



## GLOSSARY OF COMMON TERMS

### Academic Advisor

Your academic advisor can help make sure you graduate on time with the credits you need for your degree. Students should meet with their academic advisor regularly especially when selecting and registering for classes.

[Video: How to Schedule an Appointment](#)

### Academic Plan

Your academic plan appears in your planner in Navigate and includes a list of all the classes you need to complete your degree or certificate.

### Accessibility Services

[Accessibility Services](#) assists students with accommodations, assistive technology, campus and community resources, and more.

### Admissions Counselor

If this is your first time attending college, [schedule an appointment with an admissions counselor](#). They will teach you about resources to help you succeed, including financial aid, class registration, and how to log in to and use Navigate and myPikesPeak Portal.

### Articulation Agreement

An agreement between two schools that allows course credit at one school to be accepted or transferred and applied toward a degree or certificate at another school.

### Amazon Career Choice Student

Career Choice is an education benefit that empowers employees to learn new skills for career success at Amazon or elsewhere. [Learn more about Amazon Career Choice](#).

### Bachelor's Degree

An undergraduate academic degree that usually requires four years of full-time study to complete.

### Bank Mobile

Pikes Peak State delivers your financial aid refund quickly and securely with Bank Mobile. You must set up Bank Mobile. To access Bank Mobile, log into myPikesPeak Portal and select the Bank Mobile icon on your dashboard.

### Career Services

[Career Services](#) helps students with career exploration, resumes, employer networking, job searching, and more.

### CASFA

The Colorado Application for State Financial Aid (CASFA) is the state financial aid application for students who do not have lawful immigration status and meet eligibility requirements. [Learn more about CASFA](#).

### Certificate

A certificate verifies that a student has received education in a specialized topic. Certificate programs typically take less than a year to complete.

### Coach

Coaches guide students to uncover their motivations, help them set goals, and connect them with on and off-campus resources that support them in reaching those goals.

[Learn more about coaches at Pikes Peak](#).

### The College Opportunity Fund (COF)

COF is a tuition discount provided by Colorado to students who meet the qualifications for in-state tuition rates and lawful presence in the United States.

[Video: How to Authorize COF](#)

### Consortium Agreement

A written contract that enables students to pursue coursework at two institutions simultaneously.

### Concurrent Enrollment Student

Students who are concurrently enrolled in high school and a PPSC college class. [Learn about High School Programs](#).



## Corequisite

Corequisites are classes that are designed to be taken together. They are paired in Navigate and you are prompted to add the connected course.

## Credits

Each course is a specific number of credits. The number of credits equals the number of lecture hours in that course each week. For example, a three-credit course is three hours of lecture each week.

## D2L

Students can access online classes through D2L (Desire2Learn), located on myPikesPeak Portal.

[Video: How to Access D2L](#)

## Degree Check

An online advising tool which helps you track your progress toward completing your degree or certificate.

[Video: Learn How to Run a Degree Audit](#)

## Drop

A drop means that you are canceling your enrollment in the class before the determined course drop date.

## Drop Date

The drop date, or census date, is the last date to receive a tuition refund and ensure that no grade is given for the class. Drop dates vary and are listed in the Detailed Student Schedule in the Registration section of myPikesPeak Portal.

## Elective Course

Courses that students may choose to complete as part of their degree or certificate which count towards graduation requirements.

## Exit Letter

If a student receiving financial aid falls below 6 credits in any given semester they are asked to complete this form on the FAFSA website. It does not impact future aid in any way.

## Faculty

Another term for professors, faculty lecture students in classes and serve as academic advisors.

## FAFSA

The [Free Application for Federal Student Aid](#) (FAFSA) is a document students must apply for each year to qualify for federal financial aid (examples: grants, loans, federal work-study). [Learn more about FAFSA.](#)

## Financial Aid

Financial aid refers to the money you receive to help pay the cost of college. FAFSA/CASFA are applications used to determine eligibility for grants, scholarships, student loans, and federal work-study. [Learn more about financial aid.](#)

## Financial Aid Advisor

Financial aid advisors help you apply for financial aid, understand your award and eligibility requirements, and review your next steps. You can schedule an appointment with a financial aid advisor in Navigate.

## First-time Student

A new student to college or a recent high school graduate. [Learn about the steps to enroll for first-time students.](#)

## Full-time

To qualify as a full-time student, students must take a minimum number of 12 credits per semester. Students using military benefits during the summer semester are encouraged to consult with [Military and Veterans Programs](#) regarding the minimum credits required for their benefits.

## Grant

Grants are based on the FAFSA and provide eligible students with funding that does not require repayment as long as all the terms are met. Example: Pell Grant.

## General Education

Usually taken in the first two years of studies, general education classes cover topics within the arts and sciences and serve as a foundation for advanced learning.

## Hold

A hold on your account usually prevents you from registering for classes. Navigate will indicate what type of hold you have on your account. Some holds can be resolved by completing the listed task, for example New Student Orientation. Contact Enrollment Services at 719-502-2000 for questions about holds on your account.



## Hybrid

Hybrid classes require class meeting time that is both in-person and online at a set time.

## Hyflex

Hyflex courses allow the student to make the choice if they will take the class online or in person.

