Butler Community College offers students a choice of four degrees and multiple certificates, each with a special emphasis to meet individual needs. The requirements for the certificates, degrees, and additional graduation requirements are listed on the following pages.

GENERAL EDUCATION AT BUTLER COMMUNITY COLLEGE

As a Learning College, Butler prepares students to be principled, productive individuals who are responsible, involved, lifelong learners. To accomplish this goal, Butler has established a General Education program combining knowledge and skills from areas such as the arts, communication, humanities, language, mathematics, natural and physical sciences, behavioral and social sciences and technology. Through the college’s Learning PACT, Butler faculty members intend to impart the knowledge and concepts that they believe every educated person should possess to function successfully in life. The Butler Learning PACT consists of the following:

P = PERSONAL DEVELOPMENT SKILLS
- Personal management
  Make smart personal life choices
- Interpersonal interaction
  Interact with respect for others in a diverse world

A = ANALYTICAL THINKING SKILLS
- Critical thinking
  Make informed decisions for challenging situations
- Problem solving
  Find workable solutions for real life problems

C = COMMUNICATION SKILLS
- Creation and delivery of messages
  Write and speak effectively
- Reception and interpretation of messages
  Observe, listen, and read effectively

T = TECHNOLOGY SKILLS
- General computer use
  Use computers and the internet proficiently
- Discipline-specific technology
  Use specialized technology effectively

The purpose of the General Education curriculum is to enhance the breadth and depth of a Butler student’s specific program of study. By meeting the General Education course requirements, Butler students will have acquired pertinent knowledge and have developed invaluable skills in a broad range of academic areas which enable them to pursue a productive future in an increasingly complex and diverse global community.

General degree requirements for all Butler degrees are listed below. See program of study for specific course and GPA requirements.

- General Education requirements
- Major requirements
- Minimum cumulative GPA of 2.0
- Minimum Butler credits

The college requires an official transcript be sent from each institution for prior coursework to be used toward a degree program. In addition, certain students (VA, athletes, and select Financial Aid recipients) are required to provide all official transcripts to the Registrar’s Office. All official transcripts on file will be used in the determination of Financial Aid eligibility.

Electronic transcripts should be emailed using a secure electronic exchange from your high school, college, or other educational institution to registrar@butlercc.edu. Transcripts emailed from the student are not considered official and will be used for advising purposes only.

Butler accepts transfer hours these institutions regionally accredited by the Higher Learning Commission or regional accreditations accepted by the U.S. Department of Education.

All accepted transfer hours will be included in the cumulative grade point average, whether or not the classes apply specifically to the degree or certificate being sought. Graduates with a combined (institutional and transfer) grade point averages of 3.75 and above are eligible for membership in Order of the Purple. To further qualify for Order of the Gold, graduates must have a combined (institutional and transfer) 4.0 grade point average. These hours are calculated to include the semester of graduation.

Both honors are based on the student’s qualifying grade point average (see above), and a minimum of 30 resident Butler hours earned in college level coursework at the time of graduation.

If eligibility occurs after final semester grades are included, honors are posted to student’s transcript and the award sent at that time.
Required courses are grouped by the Learning PACT General Education outcomes. Each of the required courses listed below develops at least 3 Learning PACT outcomes. This list indicates their principal PACT emphasis. For a complete list of courses that meet General Education requirements consult the catalog section entitled “Courses that Meet General Education Requirements.” In addition, refer to programs of study for other specific course requirements.

**P = Personal Development Skills** 10 credit hours
- Personal management
- Make smart personal life choices
- Interpersonal interaction
Interact with respect for others in a diverse world

**Required courses:**
- Social and Behavioral Science 9 credit hours
- Social Science 3 credit hours
- Behavioral Science 3 credit hours
- One additional course from either: 3 credit hours
- Social or Behavioral Science
- One activity course in Fitness and Wellness or Dance 1 credit hour

**A = Analytical Thinking Skills** 16 credit hours
- Critical thinking
Make informed decisions for challenging situations

**Required courses:**
- Humanities and Fine Arts 9 credit hours
- Humanities 3 credit hours
- Fine Arts 3 credit hours
- One additional course from either: 3 credit hours
- Humanities or Fine Arts
- Find workable solutions for real life problems

**Required courses:**
- Science and Math 7 credit hours
Must include one math course MA 131 or above and one laboratory science course

**C = Communication Skills** 9 credit hours
- Creation and delivery of messages
- Write and speak effectively
- Reception and interpretation of messages
Observe, listen and read effectively

