

Middle Georgia College General Catalog

A State College Unit of the University System of Georgia



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Announcements for the Academic Years

2011-2013

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Academic Calendar 2011-2013 MIDDLE GEORGIA COLLEGE

Summer 2011 (Full Session)

(125 minutes of class time with M/W & T/R classes)

SU	May 15	Move in Day
M	May 16	Registration (all campuses)
T	May 17	Classes Begin
W	May 18	Last day for drop/add and late registration
M	May 30	Memorial Day (Holiday)
T	June 21	Mid-term
M	July 4	Independence Day (Holiday)
M	July 25	Classes End
T	July 26	T, R Final Exams
W	July 27	M, W Final Exams

Summer 2011 (Session I)--19 days of classes

(120 minutes of class time daily, M-R)

SU	May 15	Move in Day
M	May 16	Registration (all campuses)
T	May 17	Classes Begin
W	May 18	Last day for drop/add and late registration
M	May 30	Memorial Day (Holiday)
W	June 1	Mid-term
M	June 20	Classes End
T	June 21	Final Exams

Summer 2011 (Session II)--19 days of classes

(120 minutes of class time daily, M-R)

W	June 22	Move In Day and Registration (all campuses)
R	June 23	Classes Begin
M	June 27	Last day for drop/add and late registration
M	July 4	Independence Day (Holiday)
M	July 11	Mid-term
W	July 27	Classes End
R	July 28	Final Exams

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Fall 2011 (Full Session)

M	August 8	New Faculty Orientation
T	August 9	Fall Kickoff (Faculty and Staff)
W	August 10	Faculty Development
R	August 11	Dublin Registration
F	August 12	Eastman Registration
SU	August 14	Move in Day for Registered Sstudents
M	August 15	Cochran Registration & Move-In Day for Late Registration (Monday only classes begin)
T	August 16	Classes Begin
M	August 22	Last day for drop/add and late registration
M	September 5	Labor Day (Holiday)
F	October 7	Mid-Term (Last day to drop without penalty)
M	October 17	Advising Begins
M-F	November 7-11	Early Registration Begins (by academic status)
W	November 23	No Classes
R-F	November 24-25	Thanksgiving Holidays
F	December 2	Classes End
M-F	December 5–9	Final Exams
SA-SU	December 10– January 8	Winter Break

Fall 2011 (Session I)--Classes meet M-R

R	August 11	Dublin Registration
F	August 12	Eastman Registration
SU	August 14	Move In Day for Registered Students
M	August 15	Cochran Registration & Move-In Day for Late Registration
T	August 16	Classes Begin
M	August 22	Last day for drop/add and late registration
M	September 5	Labor Day (Holiday)
T	September 13	Mid-term (Last day to drop without penalty)
R	October 6	Classes End
M-T	October 10-11	Final Exams

Fall 2011 (Session II)--Classes meet M-R

M-T	October 10-11	Registration (all campuses)
W	October 12	Classes Begin
F	October 14	Last day for drop/add and late registration
M	October 17	Advising Begins
T	November 8	Mid-term (Last day to drop without penalty)
M-F	November 7-11	Early Registration Begins (by academic status)
W	November 23	No Classes
R-F	November 24-25	Thanksgiving Holidays
W	December 7	Classes End
R-F	December 8-9	Final Exams
SA-SU	December 10– January 8	Winter Break

(Continued on next page)

Fall A 2011 (Online classes only)

M	August 15	Registration
T	August 16	Classes Begin
R	August 18	Last day for drop/add and late registration
T	August 29	Mid-term (Last day to drop without penalty)
M	September 12	Classes End
T	September 13	Final Exams

Fall B 2011 (Online classes only)

W	September 14	Registration
W	September 14	Classes Begin
F	September 16	Last day for drop/add and late registration
T	September 27	Mid-term (Last day to drop without penalty)
M	October 10	Classes End
T	October 11	Final Exams

Fall C 2011 (Online classes only)

W	October 12	Registration
W	October 12	Classes Begin
F	October 14	Last day for drop/add and late registration
T	October 25	Mid-term (Last day to drop without penalty)
M	November 7	Classes End
T	November 8	Final Exams

Fall D 2011 (Online classes only)

W	November 9	Registration
W	November 9	Classes Begin
F	November 11	Last day for drop/add and late registration
T	November 22	Mid-term (Last day to drop without penalty)
R	December 8	Classes End
F	December 9	Final Exams

(Continued on next page)

Spring 2012 (Full Session)

R	January 5	Dublin Registration
F	January 6	Eastman Registration
SU	January 8	Move in Day for Registered Students
M	January 9	Cochran Registration & Move-In Day for Late Registration (Monday only classes begin)
T	January 10	Classes Begin
M	January 16	Martin Luther King Day (Holiday)
T	January 17	Last day for drop/add and late registration
F	March 2	Mid-Term (Last day to drop without penalty)
M-F	March 12-16	Spring Break
M	March 19	Advising Begins
R	March 29	Honors Day
M-F	April 9-13	Early Registration Begins (by academic status)
W	May 2	Classes End
R-W	May 3, 4, 7, 8, & 9	Final Exams
F	May 11	Commencement at 10:00 a.m.

Spring 2012 (Session I)--Classes meet M-R

R	January 5	Dublin Registration
F	January 6	Eastman Registration
SU	January 8	Move In Day for Registered Students
M	January 9	Cochran Registration & Move-in Day for Late Registration
T	January 10	Classes Begin
M	January 16	Martin Luther King Day (Holiday)
T	January 17	Last day for drop/add and late registration
T	February 7	Mid-term (Last day to drop without penalty)
R	March 1	Classes End
M-T	March 5-6	Final Exams

Spring 2012 (Session II)--Classes meet M-R

M-T	March 5-6	Registration (all campuses)
W	March 7	Classes Begin
F	March 9	Last day for drop/add and late registration
M-F	March 12-16	Spring Break
M	March 19	Advising Begins
R	March 29	Honors Day
T	April 10	Mid-term (Last day to drop without penalty)
M-F	April 9-13	Early Registration Begins (by academic status)
M	May 7	Classes End
T-W	May 8-9	Final Exams
F	May 11	Commencement at 10:00 a.m.

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Spring A 2012 (Online classes only)

M	January 9	Registration
T	January 10	Classes Begin
R	January 12	Last day for drop/add and late registration
T	January 24	Mid-term (Last day to drop without penalty)
M	February 6	Classes End
T	February 7	Final Exams

Spring B 2012 (Online classes only)

W	February 8	Registration
W	February 8	Classes Begin
F	February 10	Last day for drop/add and late registration
T	February 21	Mid-term (Last day to drop without penalty)
M	March 5	Classes End
T	March 6	Final Exams

Spring C 2012 (Online classes only)

W	March 7	Registration
W	March 7	Classes Begin
F	March 9	Last day for drop/add and late registration
T	March 27	Mid-term (Last day to drop without penalty)
M	April 9	Classes End
T	April 10	Final Exams

Spring D 2012 (Online classes only)

W	April 11	Registration
W	April 11	Classes Begin
F	April 13	Last day for drop/add and late registration
T	April 24	Mid-term (Last day to drop without penalty)
M	May 7	Classes End
T	May 8	Final Exams

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Summer 2012 (Full Session)**(125 minutes of class time with M/W & T/R classes)**

SU	May 20	Move in Day for Registered Students
M	May 21	Registration (all campuses) & Move-In Day for Late Registration
T	May 22	Classes Begin
W	May 23	Last day for drop/add and late registration
M	May 28	Memorial Day (Holiday)
T	June 26	Mid-term
W	July 4	Independence Day (Holiday)
M	July 30	Classes End
T	July 31	T, R Final Exams
W	August 1	M, W Final Exams

Summer 2012 (Session I)--19 days of classes**(120 minutes of class time daily with M-R classes)**

SU	May 20	Move in Day for Registered Students
M	May 21	Registration (all campuses) & Move-In Day for Late Registration
T	May 22	Classes Begin
W	May 23	Last day for drop/add and late registration
M	May 28	Memorial Day (Holiday)
W	June 6	Mid-term
M	June 25	Classes End
T	June 26	Final Exams

Summer 2012 (Session II)--19 days of classes**(120 minutes of class time daily with M-R classes)**

W	June 27	Move In Day and Registration (all campuses)
R	June 28	Classes Begin
M	July 2	Last day for drop/add and late registration
W	July 4	Independence Day (Holiday)
M	July 16	Mid-term
W	August 1	Classes End
R	August 2	Final Exams

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Fall 2012 (Full Session)

M	August 13	New Faculty Orientation
T	August 14	Fall Kickoff (Faculty and Staff)
W	August 15	Faculty Development
R	August 16	Dublin Registration
F	August 17	Eastman Registration
SU	August 19	Move in Day for Registered Students
M	August 20	Cochran Registration & Move-In Day for Late Registration
		(Monday only classes begin)
T	August 21	Classes Begin
M	August 27	Last day for drop/add and late registration
M	September 3	Labor Day (Holiday)
F	October 12	Mid-Term (Last day to drop without penalty)
M	October 15	Advising Begins
M-F	November 5-9	Early Registration Begins (by academic status)
W	November 21	No Classes
R-F	November 22-23	Thanksgiving Holidays
F	December 7	Classes End
M-F	December 10-14	Final Exams
SA-SU	December 15- January 6	Winter Break

Fall 2012 (Session I)--Classes meet M-R

R	August 16	Dublin Registration
F	August 17	Eastman Registration
SU	August 19	Move In Day for Registered Students
M	August 20	Cochran Registration & Move-in Day for Late Registration
		Classes Begin
T	August 21	Last day for drop/add and late registration
M	August 27	Labor Day (Holiday)
M	September 3	Mid-term (Last day to drop without penalty)
T	September 18	Classes End
R	October 11	Final Exams
M-T	October 15-16	

Fall 2012 (Session II)--Classes meet M-R

M-T	October 15-16	Registration (all campuses)
W	October 17	Classes Begin
F	October 19	Last day for drop/add and late registration
M-F	November 5-9	Early Registration Begins (by academic status)
T	November 13	Mid-term (Last day to drop without penalty)
W	November 21	No Classes
R-F	November 22-23	Thanksgiving Holidays
M	December 10	Classes End
T-W	December 11-12	Final Exams
SA-SU	December 15- January 6	Winter Break

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Fall A 2012 (Online classes only)

M	August 20	Registration
T	August 21	Classes Begin
R	August 23	Last day for drop/add and late registration
T	September 4	Mid-term (Last day to drop without penalty)
M	September 17	Classes End
T	September 18	Final Exams

Fall B 2012 (Online classes only)

W	September 19	Registration
W	September 19	Classes Begin
F	September 21	Last day for drop/add and late registration
T	October 2	Mid-term (Last day to drop without penalty)
M	October 15	Classes End
T	October 16	Final Exams

Fall C 2012 (Online classes only)

W	October 17	Registration
W	October 17	Classes Begin
F	October 19	Last day for drop/add and late registration
T	October 30	Mid-term (Last day to drop without penalty)
M	November 12	Classes End
T	November 13	Final Exams

Fall D 2012 (Online classes only)

W	November 14	Registration
W	November 14	Classes Begin
F	November 16	Last day for drop/add and late registration
T	November 30	Mid-term (Last day to drop without penalty)
R	December 13	Classes End
F	December 14	Final Exams

(Continued on next page)

Spring 2013 (Full Session)

R	January 3	Dublin Registration
F	January 4	Eastman Registration
SU	January 6	Move in Day for Registered Students
M	January 7	Cochran Registration & Move-In Day for Late Registration (Monday only classes begin)
T	January 8	Classes Begin
T	January 15	Last day for drop/add and late registration
M	January 21	Martin Luther King Day (Holiday)
F	March 1	Mid-Term (Last day to drop without penalty)
M-F	March 18-22	Spring Break
M	March 25	Advising Begins
R	April 4	Honors Day
M-F	April 8-12	Early Registration Begins (by academic status)
W	May 1	Classes End
R-W	May 2, 3, 6, 7, & 8	Final Exams
F	May 10	Commencement at 10:00 a.m.

Spring 2013 (Session I)--Classes meet M- R

R	January 3	Dublin Registration
F	January 4	Eastman Registration
SU	January 6	Move In Day for Registered Students
M	January 7	Cochran Registration & Move-In Day for Late Registration
T	January 8	Classes Begin
T	January 15	Last day for drop/add and late registration
M	January 21	Martin Luther King Day (Holiday)
T	February 5	Mid-term (Last day to drop without penalty)
R	February 28	Classes End
M-T	March 4-5	Final Exams

Spring 2013 (Session II)--Classes meet M- R

M-T	March 4-5	Registration (all campuses)
W	March 6	Classes Begin
F	March 8	Last day for drop/add and late registration
M-F	March 18-22	Spring Break
M	March 25	Advising Begins
R	April 4	Honors Day
T	April 9	Mid-term (Last day to drop without penalty)
M-F	April 8-12	Early Registration Begins (by academic status)
M-T	April 15-16	Early Registration continues
R	May 2	Classes End
M-T	May 3-4	Final Exams
F	May 10	Commencement at 10:00 a.m.

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Spring A 2013 (Online classes only)

M	January 7	Registration
T	January 8	Classes Begin
TH	January 10	Last day for drop/add and late registration
T	January 22	Mid-term (Last day to drop without penalty)
M	February 4	Classes End
T	February 5	Final Exams

Spring B 2013 (Online classes only)

W	February 6	Registration
W	February 6	Classes Begin
F	February 8	Last day for drop/add and late registration
T	February 19	Mid-term (Last day to drop without penalty)
M	March 4	Classes End
T	March 5	Final Exams

Spring C 2013 (Online classes only)

W	March 6	Registration
W	March 6	Classes Begin
F	March 8	Last day for drop/add and late registration
T	March 26	Mid-term (Last day to drop without penalty)
M	April 8	Classes End
T	April 9	Final Exams

Spring D 2013 (Online classes only)

W	April 10	Registration
W	April 10	Classes Begin
F	April 12	Last day for drop/add and late registration
T	April 23	Mid-term (Last day to drop without penalty)
M	May 6	Classes End
T	May 7	Final Exams

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General Information

Middle Georgia College is a state college of the University System of Georgia and awards the Associate of Arts degree, Associate of Science degree, Associate of Applied Science degree, and select Bachelor of Science degrees. The college offers a wide range of programs of study designed for transfer to four-year institutions and others designed to prepare the student for entry directly into business, industry, and other careers. The academic programs of the college meet the requirements of the Core curriculum, as approved by the University System of Georgia, to facilitate the transfer of credits to the four-year institution of the student's choice.

Middle Georgia College's Dublin Campus offers higher education programs, courses, and services at the two-year degree level. The Georgia Aviation Campus (formerly the Georgia Aviation and Technical College), located in Eastman, became a part of Middle Georgia College on July 1, 2007. That campus offers several aviation technical certificates and Associate of Applied Science degrees.

Students enroll at Middle Georgia College from throughout Georgia, other states, and other countries.

Location

As its name indicates, Middle Georgia College is located almost exactly in the center of the state of Georgia. The main campus is on the edge of Cochran, a city with a population of over 5,000, forty miles south of Macon. Interstate highways 16 and 75 are a few minutes to the east and west of Cochran. The Dublin Campus is located on approximately 48 acres in Dublin, 32 miles east of Cochran. The Georgia Aviation campus in Eastman sits on approximately 22 acres and is 17 miles south of Cochran.

History

Middle Georgia College had its beginning as a denominational institution, the College of the New Ebenezer Association. The association was composed largely of Baptist churches in Pulaski, Dodge, Laurens, and Telfair counties.

The establishment of the institution was authorized by the association on October 20, 1884. The first building was constructed during 1885 and 1886. Instruction began on January 10, 1887, with approximately a hundred students, most of whom were from the middle Georgia area.

During the early period, the institution was divided into preparatory and collegiate departments. A stated purpose of the curriculum, as described in the catalog of 1887, was "to prepare pupils for business or for the Junior Class in Universities. This includes Latin, Greek, Mathematics, Natural Science and several modern languages, with English studies and Music." Thus, the two-year college idea was among the primary intentions of the founders. On August 21, 1917, an agricultural and mechanical school for the Twelfth Congressional District was established to continue

the educational services for the area on the same campus. This school was chartered as one of the branches of the Georgia State College of Agriculture and Mechanical Arts, a department of the University of Georgia.

On August 20, 1927, the Middle Georgia Agricultural and Mechanical Junior College was established. This, too, was a branch of the University of Georgia. The name was changed to Middle Georgia College, and the operation of the college was placed under a nine-man board of trustees on August 28, 1929.

Middle Georgia College was placed under the Board of Regents of the University System of Georgia, a constitutional body, as a separate unit of the University System on August 27, 1931. The Dublin Campus was opened in Dublin in 1984 and became the Dublin Campus in January 2009.

The Georgia Aviation campus opened in January 1996 as a branch of the Heart of Georgia Technical Institute. On July 1, 2001, the Georgia Aviation and Technical College became a stand-alone technical college and merged with Middle Georgia College on July 1, 2007.

On May 17, 2006, Middle Georgia College became a state college and was authorized by the Board of Regents of the University System of Georgia to establish a limited number of four-year degrees.

Mission and Goals

Middle Georgia College (MGC) is a state college unit of the University System of Georgia with a focus on providing constituents access to certificate, associate, and select baccalaureate programs in academic transfer or occupation related programs of study. The College is dedicated to providing a dynamic, learning-centered, caring and technically advanced environment of excellence. As a multi-campus, residential institution, the College pursues innovative opportunities to provide services to its traditional and non-traditional students primarily from rural areas of south central Georgia and will maintain a recognized legacy of affordable higher education and community support services of the highest quality. The College also serves as the only higher education institution of aviation for the State of Georgia.

The College's historic main campus in Cochran offers academic programs of study through the baccalaureate degree for commuting and residential students. The Institution's Georgia Aviation campus in Eastman provides aviation specific technical education for the State while supporting the main campus' Bachelor of Science in Aviation Management degree program. The Dublin Center provides educational opportunities for central Georgia commuting students. Selected certificate and associate degree programs, as well as additional advanced higher education opportunities, are offered online and in collaboration with participating four-year institutions. In addition, MGC provides undergraduate

education addressing the economic development needs of Georgia's heartland and the state's aviation industry.

To accomplish its mission, MGC commits to the following goals:

- Promoting a campus-wide commitment to student learning that is embedded in course and program design, teaching, achievement, and student development activities.
- Providing the highest quality classroom and/or advanced distance learning instruction that enriches and challenges learners in all programs at all levels.
- Creating a welcoming campus community that nurtures a culturally and ethnically diverse student body.
- Offering programs of excellence leading to certificates and associate degrees to prepare students for immediate employment and/or acceptance to baccalaureate degrees at Middle Georgia College or other colleges and universities.
- Offering a signature aviation program that is the only public curriculum in Georgia leading to select baccalaureate degrees in aviation management as well as certificate and associate programs in flight and aviation technology specialties which prepare students for immediate employment, careers, and further study in aviation.
- Providing the Georgia Academy of Mathematics, Engineering, and Sciences (GAMES) program which challenges gifted students to experience the rigors of higher education at an earlier entrance.
- Providing the support resources, services, and learning activities that enhance student learning, facilitate student success, and promote personal enrichment.
- Providing and supporting an adaptive, effective, and efficient human and physical infrastructure which maintains and supports the learning environment.

The College achieves these goals by offering the following programs and services:

1. Bachelor of Science in Aviation Management with options in Flight, Air Traffic Control, Airport Management, and Logistics.
2. College Transfer Programs leading to an associate degree prepare the student for entry into, and successful completion of, a baccalaureate degree program at a senior college or university. Programs are offered in the humanities, sciences,

social sciences, and pre-professional areas. The College's pre-engineering programs, including the Regents Engineering Transfer Program, have earned a statewide reputation for excellence.

3. Career Programs at the certificate and associate degree levels prepare students for employment immediately following graduation. A limited number of career programs, with emphasis in health sciences and nursing, are offered to meet the employment needs of area business and industry.
4. Aviation technical certificates and Associate of Applied Science degree programs.
5. General Education courses are an integral part of all transfer and career programs, providing students with the skills, knowledge, and attitudes necessary to be effective employees, consumers, and community members.
6. Learning Support Programs are provided for those students who need to improve their basic academic skills in order to succeed in the transfer or career program of their choice.
7. Student Support Services enhance student learning and provide a campus environment conducive to personal development. The unique nature of a residential two-year college provides students with tremendous opportunity for participation in a diverse campus life which supports academic, professional, social, athletic, and leadership development.
8. Community Service Programs support the economic and cultural development of the communities in middle Georgia, the personal and professional development of the citizens of these communities, and the overall quality of life in the area.

Middle Georgia College is committed to access and excellence in all of these programs and services. Access is promoted by offering courses and services at convenient times and locations, by maintaining affordable educational costs, and by utilizing an admissions policy that facilitates the inclusion of all who can benefit from the courses and programs offered. Excellence is fostered by providing a caring environment for students, a teaching faculty dedicated to student learning, small classes, state-of-the-art instructional technology, and a rigorous academic program which maintains high standards.

Accreditation and Membership

Middle Georgia College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate and select baccalaureate degrees. Contact the Commission on Colleges at

1866 Southern Lane, Decatur, Georgia 30033 or call 404-679-4500 for questions about the accreditation of Middle Georgia College. The nursing program is approved by the Georgia Board of Nursing and is accredited by the National League for Nursing. The occupational therapy assistant program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE), of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220. ACOTE's telephone number is (301) 652-AOTA.

Middle Georgia College is approved by the State Approving Agency (SAA), and students may receive their VA education benefits when enrolled in SAA-approved programs of study.

The college is a member of many national, regional, and state associations. These include:

- Southern Association of Colleges and Schools
- American Council on Education
- American Library Association
- Council for the Advancement and Support of Education
- National Association for Foreign Student Affairs
- National Association of College Stores
- American Occupational Therapy Association, Inc.
- National League for Nursing Accrediting Commission, Inc.
- National Junior College Athletic Association
- Southern Association of Colleges and Universities Business Officers
- National Association of Colleges and Universities Business Officers
- Southern Council for Collegiate Education in Nursing
- University Aviation Association
- Aviation Accreditation Board International
- National Intercollegiate Aviation
- Aircraft Owners and Pilots Association
- Air Traffic Controllers Association
- National Business Aircraft Association
- American Association of Airport Executives
- Georgia Airports Association
- Georgia Aviation Trades Association
- American Composite Manufacturers Association
- Professional Aviation Maintenance Association

Servicemember Opportunity College

Middle Georgia College has been approved as a Servicemember Opportunity College (SOC). As such, it is one of the group of colleges and universities that provide voluntary postsecondary education to members of the military services on duty throughout the world. As an SOC member, Middle Georgia College recognizes the unusual nature of the

military life and has committed itself to easing the transfer of relevant course credits and providing flexible academic residency requirements.

Middle Georgia College has also been approved by the U.S. Army as a participating institution of the Concurrent Admissions Program (ConAP). Information about ConAP is available from the College and from Army recruiting offices.

Equal Employment and Educational Opportunities

Middle Georgia College is an Affirmative Action/Equal Employment and Educational Opportunity Institution. It is the policy of the college that no person be denied the opportunities of employment or be excluded from the participation in any programs or activities of this college because of race, color, creed, or national origin (as required by Title VII of the Civil Rights Act of 1964, Executive Orders #11246 & #11375 as amended), sex (as required by the 1972 Educational Amendments), physical disability (as required by the 1973 Rehabilitation Act & the 1990 Americans with Disabilities Act), or age in employment/educational policies and practices; provided that the employment/enrollment will not be hazardous to the appointee/student or endanger the health and safety of his fellow employees/students or others. The Coordinator of Human Resources presently serves as the Equal Employment Officer and the Affirmative Action Officer. The Registrar serves as the Title IX Coordinator. The Director of Student Services serves as the ADA Coordinator for both employees and students.

Also, any student who has been accepted for admission to Middle Georgia College and who has special needs concerning physical facilities, instructional methods, counseling, or other considerations because of a disability should make these needs known to the Director of Student Services. This notification should be made as soon as possible after the student receives his/her letter of acceptance from the Office of Admissions. (See admissions section of this catalog.)

Purpose of Catalog

This catalog is prepared for the convenience of faculty and students and is not to be construed as an official publication of the Board of Regents of the University System of Georgia. In case of any divergence from or conflict with the *Bylaws* or *Policies* of the Board of Regents, the official *Bylaws* and *Policies* of the Board of Regents shall prevail.

The statements set forth in this catalog are for informational purposes only and should not be construed as the basis of a contract between a student and this institution. While substantial effort will be made to insure accuracy of the material stated herein, Middle Georgia College reserves the right to change any provision listed in this catalog, including, but not limited to, the academic requirements for graduation and

availability of courses and programs of study, without actual notice to individual students. Substantial effort will be made to keep students advised of such changes.

Information regarding academic requirements for graduation will be available in the offices of the Registrar and the chairs of academic divisions. It is the responsibility of each student to stay apprised of current graduation requirements for a degree program in which he or she is enrolled.

In the event that an administrative hearing officer or a court of record determines that “publications” issued by the college create a contractual or quasi-contractual relationship with any person, the amount of damages recoverable by the parties shall be limited to the amount of consideration paid by the person for the privilege of admission, enrollment, continued enrollment or other service rendered by the institution to such person. As used herein, the term “publications” (without limiting the generality of the normal meaning of the term) shall be deemed to include any and all written forms or other documents issued by the institution concerning applications for admission, enrollment, or continued enrollment; waivers of liability; consents to medical treatment; dormitory occupancy; and any and all other written forms, documents, letters or other materials issued by the college in furtherance of its educational mission.

Family Educational Rights and Privacy Act

Middle Georgia College complies with the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA). The student has the right to inspect and review his or her own educational records maintained by the institution and to challenge the content of such records on the grounds that they are inaccurate, misleading, or a violation of privacy and other rights. If the college is in violation of the FERPA, a student has the right to file a complaint with the U.S. Department of Education.

Copies of the Family Educational Rights and Privacy Act, interpretations of this act by the U.S. Office of Education, and the policies of Middle Georgia College concerning the application of the FERPA are available at the Office of the Registrar.

However, directory information may be disclosed without a student’s consent unless the student has advised the Registrar in writing that he/she wishes to restrict access to this information. Directory information includes the student’s name, address, telephone listing, e-mail address, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received and the most recent previous educational agency or institution attended by the student.

When a student enrolls in a postsecondary institution such as Middle Georgia College, all rights afforded to a parent under FERPA transfer to the student. A parent who wishes to obtain information about a student’s

educational records should obtain the permission of the student. If this permission cannot be obtained, the parent(s) will be allowed access to this information upon providing tax returns which confirm the parent claims the student as a dependent for income-tax purposes. U.S. Office of Education guidelines concerning the rights of parents to inspect these records are available at <http://www.ed.gov/policy/gen/guid/fpco/brochures/parents.html>.

Buildings and Grounds

Middle Georgia College has campuses in Cochran, Dublin and Eastman. The main campus in Cochran covers approximately 170 acres with the campus' primary buildings located in an area of approximately 60 acres. The remaining acreage is in woodlands and facilities for athletics and recreation. The Dublin Campus covers approximately 49 acres with the primary buildings housing all campus functions. The Georgia Aviation Campus is located on approximately 22 acres, consists of three buildings and is located adjacent to the Heart of Georgia Regional Airport.

On the Cochran Campus, Dillard Hall is the math and sciences academic building and has physics, chemistry and biology labs. Russell Hall is an academic classroom buildings as well as home to the Peacock Art Gallery and a performing arts theatre. Walker Hall provides academic classrooms and a 350 seat auditorium. Whipple Hall provides classrooms and labs for the nursing program. The Wellness Center houses classrooms for the nursing and sports medicine programs as well as facilities for physical education classes. Academic classrooms are also available in the Athletic Training Facility, Memorial Hall, Morris Gymnasium and Roberts Library.

The Cochran Campus athletic and recreational facilities include the Wellness Center, Morris Gymnasium, Stuckey Baseball Field, Warrior Softball Field, NeSmith Soccer Stadium, an outdoor swimming pool, lighted tennis courts, intramural fields, and the Athletics Training Facility.

Georgia Hall is home to the Student Center for the main campus as well as the Cochran Campus Student Activities office, the Dining Hall, Bookstore, Student Post Office, and the Warrior Food Court which offers A&W Root Beer and SubConnection operations. The Dublin Campus Student Government Association and Student Activities Offices are located in the Dublin Library building. The Aviation Campus also offers Student Government and Student Activities Offices.

The Cochran Campus is a residential campus with eight residential buildings available. The residential facilities provide a range of housing options including a traditional dorm with single or double occupancy rooms with hallway baths, dorms with single suites sharing a bath, a dorm with double occupancy suites sharing a bath, and an apartment dorm with each apartment containing four bedrooms, two baths and a living space.

The Dublin Campus is a commuter campus and has a main library building which provides classroom space as well as computer labs. The Dublin Campus original building has academic classrooms and labs as well as the bookstore and Georgia Southern University offices. The Dublin Annex building provides classrooms and labs for the nursing program as well as classrooms and a computer lab for other academic areas.

The Georgia Aviation Campus in Eastman is home to the Terry Coleman Center for Aviation and Technology, the primary academic building for the campus, which contains numerous offices, classrooms and teaching labs. The teaching labs contain a wide variety of aviation related training aides, up to and including complete aircraft maintenance trainers that provide an excellent training environment for aircraft structure and maintenance technology courses. There are several hangers that are used to house aircraft for protection from weather, for routine maintenance, and for training. The Georgia Aviation Campus has 16 fixed wing aircraft, three rotary wing aircraft, and two flight training devices for pilot training.

The W.S. Stuckey Terminal building, located approximately a quarter mile from the main campus building, is an active airport terminal/training facility. It houses state-of-the-art simulation equipment for the training of Air Traffic Controller candidates. This facility also houses an active air traffic control tower.

The Aviation Campus is a residential campus. There is one dorm with single suites sharing a bath and kitchen and apartments containing two or four bedrooms, bathroom, kitchen and living space.

Roberts Memorial Library

The modern library building of contemporary classic design was greatly expanded and renovated in 1990-91. It seats 350 students, houses nearly 100,000 volumes with electronic access to 55,000 volumes, 933 periodicals (174 of which are active subscriptions), an audio-visual collection, and is easily accessible to persons with disabilities. The main floor houses reading and reference areas, an audiovisual listening and viewing area, circulation center, special reserve area, a wireless academic computer lab, multipurpose meeting / classroom, special collection room containing a small Georgiana collection, and is the home of the Terry Coleman Archives and Museum. Offices and the technical processing area complete this floor.

On the second floor are open books stacks, study rooms, microform room, college archives, and additional reading areas. Serials and bound periodicals are housed on this floor. A complete listing of our serials is located on the library's webpage.

The Library's catalog is accessible online from computers on either floor. Open access to the Internet is provided, and the Library is a participant in the GALILEO (Georgia Library Learning Online) project, which provides access to over 100 subscription databases (10,000 journal titles) in all fields of knowledge. The Library also has a World Wide Web page accessible at <http://www.mgc.edu>. All the computers also allow students to access their college provided e-mail accounts. In addition, all the computers are loaded with word-processing and other applications software used on the Middle Georgia College campuses. The book collection is of a general nature, including materials in most fields of knowledge. The Library subscribes to over 174 periodicals, both scholarly and popular, and receives others as gifts. To enrich learning techniques and learning experiences, the Library has acquired a large collection of media materials including audio and video cassettes, microfilms, CD-ROM, DVD, and other audiovisual formats. The Library also has copy machines, microform readers-printers, and scanners. The librarians work very closely with the College's classroom faculty and provide formal bibliographic instruction sessions as well as individualized reference assistance. Librarians also make themselves available to work with local community groups who desire presentations on information resources. The Library opens at 8:00 a.m. Monday through Friday. Closing hours are 9:00 p.m. Monday through Thursday, and 12:00 p.m. on Friday. Any changes in this schedule are posted at the entrance of the library.

Library Services at the Dublin Campus

The Dublin Campus Library is located on the first floor of the new building. The library has reading and reference areas, conference and study rooms, a computer lab, a classroom, computer workstations, study carrels, and a media room. The library collection is intended to support the courses offered at the Dublin Campus, and all traditional library services are available including circulation, reference, and interlibrary loan. From time to time, faculty members put materials on reserve in the library for limited student use. The computer workstations in the reference area of the library are connected to the Internet and provide access to GALILEO (Georgia Library Learning Online).

