



# ROCKFORD

CAREER COLLEGE

## Catalog Supplement

## Administration

**Effective: 12/13/2024**

Mike O'Herron  
Campus Director

Ron Sealey  
Interim Academic Dean

Kristen Albright  
Senior Vice President of Enrollment

Michelle Richardson  
Interim Director of Financial  
Aid

Jessica Olmstead  
Assistant Director of Financial Aid

Kenneth Parker  
Director of Career Services

Patricia Delhotal  
Director of Student Services

Kaimi Erbe  
Senior Registrar

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

<b>Name</b>	<b>Job Title</b>	<b>Subject Area</b>	<b>Credentials</b>
Bowen, Zorita	Program Chair	Surgical Technology	B.A., City College
Butler, Antoine	Instructor	HVAC	
Collins, Felicia	Instructor	Practical Nursing	B.S.N., Chamberlain University of Nursing
Green, Cailyn	Lead Instructor	Addiction Counseling	Ph.D., Walden University; M.S., Sage Graduate School; B.A., Western New England University
Hagerman, Sara	Instructor	Electrical Technician	
Haloukas, Daniel	Lead Instructor	Business Administration	D.B.A., Walden University; M.B.A., University of New Haven; B.A., Manhattanville College
Halverson, Cari	Instructor	Surgical Technology	A.A.S., Blackhawk Technical College
Haynes, Angella	Clinical Coordinator/ Instructor	Surgical Technology	A.A.S., Rock Valley College
Kuntze, Brandt	Instructor	Practical Nursing	B.S.N., University of Dubuque
Little, Janet	Lead Instructor	Medical Office Billing and Coding, Healthcare Administration	M.A., B.B.A., University of Phoenix
Linehan, Danya	Lead Instructor	Animal Welfare Administration	D.V.M., The Ohio State University; B.S., University of New Hampshire
Lundvall, Crystal	Program Chair	Practical Nursing	M.S.N., Walden University; B.S.N., Graceland College
Mackey, OL	Lead Instructor	Welding	Diploma, Rockford Career College
McGuire, Barb	Instructor	Practical Nursing	B.S.N., Rockford University
Mottonen, Michelle	Instructor	Veterinary Technician	A.A.S., Rockford Career College
Niemi, Magdalen	Instructor	Practical Nursing	B.S.N., Northern Illinois University
Parson, Annette	Academic Dean - Online	Online Programs	M.B.A., Heidelberg University; B.S.B.A., Bowling Green State University; Certificate, Stautzenberger College
Ralston, Brandon	Lead Instructor	HVAC	
Rice-McCray, Veronica	Lead Instructor	Human Resource Administration	M.B.A., M.A.Ed., University of Findlay; B.A., Bowling Green State University
Robinson, Brandon	Instructor	Welding	
Salmen, John	Instructor	Veterinary Technician	Ed.D., Argosy University; D.V.M., B.S., B.S., University of Illinois

<b>Name</b>	<b>Job Title</b>	<b>Subject Area</b>	<b>Credentials</b>
Schofield, Robin	Clinical Coordinator / Instructor	Diagnostic Medical Sonography	B.A., Northern Illinois University
Schuman, Greg	Lead Instructor	Construction Administration	M.B.A., Western Governors University; B.S.B.A., Everest College
Soni, Mital	Instructor	Diagnostic Medical Sonography	B.A., Drake University
Sweet, Laura	Program Chair / Veterinarian	Veterinary Technician	D.V.M., Michigan State University; B.A., Franklin Pierce University
Symbol, Courtney	Extern Coordinator	Veterinary Technician	A.A.S., Vet Tech Institute at Fox College
Tatum, Juanita	Instructor	Electrical Technician	
Templeton, Sara	Instructor	Practical Nursing	M.S.N., Western Governor's University
VanStone, Jeff	Instructor	Veterinary Technician	A.A.S., Rockford Career College
Warda, Todd	Lead Instructor	Electrical Technician	B.S., Northern Illinois University
Wells, Vicki	Instructor	Practical Nursing	M.S.N., Herzing University
Woods, Ebony	Instructor	Medical Assistant	A.A.S., Rockford Career College
York, Anthony	Instructor	Electrical Technician	
Young, Deanna	Lead Instructor	Medical Assistant	A.A.S., Rockford Career College

# Academic Calendar

**Effective: 01/01/2025**

## Program Start Dates

Rockford Career College schedules four or five quarters in a calendar year that meets for approximately 10 weeks. 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.

Rockford Career 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.

2025	
Start	End
1/27/25	3/2/25
3/3/25	4/6/25
4/7/25	5/11/25
5/19/25	6/22/25
6/23/25	7/27/25
7/28/25	8/31/25
9/8/25	10/12/25
10/13/25	11/16/25
11/17/25	12/21/25

2026	
Start	End
1/5/26	2/8/26
2/9/26	3/15/26
3/16/26	4/19/26
4/20/26	5/24/26
5/25/26	6/28/26
6/29/26	8/2/26
8/3/26	9/6/26
9/7/26	10/11/26
10/12/26	11/15/26
11/16/26	12/20/26

## Holidays and PN Make-Up Days

For the Practical Nursing program only, course make-up days are required. These make-up days are identified below.

