



NEW RIVER COMMUNITY
AND TECHNICAL COLLEGE

SCHEDULE OF CLASSES

SPRING 2021



FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

ANNUAL NOTIFICATION

New River Community and Technical College is required to inform parents and students of their rights pursuant to the Family Educational Rights and Privacy Act (FERPA).

- 1. RIGHT TO INSPECT:** Parents and students have the right to review and inspect substantially all of your education records maintained by New River Community and Technical College.
- 2. RIGHT TO PREVENT DISCLOSURES:** Parents and students have the right to prevent disclosure of education records to parties, with certain limited exceptions. The college limits disclosure of information contained in your education records to those instances when prior written consent has been given to the disclosure, as an item of directory information which you have not refused to permit disclosure, or under the provisions of FERPA which allow disclosure without prior written consent.
- 3. RIGHT TO REQUEST AMENDMENT:** You have the right to seek to have corrected any parts of an education record which you believe to be inaccurate, misleading, or otherwise in violation of your rights. This includes the right to a hearing to present evidence that the record should be changed if the college decides not to alter the education records according to your request.
- 4. RIGHT TO FILE A COMPLAINT TO FERPA OFFICE:** You have the right to file a complaint with the Family Policy Compliance Office, US Department of Education, 400 Maryland Ave., SW, Washington, DC 20202- 4605, if you believe the college failed to comply with FERPA. The FERPA office can be contacted by phone at 1 (800) 249-3072.
- 5. RIGHT TO OBTAIN POLICY:** You have the right to obtain a copy of the written institutional policy adopted by New River Community and Technical College for compliance with FERPA. A copy may be obtained in person or by mail from the Registrar's office New River Community and Technical College, 280 University Drive Beaver, WV 25813

GRADUATION RATES

"Graduation rates for New River Community and Technical College students have been published in West Virginia Higher Education Report Card, which can be reviewed at any of the public colleges and universities or at the main public libraries throughout the state or on the WVCTC website. Additionally, current year graduation rate updates for New River Community and Technical College are available at <http://www.wvctcs.org/publications.asp>.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT NOTICE OF DESIGNATION OF DIRECTORY INFORMATION

New River Community and Technical College has designated certain information contained in the education records of its students as directory information for purposes of the Family Educational Rights and Privacy Act (FERPA).

The following information regarding students is considered directory information: (1) name, (2) address, (3) telephone number, (4) date and place of birth*, (5) major field of study, (6) educational level, (7) dates of attendance, (8) the most recent previous educational agency or institution attended by the student, (9) country of citizenship, (10) full/part-time status, (11) candidacy for degree, (12) degrees, scholarships, and awards received. *Released only as required by law or as a validation of positive identification when furnished by a person making an inquiry.

Directory information may be disclosed by this institution for any purpose in its discretion without the consent of a parent of a student or an eligible student. Parents of students and eligible students have the right, however, to refuse to permit the designation of any or all of the above information as directory information. In that case, this information will not be disclosed except with the consent of a parent or student or as otherwise allowed by FERPA.

Any parent or student refusing to have any or all of the designated directory information disclosed must file written notification to this effect with the college at the Registrar's Office, on or before the last day of regular registration each semester. Forms for this purpose are available at that office.

In the event a refusal is not filed, this institution assumes that neither a parent of a student or eligible student objects to the release of designated directory information.

ACADEMIC CALENDAR

Spring 2021

| | | |
|---------------|--------------------|--|
| Monday | January 11 | Faculty Return |
| Tuesday | January 12 | Faculty Staff Institute |
| Friday | January 15 | Last day for registration |
| Friday | January 15 | Last day for payment of tuition and fees |
| Monday | January 18 | Martin Luther King, Jr. Day- College Closed |
| Tuesday | January 19 | Classes Begin |
| Monday | January 25 | Last day for schedule adjustment (Add/Drop) |
| Friday | February 26 | Graduation Applications for Spring 2021 due |
| Monday-Friday | March 8-12 | Mid-Semester Exams |
| Friday | March 12 | Graduation Applications for Summer 2021 due |
| Monday | March 15 | Mid-Semester grades due |
| Monday-Friday | March 15-19 | Spring Break- No classes |
| Monday-Friday | March 22- April 16 | Registration for Summer 2021 and Fall 2021 Currently Enrolled Students |
| Friday | April 16 | Last day to withdraw from courses or the college with a "W" |
| Friday | May 7 | Last day of classes |
| Monday-Friday | May 10-14 | Final exams for day and evening classes |
| Saturday | May 15 | Commencement |
| Monday | May 17 | Final Grades Due |

TUITION AND FEES

All payments for tuition and fees must be made in advance or on the day of registration. Registration will not be considered complete until after payment of all obligations has been made. Checks, money orders, or approved personal checks should be made payable to New River Community and Technical College for the exact amount of the obligation. The following credit cards can be used to pay tuition and fees: MasterCard, Visa, American Express and Discover. Tuition, fees and expense schedules are published annually and are available online at www.newriver.edu.