The computers in the lab area of the library are available for students to use for word processing, email, the Internet, tutorials, etc. Library hours are 8:00 a.m. to 9:00 p.m., Monday through Thursday; and 8:00 a.m. to 12:00 p.m., Friday.

Georgia Aviation Campus Library

The Georgia Aviation campus library supports the aviation certificate programs, Associate of Applied Science degree programs, and core curriculum courses offered on that campus. The Georgia Aviation campus

library offers the same level of service and materials as Roberts Memorial library. The library serves as the home of tutoring services for the Academic Resource Center on the Aviation campus.

Student Success Services

Academic Resource Center (ARC)

The Academic Resource Center (ARC) provides academic support services to all students and is available on all campuses. The ARC offers a variety of services designed to enhance a student's learning skills such as FREE tutoring, FREE academic workshops, and access to resources including study tests and materials donated by faculty, study manuals and textbooks, and a variety of study aids. There is no charge to students for any service provided by the ARC and all students are encouraged to take advantage of these FREE services. Please check the MGC web site for hours of operation and the location of the Academic Resource Center for each campus.

Career Advising, Planning, and Placement (CAPP)

Career Advising, Planning, and Placement services are available to all students on all campuses and services are located in the Student Success Centers. CAPP services are designed to provide students with career exploration resources and assist students in creating and developing a personal career plan. All CAPP services are FREE and include educational-vocational exploration and guidance, interest inventory testing and interpretation, occupational research, and career employment information. There are some internship opportunities available for specific career programs. The centers also provide information about the various majors (programs of study) available to students at MGC and the opportunities associated with transferring to other schools. All students are encouraged to take advantage of these FREE services. Please check the MGC web site for hours of operation and the location of the Student Success Center for each campus.

Multicultural Affairs [Advising] Program (MAP)

The Multicultural Affairs [Advising] Program (MAP) provides learning and celebratory opportunities that are available to all students, faculty, and staff on all MGC campuses. The program focuses on cultural awareness and sensitivity, inter-cultural communication, and leadership development to foster an MGC community culture that embodies social justice, diversity, and student retention. MAP also provides students with academic and campus resources, peer mentoring, and student success and career advising to supplement academic advising and improve cognitive as well as non-cognitive dimensions of intellectual, personal, and social self-actualization. MGC has a designated Multicultural Affairs [Advising] Program Coordinator. Please check the MGC web site for the contact information of the MAP Coordinator.

Student Success Center (SSC)

The Student Success Center (SSC) provides services to all students on all campuses. Student Success Advisors help students with resources to understand his/her learning and multiple intelligence styles. Advisors help students understand how to network and connect with instructors and provide the 411 on basic college life. All students are encouraged to take advantage of these FREE services. Please check the MGC web site for hours of operation and the location of the Student Success Center for each campus.

Campus Life

The Mission and Goals of Middle Georgia College (preceding chapter) include the academic, intellectual, social, and personal development of the student. Basically, the student's poise and growth must be developed through academic work in the field of his or her choice. Beyond this, the college places strong emphasis upon a mature demeanor on the part of its students in the varied social situations which life on the campus and in the surrounding community affords.

These social situations include living in college residence halls, participation in extra-curricular activities, representing the college at off-campus events, and participation in other activities in the community. Responsible participation, rather than regulation, in all phases of college life is considered the best assurance of acceptable conduct and personal development of the student.

Regulations are designed to provide for the orderly pursuit of the College's stated mission and goals and to provide an atmosphere which is conducive to the academic and social growth of students. Regulations are also designed to assure the safety and well-being of students.

The college strives to maintain throughout the campus community a climate that will permit students to take full advantage of the educational opportunities which the college provides. To accomplish this, it is necessary to regulate or prohibit behavior that would not necessarily be undesirable under different conditions. A college community brings together persons of widely varying social and religious convictions, personalities, educational-vocational objectives, and personal interests. Behavior that would offend students or distract from the educational opportunities of other students should not be permitted. The *Student Handbook* contains more details on student conduct.

Alcohol and Drug-Free Schools Policy Statement

In compliance with the Drug Free Schools and Communities Act of 1989 (PL 101-226), Middle Georgia College policy prohibits the unlawful possession, use, or distribution of drugs and alcohol by students and employees on the properties of Middle Georgia College or as any part of the institution's activities. Middle Georgia College recognizes that the illegal activities listed in this policy can clearly affect one's ability to perform one's duties and can pose a potential danger not only to oneself but to others at the institution. Therefore, Middle Georgia College will impose sanctions on students and employees which are consistent with local, state, and federal law. The Middle Georgia College Alcohol and Drug Free Campus Policy and "other items of information" as required by this Act are distributed annually to each student and employee. See *Student Handbook* at <http://www.mgc.edu>.

Conduct Information and Regulations

College regulations provide guides for college life. A student is expected to display an attitude in which cooperation, good judgment, and good taste are standards of college life. Regulations are designed to protect the interest and well-being of students, the college, and society. Disciplinary measures are designed to be corrective and beneficial to the educational development of students. Anyone registered as a student of the college is subject to the regulations outlined in the *Student Handbook* which is published online at www.mgc.edu/student. All students have an obligation to read the *Student Handbook*.

Conduct Regulations Violation

When a student is charged with violation of the conduct regulations, disposition of the case shall be according to constitutional requirements, due process, and in keeping with the procedures outlines in the *Student Handbook* which can be accessed at www.mgc.edu.

Any student who is guilty of violating college regulations or who is financially indebted to the college will be ineligible for readmission until clearance is granted by the appropriate college official.

The college's conduct code, regulations, appellate procedures, and possible sanctions are outlined in the *Student Handbook*.

Freedom of Expression Policy

No rights are more highly regarded at Middle Georgia College than the first amendment guarantees of freedom of speech, freedom of expression, and the right to assemble peaceably. The College remains firmly committed to affording every member of the campus community the opportunity to engage in peaceful and orderly protests and demonstrations, which do not disrupt the operation of the College. However, such opportunities must be provided on an equal basis and adhere to the basic principle of the College being neutral to the content of any public demonstration. In order to achieve this objective, while at the same time ensuring that the College fulfills its educational mission, the College has the responsibility to regulate the time, place, and manner of expression. Through such regulation, the College can assure equal opportunity for all persons, preserve order within the campus community property, and provide a secure environment to the individuals exercising freedom of expression. The complete policy may be accessed in the Student Handbook at www.mgc.edu/student.

MGC Police Department Policies

The Middle Georgia College Police Department is a state law enforcement agency with the same police powers as any city or county law enforcement agency. It is comprised of both sworn police officers and civilian personnel. All of the police officers are certified by the Peace

Officer Standards and Training Council (POST) of Georgia. Each certified officer is mandated by law to receive a minimum of twenty hours of POST certified training annually.

The MGC Police Department shares an excellent working relationship with the other local law enforcement agencies, including the Cochran Police Department, Bleckley County Sheriff's Office, Georgia State Patrol, and the Georgia Bureau of Investigation. The Cochran campus is patrolled by police officers seven days a week, twenty-four hours a day, in an effort to protect the safety and security of students, employees, and visitors.

Upon report of any suspicious activity, crime, or emergency situation, an officer is dispatched immediately to assess the situation and take appropriate action.

In accordance with the requirements of The Student Right to Know and Campus Security Act (PL 101-542), the MGC Police Department publishes an annual report of campus security policies and crime occurrences on campus. The complete report is available upon request to students and any other interested persons. A copy of the most current Campus Security Report is available upon request from the MGC Police Department or the Admissions Office. Campus security statistics may also be accessed at the U.S. Department of Education Office of Postsecondary Education website at <http://www.ope.ed.gov/security>.

Motor Vehicle Registration

Any student who wishes to operate a motor vehicle on campus must register the vehicle with the college Police Department. All students who operate motor vehicles are subject to college traffic regulations. The privilege of a student to operate and/or possess a vehicle on campus may be revoked for cause at any time.

Regents' Statement on Disruptive Behavior

Any student, faculty member, administrator, or employee acting individually or in concert with others, who clearly obstructs or disrupts, or attempts to obstruct or disrupt any teaching, research, administrative, disciplinary, or public-service activity, or any other activity authorized to be discharged or held on any campus of the University System of Georgia is considered by the Board to have committed an act of gross irresponsibility and shall be subject to disciplinary procedures, possibly resulting in dismissal or termination of employment (BR Minutes 1968-69, pp. 166-168; 1970-71, p. 98). See *Student Handbook* at www.mgc.edu/student.

Tobacco Use Policy

The use of tobacco products by any individual on any campus of Middle Georgia College is strictly prohibited except in the designated

tobacco-use gazebos provided on each campus or in the fully enclosed passenger compartment in an individual's personal vehicle with all windows closed. This includes all smoking and smokeless tobacco products. The complete policy and sanctions for violations may be accessed in the *Student Handbook* at www.mgc.edu/student.

Weapons Policy

Middle Georgia College prohibits the possession of any weapon on the campus except as noted below. The Campus is defined by the law to include the campus proper as well as property leased by or loaned to the College for College functions. This includes, but **is not limited to, off-campus sites used for instruction, by Athletics for sporting events or vehicles used by the College to provide** transportation for students and staff. OCGA 16-11-127.1(b). This prohibition extends to all faculty, staff, students, and visitors. The complete policy and sanctions for violations may be accessed in the *Student Handbook* at www.mgc.edu/student

Athletic Program

The college sponsors intercollegiate teams in baseball, softball, and men and women's basketball and soccer. Middle Georgia College is a member of the Georgia Junior College Athletic Association and the National Junior College Athletic Association. Middle Georgia's athletic teams have a long and honorable record, in which the good name of Middle Georgia College has been upheld by the players and the student body.

Campus Organizations

Campus clubs and organizations are available to provide a variety of extracurricular activities for the students of the college. Each club has a faculty or staff advisor, who is approved by the Vice President for Student and Public Affairs. The club advisor counsels the club in the development of programs and projects to enrich the extracurricular program of the college. The regularly enrolled students of the college are provided with opportunities to be creative and to develop experiences in student leadership.

Campus organizations are required to comply with the regulations of the college and Title IX of the Educational Amendments of 1972.

Information about clubs and organizations may be obtained from the Office of Student and Public Affairs or the Student Activities Office.

Counseling Services

In an effort to enhance personal growth and development, the Counseling Office offers a variety of services to all students at Middle

Georgia College free of charge. Counseling is available to assist with personal, social, or educational concerns. The Counseling Office offers an atmosphere in which individuals may discuss their problems with the assurance that all counseling information will remain confidential.

Individual counseling is available for those who wish to discuss and explore their thoughts, feelings, behaviors, and lifestyles. In addition, group counseling provides an opportunity for individuals to grow in their communication, social, and interpersonal skills with others who have similar goals and interests. The Counseling Office also provides consultation to staff and faculty in addition to offering outreach programs to various target groups on campus, in residence halls, and in the community.

The Counseling Office is located in Jackson Hall and appointments may be made in person or by calling (478) 934-3092. When necessary, referrals will be made on campus or in the community so that all available resources are utilized.

Recreation and Intramural Sports

The well-rounded recreational and intramural sports program provides physical development and enjoyment for all participants and spectators. The program offers training and recreation in such sports as touch football, basketball, softball, soccer, volleyball, badminton, and others. Activities are open to all interested students, faculty, and staff. The director may be contacted at (478) 934-3125.

Student E-mail Accounts

All students are assigned an e-mail account upon acceptance for admission. From that point on all official college communications are sent to the student's assigned e-mail account. Students are responsible for checking their MGC email account on a regular basis.

Student Health Insurance

Health insurance is available to all students through services contracted by the Board of Regents. Health insurance is required for international students and students enrolled in some programs of study. Students enrolled in programs of study which require health insurance are informed of this requirement upon acceptance to the program. The total cost of the health insurance coverage is the responsibility of the student. Further information is available at www.mgc.edu/student.

Student Health Services

Health services are provided for currently enrolled residential students. Information regarding services provided is available at

www.mgc.edu/student. Interested persons may contact (478) 934-3352 for further information.

Student Mailboxes

Every dorm resident student is assigned a student mailbox at the campus where the student resides. These mailboxes are used primarily for receiving personal mail.

Testing Services

The Testing Center is responsible for administration of the College's Testing Program. The Testing Coordinator also works closely with the Division of Learning Support, Disability Services, Career Counseling, educators, students, and the community to proctor tests and to conduct assessment needs.

A listing of standardized test descriptions, schedules, and registration information is available from the Testing Center located in Grace Hall. The Coordinator may be contacted at (478) 934-3093.

Alderman Community Hall

Alderman Community Hall is the community center for the college. Its facilities include a large hall suitable for banquets, meetings, etc., with a stage and equipment for sound and visual presentations. It is designed to provide the conveniences and services needed by members of the community as well as students, faculty, staff, alumni, and guests. The college's public safety office is also located in Alderman Community Hall.

Sanford Café

Located in Sanford Hall the Sanford Café is operated by Sodexo and offers coffee, soft drinks, and a variety of food items to be enjoyed in a relaxed atmosphere.

Student Center

The Student Center, located in Georgia Hall offers social and recreational activities for individuals and groups. The Center is equipped with various games, pool tables, television, vending machines, etc., for the use of students and the campus community. The Center offers opportunities for relaxation and stress relief through participation in activities outside the classroom.

The Coordinator of Student Activities also provides other social programming for a diverse student population. Programming includes performing artists, interactive events, movie nights, Bingo nights, dances, etc. All programming is open to students and is either free of charge or at a discounted rate.

Student Housing

Students not 21 or older by the first day of class for semester of enrollment, who do not live with their parent, spouse, or legal guardian within a 40 mile radius of the primary campus they attend, if Eastman or Cochran campuses, and who have not previously resided in a Middle Georgia College a residence hall for at least 4 semesters, are required to sign a residence hall contract and live in a Middle Georgia College residence hall. The only exception to this rule is when the college has no housing facilities available or when the student is taking less than the 9 semester hours required to live in a college residence hall. Students may then procure living quarters in the immediate community with the approval of the Director of Residence Life. Students receiving permission to procure off-campus housing must submit a student housing information form furnished by the Office of Residence Life.

The housing application process begins with submission of the MGC Residence Hall Application form which may be accessed at www.mgc.edu/housing. The application form should be completed, printed, and returned to the Office of Residence Life along with the \$35.00 non-refundable application fee. When application and fee are received, a housing contract for the upcoming academic year is sent to the applicant's MGC email address. The housing contract signature page along with the \$200.00 security/damage deposit must be returned to the Office of Residence Life. A housing assignment is made only after submission of housing contract signature page, payment of security/damage deposit, and registration for classes have been completed.

Request for cancellation of a housing contract must be made in writing to the Office of Residence Life at least 35 days prior to the first day of class for the effective semester, in order to receive a refund of the security/damage deposit. The \$200.00 security/damage deposit will be held in escrow to be credited against any damage ascribed to the student. Students are responsible for damage to their rooms and for any damage caused by them to any other college property. In cases where the party responsible for damage to the residence hall cannot be determined, all residents of the hall may be assessed for the damage.

All students living in college residence halls, with the exception of Aviation Hall, are required to purchase a campus dining hall meal plan.

The college dining room and residence halls, with the exception of Harris Hall and Aviation Hall, are operated only when the college is officially in session. These facilities are not operated during holidays, recesses, or between semesters; they are operated only for the benefit of students and the college faculty and staff.

Students must be enrolled in at least 9 semester hours to live in college residence halls unless an exception is granted by the Director of Residence Life.

Application for admission to the college does not constitute application for residence halls nor does application for housing constitute application for admission.

All residence halls are heated and cooled, have semi-private bathrooms, laundry facilities, smoke detectors, and window blinds. Each room is furnished with closet, study table, dresser, single bed and mattress, and chair for each resident. Cable television service, local telephone, and high-speed internet service is provided in each room.

Wellness Center

This facility is open to Middle Georgia College benefited faculty, staff, retirees and their dependents, and currently enrolled students free of charge. Valid Middle Georgia College I.D. is required for entry. This building includes a multipurpose gymnasium with elevated walking track, a fitness area, aerobics room, and classrooms and laboratories for the Nursing and Health & Exercise Science programs. Membership is available to the public for a fee.

Admissions

Procedures

Application for admission to Middle Georgia College should be submitted online at www.mgc.edu by clicking on Admissions and selecting Apply Online. A different form is required by students who intend to attend the Georgia Academy of Aviation, Mathematics, Engineering, and Science (GAMES) program. Once a student is accepted for admission to Middle Georgia College, he or she may attend classes at any location offered by the College. Specific requirements for admission to the GAMES program are listed elsewhere in this catalog.

The completed application form, along with all academic transcripts and test scores, should be received by the Admissions Office at least thirty days before the first day of registration for the semester in which the student intends to begin attending the College. (The academic calendar of the College is located in the front of this catalog.) The application for admission must be accompanied by the application fee indicated on the application form, which is non-refundable.

All students entering colleges and universities of the University System of Georgia are required to submit proof of immunization for certain communicable diseases. This proof must be submitted on the MGC Immunization form or a state Health Department form. Copies of this form are available from the Admissions Office at the College, at the Dublin Campus, at the Georgia Aviation campus in Eastman, and online at www.mgc.edu/forms. Immunization certification is required before a student will be permitted to register.

An applicant who fails to enroll for the semester for which he or she is accepted should complete the update application and submit it to the Admissions Office if he or she plans to enroll at a later date. The update application can be found online at www.mgc.edu/forms. Due to changing admission standards, an applicant accepted for a particular semester is not guaranteed admission to a later semester.

Scholastic and Personal Requirements for Regular Admission

For Middle Georgia College and the other colleges of the University System of Georgia, admission requirements and standards printed here are subject to change without notice.

1. The applicant must be of established good character. The college reserves the right to examine and investigate the character and personality of the applicant.
2. Official high school and/or college transcripts are required for admission to all programs of study. The American College Test (ACT) and The College Board's Standardized Achievement Test (SAT) are not required for admission; however, these scores may be used to

exempt the COMPASS exam required for admission.

3. Completion of all application forms and meeting all requirements contained therein are required of each applicant before a request for admission can be considered. Applications should be received at least thirty days prior to any registration period for which the applicant is seeking admission to the college.
4. The college reserves the right to terminate receipt of application forms when enrollment limits are reached.
5. The applicant must be a graduate of a high school accredited by the Southern Association of Colleges and Schools (SACS) or equivalent regional accrediting commission, or the Georgia Accrediting Commission (GAC), or the Georgia Private School Accreditation Council (GAPSAC) or the Accrediting Commission for Independent Study (ACIS), or the high school must be approved by the Board of Regents. A non-traditional student, those who would have graduated from high school five or more years ago, may submit passing General Education Development (GED) test scores. Student submitting GED scores, and who would have graduated from high school less than five years ago, are subject to the same preparatory course requirements as high school graduates. Students submitting GED scores prior to the graduation of their high school class are not eligible for enrollment until the high school class has graduated.
6. Middle Georgia College reserves the right to reject the credits from any high school or other institution when it is determined that the quality of instruction available at such high school or institution is for any reason unsatisfactory.
7. Required high school preparation for entrance to Bachelor of Science, Associate of Arts or Associate of Science academic programs is determined by the College Preparatory Curriculum. The minimum high school preparation is listed below:

Units for HS graduates prior to 2012

English - 4
Grammar and usage
Literature (American & World)
Advanced composition skills

Science* - 3

Units for HS graduates as of 2012

English - 4

Science - 4

Physical Science
At least two laboratory courses from
Biology, Chemistry, or Physics

Mathematics** - 4
Two courses in Algebra
One course in Geometry
One higher course as defined by the
University System of Georgia

Mathematics - 4
Math I
Math II
Math III
Math III Support or
higher math

Social Science - 3
American History
World History
Economics and Government

Social Science - 3

Foreign Language*** - 2
Skill-building courses emphasizing
speaking, listening, reading, and
writing

Foreign Language*** - 2
Skill-building courses
emphasizing speaking,
listening, reading, and
writing

*Physics and chemistry are required for engineering students.

**Trigonometry also required for Biology, Chemistry, Engineering, Mathematics, Applied Psychology, and Physics.

***Must be two units of the same language.

As indicated in the following table, Middle Georgia College will admit students who are missing college preparatory course units listed above or who complete the requirements for an approved general, technical or career-preparatory high school diploma and who meet other defined standards. Students with general, technical or career-preparatory diplomas will be scheduled to take make-up courses designed to overcome college preparatory curriculum deficiencies. These courses cannot be used toward graduation from Middle Georgia College and must be completed with a grade of "C" or better.

Admission Standards for Fall 2011 through Fall 2013

The following admission standards are subject to change without notice.

<i>Degree Program</i>	<i>Admission Category</i>	<i>Admission Standards for Fall 2011 through Fall 2013</i>
Bachelor Associates Associates of Applied Science	Preferred Admission (Students are not required to take the Compass Examination nor Learning Support courses.)	430 Critical Reading/Verbal SAT score (17 ACT English score) and 400 Math SAT score (17 ACT Math score) and 2.5 Academic Core GPA* and Zero college preparatory deficiencies. **
Associates Associates of Applied Science	Regular Admission (Students admitted under this category have met or exceeded the minimum scores on the Compass Examination*** and may require Learning Support courses.)	2.0 Academic Core GPA* and Zero college preparatory course deficiencies** or a 2.2 Academic GPA* with college preparatory deficiencies, or passing GED scores.
Certificate	Regular Admission (Students admitted under this category have met or exceeded the minimum scores on the Compass Examination*** and may require Learning Support courses.)	High School College-Prep, Technical-Prep, general diploma or passing GED scores.

A very limited number of students who do not meet the above standards but who possess some compelling academic characteristic(s) may be considered for admission as presidential exceptions. Decisions upon applicants falling into this category will be made on a case by case basis.

*Academic Core GPA includes all attempts at courses in English, math, natural science, social science and foreign language.

**College Preparatory courses include 4 courses in College Prep English, 4 courses in College Prep math (Algebra I & II, Geometry, senior level math), 3 courses in College Prep natural science (physical science, biology, chemistry, etc.), 3 courses in social science (World History, U.S. History, and Economics/Government), and 2 courses in foreign language (a sequence).

***The minimum scores for on the Compass examination are 62 reading, 32 English, and 20 algebra.

Courses taken within the Learning Support program are institutional credit courses and are not applicable to any degree program offered by the college.

8. Applicants who have earned fewer than 30 transferable semester credit hours shall complete all the requirements for freshman admissions.

(Exceptions to the requirements for regular admission and provisions for admission to special categories of students are given elsewhere in this section.)

Associate of Applied Science Degree Programs

Middle Georgia College offers several two-year programs leading to the Associate of Applied Science degree in Aviation. Credit earned in such courses is not intended for transfer to senior-level colleges or universities. Some of the individual courses may not be applicable to the University System of Georgia Core Curriculum requirements. However, Core Curriculum courses taken as a part of an A.A.S. program may be used as part of a transfer program once the student has been admitted to pursue a transfer curriculum.

To be considered for admission to any of these programs, the student must be a graduate of an approved high school and must possess appropriate high school academic grade-point average. Non-traditional students must only submit passing core scores on the GED test or evidence of graduation from an approved high school.

Students applying to these programs will be required to take the Compass Examination and meet the minimum scores unless exempted through their SAT or ACT test scores. Once accepted to the College, students are required to submit program specific applications to be considered for their specific program.

Certificate Programs:

Certificate programs consist of courses that are related to an area of specialized study and may include any combination of general core courses, fundamental technical courses, specific technical courses, or approved elective courses. The certificate may also be used to add a specialization after the completion of the degree. The credential presented to a graduate of a certificate of credit program will specify the area of specialization.

To be considered for admission into certificate programs, the student must be at least 16 years of age at the time of application. The student must be at least 17 years of age when accepted for the Flight Technology certificate program. Persons applying to these programs must provide an official final high school transcript showing that they have graduated and received a diploma or the official GED score report with passing scores, and met minimum COMPASS examination scores. Transfer students must submit their college and university transcripts.

Generally, students who meet admission requirements for a certificate program, but do not meet requirements for admission to other degree programs, will be required to complete the certificate program of study before transferring into B.S., A.A., A.S., or A.A.S.

ADDITIONAL ADMISSIONS REQUIREMENTS:

Admission Requirements for Bachelor of Science in Aviation Management (Airport Management, Air Traffic Management, Flight Management Airplane, Flight Management Helicopter, Logistics Management)

1. Students must comply with published MGC handbook guidelines and Aviation Management & Business Division policies.
A minimum High School or College (for a transfer student) grade-point average (GPA) of 2.5 or permission of the Division of Aviation Management & Business is required to enter the Bachelor of Science in Aviation Management program to major in Airport Management, Air Traffic Management, Flight Management Airplane, Flight Management Helicopter, or Logistics Management. Students requiring learning support courses will not be accepted into the Bachelor of Science in Aviation Management program until they have completed and passed their learning support courses.
2. Students entering the Flight Management program must provide a copy of Birth Certificate, proof of US Citizenship, FAA Class II Medical, and any FAA Certificates or Licenses, to the administrative office at the Eastman aviation campus, prior to being admitted to the program.
3. Certain academic criteria must be met before final admission is granted into the Air Traffic Management program. At least 12 semester hours of credit must be earned at MGC with a minimum GPA of 2.5. AERO 1200, MATH 1111, and ENGL 1101 must be completed with a grade of "C" or better for each course. Students with the highest GPAs in these courses will be admitted to the Air Traffic Management program in the event the number of applicants exceeds the enrollment capacity of the program. The most current criteria for admission to the ATM program can be found at the ATM Entrance Requirements page located on the MGC ATM home page: <http://www.mgc.edu/aviation/atc/4yr.cfm>.
4. Students must maintain a minimum grade-point average (GPA) of 2.5 to remain in the Bachelor of Science in Aviation Management program to major in Airport Management, Air Traffic Management, Flight Management Airplane, Flight Management Helicopter, or Logistics Management.

5. Flight courses and Air Traffic courses are sequential. Effective Fall 2008, All Flight and ATC students must earn a grade of C or better to progress. A grade of C or better must be earned in AERO courses to be eligible for a flight slot. After two failed attempts to progress the student will be removed from the program.
6. The Flight Management and Air Traffic Management degree must be completed within 5 years. Students applying for reentry will be required to repeat any Flight Management or Air Traffic Management courses that will exceed the four-year limit as of the projected date of graduation. After two failed attempts to progress the student will be removed from the program.
7. Students transferring into the Bachelor of Science in Aviation Management program to major in Airport Management, Air Traffic Management, Flight Management Airplane, Flight Management Helicopter, or Logistics Management may transfer credit into the program of study in accordance with MGC policy. However, Flight credit for certain FAA certificates may be granted upon entering the program. Once a student is enrolled at Middle Georgia College, no credit will be issued for flight training received outside of MGC.
8. Each Flight/Ground school course in the Flight Management program may involve standardized testing. Requirements for this Federal Aviation Authority (FAA) testing will be explained in the course syllabus distributed to students on the first day of class. A minimum score on these examinations will be required to successfully complete the course.
9. Exit Survey: Effective Fall 2008, Students completing a degree will be required to complete an exit survey prior to graduation.
10. Flight Management costs, in addition to regular MGC fees (approx.)
 - a. Student Uniforms \$150.00 per year
 - b. Textbooks & Supplemental course materials \$450.00 per year
 - c. Flight Fees: <http://www.mgc.edu/aviation>
 - d. Laboratory Fees: \$100-\$200 for Flight Principles and Advanced Aerodynamics Courses
 - e. Testing Fee \$150.00 per FAA Written Exam
 - f. Liability Insurance \$ 30.00
 - g. Transportation between campuses*
11. Air Traffic Management costs, in addition to regular MGC fees (approx.)
 - a. Student Uniforms \$150.00 per year
 - b. Textbooks & Supplemental course materials \$450.00 per year
 - c. Tower and Radar Simulation Lab Fees \$750.00 per course (AERO 3201L, 3202L, 4203L, 4204L, 4205L)
 - d. Liability Insurance \$ 30.00
 - e. Transportation between campuses*

*Travel to and from the Eastman campus is the responsibility of the student.

Admission Requirements for the Bachelor of Science in Early Childhood Special Education General Curriculum.

A Bachelor of Science in Early Childhood Special Education General Curriculum at Middle Georgia College will lead to certification in Early Childhood (P-5) Special Education General Curriculum. Up to 25 students will be accepted from all applicants each fall. These students will stay together as a cohort taking courses and completing extensive field-based experiences for 5 semesters (Fall & Spring Junior classes, Summer Session, Fall & Spring Senior classes).

Admission Requirements: To be considered for admission to the program, a student must have:

- been admitted to Middle Georgia College and be in good standing;
- passed or exempted* the GACE Basic Assessment;
- earned a "C" or higher in the following courses:
MATH 1111, 1112 or 1113
ENGL 1101 and 1102
ISCI 2001 and 2002
EDUC 2110, 2120 and 2130
MATH 2008
- **earned a cumulative grade point average of 2.75 or higher;
- submitted a completed application packet including a Packet Checklist, a Student Information Form, a Consent Form for Background Check, three Professional Recommendation Forms, a clear fingerprint/background check, and proof of liability insurance;
- declared a major in Early Childhood Special Education
- participated in an interview with impromptu essay;
- satisfied all coursework required in areas A- F
- Due to a limited number of spaces in the first cohort, meeting all admission requirements does not guarantee acceptance into the program.

* Scores to exempt GACE Basic Assessment: SAT: 1000 combined Math + Critical Reading ACT: 43 combined English + Math

** Students who have not completed all required coursework in areas A-F at the time of application may be eligible for conditional admission. Additionally, students who have a minimum of a cumulative G.P.A. of 2.50 and meet all other admission requirements may submit in writing an appeal relative to the otherwise required 2.75 cumulative G.P.A.

Application Process Deadlines: -Application packets can be found on the Cochran campus in Wiggs Hall 6, on the Dublin campus in LIB 218, and by assessing the Applicant Packet Link at www.mgc.edu/education. All application materials must be completed and submitted to the Department

of Teacher Education by the midterm of the spring semester prior to the new academic year. Incomplete applications will not be considered for admission. Qualified applicants will be asked to schedule an interview. The selection committee will determine acceptance into the program, and students will be notified of the committee's decisions. A required orientation for students accepted into the cohort will be held prior to the fall semester.

Notice of Disclaimer: Middle Georgia College is currently seeking developmental approval for this program from the Georgia Professional Standards Commission. Approval will allow the certification of MGC's graduates by the State of Georgia based on the PSC's recommendation.

Engineering Transfer Programs

Middle Georgia College offers programs for transfer to institutions offering baccalaureate degrees in engineering, engineering technology, and related programs of study. Middle Georgia College is also an approved college for the Regents Engineering Transfer Program (RETP) in cooperation with the Georgia Institute of Technology.

Admission Requirements for the Nursing Program

Nursing admission requirements are in addition to college admission requirements. Applicants are considered for admission using a formula approved by the Nursing Admissions Committee. Admission is competitive, not all applicants will be accepted.

The most current criteria for admission to the nursing program can be found at www.mgc.edu/nursing. Applications to the program are also available at this site. Applications and transcripts must be received by the deadlines published on the website.

As of this printing, minimum criteria for admission to the nursing program include:

- a. Application to and eligibility for acceptance to Middle Georgia College.
- b. Completion of any required college placement tests and learning support courses.
- c. Completion of BIOL 2114 and 8 credit hours of core courses required for the nursing program with a minimum Nursing Core GPA of 2.5. Students with Academic Renewal must complete at least 12 semester hours before the AR-GPA is considered. BIOL 2114, BIOL 2115, BIOL 2131, and PSYC 2103 must be less than five years old at the time of entry into the nursing program.
- d. Completion of the HESI Admissions Assessment Exam. The cost of this examination is payable at the Business Office (bring receipt and picture ID to examination). The examination can be scheduled at the time of application to the Nursing program. This

examination may be taken only once per academic year. Scores more than two years old will not be considered.