2025	
Holiday	Make-Up Day
Martin Luther King Jr. Day January 20, 2025	January 24, 2025 (alternate January 25, 2025)
President's Day February 17, 2025	February 21, 2025 (alternate February 22, 2025)
Good Friday April 18, 2025	None required
Spring Break May 12-18, 2024	None required
Memorial Day May 26, 2025	May 30, 2025 (alternate May 31, 2025)
Independence Day July 4, 2025	None required
Labor Day / Fall Break September 1 – 7, 2025	None required
Thanksgiving November 27 – 30, 2025	December 5, 2025 (alternate December 6, 2025)
Winter Break December 22, 2025 – January 4, 2026	No classes

2026	
Holiday	Make-Up Day
Martin Luther King Jr. Day January 19, 2026	January 23, 2026 (alternate January 24, 2026)
President's Day February 16, 2026	February 20, 2026 (alternate February 21, 2026)
Good Friday April 3, 2026	April 10, 2026 (alternate April 11, 2026)
Memorial Day May 25, 2026	May 29, 2026 (alternate May 30, 2026)
Independence Day July 4, 2026 (observed July 3, 2026)	July 10, 2026 (alternate July 11, 2026)
Labor Day September 7, 2026	September 11, 2026 (alternate September 12, 2026)
Thanksgiving November 26 – 29, 2026	December 4, 2026 (alternate December 5, 2026)
Winter Break December 21, 2026 – January 3, 2027	No classes

## Tuition and Fees: Effective 05/22/2024

DIPLOMA PROGRAMS						
Program	Credits	Length (in months)	Estimated Fees	Estimated Books	Estimated First Term Costs	Estimated Tuition Costs*
<b>Accounting/Payroll Clerk</b> (Online Only)	53	9	\$2,350	\$1,100	\$6,666	\$15,500
<b>Animal Welfare Administration</b> (Online Only)	61	9	\$2,350	\$600	\$5,756	\$19,425
<b>Business Administration</b> (Online Only)	53	8	\$2,350	\$600	\$6,279	\$21,525
<b>Cannabis Dispensary Administration</b> (Online Only)	53	8	\$1,800	\$830	\$5,568	\$16,750
<b>Dental Assistant</b>	60	10	\$2,575	\$500	\$5,525	\$18,900
<b>Early Childhood Education</b> (Online Only)	50	7	\$1,800	\$489	\$5,796	\$14,000
<b>Electrical Technician</b>	64	10	\$2,350	\$500	\$7,038	\$24,150
<b>Heating, Ventilation, Air Conditioning and Refrigeration</b>	64	10	\$2,350	\$800	\$7,388	\$24,150
<b>Human Resource Administration</b> (Online Only)	61	10	\$2,350	\$800	\$5,300	\$16,800
<b>Medical Assistant</b>	60	10	\$2,575	\$800	\$6,088	\$19,950
<b>Medical Office Billing &amp; Coding</b> (Online Only)	60	10	\$2,575	\$1,050	\$6,600	\$21,000
<b>Office Addiction Counseling and Social Advocacy</b> (Online Only)	57	9	\$2,350	\$500	\$5,656	\$16,000
<b>Paralegal</b> (Online Only)	60	10	\$2,575	\$800	\$6,744	\$22,575
<b>Practical Nursing</b>	79	14	\$3,675	\$1,503	\$7,261	\$31,547
<b>Veterinary Assistant and Grooming</b> (Online Only)	53	12	\$2,900	\$601	\$4,901	\$15,000
<b>Welding</b>	64	10	\$2,350	\$500	\$6,938	\$24,150
ASSOCIATE DEGREE PROGRAMS						
Program	Credits	Length (in months)	Estimated Fees	Estimated Books	Estimated First Term Costs	Estimated Tuition Costs*
<b>Animal Welfare Business Administration</b> (Online Only)	110	7	\$1,800	\$800	\$5,125	\$12,075
<b>Business Administration</b> (Online Only)	102	7	\$1,800	\$800	\$6,700	\$16,800
<b>Construction Administration</b> (Online Only)	109.5	7	\$1,800	\$500	\$5,833	\$15,100
<b>Diagnostic Medical Sonography</b>	112	19	\$4,775	\$2,659	\$7,622	\$35,700
<b>Healthcare Administration</b> (Online Only)	109	7	\$1,800	\$800	\$6,700	\$16,800
<b>Paralegal</b> (Online Only)	109	7	\$1,800	\$600	\$6,500	\$16,800
<b>Surgical Technology</b>	102	18	\$4,775	\$625	\$3,944	\$24,150
<b>Veterinary Technician</b>	114.5	24	\$6,675	\$1,504	\$4,950	\$31,500

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

Fees include a \$200 Administrative Fee, a \$150 Academic Success Fee, and a \$200 Technology Fee for each and every 10-week term, and a \$150 Graduation Fee. A one-time \$225 Fee is applied to programs with an externship or clinical component. All programs require a \$25 non-refundable application fee, effective 6/27/2024.

Course repeat fee: \$400 per failing course.

Reentry fee: \$150

Students are billed each quarter based on the number of credit hours in which they are enrolled for the quarter 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. Although Rockford Career College encourages all students to attend full time occasionally students may attend part-time. If a student is attending part-time, financial aid will be adjusted based on actual hours attended.

### **Other Costs**

Proficiency Fee	<i>Cash / Check / Credit Card</i>	\$60
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