

# SPRING, SUMMER & FALL 2024 REGISTRATION GUIDE

Registration for Spring and Summer Begins Saturday, April 6  
Registration for Fall Begins Wednesday, May 29



**Schoolcraft**  
College®

Log in to Ocelot Access to register for classes at [schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess)





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## REGISTRATION CENTER

**McDowell Student Center, Room 130**

**Hours: Monday-Friday, 8:00 am - 5 p.m.**

**734-462-4426**

**[schoolcraft.edu/registration](https://schoolcraft.edu/registration)**

**Schoolcraft  
College**

**VETERAN  
PRIORITY  
REGISTRATION**

**Military Affiliated Students**  
**Pre-register for Spring & Summer 2024**  
**Friday, April 5, 8 a.m. – 11 p.m.**  
  
**Pre-register for Fall 2024**  
**Tuesday, May 28, 8 a.m. – 11 p.m.**  
**Register at [schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess)**

Pre-registration is available for veterans, service members, spouses, and dependents of veterans and service members, that are using educational benefits.

Spring and Summer registration opens for all students on April 6. Fall registration opens for all students on May 29.

**Mark L. Whitfield Veterans & Military Services Center**  
McDowell Student Center, Room 240  
734 462-4352 • [schoolcraft.edu/veterans](https://schoolcraft.edu/veterans)



## Use STUDENT PLANNING to Register for Classes.

### Register for Courses **WITH** your Education Plan

1. Go to *Ocelot Access* at:  
**[schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess)**
2. Click the Traditional Credit Student card
3. Log-in
4. Click the Register and Drop Courses card
5. Click the Registration and Student Planning card
6. Click the right arrow next to the term until you reach the desired term.
7. Under the listed courses on the left side, click *View Other Sections*.
8. The sections will be listed below the course. Use the arrows to navigate to view each section.
9. Click *Filter Sections* to narrow your search (including days, times, locations, online, availability).
10. Select the course and view section details; Click *Add Section* (the section will show up on your calendar).
11. Click the *Register Now* button above the calendar to register (the course will turn green on your calendar).

### Register for Courses **WITHOUT** an Education Plan

1. Follow steps numbered 1 – 5 listed above.
2. Type the name(s) of the course and the course number (or just the subject) in the search bar and click the *Search Button* or *Enter*.
3. Select the course and click *Add Course to Plan*. Do this for each of the courses you want to take.
4. Return to *Plan and Schedule*. Follow steps numbered 7 – 11 above.



# ADMITTED STUDENT CHECKLIST

Follow these steps to ensure that you are ready to register and start classes.

## ☐ New Student Password Setup

If you are a first-time student at Schoolcraft, you will need to create your New Student Password. Go to [schoolcraft.edu/newstudentpassword](https://schoolcraft.edu/newstudentpassword).

You will use your username and password to login to SC Mail, Ocelot Access, Scholarship Universe, WI-FI and more.

## ☐ Log In To Your SC mail Email Account

Log in to [schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess). On the **My Info** card, click on **log in to your student email**.

The college will send all important communications, such as financial aid, to this email address. Be sure to check it often.

## ☐ Submit Transcripts

### First Year Students

Request to have your high school transcripts sent through [parchment.com](https://parchment.com) or email your transcripts to [admissions@schoolcraft.edu](mailto:admissions@schoolcraft.edu).

### Transfer Students

Official college transcripts must be sent directly from the transfer institution to Schoolcraft.

## ☐ Submit Test Scores or Take a Placement Test

### First Year Students

Have you taken the SAT or ACT within the last 3 years?

**Yes:** Request SAT scores at [collegeboard.org](https://collegeboard.org) and/or ACT scores at [act.org/the-act/scores](https://act.org/the-act/scores), or email your Score Report to [admissions@schoolcraft.edu](mailto:admissions@schoolcraft.edu)

**No:** Make sure you have the most recent version of your high school transcript sent to Schoolcraft College then call Advising to discuss your next steps. You may be asked to take our placement test.

### Transfer Students

If transferring credits, call Advising at 734-462-4429 to determine if you need to take a Placement Test.

## ☐ Complete New Student Orientation

Orientation is mandatory for first-time college students. Complete orientation at [schoolcraft.edu/orientation](https://schoolcraft.edu/orientation).

Orientation is not required for transfer students.

## ☐ Make an Academic Advising Appointment

Schedule an appointment with an Academic Advisor by calling 734-462-4429. Please have your student ID number available.

## ☐ Register for Classes

Login to Ocelot Access to register for classes at [schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess)

### With Ocelot Access you can:

- Search, register, waitlist, drop, and pay for classes.
- Set up a tuition payment plan or make an international payment.
- Check on financial aid and get important dates.
- Access your student education plan and get information on transfer and degree requirements.
- View student records, including billing statements, unofficial transcripts, and enrollment verifications.

## ☐ Pay for Classes

**Payment is due within 3 business days, including holidays, from the date of registration.**

If you do not pay in full, have financial aid in place, or commit to our payment plan option, you could be dropped from your classes for non-payment. It is your responsibility to drop your classes if you are not planning to attend, even if you have a Financial Aid award on your offer letter in Ocelot Access greater than zero.

Learn about financial aid options, including grants, loans, and scholarships at [schoolcraft.edu/aid](https://schoolcraft.edu/aid).

- **In Person:** Go to the Cashier's Office located in the McDowell Student Center. Visa, MasterCard, Discover, American Express, debt cards, checks and cash are accepted.
- **Online:** Login to Ocelot Access at [schoolcraft.edu/OcelotAccess](https://schoolcraft.edu/OcelotAccess).
- **Tuition Payment Plan:** Get payment plan information at [schoolcraft.edu/payments](https://schoolcraft.edu/payments).

**Apply for Schoolcraft scholarships at [schoolcraft.edu/scholarships](https://schoolcraft.edu/scholarships)**

**INTERNATIONAL STUDENTS:** F-1, B-1, B-2, or M-1 International Students: Additional information is required before an I-20 Form is issued. Go to [schoolcraft.edu/apply](https://schoolcraft.edu/apply). Follow the International Student link to download the Prospective International Student Information and Application Packet.



# SPRING, SUMMER & FALL 2024 IMPORTANT DATES

## REGISTRATION TIPS

**Waitlist:** If a course is full, you can add your name to a waitlist. If a spot becomes available, the first student on the waitlist will be notified via Schoolcraft email. Notifications go out each day at 6 a.m. If you receive a notification, you will have until the following day at 11 p.m. to register for that class. If you do not register, the seat will be offered to the next student on the waitlist.

**Late Entry/Overload:** Students wishing to register for a class after it has met for the first time (late entry), or want to try to get into a class that is full (overload), need written approval from the instructor.

Please visit [schoolcraft.edu/registration/overload-and-late-entry](https://schoolcraft.edu/registration/overload-and-late-entry) for more details.

**Schedule Adjustment:** During the first week of the term, you can adjust your schedule as needed, including Late Entry and Overload classes.

**Prerequisites:** A prerequisite is a condition that students are required to meet before registering for a class. For example, a class that must be taken before taking another class. Students must complete prerequisites as required before enrolling in some courses. Contact your academic advisor for assistance.

**Academic Program Information:** View the Schoolcraft College Catalog at [schoolcraft.edu/catalog](https://schoolcraft.edu/catalog) for information about academic programs.

**For more information, visit [schoolcraft.edu/registration](https://schoolcraft.edu/registration)**

### Check [schoolcraft.edu/semester-guide](https://schoolcraft.edu/semester-guide) for Important Information, including:

- **Last Day for Schedule Adjustment/Refund**
- **Last Day for Withdrawal from Classes**
- **Last Day of Classes**

### Mark Your Calendar!

#### Spring & Summer Semesters

<b>May 6</b>	Spring Semester Begins,
<b>May 18</b>	Last Day for Address Changes that Impact Spring Tuition Rates
<b>May 27</b>	Memorial Day - No Classes
<b>July 1</b>	Summer Semester Begins
<b>July 4</b>	Independence Day - No Classes
<b>July 13</b>	Last Day for Address Changes that Impact Summer Tuition Rates.