- e. Essential Competencies Policy: The Americans with Disabilities Act (ADA) ensures the qualified applicant with a disability the opportunity to pursue program admission at public institutions. To determine whether an individual is a qualified applicant for programs or services, the ADA states that applicants must meet essential competency requirements. A list of essential competencies is available. Essential competencies include critical thinking, communication, interpersonal skills, mobility, tactile ability, vision, and hearing. The ability to observe, collect data and treat a patient independently, while ensuring client safety at all times is an expectation of the Nursing Program at Middle Georgia College. All students will be held to the same standards and must be able to perform the essential competencies of their program with or without reasonable accommodation. The Nursing program at MGC are unable to make accommodations that impose an undue burden, present a threat to the health or safety of the individual or others, or fundamentally alter the nature of the curriculum including didactic components, laboratory sessions, and clinical affiliations. Questions about the accommodation process may be directed to the Nursing Admissions Coordinator at (478) 934-3057.
- f. A student who has had two unsuccessful attempts in any health sciences program will be ineligible for admission to the Nursing program.
- g. It is recommended that all students enroll in NURS 1202, Clinical Calculations, prior to beginning the nursing sequence.

All applicants not selected must reapply to be considered for future classes. Once accepted to the nursing program, the student must meet, and keep current, the following requirements:

- a. Certification in CPR through the American Heart Association. Certification must be valid for the duration of the program.
- b. Professional student liability insurance coverage in the amount of \$1M single/6M aggregate.
- c. Health insurance: The University System Board of Regents requires all nursing majors to have approved health insurance.
- d. Annual health evaluation, including immunizations as specified by the program and/or clinical facilities.
- e. Clinical facilities may require criminal background checks and drug screens. It is the student's responsibility to comply with these requirements and pay any required fees. Students refused admittance to a clinical facility due to the results of a criminal background check or drug screen will not be permitted to enroll in

clinical experiences. This will necessitate withdrawal from the program. Nursing faculty will not be involved in the criminal background/drug screen process.

- f. Travel to clinical sites may be extensive. Nursing travel generally is within a 60-mile radius of class site. Travel expenses are the responsibility of the student.

Note: Any conviction more serious than a traffic ticket may impact your eligibility for licensure. It is the applicant's responsibility to contact the appropriate licensure board: Georgia Board of Nursing (478) 207-1640.

Admission Requirements for Occupational Therapy Assistant (OTA)

The OTA admission process is separate from the college admission process and is handled through the Occupational Therapy Assistant Department. Students must apply to both the college and to the OTA program. Admission is competitive, not all applicants will be accepted. The OTA program has a maximum enrollment of 25 students. The most current criteria for admission to the OTA program can be found at the OTA Home Page at www.mgc.edu. An on-line application to the program is also available at this site, or by calling the OTA Program Director at 478-9634-3402 or the OTA secretary at 478-934-3056. Applications and transcripts must be received by May 15th of the calendar year for which the student is applying.

Specific OTA admission requirements include:

- 1) Confirmed acceptance to Middle Georgia College
- 2) Completion of any required college placement tests and learning support courses
- 3) Completion of BIOL 2114 (Anatomy and Physiology I) and 8 additional credit hours of core courses required for the OTA program with a minimum cumulative GPA of 2.5. Students with Academic Renewal must complete at least 12 semester hours before the AR-GPA is considered
- 4) BIOL 2114 must have been taken within the past 5 years, at the time of entry into the OTA program.
- 5) Essential Competencies Policy: The Americans with Disabilities Act (ADA) ensures the qualified applicant with a disability has the opportunity to pursue program admission at public institutions. To determine whether an individual is a qualified applicant for programs or services, the ADA states that applicants must meet essential competency requirements. A list of essential competencies is available at the OTA Home Page at www.mgc.edu. Essential competencies include critical thinking,

communication, interpersonal skills, mobility, visual, hearing, and tactile abilities. The ability to observe, collect data and treat a patient independently, while ensuring patient safety at all times is an expectation of the OTA Program at Middle Georgia College. All students will be held to the same standards and must be able to perform the essential competencies of their program with or without reasonable accommodation. The OTA program at MGC is unable to make accommodations that impose an undue burden, present a threat to the health or safety of the individual or others, or fundamentally alter the nature of the curriculum including didactic component, laboratory sessions, and clinical affiliations. Questions about the accommodation process may be directed to the Coordinator of Disability Services at (478) 934-3023. More specific information about essential competencies can be found at the OTA website at www.mgc.edu.

- 6) A student who has had two unsuccessful attempts in any health science program will be ineligible for admission to the OTA program
- 7) All applicants not selected must reapply to be considered for future classes.
- 8) Once accepted to the OTA program, the student must meet, and keep current, the following requirements:
 - a) Certification in CPR, either American Heart Association Healthcare Providers or American Red Cross CPR for the Professional.
 - b) Professional student liability insurance coverage in the amount of \$1M single/\$3M aggregate
 - c) Health Insurance may be required by some fieldwork sites
 - d) Annual health evaluation, including immunizations, Hepatitis series and yearly TB test as specified by the program and /or fieldwork sites
 - e) Criminal background check
 - f) Fieldwork sites may require additional tests, for example: drug screens. It is the student's responsibility to comply with these requirements and pay any additional fees. Student's refused admittance to a fieldwork site due to the results of a criminal background check or drug screen will result in

dismissal from the OTA program. OTA faculty will not be involved in the criminal background/drug screen process.

- 9) Travel to clinical/fieldwork and fieldtrip sites may be extensive. OTA fieldwork sites are in Middle Georgia and throughout the State of Georgia. Travel expenses, including living arrangements at distance sites are the responsibility of the student.

The Occupational Therapy Assistant program at Middle Georgia College received accreditation in December 1996 from the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), located at 4720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220. AOTA's phone number is (301)652-AOTA. The program was reaccredited on April 30, 2002. Its graduates will be able to sit for the national certification examination for the occupational therapy assistant administered by the National Board for Certification in Occupational Therapy (NBCOT). After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Most states require licensure in order to practice; however, state licenses are usually based on the results of the NBCOT Certification Examination. A felony conviction may affect a graduate's ability to sit for the NBCOT certification exam or attain state licensure. Contact NBCOT at (301) 990-7979 and the Georgia State Board of Occupational Therapy at (478) 207-2440 for more information.

Non-Traditional Students

Middle Georgia College serves as the community college for its area of the state. In this role, the college serves non-traditional students, as well as traditional students. The term non-traditional student refers to one who graduated from high school, or should have graduated from high school, five years prior to the intended initial term of college enrollment and who has not enrolled in any post-secondary institution during that time.

To be considered for admission as a non-traditional student, students must provide an official final high school transcript showing that they have graduated and received a diploma or the official GED score report with passing scores, and met minimum COMPASS examination scores. Non-Traditional students must submit their official college and university transcripts for all institutions attended.

Home-Schooled Students and Graduates of Non-accredited High Schools

Applicants from home schools or graduates of non-accredited high schools may validate the College Preparatory Curriculum (CPC) in an alternative way. SAT I scores and satisfactory documentation of

equivalent competence in each of the CPC areas at the college preparatory level may be used in lieu of the academic core GPA and Carnegie unit requirements of the CPC. A student whose SAT I Composite (Critical Reading/Verbal plus Mathematics) score is at or above 920, the average SAT I score of the previous year's fall semester first-time freshman admitted to Middle Georgia College, and who has completed the equivalent of each of the CPC areas as documented in the Home School Application for Admission or official high school transcripts qualifies for consideration for admission. For students with ACT scores, the ACT composite score of 19 is required. Students in this category must also meet the SAT I Critical Reading/Verbal score of 430 (or ACT English 17) and the SAT I Math score of 400 (or ACT Math 17).

Students admitted in this category with satisfactory documentation of CPC competence in all areas will be counted in the institution's preferred admissions category. Those with qualifying SAT I scores and documentation of partial CPC completion may be admitted on the same basis and with the same conditions as other students with CPC deficiencies. Students with an SAT score below 910 with complete or partial CPC's will be reviewed on a case-by-case basis.

Applicants from home schools or graduates of non-accredited high schools do NOT have to take the GED to be considered for admission to Middle Georgia College.

Non-traditional applicants from home schools or graduates of non-accredited high schools will be considered for admissions as any other non-traditional student. Home school application and transcripts will be required.

International Students

Requirements and procedures for students of other countries who wish to enroll in the academic program of Middle Georgia College are as follows:

An official copy of the student's translated high school transcript and college transcript(s) if the student has attended one or more colleges must be sent directly to the College from the institution(s) the student attended. The college transcript must be evaluated by an Accrediting Agency if it is not a US institution recommended by Middle Georgia College. Health insurance is mandatory for international students. To view our student policy, go to www.studentinsurance.com and click on Middle Georgia College.

MGC requires a Test of English as a Foreign Language (TOEFL) score of 527 or more for paper-based test or 197 or more for computer-based test or 71 or more for the internet-based test. If the student's native language is English, TOEFL scores are not required but scores from the Standardized Achievement Test (SAT) or the American College Test (ACT) are required

for all students. If adequate SAT or ACT scores are presented by any international applicant, the student may be exempt from the Compass Placement Examination upon arrival on campus.

The United States Immigration Service requires that all international students submit a guarantee-of-finances statement. This statement must show that the student will have sufficient funds to support him or herself and pay all college fees while a student in the United States.

MGC does not offer state or federal financial aid to non-citizen students. The college does have some special scholarships for a limited number of international students with competitive academic credentials.

International students are required to submit proof of immunization for certain communicable diseases. Immunization certification must be submitted on the form supplied by the college.

International student admissions information is available at www.mgc.edu/admissions/international.cfm

Special Students

Special students may be enrolled with the permission of the Vice President for Academic Affairs provided such students give evidence of their ability to pursue successfully subjects chosen for personal enrichment or advancement. Special students are not admitted as degree candidates, and the college assumes no responsibility for planning programs for such students. All requirements for admission must be met before any work taken as a special student may count toward a degree.

Admission Under Georgia Constitutional Amendment 23

Amendment 23 to the Georgia Constitution provides for the enrollment of persons 62 years of age or older in the University System of Georgia. Provisions of enrollment include:

1. The applicant must be 62 years of age or older at the time of registration and must present a birth certificate or other comparable written documentation of age.
2. Upon admission, the person may enroll as a regular or auditing student in courses offered for resident credit on a “space available” basis without payment of matriculation fees. However, the person will be responsible for payment of other normal fees, such as laboratory and parking fees.
3. The applicant must meet all University System and institution admission requirements, including high school graduate or GED scores, and Learning Support requirements if the student is enrolling for academic credit.

Freshman Orientation

The freshman orientation program is designed to help the new student make a smooth transition from high school to college life.

Students who plan to enroll in the fall semester should attend one of the summer orientation sessions. Invitations to attend one of these sessions and reservation forms are mailed well in advance of the orientation dates. For those who are unable to attend one of the earlier summer orientations, a final session is scheduled immediately before the beginning of the fall semester. During the summer orientation session, the student is introduced to the many aspects of campus life. Those attending have the opportunity meet with their academic advisor, and pre-register for the fall semester.

Scheduled dates for Summer Orientation may be obtained from the Admissions Office (478-934-3103), Dublin Campus (1-888-217-3237 or 478-275-6643), or Georgia Aviation Campus (1-866-374-6980 or 478-374-6980)

Advanced Placement (AP), College-Level Examination Program (CLEP), International Baccalaureate (IB), and Credit by Examination

Middle Georgia College offers academically outstanding students the opportunity for advanced placement and credit by examination. Interested students should contact the Admissions Office or the Testing Center at Middle Georgia College for information on fees, test schedules, and required cut-off scores.

A student may receive up to 30 hours of credit by any combination of AP, CLEP, International Baccalaureate (IB) or departmental examination. Credit earned by any of these means will be recorded on the student's record by course, course number, and semester hours earned. The grade of "K" will be recorded but will not be included in the determination of the grade-point average.

The following policies and procedures apply to all students seeking advanced standing through these examinations:

1. Credit may be achieved through: (1) the College Level Examination Program (CLEP) administered by The College Board; (2) the Advanced Placement (AP) Program administered by The College Board; and (3) International Baccalaureate (IB) program administered through International Baccalaureate; and (4) departmental examinations administered by Middle Georgia College. CLEP tests may be taken at any CLEP testing center, either before or after the student enrolls in college. A high school student may obtain information about CLEP tests and the AP and IB program from a high school guidance counselor. Information about CLEP tests is also available from the Testing Center at Middle Georgia College or from the MGC website at www.mgc.edu . Minimum AP scores IB scores accepted and the college credits awarded by Middle Georgia College are available online at www.mgc.edu by clicking on Academics. Departmental

examinations are administered by some departments after the student is enrolled in MGC, or in some instances, during the summer orientation programs for students who have been accepted for admission but not yet enrolled by MGC. A student who wishes to take a departmental examination must have the request approved by the chair of the division in which the course is offered. The examination fee must be paid by the student. Departmental exams are not administered by the Testing Center.

2. A departmental exam may be taken only once. A CLEP test may be taken twice, provided that it is not retaken within six months.
3. A student must enroll at MGC to receive credit for a departmental exam.
4. No student will be permitted credit by examination for a course after enrolling in that course at MGC.
5. Credits earned through examination may be transferred from other accredited institutions, provided the score meets or exceeds the MGC requirement.
6. CLEP does not fulfill the State of Georgia requirements on history and the Constitution. To satisfy State of Georgia requirements on history and the Constitution, a departmental exam is required if an AP course/exam is taken outside the State of Georgia.

Middle Georgia College is a national testing site for the College Level Examination Program (CLEP) of the College Board. For information about the CLEP tests, call the Testing Center at 478-934-3092.

Dual Enrollment

High school juniors and seniors who are at least 16 years of age may be allowed, under certain circumstances, to take college courses while still attending high school. Any student interested in dual enrollment should consult his or her high school counselor. Requests for dual enrollment must come from the administration of the high school which the student is attending.

Requirements for a student to be considered for dual enrollment include:

1. A minimum combined SAT score of 970 with a critical reading/verbal score of at least 430 and math score of at least 400 **or** ACT composite score of 21 with an English and math score of at least 17.
2. A "B" high school average in academic subjects.
3. Recommendation, in writing, of the high school counselor, principal, or equivalent officer.
4. Permission, in writing, of the student's parent(s) or guardian(s).
5. Be enrolled in the College Preparatory Curriculum.

ACCEL

Middle Georgia College participates in the ACCEL program in cooperation with public high schools in the state. Under this program, students in the eleventh or twelfth grade who meet all eligibility requirements may take college courses as joint-enrollment students. The matriculation fees will be covered by the HOPE Scholarship program. College credit hours taken under the ACCEL program will count towards a student's maximum allowable hours paid for by the HOPE Scholarship.

Requirements for a student to be considered for the ACCEL program include:

1. A minimum combined SAT score of 970 with a critical reading/verbal score of at least 430 and math score of at least 400 **or** ACT composite score of 21 with an English and math score of at least 17.
2. A "B" high school average in academic subjects.
3. Completion of all ACCEL paperwork.
4. Be enrolled in the College Preparatory Curriculum.

Any student who is interested in this program should make the initial inquiry at the counselor's office at the high school the student attends.

Move On When Ready (MOWR)

Move On When Ready permits an eligible 11th or 12th grade student to take all of his or her courses through an eligible institution and/or a virtual program. Students receive secondary credit for completing graduation and high school diploma requirements.

- **Enrollment**

Students wishing to participate in Move on When Ready at Middle Georgia College must live within a 40 mile radius of Cochran and commute to class. Students interested in living on campus need to seek admission to the Georgia Academy of Aviation, Mathematics, Engineering, and Science (GAMES), an established residential dual-enrollment program with some additional admission requirements.

Application with accompanying application fee, official transcripts and standardized test scores must all be received by the application deadline. Immunization record is required before a student is allowed to register.

- **Application/Document Deadlines**

Fall - August 1

Spring - December 1

- **Admissions Criteria**

- A minimum high school academic GPA of 3.50, **AND**

- Combined score of 1100 with at least 520 Critical Reading and 520 Math on the SAT-1, **OR**
- Composite 24 with at least 22 English and 22 Math on the ACT

- **Fees**

Tuition and mandatory fees for 12 credit hours will be paid by the Georgia Department of Education. All other charges (application fees, books, lodging, transportation, other miscellaneous costs, etc.) will be the responsibility of the student and payment will be required by the published fee payment deadline.

Georgia Aviation Dual Enrollment High School Programs: Students who are interested in beginning their college career earlier by taking classes at the Georgia Aviation campus to earn ONLY technical college credit may enroll as dual enrollment students. Potential dual enrollment students must meet the admissions requirements for the technical college program of study before enrolling as a dual enrollment student. Potential students should ask their high school counselor for more information. Students must also meet admissions requirements and have approval from a parent or guardian to participate in the dual enrollment program.

Georgia Aviation Youth Apprenticeship Program: High school students selected to participate in a Youth Apprenticeship program simultaneously attend high school, enjoy the benefits of a mandatory workplace component, and sometimes may also attend classes at Georgia Aviation campus. An apprenticeship student is often able to complete up to one-half (50%) of a Georgia Aviation program by the time of graduation from high school.

Academic Renewal Policy

1. The Academic Renewal policy allows University System of Georgia degree-seeking students who have experienced academic difficulty at an institution to have one opportunity to make a fresh start at that same institution after an absence of five calendar years from any postsecondary institution. Students can be granted Academic Renewal only once. A student who has been suspended/dismissed from a System institution and has attended one or more System institutions during the period of suspension/dismissal will not be eligible for academic renewal. Student must apply for Academic Renewal in the Office of the Registrar.
2. All previously attempted coursework remains on the student's official transcript. The Board of Regents' cumulative grade point average, CGPA, that includes all credit courses taken, excluding Learning

Support courses, and an Academic Renewal Grade Point Average (AR-GPA) must be shown on each Academic Renewal student's academic record.

3. An Academic Renewal Grade Point Average (AR-GPA) is begun when the student resumes taking coursework following the five-year period of absence once Academic Renewal has been granted. Middle Georgia College will place a statement on the student's transcript indicating the Academic Renewal status and the beginning of a separate CGPA. (The Academic Renewal GPA will replace the institutional GPA for those students who are granted Academic Renewal.)
4. The Academic Renewal GPA will be used for determining academic standing and eligibility for graduation. At least 50% of work toward a degree must be completed after the granting of Academic Renewal status for a student to be eligible for honors at graduation.
5. Academic credit for previously completed coursework, including transfer course work, will be retained only for courses in which an A, B, C, or K grade has been earned. Credit for D grades will be forfeited. Retained grades are not calculated in the Academic Renewal GPA but are counted in the Academic Renewal Hours Earned. Further, all remaining courses for the current degree objective must be completed at the Academic Renewal institution, i.e., no transient credit will be accepted.
6. To earn an associate degree, students must fulfill Middle Georgia College's residency requirement of 20 semester hours. To earn a baccalaureate degree, students must fulfill Middle Georgia College's residency requirement of 40 semester hours, including 21 hours in upper division courses in the major area. The retained hours earned prior to Academic Renewal (i.e., A, B, C grades) will not apply toward the residency requirement.
7. Any scholastic suspensions that occurred in the past will remain recorded on the student's academic record.
8. If a student does not request Academic Renewal status at the time of reenrollment after a five-year or greater period of absence from any postsecondary institution, the student may do so within two academic semesters of reenrollment or within one calendar year, whichever comes first.
9. A student who has not been suspended/dismissed from a system institution but who has been absent from that institution five years or more and who has attended a school other than that institution may choose only one of the following options:
 - a. A student may return to the same institution subject to all relevant transfer and re-entry policies. No renewal GPA is calculated and transfer credit will be granted for applicable

courses taken during the absence. **(Choosing Option A results in NO Academic Renewal in lieu of transfer credit being awarded)**

- b. A student may apply for Academic Renewal. If Academic Renewal is approved, no transfer credit will be granted for course-work completed during the absence.
10. The Academic Renewal GPA begins with the first term following reenrollment.
11. Reentry into any program is not automatic.
12. The granting of Academic Renewal does not supersede financial aid policies regarding Satisfactory Academic Progress.
13. Once granted Academic Renewal, students must complete twelve semester hours of academic courses for an associate degree (in the specific program's core curriculum) at Middle Georgia College with a 2.0 or higher GPA before being considered for admission to a specific allied health program.

Transfer Credit Policy

The following is a brief description of the general guidelines used to evaluate transfer credits at Middle Georgia College. This list does not guarantee the student any certain result and is meant only as an explanation of the procedures. Middle Georgia College has established these policies in compliance with the standards established by the University System of Georgia.

Middle Georgia College is the final arbiter of acceptance or non-acceptance of transfer credit. In making decisions regarding the acceptance of transfer credit, MGC relies on such information as the accreditation status of the transfer institution but does not rely solely on this information.

In order for credit to be evaluated, transfer students must provide final official academic transcripts to Middle Georgia College. Failure to report a previous college attendance at the time of admission or readmission is sufficient cause for cancellation of the student's enrollment and of any credit earned at Middle Georgia College. All academic credit attempted at previous regionally accredited institutions will be reviewed by Middle Georgia College and may be transferred at full value provided the course content is comparable to that of a course offered by Middle Georgia College.

Once the student has been accepted and final official transcripts have been received from ALL former institutions attended by the student, the Registrar's Office at Middle Georgia College will complete an evaluation of transferrable credits. A copy of this evaluation is available to the

student and the advisors through Banner Web. Students who do not have a Banner Web account may request a copy of the transfer evaluation from the Registrar's Office at Middle Georgia College.

Some transfer students may be required to participate in the Middle Georgia College placement examination process and, based on those results, may be required to enroll in Learning Support courses. Students with Learning Support requirements at their previous institution may be admitted only in accordance with the Learning Support policies and procedures established by the University System of Georgia and Middle Georgia College. In order for a student to receive transfer credit for Learning Support courses, the student must have taken the remedial course and successfully passed the Compass exit exam at a Commission on Colleges accredited, University System of Georgia institution and earned a grade of "C" or higher. Students who have not exited an area at their previous institution will be bound by Middle Georgia College Learning Support requirements. Middle Georgia College may require additional testing to help determine an applicant's qualifications for admission.

If the student has taken and made an acceptable grade in US History in the University System of Georgia, it will satisfy the Georgia and US History requirements for graduation. However, if they have taken US History outside the state of Georgia, it will only transfer in for the course itself. If the student has taken and made an acceptable grade in Political Science/American Government in the University System of Georgia, it will satisfy the Georgia and US Constitution requirements for graduation. However, if they have taken Political Science/American Government outside the state of Georgia, it will only transfer in for the course itself. For both of these requirements, if taken outside the state of Georgia, an exemption exam is offered to satisfy the graduation requirements.

Credits accepted in transfer by Middle Georgia College do not necessarily apply as hours toward graduation. These apply only if they meet requirements for the students' designated degree choice. The total number of hours that may be earned toward a degree by either extension or correspondence courses shall not exceed thirty semester credit hours. The number of credits accepted shall also be limited by the degree residency policy in the Graduation Requirements section of the Middle Georgia College General Catalog.

Students who wish to receive credit from International institutions abroad must submit, at the student's expense, their final official transcript(s) to an approved international credentials evaluation service in order for the

translated final official transcript(s) to be forwarded on to Middle Georgia College. Course descriptions, if needed, will require the same process.

If a student desires reconsideration of a decision by the Registrar's Office awarding or not awarding credit, additional consideration will be given if the student provides a copy of the catalog course description as well as a completed "Transfer Credit Reconsideration" form. This form is available through the Registrar's Office at Middle Georgia College or online at www.mgc.edu/forms.

Important General Information:

- Courses transferred for credit from other institutions must have an overall transferrable Grade Point Average of 2.0 or higher.
- Middle Georgia College reserves the right to not accept transfer credit for coursework taken by a student while excluded from enrollment for any reason from other institutions of higher education.
- Middle Georgia College retains the right to determine the amount of credit to be awarded.
- No credit will be given for the same class more than once. This includes repeat courses as well as courses taken at two separate institutions. For repeat courses, the most recent grade will be accepted.
- In order to receive credit for any course which requires separate lecture and lab course sections, the student must have successfully completed BOTH the lecture and lab portions of the course. No partial credit will be awarded.
- All course work is transferred in under the Semester System.
- A student having served in the military may be exempt from the HEXS Activity Courses requirements by submitting a copy of his/her DD214 form.
- English and math credit (defined by USG as the mini-core) earned at technical colleges accredited by SACS-COC will be accepted as transfer credit.
- Technical credit earned at technical colleges will be considered for transfer if the institution is accredited by SACS-COC, another regional accreditation body, or COE.
- For information on credit earned through CLEP examinations, please see the CLEP portion of the catalog in the Admissions section.
- In general, the college does not award credit for experiential learning. However, the college reserves the right to award credit for courses required to obtain professional certification or

licensure upon presentation by a student of official documentation of professional certification or licensure.

Due to the merger of Georgia Aviation Technical College, formerly accredited by the Council on Occupational Education, COE, and Middle Georgia College, accredited by the Commission on Colleges of the Southern Association of Colleges and Schools, the following revisions have been made in the acceptance policy of technical credit from Georgia Aviation Technical College, now known as the Georgia Aviation Campus of Middle Georgia College.

- All technical credit awarded by Georgia Aviation Technical College to students prior to the merger and for which a course equivalent has been established by Middle Georgia College will be accepted.

When considering transfer credit from a non-accredited Part 141 or Part 147 school, Middle Georgia College will evaluate and consider acceptance of the credit for equivalent courses that are required for the following programs of study and/or degrees:

- Aviation Maintenance Technology or programs of study developed under the Federal Aviation Administration, FAA, Part 147 regulations.
- Upon submission of a current FAA license(s), Middle Georgia College will give credit for courses that are required to obtain a current FAA license(s).

Taking Courses at MGC as a Transient Student A student who has taken work in a college or university may apply for temporary registration in MGC. Such a student will ordinarily be one who expects to return to the college or university in which he or she was previously enrolled.

The following policies shall govern the admission of students on a transient status:

1. The admissions officer of MGC must have evidence that the institution the student previously attended was an accredited or approved institution.
2. An applicant will be accepted as a transient only when it appears that the applicant's previous academic work is of a satisfactory quality. The director of admissions shall have the right to require the applicant to submit a transcript from all of the applicant's previous college work.
3. An applicant for admission as a transient student must present a statement from the registrar of the institution which the student

last attended recommending the student's admission as a transient student.

4. In case of doubt about the qualifications of an applicant who seeks admission as a transient student, the director of admissions may classify the applicant as a transfer student and require the applicant to comply with all regulations regarding the admission of transfer students.
5. Because a college's primary obligation is to its regularly enrolled students, MGC will consider the acceptance of transient students only when their acceptance will cause no hardship or inconvenience to the institution or its regularly enrolled students.

Taking Courses at Other Institutions as a Transient Student

A student currently enrolled in and actively seeking a degree from MGC may enroll as a transient student at another accredited institution with the permission of MGC. The student wishing to pursue transient coursework should initiate the approval process by completing the Transient Permission Form at www.mgc.edu/forms and discussing this option with an appropriate academic advisor. The student must seek permission and the College will decide on a course-by-course basis. The student must obtain permission before registration for each term in which the student will pursue transient credit. No credit will be awarded for grades less than "C". Regardless of grade obtained, transient courses taken at other institutions will not count toward the student's Middle Georgia College institutional grade-point average calculation.

Seminars, Short Courses, and Institutes

Applicants seeking admission to seminars, short courses, and institutes with programs of work that carry academic credit shall be required to meet all requirements prescribed for admission of students to undergraduate or graduate programs of work.

Applicants who wish to enroll in noncredit seminars, short courses, and institutes shall present convincing evidence to prove:

1. That the applicant has the educational background and the ability to pursue successfully the program of work that he or she wishes to take.
2. That the applicant is of good character, that he or she possesses a sense of social responsibility, and that he or she has the capacity of growth and development in the program to which admission is sought.

In the case of an applicant who is seeking admission to a non-credit seminar, short course, or institute, the institution shall have the right to

prescribe the types of evidence that an applicant must submit in order to establish his or her qualifications for admission.

Auditors

The institution may prescribe such admission requirements for auditors as the institution may think necessary or desirable. Auditors will be expected to pay fees at the regular rates except in cases in which they enroll as auditors under special regulations of the Board of Regents. Students may not transfer from audit to credit status or vice versa. The symbol "V" on a transcript indicates that a student was granted permission to audit the course.

Out-of-State Students

Out-of-state students or students who have lived in Georgia for less than 12 months must meet all requirements and qualifications as prescribed by the College. University System of Georgia requirements concerning the payment of non-resident tuition are in the catalog section "Fees and Expenses".

Summary of Admission Requirements

1. Application completed at www.mgc.edu/admissions.
2. Submission of the application for admission at least thirty days before the first day of registration for the semester in which the student intends to enroll.
3. Application fee to accompany the application.
4. Housing application fee to accompany the residence hall application.
5. Submissions of official transcript of high school credits and official transcripts from all colleges attended, if applicable, at least thirty days before the first day of registration for the semester in which the student intends to enroll.
6. If applicable, SAT, ACT, or COMPASS scores.
7. Completed immunization form for all new students.

Note: A student who does not enroll for the semester for which he or she is accepted for admission and who plans to enroll at a later date must complete the Update Application available online at www.mgc.edu/forms. An offer of admission is term-specific, and a student not enrolling in the term for which application was made is not guaranteed admission to a later term.

Readmission Requirements

Middle Georgia College is at all times open and receptive to its former students' desire to return to college. A former Middle Georgia College student who has not attended classes at Middle Georgia College in two or more consecutive semesters, or who has attended another college,

university or technical school/college since their last enrollment at Middle Georgia College, must submit a Readmission Application to the Registrar's Office. The Readmission Application can be found online at www.mgc.edu/forms.

The Readmission Application may be mailed, faxed, or submitted in person to the MGC Registrar's Office. The student must immediately contact any and all schools/colleges attended since last attending Middle Georgia College to have their final, official academic transcripts forwarded to the Registrar's Office immediately. If it has been **five or more years** since the student last attended Middle Georgia College, the student must contact **all** schools/colleges ever attended to have their final, official transcripts forwarded to Middle Georgia College. (Transcripts from prior schools are not kept beyond five years.) This will prevent delays in registration for MGC classes.

IMPORTANT THINGS TO KNOW:

- A. A former Middle Georgia College student who is currently attending another school, but would like to take a class or classes at Middle Georgia College for one semester must contact the Registrar's Office at the school they are currently attending. That school must give permission for the student to attend Middle Georgia College as a transient student. The student must make sure that an Original Transient Permission Letter from the school they are currently attending is received in the Registrar's Office of Middle Georgia College. This will prevent delays in registration for Middle Georgia College classes.
- B. If the student last attended Middle Georgia College five or more years ago, and was then enrolled in Learning Support courses, and did not exit all areas of that series of courses, then the student will be required to take the COMPASS Exam as a part of the readmission requirements. When the readmission application is received, the student may schedule a testing date on www.mgc.edu by clicking on Admissions and selecting Compass Testing.

Physical and Learning Disabilities

All applicants for admission to Middle Georgia College will be invited, at the time of acceptance, to notify the college if any special accommodations will be required because of physical and/or learning disabilities. This notice should be sent to the Coordinator of Services for Students with Disabilities of the college as soon as possible to allow ample time for the college to determine if it will be able to meet the requirements for accommodation.

The Coordinator will set up a conference with the student, his or her parents or guardians, and any other appropriate persons, such as the

student's vocational rehabilitation counselor, to determine the student's needs and to discuss what special accommodations the college can provide.

The college does not ask for information about disabilities before the student is accepted for admission. However, any prospective student may volunteer such information in advance of application, and the college will provide as much information as possible to help the student and his or her advisors determine what accommodations are available.

The college has several services that may meet the needs of some learning disabled students. These services include, but are not limited to, Learning Support, Student Success Services, counseling, and note taking assistance.

The University System of Georgia requires that for a student to be classified as learning disabled, he or she must submit an evaluation no more than three years old made by a professional clinical psychologist. In some situations, additional information may be required. For information about the specific diagnostic tests that will be accepted and locations of testing centers, one should contact the Coordinator of Services for Students with Disabilities at Middle Georgia College at 478-934-3023. This documentation is required before the student makes requests for substitution of courses, additional semesters in Learning Support, modifications of testing procedures, or other special accommodations.

Fees and Expenses

Tuition and fees are established annually by the Board of Regents of the University System of Georgia. All students enrolled at the college are required to pay tuition. Legal residents of the State of Georgia pay in-state tuition, while students who are not legal residents of the State of Georgia pay out-of-state tuition.

All students enrolled, regardless of residency status, are required to pay a records fee, a technology fee, parking fee, and a campus card fee. Students are required to pay activity and athletic fees which differ based upon the semester credit hours in which they are enrolled. Residential students on the Cochran campus are required to pay a health fee. A full description of the programs and services funded by these fees is included in the *Student Handbook*, which is available at www.mgc.edu/student. All fees must be paid in advance each semester.