**Required courses** all grades must be C or better:
- English Comp I 3 credit hours
- English Comp II 3 credit hours
- Public Speaking or 3 credit hours
- Interpersonal Communication

**T = Technology Skills**
- General computer use
Use computers and the internet proficiently
- Discipline-specific technology
Use specialized technology effectively

**Required Gen Ed courses** 35 credit hours
**Additional courses necessary to complete Program of Study** (minimum)
**Minimum Graduation Requirement** 62 credit hours
ASSOCIATE IN APPLIED SCIENCE A.A.S.  
MINIMUM DEGREE REQUIREMENTS

This degree requires a minimum of 15 credit hours of General Education. The student must see the specific Program of Study to determine which General Education courses are required for that A.A.S. program. In this list, courses are grouped by the Learning PACT General Education outcomes. Each of the courses listed below develops at least 3 Learning PACT outcomes. This list indicates their principal PACT emphasis.

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**Required Courses:**  
Social and Behavioral Science  
One activity course may be required in Fitness and Wellness or Dance. See specific program of study.

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<td>• Critical thinking</td>
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<td>Make informed decisions for challenging situations</td>
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**Required Courses:**  
Humanities and Fine Arts  
• Problem solving  
Find workable solutions for real life problems

**Required Course:**  
3 credit hours  
Must include one math course MA 114 or above as identified in the specific Program requirements.

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<td>• Reception and interpretation of messages</td>
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<td>Observe, listen and read effectively</td>
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**Required course:**  
grade must be C or better  
English Comp I  
3 credit hours

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<th>T = Technology Skills **</th>
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<td>• General computer use</td>
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<td>Use computers and the internet proficiently</td>
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<td>• Discipline-specific technology</td>
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| Use specialized technology effectively  
These outcomes are integrated throughout the above courses |

**Required Gen Ed courses**  
**In addition to the 6 required hours noted above, students must take additional 9 credit hours from any PACT area for a total of 15 hours.**  
15 credit hours

Requirements for Technical Specialty/Related courses  
45 credit hours (minimum)

Minimum Graduation Requirement  
60 credit hours

ASSOCIATE IN GENERAL STUDIES A.G.S.  
MINIMUM DEGREE REQUIREMENTS

Required courses are grouped by the Learning PACT General Education outcomes. Each of the required courses listed below develops at least 3 Learning PACT outcomes. This list indicates their principal PACT emphasis. For a complete list of courses that meet General Education requirements consult the catalog section entitled "Courses that Meet General Education Requirements."

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<tr>
<th>P = Personal Development Skills 7 credit hours</th>
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<td>• Personal management</td>
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<td>Make smart personal life choices</td>
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<td>• Interpersonal interaction</td>
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<td>Interact with respect for others in a diverse world</td>
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**Required courses:**  
Social and Behavioral Science  
Social Science  
Behavioral Science  
One activity course in Fitness and Wellness or Dance  
1 credit hour

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<th>A = Analytical Thinking Skills 12 credit hours</th>
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<tr>
<td>• Critical thinking</td>
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<td>Make informed decisions for challenging situations</td>
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</table>

**Required Courses:**  
Humanities and Fine Arts  
• Problem solving  
Find workable solutions for real life problems  
Science and Math  
6 credit hours

**Required Courses:**  
Must include one math course MA 120 or above and one science course numbered 100 or above

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<th>C = Communication Skills 6 credit hours</th>
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<td>• Creation and delivery of messages</td>
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<td>• Reception and interpretation of messages</td>
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**Required course:**  
English Comp I and  
3 credit hours  
one of the following:  
English Comp II,  
Public Speaking or  
Interpersonal Communication  
3 credit hours

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<th>T = Technology Skills</th>
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| Use specialized technology effectively  
These outcomes are integrated throughout the above required courses |

**Required Gen Ed courses**  
25 credit hours

Requirements for Technical Specialty/Related courses  
37 credit hours (minimum)

Minimum Graduation Requirement  
62 credit hours
COURSES THAT MEET GENERAL EDUCATION REQUIREMENTS

See specific degree requirements to identify the specific courses from the following required and/or accepted for that degree. Courses in this list, which have been approved by the state to transfer to any university or community college in the state system, are identified by the KRSN number in parenthesis (ex: PSY2020). For additional course, see specific course description for transferability.