#### Fall Semester

<b>August 26</b>	Semester Begins
<b>Sept 2</b>	Labor Day - No Classes
<b>Sept 19</b>	Last Day for Address Changes that Impact Tuition Rates
<b>Nov 28-Dec 1</b>	Thanksgiving - No Classes

#### Fall 2024 Police Academy

<b>Application Deadline</b>	May 13, 2024
<b>Interview Date (tentative)</b>	Week of June 3, 2024
<b>Academy Orientation</b>	July 12, 2024
<b>Academy Starts</b>	July 15, 2024
<b>Graduation</b>	November 8, 2024

For additional Police Academy information call 734-462-4306.



# TUITION AND FEES FOR SPRING & SUMMER 2024

	Credit Hours	Registration Fee	Service Fee	Instructional Equip. Fee	Infrastructure Fee	Resident Rates		Non-Resident Rates	
						Tuition	Total*	Tuition	Total*
less than half time	0.5	\$44.00	\$4.50	\$5.50	\$4.50	\$67.50	\$126.00	\$97.00	\$155.50
	1	\$44.00	\$9.00	\$11.00	\$9.00	\$135.00	\$208.00	\$194.00	\$267.00
	2	\$44.00	\$18.00	\$22.00	\$18.00	\$270.00	\$372.00	\$388.00	\$490.00
	3	\$44.00	\$27.00	\$33.00	\$27.00	\$405.00	\$536.00	\$582.00	\$713.00
	4	\$44.00	\$36.00	\$44.00	\$36.00	\$540.00	\$700.00	\$776.00	\$936.00
half time	5	\$44.00	\$45.00	\$55.00	\$45.00	\$675.00	\$864.00	\$970.00	\$1,159.00
	6	\$44.00	\$54.00	\$66.00	\$54.00	\$810.00	\$1,028.00	\$1,164.00	\$1,382.00
	7	\$44.00	\$63.00	\$77.00	\$63.00	\$945.00	\$1,192.00	\$1,358.00	\$1,605.00
three quarter time	8	\$44.00	\$72.00	\$88.00	\$72.00	\$1,080.00	\$1,356.00	\$1,552.00	\$1,828.00
	9	\$44.00	\$81.00	\$99.00	\$81.00	\$1,215.00	\$1,520.00	\$1,746.00	\$2,051.00
	10	\$44.00	\$90.00	\$110.00	\$90.00	\$1,350.00	\$1,684.00	\$1,940.00	\$2,274.00
	11	\$44.00	\$99.00	\$121.00	\$99.00	\$1,485.00	\$1,848.00	\$2,134.00	\$2,497.00
full time	12	\$44.00	\$108.00	\$132.00	\$108.00	\$1,620.00	\$2,012.00	\$2,328.00	\$2,720.00
	13	\$44.00	\$117.00	\$143.00	\$117.00	\$1,755.00	\$2,176.00	\$2,522.00	\$2,943.00
	14	\$44.00	\$126.00	\$154.00	\$126.00	\$1,890.00	\$2,340.00	\$2,716.00	\$3,166.00
	15	\$44.00	\$135.00	\$165.00	\$135.00	\$2,025.00	\$2,504.00	\$2,910.00	\$3,389.00
	16	\$44.00	\$144.00	\$176.00	\$144.00	\$2,160.00	\$2,668.00	\$3,104.00	\$3,612.00
	17	\$44.00	\$153.00	\$187.00	\$153.00	\$2,295.00	\$2,832.00	\$3,298.00	\$3,835.00
	18	\$44.00	\$162.00	\$198.00	\$162.00	\$2,430.00	\$2,996.00	\$3,492.00	\$4,058.00
Advisor approval required	19	\$44.00	\$171.00	\$209.00	\$171.00	\$2,565.00	\$3,160.00	\$3,686.00	\$4,281.00
	20	\$44.00	\$180.00	\$220.00	\$180.00	\$2,700.00	\$3,324.00	\$3,880.00	\$4,504.00

	Credit Hours	Registration Fee	Service Fee	Instructional Equip. Fee	Infrastructure Fee	Out of State/International Rates		Resident Senior Rates	
						Tuition	Total*	Tuition	Total*
less than half time	0.5	\$44.00	\$4.50	\$5.50	\$4.50	\$134.00	\$192.50	\$33.75	\$92.25
	1	\$44.00	\$9.00	\$11.00	\$9.00	\$268.00	\$341.00	\$67.50	\$140.50
	2	\$44.00	\$18.00	\$22.00	\$18.00	\$536.00	\$638.00	\$135.00	\$237.00
	3	\$44.00	\$27.00	\$33.00	\$27.00	\$804.00	\$935.00	\$202.50	\$333.50
	4	\$44.00	\$36.00	\$44.00	\$36.00	\$1,072.00	\$1,232.00	\$270.00	\$430.00
half time	5	\$44.00	\$45.00	\$55.00	\$45.00	\$1,340.00	\$1,529.00	\$337.50	\$526.50
	6	\$44.00	\$54.00	\$66.00	\$54.00	\$1,608.00	\$1,826.00	\$405.00	\$623.00
	7	\$44.00	\$63.00	\$77.00	\$63.00	\$1,876.00	\$2,123.00	\$472.50	\$719.50
three quarter time	8	\$44.00	\$72.00	\$88.00	\$72.00	\$2,144.00	\$2,420.00	\$540.00	\$816.00
	9	\$44.00	\$81.00	\$99.00	\$81.00	\$2,412.00	\$2,717.00	\$607.50	\$912.50
	10	\$44.00	\$90.00	\$110.00	\$90.00	\$2,680.00	\$3,014.00	\$675.00	\$1,009.00
	11	\$44.00	\$99.00	\$121.00	\$99.00	\$2,948.00	\$3,311.00	\$742.50	\$1,105.50
full time	12	\$44.00	\$108.00	\$132.00	\$108.00	\$3,216.00	\$3,608.00	\$810.00	\$1,202.00
	13	\$44.00	\$117.00	\$143.00	\$117.00	\$3,484.00	\$3,905.00	\$877.50	\$1,298.50
	14	\$44.00	\$126.00	\$154.00	\$126.00	\$3,752.00	\$4,202.00	\$945.00	\$1,395.00
	15	\$44.00	\$135.00	\$165.00	\$135.00	\$4,020.00	\$4,499.00	\$1,012.50	\$1,491.50
	16	\$44.00	\$144.00	\$176.00	\$144.00	\$4,288.00	\$4,796.00	\$1,080.00	\$1,588.00
	17	\$44.00	\$153.00	\$187.00	\$153.00	\$4,556.00	\$5,093.00	\$1,147.50	\$1,684.50
	18	\$44.00	\$162.00	\$198.00	\$162.00	\$4,824.00	\$5,390.00	\$1,215.00	\$1,781.00
Advisor approval required	19	\$44.00	\$171.00	\$209.00	\$171.00	\$5,092.00	\$5,687.00	\$1,282.50	\$1,877.50
	20	\$44.00	\$180.00	\$220.00	\$180.00	\$5,360.00	\$5,984.00	\$1,350.00	\$1,974.00

\*Check the course listings online and add course fees if applicable.

Tuition and fees are subject to change, without notice, by action of the Board of Trustees.