Prospective and current students are encouraged to verify fee rates with the Business Office since all fees are subject to change at the end of any semester. For a complete update on current tuition costs please refer to the MGC website at www.mgc.edu/admissions/fees.cfm.

Guaranteed Tuition Plan

An entering cohort of Middle Georgia College students, who enrolled as freshmen in fall, spring, and summer semesters of 2006, 2007, and 2008, are "guaranteed" a fixed rate of tuition for 9 successive semesters (15 successive semesters in the Bachelor degree program). That means the tuition rate will not change (increase) over the period of the guarantee. Students who enrolled at another University System of Georgia institution since summer semester 2006 will keep their guaranteed tuition classification when they transfer to another University System of Georgia institution. Students who enrolled from a non-University System institution will have fixed rate for 6 successive semesters. Students who started at any institution prior to summer 2006 will be charged the continuing rate each year. At the end of the guaranteed rate, students will pay the rate of the incoming freshmen class, which normally will be higher than the rate set when those students first enrolled. The goal is to send a "price signal" to encourage students to graduate in a timely manner to avoid this higher tuition rate. The GTP only applies to students who entered the College in fall, spring, and summer semesters of 2006, 2007, and 2008.

Less than Full-time Students

All students are required to pay the records fee of \$10.00, the technology fee of \$38.00, the parking fee of \$10, and the campus card fee of \$15.00. The activity fee for students taking less than 12 semester hours is

\$3.50 per semester credit hour. The athletic fee for students taking less than 12 semester hours is \$6.00 per semester credit hour.

Housing/Meal Requirement

Middle Georgia College requires students not 21 or older by the first day of class for semester of enrollment, who do not live with their parents, spouse, or legal guardian within a 40 mile radius of the primary campus they attend, if Eastman or Cochran campuses, and who have not previously resided in a Middle Georgia College residence hall for at least 4 semesters, to sign a Residence Hall Contract and live in a Middle Georgia College residence hall. Students living in the residence halls on the Cochran campus are required to purchase meal a meal plan.

Other Estimated Expenses

It is estimated that the cost of books and supplies will be approximately \$400.00 to \$600.00 per semester depending upon the student's course of study. The amount of spending money for clothing, recreation, and transportation is dependent solely upon the judgment of the student and his or her family.

Miscellaneous/Special Fees

Application Fee (Paper): An application fee of \$30.00 must accompany the application for admission and should be mailed to the Director of Admissions. The fee is non-refundable.

Application Fee (Georgia Academy for Aviation, Mathematics, Engineering and Sciences-G.A.M.E.S.): An application fee of \$20.00 must accompany the application for admission and should be mailed to the Director of Admissions. The fee is non-refundable. (The Regular Application Fee does not apply to G.A.M.E.S. applicants.)

Application Fee - Housing: An application fee of \$35 must accompany the application for housing and should be mailed to the Office of Residence Life. The fee is non-refundable.

Applied Music Fees: In addition to the matriculation charge, there is an applied music fee charged for private music lessons in voice or instrument. The fee is \$225.00 per semester for a 30-minute lesson per week or \$450.00 per semester for a 60-minute lesson per week. The fee is non-refundable.

Graduation Fee: A graduation fee of \$35.00 is due prior to the start of the semester in which the student expects to graduate. The fee covers the engraving of the diploma and cap and gown. The fee is non-refundable.

Golf Course Fee: A non-refundable fee of up to \$50.00 is charged for all students enrolled in a golf class. The fee is non-refundable.

Laboratory Fee: A non-refundable fee of \$25.00 is charged for each class which has a lab component. The fee is non-refundable.

Late Registration Fee: A non-refundable fee of \$10.00 will be charged for late registration.

Room Reservation/Damage Deposit: A \$200.00 deposit must accompany each submitted housing contract.

Special Examination Fees: Fees for special examinations will be set at the rate prescribed for the College Level Examination Program (CLEP).

Fee Payment

Payment of tuition and fees is due upon registration. Registration and fee payment dates are published each semester. Payment of fees and other charges may be made with cash, checks, and approved financial aid (except Federal Work Study).

Students who register for courses and pay the appropriate fees shall be considered enrolled and space shall be reserved in the class(es) for the duration of the term.

All payments returned due to insufficient funds are subject to a \$25 returned check fee. Middle Georgia College is an educational institution, and therefore does not have the resources to perform extensive debt collection activities. For this reason, past due, delinquent accounts and returned checks will be assigned to a collection agency. A student whose account is assigned to a collection agency will be responsible for paying any collection fees incurred.

Housing Application and Reservation Deposit

An application fee of \$35.00 must accompany each residence hall application. The residence hall application and all other correspondence concerning residence halls should be sent directly to the Office of Residence Life. Upon receipt of a completed application, the housing office will email a housing contract to the student's MGC email address which is assigned and communicated to the student upon acceptance for admission. The student must submit the signed signature page of this contract, along with a \$200.00 reservation/damage deposit, to the Office of Residence Life.

The \$200.00 deposit is refundable if the Office of Residence Life receives written cancellation notice for the housing contract at least 35 days prior to the first day of class of the effective semester. Cancellation notice should be sent to housing@mgc.edu from the student's MGC email account. If the student occupies the room which has been reserved, the \$200.00 room reservation/damage deposit will be held in escrow to be credited against any damage to the room or other college property ascribed to the student.

Periodic residence hall inspections are conducted to assess any damages. In cases where the party responsible for damage to the residence hall cannot be determined, all residents of the hall may be assessed for the

damage. If at any time the damage assessment exceeds one half of the damage deposit, the student will be billed to bring the balance back up to \$200.00. If total damages exceed the full \$200.00, the student will be notified and transcripts will be withheld until assessment is paid in full. The deposit, less any charges, is refunded following the student's last semester in the residence hall provided the student follows prescribed check out procedures.

Students are required to comply with all regulations of the section of this catalog headed "Student Housing."

Refunds for Withdrawal

Refunds of fees and charges will be made only upon official withdrawal from all classes through the Registrar's Office. **A student who partially withdraws (drops a class) after the official drop/add period does not receive a refund.**

The Middle Georgia College refund schedule is established by the policies of the Board of Regents of the University System of Georgia.

The refund amount for students withdrawing from the institution shall be based on a pro rata percentage determined by dividing the number of calendar days in the semester that the student completed by the total calendar days in the semester. The total calendar days in a semester includes weekends, but excludes scheduled breaks of five or more days and days that a student was on an approved leave of absence. The unearned portion shall be refunded up to the point in time that the amount earned equals 60%.

Students who withdraw from the institution when the calculated percentage of completion is greater than 60% are not entitled to a refund of any portion of institutional charges.

A refund of all tuition and other mandatory fees shall be made in the event of death of a student at any time during the academic session.

Classification of Students for Tuition Purposes

United States Citizens

1. Independent Students

- A. An independent student who has established and maintained a domicile in the State of Georgia for a period of at least 12 consecutive months immediately preceding the first day of classes for the term shall be classified as in-state for tuition purposes.
- B. No student shall gain or acquire in-state classification while attending any postsecondary educational institution in this state without clear evidence of having established domicile in Georgia for purposes other than attending a postsecondary educational institution in this state.

- C. If an independent student classified as in-state for tuition purposes relocates out of state temporarily but returns to the State of Georgia within 12 months of the relocation, such student shall be entitled to retain his or her in-state tuition classification.

2. Dependent Students

- A. A dependent student shall be classified as in-state for tuition purposes if such dependent student's parent has established and maintained domicile in the State of Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term and (a) the student has graduated from a Georgia high school; or (b) the parent claimed the student as a dependent on the parent's most recent federal or state income tax return.
- B. A dependent student shall be classified as in-state for tuition purposes if such student's United States court appointed legal guardian has established and maintained domicile in the State of Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term, provided that such appointment was not made to avoid payment of out-of-state tuition and the U.S. court appointed legal guardian can provide clear evidence of having established and maintained domicile in the State of Georgia for a period of at least 12 consecutive months immediately preceding the first day of classes for the term.
- C. If the parent or United States court appointed legal guardian of a dependent student currently classified as in-state for tuition purposes establishes domicile outside of the State of Georgia after having established and maintained domicile in the State of Georgia, such student may retain his or her in-state tuition classification so long as such student remains continuously enrolled in a public postsecondary educational institution in this state, regardless of the domicile of such student's parent or United States court appointed legal guardian

3. Noncitizen Students

- A. A noncitizen student shall not be classified as in-state for tuition purposes unless the student is legally in this state and there is evidence to warrant consideration of in-state classification as determined by the Board of Regents. Lawful permanent residents, refugees, asylees, or other eligible noncitizens as defined by federal Title IV regulations may be extended the same consideration as citizens of the United States in determining whether they qualify for in-state classification.
- B. International students who reside in the United States under nonimmigrant status conditioned at least in part upon intent not to abandon a foreign domicile shall not be eligible for in-state classification.

- 4. Tuition Waivers** - A complete list of waivers is available at www.mgc.edu/admissions/respet.cfm.

Student Financial Aid

The primary purpose of the financial aid programs at Middle Georgia College is to provide financial assistance to students who, without such aid, would be unable to attend college. Financial aid includes grants, loans, part-time work, and scholarships. The established need of a student may be met through one or a combination of two or more of these sources.

The primary responsibility for financing a college education lies with the student and the student's family. The family is expected to contribute a fair share of its resources for this purpose, and the student is also expected to contribute a share. Eligibility does not carry over from one year to the next, and new applications must be filed every year. Up-to-date information and accuracy are essential to the process.

Financial Aid Basic Eligibility To be eligible to receive financial aid, a student must meet the following requirements:

- Be a United States citizen or permanent resident of the United States;
- Be accepted for admission to an approved degree-seeking program or one of several certificate programs;
- Be making progress toward the completion of a chosen course of study according to the "Middle Georgia College Satisfactory Academic Progress Policy";
- Not be in default on any loan and not have borrowed in excess of loan limits under the Title IV programs at any institution;
- Not owe a refund on any grant received under the Title IV programs at any institution; and
- Certify that he/she is registered with Selective Service or is not required to register.

How to Apply for Financial Aid

- Apply for admission to the College online at www.mgc.edu/admissions or at www.gacollege411.org.
- Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov. Middle Georgia College's School code is "001581" and should be listed on the application so that Middle Georgia College will receive the Student Aid Report (SAR) electronically.
- A student whose SAR is selected for verification will be required to complete a Verification Worksheet and furnish applicable federal tax returns.
- The Office of Financial Aid will contact applicants if additional information is needed. Prompt responses to these requests prevent delays.

- Beginning in January of each year students must re-apply and re-establish their financial aid eligibility. The FAFSA is available on the web beginning in January.
- Students are encouraged to apply prior to April 1 to receive maximum consideration. Applications received after this date will be processed as time and funds permit. Students who fail to complete the application process by semester deadlines should be prepared to pay all fees incurred and wait for reimbursement upon completion of their application.

Semester	Deadline
Fall	April 1
Summer	April 15
Spring	November 1

- Students wishing to attend summer semester(s) should contact the Office of Financial Aid regarding an additional institutional application.

Descriptions of Programs

Information on the following programs was prepared with current policies, rules, and regulations applicable at the time of print. Information is subject to change.

Pell Grant

This program is the foundation of all financial aid programs. It is designed to assist undergraduate students (those who have not earned a bachelor's or first professional degree) to pay some of the expenses for their education after high school. Aid from other sources may be added. Federal grants do not have to be repaid.

Supplemental Educational Opportunity Grant (SEOG)

This grant is for students with exceptional financial need. No repayment is required. Funds are limited, and there is no guarantee that every eligible student will be able to receive the SEOG.

College Work-Study Program (CWSP)

The Work-Study program provides part-time jobs for students who establish need for financial aid. The program is used, along with other programs, to help meet that need. Work must be performed before the benefits are paid and the award cannot be applied to expenses at the beginning of a semester. A student must maintain satisfactory academic progress and be enrolled at least half-time to remain eligible.

Federal Stafford Loans

A Federal Stafford Loan is a low-interest, educational loan authorized by the Federal government to help students meet the costs of higher education.

A subsidized Federal Stafford Loan is a need-based loan. The amount a student is eligible to receive is based on financial need. The federal government pays the interest that accrues on a subsidized Federal Stafford Loan while the student is attending school at least half-time, during the six month grace period, and during some deferment periods.

An unsubsidized Federal Stafford Loan is a non-need based loan. The amount a student is eligible to receive is not based on financial need. If a student receives an unsubsidized Federal Stafford Loan, he/she will be responsible for all accrued interest from the date of disbursement forward.

Separate loan applications must be certified by the Office of Financial Aid. Interest rates and regulations are subject to federal Congressional action and are subject to change.

First-time borrowers must wait thirty days after classes begin before the initial disbursement is made. During this period, the student must attend classes regularly and must be making satisfactory progress in class work. A first-time borrower must complete loan counseling prior to the first disbursement, and all borrowers are required to complete an exit interview upon graduation, withdrawal, or dropping below a half-time level of enrollment. All counseling sessions may be completed online at the MGC website.

Federal Plus Loans (For Parents)

This program provides loans to parents on behalf of their dependent student. Repayment begins sixty days after the final disbursement of funds. Interest rates are determined by federal regulations. Applications must be certified by the Office of Financial Aid. Interest rates and regulations are subject to federal Congressional action and are subject to change.

Service Cancelable Loans

Each year the Georgia Student Finance Authority authorizes a limited number of Federal Stafford Loans with cancellation benefits. These loans are for students who are enrolled in the Associate of Science in Nursing degree programs at Middle Georgia College. The student must be a resident of Georgia and be accepted into the Nursing Program. Interested students should contact the Office of Financial Aid and/or the Nursing Department to apply for these funds.

HOPE Scholarship

NOTE: *This information is current at the time of publication and is subject to change.*

HOPE is Georgia's unique scholarship program that awards financial assistance for students' hard work. HOPE applies to any tuition and HOPE-approved mandatory fees. To qualify for the HOPE Scholarship, a student must have the following qualifications:

- Have graduated from an eligible high school with a 3.0 average in his/her core curriculum (college prep students) and a 3.2 average in his/her core curriculum (tech prep students).
- Earned a 3.0 or better grade point average at the college level at specified credit hour check points.
- Be enrolled as a degree-seeking student at Middle Georgia College.
- Be a legal resident of Georgia.
- Be a U.S. citizen or national of the U.S. or have evidence from the Department of Homeland Security (DHS) of eligible permanent resident alien status.
- Be in compliance with Selective Service registration requirements.
- Be in compliance with the Georgia Drug-Free Postsecondary Education Act of 1990. A student is ineligible if he or she has been convicted for committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs.
- Not be in default or owe a refund on a student financial aid program.
- Maintain satisfactory academic progress as defined by the college.

Entering freshmen who have earned HOPE Scholarship eligibility must achieve a cumulative grade point average of 3.0/4.0 or better at the end of every spring semester in order to maintain eligibility. There is an exception for freshmen enrolled in less than 12 credit hours in each of their first three terms. These students will be evaluated at the end of their third term. Additional grade point average check points will occur at the 30, 60 and 90 attempted hour thresholds.

HOPE Scholarship payments will terminate at the 127 attempted hour threshold. Students who reach this attempted hour limit will no longer be eligible for the HOPE Scholarship.

All attempted hours and corresponding grades as shown on an official transcript (including remedial hours) are counted toward the HOPE cumulative grade point average and the 127 attempted hour threshold. This coursework can take place at any institution. Out of state enrollment is applied toward the 127 hour limit and grade point average requirement.

Students may apply for the HOPE Scholarship by completing a FASFA at www.fasfa.ed.gov or a GSFAPP at www.gacollege411.org. For

additional questions regarding the HOPE Scholarship, contact the Office of Financial Aid.

HOPE Grant

Georgia's HOPE Grant (a separate program from the HOPE Scholarship) is available to legal residents of Georgia who are enrolled in one of our Certificate Programs. The HOPE Grant is available to certificate seeking students regardless of high school graduation date or grade point average.

In order to qualify for the HOPE Grant, a student must meet the following criteria:

- Be enrolled in a Board of Regents approved certificate program at Middle Georgia College.
- Be a legal resident of Georgia
- Be a U.S. citizen or national of the U.S. or have evidence from the Department of Homeland Security (DHS) of eligible permanent resident alien status.
- Be in compliance with Selective Service registration requirements.
- Be in compliance with the Georgia Drug-Free Postsecondary Education Act of 1990. A student is ineligible if he or she has been convicted for committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs.
- Not be in default or owe a refund on a student financial aid program.
- Maintain satisfactory academic progress, as defined by the college.
- Not have received HOPE Grant payment for more than 63 semester or 95 quarter hours.

Interested students may apply for the HOPE Grant by completing a GSFAPP at www.gacollege411.org or by completing the FAFSA at www.fafsa.ed.gov.

HOPE GED Grant

Georgia's HOPE GED Grant is available to legal residents of Georgia who earned a General Education Development (GED/high school equivalency) diploma awarded by the Georgia Department of Technical and Adult Education after June 30, 1993. The Grant provides a one-time \$500 HOPE award that can be used towards tuition, books, and other educational costs for students who are accepted in a degree, diploma, or certificate program at Middle Georgia College.

Full-time enrollment is not required. Students must use their HOPE GED Grant within 24 months of the date of their GED diploma. Military personnel have 52 months to exercise eligibility.

In order to qualify for the HOPE GED Grant, a student must meet the following criteria:

- Receive a GED diploma from the Georgia Department of Technical and Adult Education after June 30, 1993.
- Enroll as a certificate or degree seeking student at Middle Georgia College.
- Be a legal resident of Georgia.
- Be a U.S. citizen or national of the U.S. or have evidence from the Department of Homeland Security (DHS) of eligible permanent resident alien status.
- Be in compliance with Selective Service registration requirements.
- Be in compliance with the Georgia Drug-Free Postsecondary Education Act of 1990. A student is ineligible if he or she has been convicted for committing certain felony offenses involving marijuana, controlled substances, or dangerous drugs.
- Not be in default or owe a refund on a student financial aid program.
- Maintain satisfactory academic progress as defined by the college.

Eligible HOPE GED recipients should contact the Office of Financial Aid regarding application procedures.

Accel Program

The Accel Program gives Georgia high school students the opportunity to earn college degree-level credit hours as they simultaneously meet their high school graduation requirements. The program provides grant assistance toward the cost of attendance at Middle Georgia College.

In order to qualify for the Accel Program, a student must meet the following criteria:

- Be classified as a high school junior or senior pursuing a high school diploma from an eligible Georgia public or private high school;
- Be enrolled at Middle Georgia College as a dual credit student taking approved college degree-level course work;
- Be a legal resident of Georgia;
- Be a U.S. citizen or national of the U.S. or have evidence from the Department of Homeland Security (DHS) of eligible permanent resident alien status;
- Be in compliance with the Georgia Drug-Free Postsecondary Education Act of 1990;
- Maintain satisfactory academic progress, as defined by the college.

Interested students should contact their high school counselor for a current Accel application.

National Hope Scholarship and Lifetime Learning Credits

The Taxpayer Relief Act of 1997 allows certain taxpayers who pay qualified tuition and related expenses to an eligible educational institution to claim a Hope Scholarship Credit or a Lifetime Learning Credit against their federal income tax liability. For a taxpayer to be eligible for the Hope Scholarship Credit or the Lifetime Learning Credit, qualified tuition and related expenses must be paid by the taxpayer to an eligible educational institution for the taxpayer, the taxpayer's spouse, or any dependents. The Hope Scholarship Credit is available for certain taxpayers who pay qualified tuition and related expenses of students enrolled at least half-time in the first two years of postsecondary education. These credits can only be claimed for two years for each student. The student should consult with their tax advisor to determine the applicability of these credits to their individual situation.

Veterans Administration Benefits

The Department of Veteran Affairs (VA) provides educational benefits under the Montgomery GI Bill, which includes both the Active Duty Educational Assistance Program (Chapter 30) and the Selected Reserve Educational Assistance Program (Chapter 1606).

The Department of Veteran Affairs (VA) also provides benefits under the Post-Vietnam Era Veterans Education Assistance Program (VEAP), the Survivors and Dependents Educational Assistance Program (Chapter 35) to eligible dependents of certain veterans, and the Post 911 GI Bill (Chapter 33).

To receive a formal decision from the VA, Chapter 30, 1606, 35, and 33 applicants must file an online application at www.gibill.va.gov. For more information, applicants should contact the Registrar's Office located in Grace Hall.

Vocational Rehabilitation

The Vocational Rehabilitation Agency, a division of the Georgia Department of Human Resources, may be able to provide assistance to students who have physical limitations and who have reasonable expectations of becoming employed. The student should contact the nearest Vocational Rehabilitation Office for details of this program.

Heart of Georgia RESA's Workforce Investment Act (WIA) Individual Training Accounts

Tuition may be paid for students who are not eligible for HOPE, Trade Adjustment Assistance (TAA) or other available financial aid.

WIA may pay for books required by the instructor if other financial aid is not available. Example: If HOPE is available, WIA may pay the remainder of the book balance.

Please contact Heart of Georgia RESA at (478) 374-2240 ext. 37 for additional information.

Middle Georgia College Institutional Scholarships

If funding is available, scholarships will provide partial tuition awards to full-time students at Middle Georgia College. Funds are normally divided equally among the two semesters. Middle Georgia College has a variety of scholarships available.

General Scholarship Applications are available online at www.mgc.edu/financialaid/scholarships.cfm. This general application ensures a student's accessibility to all scholarships awarded by the Middle Georgia College Scholarship Committee. **Please note: Scholarship applications must be received by April 1 for consideration of fall semester scholarship funds. Scholarships are based on limited availability.**

Financial Aid Applications and Forms

Financial Aid application information is available online at www.mgc.edu/financialaid or at the Office of Student Financial Aid, Middle Georgia College, Cochran, GA 31014 (478-934-3133). Application forms may also be available in area high school counselor offices and at the Dublin and Eastman campuses.

I. Operating Policies

The following operating policies are designed to ensure that the Office of Student Financial Aid is effective in carrying out its responsibilities:

- A. All funds available to the College for assistance to students shall be administered through the Office of Financial Aid. Nominations of individuals to receive certain designated scholarships and athletic awards shall be submitted by the responsible department or agency to the Office of Financial Aid for processing.
- B. All federal work-study student employment shall be administered through the Office of Financial Aid. It shall be the responsibility of the Office of Financial Aid to cooperate with the employing office in matching the capabilities of the individual student to the requirements of the job. Wage schedules are set by the Financial Aid Committee.
- C. Students applying for financial assistance are to be given consideration for all of the programs administered by the college. The student's aid package will consist of any combination that best meets the student's financial needs.
- D. The Office of Financial Aid shall maintain records to ensure that a student's financial aid package does not exceed his/her cost of

attendance and that total program expenditures do not exceed allocation levels. Additionally, the Office of Financial Aid will monitor payroll records to ensure that work study students do not earn more than his/her allotted award.

II. Awards of Financial Aid

Financial aid eligibility is established through the Free Application for Federal Student Aid (FAFSA). The information on this application is used in a formula, established by the U.S. Congress, to calculate an Expected Family Contribution (EFC). An EFC is the amount a student and/or the student's family are expected to contribute toward the student's education. Financial need is the difference between the cost of attendance (tuition, fees, room, board, books, supplies, and miscellaneous expenses) and the student's EFC.

The estimated cost of education for a Georgia resident is determined each academic year. This estimate includes two semesters of tuition and fees, books, supplies, room and board, and personal expenses. An additional out-of-state fee assessed on all non-Georgia residents increases this overall estimate.

Students who entered the University System of Georgia between fall 2006 and summer 2009 are included in the Guaranteed Tuition Plan. More detailed information regarding the Guaranteed Tuition Plan is available at www.usg.edu.

Awards are based on information provided by the student on the FAFSA application. Any changes to this basic information (marital status, number of dependents, place of residence, withdrawal, reduction in the number of hours carried, private scholarship awards, receipt of VA benefits) should be reported to the Office of Financial Aid immediately. To prevent over-awards, the Office of Financial Aid reserves the right to review and/or modify a student's award at anytime.

Financial aid awards are subject to the availability of funds and regulations which govern each program. A student must be eligible to receive aid at the time of disbursement as governed by these regulations. Aid awarded is based on a full-time enrollment status. Awards will be adjusted according to actual number of hours of enrollment. Full-time enrollment is 12 credit hours per semester; half-time is 6 credit hours per semester. If a student changes enrollment status during Drop/Add and such change causes an overpayment, a student must repay the overpayment. Students should keep the Office of Financial Aid informed when enrollment status changes.

Financial aid is awarded by the Office of Financial Aid and disbursed by the Business Office.

Financial Aid Return of Title IV Funds: Effective Fall Semester 2000, federal law specifies how an institution must determine the amount of Federal Student Aid assistance that a student earns if they withdraw from school. A specific formula was developed to calculate the percentage of earned aid. If the student was disbursed less assistance than they had earned, they will be able to receive those additional funds. If the student was disbursed more federal aid than they earned, the student and the institution will share in the returning of excess funds to the appropriate state, federal or private entity. If the student received excess funds based on this calculation, the school must return a portion of the excess equal to the lesser of:

- The student's institutional charges multiplied by the unearned percentage of funds earned, or
- The entire amount of the excess funds.

If the school is not required to return all of the excess funds, the student must return the remaining amount. The order of funds that the institution must return is as follows:

- Direct Unsubsidized Stafford Loan
- Direct Subsidized Stafford Loan
- Direct Plus Loan
- Federal Pell Grant
- Federal SEOG Grant
- Other Title IV programs

The student will repay the loan funds in accordance with terms of the promissory note. If the student is responsible for returning grant funds, they do not return the full amount. The law stipulates that the student is not required to return more than 50 percent of the grant assistance that they were calculated to return. Any grant amount that a student must return is considered a grant overpayment. They must arrange with the school to repay these funds within 45 days. If payment is not made within 45 days, the Office of Financial Aid office will turn the debt over to the Department of Education's Debt Collection Service Department.

Financial Aid for Transient Students:

Financial Aid is available to qualified applicants to attend another institution as a transient student. Awards will be offered based upon individual eligibility and availability of funds. Applicants seeking aid to attend another institution as a transient student must submit the following before ANY funds can be disbursed:

- A. Applicant must complete a FAFSA for the appropriate academic year.

- B. A copy of the Transient Permission Letter from Middle Georgia College's Registrar's Office stating the class(es) the applicant is registering for is applicable to student's degree.
- C. A completed Consortium Agreement completed by the other institution's Office of Financial Aid. Note: All institutions do not participate in consortium agreements. The student should contact the financial aid office at the host institution prior to enrollment.

If the student is a HOPE Scholarship recipient, in addition to completing Step A and Step B from above, they must contact Middle Georgia College's Office of Financial Aid to complete the Transient HOPE Scholarship Agreement form before the HOPE Eligibility Certificate for Transient Study will be sent to the other institution. For more information contact the Office of Financial Aid.

Students should be prepared to pay their balance at the host institution by the published deadline. Financial Aid for transient students is typically delivered after the host school's fee payment deadline.

III. Satisfactory Academic Progress Policy

Federal regulations require all institutions of higher education that participate in Title IV student financial aid programs to establish and publish a satisfactory academic progress (SAP) policy. The SAP policy must apply to the student's entire academic history, whether Title IV or State funds were received or not. Students must adhere to the standards outlined within the policy in order to continue to receive financial assistance. The following updated policy is effect beginning summer 2011.

Eligibility for awards in the following federal, state and institutional programs is dependent upon a student's ability to meet the standards of satisfactory academic progress:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal College Work Study
- Georgia HOPE Scholarship
- Georgia Leveraging Educational Assistance Partnership Grant (LEAP)
- Georgia HERO Scholarship
- Middle Georgia College Institutional Scholarships
- William D. Ford Direct Stafford Loan
- William D. Ford Direct PLUS Loan
- Other state grants

Satisfactory academic progress is defined as the advancement of a student toward his/her degree objective in a manner consistent with the prescribed policy of the institution. Academic progress is measured both

qualitatively (grade point average) and quantitatively (percentage completion and maximum time frame). Progress review is conducted at the conclusion of each semester.

Grade Point Average (Qualitative Standard)

Students enrolled at Middle Georgia College are required to maintain a minimum grade point average to maintain their eligibility for financial assistance. Thresholds have been developed in conjunction with attempted hours.

Students must maintain a 2.0 cumulative financial aid grade point average (GPA). The cumulative financial aid GPA includes ALL attempted hours at MGC, including Learning Support Classes and repeated course work. This may be a different GPA than the institutional GPA.

MGC's Grade Point Average Scale:

0.0 = WF or F, 1.0 = D, 2.0 = C, 3.0 = B, 4.0 = A

Percentage Completion (Quantitative Standard)

Students enrolled at Middle Georgia College are required to complete a minimum of 67% of their attempted coursework.

A student who fails to successfully complete the required percentage of credit hours will have his/her financial aid suspended. Please note that grades of W, F, WF, U, I, and IP will negatively impact a student's percentage completion rate.

Transfer, consortium, repeated, learning support, and withdrawn hours count as attempted hours.

Maximum Time Frame (150%)

Federal regulations require an institution to establish a maximum time frame in which a student receiving Title IV and State assistance is expected to complete a program of study. Middle Georgia College has set a maximum time frame standard of 150% of the hours required to complete a specific degree. Please see examples below.

Degree Type	Hours Needed to Complete	Maximum Number of Hours
Certificate (Less than One Year)	18	27
Certificate (AST)	38	57
Certificate (Airframe, Powerplant)	53	79
Associate Degree	67	100
Certificate (Avionics, Airframe & Powerplant)	83	124
Bachelor Degree	129	193

The first 24 hours of learning support hours do not count against the maximum time frame requirement.

Violating the SAP Policy

Students who fail to meet satisfactory academic progress requirements will be initially placed in a warning status. Failure to meet the requirements after the conclusion of the warning term will result in financial aid probation. Students can appeal to the Office of Financial Aid no more than two (2) times. Note: Financial Aid SAP warning status corresponds to Academic Standards Probation status and Financial Aid SAP Probation corresponds to Academic Standards Suspension status. Financial Aid wording is required by federal regulations.

Students placed on Financial Aid Probation who have been granted an appeal are expected to be making SAP at the conclusion of their next semester by meeting the regulations noted in this SAP policy, OR must follow the academic plan outlined by the Office of Financial Aid which is designed to assist the individual's ability to progress towards SAP by a specific point in time.

If a student's failure to maintain satisfactory academic progress is due to mitigating circumstances such as illness, injury, conflict in job or death of a family member; he/she can request an appeal by completing the Satisfactory Academic Progress Appeal Form. This form will allow a student who is not meeting MGC's SAP policy to petition for reconsideration of Title IV and State funds. The appeal MUST include, a) Why the student has failed to make SAP, and b) what has changed that will allow the student to make SAP at the next evaluation.

Additional General Information

Students seeking a second degree will have to fill out a Satisfactory Academic Progress Appeal form before eligibility can be determined.

Hours attempted at previous institutions by students who transfer to MGC will be calculated in the Satisfactory Academic Progress calculations

as long as they are accepted in the current program of study. This determination is made by the Registrar's Office.

A student who is in Warning status for SAP will only be in Warning for one semester. The student will either meet SAP regulations or violate their SAP and be placed on Probation the following semester of enrollment. Students on Probation may not receive Title IV and State funds for the subsequent semesters unless the student is now making SAP, has been granted an appeal, or the Office of Financial Aid determines the student has met the requirements specified in his/her academic plan.

The Office of Financial Aid will notify students:

- When "Warning" status has begun
- When eligibility has been lost
- When an appeal has been granted during probation
- When an appeal has been denied

IV. Satisfactory Academic Progress (SAP) Appeal Procedures

A student who wishes to appeal the decision of a suspension from Financial Aid eligibility must complete a SAP appeal form and submit it to the Office of Financial Aid for review by the Director of Financial Aid. The student will be informed of the decision via the student's MGC email account. Students whose appeals are approved will continue to have their records reviewed at the end of each semester. Students whose appeals are denied may appeal to the Financial Aid SAP Appeal Committee by contacting the Office of Student and Public Affairs at (478) 934-3352 or via email to fasapcomm@mgc.edu. The student will be informed of the decision of the Financial Aid SAP Committee via the student's MGC email account.

