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| JJC Logo Primary_black.jpg | **2018-2019 Completion Guide**  **Visual Graphics, Associate in Applied Science, CO301**  **ICCB Approved Total Program Hours:** |
| Date | *The following schedule is based on full-time enrollment. Students planning to transfer to a senior institution should check with that institution for specific transfer requirements.* |
| Program Prerequisites |  |

**T= Traditional H = Hybrid W = Web**

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| **First Semester** | | | | | | |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| ENG 101\* *or* ENG 130\*\* | Rhetoric\*  Technical Writing & Communications\*\* | 3 | T, W\*  W\*\* | Appropriate placement score; or minimum grade “C” in one of the following: ENG 021 and ENG 099, or ENG 022 or ENG 099, or the EAP course sequence ENG 079 and ENG 089 or ENG 096. | FL, SP, SM |  |
| OFS 101 | Fundamentals of Document Formatting | 3 | T, H |  | FL, SP, SM |  |
| OFS 120 | Intro to Image Manipulation | 3 | T |  | FL, SP, SM |  |
| ART 107 | Graphic Design | 3 | T |  | FL, SP, SM |  |
| Gen Ed Group II |  | 3 |  |  |  |  |
|  | Total Semester Hours | 15 |  |  |  |  |

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| **Second Semester** | | | | | | |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| OFS 166 | Microsoft Word I | 3 | T, W | OFS 101 or consent of department. | FL, SP |  |
| OFS 220 | Advanced Visual Manipulation | 3 |  |  |  |  |
| OFS 214 | Microsoft Office Suite | 4 |  |  |  |  |
| OFS 113 | Fundamentals of Desktop Publishing | 3 |  |  |  |  |
| Gen Ed Group IV |  | 3 |  |  |  |  |
|  | Total Semester Hours | 16 |  |  |  |  |

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| **Third Semester** | | | | | | |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| OFS 128 | Visual Layout & Design | 3 |  |  |  |  |
| OFS 130 | Introduction to Visual Illustrations | 3 |  |  |  |  |
| OFS 240 | Fundamentals of Print & Digital Media | 3 |  |  |  |  |
| DGTL 100 | Concepts of Digital Media | 4 |  |  |  |  |
| Gen Ed  Group III |  | 3 |  |  |  |  |
|  | Total Semester Hours | 16 |  |  |  |  |

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| **Fourth Semester** | | | | | | |
| Course | Title | Credit Hours | Mode of Delivery | Prerequisites | Terms offered | Notes |
| OFS 230 | Advanced Visual Illustrations | 3 |  |  |  |  |
| OFS 292 | Portfolio for Digital Graphics | 4 |  |  |  |  |
| MGMT 102 | Human Relations | 3 |  |  |  |  |
| Gen Ed  Group I - V |  | 3 |  |  |  |  |
| Elective |  | 4 |  |  |  |  |
|  | Total Semester Hours | 17 |  |  |  |  |

**Graduation Requirements**

To be awarded an Associate degree at Joliet Junior College, each student must meet the following requirements:

1. Satisfy all admission requirements.

2. Complete the courses required to earn the chosen degree. If the student is a transfer student with coursework taken elsewhere, he/she must complete a minimum of 60 credit hours of which the last 15 credit hours applicable to the degree are earned at Joliet Junior College. If the student has not taken the last 15 hours at JJC, then a total of 30 credit hours applicable to the degree must be earned at Joliet Junior college. Proficiency test, CLEP and Advanced Placement do not meet this requirement.

3. Earn a cumulative grade point average of at least 2.0.

4. Discharge all financial obligations to the college; have no restrictions.

5. File an application for graduation (An application should be filed at the time of registration for student’s anticipated last semester).

6. Have on file in the Graduation office by the graduation filing date all transcripts from other colleges/universities that are to be evaluated for credit, to be applied toward a degree. A delay in the process may result in a later graduation date.

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| For more information:  http://www.jjc.edu/ academics/computer-information-systems | Department Chairperson | Program Coordinator | Program Advisor |
| Pam Dunn | Shirley Gehrke | Shirley Gehrke |
| (815) 280-2486  padunn@jjc.edu | (815) 280-2383  sgehrke@jjc.edu | (815) 280-2383  sgehrke@jjc.edu |