## Instructional Calendar

The Instructional Calendar is a schedule of important dates that occur in an academic year. These events include the first and last day classes, drop dates, and withdrawal dates.

[Video: Tips for Managing Your Schedule and Time](#)

## International Student

Students who are attending Pikes Peak State with an F-1 Visa to earn a degree. [Learn about International Students.](#)

## Loan

There are federal student loans based on FAFSA (e.g., subsidized, unsubsidized, parent plus) and private student loans available to students who are eligible. Loans must be paid back based on the conditions of the loan.

## Major

A major refers to a student's chosen area of study, such as accounting or history.

## Military and Veterans Programs (MVP)

MVP assists students who are active duty, veterans, and dependents of active duty with academic advising, benefits processes, student support services, events, and more.

## myPikesPeak Portal

An online portal providing you with access to online services including Navigate, financial aid, payments, transcripts, student email, online classes, and more.

## Navigate

An online service where you can schedule appointments, plan and register for classes, drop classes, and more.

[Video: How to Access Navigate](#)

## Office Hours

Faculty set-aside hours to meet with students outside of class to assist them. Office hours are listed on the course syllabus.

## Online Class

Fully remote classes offered online.

## Part-time

To qualify as a part-time student, students must take a minimum number of 6 credits per semester.

## Planner

Located in Navigate, Planner helps you plan, register, and drop classes during registration. It is important to confirm that your Planner lists the major you plan to complete. To update your major, submit a [Change of Major](#) or schedule an appointment with an academic advisor.

[Video: How to Use Navigate's Planner Tool](#)

## Prerequisite

A prerequisite is a course that must be successfully completed prior to registering for the next class.

## Registrar

A person in the Records Office who manages academic records including transcripts, applications for graduation, and enrollment verification.

## Registration

Registration takes place before the start of each semester and provides you the opportunity to register for the classes you'll take that term. [Learn more about Registration.](#)

## Required Course

Courses that are needed to complete a student's degree or certificate.

## Returning Student

Returning students are previous Pikes Peak students who have not taken classes in over a year. [Learn about the steps to enroll as a returning student.](#)

## Scholarship

Scholarships help students with the cost of education and do not require repayment.

## Single Stop

Single Stop can connect you with all kinds of FREE resources, including healthcare, healthy food, transportation, and childcare.

[Video: All About Single Stop Resources](#)



### Student Payment Agreement (SPA)

Must be completed in myPikesPeak Portal prior to registration for every semester.

[Video: How to Accept Payment Agreement](#)

### Student Accounts

The office in charge of money at a college. Students pay Student Accounts for tuition and fees.

[Video: How to Pay Your Bill in myPikesPeak Portal](#)

### Student Email

All students have access to a student email once they register for classes.

[Video: How to Access Your Student Email](#)

### Student Life Office

The [Student Life Office](#) is responsible for helping you get involved on campus through events, clubs, the fitness center, and more. Student Life connects students with basic needs assistance and resources to support your success.

### Subsidized Loan

Provided by the U.S. Department of Education, these types of loans provide subsidization of interest accrued on a federal loan while the student is enrolled. Some also provide a six-month grace period after graduation.

### Synchronous Learning

A type of online learning, synchronous learning requires students to attend real-time lectures and complete assignments at specific times.

### To-Dos List

Found through Navigate, this is a list of important tasks to complete to help you prepare for class registration and a successful semester.

### Traditional Class

In-person classes at one of Pikes Peak State College's campuses. [View campus locations and maps.](#)

### Transcript

An official record of your academic courses. Official transcripts are provided directly from the school's Registrar Office and unofficial transcripts can be accessed by students in their student portal. [Learn more about transcripts.](#)

### Transfer Credit

Students who start their college careers at one school but move to another typically transfer their credits. This way, they receive credit for classes already taken and passed at the first institution. PPSC will determine which credits transfer toward a degree or certificate with a transcript credit evaluation. [Learn about transcript credit evaluation.](#)

### Transfer Student

Transfer students are students transferring credits from another college or university to Pikes Peak State College.

[Learn about the steps to enroll for transfer students.](#)

### Tutor

Tutors offer academic support and assist students with learning course content for a variety of course subjects in the Learning Commons. Tutoring Services are available on a drop-in basis and online. [Learn about tutoring at Pikes Peak.](#)

### Unsubsidized Loan

Unlike subsidized loans, unsubsidized loans do not cover costs associated with accrued loan interest while the learner is enrolled in school.

### Withdrawal

A withdrawal means you are canceling your enrollment in a class after the determined course drop date. For a withdrawal you are still financially responsible for the class. A "W" will show on your transcript as the grade for the class. A "W" does not impact your GPA but does impact your completion rate. Students receiving financial aid or military benefits for classes are highly encouraged to contact an advisor before withdrawing from a class.

### Work-Study

Students who qualify for work-study funding through the FAFSA can apply for part-time, campus-based jobs that pay hourly wages.

### Visiting Summer Students

If you have been away at college and are in the Pikes Peak region for the summer, you can take classes at Pikes Peak State College to get ahead. It's easy to transfer credits back to your home college or university after the summer semester ends. [Learn about Visiting Summer Students.](#)