V. Learning Support Courses (LS) and College Preparatory Curriculum (CPC)

Students who are required to enroll in either of the above programs will have those hours counted toward fulfilling the requirements of the Satisfactory Progress Policy, even though no credit hours are awarded. The maximum number of hours of learning support and college preparatory curriculum courses combined that may be counted toward receiving financial aid is thirty (30). After this maximum is reached, no learning support or college preparatory curriculum courses may be used to determine the enrollment status of a student for financial aid purposes.

VI. Repeated Courses

It is permissible to repeat a course in which a D or lower grade was received or from which the student withdrew. The original courses have been counted and have an effect on cumulative totals for SAP.

IMPORTANT NOTICE

Student Mailboxes & Email Accounts

Every dorm resident student is assigned a student mailbox at the campus post office in Georgia Hall.

All students are assigned a student email account upon acceptance for admission. All official College correspondence is sent to the student's email account. Students should check their assigned email account regularly to avoid potential serious consequences resulting from missed official mail and notices.

Academic Information

Academic Advising

Middle Georgia College recognizes the importance of a thorough program of academic advising. While it is ultimately the responsibility of students to select and follow a program of study which will lead to their academic objective, the College provides academic advising to assist students.

Each student is assigned to a division for advising according to the stated program of study. Students are then reassigned to the most appropriate faculty member within that division, who will assist them in planning the program of study each semester.

Academic advisors are available to help students with their academic planning throughout their programs at Middle Georgia College.

Advisors aid the students in selecting academic subjects, in interpreting college requirements, and in meeting these requirements in correct sequence. Students are encouraged to confer with advisors frequently and to discuss with advisors any academic problems which they encounter.

Credits

Credits are interpreted in terms of semester hours. A semester-hour of credit is given for one clock hour of class per week for a semester. A subject or course that meets three hours per week for a semester is equal to three semester hours. In general, a laboratory carries one semester hour of credit for two or three clock hours per week.

Course and Study Load

A schedule of 12 or more semester hours is classified as a full-time load. The normal course load for a full-time student is 12 to 18 semester hours. A student who wishes to graduate in two years must earn approximately 17 credit hours each semester. It will require three years to graduate if a student takes the minimum number of hours (12) to be classified as a full-time student. A load of fewer than 12 semester hours is classified as a part-time load.

In general, an average student will need to spend about 30 hours each week in preparation for a full academic course load. For this reason, a student is urged to plan adequate time for course preparation, especially if the student works full or part time.

Permission for Overload

Enrollment for more than 18 academic semester hours must be approved by one's advisor and the Vice President for Academic Affairs.

Attendance Policy

The classroom experience is a vital part of college education. Interaction with instructors and other students is an important element of the learning process. Regular and punctual attendance in all classes is the student's responsibility. A high correlation exists between class attendance and course grades, and a student must understand the importance of regular participation in classroom and laboratory activities. The absence of any student affects the performance of the class as a whole. Absence from class for whatever reason does not excuse a student from full responsibility for class work or assignments missed.

The college believes that all class meetings are important and requires that a student abide by the attendance policies adopted for individual classes by instructors. Precise course attendance policies and penalties imposed for excessive absences are left to the discretion of individual instructors. The attendance policy will be presented in writing in the syllabus for both on-campus and online courses at the beginning of the semester. The instructor has the option of withdrawing students from the course who exceed the maximum number of permitted absences (as defined in the syllabus). If the withdrawal occurs before the midterm date, the student will receive a "W". If the withdrawal occurs after the midterm date, the student will receive a "WF". Withdrawal notices will be sent to students; however, failure to receive a notice does not constitute grounds for an administrative review of "W" or "WF". A student may request an administrative review of a "W" or "WF" by following these procedures:

- Step One: Consult with the instructor within two working days (or prior to the next class meeting) after receiving the withdrawal notice. If not resolved, proceed to Step Two.
- Step Two: Within two working days, the student should submit a written request for a meeting with the Division Chair and instructor (or instructor may elect to submit relevant documentation instead). If not resolved, proceed to Step Three.
- Step Three: Within two working days, the student should submit a written request for a meeting with the Vice President for Academic Affairs, the Chair, and the instructor (or Chair and instructor may elect to submit relevant documentation instead).

The Vice President's decision is final and binding on all parties. Students will be allowed to continue in the course until the review process has been completed. However, further restrictions may apply as stipulated in the syllabus. Failure to follow the above procedures will terminate the review process and the student's enrollment in the course.

Although absences for authorized college activities will not be counted toward the limits stated in any syllabus' policy, the student's individual

instructor(s) must be informed well in advance, and student and sponsor must follow these procedures:

Step One: At least one week in advance of the absence, the sponsoring college employee must submit a completed "Official Class Absence Statement" form to the Vice President for Academic Affairs (VPAA).

Step Two: The form must be approved by the VPAA.

Step Three: The VPAA will return the signed form to the sponsor.

Step Four: The sponsor will provide a copy of the signed form to each listed student.

Step Five: Each student is responsible for presenting the form to the instructor(s) no later than two days prior to the absence.

Step Six: The student's instructor(s) should initial the form acknowledging receipt of official notification.

Failure to follow any of these procedures by either student or sponsor may result in the student being counted absent.

Cancellation of Registration

Students who wish to cancel their registration for all courses for a given term must contact the Registrar's Office prior to or on the first day of class to be eligible for a complete refund from the Business Office.

Dropping and Adding Courses Without Penalty

Prior to the end of the Drop/Add period (as designated in the Academic Calendar) a student may change their semester schedule of classes without penalty (without receiving a grade of "W" or "WF" in the course). Students should initiate all schedule changes by seeing their academic advisor, requesting the completion of a Drop-Add Form, obtaining the required signatures, and submitting it to the Registrar's Office. Students may not change their semester schedule without presenting to the Registrar's Office a Drop-Add Notice signed by the faculty advisor.

Dropping and Adding Courses After the Drop/Add Period

After the Drop/Add period and up to and including the mid-term date (as designated in the Academic Calendar) a student may drop a course with the grade of "W" providing the student correctly follows the drop procedure. Students should initiate all drops by seeing their instructor, requesting the completion of a Drop-Add Form, obtaining the required signatures from the faculty advisor, the college's academic advisor, and submitting it to the Registrar's Office. Students may not drop a course after the drop/add period without presenting to the Registrar's Office a Drop-Add Notice with the required signatures.

After the mid-term date (as designated in the Academic Calendar) a student who drops a course, or who is administratively dropped from a course, will receive the grade of "WF". NOTE: The only exception to this policy is in cases of hardship. A faculty member may recommend the grade of "W" after the mid-term date if: (1) the student is passing at the time of dropping the course, and (2) the hardship is of a non-academic nature. The recommendation should be submitted by the faculty member, in writing with justification, to the Division Chair, who will forward it with his or her recommendation to the Vice President for Academic Affairs for final action.

Complete Withdrawal From All Courses

Students who wish to withdraw from all courses for which they are registered for a given term must contact the Registrar's Office. If the student withdraws from all courses prior to the midterm date, (as designated in the Academic Calendar) a "W" will be assigned in all courses for that term. A request for refund will be sent to the Business Office with a copy of the withdrawal form in order for any refund to be processed. If a student withdraws after the mid term date, a "WF" will be assigned in all courses. This information will be forwarded to the Business Office. No refund will be granted after mid term.

Student Medical Withdrawals

A student may be administratively withdrawn from the college when in the judgment of the Vice President for Student and Public Affairs (VPSPA) it is determined that the student suffers from a physical, mental, emotional, or psychological health condition which: (a) poses a significant danger or threat of physical harm to the student or to the person or property of others; (b) causes the student to interfere with the rights of other members of the college community or with the exercise of any proper activities or functions of the college or its personnel; or (c) causes the student to be unable to meet institutional requirements for admission and continued enrollment, as defined in the Student Conduct Code and other publications of the College. The VPSPA may consult with the college physician and/or the student's personal physician, if any.

Except in emergency situations, a student shall, upon request, be accorded an appropriate hearing prior to the final decision concerning his or her continued enrollment at the college.

After the mid-term date of the semester a student may request a voluntary medical withdrawal when the student has a physical, mental, emotional, or psychological health condition that prevents him/her from completing the semester. Request for Medical Withdrawal Form www.mgc.edu/forms/ should be submitted to the Office of Student and Public Affairs. Documentation substantiating the request must be received

in the Office of Student and Public Affairs directly from the attending physician.

Classification

Students are classified according to the number of semester hours of credit earned (exclusive of institutional credit):

1. A freshman is any student who has fewer than 30 semester hours of earned credit.
2. A sophomore is any student who has 30 to 59 semester hours of earned credit.
3. A junior is any student who has earned 60 to 89 semester hours of earned credit.
4. A senior is any student who has earned 90 semester hours or more of earned credit.

Grading System

All institutions in the University System of Georgia use a 4.0 grade-point average system. The following grades have been approved for use by Middle Georgia College and are included in the determination of the grade-point average. Note: exceptions are listed elsewhere in this catalog.

<u>Letter</u>			<u>Grade</u>
<u>Grade</u>			<u>Points</u>
A	Excellent	90-100	4.0
B	Good	80-89	3.0
C	Satisfactory	70-79	2.0
D	Passing	60-69	1.0
F	Failure	Below 60	0
WF	Withdrawn failing		0

The following symbols are approved for use in the cases indicated, but will not be included in the determination of the grade-point average:

“I” This symbol indicates that a student was performing satisfactory work, but for non-academic reasons beyond the student’s control, was unable to meet the full requirements for completion of the course. An “I” not removed the succeeding semester automatically becomes an “F” (summer semester is not counted as a succeeding semester).

“W” This symbol indicates that a student was permitted to withdraw without penalty. Withdrawals without penalty will not be permitted after the mid-point of the total grading period (including final examinations) except in cases of hardship as determined by the Vice President for Academic Affairs.

- “IP” This symbol indicates that a student’s work is in progress. It is assigned when a student enrolled in a learning support course makes progress during the semester but fails to reach the competency required to complete the course. The student is to enroll in the course again the next semester.
- “S” This symbol indicates that the student successfully completed a course. This grade is given for courses which award institution credit only.
- “U” This symbol indicates that the student was unsuccessful in completing a course. This grade is given for courses with award institution credit only.
- “V” This symbol indicates that a student was given permission to audit the course. Students may not transfer from audit to credit status or vice versa.
- “K” This symbol indicates that a student was given credit for the course via an approved credit by examination program (CLEP, AP, Proficiency, etc.).

Grade-Point Average (GPA) Computation

The formula for computing a student’s GPA is as follows: Total Quality Points Earned ÷ Total Semester Hours Attempted = GPA. Quality points are calculated on college degree credit courses, not institutional credit courses. A semester GPA is computed for each semester’s courses, and a cumulative GPA is computed, using the same formula, for all courses ever taken at Middle Georgia College.

To arrive at quality points, one should multiply the semester-hour value of college-level courses (all courses numbered 1000 or higher) by the point value of the grade earned. A sample computation of a student’s one semester’s academic record is shown below:

<u>Course</u>	<u>Semester Hours</u>	<u>Grade Earned</u>	<u>Grade Points</u>	<u>Quality Points</u>
ENGL 1101	3	B	3	9
MATH 1111	3	C	2	6
SCIN 1105	4	C	2	8
POLS 1101	3	B	3	9
MGCS 1101	2	B	3	6
AERO 1101	<u>1</u>	A	4	<u>4</u>
	16			42

$$42 \div 16 = 2.625 \text{ Grade Point Average}$$

Repeated Courses

In order to improve academic background, a student may repeat courses in which the student has previously been enrolled. Both the

original course grade and the repeated course grade will be recorded on the student's official transcript. However, the last recorded grade for the course will be used to determine the Middle Georgia College (MGC) cumulative grade-point average (GPA).

If a student repeats a course at MGC and makes a lower grade, the higher grade can be used for graduation purposes as long as the higher grade meets requirements for the student's degree program. However, the lower grade will be included in the student's cumulative GPA.

If a student takes a course at another institution and transfers it to MGC, then repeats the course at MGC and makes a lower grade, the higher grade from the transfer institution can be used for graduation purposes as long as the higher grade meets requirements for the student's degree program. However, the lower grade will be included in the student's cumulative GPA.

NOTE: The above policies related to repeated courses are specific to Middle Georgia College. Other institutions may carry different policies. Students should check the college catalog from institutions to which they wish to transfer to determine policies related to repeated courses that are specific to those schools. While the above policy may adjust a student's Middle Georgia College cumulative grade point average, it does NOT adjust the grade point average used for financial aid eligibility determinations. These policies may not affect the grade point average an accepting institution uses to determine admission acceptance of students transferring from Middle Georgia College. The above policies do not supersede policies related to U.S. Constitution and Georgia Legislative requirements and policies related to American Government and U.S. History courses taken out of state. See page 97 for policies related to those requirements.

Grade Reports

Final Grade Reports may be viewed by students via BannerWeb. Instructions for accessing Final Grade Reports can be found at the MGC website on the Registrar's webpage under "Grades" (www.mgc.edu/registrar/).

Transcript of Record

Any person who has attended Middle Georgia College is entitled to a transcript of their academic credits. However, no transcript may be released if the student owes the college money or if there is a hold on the student's record (i.e. parking tickets, returned checks, financial aid problems). Complete the Transcript Request form located at www.mgc.edu/forms on the Registrar's webpage for obtaining transcripts.

Academic Honors

Dean's List: Students enrolled at Middle Georgia College for at least 12 semester hours of course work and who earn a semester grade-point average of at least 3.5 will be placed on the Dean's List, which is published each semester. Students must have satisfied all Learning Support requirements to be eligible for the Dean's List. Courses numbered below 1000 do not apply toward credit hours or grades required.

Merit List: A student earning a semester grade-point average of at least 3.5 while carrying between 3 and 11 semester hours will be placed on the Merit List. A student must have satisfied all Learning Support requirements to be eligible for the Merit List. Courses numbered below 1000 do not apply toward credit hours or grades required.

Baccalaureate Degrees: Scholastic recognition at graduation will be given to each baccalaureate student who completes no fewer than 30 semester hours of course work at Middle Georgia College (MGC) and who earns a high academic average in all work attempted. Credit by examination, CLEP credit, AP credit, and courses specifically excluded by college policy cannot be used to meet the hour requirement for college honors. The specific award, based on the MGC cumulative grade point average will be one of the following:

Cum Laude	3.50-3.69
Magna Cum Laude	3.70-3.89
Summa Cum Laude	3.90-4.00

Associate Degrees and Career Programs: A student having a cumulative grade-point average of at least 3.5 at the time of graduation from an associate degree or career program will be graduated with honors. A student having a cumulative grade-point average of 3.9 or greater at the time of graduation from an associate degree or career program will be graduated with highest honors.

Academic Standards

- A. A student is required to maintain a minimum acceptable cumulative grade point average of 2.0 to remain in Good Academic Standing at Middle Georgia College.
- B. If a student's cumulative grade point average falls below 2.0, the student will be placed on Academic Probation.
- C. While on **Academic Probation**, the student must earn a minimum acceptable semester grade-point average of 2.0 to avoid Academic Suspension.
 1. If, while on Academic Probation, the student does earn a minimum acceptable semester grade of point average of 2.0, the student continues on Academic Probation until their cumulative grade point average reaches 2.0 or

higher, at which time the student will return to Good Academic Standing.

2. If, while on Academic Probation, the student does NOT earn a minimum acceptable semester grade point average of 2.0, the student will be placed on First Academic Suspension.
- D. While on **First Academic Suspension**, the student is not eligible to attend for one semester. The student may not early register for classes, and may only register during the Cochran Campus regular registration period once their Academic Suspension has expired. Students placed on First Academic Suspension may appeal their suspension in writing to the Academic Progress Committee. The letter of appeal must include the reasons the student has been academically unsuccessful to date, and a plan of action for future academic success. Appeal letters must be received by the Office of the Vice President for Academic Affairs by no later than 6:00 p.m. the day before Cochran Campus regular registration day for the following semester. Appeals will be reviewed by the Academic Progress Committee on Cochran Campus regular registration day. All decisions rendered by the Academic Progress Committee are final and not eligible for further appeal.
- E. Students who enroll in classes following First Academic Suspension must earn a minimum semester grade point average of 2.0 during each semester of enrollment until their cumulative grade point average is raised to a minimum of 2.0 or higher to avoid subsequent Academic Suspensions.
1. If, following First Academic Suspension, the student does earn a minimum acceptable semester grade of point average of 2.0, the student continues on First Suspension Probation until their cumulative grade point average reaches 2.0 or higher, at which time the student will return to Good Standing.
 2. If, following First Academic Suspension, the student does NOT earn a minimum acceptable semester grade point average of 2.0, the student will be placed on Second Academic Suspension.
- F. While on **Second Academic Suspension**, the student is not eligible to attend for one year (three semesters). Before being allowed to return to Middle Georgia College, the student must apply for Re-admission with the MGC Registrar's Office. The student is not eligible to early register for classes, and may only register during the Cochran Campus regular registration period once their Second Academic Suspension has expired. Students

placed on Second Academic Suspension may appeal their suspension in writing to the Academic Progress Committee. The letter of appeal must include the reasons the student has been academically unsuccessful to date, and a plan of action for future academic success. Appeal letters must be received by the Office of the Vice President for Academic Affairs by no later than 6:00 p.m. the day before Cochran Campus regular registration day. Appeals will be reviewed by the Academic Progress Committee on Cochran Campus regular registration day. All decisions rendered by the Academic Progress Committee are final and not eligible for further appeal.

- G. Students who enroll in classes following Second Academic Suspension must earn a minimum semester grade point average of 2.0 during each semester of enrollment until their cumulative grade point average is raised to a minimum of 2.0 or higher to avoid Third Academic Suspension.
 - 1. If, following Second Academic Suspension, the student does earn a minimum acceptable semester grade of point average of 2.0, the student continues on Second Suspension Probation until their cumulative grade point average reaches 2.0 or higher, at which time the student will return to Good Standing.
 - 2. If, following Second Academic Suspension, the student does NOT earn a minimum acceptable semester grade point average of 2.0, the student will be placed on Third Academic Suspension.
- H. While on **Third Academic Suspension**, the student is not eligible to attend Middle Georgia College for a period of five years. Students placed on Third Academic Suspension may appeal their suspension in writing to the Academic Progress Committee. The letter of appeal must include the reasons the student has been academically unsuccessful to date, and a plan of action for future academic success. Appeal letters must be received by the Office of the Vice President for Academic Affairs by no later than 6:00 p.m. the day before Cochran Campus regular registration day. Appeals will be reviewed by the Academic Progress Committee on Cochran Campus regular registration day. All decisions rendered by the Academic Progress Committee are final and not eligible for further appeal.
- I. At the end of the five-year suspension period, and before being allowed to return to Middle Georgia College, students on Third Academic Suspension must submit a written request to the Office of the Vice President of Academic Affairs. This written request must include a request for permission to return to Middle

Georgia, the reasons the student was academically unsuccessful to date, and a detailed plan of action for future academic success. The request will be reviewed by the Academic Progress Committee. All decisions made by the Academic Progress Committee are final and not eligible for further appeal. There is no guarantee the request will be granted after the five-year suspension. If the appeal is granted, the student may then apply for readmission to Middle Georgia College through the MGC Registrar's Office. The student is not eligible to early register for classes, and may only register during the Cochran Campus regular registration period once their Third (five-year) Academic Suspension has expired.

- J. Students who are approved to enroll in classes following Third Academic Suspension must earn a minimum semester grade point average of 2.0 during each semester of enrollment until their cumulative grade point average is raised to a minimum of 2.0 or higher to avoid Fourth Academic Suspension.
 - 1. If, following Third Academic Suspension, the student does earn a minimum acceptable semester grade of point average of 2.0, the student continues on Second Suspension Probation until their cumulative grade point average reaches 2.0 or higher, at which time the student will return to Good Standing.
 - 2. If, following Third Academic Suspension, the student does NOT earn a minimum acceptable semester grade point average of 2.0, the student will be placed on Fourth Academic Suspension.
- K. **Fourth Academic Suspension** is permanent, final, and not eligible for appeal. The student may not return to Middle Georgia College.

Graduation Requirements

Students must contact their academic advisor to request that a graduation check sheet be completed and forwarded to the Registrar's Office the semester preceding the semester of the student's anticipated graduation date. The requirements for graduation are as follows:

- A. Complete the required courses and credit hours outlined in this catalog for the program and degree or certificate for which the student is a candidate.
- B. Have a 2.0 or higher graduation GPA.
- C. Submit the Graduation Application available at www.mgc.edu/forms to the Registrar's Office and the graduation fee to the Business Office by the deadline of September 15 for fall graduation, February 15 for spring graduation, or June 15 for summer graduation.

- D. In accordance with Georgia state law, examinations on the histories and constitutions of the United States and of the State of Georgia are required of all students receiving degrees from Middle Georgia College unless the student has successfully completed the required courses dealing with these histories and constitutions.
- E. Complete a minimum of 40 semester hours of degree requirements for Bachelor degrees, 20 semester hours of degree requirements for Associate degrees, and 10 semester hours of requirements for Certificates at Middle Georgia College.
- F. Meet all financial and other obligations to the College.

Graduation exercises are held once each year at the end of the spring semester. Students completing graduation requirements during the summer or fall semesters are invited to participate in the graduation exercises held at the end of the following spring semester. Students who, during spring semester, are registered for all classes needed to graduate at the end of the semester, as confirmed by the Registrar's Office following the full session mid-term date, may participate in the graduation ceremony if the student has met all other graduation requirements listed above. The Registrar's Office will notify students eligible to participate in graduation ceremonies within two weeks following the mid-term date. NOTE: Students not eligible under this rule would be notified of their ineligibility by the Registrar's Office and given until April 1 to appeal to the VPAA in writing only.

Grade Appeal Policy and Procedure

Instructors are responsible for informing students of the basis on which grades in each class will be assigned. Assignment of grades is the responsibility of the instructor and presumes fairness and best professional judgment. It should be understood that the student who chooses to appeal a grade must assume the burden of proof concerning any believed error in the grade assigned.

1. The student must appeal directly to the instructor within 20 school days after the beginning of classes in the term following the one in which the grade was reported. Every reasonable effort should be made by both parties to resolve the matter as expeditiously as time and circumstances permit.
2. If the question is not resolved by step "1," the student may file a written appeal to the Division Chair within five school days after an attempt to resolve the matter with the instructor. Within ten school days of receipt of the written appeal, the Division Chair will schedule a conference with the student and the faculty member in an effort to resolve the grievance. The student and the faculty member will be notified in writing of the date, time, and

place of the conference. Within five school days of the conference, the Division Chair will prepare a report of the disposition of the matter with copies to the student, the faculty, and the Divisional record.

3. If either the student or the instructor wishes to appeal the disposition of the matter in step "2", he or she may do so in writing to the Vice President for Academic Affairs within five school days of the receipt of the Division Chair's report. If, in the Vice President's discretion, the appeal and record of previous actions indicate further consideration of the matter is not warranted, the Vice President for Academic Affairs will so notify the student, faculty member, and the Division Chair within five school days of receipt of the appeal. In this case, the Division Chair's decision shall be upheld. If the Vice President decides to hear the appeal, the Vice President will schedule a conference with the Division Chair, instructor, and student within ten school days of the receipt of the written appeal and notify the student, faculty member, and Division Chair in writing of the date, time, and place. Within five school days of the conference, the Vice President will prepare a written decision with copies to the student, faculty member, and Division Chair.
4. Either the student or the faculty member may appeal the Vice President's decision to the President. This must be done in writing within five school days of receipt of the Vice President's decision. If, in the President's discretion, the appeal and record of previous actions indicate further consideration of the matter is not warranted, the President will so notify the student, faculty member, Division Chair, and Vice President within five school days of receipt of the appeal. In this case, the Vice President's decision shall be upheld. If the President decides to hear the appeal, he or she will conduct a hearing with all involved parties within ten days of the appeal. Notification of date, time, and place shall be made in writing. Within five school days of the hearing, the President shall issue a written decision with copies to all involved parties. The President's decision is final and binding.

Time Limitations for Grade Appeal

Extension of Time. It is important to good relationships that grievances be initiated and processed as rapidly as possible. Every effort shall be made by all parties to expedite the process. The time limitations specified herein may be extended only by written mutual agreement by both parties. The appeal process may be condensed and steps omitted by written mutual agreement by both parties. This may be especially important when a decision is necessary prior to the next semester's

registration. When an appeal is in process, the student may continue to attend classes as if the appeal had been decided in the student's favor. If the final outcome of the appeal is not in the student's favor, the student is to be administratively withdrawn from any class(es) for which the student is not eligible to enroll.

Effect of Failure to Appeal Within Time Limit. If there is no written mutual agreement to extend the time limit set herein, and if the decision is not appealed to the next step of the procedure within the specified time limit, the grievance shall be deemed settled on the basis of the last decision rendered.

General Provisions for Grade Appeals

Identification. All written appeals shall include the name and position of the aggrieved party and a brief statement of the nature of the grievance and the redress sought by the aggrieved party.

Advisor/Attorney. If a student so desires, he or she may engage an advisor or employ an attorney at his or her own expense to provide council at any level of the appeal procedure. However, the advisor or attorney may not participate directly in answering or asking questions during the hearing process. If either the student or the faculty member is to be accompanied by an advisor or an attorney to the hearing, each must notify the other at least 24 hours prior to the hearing. The notification shall include the name, occupation, and relationship of the advisor or attorney to the party.

G. A. M. E. S.
**The Georgia Academy of Aviation,
Mathematics, Engineering, and Science**

Introduction

The Georgia Academy of Aviation, Mathematics, Engineering, and Science (GAMES) is a residential, joint-enrollment program for top-performing high school juniors and seniors. Originated fall quarter, 1997, GAMES allows students who meet the strenuous admission requirements to obtain high school and college credit simultaneously while enrolled full-time in college courses.

Enrollment

In most cases, students will enter the GAMES program at the beginning of their junior or senior year of high school. In rare cases, a younger student exhibiting remarkable abilities may be considered for admission (see requirements below). While some GAMES students will remain at MGC to earn a Bachelor's degree, most will obtain an associate degree with approximately two successful years of study. Therefore, through the awarding of dual-enrollment credit, it is possible for students enrolling at the beginning of their junior year to receive an associate degree from Middle Georgia College and a high school diploma (awarded by the student's high school) simultaneously. Some majors such as engineering may take longer to obtain the associate degree due to the number of credits required and depending on the initial placement of the student in the required math sequence. Due to this, many students pursuing a career in engineering will elect to major in physics while enrolled at MGC. This enables the student to earn an associate degree and then begin the engineering sequence at the transfer institution.

Admissions Requirements

Students wishing to apply for admission to the GAMES program must complete the GAMES application form. Application forms for the regular Middle Georgia College programs will not be accepted. The application form for GAMES may be obtained by contacting GAMES at 478-934-3471; printing an application off the web at www.mgc.edu (click on GAMES); via e-mail at games@mgc.edu; or by mailing a request to GAMES, 1100 Second Street, SE, Cochran, Georgia 31014. Admission is competitive, so early application is recommended.

Minimum requirements for admission to the GAMES program are as follows:

1. A cumulative 3.5 grade-point average on a 4.0 scale in academic core classes taken in high school;
2. A composite critical reading and math score of 1100 on the SAT examination (ACT composite score of 24) with minimum subscores of 560 on the math section (ACT math score of 24) and 530 on the critical reading section (ACT English score of 23) – the essay section of the SAT is not included at this time;

3. Enrollment in an accelerated college prep curriculum;
4. Submission of three recommendation forms provided by GAMES (one must be completed by the student's math instructor, one by a science instructor, and the third by the student's high school counselor), an essay, and high school disciplinary record;
5. Completion of on-campus interviews of the student and at least one parent or guardian is required.

In rare cases, students may be considered for admission without meeting the college preparatory course requirements if they have obtained an SAT score which places them in the top 5% nationally. Each year the University System of Georgia will set the requisite score to qualify for such consideration; the average score is 1370 but varies each year. Many other factors will be carefully considered in determining the suitability of such a student for admission to the GAMES program.

Majors and Degree Programs

While most GAMES students choose majors in mathematics, science, or engineering, GAMES students may major in any degree program offered at MGC.

Residential Life and Regulations

GAMES students are required to live on campus and are housed in Anderson Hall. College officials provide supervision for the GAMES students. A full-time residence director and assistant residence director live in the residence hall. Anderson Hall is one of the most technologically advanced residence halls on campus with direct Internet connections in all rooms and a separate Academic Center housing space for both academic and social interaction. Rooms are double occupancy with four students sharing a suite with bath. Inter-visitation between genders is not allowed. Housing applications are supplied in the student's acceptance package.

As is appropriate for the age of the GAMES students, residential life rules and regulations are more stringent than those applied to other Middle Georgia College students. Potential GAMES students should read the GAMES student handbook and the Middle Georgia College student handbook and carefully review all requirements, regulations, and disciplinary procedures. GAMES student handbook regulations take precedence over similar general student handbook regulations. Both the GAMES and MGC Student Handbooks are available at the MGC website at www.mgc.edu.

Academic Policies

GAMES students overall are subject to the academic policies which apply to all Middle Georgia College students. Therefore, students should

carefully review such policies. Many of these policies are listed in another section of this catalog and elsewhere. Policies particular to GAMES students are listed below.

A GAMES student will be placed on academic probation if the student's semester GPA falls below a 2.75 on a 4.0 scale. The student shall have one semester to improve the cumulative GPA to 2.75 or higher. If the student fails to do so, the student is subject to dismissal from the program and the college. A student will be immediately dismissed if his semester GPA is 2.5 or below.

A GAMES student, in most cases, will simultaneously work toward a high school diploma and an associate degree. Students have the primary responsibility for ensuring that appropriate progress is being made toward the high school diploma by communicating and coordinating efforts with their high school counselor. The Director of GAMES and the GAMES Academic Advisor will assist the student and counselor. Advisement forms, completed with the assistance of the high school counselor, will be placed in each student's advising file, which lists the courses required for high school graduation and their college course equivalents. A list of suggested high school-Middle Georgia College course equivalencies will be provided to students and high school counselors and is also on file with the State Board of Education.

The Georgia State Board of Education and the University System of Georgia permit GAMES students to take more college-level courses than a typical dual-enrollment student in which would normally be their junior year of high school.

GAMES students will be required to complete all sections of the Georgia High School Graduation and/or End of Course test. The test sections will be administered on the Middle Georgia College campus by a testing specialist from the local school system, and results will be forwarded to the student's high school. Juniors are encouraged to take the PSAT examination in October of their first semester at MGC. GAMES students should take the SAT no later than fall semester of their last year to meet application deadlines for their transfer institution.

Fees and Financial Assistance

GAMES students, in spite of the enhanced level of opportunities and services provided, are subject only to the fees required of all Middle Georgia College students. These fees are listed in another section of this catalog and are subject to annual changes.

Given the exceptional quality of educational opportunities provided, Middle Georgia College fees are quite reasonable. State assistance is available to GAMES students jointly-enrolled with high schools in Georgia in the form of Accel. This program pays tuition, mandatory fees, and provides a book allowance.

Scholarships are available on a limited basis and can be printed from the MGC website or requested by called the GAMES office at (478) 934-3471.

Programs of Study

Middle Georgia College offers the following types of instructional programs in keeping with its mission and goals. Classes and degrees are offered on the weekends as well as weekdays and evenings.

Baccalaureate Programs: The College offers the Bachelor of Science in Business Administration with options in Flight (Airplane and Helicopter), Air Traffic Control, Airport Management, Logistics, Airline Management, and Entrepreneurship/Small Business Management. The College also offers the Bachelor of Science in Education (Early Childhood Special Education General Curriculum) as well as the Bachelor of Science in Criminal Justice beginning fall semester 2011.

College Transfer Programs: As the names suggests, the college transfer programs consist of the first two years of four-year college degrees (baccalaureate degrees). A student who intends to earn a baccalaureate degree will take the freshman and sophomore courses at Middle Georgia College and then transfer to a four-year college or university to complete the degree. Middle Georgia College awards the Associate of Arts (AA) or the Associate of Science (AS) degree for completion of these programs.

Career Programs: The second major type of programs offered at Middle Georgia College is the career program. These one- or two-year programs are designed for students who wish to graduate and immediately seek employment. Career programs concentrate on specialized training to prepare the student for employment. A number of general education courses (English, math, science, social science) are also required to ensure that the student develops strong basic skills, communication skills, and a well-rounded education. Although career programs are not designed for transfer to baccalaureate degrees, many of the courses taken, and in some cases the entire programs, will transfer. Students should consult with their advisors if interested in transfer. Middle Georgia College awards the Associate of Science in Nursing and Occupational Therapy Assistant; the Associate of Applied Science (AAS); or a Certificate for completion of career programs.