1. COMMUNICATION

The following list of courses must be C or better:
EG 101  English Composition I (ENG1010)
EG 102  English Composition II (ENG1020)
SP 100  Public Speaking (COM1010)
SP 102  Interpersonal Communication (COM1020)
The following courses are accepted for the A.A.S. degree only.
See specific programs of study.
EG 112  Technical Writing
BE 120  Business English
BE 130  Business Communication

2. MATH

For the A.A. and A.S. degrees:  MA 131 College Algebra w/Review or above
For the A.A.S. degree:  See specific programs of study
For A.G.S. degree:  MA 120 or above

3. LABORATORY SCIENCE

AG 220  Crop Science  (For Agricultural program students only)
BI 110  General Biology (BIO1010)
BI 215  Majors Biology I (Cell) (BIO1020)
BI 220  Majors Biology II (Organisms)
BI 226  Anatomy and Physiology I (BIO2020)
BI 227  Anatomy and Physiology II (BIO2020)
BI 240  Anatomy and Physiology (BIO2020)
BE 175  Microcomputer Applications I, Presentation Graphics
BE 170  Microcomputer Applications I, Spreadsheet
BE 165  Microcomputer Applications I, Word Processing

4. SOCIAL SCIENCE

AG 120  Agricultural Economics
EC 200  Principles of Microeconomics (ECO1010)
EC 201  Principles of Macroeconomics (ECO1020)
EC 250  Engineering Concepts
HS 121  History of Western Civ. I
HS 122  History of Western Civ. II
HS 131  U.S. History I (HIS1010)
HS 132  U.S. History II (HIS1020)
HS 201  History of World Civilization I (HIS1030)
HS 202  History of World Civilization II (HIS1040)
PO 141  American Federal Government (POL1020)
PO 142  State and Local Government
PO 201  International Relations (POL1030)
SC 120  Principles of Geography (GEO1010)

5. BEHAVIORAL SCIENCE

BS 103  Human Sexuality
BS 105  Sociology (SOC1010)
BS 106  Introduction to Cultural Anthropology (ANT1010)
BS 107  Women and Gender Studies (GCS1010)
BS 110  Contemporary Social Problems (SOC2010)
BS 115  Substance Abuse Awareness
BS 160  General Psychology (PSY1010)
BS 210  Marriage and Family
BS 212  Abnormal Psychology
BS 222  Diversity and Inequality in the US
BS 260  Developmental Psychology (PSY2020)
BS 270  Child Psychology (PSY2030)

6. HUMANITIES

Literature
LT any course except Children’s Literature
Foreign Language
FL courses numbered 100 or above
(Vocational Spanish courses will not fulfill this requirement except for the A.A.S. Nursing Degree.)

Religion/Philosophy
RG 190  New Testament
RG 191  Old Testament
RG 210  Comparative Religions (REL1010)
PL 101  Introduction to Logic (PHL1030)
PL 290  Philosophy (PHL1010)
PL 291  Ethics (PHL1020)
HU 100  Humanities - Ancient to Medieval
HU 101  Humanities - Renaissance to Modern

7. FINE ARTS

Art
AR 100  Art Appreciation (ART1010)
Music
MU 100  Music Appreciation (MUS1010)
Theatre
TA 206  Introduction to Theatre Art (THT1010)

8. FITNESS AND WELLNESS

Any fitness activity course (FW)
Any dance course (DN)
FW 190 – Fitness for Life
CATALOG COMPLIANCE
Students will follow the guidelines of the catalog under which they began, provided they remain continuously enrolled from the semester of entry to the semester of graduation. A student may opt to move forward to another more recent catalog but not backwards. If a more recent catalog is selected, all the catalog requirements must be met, not a mix of the prior and newly selected catalogs.

Students who are not continuously enrolled from the date of entry to the date of graduation will follow the guidelines of the catalog under which they returned.

FITNESS AND WELLNESS REQUIREMENTS
To meet graduation requirements for the A.A., A.S. and A.G.S. degrees, a student must complete one fitness and wellness or dance activity credit. Any exception to the requirement must be recommended by the Fitness and Wellness Department Lead Instructor and approved by the appropriate Dean.

MINIMUM BUTLER CREDITS
Fifteen semester hours of credit must be taken with Butler in order to graduate. Any exceptions must be approved by the Vice President of Academics.

APPLICATION FOR GRADUATION
Students planning to graduate must submit an application for graduation to the Registrar’s office accompanied by a GPS degree audit signed by an advisor.

Application deadline:
December/Fall November 20
May/Spring March 20
July/Summer July 20

GRADUATION EXERCISES
All students are encouraged to attend graduation exercises held each academic year in May.

