



# ROCKFORD

CAREER COLLEGE

**CATALOG SUPPLEMENT**  
Minneapolis Campus

## Administration

**Effective: 11/15/2016**

Nicole Drilling  
**Campus President /  
Academic Dean /  
ADA Coordinator**

Heather Seiberlich  
**Registrar**

La'Zarvius Ferguson  
**Director of Financial Aid**

Deborah Young  
**Career Services Advisor**

Kristen Schmitigal  
**Director of Student Services**

Kent Shepler  
**Controller**

Lori Van Liere  
**Corporate Librarian**

For education related questions, please see any member of the education team labeled below as a "Program Chair" or "Lead Instructor".

## Faculty

Name	Job Title	Subject Area	Credentials
Michael Donovan	Lead Instructor	Business Administration and Contemporary Business Management	Ph.D., Case Western Reserve University; M.A., Saint Mary's University; B.A., Rutgers University
Eugene Fritz	Lead Instructor	Hospitality Management	M.A.Ed., B.A., Washington State University; A.S., Culinary Institute of America
Patty Humbert	Lead Instructor	Paralegal	J.D. University of Toledo; B.A., State University of New York
OPEN	Lead Instructor	HVAC / R	
Annette Parson	Program Chair	Online Programs	M.B.A., Heidelberg University; B.S.B.A., Bowling Green State University; Certificate, Stautzenberger College
Greg Schuman	Lead Instructor	Construction Management	M.B.A., Western Governors University; B.S.B.A., Everest College
Tracey Stoeckel	Lead Instructor	Medical Assisting / Allied Health	B.S., Metropolitan State University; Diploma, Minnesota School of Business CMA (AAMA)

# Academic Calendar

**Effective: 01/25/2017**

## Program Start Dates

American Higher Education College schedules four or five quarters in a calendar year that meets for approximately twelve weeks for some programs. The College also schedules ten modules for some programs where students are required to take two classes at one time and each module meets for five weeks.

American Higher Education College observes Constitution and Citizenship Day on September 17th of each year to commemorate the September 17, 1787 signing of the United States Constitution. If September 17th falls on a Saturday, Sunday, or holiday, the College will celebrate Constitution Day during the preceding or following week.

2017		2018	
Modular Dates		Modular Dates	
Start	End	Start	End
1/2/17	2/5/17	1/1/18	2/4/18
2/6/17	3/12/17	2/5/18	3/11/18
3/13/17	4/16/17	3/12/18	4/15/18
4/17/17	5/21/17	4/16/18	5/20/18
5/22/17	6/25/17	5/21/18	6/24/18
6/26/17	7/30/17	6/25/18	7/29/18
7/31/17	9/3/17	7/30/18	9/2/18
9/4/17	10/8/17	9/3/18	10/7/18
10/9/17	11/12/17	10/8/18	11/11/18
11/13/17	12/17/17	11/12/18	12/16/18

## Holidays and Make-Up Days

Due to certain annual holidays, course make-up days are required. These make-up days are identified below.

2017		2018	
Holiday	Make-Up Day	Holiday	Make-Up Day
New Year's Day January 2, 2017	January 13, 2017	New Year's Day January 1, 2018	January 5, 2018 (alternate January 6, 2018)
Memorial Day May 29, 2017	June 2, 2017 (alternate June 3, 2017)	Memorial Day May 28, 2018	June 1, 2018 (alternate June 2, 2018)
Independence Day July 4, 2017	July 7, 2017 (alternate July 8, 2017)	Independence Day July 4, 2018	July 6, 2018 (alternate July 7, 2018)
Labor Day September 4, 2017	September 8, 2017 (alternate September 9, 2017)	Labor Day September 3, 2018	September 7, 2018 (alternate September 8, 2018)
Thanksgiving November 23-26, 2017	December 1, 2017 (alternate December 2, 2017)	Thanksgiving November 22-25, 2018	November 30, 2018 (alternate December 1, 2018)
Winter Break December 18, 2017 – December 31, 2017	No classes	Winter Break December 17, 2018 – January 6, 2019	No classes