Distance Learning: Middle Georgia College offers a number of its core curriculum courses online. The college also offers online associate degree programs of study in Business Administration, Criminal Justice, and Liberal Arts as well as an eighteen-hour online certificate program in Surveying.

Study Abroad: During the last few years, Middle Georgia College professors have taken students abroad as part of their courses. The process of studying a foreign country and then traveling in it broadens a student’s horizons and helps the student to gain new perspectives. Getting to know another culture and way of life can make one more employable in our global society.

The complete listing of programs offered at Middle Georgia College is as follows:

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LEARNING SUPPORT

Middle Georgia College offers Learning Support courses for students who need to improve basic skills in order to be successful in college. Middle Georgia College is committed to meeting the individual student at the student's level and providing the necessary assistance to help the student succeed.

Placement

Middle Georgia College recognizes two groups of college applicants which might need the assistance of this program: (1) entering students who have a total SAT score of less than 830 or ACT composite score of less than 17, and (2) students who enter with a total SAT score of above 830 but with a score of less than 430 on the Verbal or 400 on the Mathematics portion of the SAT or with an ACT composite score above 15 but with a score of less than 17 on the English or 17 in Mathematics. Students who have a total SAT score of 830 or less or an ACT composite score of 17 or less will be asked to take the COMPASS Examination to determine placement.

Successful performance on the COMPASS Examination leads to enrollment in the regular college program. A student who scores below the acceptable level on the COMPASS Examination will be placed in Learning Support.

The Program

1. Learning Support courses include one level of English, one level of reading, and two levels of mathematics. In addition, a first-year experience course is recommended of all Learning Support students.
2. No degree credit is earned in Learning Support courses, but institutional credit is awarded. Grades in Learning Support courses are not included in the calculation of the grade-point average.
3. Until Learning Support requirements have been satisfied, students are not permitted to take credit courses which require the content or the skills of the Learning Support courses as prerequisites.
4. A student may not accumulate more than thirty (30) hours of college-level credit before completing all Learning Support requirements. A student who accumulates thirty (30) degree credit hours and has not successfully completed required Learning Support courses may enroll only in Learning Support courses until all requirements are successfully completed. A transfer LS student with fewer than three semesters and twelve semester hours in an area may be granted an additional semester (up to a total of fifteen semester hours at all institutions) if that student was making

appropriate progress at the sending institution and is ready for the exit level course at the receiving institution.

5. If a student withdraws or is dropped from a Learning Support course before the mid-term date, then the student must withdraw from all non-learning support courses. This will result in being withdrawn from school.

Exit Requirements

1. In order to exit Learning Support, a student must satisfy the college's requirements for each required area. In addition, the student must score at or above the required score on COMPASS in order to complete the requirements.
2. A student is allowed two attempts in English and Reading and three attempts in Math Learning Support subject areas with a maximum limit of two attempts in MATH 0097. If the student does not successfully complete the Learning Support requirements within the time limit, the student will be suspended. All time spent in Learning Support course work within the University System of Georgia counts towards the three-attempt limit.
3. There are no appeals for further attempts in Learning Support.

HEALTH SCIENCES PROGRAMS

The information provided in this catalog for Health Science programs is current as of this printing. For updated information, go to the Health Sciences webpage at <http://www.mgc.edu>.

Nursing

The Associate of Science in Nursing program at MGC requires a minimum of five (5) semesters of study. Nursing courses are offered in sequence. Advanced placement is available for LPNs on an individual basis. Students are advised to complete as many core courses as possible prior to entering the Nursing program.

The graduate of the program receives an Associate of Science in Nursing degree and is eligible to write the National Council Licensure Examination (NCLEX-RN) for licensure as a Registered Nurse (RN). The Nursing program is approved by the Georgia Board of Nursing and accredited by the National League for Nursing. (National League for Nursing Accrediting Commission, 61 Broadway, New York, NY 10006, (212) 363-5555, ext. 153)

The Associate of Science in Nursing program is designed to prepare graduates for entry-level practice as a Registered Nurse. Practice as an RN occurs in a variety of acute, chronic, and community health care settings. The Georgia Statewide Articulation plan provides direct access for MGC

RN's to baccalaureate completion programs, without repeating Nursing or general education core courses.

Nursing Academic Requirements

1. Students must comply with guidelines published in the nursing student policies. Students are provided with these policies on the first day of class each semester.
2. A minimum Nursing Core grade-point average (NCGPA) of 2.5 is required to enter the nursing program.
3. Nursing courses are sequential. If a student fails a nursing course, that course or its equivalent must be successfully completed before the student can progress in the sequence. All Nursing course and clinical requirements must be met in order to earn a grade of C or better. The theory grading system is: A=90-100, B=80-89, C=75-79, D=60-74, F=below 60. Grades will not be rounded. The clinical grading system is Satisfactory/Unsatisfactory. A clinical grade of Unsatisfactory results in a clinical failure and a grade of "F" for the course.
4. A student who is unsuccessful in NURS 1711 must reapply with a nursing core GPA of 2.5 or higher.
5. A student who has failed one Health Science course at another program may be allowed to apply, provided the student is eligible to return to the transferring program. A student who has failed two Health Science courses will not be allowed to enter the Nursing program.
6. Students planning to return to a nursing course, in which they received a grade of "D", must have met the following criteria:
 - a. Acceptable Admission Test score as determined by the Admissions Committee.
 - b. Maintain a Nursing Core GPA of 2.0
 - c. Participate in a remediation plan for success in the program
7. The nursing program must be completed within 4 years. Students applying for reentry will be required to repeat any nursing courses that will exceed the four-year limit as of the projected date of graduation.
8. Successful completion of a Dosage and Solutions Qualifying Examination is required each term. One rewrite/reattempt is allowed, if necessary.
9. Each course in the nursing program may involve standardized testing. Requirements for this testing will be explained in the course syllabus distributed to students on the first day of class.
10. **Exit Examination requirement:** Students enrolled in NURS 2741 will be required to take and pass an Exit Examination. The examination will be given at least 3 weeks prior to the end of the semester. Students

who fail to make the required score of 850 will be given remediation activities to complete prior to repeating the examination at the end of the semester. Students who are unable to make the required score (850) on the second opportunity will receive a grade of Incomplete (I) for the course. The student will be given an individualized remediation plan to complete. A third exam will be given no earlier than one month after the second attempt and only if the remediation plan has been completed. Students who are unable to make the required score (850) on the third attempt will receive a course grade of "D".

If a third attempt is necessary, the student will be required to pay for the cost of the exam. If a third program exit exam attempt is required, the student will be ineligible to participate in the Nursing Pinning Ceremony and/or Spring Graduation. Passage of the third program exit examination will delay graduation until the end of summer semester and therefore delay sitting for the NCLEX and licensure proportionately.

11. Nursing program costs, in addition to regular MGC fees, include (approximate - subject to change):

Student Uniforms and Accessories (2 years)	\$ 250.00
Textbooks & Supplemental course materials (2 years)	\$1,850.00
Clinical Facility Requirements	\$ 250.00
Testing Fee	\$ 400.00
Liability Insurance	\$ 60.00
Health Insurance	\$ 400.00
Transportation to Clinical Facilities	Varies*

*Travel to clinical sites may be extensive. Nursing travel generally is within a 60 mile radius of class site. Transportation to clinical and travel expenses are the responsibility of the student.

Occupational Therapy Assistant Program

The Associate of Science in Occupational Therapy Assistant (OTA) Program at Middle Georgia College requires at least two years of study. Occupational Therapy Assistant courses are offered sequentially beginning in the Fall semester. Students must complete BIOL 2114 (Anatomy and Physiology I) and 8 additional credit hours of core courses required for the OTA program prior to acceptance into the OTA Program.

The Occupational Therapy Assistant Program prepares graduates to provide entry-level services under the supervision of an occupational therapist. These services include the use of purposeful activities to develop, maintain, or restore function for individuals whose functional activities are impaired due to physical or psychosocial disabilities, developmental deficits, aging, poverty, or socio-cultural differences.

The graduate of the Occupational Therapy Assistant Program receives an Associate of Science in Occupational Therapy Assistant degree. Middle Georgia College's Occupational Therapy Assistant Program is accredited by the Accreditation Council for Occupational Therapy Education (ACOTE) of the American Occupational Therapy Association (AOTA), 4720 Montgomery Lane, P.O. Box 31220, Bethesda, MD 20824-1220, (301) 652-2682. Graduates of the program are eligible to take the national certification examination for the Occupational Therapy Assistant, administered by the National Board for Certification in Occupational Therapy (NBCOT), 800 S. Frederick Avenue, Suite 200, Gaithersburg, MD 20877-4150, (301) 990-7979. After successful completion of this exam, the individual will be a Certified Occupational Therapy Assistant (COTA). Georgia requires licensure to practice as a COTA. In addition, most states including Georgia require licensure to practice. However, state licenses are usually based on the results of the NBCOT certification examination. A felony conviction may affect a graduate's ability to sit for the NBCOT certification exam or attain state licensure. Contact NBCOT at (301) 990-7979 and the Georgia State Board of Occupational Therapy at (478) 207-2440 for more information.

OTA Program costs, in addition to regular MGC fees, include: (approximate - subject to change):

Student Uniforms and Accessories (2 years) \$ 150.00

Textbooks - OTA Courses (2 years) \$1,300.00

Fieldwork Travel and Lodging up to \$1,500.00

Field Trip Travel up to \$ 300.00

Criminal Background Check \$ 50.00

Professional Liability Insurance \$ 35.00

AOTA membership \$ 75.00

CPR certification \$ 25.00

Pinning ceremony expenses \$ 50.00

Lab fees associated with OTA courses with labs - vary according to semester

Some students may be required to complete drug screens or other tests as required by their fieldwork sites and will be responsible for any associated fees.

Occupational Therapy Assistant Academic Requirements

Please see the OTA homepage for the most current academic requirements at: <http://www.mgc.edu/healthscience/ota/otahomepage.htm>

1. A minimum grade-point average (GPA) of 2.3 is required to remain in the OTA course sequence.
2. A grade of C or better is required in all OTA program-related courses

and core courses.

3. Passing grades of 75% in all lecture, laboratory, and Level I fieldwork portions of the courses as well as the professional behavior scale are required to pass the courses. Other course-specific competencies may be required to pass the course. Students who do not pass the professional behaviour assessment or any other portion of the course will receive a maximum grade of D for the course.
4. Students must complete all sections of all assignments of each course in order to pass the course.
5. Students must pass all practical exams in OTA courses. Students will have only two attempts to pass each practical exam. Failure of the second attempt will result in failure of the course.
6. Academic progression policy:
 - a. Students must have completed any remaining non-prerequisite core courses prior to Fall Sophomore semester.
 - b. Some OTA courses and some general education courses are sequential. Students cannot enroll in an OTA course unless they have completed the required prerequisite OTA and general education courses with a grade of C or better. Students must complete BIOL 2114 (Anatomy and Physiology I) prior to entry into the OTA program. Students must enroll in PSYC 1101 prior to taking OCTA 1421. Students must successfully complete PSYCH 1101 no later than first freshman spring semester.
 - c. Students must complete all OTA core classes prior to Fall sophomore semester.
 - d. Students must complete the OTA program including Level II Fieldwork within a three calendar year span of time. For example, students who begin the OTA program in fall 2012 must complete the entire program by December 2015.
 - e. Students must pass all Level II Fieldwork courses within 12 months of completion of academic preparation in order to graduate from the program or by December of the third year, whichever occurs first. Students who fail a level II Fieldwork course must retake the course the next semester that the course is available. Students who are failing may request to withdraw from Level II fieldwork courses one time only.
 - f. Students must complete all academic requirements and all OTA core courses prior to attending level II fieldwork.
7. Students can have only one failure of any OTA course, including Level II fieldwork courses. More than one failure will result in dismissal from the OTA program. Continuation in the OTA program after failure of even one OTA course is at the discretion of the OTA faculty. The student must be eligible to return to the OTA

- program and to MGC.
8. The grading system for all OTA courses is: A=90-100, B=80-89.99, C=75-79.99, D=60-74.99, F=below 60.
 9. Students who fail out of the OTA program will not be eligible to reenter the OTA program.
 10. Students who drop or fail OCTA 1300 must re-apply to the OTA program. Readmission is at the discretion of the OTA faculty.
 11. Students must complete the OTA program syllabus quiz with a grade of 100% in the assigned class by the end of the second week of fall and spring semesters.
 12. Students must provide proof of membership in AOTA by the end of the second week of class of the Fall freshmen year. Students must maintain active AOTA membership until they graduate from the OTA program.
 13. Students must turn in all signed forms to the OTA secretary by the end of the second week of class of Fall semester.
 14. Students must complete at least one individual and one group community service project prior to Level II Fieldwork.
 15. Students must conduct at least one individual project to promote occupational therapy prior to Level II fieldwork not including course assignments.
 16. During the final semester before Level II Fieldwork, students will be given a Pre-fieldwork Clinical Skills Assessment that will evaluate essential, safe, clinical practice skills. Results will be mailed to Level II Fieldwork sites with the student's permission. Students must receive a minimum score of 75% on each section of the assessment. Students will have 1 retake attempt. Failure on the 2nd attempt will result in delay of Level II fieldwork by at least one semester. Students who fail the 2nd attempt must develop a written remediation plan for the next semester to be approved by the OTA faculty. Upon completion of remediation activities during the next semester, students will be allowed to test on the overall Pre-fieldwork Clinical Skills Assessment one last time. Students who pass the final Pre-fieldwork Clinical Skills Assessment will be rescheduled for the next available semester that Level II fieldwork experiences are offered. Fieldwork experiences will not be offered summer semester. Students who do not pass 75% of each section on the final attempt of the Pre-fieldwork Clinical Skills Assessment will be dropped from the OTA program and will not be readmitted.
 17. Freshman students must turn in all required documentation to the Fieldwork Coordinator by December 15th . Failure to do so will result in dismissal from the OTA program.
 18. Sophomore students must turn in all required documentation to the Fieldwork Coordinator by October 15th . This includes renewal of

liability insurance. Failure to do so will result in the student being dropped from any OTA practice classes in which they are enrolled, which will result in dismissal from the OTA program.

COOPERATIVE PLAN IN ENGINEERING

Middle Georgia College offers the first two years of study in traditional fields of engineering and in related areas. A large majority of graduates continue their education at accredited senior institutions.

Cooperative study-work arrangements are available for a limited number of students in most engineering areas. Co-op students study the same courses and curricula as do regular students. In addition, however, the cooperative student schedules industrial work semesters; that is, the student alternates between study at the college and work at the industry of assignment. Thus, the student is able to earn most, if not all, of the college expenses while simultaneously gaining valuable experience in a chosen profession. All fees, rules, and regulations apply to co-op as do to regular students.

Cooperative students are selected on the basis of scholarship and physical fitness. They spend the first two semesters pursuing regular requirements of the curricula in which they are enrolled. Based upon their academic progress (completion of Introduction to Engineering and a minimum grade-point average of 2.5 are required for consideration), they are selected for recommendation to a cooperating industry or governmental agency for possible work assignment.

A student who is accepted into the cooperative program agrees to remain a student at Middle Georgia College long enough to complete the required program of study in the student's chosen field. Normally, the student will remain with the same employer after transferring on to a senior college.

To remain on the cooperative program, a student must maintain a minimum cumulative grade-point average of 2.5 and perform with to the satisfaction of the employer.

Interested students should apply to the Director of Career Services as early as possible during their first semester at college.

HEALTH 1101

A major portion of the mission and philosophy of the Department of Health and Exercise Science is to provide courses that promote the development of physical, intellectual, emotional, and social health and wellness of an individual.

Unless waived (see Waiver Policy below), Middle Georgia College requires HLTH 1101 for the Bachelor of Science (BS), Associate of Arts (AA), Associate of Science (AS), and the Associate of Applied Science (AAS) degree.

Unless a waiver is granted, all students enrolled in six (6) or more credit hours are required to enroll in Health 1101 each semester until they successfully pass the course and thus, satisfactorily meet the requirement.

HLTH 1101 Waiver Policy

HLTH 1101 is automatically waived for students seeking an Associate of Science degree in Nursing or an Associate of Science degree in Occupational Therapy Assistant (OTA). However, if a student changes their major from Associate of Science in Nursing or Associate of Science in OTA to another program of study, this waiver does not apply towards completion of the new major's curriculum and the student will be required to take HLTH 1101.

CORE CURRICULUM

In keeping with the policies of the Board of Regents of the University System of Georgia, Middle Georgia College has established a Core Curriculum which is designed for students who wish to transfer to a four-year college upon graduation.

The Core Curriculum offers students a broad general education covering the humanities, mathematics, and natural sciences, and the social sciences. In addition, students are given the opportunity to begin study in a selected major area of concentration. The Core Curriculum was established to provide the same general education for students throughout the system of public higher education in Georgia to facilitate transfer among the various units of the University System of Georgia. Successfully completed Core courses will normally transfer with full credit to any other University System of Georgia institution.

To complete all Core Curriculum requirements, the student must complete at least sixty semester credit hours as follows:

Area A:	Essential Skills	9
Area B:	Institutional Options	4
Area C:	Humanities/Fine Arts	6
Area D:	Science & Mathematics	11-12
Area E:	Social Sciences	12
Area F:	Majors (Courses appropriate to the student's Program of Study)	<u>18</u>

TOTAL 60-61

It is the student's responsibility to discuss thoroughly with his/her assigned faculty advisor academic plans and desired course selections in order to determine exactly which courses should be taken. All students are to consult with their faculty advisors in planning their course selections prior to registration for each semester. Students who plan to transfer to a

college or university other than a University System institution should refer to the catalog of the senior college to which they intend to transfer.

The general requirements for Core areas A, B, C, D, and E are presented on pages 124-127. The specific requirements for each individual Program of Study are listed on pages 129-231.

Please note: All electives are to be chosen from the courses listed on pages 124-127. Courses taken in fulfillment of Areas A, B, C, D, and E may not be used again in Area F of the Core Curriculum. Courses taken to satisfy requirements for Area F may not be used again in Areas A, B, C, D, or E of the Core Curriculum.

APPROVED CORE CURRICULUM FOR MIDDLE GEORGIA COLLEGE

AREA A: ESSENTIAL SKILLS 9 credit hours

- ENGL 1101 Composition I 3
 - ENGL 1102 Composition II 3
 - Choose one of the following: 3
 - MATH 1001 Quantitative Reasoning (non-science majors) 3
 - MATH 1111 College Algebra (non-science majors) 3
 - MATH 1113 Precalculus (science majors*) 4
 - MATH 1127 Calculus I (Engineering majors) 4
- *Precalculus is required for the following majors: Biological Sciences (including Pre-Dentistry, Pre-Medicine, Pre-Optometry, and Pre-Veterinary Medicine), Chemistry, Computer Science, Engineering Technology, Forestry, Geology, Mathematics, Physical Therapy, Pre-Pharmacy, Physics, and Surveying.

AREA B: INSTITUTIONAL OPTIONS 4 credit hours

- COMM 1101 Oral Communications 2
- Choose **one** of the following: 2
 - BUSA 1205 Computer Literacy
 - INDS 1001 Intercultural Communications
 - INDS 1011 Contemporary Cultural Studies
 - INDS 1111 Biology and Politics
 - POLS 1401 Global Issues
 - SCIN 1101 Change in the Natural World

AREA C: HUMANITIES/FINE ARTS 6 credit hours

- Choose **one** of the following: 3
 - ENGL 2111 World Literature I
 - ENGL 2112 World Literature II
 - ENGL 2121 British Literature I
 - ENGL 2122 British Literature II
 - ENGL 2131 American Literature I
 - ENGL 2132 American Literature II
- Choose **one** of the following: 3
 - ARTS 1100 Art Appreciation
 - THEA 1102 Fundamentals of Theatre
 - THEA 1100 Theatre Appreciation
 - ENGL 2111-2132 Literature

HUMN 2201	Humanities I
HUMN 2202	Humanities II
MUSI 1100	Music Appreciation
PHIL 2201	Survey of Philosophy
Foreign Languages 1001-2002: including: French, German, and Spanish	

AREA D: SCIENCE AND MATHEMATICS

11 credit hours

Area D Option I – Non-Science Majors (Science Sequence Required)

- Choose a science sequence 8

ASTR 1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy
BIOL 1103, 1104	Introductory Biology I & II
BIOL 1107, 1108	Principles of Biology I & II
CHEM 1151, 1152	Survey of Chemistry I & II
CHEM 1211, 1212	Principles of Chemistry I & II
GEOG 1125, 1126	Physical & Historical Geology
PHYS 1011, 1012	Physical Science I & II
PHYS 1111, 1112	General Physics I & II
PHYS 2211, 2212	Calculus-Based Physics I & II
SCIN 1105, 1106	Interdisciplinary Science I & II

- Choose **one** of the following: 3 or 4*
 (*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.)

ASTR 1012	Astronomy of the Solar System
BIOL 1103	Introductory Biology I
BIOL 1107	Principles of Biology I
BIOL 1150	Field Studies in Biology
BIOL 1160	Introduction to Fungi
BIOL 1332	Entomology and Ecosystems
CHEM 1151	Survey of Chemistry I
CHEM 1211	Principles of Chemistry I
CHEM 2912	Organic Chemistry I
GEOG 1125	Physical Geology
GEOG 1130	Introduction to Georgia Geology
GEOG 1150	Field Studies in Geology
MATH 1112	Plane Trigonometry
MATH 1113	Precalculus Mathematics
MATH 1115	Survey of Calculus
MATH 1127	Calculus I
MATH 2000	Elementary Statistics
PHYS 1011	Physical Science I
PHYS 1012	Physical Science II

PHYS 1111	General Physics I (not allowed if PHYS 2211, 2212 Calculus-Based Physics I & II are taken as science sequence)
PHYS 2211	Calculus-Based Physics I (not allowed if PHYS 1111, 1112 General Physics I & II are taken as science sequence)
SCIN 1105	Interdisciplinary Sciences I (for students who take PHYS 1011, 1012 as their science sequence)

Area D Option IIa – Science Majors (Science Sequence Required)

- Choose a science sequence 8

BIOL 1107, 1108	Principles of Biology I & II
CHEM 1211, 1212	Principles of Chemistry I & II
GEOL 1125, 1126	Physical & Historical Geology
PHYS 1111, 1112	General Physics I & II
PHYS 2211, 2212	Calculus-Based Physics I & II

- Choose **one** of the following: 4*

(*For science majors, the extra semester hour may be placed in Area F.)

BIOL 1107	Principles of Biology I
CHEM 1211	Principles of Chemistry I
CHEM 2912	Organic Chemistry I
GEOL 1125	Physical Geology
GEOL 1150	Field Studies in Geology
MATH 1127	Calculus I (REQUIRED for the following majors: Engineering Technology, Geology Mathematics, Pre- Pharmacy, and Physics)
MATH 1128	Calculus II (REQUIRED for Engineering majors)
PHYS 1111	General Physics I (not allowed if PHYS 2211, 2212 Calculus-Based Physics I & II are taken as science sequence)
PHYS 2211	Calculus-Based Physics I (not allowed if PHYS 1111, 1112 General Physics I & II are taken as science sequence)

Area D Option IIb – Health Profession Majors (Science Sequence Required)

(For students majoring in Pre-Dental Hygiene, Pre-Health Information Management, Pre-Medical Technology, Pre-Nursing, Pre-Occupational Therapy, Pre-Physical Therapy, Pre-Physician’s Assistant, or Pre-Respiratory Therapy.)

- Choose a science sequence 8

BIOL 1107, 1108	Principles of Biology I & II
CHEM 1151, 1152	Survey of Chemistry I & II
CHEM 1211, 1212	Principles of Chemistry I & II
PHYS 1111, 1112	General Physics I & II

- Choose **one** of the following: 4*
Any course from Option IIa.
(*The extra semester hour may be placed in Area F, if applicable.)

AREA E: SOCIAL SCIENCES **12 credit hours**

- POLS 1101 American Government 3

- Choose **one** of the following: 3
HIST 2111 United States History I
HIST 2112 United States History II
HIST 2100 Introduction to Local/Georgia History

- Choose **one** of the following: 3
HIST 1011 World Civilization I
HIST 1012 World Civilization II
HIST 1013 World Civilization III

- Choose **one** of the following: 3
ECON 2105 Principles of Macroeconomics
ECON 2106 Principles of Microeconomics
GEOG 1101 Introduction to Human Geography
HIST 1011 World Civilization I
HIST 1012 World Civilization II
HIST 1013 World Civilization III
HIST 2111 United States History I
HIST 2112 United States History II
HIST 2100 Introduction to Local/Georgia History
HIST 2132 Minorities in American History
POLS 2101 Introduction to Political Science
POLS 2201 Introduction to State & Local Government
POLS 2401 Introduction to Global Issues
PSYC 1101 Introduction to Psychology
SOC 1101 Introduction to Sociology
SOC 1160 Introduction to Social Problems

AREA F: MAJORS **18 Credit Hours**

See pages 126 through 227

OUTSIDE CORE

- HLTH 1101 Health 2

Baccalaureate Programs

**Bachelor of Science in
BUSINESS ADMINISTRATION
(Airline Management Option)**

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
COMM	1101	Oral Communications	2
BUSA	1205	Computer Literacy	2
Area C - Humanities/Fine Arts, 6 credit hours			
ENGL	2111-2132	Literature	3
		Humanities/Fine Art Elective, pages 124-125	3
Area D - Science and Mathematics, 11 credit hours			
PHYS	1011	Physical Science I	4
PHYS	1012	Physical Science II	4
MATH	2000	Elementary Statistics	3
Area E - Social Sciences, 12 credit hours			
POLS	1101	American Government	3
HIST	211x	United States History	3
HIST	101x	World Civilization	3
ECON	2105	Macroeconomics	3
Area F - Majors, 21 credit hours			
ACCT	2101	Principles of Accounting I	3
BUSA	1105	Introduction to Business	3
BUSA	3101	Business Ethics	3
ECON	2106	Microeconomics	3
MGMT	3108	Principles of Management	3
MGMT	4103	Strategic Management	3
MKTG	3109	Principles of Marketing	3
Outside Core, 2 credit hours			
HLTH	1101	Health	2
Airport Management Major Requirements, 54 credit hours			
ACCT	2102	Principles of Accounting II	3
AERO	1200	Introduction to Air Traffic Control	3
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2107	Aviation Law & Insurance	3
AERO	3113	Current Security Issues	3
FINA	3110	Principles of Finance	3
MGMT	3102	Human Resource Management	3
MGMT	3107	Operations Management	3
MGMT	3203	Airport Management	3
MGMT	3210	Airline Management	3
MGMT	3405	International Airline Business	3
MGMT	4207	Airline Technical Operations	3
MGMT	4410	Airline Financial Management	3
MKTG	3209	Airline Marketing	3
Aviation Elective, 3 credit hours			

MGMT	xxxx	Approved Management Elective	3
		Total	122

**Bachelor of Science in
BUSINESS ADMINISTRATION
(Air Traffic Management Option)**

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1112	Trigonometry	3
Area B - Institutional Options, 4 credit hours			
COMM	1101	Oral Communications	2
BUSA	1205	Computer Literacy	2
Area C - Humanities/Fine Arts, 6 credit hours			
ENGL	2111-2132	Literature	3
		Humanities/Fine Art Elective, pages 124-125	3
Area D - Science and Mathematics, 11 credit hours			
PHYS	1111	General Physics I	4
PHYS	1112	General Physics II	4
MATH	2000	Elementary Statistics	3
Area E - Social Sciences, 12 credit hours			
POLS	1101	American Government	3
HIST	211x	United States History	3
HIST	101x	World Civilization	3
ECON	2105	Macroeconomics	3
Area F - Majors, 27 credit hours			
ACCT	2101	Principles of Accounting I	3
BUSA	1105	Introduction to Business	3
BUSA	3101	Business Ethics	3
ECON	2106	Microeconomics	3
MGMT	3108	Principles of Management	3
MGMT	3210	Airline Management	3
MGMT	4103	Strategic Management	3
MKTG	3109	Principles of Marketing	3
MKTG	3209	Airline Marketing	3
Outside Core, 2 credit hours			
HLTH	1101	Health	2
Aviation Core, 21 credit hours			
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2106	Private Pilot Ground School	3
AERO	2107	Aviation Law & Insurance	3
AERO	2108	Human Factors/CRM	3
Air Traffic Major Requirements, 27 credit hours			
ACCT	2102	Principles of Accounting II	3
AERO	1200	Introduction to Air Traffic Control	3
AERO	3107	Instrument Pilot Ground School	3
AERO	3201	Air Traffic Control Tower Operations GS	3
AERO	3201L	Air Traffic Control Tower Operations Lab	1
AERO	3202	Radar Operations GS	3
AERO	3202L	Radar Operations Lab	1

**Bachelor of Science in
BUSINESS ADMINISTRATION
(Airport Management Option)**

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1112	Trigonometry	3
Area B - Institutional Options, 4 credit hours			
COMM	1101	Oral Communications	2
BUSA	1205	Computer Literacy	2
Area C - Humanities/Fine Arts, 6 credit hours			
ENGL	2111-2132	Literature	3
		Humanities/Fine Art Elective, pages 124-125	3
Area D - Science and Mathematics, 11 credit hours			
MATH	2000	Elementary Statistics	3
Area E - Social Sciences, 12 credit hours			
POLS	1101	American Government	3
HIST	211x	United States History	3
HIST	101x	World Civilization	3
ECON	2105	Macroeconomics	3
Area F - Majors, 21 credit hours			
ACCT	2101	Principles of Accounting I	3
BUSA	1105	Introduction to Business	3
BUSA	3101	Business Ethics	3
ECON	2106	Microeconomics	3
MGMT	3108	Principles of Management	3
MGMT	4103	Strategic Management	3
MKTG	3109	Principles of Marketing	3
Outside Core, 2 credit hours			
HLTH	1101	Health	2
Airport Management Major Requirements, 54 credit hours			
ACCT	2102	Principles of Accounting II	3
AERO	1200	Introduction to Air Traffic Control	3
AERO	2102	Aviation Meteorology	3
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2107	Aviation Law & Insurance	3
FINA	3110	Principles of Finance	3
MGMT	2301	Introduction to Logistics	3
MGMT	3102	Human Resource Management	3
MGMT	3107	Operations Management	3
MGMT	3203	Airport Management	3
MGMT	3205	Airport Plng, Const, & Environmental	3
MGMT	3209	Airport Legal Affairs, Mkg, Comm. Dev.	3
MGMT	3314	Purchasing and Materials Management	3
MGMT	4206	Airport Operations, Security & Maint	3
MGMT	4211	Airport Finance and Administration	3
MGMT	4301	Principles of Transportation	3
SURV	3516	Geographical Information Systems	3
Aviation Elective, 3 credit hours			

MGMT	xxxx	Approved Management Elective	3
		Total	122

**Bachelor of Science in
BUSINESS ADMINISTRATION
(Entrepreneurship/Small Business Management Option)**

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
COMM	1101	Oral Communications	2
BUSA	1205	Computer Literacy	2
Area C - Humanities/Fine Arts, 6 credit hours			
ENGL	2111-2132	Literature	3
		Humanities/Fine Art Elective, pages 124-125	3
Area D - Science and Mathematics, 11 credit hours			
PHYS	1011, 1012	Physical Science I & II	8
MATH	2000	Elementary Statistics	3
Area E - Social Sciences, 12 credit hours			
POLS	1101	American Government	3
HIST	211x	United States History	3
HIST	101x	World Civilization	3
PSYC	1101	Introduction to Psychology	3
Area F - Majors, 24 credit hours			
ACCT	2101	Principles of Accounting I	3
BUSA	1105	Introduction to Business	3
BUSA	3101	Business Ethics	3
ECON	2105	Macroeconomics	3
ECON	2106	Microeconomics	3
MGMT	3108	Principles of Management	3
MGMT	4103	Strategic Management	3
MKTG	3109	Principles of Marketing	3
Outside Core, 2 credit hours			
HLTH	1101	Health	2
Entrepreneurship/Small Business Major Requirements, 24 credit hours			
ACCT	2102	Principles of Accounting II	3
FINA	3410	Principles of Finance for Small Business	3
MGMT	3102	Human Resource Management	3
MGMT	3107	Operations Management	3
MGMT	3314	Purchasing and Materials Management	3
MGMT	3408	Small Business Management	3
MGMT	3410	Family Business Management	3
MKTG	3409	Small Business Marketing	3
Business Electives, 30 credit hours			
xxxx	xxxx	3000/4000 Approved Courses	9
xxxx	xxxx	Approved Courses	21
Total			122