# TUITION AND FEES FOR FALL 2024

	Credit Hours	Registration Fee	Service Fee	Instructional Equip. Fee	Infrastructure Fee	Resident Rates		Non-Resident Rates	
						Tuition	Total*	Tuition	Total*
less than half time	0.5	\$44.00	\$4.50	\$5.50	\$4.50	\$69.50	\$128.00	\$100.00	\$158.50
	1	\$44.00	\$9.00	\$11.00	\$9.00	\$139.00	\$212.00	\$200.00	\$273.00
	2	\$44.00	\$18.00	\$22.00	\$18.00	\$278.00	\$380.00	\$400.00	\$502.00
	3	\$44.00	\$27.00	\$33.00	\$27.00	\$417.00	\$548.00	\$600.00	\$731.00
	4	\$44.00	\$36.00	\$44.00	\$36.00	\$556.00	\$716.00	\$800.00	\$960.00
half time	5	\$44.00	\$45.00	\$55.00	\$45.00	\$695.00	\$884.00	\$1,000.00	\$1,189.00
	6	\$44.00	\$54.00	\$66.00	\$54.00	\$834.00	\$1,052.00	\$1,200.00	\$1,418.00
	7	\$44.00	\$63.00	\$77.00	\$63.00	\$973.00	\$1,220.00	\$1,400.00	\$1,647.00
three quarter time	8	\$44.00	\$72.00	\$88.00	\$72.00	\$1,112.00	\$1,388.00	\$1,600.00	\$1,876.00
	9	\$44.00	\$81.00	\$99.00	\$81.00	\$1,251.00	\$1,556.00	\$1,800.00	\$2,105.00
	10	\$44.00	\$90.00	\$110.00	\$90.00	\$1,390.00	\$1,724.00	\$2,000.00	\$2,334.00
	11	\$44.00	\$99.00	\$121.00	\$99.00	\$1,529.00	\$1,892.00	\$2,200.00	\$2,563.00
full time	12	\$44.00	\$108.00	\$132.00	\$108.00	\$1,668.00	\$2,060.00	\$2,400.00	\$2,792.00
	13	\$44.00	\$117.00	\$143.00	\$117.00	\$1,807.00	\$2,228.00	\$2,600.00	\$3,021.00
	14	\$44.00	\$126.00	\$154.00	\$126.00	\$1,946.00	\$2,396.00	\$2,800.00	\$3,250.00
	15	\$44.00	\$135.00	\$165.00	\$135.00	\$2,085.00	\$2,564.00	\$3,000.00	\$3,479.00
	16	\$44.00	\$144.00	\$176.00	\$144.00	\$2,224.00	\$2,732.00	\$3,200.00	\$3,708.00
	17	\$44.00	\$153.00	\$187.00	\$153.00	\$2,363.00	\$2,900.00	\$3,400.00	\$3,937.00
	18	\$44.00	\$162.00	\$198.00	\$162.00	\$2,502.00	\$3,068.00	\$3,600.00	\$4,166.00
Advisor approval required	19	\$44.00	\$171.00	\$209.00	\$171.00	\$2,641.00	\$3,236.00	\$3,800.00	\$4,395.00
	20	\$44.00	\$180.00	\$220.00	\$180.00	\$2,780.00	\$3,404.00	\$4,000.00	\$4,624.00

	Credit Hours	Registration Fee	Service Fee	Instructional Equip. Fee	Infrastructure Fee	Out of State/International Rates		Resident Senior Rates	
						Tuition	Total*	Tuition	Total*
less than half time	0.5	\$44.00	\$4.50	\$5.50	\$4.50	\$135.00	\$193.50	\$34.75	\$93.25
	1	\$44.00	\$9.00	\$11.00	\$9.00	\$270.00	\$343.00	\$69.50	\$142.50
	2	\$44.00	\$18.00	\$22.00	\$18.00	\$540.00	\$642.00	\$139.00	\$241.00
	3	\$44.00	\$27.00	\$33.00	\$27.00	\$810.00	\$941.00	\$208.50	\$339.50
	4	\$44.00	\$36.00	\$44.00	\$36.00	\$1,080.00	\$1,240.00	\$278.00	\$438.00
half time	5	\$44.00	\$45.00	\$55.00	\$45.00	\$1,350.00	\$1,539.00	\$347.50	\$536.50
	6	\$44.00	\$54.00	\$66.00	\$54.00	\$1,620.00	\$1,838.00	\$417.00	\$635.00
	7	\$44.00	\$63.00	\$77.00	\$63.00	\$1,890.00	\$2,137.00	\$486.50	\$733.50
three quarter time	8	\$44.00	\$72.00	\$88.00	\$72.00	\$2,160.00	\$2,436.00	\$556.00	\$832.00
	9	\$44.00	\$81.00	\$99.00	\$81.00	\$2,430.00	\$2,735.00	\$625.50	\$930.50
	10	\$44.00	\$90.00	\$110.00	\$90.00	\$2,700.00	\$3,034.00	\$695.00	\$1,029.00
	11	\$44.00	\$99.00	\$121.00	\$99.00	\$2,970.00	\$3,333.00	\$764.50	\$1,127.50
full time	12	\$44.00	\$108.00	\$132.00	\$108.00	\$3,240.00	\$3,632.00	\$834.00	\$1,226.00
	13	\$44.00	\$117.00	\$143.00	\$117.00	\$3,510.00	\$3,931.00	\$903.50	\$1,324.50
	14	\$44.00	\$126.00	\$154.00	\$126.00	\$3,780.00	\$4,230.00	\$973.00	\$1,423.00
	15	\$44.00	\$135.00	\$165.00	\$135.00	\$4,050.00	\$4,529.00	\$1,042.50	\$1,521.50
	16	\$44.00	\$144.00	\$176.00	\$144.00	\$4,320.00	\$4,828.00	\$1,112.00	\$1,620.00
	17	\$44.00	\$153.00	\$187.00	\$153.00	\$4,590.00	\$5,127.00	\$1,181.50	\$1,718.50
	18	\$44.00	\$162.00	\$198.00	\$162.00	\$4,860.00	\$5,426.00	\$1,251.00	\$1,817.00
Advisor approval required	19	\$44.00	\$171.00	\$209.00	\$171.00	\$5,130.00	\$5,725.00	\$1,320.50	\$1,915.50
	20	\$44.00	\$180.00	\$220.00	\$180.00	\$5,400.00	\$6,024.00	\$1,390.00	\$2,014.00

\*Check the course listings online and add course fees if applicable.

Tuition and fees are subject to change, without notice, by action of the Board of Trustees.



# DETERMINE TUITION AND FEES

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**Payment is due within 3 business days, including holidays, from the date of registration.**

If you do not pay in full, have financial aid in place, or commit to our payment plan option, you could be dropped from your classes for non-payment. You are responsible for dropping any classes you are not attending, even if you have a Financial Aid award on your offer letter in Ocelot Access greater than zero.

Use the table on page 3 to determine your tuition and fees. Locate the number of credit hours you will be taking for the term, then go to the Total Column for Resident or Non-Resident Rates. The total includes all fees as outlined in the table.

The college verifies a student’s residency at admission and for each semester’s registration. To qualify for Resident Tuition Rates, students must reside within Schoolcraft College’s district, which includes the public school districts of Clarenceville, Garden City, Livonia, Northville, Plymouth- Canton and part of Novi.

## TUITION PAYMENT PLAN

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For information about the Tuition Payment Plan, including deadline for payment plan enrollment, steps to enroll, and payment deadlines visit [mycollegepaymentplan.com/schcraft](https://mycollegepaymentplan.com/schcraft)

For more information, visit [schoolcraft.edu/payments](https://schoolcraft.edu/payments) or call Student Accounts at **734-462-4586**.



## PURCHASE OR RENT TEXTBOOKS

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**Please visit [schoolcraftbooks.com](https://schoolcraftbooks.com) for information including:**

- Bookstore hours.
- Date that books will be available for each semester.
- Financial aid dates.

## ANSWER CENTER

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Call the Answer Center with questions at 734-462-4426.

**Hours of Operation:**

**Monday through Thursday . . . . . 8 a.m. – 7 p.m.**  
**Friday . . . . . 8 a.m. – 6 p.m.**  
**Saturday . . . . . 9 a.m. – 2 p.m.**

Email questions to [answers@schoolcraft.edu](mailto:answers@schoolcraft.edu).



# FINANCIAL AID AND COLLEGE FEES

## FINANCIAL AID

**The first step in qualifying for Financial Aid is to fill out the Free Application for Federal Student Aid (FAFSA) online at [fafsa.gov](https://fafsa.gov).**

**Schoolcraft's FAFSA code is 002315.**

Once a student qualifies for Financial Aid, it is applied to the student's account each semester based on the start date of classes to pay for tuition and fees. Any excess funds can then be used to purchase books and necessary class supplies at the Schoolcraft Bookstore.

**Schoolcraft College students may qualify for one of the following financial aid programs:**

### Grants

A grant is a form of financial aid that does not have to be repaid. It is based primarily on demonstrated financial need.

