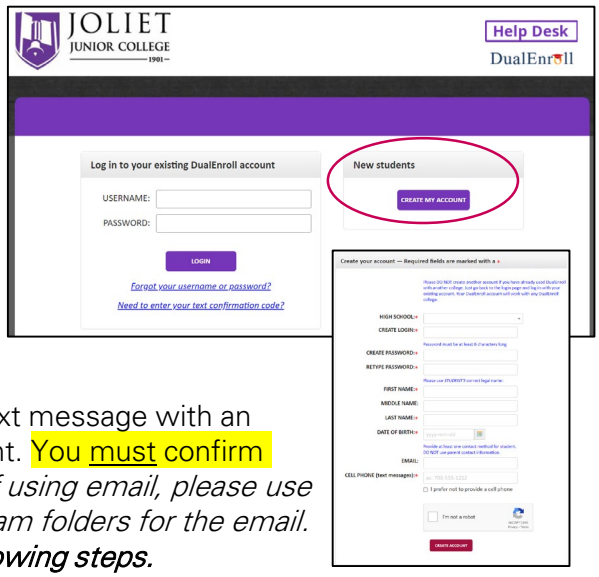
2026-2027

Prerequisite Required	Accuplacer Read/Write	ALEKS	ACT	SAT	PSAT
ENG 020 / ENG 098	222 / 0-3	-	-	-	-
ENG 021 / ENG099	230 / 4	-	-	-	-
ENG 101	246 / 5	-	19	480	480
MATH 094	-	14	-	-	-
MATH 098	-	27	-	-	-
MATH 127/128	-	40	22	530	510
MATH 138	-	46	22	530	530
MATH 142	-	54	23	590	590
MATH 170	-	76	28	660	660
Completion of Geometry or MATH 095 also required for: MATH 138, MATH 142					
GPA may be used for placement into ENG 101, MATH 127, and MATH 128 with the following requirements:					
Transcript with 7 consecutive complete semesters AND unweighted/cumulative GPA of 3.0 or higher AND successful completion (C or better) in English and/or math in all semesters.					

DualEnroll.com

Welcome to the dual credit program at Joliet Junior College! JJC provides a convenient online registration process using DualEnroll.com. Here's how to apply and register for your course(s).

First Time Students - Create an Account

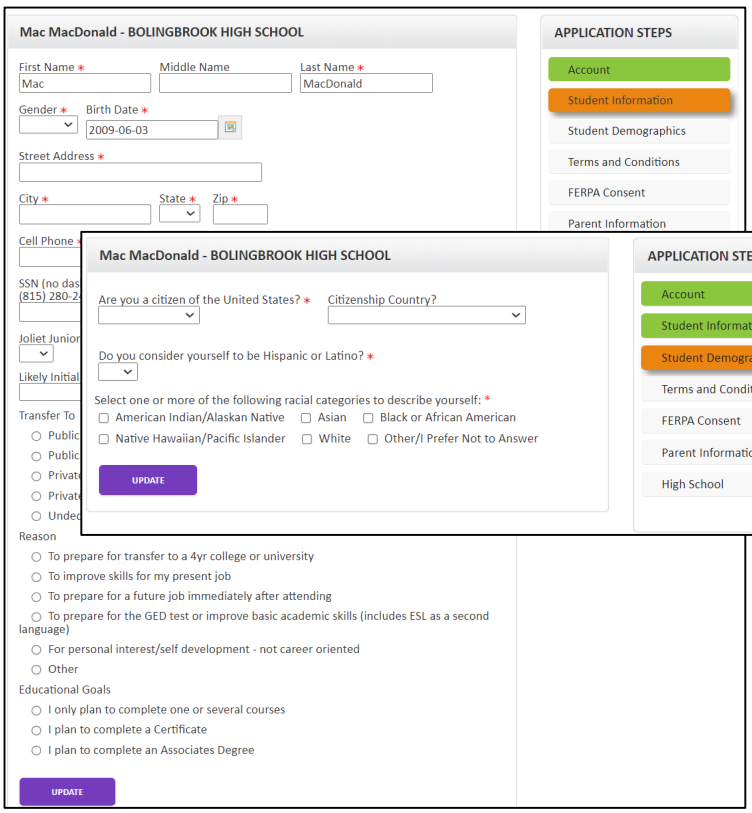


You can register by computer or right on your smart phone by entering https://jjc.dualenroll.com/login and clicking on CREATE MY ACCOUNT.

