



## Catalog Supplement

## **Administration**

### **Effective: 12/07/2023**

Mike O'Herron  
**Campus Director**

Danielle Harriott  
**Academic Dean and Vice President  
/ ADA Coordinator**

Julie Spencer / Sharitta Owens /  
Kristen Albright  
**Assistant Directors of Admissions**  
Melissa Ridgeway-Hagerman  
**Vice President of Career Services,  
Community Outreach, and Alumni  
Affairs**

Vatistas Vatistas  
**Director of Financial Aid**

Jessica Olmstead  
**Assistant Director of Financial Aid**

Patricia Delhotal  
**Director of Student Services**

Ashley Tidwell  
**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>
Bledsoe, Andrea	Program Chair	Veterinary Technician	A.S., Parkland College
Bowen, Zorita	Program Chair	Surgical Technology	B.A., City College
Butler, Antoine	Instructor	HVAC	
Crouse, Andrew	Instructor	Electrical Technician	
Donovan, Michael	Lead Instructor	Business Administration	Ph.D., Case Western Reserve University; M.A., Saint Mary's University; B.A., Rutgers University
Fligge, Angela	Lead Instructor	Dental Assisting	
Gopalaseshan, Sangeetha	Program Chair	Diagnostic Medical Sonography	M.S., University of Madras
Green, Cailyn	Lead Instructor	Addiction Counseling	Ph.D., Walden University; M.S., Sage Graduate School; B.A., Western New England University
Guthrie, Joey	Lead Instructor	Medical Laboratory Technician	B.S., University of Kentucky
Haynes, Angella	Instructor	Surgical Technology	A.A.S., Rock Valley College
Humbert, Patricia	Lead Instructor	Paralegal Studies	J.D., University of Toledo; B.A., State University of New York
Lange, Courtney	Extern Coordinator	Veterinary Technician	A.A.S., Vet Tech Institute at Fox College
Legan, Nicole	Clinical Coordinator	Medical Laboratory Technician	A.A.S., Blackhawk Technical College
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

<b>Name</b>	<b>Job Title</b>	<b>Subject Area</b>	<b>Credentials</b>
Parson, Annette	Academic Dean - Online	Online Programs	M.B.A., Heidelberg University; B.S.B.A., Bowling Green State University; Certificate, Stautzenberger College
Rafiq, Noshaba	Instructor	Diagnostic Medical Sonography	M.D., University of the Punjab
Ralston, Brandon	Instructor	HVAC	
Ray, Emily	Instructor	Practical Nursing	M.S.N., Saint Anthony College of Nursing
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
Satterwhite, Lisa	Extern Coordinator / Instructor	Medical Assistant	B.S., American Intercontinental University; A.A.S., Robert Morris University
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
Sweet, Laura	Veterinarian	Veterinary Technician	D.V.M., Michigan State University; B.A., Franklin Resce College
Tatum, Juanita	Instructor	Electrical Technician	
Templeton, Sara	Instructor	Practical Nursing	M.S.N., Western Governor's 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: 08/02/2023**

## 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.

2023		2024	
Start	End	Start	End
12/5/22	1/22/23	12/4/23	1/21/24
1/3/23	1/22/23	1/22/24	2/25/24
1/23/23	2/26/23	2/26/24	3/31/24
2/27/23	4/2/23	4/1/24	5/5/24
4/3/23	5/7/23	5/6/24	6/9/24
5/8/23	6/11/23	6/10/24	7/14/24
6/12/23	7/16/23	7/15/24	8/18/24
6/26/23	7/16/23	8/19/24	9/22/24
7/17/23	8/20/23	9/23/24	10/27/24
8/21/23	9/24/23	10/28/24	12/1/24
9/25/23	10/29/23	12/2/24	1/19/25
10/30/23	12/3/23		
12/4/23	1/21/24		