### Scholarships

Generally based on academic merit or particular area of study and does not have to be repaid. Apply for Schoolcraft Scholarships at [schoolcraft.edu/scholarships](https://schoolcraft.edu/scholarships). The FAFSA may not be a requirement for all scholarships.

### Work Study

Students are placed in jobs on campus and wages are paid in part by the work-study program. For more information, contact Career Services at 734-462-4421 or email [careerservices@schoolcraft.edu](mailto:careerservices@schoolcraft.edu).

### Student Loans

You must complete a FAFSA application to qualify for student loans. If you would like to request a student loan, you must submit a Loan Request Form. Information and steps are found at [schoolcraft.edu/aid/loans](https://schoolcraft.edu/aid/loans). All student loans must be repaid after graduation or not maintaining half time enrollment.

**For more information about Financial Aid programs visit [schoolcraft.edu/aid](https://schoolcraft.edu/aid) or contact the Office of Financial Aid at 734-462-4433.**

- The Financial Aid Department will send financial aid information to only your SCmail account.
- The FAFSA must be completed every year that you wish to apply for Financial Aid. The FAFSA usually is available beginning October 1<sup>st</sup> each year.

## FEE DESCRIPTIONS

### Registration Fee

This fee is a refundable fee charged one time per semester regardless of how many credit hours a student registers for during the semester. This fee is \$44 per semester.

### Service Fee

This fee defrays the cost of several free services that Schoolcraft provides to students, such as career services, student activities, graduation, parking and admittance to the SC Fitness Center each semester the student is registered. This fee is \$9 per credit.

### Lab Fees/Learning Management Fees

This fee is used to cover the cost of special materials, equipment, student assistants, specialized support and other services. Our learning management system fee (currently Blackboard) is \$12 per class, with an additional fee of \$10 for classes held in computer labs, allowing the use of additional technology that is otherwise not available in a standard classroom.

### Excess Contact Hours Fees

The College charges \$135 per excess contact hour with a maximum of 4 excess contact hours per class. An excess contact hour occurs when the weekly class meeting hours exceed the class credit hours. For example, if Biology meets 4 hours per week, but Biology is a 3 credit hour class, the student is charged a \$135 excess contact hour fee. If a Nursing class meets 10 hours per week, but the Nursing class is a 4 credit hour class, the student will be charged a \$540 excess contact hour fee.

### Instructional Equipment Fee

This fee is used to defray the increasing cost of maintaining, upgrading, and replacing the wide variety of electronic equipment and personal computers used in our classrooms. Software purchases, maintenance agreements, and upgrades are also covered by this fee. Every student is charged \$11 per credit hour for this fee.

### Infrastructure Fee

This fee is used to defray the increasing costs associated with maintaining and enhancing the College's buildings, facilities, and campus grounds. Deferred maintenance and depreciation of campus infrastructure is also covered by this fee. Every student is charged \$9 per credit hour for this fee.

**If you have any concerns, please contact either of the following:**

**Cashier's Office .....734-462-4449**  
**Student Accounts .....734-462-4586**



# COURSES BY SEMESTER

## Projected Course Offerings for each semester

Courses not listed are offered on an as-needed basis. Contact the associate dean for information. Course listings are subject to change.

## Key to course formats

- T Traditional
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		Spring Summer Fall Winter				Spring Summer Fall Winter				Spring Summer Fall Winter				Spring Summer Fall Winter				Spring Summer Fall Winter										
ACCT	103	O	M	M	BIOL	105	O	O	M	M	CGT	166	T	T	T*	CNT	133			T	T	DMS	166			T	T	
ACCT	138			T	BIOL	107			T	T	CGT	168			T	T*	CNT	136		T	T*	DMS	202			T	T	
ACCT	139			T	BIOL	114	O		O	O	CGT	208			T		CNT	173				DMS	212			T		
ACCT	201	M	M	M	BIOL	115	M	O	M	M	CGT	210			T*	CNT	176			T		DMS	220			T		
ACCT	202	M	M	M	BIOL	120	T		T	T	CGT	212			T*	CNT	179			T		DMS	230					
ACCT	206	I	I	I	BIOL	130	T			T	CGT	213			T*	CNT	180					DMS	250	T	T			
ACCT	221			T	BIOL	140			T*	T*	CGT	215			T		CNT	210		H		DMS	252	T		T		
ACCT	222			T	BIOL	236	M	H	M	M	CGT	226			T	T	CNT	220		H	H	EARTH	110			T	T	
ACCT	226			T	BIOL	237	M	T	T	M	CGT	231			T		CNT	230	H*		H	EARTH	120	M	M	M	M	
ACCT	238			T	BIOL	238	T	T	T	M	CGT	234			T		CNT	244			H	EARTH	140	T	T	T	T	
ACCT	262	T			BIOL	243	M	H	M	M	CGT	244			T	T	CNT	250			T	EARTH	200	T		T	T	
ACCT	263			M	BMET	116				T	CGT	246			T		CNT	260			T	EARTH	235			T		
ACCT	330			H	BMET	130				T*	CGT	247			T	T	CNT	262			T	EARTH	240			T		
ANTH	112	M	O	M	BMET	204				T	CGT	250			T	T	CNT	264			T*	EARTH	250			T		
ANTH	117			T	BMET	256	I*		I*	I	CGT	252			T	T	CNT	293			T	EARTH	294	I				
ANTH	120			T	BMET	257	I		I*		CGT	254			T	T	COLLS	050	T		T	ECE	100			R	T	
ANTH	201	O	O	M	BUS	101	M	M	M	M	CGT	256			T		COLLS	053	T	T*	T	ECE	110			R	T	
ANTH	211	O	O	M	BUS	103	O		M	M	CGT	257			T	T	COLLS	105			T	ECE	120			R		
ANTH	214			T	BUS	104		O	O	M	CGT	271	I		I	I	COLLS	130	T		R	ECE	135			R	T	
ANTH	220			T	BUS	116			T	T	CGT	298	H				COMA	103	M	M	M	ECE	145			R	T	
ANTH	230			T	BUS	120	O	O	O	O	CHEM	100	T		H	T	COMA	105		T*		ECE	150			T		
ANTH	290			T	BUS	122	O	O	M	M	CHEM	104	M	T*	M	M	COMA	200			T	ECE	170			T		
ARB	101			T	BUS	123	O	O	M	M	CHEM	111	M	T*	M	M	COMA	202			T*	ECE	180			R	T	
ARB	102			T	BUS	202	O	O	M	M	CHEM	117	T		T	T	COMA	212	T*		T*	ECE	230			T*		
ARB	201			T	BUS	204	O	O	M	M	CHEM	120	T	T	T	T	COMA	213			T	ECE	240			T		
ARB	202			T*	BUS	207	M		M	M	CHEM	213			T	T	COMA	215			T	ECE	250			R		
ART	113	T		T	BUS	208			T*		CHEM	214			T	T	COMA	230			T	ECE	265			R	T	
ART	115			T*	BUS	215			O	O	CHIN	101			T*	T*	COMA	240			T*	ECE	280			T	T	
ART	116			T*	BUS	217	O	O	M	M	CHIN	102			T*	T*	COMA	294			T*	ECON	103			T	T	
ART	117	T*		T	BUS	220	O	O	O	O	CIS	115	O	O	M	M	COR	110			M	ECON	201	O	O	M	M	
ART	120	T*	T	T	BUS	226	M	O	M	M	CIS	120	M	M	M	M	CTMI	210			T	ECON	202	M	M	M	M	
ART	121	T*		T	BUS	230			O	M	CIS	122			T*		CTMI	220			T	EDUC	101			R	R	
ART	122			T	BUS	240	O		M	O	CIS	129	M	O	M	M	CTMI	230			T	EDUC	110			R	T	
ART	127			T	BUS	292			I	I	CIS	170			T*		CTMI	270			T	EDUC	200	O		M	M	
ART	128	T*		T	BUS	303				H	CIS	171	O		M	O	CTMI	280			T	EDUC	205	O		O		
ART	133	T	T	T	BUS	304			H		CIS	172			O	M	CTMI	290			T	EDUC	210	O		R	R	
ART	134	T	T	T	BUS	426				H	CIS	178	O		O	O	CUL	102	M	O	M	EDUC	212	M		M	M	
ART	150			T	CAB	102	M	O	M	M	CIS	180	O	O	O	O	CUL	103	T	T	T	EDUC	215	T		T	T	
ART	180			T	CAD	120		T*	T	T	CIS	185			T*		CUL	130			T	EDUC	220	R		R	R	
ART	201	O	O	M	CAD	130	T		T	T	CIS	211	O		M	O	CUL	135			T	EDUC	230	R		R	R	
ART	217			H	CAD	140			T	T	CIS	215			T*		CUL	136			T	EDUC	235	M	M		M	
ART	221	T*		T	CAD	210	T		T		CIS	221	O	O*	M	O	CUL	140			T	EDUC	238	T	T		T	
ART	222	T*		T	CAD	212				T	CIS	223	O		O	M	CUL	145			T	EDUC	240	O				
ART	227	T*		T	CAD	220			T	T	CIS	225	O	O	O	O	CUL	150			T	EDUC	245	O		O	O	
ART	228	T*		T	CAD	230	T			T	CIS	238			T		CUL	210			T	EDUC	250	R		R	R	
ART	231			T	CAD	270			T		CIS	250			T	T	CUL	230			T	EDUC	255	M		M	M	
ART	233	T	T	T	CAD	275				T	CIS	251			T	T	CUL	245			H	EDUC	261	O		O	O	
ART	234	T	T	T	CAD	280				T	CIS	255	O		M	O	CUL	246			T	EDUC	280	R				
ART	235			T	CAD	291	I*		I*	I*	CIS	273			T*		CUL	248			T	EDUC	281	M				
ART	246			T	CBPA	103	T	T			CIS	290			T	T	CUL	250			T	EDUC	291	R				
ART	247			H	CBPA	125			T	T	CJ	102	M*		M	M	CUL	260			T	EDUC	292	M		M	M	
ART	248	T*	T	T*	CBPA	144			T	T	CJ	107			R	T	CUL	265	T		T	EDUC	296	I		I	I	
BDT	101			T	CGT	109	S		T	T*	CJ	113			O	M	M	CUL	296			T	EDUC	297	I		I	I
BDT	110			T	CGT	123	T		T	T*	CJ	201	T		M	M	CUL	298				T*	EDUC	298	I		I	I
BDT	121	T		T	CGT	125	T		T	T*	CJ	209	T		T	T	CUL	303	T			ELECT	131	T		T	T	
BDT	140			T	CGT	127	T		T	T*	CJ	210	O		M	M	CUL	350			T	ELECT	137	T		T	T	
BDT	210			T	CGT	134			T		CJ	211	T		T	T	CUL	360	T			ELECT	138	T		T	T	
BDT	220			T	CGT	136			T	T*	CJ	212	M		M	M	CUL	495	T			ELECT	139			T	T	
BDT	231			T	CGT	141			T		CJ	221	O		M	M	DMS	100				T	ELECT	144			T	T
BIOL	100	O		O	CGT	149			T	T*	CJ	287			T	T	DMS	110	T	T		ELECT	145			T		
BIOL	101	M	M	M	CGT	158			T		CM	109			T	T	DMS	116	T	T		ELECT	180			T	T	
BIOL	103	O	O	O	CGT	161			T	T*	CM	309			T	T	DMS	120			T	ELECT	215	T		T	T	
BIOL	104	O		O	CGT	163			T		CNT	115	O	O	O	M	DMS	152	T	T		ELECT	218			T	T	