# Tuition and Fees

Effective: 12/19/2016

Mark Program	Program	Credits	Length (in months)	Estimated Equipment and Supplies	Estimated Books and Fees	Estimated First Term Costs	Estimated Tuition Costs*
<b>DIPLOMA PROGRAMS</b>							
<input type="checkbox"/>	<b>Audio Visual Equipment Technician</b> (Madison, WI Campus Only)	59	10	\$0	\$75	\$2,625	\$10,500
<input type="checkbox"/>	<b>CNC and Robotic Manufacturing Technology</b> (Rockford, IL Campus Only)	64	10	\$0	\$75	\$3,600	\$14,400
<input type="checkbox"/>	<b>Contemporary Business Management</b> (Online Only- All Campuses)	61	10	\$0	\$75	\$3,475	\$13,900
<input type="checkbox"/>	<b>Electrical Technician</b> (Rockford, IL Campus Only)	58	10	\$200	\$75	\$3,525	\$14,100
<input type="checkbox"/>	<b>Facilities Maintenance Technician</b> (All Campuses)	56.5	10	\$0	\$75	\$2,625	\$10,500
<input type="checkbox"/>	<b>Heating, Ventilation, Air Conditioning, and Refrigeration</b> (Madison, WI and Minneapolis, MN Campuses Only)	60	10	\$0	\$75	\$4,125	\$16,500
<input type="checkbox"/>	<b>Human Resources Management</b> (Online Only - Madison, WI and Minneapolis, MN Campuses Only)	32	5	\$0	\$75	\$2,800	\$5,600
<input type="checkbox"/>	<b>Information Technology Network Administration</b> (Rockford, IL Campus Only)	57	10	\$0	\$75	\$2,625	\$10,500
<input type="checkbox"/>	<b>Massage Therapy</b> (Rockford, IL Campus Only)	61	10	\$0	\$75	\$2,669	\$10,675
<input type="checkbox"/>	<b>Medical Assistant</b> (All Campuses)	60	10	\$0	\$75	\$3,475	\$13,900
<input type="checkbox"/>	<b>Medical Office Billing &amp; Coding</b> (Online Only- All Campuses)	60	10	\$0	\$75	\$3,475	\$13,900
<input type="checkbox"/>	<b>Paralegal</b> (Online Only- All Campuses)	62	10	\$0	\$75	\$3,475	\$13,900
<input type="checkbox"/>	<b>Property Management</b> (Online Only - Madison, WI and Minneapolis, MN Campus Only)	32	5	\$0	\$75	\$2,800	\$5,600
<input type="checkbox"/>	<b>Sales Management</b> (Online Only - Madison, WI Campus Only)	32	5	\$0	\$75	\$2,800	\$5,600
<input type="checkbox"/>	<b>Technology Management</b> (Online Only - Minneapolis, MN Campus Only)	32	5	\$0	\$75	\$2,800	\$5,600
<input type="checkbox"/>	<b>Welding</b> (Rockford, IL Campus Only)	54	10	\$200	\$75	\$3,700	\$14,800
<b>ASSOCIATE DEGREE PROGRAMS</b>							
<input type="checkbox"/>	<b>Allied Health</b> (Online Only - All Campuses)	105.5	7	\$0	\$75	\$4,433	\$13,300
<input type="checkbox"/>	<b>Business Administration</b> (Online Only- All Campuses)	106.5	7	\$0	\$75	\$2,625	\$10,500
<input type="checkbox"/>	<b>Construction Management</b> (Online Only - All Campuses)	96	7	\$0	\$75	\$2,625	\$10,500
<input type="checkbox"/>	<b>Information Technology</b> (Rockford, IL Campus Only)	100.5	7	\$0	\$75	\$2,625	\$10,500
<input type="checkbox"/>	<b>Paralegal</b> (Online Only- All Campuses)	107.5	7	\$0	\$75	\$3,500	\$10,500
<input type="checkbox"/>	<b>Veterinary Technician</b> (Rockford, IL Campus Only)	117.5	24	\$0	\$75	\$2,100	\$21,000

\*Based on current term rate. Tuition rates are subject to change for future terms.

## Tuition and Fees

Students are billed each term (every 10 weeks) based on the number of credit hours in which they are enrolled for the term and the cost per credit hour for their program. Full time students must take a minimum of twelve (12) quarter credit hours or a maximum of nineteen (19) quarter credit hours per term.

## Other Costs

Credit Earned by Proficiency Exam or Experiential Learning Credit* (per course)	\$100
Duplicate Certificate Fee	\$20
Official Transcript Fee	\$5
Student ID Replacement Fee	\$10

*\*Non-refundable; this charge is per attempt.*