## Holidays and Make-Up Days

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

2023		2024	
Holiday	Make-Up Day	Holiday	Make-Up Day
Memorial Day May 29, 2023	June 2, 2023 (alternate June 3, 2023)	Martin Luther King Jr. Day January 15, 2024	January 19, 2024 (alternate January 20, 2024)
Independence Day July 4, 2023	July 7, 2023 (alternate July 8, 2023)	President's Day February 19, 2024	February 21, 2024 (alternate February 22, 2024)
Labor Day September 4, 2023	September 8, 2023 (alternate September 9, 2023)	Spring Break March 29, 2024	March 22, 2024 (alternate March 23, 2024)
Thanksgiving November 23 – 26, 2023	November 17, 2023 (alternate November 18, 2023)	Memorial Day May 27, 2024	May 31, 2024 (alternate June 1, 2024)
Winter Break December 22, 2023 – January 7, 2024	No classes	Independence Day July 4, 2024	July 5, 2024 (alternate July 6, 2024)
		Labor Day September 2, 2024	September 6, 2024 (alternate September 7, 2024)
		Thanksgiving November 28 – December 1, 2024	None required
		Winter Break December 23, 2024 – January 5, 2025	No classes

## Tuition and Fees: Effective 07/17/2023

DIPLOMA PROGRAMS						
Program	Credits	Length (in months)	Estimated Fees	Estimated Books	Estimated First Term Costs	Estimated Tuition Costs*
Accounting/Payroll Clerk (Online Only)	53	9	\$2,350	\$1,100	\$6,666	\$15,500
Animal Welfare Administration (Online Only)	61	9	\$2,350	\$600	\$5,756	\$19,425
Automotive Technology	53	11	\$2,900	\$170	\$9,720	\$31,500
Business Administration (Online Only)	53	8	\$2,350	\$600	\$6,279	\$21,525
Cannabis Dispensary Administration (Online Only)	53	8	\$1,800	\$830	\$5,568	\$16,750
Computer-Aided Drafting (CAD)	62	10	\$2,350	\$300	\$4,738	\$15,750
Dental Assistant	60	10	\$2,575	\$500	\$5,525	\$18,900
Early Childhood Education (Online Only)	50	7	\$1,800	\$489	\$5,796	\$14,000
Electrical Technician	64	10	\$2,350	\$500	\$7,038	\$24,150
Heating, Ventilation, Air Conditioning and Refrigeration	64	10	\$2,350	\$800	\$7,388	\$24,150
Human Resource Administration (Online Only)	61	10	\$2,350	\$800	\$5,300	\$16,800
Medical Assistant	60	10	\$2,575	\$800	\$6,088	\$19,950
Medical Assistant / X-Ray Technician (Limited Scope)	74	12	\$3,125	\$800	\$5,755	\$23,275
Medical Office Billing & Coding (Online Only)	60	10	\$2,575	\$1,050	\$6,600	\$21,000
Office Addiction Counseling and Social Advocacy (Online Only)	57	9	\$2,350	\$500	\$5,656	\$16,000
Paralegal (Online Only)	60	10	\$2,575	\$800	\$6,744	\$22,575
Practical Nursing	79	14	\$3,675	\$1,503	\$7,261	\$31,547
Veterinary Assistant and Grooming (Online Only)	53	12	\$2,900	\$601	\$4,901	\$15,000
Virtual Office / Remote Administration (Online Only)	53	9	\$2,350	\$750	\$5,415	\$21,700
Welding	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*
Animal Welfare Business Administration (Online Only)	110	7	\$1,800	\$800	\$5,125	\$12,075
Business Administration (Online Only)	102	7	\$1,800	\$800	\$6,700	\$16,800
Construction Administration (Online Only)	109.5	7	\$1,800	\$500	\$5,833	\$15,100
Diagnostic Medical Sonography	112	19	\$4,775	\$2,659	\$7,622	\$35,700
Healthcare Administration (Online Only)	109	7	\$1,800	\$800	\$6,700	\$16,800
Medical Assistant / X-Ray Technician (Limited Scope)	105	7	\$1,800	\$600	\$6,500	\$16,800
Medical Laboratory Technician	110	18	\$4,775	\$1,050	\$4,369	\$24,150
Paralegal (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.

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	Cash / Check / Credit Card	\$60
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