

# CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PROGRAMS

TITLE: PROGRAM/COURSE GUIDES

ADOPTED: June 19, 2003

REVISED:

<ol style="list-style-type: none"> <li>1. Authority Title 22 Sec. 4.4 Pol. 107</li> <li>2. Guidelines</li> </ol>	<p style="text-align: center;">106. PROGRAM/COURSE GUIDES</p> <p>A guide shall be prepared for each course of study adopted by the Joint Operating Committee in order to direct and assist the professional staff toward the attainment of program competencies.</p> <p>Each academic program/course guide may contain, as appropriate to that planned instruction:</p> <ol style="list-style-type: none"> <li>1. Objectives of the instruction</li> <li>2. Concepts and skills to be taught.</li> <li>3. Appreciations to be developed.</li> <li>4. Suggested activities designed to achieve the objectives.</li> <li>5. Suggested methods of instruction.</li> <li>6. Assessment criteria and methods intended to evaluate the extent to which learning objectives and competencies have been achieved.</li> </ol> <p>Each vocational-technical program/course guide shall contain the following in order to be complete:</p> <ol style="list-style-type: none"> <li>1. School philosophy.</li> <li>2. Program/course philosophy.</li> <li>3. Program/course description.</li> <li>4. Program/course standards.</li> <li>5. Occupational job titles.</li> </ol>
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