Complete the **New Student Registration** form to create your account. Provide all information including a login name and password. All fields marked with a red asterisk (*) are required. You must provide either an personal email account or cell phone number to create the account. If a cell phone is used, standard text message rates apply.

Once you click **CREATE ACCOUNT**, you'll receive either a text message with an activation code or an email with a link to confirm your account. You must confirm your account before you can proceed with the registration. *If using email, please use a personal email address. Be sure to check your junk and spam folders for the email.* ***Log back into your DualEnroll account and complete the following steps.***

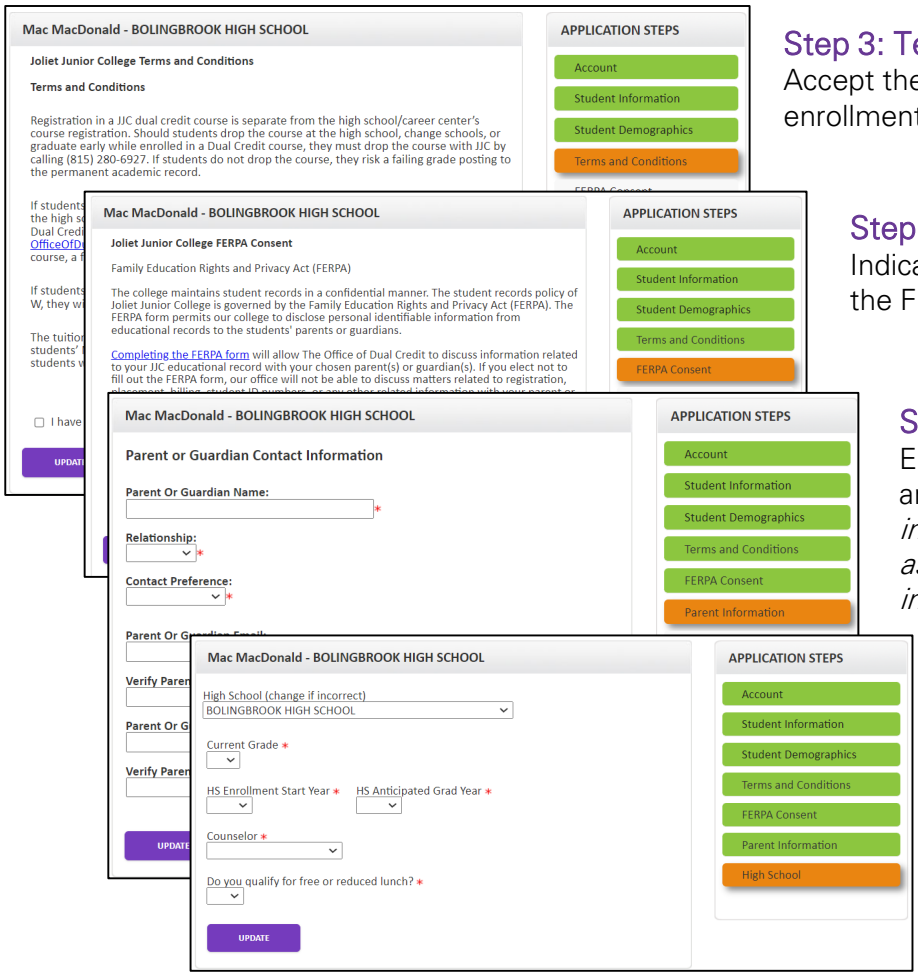
Joliet Junior College has six application steps. Completed steps are listed in green under **Application Steps,** and the current step is shown in orange. Complete all required fields which are marked with an asterisk and click the **update** button after completing a step.



Step 1: Student Information

Provide your contact information. Please use legal name.

Step 2: Student Demographics



Step 3: Terms and Conditions

Accept the terms and conditions of enrollment.

Step 4: FERPA Consent

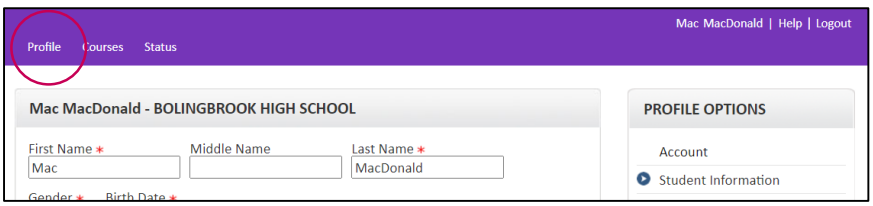
Indicate that you agree with the FERPA Consent

Step 5: Parent Information

Enter parent contact preference and information. *Parent contact information cannot be the same as the student contact information.*

Step 6: High School

Enter your high school information.