\*Course not offered annually. Consult advising for next offering



# COURSES BY SEMESTER

## Projected Course Offerings for each semester

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		Spring Summer Fall Winter				Spring Summer Fall Winter				Spring Summer Fall Winter				Spring Summer Fall Winter				Spring Summer Fall Winter												
ELECT	251	T		T	T	FR	201			T		MATH	013					MUSIC	135			T	T	MUSIC	292					
EMT	115	T		T	T	FR	202			T*		MATH	022	T		T	T	MUSIC	136			T	T	MUSIC	293					
EMT	185	T*				GEOG	133	O	O	M	M	MATH	045			T	T	MUSIC	137			T		NATP	115	T	T	T	T	
EMT	210			T	T	GEOG	212	O	O	O	O	MATH	047	T		T*	T*	MUSIC	138			T		NFS	320			T		
EMT	220	T			T	GER	101			T	T*	MATH	053	T		T*	T*	MUSIC	140			T*	T*	NFS	360			T		
EMT	230	T		T		GER	102				T	MATH	101	M	O	M	M	MUSIC	141			T*	T*	NFS	440					
EMT	290			I	I	GER	201				T*	MATH	102			T	T	MUSIC	142			T*	T*	NFS	480	T		T		
ENG	050	T	T			GER	202				T*	MATH	105			T	T	MUSIC	143			T*	T*	NFS	491	I				
ENG	055	T	T	T	T	HIST	134	O	O	M	M	MATH	106			T	T	MUSIC	144			T*	T*	NURS	104	T		T	T	
ENG	099	T*		T	T	HIST	137			O	M	M	MATH	111	M	M	M	M	MUSIC	149			T		NURS	105			T	T
ENG	100	O		O	O	HIST	138	T*		T	M	MATH	113	M	O	M	M	MUSIC	150			T	T	NURS	106			T	T	
ENG	101	M	M	M	M	HIST	141				T	T	MATH	119	T	T	T	MUSIC	153			T		NURS	107	T		T	T	
ENG	102	M	M	M	M	HIST	151	O	O	M	M	MATH	122	M		M	M	MUSIC	154			T		NURS	108	T		T	T	
ENG	106			T	H	HIST	152	T	T	T	T	MATH	126	M		M	M	MUSIC	155			T*		NURS	128	T		T	T	
ENG	107				T*	HIST	153	M	O	M	M	MATH	129	T	T	T	T	MUSIC	160	T*	T*	M	O	NURS	139		T			
ENG	116			T	T*	HIST	230				T*	MATH	135			T*	T*	MUSIC	164			T		NURS	205	T		T	T	
ENG	120			T	T*	HIT	100	O	O	O	O	MATH	145	T*		T*	T	MUSIC	165			T		NURS	246			T	T	
ENG	170				T*	HIT	104	M	O	M	M	MATH	150	T	T	T	T	MUSIC	168			T	T	NURS	248			T	T	
ENG	200	T		T*	T*	HIT	114	O		M	M	MATH	151	T	T	T	T	MUSIC	169			T	T	NURS	250		T		T	
ENG	203	T	T*	T*	T*	HIT	117			T	T	MATH	230			T	T	MUSIC	171			T*	T*	OSH	111	T		T	T	
ENG	205	T*		T*	T*	HIT	118			T	T	MATH	240	T	T	T	T	MUSIC	172			T*		OSH	112			T	T	
ENG	206		T	T*	T*	HIT	120			T	T	MATH	252	T*		T	T	MUSIC	201			T		PE	104			T	T	
ENG	221			T*	T*	HIT	130			T	T	MECH	101	T				MUSIC	202			T		PE	106			T	T	
ENG	243			T*		HIT	162		T		T	MECH	111				T	MUSIC	204			T		PE	111	T*		T	T	
ENG	244				T	HIT	210			T	T	MECH	131			T		MUSIC	205			T		PE	112	T*		T	T	
ENG	245				T	HIT	213	T		T	T	MET	103	T*		T	T	MUSIC	214			T*		PE	114			H	H	
ENG	246			T*		HIT	222	T		T	T	MET	116			T	T	MUSIC	216			T*		PE	115			T*		
ENG	248			T*		HIT	224			T	T	MET	153			T		MUSIC	217			T*	T*	PE	116			T	T	
ENG	275				T*	HIT	231	T				MET	212			T		MUSIC	218			T*	T*	PE	121	T		H	H	
ENGR	100	M		M	M	HIT	232			T	T	MET	216			T		MUSIC	231			T	T	PE	132	T*				
ENGR	201	O		O	O	HIT	234			T	T	MET	232			T		MUSIC	232			T	T	PE	141			T*		
ENGR	202	O		O	M	HIT	235			T	T	MET	248			T*		MUSIC	233			T	T	PE	143			H	H	
ENGR	203	O			O	HIT	236	T				MET	281			T*	T*	MUSIC	234			T	T	PE	147	H		H	H	
ESL	060			T	T	HIT	240			T	T	MET	291	I*		I*	I*	MUSIC	235			T	T	PE	153	T*				
ESL	064			T	T	HIT	242			T	T	MFG	102	T*		T	T	MUSIC	236			T	T	PE	194	T		T	T	
ESL	067			T	T	HIT	262	H		H	H	MFG	103	T*		T	T	MUSIC	240			T*	T*	PE	202	T		T	T	
ESL	070	T		T	T	HS	101			O	O	MFG	105			T	T	MUSIC	241			T*	T*	PE	207			T		
ESL	074	T		T	T	HS	102				T*	MFG	106			T	T	MUSIC	242			T*	T*	PE	212				H	
ESL	077	T		T	T	HS	103			R		MFG	202			T		MUSIC	243			T*	T*	PE	225				H	
ESL	078			T	T	HS	201				T*	MFG	203	T*		T		MUSIC	244			T*	T*	PE	240	T		H	H	
ESL	079	T*		T		HS	202			R	M	MFG	206	T*		T	T	MUSIC	245			T*	T*	PE	291	I		I	H	
ESL	080	T*		T	T	HS	203				T	MFG	211	T*		T*		MUSIC	246			T*	T*	PHARM101			T*	T*		
ESL	084	T*		T	T	HUM	106	M	M	M	M	MFG	212	T*		T*		MUSIC	247			T*		PHIL	243	O	O	M	M	
ESL	087			T	T	HUM	151				T	MFG	213			T*		MUSIC	248			T*	T*	PHIL	247	M	T	M	M	
ESL	110		T	T	T	HUM	152				T	MFG	291	I*		I*	I*	MUSIC	249			T*	T*	PHIL	257	O	O	M	O	
ESL	114			T	T	HUM	190			T		MRI	210			T		MUSIC	250			T*		PHIL	265	T*			T	
ESL	117			T	T	HUM	210	O	O	M	O	MRI	220			T		MUSIC	252			T*		PHIL	277	O	O	M	O	
ESL	130			T	T	HUM	212	O		M	M	MRI	230			T		MUSIC	253			T*	T*	PHT	102			T	T	
FIN	420				H	HUM	215			O	M	M	MRI	270		T		MUSIC	256			T*	T*	PHT	104			T	T	
FIRE	101			O		ITAL	101			T	T	MRI	280			T		MUSIC	257			T*		PHT	114			T	T	
FIRE	105			O		ITAL	102				T*	MRI	290			T		MUSIC	263			T*	T*	PHT	117			T	T	
FIRE	113			T	T	MA	115	T		T	T	MUSIC	104			T	T	MUSIC	264			T	T	PHT	122				T	
FIRE	120			T	T	MA	134	T		T	T	MUSIC	105			T	T	MUSIC	268			T	T	PHT	124			T	T	
FIRE	125				O	MA	140	T		T	T	MUSIC	107			T	T	MUSIC	269			T	T	PHT	127			T	T	
FIRE	127			T	T	MA	155	T		T	T	MUSIC	114			T*		MUSIC	282			T	T	PHYS	104	O		M	M	
FIRE	131				O	MA	161	I			I	MUSIC	116			T*		MUSIC	283			T	T	PHYS	123	M		M	M	
FIRE	132				O	MA	175			T	T	MUSIC	117			T*	T*	MUSIC	284			T	T	PHYS	181			T	T	
FIRE	136				O	MA	180			T	T	MUSIC	118			T*	T*	MUSIC	285			T	T	PHYS	182				T	
FIRE	205				O	MA	196	I			I	MUSIC	121			T	T	MUSIC	286			T	T	PHYS	211	T		T	T	
FIRE	221				O	MAMM210				T		MUSIC	122			T		MUSIC	287			T	T	PHYS	212	T	T	T	T	
FIRE	277				O	MAMM220				T		MUSIC	131			T	T	MUSIC	288			T	T	PLAST	130			T*		
FR	101	O		M	M	MAMM270				T		MUSIC	132			T	T	MUSIC	289			T	T	PLAST	131			T*		
FR	102		O		M	MATH	011	T		T	T	MUSIC	133			T	T	MUSIC	290			T	T	PLAST	150			T*		
												MUSIC	134			T	T	MUSIC	291			T	T	PLAST	160					
*Courses not offered annually. Consult advising for next offering.																														