**Bachelor of Science in
BUSINESS ADMINISTRATION
(Flight Management – Airplane Option)**

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1112	Trigonometry	3
Area B - Institutional Options, 4 credit hours			
COMM	1101	Oral Communications	2
BUSA	1205	Computer Literacy	2
Area C - Humanities/Fine Arts, 6 credit hours			
ENGL	2111-2132	Literature	3
		Humanities/Fine Art Elective, pages 124-125	3
Area D - Science and Mathematics, 11 credit hours			
PHYS	1111	General Physics I	4
PHYS	1112	General Physics II	4
MATH	2000	Elementary Statistics	3
Area E - Social Sciences, 12 credit hours			
POLS	1101	American Government	3
HIST	211x	United States History	3
HIST	101x	World Civilization	3
ECON	2105	Macroeconomics	3
Area F - Majors, 27 credit hours			
ACCT	2101	Principles of Accounting I	3
BUSA	1105	Introduction to Business	3
BUSA	3101	Business Ethics	3
ECON	2106	Microeconomics	3
MGMT	3108	Principles of Management	3
MGMT	3210	Airline Management	3
MGMT	4103	Strategic Management	3
MKTG	3109	Principles of Marketing	3
MKTG	3209	Airline Marketing	3
Outside Core, 2 credit hours			
HLTH	1101	Health	2
Aviation Core, 21 credit hours			
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2106	Private Pilot Ground School	3
AERO	2107	Aviation Law & Insurance	3
AERO	2108	Human Factors/CRM	3
Flight Management (Airplane) Major Requirements, 29 credit hours			
AERO	3019	Commercial Pilot Single Engine GS	3
AERO	3020	Commercial Pilot Flight I	1
AERO	3021	Commercial Pilot Multi-Engine GS	3
AERO	3022	Commercial Pilot Flight II	1
AERO	3023	Flight Instructor I Ground School	3
AERO	3024	Flight Instructor I Flight	1
AERO	3025	Flight Instructor II Ground School	3

AERO	3026	Flight Instructor II Flight	1
AERO	3106	Private Pilot Flight	1
AERO	3107	Instrument Pilot Ground School	3
AERO	4001	Advanced Aerodynamics	3
AERO	4002	Advanced Navigation	3
AERO	4004	Advanced Aircraft Systems	3
Total			121

**Bachelor of Science in
BUSINESS ADMINISTRATION
(Flight Management – Helicopter Option)**

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1112	Trigonometry	3
Area B – Institutional Options, 4 credit hours			
COMM	1101	Oral Communications	2
BUSA	1205	Computer Literacy	2
Area C – Humanities/Fine Arts, 6 credit hours			
ENGL	2111-2132	Literature	3
		Humanities/Fine Art Elective, pages 124-125	3
Area D – Science and Mathematics, 11 credit hours			
PHYS	1111	General Physics I	4
PHYS	1112	General Physics II	4
MATH	2000	Elementary Statistics	3
Area E – Social Sciences, 12 credit hours			
POLS	1101	American Government	3
HIST	211x	United States History	3
HIST	101x	World Civilization	3
ECON	2105	Macroeconomics	3
Area F – Majors, 27 credit hours			
ACCT	2101	Principles of Accounting I	3
BUSA	1105	Introduction to Business	3
BUSA	3101	Business Ethics	3
ECON	2106	Microeconomics	3
MGMT	3108	Principles of Management	3
MGMT	3210	Airline Management	3
MGMT	4103	Strategic Management	3
MKTG	3109	Principles of Marketing	3
MKTG	3209	Airline Marketing	3
Outside Core, 2 credit hours			
HLTH	1101	Health	2
Aviation Core, 21 credit hours			
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2106	Private Pilot Ground School	3
AERO	2107	Aviation Law & Insurance	3
AERO	2108	Human Factors/CRM	3
Flight Management (Helicopter) Major Requirements, 29 credit hours			
AERO	3019	Commercial Pilot Single Engine GS	3
AERO	3023	Flight Instructor I Ground School	3
AERO	3025	Flight Instructor II Ground School	3
AERO	3081	Private Pilot Flight - Helicopter	1
AERO	3083	Instrument Pilot Flight I - Helicopter	1
AERO	3084	Instrument Pilot Flight II - Helicopter	1
AERO	3085	Commercial Pilot Flight - Helicopter	1

AERO	3087	Flight Instructor I Flight - Helicopter	2
AERO	3089	Flight Instructor II Flight - Helicopter	2
AERO	3107	Instrument Pilot Ground School	3
AERO	4001	Advanced Aerodynamics	3
AERO	4002	Advanced Navigation	3
AERO	4004	Advanced Aircraft Systems	3
Total			121

**Bachelor of Science in
BUSINESS ADMINISTRATION
(Logistics Management Option)**

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1112	Trigonometry	3
Area B - Institutional Options, 4 credit hours			
COMM	1101	Oral Communications	2
BUSA	1205	Computer Literacy	2
Area C - Humanities/Fine Arts, 6 credit hours			
ENGL	2111-2132	Literature	3
		Humanities/Fine Art Elective, pages 124-125	3
Area D - Science and Mathematics, 11 credit hours			
MATH	2000	Elementary Statistics	3
		Science sequence from Area D, Option I, page 125	8
Area E - Social Sciences, 12 credit hours			
POLS	1101	American Government	3
HIST	211x	United States History	3
HIST	101x	World Civilization	3
ECON	2105	Macroeconomics	3
Area F - Majors, 27 credit hours			
ACCT	2101	Principles of Accounting I	3
BUSA	1105	Introduction to Business	3
BUSA	3101	Business Ethics	3
ECON	2106	Microeconomics	3
MGMT	3108	Principles of Management	3
MGMT	3210	Airline Management	3
MGMT	4103	Strategic Management	3
MKTG	3109	Principles of Marketing	3
MKTG	3209	Airline Marketing	3
Outside Core, 2 credit hours			
HLTH	1101	Health	2
Logistics Requirements, 45 credit hours			
ACCT	2102	Principles of Accounting II	3
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2107	Aviation Law & Insurance	3
AERO	2108	Human Factors/CRM	3
FINA	3110	Principles of Finance	3
MGMT	2301	Introduction to Logistics	3
MGMT	3102	Human Resource Management	3
MGMT	3107	Operations Management	3
MGMT	3203	Airport Management	3
MGMT	3314	Purchasing and Materials Management	3
MGMT	4301	Principles of Transportation	3
MGMT	4302	Supply Chain Management	3
MGMT	4303	Logistics Decision Making	3
MGMT	4304	International Supply Chain Management	3
Business Electives, 6 credit hours			

MGMT	xxxx	Approved Management Elective	3
MGMT	xxxx	Approved Management Elective	3
		Total	122

Bachelor of Science in CRIMINAL JUSTICE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 121.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 121-122.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
Students who wish to enter the BS Criminal Justice program at MGC are required to take the following Area F Foundation courses (18 hours) prior to taking Upper Level Courses:			18
CRJU	1100	Introduction to Criminal Justice	3
CRJU	2316	Introduction to Criminology	3
CRJU	2317	Introduction to Criminal Law	3
POLS	2601	Introduction to Public Administration	3
Two of the following courses:			6
BUSA	2201	Introduction to Computer Applications	
CRJU	2318	Introduction to Corrections	
Or a Social Science Elective, page 127			
Outside Core			
HLTH	1101	Health	2

Major Requirements, 60 credit hours

Students must complete the following upper level courses (24 credit hours):			24
CRJU	3020	Research Methods in Criminal Justice	3
CRJU	3100	Ethics in Criminal Justice	3
CRJU	3110	Theories of Criminal Behavior	3
CRJU	3200	Criminal Procedure and Evidence	3
CRJU	3311	Police Systems, Practices and Administration	3
CRJU	3315	The American Judicial System	3
CRJU	3352	Juvenile Delinquency and Corrections	3
CRJU	4930	Criminal Justice Internship/Capstone	3
Students must choose five of the six following courses (15 credit hours):			15
CRJU	3210	Organized Crime	
CRJU	3515	Comparative Criminal Justice Systems	
CRJU	3520	Civil Rights and Civil Liberties	
CRJU	4120	Gender, Ethnicity, and Justice	
CRJU	4220	Family Violence and Abuse	
CRJU	4350	Community Policing	
Students must choose three of the following electives related to the program (9 credit hours):			9
CRJU	3320	The Ecology of Crime	
CRJU	4310	White Collar and Cyber Crime	
CRJU	4410	Forensic Psychology	
CRJU	4550	Terrorism	
Students must complete PSYC 2104 and choose three courses from the following general electives (12 hours):			
PSYC	2104	Introduction to Abnormal Psychology	3
Choose three of the following general electives:			9
COMM	2201	Public Speaking (unless used in Areas A-F)	
ENGL	2208	Technical Communication	
MATH	2000	Introduction to Statistics (unless used in Areas A-F)	
POLS	2401	Intro to Global Issues (unless used in Areas A-F)	
PSYC	2101	Introduction to Psychology of Adjustment	
SOCI	1101	Introduction to Sociology (unless used in Areas A-F)	
SOCI	1160	Intro to Social Problems (unless used in Areas A-F)	
SPAN	1001	Elementary Spanish I(unless used in Areas A-F)	
SPAN	1002	Elementary Spanish II (unless used in Areas A-F)	

TOTAL 122-123

NOTE: Courses taken to complete the associate degree cannot additionally fulfill the major requirements for the baccalaureate degree in Criminal Justice.

**Bachelor of Science in
EDUCATION
(Early Childhood Special Education General Curriculum)**

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
	or		
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 121.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Pre-Calculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
EDUC	2110	Investigating Critical & Contemporary Issues in Education	3
EDUC	2120	Exploring Socio-Cultural Perspectives on Diversity	3
EDUC	2130	Exploring Teaching and Learning	3
ISCI	2001	Life/Earth Science	3
ISCI	2002	Physical Science	3
MATH	2008	Foundations of Numbers and Operations	3

Outside Core

HLTH	1101	Health	2
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Major Requirements, 62 credit hours

ECED	3146	Integrated Fine Arts and Movement for the Young Child	3
ECED	3149	ESOL Students in the English Speaking Classroom	3
ECED	3151	Childhood Development	3
ECSP	3132	Designing Instruction for all Learners	3
ECSP	3141	Technology in the Classroom	3
ECSP	3142	Science for All Learners	3
ECSP	3171	Classroom Management & Effective Learning Environment	3
ECSP	3191	Field Experience I	1
ECSP	3192	Field Experience II	1
ECSP	4148	Social Studies and the Interdisciplinary Classroom	3
ECSP	4161	Educational Assessment	3
ECSP	4193	Clinical Practice I	3
ECSP	4194	Clinical Practice II	3
MATH	3143	Building Math Competence and Confidence in all Learners	3
MATH	4146	Geometry for P-5 Teachers	3
MATH	3145	Statistics and Applied Data Analysis	3
RDED	3121	Teaching of Reading	3
RDED	3122	Language Arts and Children's Literature	3
RDED	4123	Literacy Assessment and Intervention Strategies	3
RDED	4124	Content Area Literacy	3
SPED	3131	Introduction to the Exceptional Child	3
SPED	4133	Program Planning for Exceptional Learners	3

TOTAL 124

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

Transfer Programs

AGRICULTURE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Pre-Calculus	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required) *			8
BIOL	1107, 1108	Principles of Biology I & II*	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology I	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CHEM	1211, 1212	Principles of Chemistry I & II	8
MATH	1127	Calculus I	4
Or			
MATH	2000	Statistics	3
PHYS	1111	General Physics I	4
Overflow from Area D			1
Electives (depending on specialization):			1-2
CHEM	2912	Organic Chemistry I	
PHYS	1011	Physical Science I	
CHEM	1152	Survey of Chemistry I	
Outside Core			
HLTH	1101	Health	2
Total			62

*BIOL 1107, 1108 (Principles of Biology I & II) are required for admission into a bachelor's degree program in Agriculture.

ART

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
ARTS	1010	Drawing I	3
ARTS	1011	Drawing II	3
ARTS	1020	Two-Dimensional Design	3
ARTS	1030	Three-Dimensional Design	3
Choose one of the following:			
ARTS	2010	Art History I	3
ARTS	2011	Art History II	
Choose one of the following:			
ARTS	2012	Painting	3
ARTS	2013	Sculpture	
ARTS	2014	Pottery	
ARTS	2015	Photography	
ARTS	2016	Computer Graphics	
ARTS	2017	Graphic Design	
ARTS	2018	Watercolor	

Outside Core				
HLTH	1101	Health		2
			Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

BIOLOGICAL SCIENCES

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)*			8
BIOL	1107, 1108	Principles of Biology I & II*	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology I	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CHEM	1211, 1212	Principles of Chemistry I & II	8
Choose from the following:			8
CHEM	2912, 2922	Organic Chemistry I & II	
	or		
PHYS	1111, 1112	General Physics I & II	
Electives and Overflow from Areas A and D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*BIOL 1107, 1108 (Principles of Biology I & II) are required for admission into a bachelor's degree program in Biological Sciences.

Note: Georgia Tech requires Calculus I & II for admission.

BUSINESS ADMINISTRATION

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
ACCT	2101	Principles of Accounting I	3
ACCT	2102	Principles of Accounting II	3
BUSA	2201	Fundamentals of Computer Applications	3
ECON	2105	Principles of Macroeconomics	3
ECON	2106	Principles of Microeconomics	3
Choose one of the following:			3
BUSA	1105	Introduction to Business	
BUSA	2105	Communicating in the Business Environment	
BUSA	2106	The Environment of Business	
Outside Core			
HLTH	1101	Health	2
Total			62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

CHEMISTRY

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science sequence is required)*			8
BIOL	1107, 1108	Principles of Biology I & II*	
CHEM	1211, 1212	Principles of Chemistry I & II	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	1211	Principles of Chemistry I	
GEOL	1125	Physical Geology I	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CHEM	2912, 2922	Organic Chemistry I & II	8
Choose from the following:			8
MATH	1128	Calculus II	
MATH	2207	Calculus III	
MATH	2208	Linear Algebra	
PHYS	1111, 1112	General Physics I & II	
Electives and Overflow from Areas A and D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*CHEM 1211, 1212 (Principles of Chemistry I & II) are required in order to enroll in CHEM 2912, 2922 (Organic Chemistry I & II).

CIVIL ENGINEERING TECHNOLOGY

Course	Number	Title	Credit Hours
Area A - Essential Skills, 10 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 12 credit hours			
MATH	1127	Calculus I	4
Choose one of the following sequences:			8
BIOL	1107, 1108	Principles of Biology I & II	
CHEM	1211, 1212	Principles of Chemistry I & II	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
ENGR	1001	Introduction to Engineering	3
ENGR	1002	Engineering Design Graphics	3
MATH	1128	Calculus II	4
Choose two from the following:			6-8
CHEM	1211	Principles of Chemistry I	4
ENGL	2208	Technical Communication	3
ENGR	1003	Computer-Aided Design	3
ENGR	2005	Engineering Statics	4
ENGR	2300	Principles of Engineering Economy	3
ENGR	2500	Surveying and Geomatics	4
ENGR	2521	Civil Drafting	3
Mathematics overflow from Areas A and D			1-2
Outside Core			
HLTH	1101	Health	2
Total			63-64

COMMUNICATION STUDIES

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
COMM	2202	Introduction to Mass Communication	3
COMM	2203	Introduction to Human Communication	3
COMM	2204	Introduction to Communication Research	3
COMM	1201	Communication Capstone	1
Choose one course from the following:			3
ENGL	2207	Creative Writing**	
ENGL	2208	Technical Communication**	
Choose one course from the following:			3
COMM	2201	Public Speaking	
COMM	2205	Introduction to Interpersonal Communication	
THEA	2400	Fundamentals of Drama	
ENGL	2228	World Literature: Film Adapt of Literature	
Choose one course from the following:			2 or 3
POLS	2701	Introduction to International Relations	
POLS	2401	Introduction to Global Issues	
INDS	1001	Intercultural Communication	
Any 3-hour Foreign Language course			
Outside Core			
HLTH	1101	Health	2

Total 62 or 63

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

**ENGL 2207 and ENGL 2208 may not be repeated for credit.

COMPUTER ENGINEERING TECHNOLOGY

Course	Number	Title	Credit Hours
Area A - Essential Skills, 10 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 12 credit hours			
MATH	1127	Calculus I	4
Choose one of the following sequences:			8
BIOL	1107, 1108	Principles of Biology I & II	
CHEM	1211, 1212	Principles of Chemistry I & II	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
ENGR	1001	Introduction to Engineering	3
ENGR	1002	Engineering Design Graphics	3
MATH	1128	Calculus II	4
Choose two from the following:			6-7
CHEM	1211	Principles of Chemistry I	4
ENGL	2208	Technical Communication	3
ENGR	1100	Introduction to Computer Engineering	3
ENGR	2300	Principles of Engineering Economy	3
Mathematics overflow from Areas A and D			1-2
Outside Core			
HLTH	1101	Health	2
Total			63-65

COMPUTER SCIENCE

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following sequences:			8
BIOL	1107, 1108	Principles of Biology I & II	
CHEM	1211, 1212	Principles of Chemistry I & II	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			3-4*
BIOL	1107	Principles of Biology I	
CHEM	1211	Principles of Chemistry I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 21 credit hours			
MATH	1128	Calculus II	4
CSCI	1301	Computer Science I	4
CSCI	1302	Computer Science II	4
Choose three from the following:			9
CSCI	1001	Introduction to Computer Science	3
CSCI	1101	Intro. to Visual Basic.NET Programming	3
CSCI	1201	Intro. to C++ Programming	3
CSCI	1202	Object-Oriented Programming in C++	3
Outside Core			
HLTH	1101	Health	2
Total			65

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

CRIMINAL JUSTICE

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CRJU	1100	Introduction to Criminal Justice	3
CRJU	2316	Introduction to Criminology	3
CRJU	2317	Introduction to Criminal Law	3
POLS	2601	Introduction to Public Administration	3
Choose from the following:			6
BUSA	2201	Fundamentals of Computer Applications	
CRJU	2318	Introduction to Corrections	
Social Science Elective, pages 127.			
Outside Core			
HLTH	1101	Health	2
Total			62

DENTAL HYGIENE, PRE

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
BIOL	1107, 1108	Principles of Biology I & II	8
CHEM	1151, 1152	Survey of Chemistry I & II	
CHEM	1211, 1212	Principles of Chemistry I & II	
PHYS	1111, 1112	General Physics I & II	
Any course from Area D, Option IIb, pages 126-127.			4*
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
BIOL	2114 & 2115	Anatomy and Physiology I & II	8
PSYC	1101	Introduction to Psychology	3
SOCI	1101	Introduction to Sociology	3
COMM	2201	Public Speaking	3
Electives from:			
ECON	2105	Principles of Macroeconomics	1
ECON	2106	Principles of Microeconomics	
MATH	2000	Elementary Statistics	
PSYC	2104	Introduction to Abnormal Psychology	
And Overflow from Area D.			
Outside Core			
HLTH	1101	Health	2
Total			62

Note: Students planning to complete an Associate Degree in Dental Hygiene may not be required to complete all of the above courses.

Note: Students planning to transfer to Middle Georgia Technical College must complete the following courses:

ENGL	1101	Composition I
COMM	1101/2201	Oral Communications/Public Speaking
PSYC	1101	Introduction to Psychology
CHEM	1211	Principles of Chemistry
MATH	1011	Quantitative Reasoning
MATH	1111	College Algebra
BIOL	2114	Human Anatomy & Physiology I
BIOL	2115	Human Anatomy & Physiology II
BIOL	2131	Microbiology

*The extra semester hour may be placed in Area F, if applicable.

DENTISTRY, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following sequences:*			8
BIOL	1107, 1108	Principles of Biology I & II*	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CHEM	1211, 1212	Principles of Chemistry I & II	8
Choose from the following:			8
CHEM	2912, 2922	Organic Chemistry I & II	
PHYS	1111, 1112	General Physics I & II	
Elective and Overflow from Areas A and D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*BIOL 1107, 1108 (Principles of Biology I & II) are required for admission into a bachelor's degree program in Dentistry.

EARLY CHILDHOOD SPECIAL EDUCATION GENERAL CURRICULUM

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
	or		
MATH	1112	Plane Trigonometry	3
	or		
MATH	1113	Precalculus Mathematics	4
 Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
 Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
 Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Pre-Calculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
 Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
 Area F - Majors, 18 credit hours			
EDUC	2110	Investigating Critical & Contemporary Issues in Education	3
EDUC	2120	Exploring Socio-Cultural Perspectives on Diversity	3
EDUC	2130	Exploring Teaching and Learning	3
ISCI	2001	Life/Earth Science	3
ISCI	2002	Physical Science	3
MATH	2008	Foundations of Numbers and Operations	3

Outside Core				
HLTH	1101	Health		2
			Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

ECONOMICS

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
ECON	2105	Principles of Macroeconomics	3
ECON	2106	Principles of Microeconomics	3
Choose four from the following:			12
BUSA	2201	Fundamentals of Computer Applications	
MATH	1115	Survey of Calculus	
MATH	2000	Elementary Statistics	
SOCI	1101	Introduction to Sociology	
Foreign Language			
Outside Core			
HLTH	1101	Health	2
Total			62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

ENGINEERING TECHNOLOGY

Course	Number	Title	Credit Hours
Area A- Essential Skills, 10 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 12 credit hours			
MATH	1127	Calculus I	4
Choose one of the following: (Science sequence is required)			8
BIOL	1107, 1108	Principles of Biology I & II	
CHEM	1211, 1212	Principles of Chemistry I & II	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
ENGR	1001	Introduction to Engineering	3
ENGR	1002	Engineering Design Graphics	3
MATH	1128	Calculus II	4
Choose two from the following:			6-8
CHEM	1211	Principles of Chemistry I	4
ENGL	2208	Technical Communication	3
ENGR	1003	Computer-Aided Design	3
ENGR	2005	Engineering Statics	4
ENGR	2300	Principles of Engineering Economy	3
ENGR	2500	Surveying and Geomatics	4
Mathematics overflow from Areas A and D			1-2
Outside Core			
HLTH	1101	Health	2
Total			63-64

ENGLISH

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
Foreign Language Sequence			6
Choose two from the following**:			6
ENGL	2111	World Literature I	3
ENGL	2112	World Literature II	3
ENGL	2121	British Literature I	3
ENGL	2122	British Literature II	3
ENGL	2131	American Literature I	3
ENGL	2132	American Literature II	3
ENGL	2210-2265	Special Topics in Literature	3
HUMN	2210-2255	Special Topics in Humanities	3
PHIL	2210-2255	Special Topics in Philosophy	3
Choose one of the following:			3
ENGL	2207	Creative Writing	3
ENGL	2208	Technical Communication	3
INDS	1101	Contemporary Cultural Studies	2
ENGL	2999	English Capstone	1

Outside Core

HLTH

1101

Health

2

Total

62-63

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

**Students must select ENGL 2111 or 2112, unless taken previously in Area C.

FOREIGN LANGUAGE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours*			
See Institutional Options, page 124.*			4
NOTE: Students majoring in Foreign Language are encouraged to select INDS 1001-Intercultural Communication in Area B.			
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4**
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
Foreign Language Sequences			12
Choose one of the following:			3
ARTS	1100	Art Appreciation	
HUMN	2201	Humanities I	
HUMN	2202	Humanities II	
Choose one of the following:			3
POLS	2401	Introduction to Global Issues	
HIST	1011	World Civilization I	
HIST	1012	World Civilization II	
HIST	1013	World Civilization III	

Outside Core

HLTH

1101

Health

2

Total**62**

* Students majoring in Foreign Language are encouraged to select INDS 1001: Intercultural Communication in Area B.

**If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

FORESTRY

Course	Number	Title	Credit Hours
Area A- Essential Skills, 10 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 12 credit hours			
Choose one of the following sequences:*			8
BIOL	1107, 1108	Principles of Biology I & II*	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18-19 credit hours			
CHEM	1211, 1212	Principles of Chemistry I & II	8
Choose two from the following:			7-8
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1111, 1112	General Physics I & II	
Elective			3
Outside Core			
HLTH	1101	Health	2
Total			64-66

*BIOL 1107, 1108 (Principles of Biology I & II) are required for admission into a bachelor's degree program in Forestry.

GENERAL STUDIES

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
Foreign Language Sequence			6
Choose from the following:			6-9
Humanities/Fine Arts**, see pages 124-125			6
ENGL	2207	Creative Writing	3
ENGL	2208	Technical Communication	3
Social Sciences, see page 124.			3-6
Natural Sciences, see pages 122-123.			0-3
Outside Core			
HLTH	1101	Health	2
Total			62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

**Three hours must come from ARTS, MUSI, THEA, ENGL 2210-2265, HUMN 2210-2255, or PHIL 2250-2253.

GEOLOGY

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following sequences:*			8
BIOL	1107, 1108	Principles of Biology I & II	
GEOL	1125, 1126	Physical and Historical Geology*	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CHEM	1211, 1212	Principles of Chemistry I & II	8
MATH	1127	Calculus I	4
Choose one from the following:			4
BIOL	1107, 1108	Principles of Biology I & II	
PHYS	1111, 1112	General Physics I & II	
Overflow from Areas A and D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*GEOL 1125, 1126 (Physical & Historical Geology) are required for admission into a bachelor's degree program in Geology.

HEALTH INFORMATION MANAGEMENT, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
BIOL	1107, 1108	Principles of Biology I & II	8
CHEM	1151, 1152	Survey of Chemistry I & II	
CHEM	1211, 1212	Principles of Chemistry I & II	
PHYS	1111,1112	General Physics I & II	
Any course from Area D, Option IIb, pages 126-127.			4**
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
BIOL	2114, 2115	Anatomy and Physiology I & II	8
ACCT	2101	Principles of Accounting I	3
BUSA	2201	Fundamentals of Computer Applications	3
Elective chosen from Accounting, Computer Science, Biological Sciences or Social Sciences			3-4**
Outside Core			
HLTH	1101	Health	2
Total			65-64

*Student may substitute a course for which MATH 1111 is a prerequisite.

**The extra semester hour may be placed in Area F, if applicable.

HISTORY

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
Foreign Language Sequence			6
HIST	1011, 1012, 1013	World Civilization	
	or		
HIST	2111, 2112	United States History	6
Choose from the following:			6
BUSA	2201	Fundamentals of Computer Applications	
ECON	2105	Principles of Macroeconomics	
ECON	2106	Principles of Microeconomics	
HIST	1011, 1012, 1013	World Civilization	
HIST	2014	Modern European Intellectual History	
HIST	2100	Introduction to Local/Georgia History	
HIST	2111, 2112	United States History	
HIST	2132	Minorities in American History	
HIST	2211-2230	Special Topics	
HIST	2200	History of American Foreign Relations	
MATH	2000	Elementary Statistics	
PHIL	2201	Survey of Philosophy	
POLS	1101	American Government	

PSYC	1101	Introduction to Psychology	
SOCI	1101	Introduction to Sociology	
Outside Core			
HLTH	1101	Health	2
		Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

LAW, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
Choose three of the following:			9
POLS	2101	Introduction to Political Science	
POLS	2201	Introduction to State and Local Government	
POLS	2401	Introduction to Global Issues	
POLS	2601	Introduction to Public Administration	
POLS	2701	Introduction to International Relations	
POLS	2801	Special Topics	
Electives:			9
BUSA	2201	Fundamentals of Computer Applications	
CRJU		Criminal Justice Courses	
Foreign Language			
MATH	1127	Calculus I	
MATH	1128	Calculus II	
MATH	2000	Elementary Statistics	
MATH	2207	Calculus III	
MATH	2208	Linear Algebra	
MATH	2209	Differential Equations	
POLS	2801	Special Topics	

Social Science Electives, page 127.

Outside Core				
HLTH	1101	Health		2
			Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

LIBERAL ARTS

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
Foreign Language Sequence			6
Choose one of the following:			3
ARTS	1100	Art Appreciation	
MUSI	1100	Music Appreciation	
Choose two of the following:			6
ENGL	2111	World Literature I	
ENGL	2112	World Literature II	
ENGL	2121	British Literature I	
ENGL	2122	British Literature II	
ENGL	2131	American Literature I	
ENGL	2132	American Literature II	
ENGL	2207	Creative Writing	
Choose one of the following:			3
Social Science Electives, page 127.			

Outside Core				
HLTH	1101	Health		2
			Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

MATHEMATICS

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1127	Calculus I	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/ Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following sequences:			8
BIOL	1107, 1108	Principles of Biology I & II	
CHEM	1211, 1212	Principles of Chemistry I & II	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	1211	Principles of Chemistry I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
MATH	2207	Calculus III	3
MATH	2208	Linear Algebra	3
MATH	2209	Differential Equations	4
Choose from the following:			8
CSCI	1301, 1302	Computer Science I & II	
Foreign Language Sequence			
Elective or Overflow from Areas A and D			2
Outside Core			
HLTH	1101	Health	2
Total			62

MEDICAL TECHNOLOGY, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science sequence is required)			8
BIOL	1107, 1108	Principles of Biology I & II	
CHEM	1211, 1212	Principles of Chemistry I & II*	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	1211	Principles of Chemistry I	
CHEM	2912	Organic Chemistry I	
MATH	1112	Plane Trigonometry	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
BIOL	1107	Principles of Biology I*	4
BIOL	2114	Human Anatomy and Physiology I	4
CHEM	2912	Organic Chemistry I	4
Elective from:			4
BIOL	2115	Human Anatomy and Physiology II*	
BIOL	2131	Microbiology	
PHYS	1111	General Physics I	
Elective and Overflow from Area D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*Students must complete CHEM 1211 and 1212 to be accepted into a medical technology program.

**Recommended for students who plan to attend the Georgia Health Sciences University.

MEDICINE, PRE

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science sequence is required)*			8
BIOL	1107, 1108	Principles of Biology I & II*	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CHEM	1211, 1212	Principles of Chemistry I & II	8
Choose from the following:			8
CHEM	2912, 2922	Organic Chemistry I & II	
PHYS	1111, 1112	General Physics I & II	
Elective or Overflow from Areas A and D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*BIOL 1107, 1108 (Principles of Biology I & II) are required for admission into a bachelor's degree program in Pre-Medicine.

MIDDLE GRADES AND SPECIAL EDUCATION

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
	or		
MATH	1112	Plane Trigonometry	3
	or		
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Pre-Calculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
EDUC	2110	Investigating Critical & Contemporary Issues in Education	3
EDUC	2120	Exploring Socio-Cultural Perspectives on Diversity	3
EDUC	2130	Exploring Teaching and Learning	3
Choose two (2) academic courses in one area of required concentration.			6
Choose one (1) academic course in the second area of required concentration.			3
Outside Core			
HLTH	1101	Health	2
Total			62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

MUSIC

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 20 credit hours			
MUSC	1110	Musicianship I	3
MUSC	1111	Musicianship II	3
MUSC	2110	Musicianship III	3
MUSC	2111	Musicianship IV	3
Students are strongly advised to complete four ensemble classes to simplify transfer.			
Choose from the following:			2
MUSC	1080, 1081	Concert Band	
MUSC	2080, 2081	Concert Band	
MUSC	1082, 1083	Jazz Ensemble	
MUSC	2082, 2083	Jazz Ensemble	
MUSC	1084, 1085	Brass Ensemble	
MUSC	2084, 2085	Brass Ensemble	
MUSC	1086, 1087	Percussion Ensemble	
MUSC	2086, 2087	Percussion Ensemble	
MUSC	1088, 1089	Woodwind Ensemble	
MUSI	2088, 2089	Woodwind Ensemble	

Students must perform and pass a juried performance each semester of applied lessons			4
**The four applied music hours should be in the same instrument			
**Choose from the following:			2
MUSA	1100-1105	Applied Piano	
MUSA	1120-1125	Applied Brass	
MUSA	1130-1135	Applied Woodwind	
MUSA	1140-1145	Applied Percussion	
MUSA	1150-1155	Applied Strings	
**Choose from the following:			2
MUSA	2100-2105	Applied Piano	
MUSA	2120-2125	Applied Brass	
MUSA	2130-2135	Applied Woodwind	
MUSA	2140-2145	Applied Percussion	
MUSA	2150-2155	Applied Strings	
Students must pass a fundamental piano skills test before they can graduate. In order to pass this test, students are advised to take the following two classes:			
MUSC	1112	Class Piano I	1
MUSC	1113	Class Piano II	1
Outside Core			
HLTH	1101	Health	2
Total			64

*If the course carries more than 3 semester hrs, the extra semester hr may be placed in Area F if applicable.