You can always go back and edit any of the steps by clicking on your Profile tab at the top of the screen.

Your account is now ready for use.

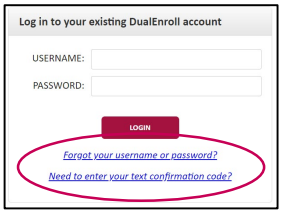
STOP HERE

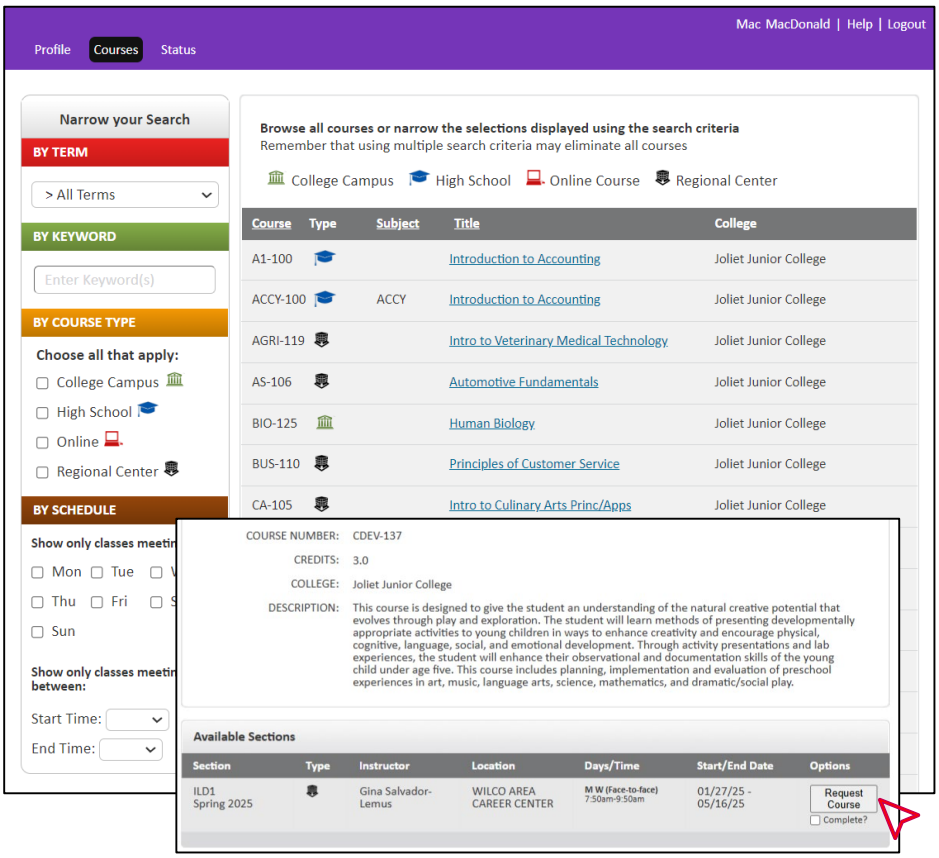
REGISTRATION FOR COURSES WILL TAKE PLACE IN THE CLASSROOM WITH YOUR INSTRUCTOR

DualEnroll.com

Student Guide - Course Registration

If you've forgotten your username or password, we have you covered. You can retrieve your username and/or reset your password using the link on the login screen. You can also enter a Help Desk ticket by clicking the Help Desk button in the upper right corner of the screen.





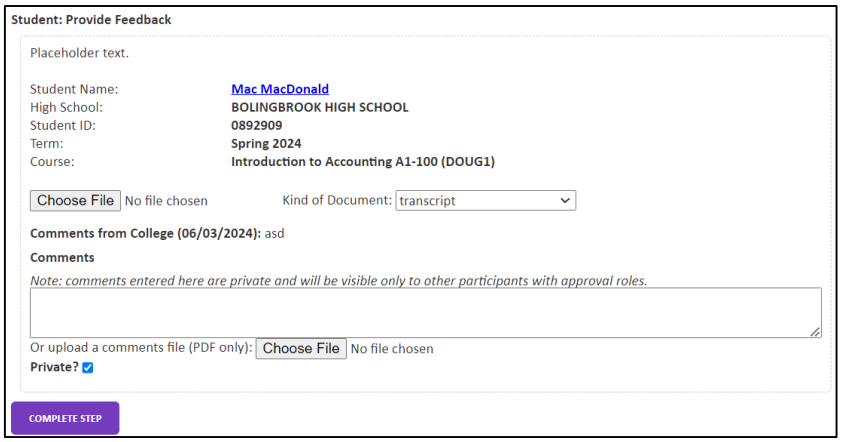
Register for Course(s):

REGISTRATION FOR COURSES WILL TAKE PLACE IN THE CLASSROOM WITH YOUR INSTRUCTOR

Once you are logged into your account, click on the **Courses** tab to review the list of available courses.