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# COURSES BY SEMESTER

## Projected Course Offerings for each semester

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			Spring	Summer	Fall	Winter					Spring	Summer	Fall	Winter				Spring	Summer	Fall	Winter				Spring	Summer	Fall	Winter
PLAST 215					T*		RAD 115	T			SPAN 101	M	O	M	M	SURG 102	T				WELD 110	T		T	T			
PLAST 240					T*		RAD 200				SPAN 102	O	M	M	M	SURG 110		T			WELD 113	T		T	T			
PLAST 251				T*			RAD 212	T		T	SPAN 201			M	M	SURG 120			T		WELD 115	T		T	T			
PLAST 291	I*		I*	I*			RAD 215			T	SPAN 202		T	T	T	SURG 130				T	WELD 119	T		T	T			
POLS 105	O	O	M	M			RAD 232			T	SPE 100	O		M	M	SURG 201				T	WELD 120	T		T	T			
POLS 109				O			RAD 235				SPE 102			T*	T	SURG 202				T	WELD 130	T		T	T			
POLS 205				T			RAD 240	T			SPE 105			T		SURG 203	T				WELD 205	T		T	T			
POLS 207					T		RAD 250	T			SPE 112				T*	SURG 210				T	WELD 206	T		T	T			
POLS 209				T	T		RE 101	T*		T*	SPE 115			T		SURG 220				T	WELD 210	T		T	T			
PSYCH 153	M	M	M	M	M		RE 110	T*		T*	SPE 122			T*		SURG 250	T				WELD 211	T		T	T			
PSYCH 201	M	M	M	M	M		RE 150			T*	SPE 125	T*		T		SURG 260				T	WELD 212	T		T	T			
PSYCH 205				T*			RE 290	I*	I*	I*	SPE 132				T	SURG 290				T	WELD 214	T*		T*				
PSYCH 206				T	T		ROBAT 101	T*		T	SPE 135				T	THEA 101				T*	WELD 223	T		T	T			
PSYCH 207	O		M	M			SCM 100	O		T	SPE 142				T*	THEA 120				T	WELD 225	T		T	T			
PSYCH 209	O		M	O			SCM 200				SPE 155				T*	THEA 121				T	WELD 240			T	T			
PSYCH 213				T			SCM 220	T			SPE 210				T	THEA 204				T	WELD 262			T	T			
PSYCH 219					T		SCM 230				SPE 220				T	THEA 207				T	WELD 291			I*	I*			
PSYCH 229	M	O	M	M			SCM 291	I*	I*	I*	SPE 275				T	THEA 210				T								
PSYCH 239	M	O	M	M			SOC 101	T		T	SRT 110			R	T	THEA 211				T								
PSYCH 249	O	O	O	O			SOC 201	M	O	M	SRT 121	T		R	T	THEA 220				T								
PSYCH 252				T	T		SOC 205	T		S	SRT 122	T	T*		T	THEA 221				T								
QM 106				T			SOC 209	O	O	M	SRT 150	T	T*	R	T	THEA 231				T*								
QM 107					T		SOC 210	T		T	SRT 221	T		R		THEA 232					T*							
RAD 100				T			SOC 211			T	SRT 222		T		T	THEA 241					T*							
RAD 105					T		SOC 220				SURG 100																	
RAD 110	T						SOC 290				SURG 101			T														

\*Course not offered annually. Consult advising for next offering

## COURSE FORMATS

### Traditional (On Campus)

Traditional courses include set meeting times held live on a physical campus. Traditional courses require students to attend and actively participate in on-campus class sessions for the duration of the semester.

### Online (ONL)

Online (ONL) courses do not include set meeting times but will have assignment deadlines. ONL courses require students to log in to a learning management system and consistently participate in each online course section during a given semester. Participation includes engaging in module activities, interacting in asynchronous online discussions, and submitting assignments within the course by their respective due dates. Assignments may include online group projects to further build community and mimic real-world experiences. NOTE: Online MATH courses require several on-campus proctored exams.