ARTICULATION AND TRANSFER
What is an articulation (transfer) agreement?
An articulation agreement is a “contract” drawn up between a community college and either a high school or a college/university involving faculty, counselors/advisors, administrators and appropriate personnel at both schools. This “contract” consists of aligning and transferring equivalent and prescribed courses applicable to a specific program from the high school to the community college or from the community college to the college or university. The student is ensured that all of the named courses will transfer. Often these agreements will be specialized to include a 2 + 2 agreement, consisting of two years at Butler and two years at the transfer-college or university to complete the bachelor degree.

A student who completes an Associate in Arts or Associate in Science degree based on a baccalaureate oriented sequence at a state and regionally accredited Kansas public community college and whose program of studies has met requirements of the Kansas Public Community College-Kansas Regents Transfer Agreement and Articulation Guide, will be accepted with junior standing and will have satisfied the general education requirements of all Regents universities. Students transferring to Regents institutions who have not completed an Associate in Arts or Associate in Science degree will be given general education credit for any articulation general education course completed at the community college.

Kansas Board of Regents Transfer and Articulation
The Kansas Board of Regents maintains a Kansas common course matrix on its website for all courses that transfer as equivalent across all public colleges and universities within the state. It can be accessed at www.kansasregents.org under the Students tab, Kansas Regents Shared Numbers System Course Matrix. In this catalog, approved courses are identified with the KRSN in parentheses at the end of the course description.

BUTLER’S CURRENT CAREER PATHWAYS
ARTICULATION AGREEMENTS
Butler is pleased to partner with the Kansas State Department of Education in support of the Career Pathways initiative. Program articulation agreements have been established to provide high school students with a sequence of coursework leading to a college degree or certificate.

For students to receive credit through these agreements, the following is required: 1) the student’s high school must have a signed, current articulation agreement on file with Butler in the subject area, 2) the student must complete an articulation application form, 3) the student must maintain a C or better in the specified high school course and 4) the student must complete 12 credit hours with Butler before applying for articulated credit. Articulation credit will be posted as “CR” credit.

For additional information, please see http://www.butlercc.edu or contact Heather Rinkenbaugh, hrinkenb@butlercc.edu.

APPLICATIONS

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<th>Community College</th>
<th>Kansas City</th>
<th>Ottawa</th>
<th>Newton</th>
<th>Parsons</th>
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EARLY COLLEGE ACADEMY PROGRAMS

EARLY COLLEGE BUSINESS AND ENTREPRENEURSHIP ACADEMY
Butler’s Early College Business and Entrepreneurship Academy offers an exclusive opportunity for students to integrate the last two years of high school and the first two years of college. This two-year program will allow students to have the opportunity to graduate high school with industry experience and significant college credit towards an Associate Degree. Students will work with Koch’s Youth Entrepreneurship Foundation and have internship opportunities during their fourth semester of the program. For more information call 316.218.6139 or email academies@butlercc.edu.

EARLY COLLEGE ENGINEERING TECHNOLOGY ACADEMY
Butler’s Early College Engineering Technology Academy offers the only opportunity for students interested in Engineering Technologies in the state of Kansas to integrate the last two years of high school and the first two years of college. This Academy will prepare students for careers in Engineering and Engineering Technology. The two-year program will allow students to have the opportunity to graduate high school with significant college credit towards an Associate Degree and/or transfer to a Pre-Engineering program at a 4 year university. For more information call 316.218.6139 or email academies@butlercc.edu.

EARLY COLLEGE HEALTH SCIENCES ACADEMY
The Butler Early College Health Sciences Academy offers an exceptional opportunity for students to integrate the last two years of high school and the first two years of college. This Academy will prepare students for a career in healthcare and immerse them in the college experience as a high school student. This two-year program will allow students to earn a significant portion of their Associate’s Degree and have numerous opportunities for experience in the healthcare career of their choice. For more information call 316.218.6139 or email academies@butlercc.edu.
EARLY COLLEGE INFORMATION TECHNOLOGY ACADEMY

offers an exceptional opportunity for students to integrate the last two years of high school and the first two years of college. The Academy will prepare students for careers in IT related fields and immerse them into the college experience as a high school student. This two-year program will allow students to have the opportunity to graduate high school with industry credentials, certifications and significant college credit towards an Associate Degree. For more information call 316-218-6139 or email academies@butlercc.edu.