When you've made your decision on a course and section, click the **REQUEST COURSE** button to start the registration process.

Your part of the registration is done for now. You will receive an email letting you know when your registration is complete or if more information is needed. You may register for other courses under the Courses tab, or check your registration status under the Status tab.



Provide Feedback:

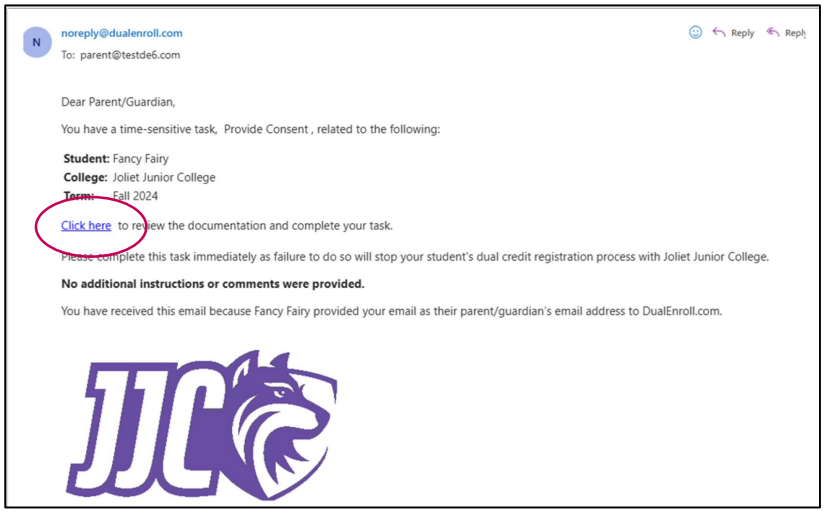
The college may require additional information, or there may be an issue completing your registration. If you receive this notification, this screen will explain the issue; Please provide your response in the comments box and click complete.

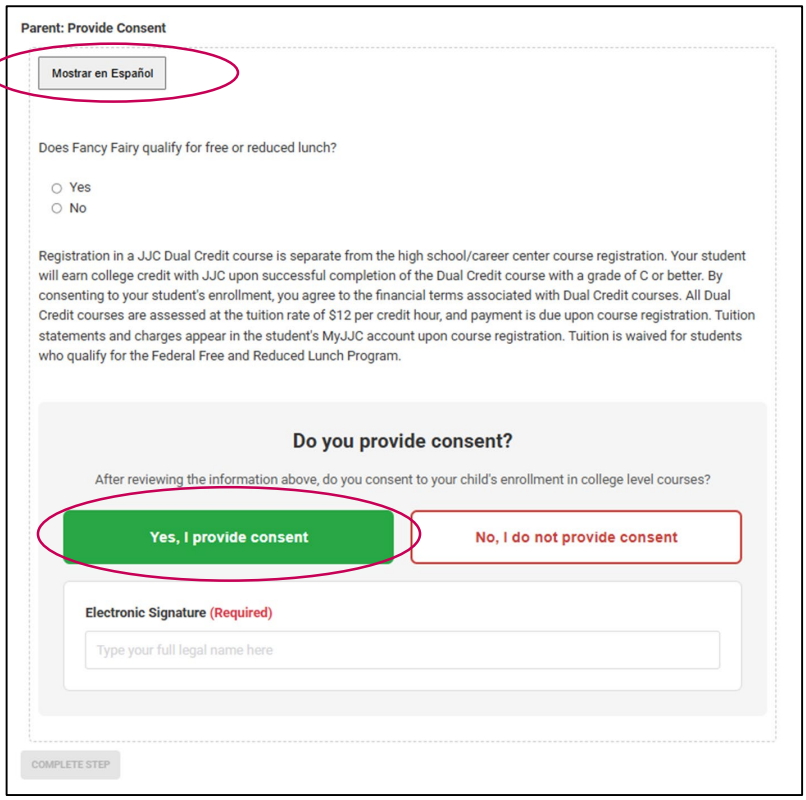
DualEnroll.com

Parent Consent

Once your student initiates the registration process, you will receive ongoing email and/or text notifications. The notifications will either provide you with an update on the status OR request consent to register for given academic year. *Note, sometimes the email notifications are delivered to your JUNK or SPAM folder – check these folders for notifications from NoReply@DualEnroll.com.*

Notification for consent will include an active secure link to access the online form. Simply click on the link to access the online consent form.