### Synchronous Remote (SYNC)

Synchronous remote (SYNC) courses include set meeting times with each meeting held as a live virtual session via a web conferencing tool. SYNC courses require students to log in, attend, and participate in each SYNC live class session during a given semester. Active participation includes engaging in live discussions and submitting completed assignments in the course by their respective due dates. Assignments may include online group projects to further build community and mimic real-world experiences.

### Hybrid (HYB)

Hybrid (HYB) courses combine on-campus live set meeting times and asynchronous online course work. HYB courses require students to attend and participate in the live on-campus classroom sessions, as scheduled. The asynchronous online course portion does not include set meeting times on-campus or via live web conferencing. Students participate in asynchronous online discussions and submit completed assignments in the course by their respective due dates. Assignments may include online group projects to further build community and mimic real-world experiences.

COURSE FORMAT	ON-CAMPUS INSTRUCTION	DISTANCE LEARNING INSTRUCTION
Traditional	Yes - Live	No
Online	No	Yes
Synchronous Remote	No	Yes - Live
Hybrid	Some - Live	Some



# STUDENT RESOURCES

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## Academic Advising

An academic advisor will recommend courses and help you with an academic plan. Schedule an appointment by calling 734-462-4429.

### You are required to meet with an academic advisor if:

- You want to register for more than 18 credit hours in fall or winter semesters.
- You want to register for more than 9 credit hours in spring or summer sessions.
- You are new to college, on academic probation, dismissal or have a registration hold.

## Career Services

The Career Services office offers a suite of services including resume assistance, job interviewing skills, job search strategies, building networking skills and planning and improving employable skills. In addition, Career Services hosts two job fairs per year. For more information on how Career Services can help prepare you for your career, call 734-462-4421 or email [careerservices@schoolcraft.edu](mailto:careerservices@schoolcraft.edu).

## Computers and Technology

All students enrolled in credit classes are given a user ID and password that provides access to the school's wireless network, SC mail, and Blackboard Learn system. If you need computer access, please visit the Bradner Library.

## Disability Support Services

The Disabilities Support Services office ensures students have equal access to programs and activities by facilitating accommodations and by providing encouragement and support for individuals with disabilities.

For more information visit [schoolcraft.edu/dss](http://schoolcraft.edu/dss), email us at [dss@schoolcraft.edu](mailto:dss@schoolcraft.edu), or call 734-462-4330.

## Drop or Withdrawal Policy

Dropping a class during the refund/schedule adjustment period means the student no longer wishes to attend the class and wants to receive a refund. Dropped courses do not appear on the official transcript and no grade is issued for dropped courses.

Students may withdraw from classes online through Ocelot Access on or before the last day for withdrawal. Withdrawing from a class means the student no longer wishes to attend the class, but will not receive a refund because the refund/schedule adjustment period has ended. Withdrawing from a class will result in a "W" grade on the official college transcript.

For more information about drop and withdrawal, visit [schoolcraft.edu/registration/processes/drop-and-withdrawal](http://schoolcraft.edu/registration/processes/drop-and-withdrawal)

## Hinkle Student Resource Center

The Hinkle Student Resource Center is a compassionate, inclusive environment that provides advocacy and resources for the campus and surrounding community.

- Ask an Attorney
- Community Resources
- Food Resources
- Money Matters in Divorce
- Mi Bridges Partnership
- Scholarship Funding
- Suit Up Career Attire
- Hotspot Loan Program
- Textbook Assistance

McDowell Student Resource Center, Room 175. Get more information at [schoolcraft.edu/hinklecenter](http://schoolcraft.edu/hinklecenter). Contact us at 734-462-4443 or email [hinklecenter@schoolcraft.edu](mailto:hinklecenter@schoolcraft.edu)

## Learning Support Services (LSS)

Services offered include:

- Academic Success Coaching
- Bradner Library resources
  - ▶ Books, computers, and study rooms available for checkout with student ID
- Learning Center:
  - ▶ Drop-in Tutoring — Free tutoring provided by peer tutors
  - ▶ Peer Assisted Learning (PAL) — peer led, class-specific, learning assistance
  - ▶ Writing Support Studio — peer writing consultants
  - ▶ JumpStart! Math Class Prep
  - ▶ Final Exam Reviews

## Mental Health Support

The well being of our students is important to us. The college partners with a variety of providers to provide mental health support to students. For more information call 734-462-4486.

Additionally, the college offers SCBeWell, free for those enrolled in credit classes. Students can access in person or telehealth mental health support for a limited number of visits, along with many other tools for stress management, coping skills, managing emotions, nutrition, and much more. This is funded through a D3C3 grant from the Ralph C. Wilson, Jr. Foundation & Ballmer Group.

## Mark L. Whitfield Veterans & Military Services Center

Schoolcraft College's Veterans & Military Services Center provides assistance to veterans and military members as prospective or current students, including assistance with:

- The VA educational benefits application process
- Course selection and degree requirements
- Planning a program of study in accordance with Schoolcraft and VA policies and guidelines
- Submission of enrollment certification paperwork
- For more information, call 734-462-4351.



# DIRECTORY

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## Academic Advising

**McDowell Student Center (MC)**

734-462-4429

[schoolcraft.edu/advising](http://schoolcraft.edu/advising)

## Admissions & Welcome Center

**McDowell Student Center (MC)**

734-462-4683

[schoolcraft.edu/admissions](http://schoolcraft.edu/admissions)

## Answer Center

**McDowell Student Center (MC)**

734-462-4426

[schoolcraft.edu/answers](http://schoolcraft.edu/answers)

## Bookstore

**Main Campus (S)**

734-462-4409

Visit [schoolcraftbooks.com](http://schoolcraftbooks.com) for hours and information

## Campus Security Police 24 hours

**Jeffress Center (JC)**

734-462-4424

[schoolcraft.edu/safety](http://schoolcraft.edu/safety)

## Career Services

**McDowell Student Center (MC)**

734-462-4421

[schoolcraft.edu/careerservices](http://schoolcraft.edu/careerservices)

## Cashier

**McDowell Student Center (MC)**

734-462-4449

[schoolcraft.edu/cashier](http://schoolcraft.edu/cashier)

## Disability Support Services

**McDowell Student Center (MC)**

734-462-4330

[schoolcraft.edu/dss](http://schoolcraft.edu/dss)

## Distance Learning (Online Courses)

**McDowell Student Center (MC)**

734-462-4573

[schoolcraft.edu/dl](http://schoolcraft.edu/dl)

## Financial Aid

**McDowell Student Center (MC)**

734-462-4433

[schoolcraft.edu/financialaid](http://schoolcraft.edu/financialaid)

## Fitness Center

**Physical Education Building (PE)**

734-462-4348

[schoolcraft.edu/fitnesscenter](http://schoolcraft.edu/fitnesscenter)

## Hinkle Student Resource Center

**McDowell Student Center (MC)**

734-462-4443

## Henry's

**Waterman Wing (W) of**

**Vistatech Center (VT)**

## International Students

**McDowell Student Center (MC)**

734-462-4429

[schoolcraft.edu/international](http://schoolcraft.edu/international)

## Learning Center

**Bradner Library (L)**

734-462-4436

## Library

**Bradner (L)**

734-462-4440

[schoolcraft.edu/library](http://schoolcraft.edu/library)

## Office of Instruction

**Grote Center (G)**

734-462-4419

## Records Office

**McDowell Student Center (MC)**

734-462-4677

[schoolcraft.edu/records](http://schoolcraft.edu/records)

## Registration Center

**McDowell Student Center (MC)**

734-462-4426

[schoolcraft.edu/registration](http://schoolcraft.edu/registration)

## Student Accounts

**McDowell Student Center (MC)**

734-462-4586

[schoolcraft.edu/studentaccounts](http://schoolcraft.edu/studentaccounts)

## Student Activities

**Waterman Wing (W) of**

**Vistatech Center (VT)**

734-462-4422

[schoolcraft.edu/sao](http://schoolcraft.edu/sao)

## Student Relations

**McDowell Student Center (MC)**

734-462-4486

[schoolcraft.edu/student-relations](http://schoolcraft.edu/student-relations)

## Testing Center

**McDowell Student Center (MC)**

734-462-4806

[schoolcraft.edu/testing](http://schoolcraft.edu/testing)

## Veterans Resource Center

**McDowell Student Center (MC)**

734-462-4352

[schoolcraft.edu/veterans](http://schoolcraft.edu/veterans)

**Online Department Directory:** [schoolcraft.edu/department-directory](http://schoolcraft.edu/department-directory)





# GENERAL INFORMATION

## Class Cancellations

Schoolcraft College may cancel a section of a class if:

- The instructor becomes unavailable and a replacement can't be found.
- The college changes the day, time, or location of the class.