IMPORTANT FINANCIAL AID INFORMATION

Federal regulations require adjustment of awards and repayment of excess funds by students who do not begin attendance in courses.

Only those students who register for Fall Semester classes and who have complete admission and financial aid files will receive financial aid, provided funds are received from the U.S. Department of Education and/or the lending institution. Your aid may be delayed if you drop courses between the dates of registration and fee payment. Prompt delivery of financial aid funds is not guaranteed to students who are not registered or who are new.

REPAYMENT OF FINANCIAL AID

If a student is a recipient of Title IV aid (PELL, SEOG Loans, etc) and totally withdraws from the institution prior to the tenth week of the enrollment period, the student will have to repay a portion of their aid according to the federal repayment formulas. For details and clarification, please contact the Financial Aid Office.

Remember, a student may withdraw from class with a grade of "W" through Friday April 16, 2021

LOCATION KEY

| Building code | Room code | Building name and location |
|--|-----------|--|
| <u>Raleigh County Campus</u> | | |
| RALGH | R/RAH | <i>Main Building, University Drive, Beaver</i> |
| ATCG | T | <i>Advanced Technology Center, Odd Road, Ghent</i> |
| <u>Mercer County Campus</u> | | |
| MERCER | M | <i>Mercer County Campus, Mercer Street, Princeton</i> |
| <u>Greenbrier Valley Campus</u> | | |
| LEWISB | G | <i>Greenbrier Hall (Main Building), 101 Church Street</i> |
| HOUF | H | <i>Welding/Machine shop located on Houfnaggle Road</i> |
| LEWISB | GVT | <i>Greenbrier Valley Theatre, East Washington St</i> |
| LEECO | L | <i>Lee Street Complex, Lee Street</i> |
| <u>Nicholas County Campus</u> | | |
| NICLAS | N | <i>Main Building, 6106 Webster Road, Summersville</i> |
| AHTC | | <i>Allied Health Education Center, Summersville</i> |
| NCWF | | <i>Nicholas County Workforce Center, 830 Northside Drive</i> |

REGISTRATION INFORMATION

COMPLIANCE WITH MILITARY SELECTIVE SERVICE ACT: State law provides that a male person who has attained the age of eighteen (18) years may not enroll in a state supported institution of postsecondary education unless he is in compliance with the Military Selective Service Act (50 U.S. Code, appendix 451, et. Seq. and the amendment thereto). Males between the ages of 18 and 25 must be in compliance with the Military Selective Service Act to be eligible to enroll. Also, a male person may not receive a loan, grant, scholarship or other financial assistance for postsecondary higher education funded by state revenue, including federal funds of gifts and grants accepted by this State, or receive a student loan guaranteed by the State unless he is in compliance with the Military Selective Service Act. Selective Service Act registration information should be available at all U.S. Postal Service facilities and may be available at some high schools.

RE-ADMISSION: Returning New River students who have not attended during the past semester must apply for re-admission. Applications are available at each campus location and can be mailed on request.

ACADEMIC ADVISING: All students should meet with a Faculty Advisor prior to registering. Advisors will provide information regarding specific program requirements.

UPDATING YOUR ADDRESS: It is the responsibility of each student to ensure that an accurate, permanent address is on file in the Office of the Registrar. Address information may be updated in person in the Office of the Registrar or by written notification mailed to the Office of the Registrar.

SCHEDULE CHANGES: New River Community and Technical College reserves the right to alter this publication and to cancel a course when the enrollment is not sufficient to warrant its continuance, divide a class if enrollment is too large for efficient instruction, change the meeting time or day(s), and change instructors if necessary.

METHODS OF DELIVERING INSTRUCTION

New River Community and Technical College uses many technologies in the delivery of instruction. Every course offered at New River contains at least some online information, even if it is only the syllabus. Blackboard is the learning management system through which New River Community and Technical College delivers most course information. Computer labs for student use exist at each New River campus location.