Answer free or reduced lunch question.

Select the green **"Yes, I provide consent"** box and provide your electronic signature by typing name in field.

There is an option for Spanish-speakers to complete a Spanish language consent form.

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Click COMPLETE STEP.

Note: Parents do not have accounts that allow you to log into the system; only students can log directly into DualEnroll.com.

Dual Credit

JOLIET JUNIOR COLLEGE 1901

Registration and payment details

Dual Credit tuition is billed at $12 per credit hour and is due upon registration within the JJC system. While your account currently may not show a balance for your Dual Credit course(s), please know registration is updated daily. Please check your MyJJC portal and email regularly for your balance owed and account updates.

Need help setting up your MyJJC portal?

Please go to jjc.edu and click on **"TECHNOLOGY RESOURCES"** and then **"STUDENT TECHNOLOGY RESOURCES."** Scroll down to the caption below and click on **"NEW ACCOUNT SETUP."**



Payment options:

- **Online:** MYJJC (American Express, Visa, MasterCard and Discover (1.95% convenience fee) or e-check no convenience fee charged) PREFERRED METHOD
- **In Person*:** at Main Campus Student Accounts & Payments, A-1020 or Romeoville Campus Administration Office (American Express, Visa, MasterCard and Discover (1.95% convenience fee), check* or cash).
- **Tuition Drop Box*:** at Main Campus outside the Enrollment Center, A-1020 (check* only - no credit cards or cash deposits accepted)
- **By phone:** at Main Campus (815) 280-6688 or Romeoville (815) 886-3000 (American Express, Visa, MasterCard and Discover (1.95% convenience fee)).
- **By mail:** Joliet Junior College, Attn: Student Accounts & Payments, A-1020, 1215 Houbolt Road, Joliet IL 60431 (check* only - do not send cash).

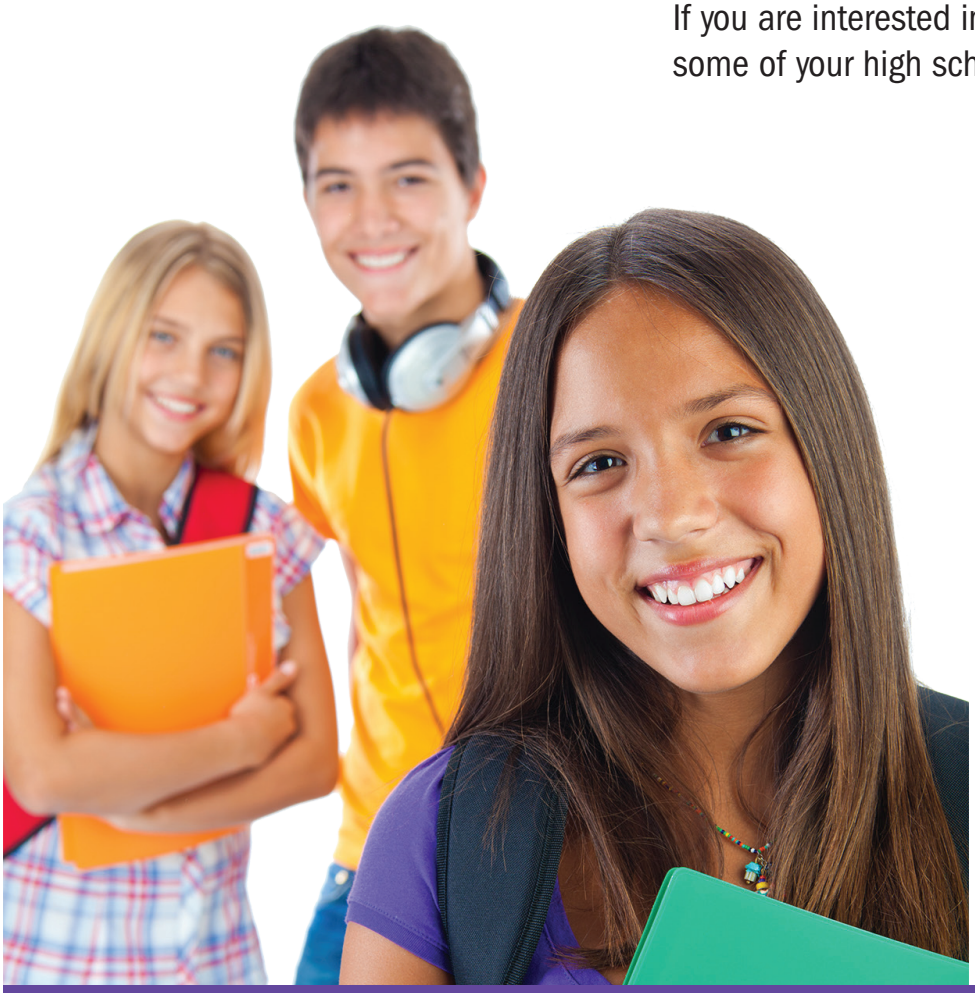
*If choosing to pay by in-person, the tuition drop box, by phone or mail you will need your JJC ID # or your social security number.