EARLY COLLEGE PUBLIC SAFETY ACADEMY

The Butler Early College Health Sciences Academy offers a one of a kind opportunity for students to integrate the last two years of high school and the first two years of college. This Academy will prepare students for a career in public service with concentrations in Criminal Justice, Fire Science, Emergency Medicine and Emergency Communications Dispatch. This two-year program will allow students to earn a significant portion of their Associate’s Degree earn certifications and hands on experience in the field of public safety. For more information call 316.218.6139 or email academies@butlercc.edu.

Requirements

Early College Academy requirements can be found under the Admissions section.

DEVELOPMENTAL EDUCATION PROGRAM

Vision

Butler Community College considers developmental education an integral part of the college and developmental students important contributors to college life. At Butler, developmental students will gain knowledge and learn skills that further their success in education, the workplace, and lifelong learning.

Mission

The mission of the Developmental Education Program at Butler Community College is to prepare students for future success in college, the workplace, and lifelong learning through highly coordinated and relevant instruction, services, and support.

College Goals and Objectives

In order to fulfill Butler’s Developmental Education Program Vision and Mission, faculty and staff members will

• Honor diversity and practice inclusion.
• Use the results of placement testing and multiple measures to appropriately advise and enroll students.
• Study and use best practices, pedagogies, and techniques to engage students inside and outside the classroom.
• Support the development of independence, inquiry, and problem solving in students through instruction, success coaching, and multiple forms of tutoring.
• Systematically collect, study, and use demographic, enrollment, assessment, and completion data to refine the developmental education curriculum.
• Regularly convene to coordinate and evaluate their work.
• Regularly share data and evaluations of the program.
• Participate in appropriate professional development and technical training.

Student Goals and Objectives

To prepare for future success in college, the workplace, and lifelong learning, Butler Developmental Education students will

• Make a successful transition to college.
• Become engaged in academic and student life.

• Use multiple resources and supports.
• Practice effective time, task, and relationship management.
• Develop proficiency in skills that support academic achievement.
• Demonstrate ongoing academic achievement.
• Make academic progress toward degrees and certificates.

Students may be required to take developmental courses as the result of placement testing. The following developmental courses count as prerequisites for other courses, not toward fulfilling degree requirements, total credit hours earned, honors, or grade point average calculations:

All students who enroll in developmental courses in English, Math, and/or Reading are required to take PD 120 Conquering College, a course which develops their skills for college level work. Students required to take PD 120 should enroll in it the first semester of their enrollment.

Accelerated Learning Program (ALP) Courses

Most students who place in developmental English are required to enroll in the Accelerated Learning Program (ALP). ALP students enroll in EG 060, Fundamentals of English, and with conventional students, EG 101, Composition I, as co-requisites in the same term. ALP classes are taught by instructors who are trained in strategies to help students succeed in composition and in college. ALP students who pass both classes earn 6 hours credit (3 from EG 060 and 3 for EG 101) earn credit faster than students outside the program.

Developmental Courses

BI 050 Chemistry Review
EG 053 ESL Sentence to Paragraph
EG 063 ESL Fundamentals of English
EG 060 Fundamentals of English
CH 050 Math Review for Science
MA 020 Fractions, Decimals and Percents
MA 040 Basic Algebra Concepts
MA 050 Pre-Algebra
MA 051 Pre-Algebra 1 (Algebra Module 1)
MA 052 Pre-Algebra 2 (Algebra Module 2)
MA 053 Pre-Algebra 3 (Algebra Module 3)
MA 060 Fundamentals of Algebra
MA 064 Fundamentals of Algebra 1 (Algebra Module 4)
MA 065 Fundamentals of Algebra 2 (Algebra Module 5)
MA 066 Fundamentals of Algebra 3 (Algebra Module 6)
RD 011 Basic Reading &Vocabulary Skills
RD 014 ELL Basic Reading and Vocabulary
RD 015 ELL Reading Fundamentals
RD 012 Reading Fundamentals
RD 051 Spelling Fundamentals
RD 052 Vocabulary Fundamentals
SP 010 ESL Pronunciation of English Fundamentals
SP 013 ESL Pronunciation of English Applied

Remedial/Developmental Coursework Policy

The Kansas Board of Regents (KBOR) policy and procedure manual states the following regarding HS concurrent enrollment: ‘Remedial/developmental course work or course work that does not apply to a Regents’ approved degree program at the postsecondary partner institution in a CEP agreement is not considered appropriate for college-level credit or eligible for financial reimbursement’ (Ch IV, 8 (3) v). Based on this policy, Butler does not allow high school students to enroll in developmental courses. High school students include those enrolled in public and private institutions and those in home school.