Classes canceled on a one-time basis during the semester due to instructor illness or other unforeseen circumstances will be listed on the Cancellations & Closings links under the A-Z Index tab of the website.

## College Closure Due to Weather or Emergencies

If the college needs to close due to weather or emergencies, the closure notice will be posted on the home page of the Schoolcraft website and on the Cancellations & Closings links under website's A-Z Index tab. It will also be broadcast on local news radio stations and TV news shows that announce school closings.

Upon registration for classes, all students are automatically enrolled in SAlerts to receive text, email and voicemail alerts regarding college closures due to weather or other emergencies.

## College Policies

### Drug Free Campus

The Federal Drug Free Schools and Communities Act Amendments of 1989 require that colleges receiving federal funds develop a program to prevent the use of illicit drugs and alcohol by students and employees on school property. Consistent with local, state and federal laws, Schoolcraft College will impose sanctions or seek legal action against students or employees, who unlawfully possess, use or distribute illicit drugs or alcohol on Schoolcraft College property as part of any college class or activity.

### Family Educational Rights and Privacy Act of 1974 (FERPA)

FERPA requires written consent of a student to enable the college to disclose education records or personal information with anyone other than the student. Students have the right to review their own education records.

## Accreditation

Schoolcraft College is accredited by the Higher Learning Commission of the North Central Association, 30 North LaSalle, Suite 2400, Chicago, Illinois, 60602-2504.

Phone: 800-621-7440; Fax: 312-263-0456.

Website: [ncahigherlearningcommission.org](http://ncahigherlearningcommission.org).

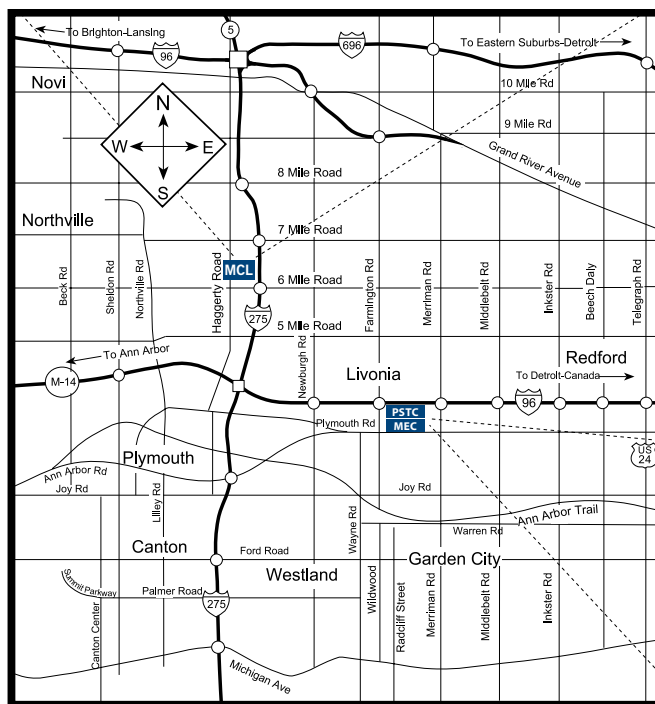
## Non-Discrimination Policy

It is the policy of Schoolcraft College that no person shall, on the basis of age, color, creed, disability, gender, marital status, national origin or race be excluded from participating in, be denied benefits of, or be subjected to discrimination during any activity or program or in employment.

For more information about College Policies visit [schoolcraft.edu/college-policies](http://schoolcraft.edu/college-policies).

## AREA MAP

View Campus maps at [schoolcraft.edu/visit](http://schoolcraft.edu/visit)



**Main Campus-Livonia (MCL)** ..... 734-462-4400

**Public Safety Training Complex (PSTC)** ..... 734-462-4306

**Manufacturing & Engineering Center (MEC)** ..... 734-462-7020

**For more information visit [schoolcraft.edu](http://schoolcraft.edu) or call 734-462-4426**



# Campus Maps



## Building Directory

### Main Campus-Livonia—MCL

18600 Haggerty Road, Livonia, 48152-2696

#### Biomedical Technology Center—BTC .....11

Center for Academic Innovations  
Classrooms  
Health Professional Simulation Lab  
Science Programs  
Technology Programs

#### Bookstore—S .....3

#### Bookstore Parking—S .....5

#### Bradner Library—L .....9

Classrooms  
Learning Center  
Media

#### Forum Building—F .....6

Art Programs  
Classrooms  
Forum Recital Hall  
Music Programs  
Science Programs

#### Grote Center—GC .....1

Academic Systems & Programming &  
Software Applications  
Human Resources

#### Health Sciences Center—HS .....4

Classrooms  
Emergency Medical Technology  
Health Information Technology  
Home Health Aide  
Medical Assisting  
Medical Imaging  
Nursing  
Nursing Assistant  
Occupational Therapy Assistant  
Pharmacy Technician  
Surgical Services

#### Jeffers Center—JC .....12

Business Development Center  
Classrooms  
Curriculum & Assessment  
Finance & Business Services  
Foundation  
Marketing & Communications (MARCOM)  
Office of the President  
Personal and Professional Learning  
Research & Analysis

#### Schoolcraft College Police Department 734-462-4424

Lost & Found

#### Liberal Arts Building—LA .....8

Classrooms  
Liberal Arts Programs  
Liberal Arts Theatre

#### Livonia Medical Center—LMC .....15

IHA Primary Physicians  
St. Joe's Outpatient Surgical Center

#### McDowell Student Center—MC .....10

Academic Advising  
Admissions and Welcome Center  
Career Services/Student Employment  
Cashier  
Classrooms  
Distance Learning  
English as a Second Language (ESL) lab  
Financial Aid/Student Financial Services  
Hinkle Student Resource Center/  
Specialized Grants/Community Resources  
International Center  
Office of Instruction  
Registration  
Student Accounts  
Student Records/Registrar  
Student Support Services/Disability Support/  
Counseling & Mental Health Support/Student  
Relations/SC aware/Title IX Coordinator.  
Testing Center  
Veterans Resource Center

#### Physical Education Building—PE .....7

Classrooms  
Fitness Center  
Gymnasium  
Pool

#### Receiving Dock—S .....3

#### Service Building—S .....3

Facilities Management

#### TrinityElite Sports Center—ESC .....14

Movement Sciences Classroom  
Sports Game Area  
Sports Performance Space

#### Trinity Health Sports Dome—SD .....13

Athletic Fields

#### Vistatech Center—VT .....2

American Harvest Restaurant  
Classrooms  
Culinary Arts Program  
Conference & Event Services  
Kehrl Auditorium  
Main Street Cafe

#### Waterman Wing—W

Craft Grill  
Henry's  
Meeting Rooms  
Recreational Areas  
Student Activities  
Student Clubs  
Study Area



### Public Safety Training Complex—PSTC

#### Academy Training Center .....ATC

31777 Industrial Road, Livonia, 48150-1821

Classrooms

Police Academy

Fire Academy

#### Firearms Training Center .....FTC

31623 Industrial Drive, Livonia, 48150-1821

Classrooms

Fire Technology

Homeland Security

Criminal Justice

Firearms Training



### Manufacturing & Engineering Center—MEC

13001 Merriman Road, Livonia, MI, 48150-1826

Biomedical Engineering Technology

CAD

Electronics

Engineering

Manufacturing

Mechatronics

Metallurgy

Occupational Safety and Health

Plastic Technology

Quality Management

Robotics

Welding





Schoolcraft  
College®



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