12x12x12

JOLIET JUNIOR COLLEGE 1901

Earn College Credit While in High School

If you are interested in earning college credit while taking some of your high school classes, then dual credit is for you!



12 credits • $12 per credit • by the end of 12th grade

Take the JJC 12x12x12 Challenge:

- **Earn 12 hours of dual credit**
- **by the time you finish the 12th grade**
- **and pay only $12 per credit hour for dual credit classes!**

Did You Know:

- High school students can take dual credit classes even if they have never taken Honors or AP classes.
- Dual credit students have access to JJC's academic support services such as the Tutoring & Learning Center and the Library.
- Dual credit students do not have to take a special exam at the end of the course to earn college credit. Passing the quizzes and exams that students take as a part of their joint high school/dual credit class is all that is required to earn college credit.

jjc.edu/12x12x12 · (815) 280-6927

Scan this QR code to learn more about 12x12x12:

12x12x12

JOLIET JUNIOR COLLEGE 1901

Obtén crédito universitario en la escuela secundaria

Si estás interesado en obtener crédito universitario mientras tomas algunas de tus clases de la escuela secundaria, entonces el crédito doble es para ti.



12x12x12 — 12 credits • $12 per credit • by the end of 12th grade

Toma el desafío de JJC 12x12x12:

- Obtén 12 horas de crédito doble
- para cuando termines el 12.o grado
- ¡y paga solo $12 por hora de crédito!

Sabías que:

- Los estudiantes de secundaria pueden tomar clases de crédito doble incluso si nunca han tomado clases Honors o AP

- Los estudiantes de crédito doble tienen acceso a los servicios de apoyo académico de JJC, como el Centro de Tutoría y Aprendizaje y la Biblioteca.

- Los estudiantes de crédito doble no tienen que realizar un examen especial al final del curso para obtener crédito universitario. Aprobar los cuestionarios y exámenes que los estudiantes toman como parte de su clase conjunta de secundaria/crédito doble es todo lo que se requiere para obtener crédito universitario.

jjc.edu/12x12x12 · (815) 280-6927

Escanea este código QR para obtener más información sobre 12x12x12:

12x12x12

$500 SCHOLARSHIP!



- No application required.
- Students must have successfully completed a minimum of 12 dual credit hours at JJC by the time they graduate high school.
- Students must register for a minimum of six credit hours at JJC for the term immediately following high school graduation.
- Classes can be taken in the fall, spring or summer semesters.
- The scholarship can be used for tuition, fees, books, supplies or uniforms.
- For more information, email officeofdualcredit@jjc.edu.

12x12x12

12 credits • $12 per credit • by the end of 12th grade



JOLIET JUNIOR COLLEGE
1901

12x12x12

BECAS DE $500



- No se requiere solicitud.
- Los estudiantes deben haber completado (con éxito) un mínimo de 12 horas de crédito dual en JJC en el momento de graduarse de la escuela secundaria.
- El estudiante tiene que inscribirse en un mínimo de seis horas de crédito en JJC para el semestre de otoño siguiente a su graduación de la escuela secundaria.
- Utilizado para clases en los semestres de otoño, primavera o Verano.
- La beca puede ser utilizada para la matrícula, las cuotas, los libros, los materiales o los uniformes.
- Por más información, escribir al correo electrónico officeofdualcredit@jjc.edu.

12x12x12 • 12 credits • $12 per credit • by the end of 12th grade



JOLIET JUNIOR COLLEGE
1901