

Career Technical Education Guide

ACCREDITATION

North Orange Continuing Education (NOCE), formerly known as School of Continuing Education, was founded in 1930. It is a part of North Orange County Community College District, and is accredited by the Western Association of Schools and Colleges.

ACADEMIC CALENDAR

The school operated on a trimester system until Fall 2020 with each being approximately 12 weeks in length, in addition to a 6 week summer session. Fall 2020 forward, the School operates on a semester system with each session being 16 weeks in length, in addition to a 6 week summer session.

ACADEMIC PROGRESS

NOCE is based on a competency model that allows students the ability to achieve their educational or developmental goals.

ACADEMIC REPEAT

Duplicate courses are not omitted and all courses are reflected on the student's current transcript.

COURSE INFORMATION

NOCE courses are noncredit and therefore are not designed for transfer to secondary institutions. Most courses are remedial, occupational, and/or technical. All NOCE courses are non-credit and do not apply toward an upper division degree. NOCE courses are designed to assist students in developing the skills needed for individual growth and development. *These courses are not counted toward athletic eligibility, social security benefits, work study, financial aid, veteran benefits, and associated student body office.*

NOCE CERTIFICATE PROGRAMS

NOCE offers a variety of programs designed to provide students with proficiency in a variety of career and technical areas. Some programs meet specific State requirements for employment in a particular field. NOCE programs include, but are not limited to, Business Information Worker, Management, Early Childhood Education, Medical Assistant, and Pharmacy Technician. A grade of "P" or "CR" for a course indicates the student has met the minimum instructional hours for that course and has demonstrated competency in the subject through examination and course assignments. When a student successfully completes the prescribed course work and program requirements of an NOCE program, the student is awarded a Program Certificate, which is indicated on the top of their academic transcript.

EARLY CHILDHOOD EDUCATION (ECE)

This program is recognized by the State of California Department of Social Services, Community Care Licensing Division as a non-credit training program for teachers and care givers in licensed proprietary infant, toddler, preschool and daycare centers. Program requirements are successful completion of five required course and two elective courses.

A grade of "P" or "CR" indicates the student has met the minimum instructional hours for state licensing requirements and has demonstrated competency in the subject area through examination and course assignments.

Most ECE courses are equivalent to two (2) units of instructional time in compliance with State licensing requirements for private facilities, excluding Pediatric First Aid/CPR and Preventive Health and Safety. The following ECE courses are equivalent to three (3) units of instructional time in compliance with State licensing requirements for private facilities; ECE 142 Supervision and Administration, ECE 108 Program Principles and Practice, and ECE 175 Infant-Toddler Care. An ECE

Program Completion Certificate is additional evidence of successful class completion.

PHARMACY TECHNICIAN

This program provides theoretical and practical instruction in preparation for State of California registration as a Pharmacy Technician. The didactic component of the program includes the following courses: Introduction to Pharmacy Technician, Pharmaceutical Mathematics, Medical Terminology, Pharmacy Operations Lab, Pharmacology I and II, and Human Relations for Healthcare Workers. The simulated component includes Out-Patient Lab and In-Patient Lab. Student may also complete 130 hours in an out-patient externship and 160 hours in an in-patient externship as part of the experiential component of the program. A grade of "P" or "CR" indicates the student has demonstrated competency in the subject area through examination and course assignments.

GRADING SCALE

P	Pass	0 grade point
CR	Credit	0 grade point
NP	No Pass	0 grade point
NC	No Credit	0 grade point
IP	In Progress	0 grade point
I	Incomplete	0 grade point
SP	Satisfactory Progress	0 grade point
RD	Report Delayed	0 grade point
UG	Ungraded	0 grade point
NG	Not Graded	0 grade point
W	Withdrawal	0 grade point

Letter grades of A, B, C, D, F are not issued for non-credit, career technical education programs.

DEPARTMENT CODES

Codes indicate the subject area and may vary according to dates of attendance. A sample list of codes is listed below.

SUBJ	NO.	TITLE
ECE	108	Program Principles and Practice
ECE	140	Early Childhood Development
MEOC	130	Intro To Pharmacy Technician
MEOC	140	Pharmaceutical Mathematics
SCE	CONV	Course completed prior to June 2001 will be indicated with a subject code of SCE

NOTATIONS

Total Attendance Hours are the number of hours the student attended the class during the term specified. Attendance hours were not collected during remote emergency Pandemic instruction.

INSTITUTION CREDIT

Earned at resident school (NOCE).

WAIVED (WV)

Applicable requirement waived based on completed coursework at another institution.

The receiving institution will determine the transferability of all courses. Course descriptions are available upon request.

Confidentiality of Records. North Orange Continuing Education has released this transcript in compliance with the Family Educational Rights and Privacy Act of 1974. Information contained in these records may not be released to a third party without written consent of the student.