TRAD (Traditional) — Nearly all of the course information is delivered on campus but **up to 24%** of the course information is delivered online.

ETRAD (Enhanced Traditional) — A majority of the course information is delivered on campus but a significant portion of the course information is delivered online (**25---49%**).

WTRAD (Web Traditional) — Some of the course information is delivered on campus but a majority is delivered online (**50---74%**).

WEBP (Web Proctored) — Some on---campus instruction and/or proctoring might require the student to travel to a designated testing location. A small amount of the course information is delivered on campus but the majority is delivered online (**75---99%**).

WEB and **WEBDL** (Web) — There are no on---campus class requirements and all of the course information is delivered online (**100%**). **WEBDL** courses are contracted with agencies outside New River while New River instructors teach **WEB** courses.

Video---Based Instructional Modalities

ITV: (Instructional Television) Students taking these classes are expected to view the video broadcasts and attend scheduled class meetings on campus. **Up to 24%** of the course information is delivered online.

IVN (Interactive Video) – Nearly all of the course information is delivered from a central location to remote locations in real time and students must travel to one of the designated locations to receive the video---based instruction, but **up to 24%** of the course information is delivered online.

IVNE (Interactive Video Enhanced) — The majority of course information is delivered from a central location to remote locations in real time and students must travel to one of the designated locations to receive the video---based instruction, but **25---49%** of the course information is delivered online.

IVNH (Interactive Video Hybrid) — Some of the course information is delivered from a central location to remote locations in real time and students must travel to one of the designated locations to receive the video---based instruction, but **50---74%** of the course information is delivered online.

IVNW (Interactive Video Web) — A small amount of the course information is delivered from a central location to remote locations in real time and students must travel to one of the designated locations to receive the video---based instruction or proctoring, but **75---99%** of the course information is delivered online.

NEW RIVER COMMUNITY AND TECHNICAL COLLEGE

May 10-14

FINAL EXAM SCHEDULE

DAY CLASSES

| MON – WED CLASSES (WITH A START TIME Between) | TIME OF EXAMINATION | DATE OF EXAMINATION |
|--|----------------------------|----------------------------|
| 8:00 am-8:45 am | 8:00 – 9:50 am | Monday, May 10 |
| 9:00 am-9:30 am | 8:00 – 9:50 am | Wednesday, May 12 |
| 10:00 am-10:30 am | 10:00 – 11:50 am | Monday, May 10 |
| 11:00 am | 10:00 – 11:50 am | Monday, May 10 |
| 12:00 pm-12:30 pm | 10:00 – 11:50 am | Wednesday, May 12 |
| 1:00 pm-1:30 pm | 1:00 – 2:50 pm | Monday, May 10 |
| 2:00 pm-2:30 pm | 1:00 – 2:50 pm | Wednesday, May 12 |
| 3:30 pm- 4:30 pm | 4:00 – 5:50 pm | Monday, May 10 |
| 5:00 pm-5:30 pm | 4:00 – 5:50 pm | Wednesday, May 12 |

TUES – THUR CLASSES

| (WITH A START TIME Between) | | |
|------------------------------------|------------------|------------------|
| 8:00 am- 8:45 am | 8:00 – 9:50 am | Tuesday, May 11 |
| 9:00 am- 10:00 am | 8:00 – 9:50 am | Thursday, May 13 |
| 11:00 am-12:00 pm | 10:00 – 11:50 am | Tuesday, May 11 |
| 12:30 pm-1:00 pm | 10:00 – 11:50 am | Thursday, May 13 |
| 2:00 pm-2:30 pm | 1:00 – 2:50 pm | Thursday, May 13 |
| 3:30 pm-4:00 pm | 4:00 – 5:50 pm | Tuesday, May 10 |
| 5:00 pm-5:30 pm | 4:00 – 5:50 pm | Thursday, May 13 |

FRIDAY/SATURDAY CLASSES

**Check With Instructor for
Final Exam times**

EVENING/NIGHT CLASSES

Classes meeting **ONE** time per week starting at **4:00** pm or later will be on the night of the class at the regular starting time, during the week of Final Exams

**ALL ONLINE EXAMS WILL BE HELD BEFORE 12 MIDNIGHT ON WEDNESDAY, May 12,2021
CHECK YOUR CLASS WEBSITE FOR SPECIFIC DUE DATE**

***Students who are scheduled to take more than three (3) examinations on a single day may petition their instructor prior to examination week to reschedule an examination.

***For exam time not listed on this schedule: see your instructor for the date and time of the final exam.