NURSING, PRE

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 12 credit hours			
Choose one of the following sequences:			8
BIOL	1107, 1108	Principles of Biology I & II	
CHEM	1151, 1152	Survey of Chemistry	
CHEM	1211, 1212	Principles of Chemistry I & II	
PHYS	1111, 1112	General Physics I & II	
Any course from Area D, Option IIa, see page 126***			4
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
BIOL	2114, 2115	Anatomy and Physiology I & II	8
BIOL	2131	Microbiology	4
PSYC	2103	Introduction to Human Development	3
Elective:			
MATH	2000	Elementary Statistics	3
PSYC	1101	Introduction to Psychology**	
SOCI	1101	Introduction to Sociology**	
SOCI/PSYC		Advanced Sociology or Psychology	
Outside Core			
HLTH	1101	Health	2
Total			63

*Students may substitute a course for which MATH 1111 is a prerequisite.

**If not taken in Area E.

***MATH 2000 preferred.

OCCUPATIONAL THERAPY, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
COMM	1101	Oral Communications*	2
BUSA	1205	Computer Literacy	2
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
MATH	2000	Elementary Statistics	3
Choose one of the following sequences:			8
BIOL	1107, 1108	Principles of Biology I & II	
	or		
CHEM	1211, 1212	Principles of Chemistry I & II	
	or		
PHYS	1111, 1112	General Physics I & II	
Area E - Social Sciences, 12 credit hours			
PSYC	2103	Introduction to Human Development	3
See Social Sciences, page 127.			9
Area F - Majors, 18 credit hours			
BIOL	2114	Anatomy and Physiology I	4
PSYC	1101	Introduction to Psychology	3
PSYC	2104	Introduction to Abnormal Psychology	3
SOCI	1101	Introduction to Sociology	3
CHEM	1211	Principles of Chemistry I**	4
	or		
PHYS	1111	General Physics I*	
Guided Elective***			1-4
Outside Core			
HLTH	1101	Health	2
			Total
			62

* COMM 2201 is required by the Georgia Health Sciences University.

**PHYS 1111, CHEM 1211 and any 3 credit hour BIOL course in addition to BIOL 2114 must be taken.

***It is strongly recommended that students take BIOL 2115.

Please note that MATH 1112 is a prerequisite for PHYS 1111.

Students must take 23 extra credit hours to total 90 prerequisite hours for admission to the Occupational Therapy Master's degree program. Please consult the Occupational Therapy advisor for most relevant elective courses.

OPTOMETRY, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following sequences:*			8
BIOL	1107, 1108	Principles of Biology I & II*	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CHEM	1211, 1212	Principles of Chemistry I & II	8
Choose from the following:			8
CHEM	2912, 2922	Organic Chemistry I & II	
PHYS	1111, 1112	General Physics I & II	
Elective and Overflow from Areas A and D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*BIOL 1107, 1108 (Principles of Biology I & II) are required for admission into a bachelor's degree program in Pre-Optometry.

PHARMACY, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following sequences:			8
CHEM	1211, 1212	Principles of Chemistry I & II	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I*	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours**			
BIOL	1107, 1108	Principles of Biology I & II	8
CHEM	2912, 2922	Organic Chemistry I & II	8
Elective and Overflow from Areas A & D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*If MATH 1127 is not taken in Area A or D, it must be taken in Area F.

Note: Students who plan to attend Mercer University School of Pharmacy should also take PHYS 1111, BIOL 2131, MATH 2000, ECON 2105 or 2106, and COMM 2201.

Note: Students who plan to attend South University should also take PHYS 1111 and BIOL 2114, 2115.

Note: Students who plan to attend The University of Georgia School of Pharmacy should also take COMM 2201, MATH 2000 and ECON 2105 or 2106.

PHYSICAL THERAPY, PRE

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
COMM	1101	Oral Communications*	2
BUSA	1205	Computer Literacy	2
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
CHEM	1211*, 1212	Principles of Chemistry I **& II	8
MATH	2000	Elementary Statistics	3
Area E - Social Sciences, 12 credit hours			
PSYC	1101	Introduction to Psychology	3
See Social Sciences, page 127.			9
Area F - Majors, 18 credit hours			
BIOL	1107	Principles of Biology I	4
PSYC	2103	Introduction to Human Development	3
PSYC	2104	Introduction to Abnormal Psychology	3
Choose from the following:			8
BIOL	2114, 2115	Anatomy and Physiology I & II	
	or		
PHYS	1111**, 1112	General Physics I*** & II	
Outside Core			
HLTH	1101	Health	2
Total			62

* COMM 2201 required by the Georgia Health Sciences University

** Note that MATH 1111 is a prerequisite of CHEM 1211

*** Note that MATH 1112 is a prerequisite of PHYS 1111

It is highly recommended that Pre-Physical Therapy majors take the Math departmental exam upon admission to Middle Georgia College to attempt to exempt MATH 1111 and/or MATH 1112.

Since the Physical Therapist level has moved to a doctorate of Physical Therapy, students must complete a bachelor's degree prior to admission to a Physical Therapy doctorate program. See the Pre-Physical Therapy advisor for more information.

PHYSICIAN'S ASSISTANT, PRE (Recommended Program of Study)

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science & Mathematics, 11 credit hours			
Choose one of the following sequences:			8
BIOL	1107, 1108	Principles of Biology I & II	
PHYS	1111, 1112	General Physics I & II (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211, 2212	Calculus-Based Physics I & II (not allowed if General Physics I & II are taken)	
Choose one of the following:			4*
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I	
PHYS	2211	Calculus-Based Physics I	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Major Subjects, 18 credit hours			
BIOL	2114	Human Anatomy & Physiology I	4
CHEM	1211, 1212	Principles of Chemistry I & II	8
CHEM	2912	Organic Chemistry I	
or			
BIOL	2131	Microbiology	4
Elective: Select from courses listed below.			
Outside Core			
HLTH	1101	Health	3

Total **62**

For students planning to attend the Georgia Health Sciences University, the following are recommended:

BIOL 1107, 1108	Principles of Biology I & II
BIOL 2131	Microbiology
CHEM 2912	Organic Chemistry I
MATH 2000	Elementary Statistics
PHYS 1111, 1112	General Physics I & II
PHYS 2211, 2212	Calculus-Based Physics I & II
PSYC 1101	Introduction to Psychology
PSYC 2103	Introduction to Human Development
PSYC 2104	Introduction to Abnormal Psychology

Note that the PA program at the Georgia Health Sciences University is a master's level program. A student is eligible for admission after completing 90 hours of undergraduate course work.

PHYSICS

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following sequences:*			8
BIOL	1107, 1108	Principles of Biology I & II	
CHEM	1211, 1212	Principles of Chemistry I & II*	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			4
BIOL	1107	Principles of Biology I	
CHEM	1211	Principles of Chemistry I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
MATH	1128	Calculus II	4
MATH	2207	Calculus III	3
PHYS	2211, 2212	Calculus-Based Physics I & II	8
Elective** and Overflow from Areas A and D			3
Outside Core			
HLTH	1101	Health	2
Total			62

*CHEM 1211, 1212 (Principles of Chemistry I & II) are strongly recommended for admission into a bachelor's degree program in Physics.

**MATH 2208 is highly recommended.

Note: If MATH 1127 is not taken in Area A or D, it must be taken in Area F.

POLITICAL SCIENCE

Course	Number	Title	Credit Hours
Area A- Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
Choose three of the following:			9
POLS	2101	Introduction to Political Science	
POLS	2201	Introduction to State and Local Government	
POLS	2401	Introduction to Global Issues	
POLS	2601	Introduction to Public Administration	
POLS	2701	Introduction to International Relations	
POLS	2801	Special Topics	
Electives:			9
BUSA	2201	Fundamentals of Computer Applications	
CRJU		Criminal Justice Courses	
Foreign Language			
MATH	1127	Calculus I	
MATH	1128	Calculus II	
MATH	2000	Elementary Statistics	
MATH	2207	Calculus III	
MATH	2208	Linear Algebra	
MATH	2209	Differential Equations	
POLS	2801	Special Topics	
Social Science Electives, page 127.			

Outside Core				
HLTH	1101	Health		2
			Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

PSYCHOLOGY

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
	or		
MATH	1112	Plane Trigonometry	3
	or		
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Pre-Calculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
PSYC	1101	Introduction to Psychology	3
PSYC	2101	Introduction to the Psychology of Adjustment	3
PSYC	2103	Introduction to Human Development	3
PSYC	2104	Introduction to Abnormal Psychology	3
Electives (choose two from the following):			6
Foreign Language			
BIOL	1103	Introductory Biology I	
BIOL	1107	Principles of Biology I**	
MATH	2000	Elementary Statistics	
SOCI	1101	Introduction to Sociology	
SOCI	1160	Introduction to Social Problems	
SOCI	2293	Introduction to Marriage and Family	

Outside Core				
HLTH	1101	Health		2
			Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

RESPIRATORY THERAPY, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
BIOL	1107, 1108	Principles of Biology I & II	8
CHEM	1151, 1152	Survey of Chemistry I & II	
CHEM	1211, 1212	Principles of Chemistry I & II	
PHYS	1111, 1112	General Physics I & II	
Any course from Area D, Option IIb, pages 126-127.			4*
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
BIOL	2114, 2115	Anatomy and Physiology I & II	8
BIOL	2131	Microbiology	4
Choose from:			3-4
BIOL	1107	Principles of Biology I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
PHYS	1111	General Physics I	
PHYS	2211	Calculus-Based Physics I	
PSYC	2103	Introduction to Human Development	
Electives and overflow from Area D			2-3
Outside Core			
HLTH	1101	Health	2
Total			62

*The extra semester hour may be placed in Area F, if applicable.

Students planning to transfer to the Georgia Health Sciences University may take any lab science in Area D.

SECONDARY EDUCATION

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1111	College Algebra	3
	or		
MATH	1112	Plane Trigonometry	3
	or		
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
EDUC	2110	Investigating Critical & Contemporary Issues in Education	3
EDUC	2120	Exploring Socio-Cultural Perspectives on Diversity	3
EDUC	2130	Exploring Teaching and Learning	3
Choose three (3) courses to be taken outside of Area F in the area of required concentration			9
Outside Core			
HLTH	1101	Health	2
Total			62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

SOCIAL WORK

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
SOCI	1101	Introduction to Sociology	3
SOCI	1160	Introduction to Social Problems	3
SOCW	2215	Introduction to Social Welfare	3
Restricted Electives:			
BUSA	2201	Fundamentals of Computer Applications	9
CRJU	1100	Introduction to Criminal Justice	
CRJU	2316	Introduction to Criminology	
	or		
CRJU	2317	Introduction to Criminal Law	
ECON	2105	Principles of Macroeconomics	
	or		
ECON	2106	Principles of Microeconomics	
Foreign Language			
HIST	2132	Minorities in American History	
MATH	2000	Elementary Statistics	

SOCI	2293	Introduction to Marriage and Family	
PSYC	1101	Introduction to Psychology	
PSYC	2103	Introduction to Human Development	
Outside Core			
HLTH	1101	Health	2
		Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

SOCIOLOGY

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1001	Quantitative Reasoning	3
	OR		
MATH	1111	College Algebra	3
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following: (Science Sequence is required)			8
ASTR	1012, 1013	Astronomy of the Solar System & Stellar and Galactic Astronomy	
BIOL	1103, 1104	Introductory Biology I & II	
PHYS	1011, 1012	Physical Science I & II	
SCIN	1105, 1106	Interdisciplinary Sciences I & II	
	or		
Any science sequence listed under Science Majors or Health Professions Majors, see pages 125-127			
Choose one of the following:			3-4*
ASTR	1012	Astronomy of the Solar System	
BIOL	1103	Introductory Biology I	
MATH	1112	Plane Trigonometry	
MATH	1113	Precalculus Mathematics	
MATH	1127	Calculus I	
MATH	2000	Elementary Statistics	
PHYS	1011	Physical Science I	
SCIN	1105	Interdisciplinary Sciences I (for students who took PHYS 1011 and 1012 as their science sequence)	
	or		
Any science course listed under Science Majors or Health Professions Majors, see pages 125-127			
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
SOCI	1101	Introduction to Sociology	3
SOCI	1160	Introduction to Social Problems	3
MATH	2000	Elementary Statistics	3
Restricted Electives:			
BUSA	2201	Fundamentals of Computer Applications	9
CRJU	2316	Introduction to Criminology	
ECON	2105	Principles of Macroeconomics	
	or		
ECON	2106	Principles of Microeconomics	
Foreign Language			
HIST	2132	Minorities in American History	
PHIL	2201	Survey of Philosophy	
PSYC	1101	Introduction to Psychology	
SOCI	2215	Introduction to Social Welfare	
SOCI	2293	Introduction to Marriage and Family	

Outside Core				
HLTH	1101	Health		2
			Total	62

*If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

SURVEYING

Course	Number	Title	Credit Hours
Area A - Essential Skills, 10 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 12 credit hours			
PHYS	1111	General Physics I	4
PHYS	1112	General Physics II	4
MATH	1127	Calculus I	4
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Major Courses, 18 credit hours			
SURV	1504	Fluid Mechanics for Surveyors	3
SURV	2501	Plane Surveying	3
SURV	2502	Advanced Surveying	3
SURV	2503	Surveying Laws	3
SURV	2504	Hydrology for Surveyors	3
SURV	2506	Drainage and Erosion Control	3
Outside Core			
HLTH	1101	Health	2
Total			64

VETERINARY MEDICINE, PRE

Course	Number	Title	Credit Hours
Area A - Essential Skills, 9 credit hours			
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
MATH	1113	Precalculus Mathematics	4
Area B - Institutional Options, 4 credit hours			
See Institutional Options, page 124.			4
Area C - Humanities/Fine Arts, 6 credit hours			
See Humanities/Fine Arts, pages 124-125.			6
Area D - Science and Mathematics, 11 credit hours			
Choose one of the following sequences:*			8
BIOL	1107, 1108	Principles of Biology I & II*	
GEOL	1125, 1126	Physical and Historical Geology	
PHYS	1111, 1112	General Physics I & II	
PHYS	2211, 2212	Calculus-Based Physics I & II	
Choose one of the following:			3-4**
BIOL	1107	Principles of Biology I	
CHEM	2912	Organic Chemistry I	
GEOL	1125	Physical Geology	
MATH	1127	Calculus I	
MATH	1128	Calculus II	
PHYS	1111	General Physics I (not allowed if Calculus-Based Physics I & II are taken)	
PHYS	2211	Calculus-Based Physics I (not allowed if General Physics I & II are taken)	
Area E - Social Sciences, 12 credit hours			
See Social Sciences, page 127.			12
Area F - Majors, 18 credit hours			
CHEM	1211, 1212	Principles of Chemistry I & II	8
Choose from the following:			8
CHEM	2912, 2922	Organic Chemistry I & II	
	or		
PHYS	1111, 1112	General Physics I & II	
Elective or Overflow from Areas A and D			2
Outside Core			
HLTH	1101	Health	2
Total			62

*BIOL 1107, 1108 (Principles of Biology I & II) are required for admission into a bachelor's degree program in Pre-Veterinary Medicine.

**If the course carries more than 3 semester hours, the extra semester hour may be placed in Area F if applicable.

Engineering Transfer Programs
and
Regents Engineering Transfer Programs

ENGINEERING TRANSFER PROGRAMS

Middle Georgia College offers transfer programs in a number of engineering programs of study. All of the programs are purely transfer programs and offer no degrees from MGC. However, if a student wishes to pursue an Associate's degree from another program of study while also working on an engineering transfer program they may do so. In general, engineering students wishing to earn an Associate's degree are encouraged to take courses to complete the requirements for the Physics Associate's degree.

A student may select from the following engineering transfer programs as their major:

- **Aerospace Engineering**
- **Agricultural Engineering**
- **Biomedical Engineering**
- **Chemical Engineering**
- **Civil Engineering**
- **Computer Engineering**
- **Electrical Engineering**
- **Environmental Engineering**
- **General Engineering**
- **Industrial Engineering**
- **Materials Engineering**
- **Mechanical Engineering**
- **Nuclear and Radiological Engineering**

The courses listings in this section outline the courses which are likely to be part of a particular engineering program of study at a senior engineering college.

MGC Courses Required of All Engineering Majors

Course	Number	Description	Hours
ENGL	1101	English Composition I	3
ENGL	1102	English Composition II	3
MATH	1127	Calculus I	4
MATH	1128	Calculus II	4
MATH	2207	Calculus III	3
PHYS	2211	Calculus Based Physics	4
PHYS	2212	Calculus Based Physics	4
Humanities	- See Area C and senior college specific requirements		6
Social Sciences	- See Area E and senior college specific requirements		12
HLTH	1101	Health	2

In addition to the above courses, the courses listed on the next two pages are either required or are electives at at least one senior engineering school in Georgia. Students are strongly encouraged to go to the senior college's website and research specific curriculum requirements as well as transfer credits.

Engineering Transfer Program Specific Courses

Courses	Hours	Aerospace	Agricultural	Biomedical	Chemical	Civil	Computer	Electrical	Environmental	General	Industrial	Materials	Mechanical	Nuclear and Radiological
MATH 2208 Linear Algebra	3	R		R	R	R	R	R	R	R	R	R	R	R
MATH 2209 Differential Equations	4	R	R	R	R	R	R	R	R	R		R	R	R
CHEM 1211 Princ. of Chemistry I	4	R	R	R	R	R	R	R	R	R	S	R	R	R
CHEM 1212 Princ. of Chem. II	4	S		R	R		R	R	R		S	R	S	
CHEM 2912 Organic Chemistry I	4				R							R		
CHEM 2922 Organic Chemistry II	4				R							E		
BIOL 1107 Princ. of Biology I	4	S	R	R	R	S			R		S	E	S	
BIOL 1108 Princ. of Biology II	4										S			
GEOL 1125 Physical Geology	4					S			R		S			
GEOL 1126 Historical Geology	4										S			
ENGR 1001 Intro to Engineering	3	M	M	M	M	M	M	M	M	M	M	M	M	M
ENGR 1002 Eng. Design Graph.	3	R	R			R				R		E	R	
ENGR 1100 Intro to Comp. Eng.	3				E		R	R		R		E		
ENGR 1371 Computing for Eng.	4	R		R	R	R	R	R	R	R	R	R	R	R
ENGR 2005 Engineering Statics	4	R	R	R	E	R	E	E	R	R	E	R	R	R
ENGR 2006 Eng. Dynamics	4	R	R		E	R	E	E	R	R	E	E	R	
ENGR 2125 Intro Signal Proc.	4			R	E		R	R			E	E		
ENGR 2140 Electrical Circuits	3				E		R	R			E			
ENGR 2300 Princ. of Eng. Econ.	3		R		E		E	E		R	R	R	R	R
ENGR 2500 Survey & Geomatics	4		R			E	E		E		E			

Courses (cont'd)	Hours	Aerospace	Agricultural	Biomedical	Chemical	Civil	Computer	Electrical	Environmental	General	Industrial	Materials	Mechanical	Nuclear and Radiological
ACCT 2101 Intro to Accounting	3									E				
MGMT 3108 Princ. of Manag.	3									E				
ECON 2105 or 2106 Macro or Microecon.	3	R		R		R	R	R				R	R	R

Key:

- E Course may be taken as an elective
- M Course recommended by MGC and may be a prerequisite or Co-requisite for some engineering courses.
- R Course typically required for the engineering program of study
- S Course may be taken to fulfill specific engineering curriculum science elective

REGENTS ENGINEERING TRANSFER PROGRAM

Qualified students seeking a bachelor of engineering degree may begin their college studies at Middle Georgia College through the Regents Engineering Transfer Program (RETP). Upon successful completion of the pre-engineering curriculum, students may transfer to the Georgia Institute of Technology to complete the degree requirements. It is expected that students in this program, like other Georgia Tech graduates, will normally require four to five and one-half years to complete the degree requirements, depending on their pre-college preparation, involvement in extracurricular activities, and engineering major.

There are three different methods for admission to the Regents Engineering Transfer Program at Middle Georgia College:

1. Entering freshman students must have achieved at least:
 - a. A combined SAT score of 1090;
 - b. Minimum of 440 on the verbal portion of the SAT;
 - c. Minimum of 560 on the math portion of the SAT; and
 - d. 3.0 high school grade-point average in academic courses.
2. Entering freshman students who do not meet the requirements above may still be admitted to this program, if they have been accepted for admission to an Engineering Program at Georgia Tech (based on high school academic performance). Such students must provide proof of acceptance to Georgia Tech.
3. Students who do not initially meet the requirements of either of the above methods may join the Regents Engineering Transfer Program at the end of their freshman year, if they meet the following requirements:
 - a. Completion of Calculus I and Calculus II, with grades of at least "B";
 - b. Completion of Principles of Chemistry I and Calculus-Based Physics I, with grades of at least "B"; and
 - c. A Middle Georgia College grade-point average of at least 3.0.

This institution's faculty members have worked closely with Georgia Tech's faculty to assure a curriculum which is well-coordinated with that of Georgia Tech. Specific times each year have been established for students to visit the Georgia Tech campus and meet with representatives of their anticipated major.

Regents Engineering Transfer Program students who satisfactorily complete the pre-engineering curriculum and apply for transfer will be accepted to Georgia Tech. However, admission to the most popular majors, as for other Georgia Tech students, will be based upon overall grade-point average, performance in the required prerequisite courses, and availability of student spaces.

Middle Georgia College offers the Regents Engineering Transfer Program in the following programs of study:

- **Aerospace Engineering**
- **Biomedical Engineering**
- **Chemical Engineering**
- **Civil Engineering**
- **Computer Engineering**
- **Electrical Engineering**
- **Environmental Engineering**
- **Industrial Engineering**

- **Materials Engineering**
- **Mechanical Engineering**
- **Nuclear and Radiological Engineering**

If a student wishes to pursue an Associate’s degree from another program of study while also working on a RETP program of study, they may do so. In general, engineering students wishing to earn an Associate’s degree are encouraged to take courses to complete the requirements for the Physics Associate’s degree.

Because engineering programs include a concentration of technical courses, as well as calculus and physics courses, the student may decide to devote one or two additional semesters to study at Middle Georgia College before transferring to Georgia Tech.

In addition to the courses listed, Middle Georgia College also offers other technical and liberal arts courses which will transfer to Georgia Tech. For more information on these and other engineering and technology programs, students may contact the Engineering Department at Middle Georgia College.

Enrollment in the Regents Engineering Transfer Program is limited to those students who meet the qualifications listed above. However, students who do not meet the specific qualifications for this program may still enroll in the pre-engineering program and take the courses that will prepare them to enter the junior year at Georgia Tech or some other senior college which offers baccalaureate programs in engineering. These students should follow the programs which are outlined in the “Programs of Study” section of this catalog.

The following MGC courses are required of all RETP transfer students:

MGC Courses Required of All RETP Majors

Course	Number	Description	Hours
ENGL	1101	English Composition I	3
ENGL	1102	English Composition II	3
ENGR	1001	Introduction to Engineering	3
ENGR	1371	Computing for Engineers	4
MATH	1127	Calculus I	4
MATH	1128	Calculus II	4
MATH	2207	Calculus III	3
MATH	2208	Linear Algebra	3
PHYS	2211	Calculus Based Physics	4
PHYS	2212	Calculus Based Physics	4

The table on the next page lists additional required and elective courses for students transferring from MGC to Georgia Tech under the RETP program. Required courses are indicated with an R and elective courses are indicated with an E. **Students transferring to Georgia Tech under the RETP program must complete all required courses and the required lab science elective(s) to receive the RETP recommendation. If no lab science electives are shown within an engineering program of study, no lab science electives are required or the lab science elective may be fulfilled at Georgia Tech. Industrial engineering requires two lab science electives. All other programs indicating lab science electives require just one lab science elective.**

In addition to the required and elective courses, students may also complete Humanities and Social Science requirements by taking Humanities and Social Science courses while at

MGC. Students are strongly encouraged to go to the appropriate Georgia Tech engineering school's website and research specific curriculum requirements as well as transfer credits.

RETP Program Specific Course Requirements

Courses	Hours	Aerospace	Biomedical	Chemical	Civil	Computer	Electrical	Environmental	Industrial	Materials	Mechanical	Nuclear and Radiological
MATH 2209 Diff. Equations	4	R	R	R	R	R	R	R		R	R	R
CHEM 1211 Princ. of Chemistry I	4	R	R	R	R	R	R	R	S	R	R	R
CHEM 1212 Princ. of Chem. II	4	(S)	R	R		R	R	R	S	R	S	S
CHEM 2912 Organic Chemistry I	4			(R)						(R)		
CHEM 2922 Organic Chem. II	4			(R)						E		
BIOL 1107 Princ. of Biology I	4	(S)	R	(R)	S			R	S	E	S	S
BIOL 1108 Princ. of Biology II	4								S			
GEOL 1125 Physical Geology	4				S			R	S			
GEOL 1126 Historical Geology	4								S			
ENGR 1002 Eng. Design Graphics	3	R			R					E	R	
ENGR 1100 Intro to Comp. Eng	3			E		R	R			E		
ENGR 2005 Engineering Statics	4	R	R	E	R	E	E	R	E	R	R	R
ENGR 2006 Engineering Dynamics	4	R		E	R	E	E	R	E	E	R	
ENGR 2125 Intro Signal Proc.	4		R	E		R	R		E	E		
ENGR 2140 Electrical Circuits	3			E		R	R		E			
ENGR 2300 Princ. of Eng Econ	3			E		E	E		R	R	R	R
ENGR 2500 Survey & Geomatics	4				E	E		E	E			

Courses (cont'd)	Hours	Aerospace	Biomedical	Chemical	Civil	Computer	Electrical	Environmental	Industrial	Materials	Mechanical	Nuclear and Radiological
ACCT 2101 Intro to Accounting	3								E			
BUSA 3108 Princ of Management	3								E			
ECON 2105 or 2106 Macro or Microecon.	3	(R)	(R)		(R)	(R)	(R)			(R)	(R)	(R)

Key:

- E Course may be taken to satisfy a program specific elective requirement
- R Course required for RETP recommendation
- S Course may be taken to fulfill specific engineering curriculum lab science elective requirement.
- () Parentheses indicate course is required of the major but is not required for RETP recommendation.

Career Programs

Associate of Science in Nursing (ASN)

			Credit Hours
Prior to Admission			
*BIOL	2114	Anatomy and Physiology I	4
Semester I - Fall			
*BIOL	2115	Anatomy and Physiology II	4
*BUSA	1205	Computer Literacy	2
*ENGL	1101	Composition I	3
NURS	1711	Introduction to Nursing Concepts	<u>5-9-8</u>
			17
Semester II - Spring			
*PSYC	1101	Introduction to Psychology	3
NURS	1921	Adult /Child Nursing I	<u>5-12-9</u>
			12
Semester III - Summer			
*BIOL	2131	Microbiology	4
*ENGL	2111-2132	Choice of English Literature	3
*HIST	2111 or 2112	United States History I or II	3
			10
Semester IV - Fall			
*MATH	1111	College Algebra	<u>3</u>
*PSYC	2103	Introduction to Human Development	3
Elective**			2
NURS	2531	Adult/Child Nursing II	<u>4-12-8</u>
			16
Semester V - Spring			
*POLS	1101	American Government	3
NURS	2741	Adult-Child Nursing III	<u>4-12-8</u>
			11
TOTAL			70

Nursing majors are advised through the Department of Nursing.

*Core Courses

The following courses do **not qualify for this elective credit:

HLTH 1101

MGCS 1101

HEXS Activity Courses

All nursing courses must be completed within four years of the date of entry into the first nursing course.

NOTE: Nursing students must complete BIOL 2114 and 8 credit hours of core courses as part of admission criteria for the Nursing Program.

Associate of Science in Occupational Therapy Assistant (ASOTA)

				Credit Hours
Semester I – Summer				
BIOL	2114	Human Anatomy & Physiology I		4
ENGL	1101	English Composition I		3
PSYC	1101	Introduction to Psychology		<u>3</u>
				10
Semester II – Fall				
BIOL	2115	Human Anatomy & Physiology II		4
PSYC	2103	Introduction to Human Development		3
OCTA	1300	Introduction to OTA		2-3-3
OCTA	1211	Analysis of Human Movement		<u>1-3-2</u>
				12
Semester III – Spring				
OCTA	1410	Therapeutic Media I		1-9-4
OCTA	1421	Psychosocial Practice for the OTA		2-7-4
OCTA	1422	Physical Practice for the OTA		<u>3-9-6</u>
				14
Semester IV – Summer				
MATH	1111	College Algebra		3
POLS	1101	American Government		3
HIST	2111, 2112, 2100	United States or Georgia History		3
Choose one of any Area C Humanities electives (See pages 124-125)*				<u>3</u>
				12
Semester V – Fall				
OCTA	2323	Pediatric Practice for the OTA		2-9-5
OCTA	2224	Innovative Practice for the OTA		0-5-2
OCTA	2110	Adaptive Techniques for OTA		1-3-2
OCTA	2230	OTA Seminar		<u>2-3-3</u>
				12
Summer VI – Spring				
OCTA	2542	Level II Fieldwork	0-20-6	
	and	and	and	
OCTA	2541	Level II Fieldwork	<u>0-20-6</u>	
				12
TOTAL				<u>12</u> 72

*Prefer a literature course.

OTA majors are advised through the Division of Science, Mathematics, and Engineering – Department of Occupational Therapy Assistant (478) 934-3402.

AIR TRAFFIC MANAGEMENT TECHNOLOGY

Associate of Applied Science (AAS) in Air Traffic Management

			Credit Hours
AERO	1200	Introduction to Air Traffic Control	3
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2106	Private Pilot Ground School	3
AERO	2107	Aviation Law and Insurance	3
AERO	2108	Human Factors/CRM	3
AERO	3107	Instrument Pilot Ground School	3
AERO	3201	Air Traffic Control Tower Operations GS	3
AERO	3201L	Air Traffic Control Tower Operations Lab	1
AERO	3202	Radar Operations Ground School	3
AERO	3202L	Radar Operations Lab	1
AERO	4203	Advanced Air Traffic Procedures	3
BUSA	1205	Computer Literacy	2
COMM	1101	Oral Communication	2
HIST	2111 or 2112	U. S. History I or II	3
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
ENGL	2111-2132	English Literature Elective	3
MATH	1112	Plane Trigonometry	3
PHYS	1111	General Physics I	4
POLS	1101	American Government	3
HLTH	1101	Health	<u>2</u>
TOTAL			65

AIRCRAFT STRUCTURAL TECHNOLOGY

Associate of Applied Science (AAS) in Aircraft Structural Technology

Entrance Dates: Fall & Spring Semesters, Day and evening classes available (minimum of eight students required for evening classes)

Campus Location: Eastman, Georgia

Freshman Year			Credit Hours
ACES	1000	Aviation Career Employability Skills I	3
ACES	1001	Aviation Career Employability Skills II	3
ASTP	1000	Applied Technical Math	3
ASTP	1010	Basic Blueprint Reading	3
ASTP	1020	Aircraft Blueprint Reading	3
ASTP	1037	Aircraft Aerodynamics and Structural Fundamentals	6
ASTP	1090	Composites and Bonded Structures	6
ASTP	1104	Structural Layout, Fabrication, and Sealants	6
ASTP	1112	Aircraft Metallurgy and Corrosion Control	6
ASTP	1158	Technical Publications and Aerospace Quality Control	<u>3</u>
			42
Sophomore Year			Credit Hours
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
ENGL	2111-2132	English Literature Elective	3
HIST	2111 or 2112	U. S. History I or II	3
MATH	1111	College Algebra	3
POLS	1101	American Government	3
PSYC	1101	Introduction to Psychology	3
COMM	1101	Oral Communications	2
HLTH	1101	Health	<u>2</u>
			25
TOTAL			67

AVIATION MAINTENANCE TECHNOLOGY

Associate of Applied Science (AAS) in Aviation Maintenance Technology

Entrance Dates: Fall & Spring Semesters. Day classes only. Evening academic classes.

Campus Location: Eastman, Georgia

A grade of C or better is required in all AMTP courses.

Freshman Year			Credit Hours
AMTP	1000	Aviation Mathematics	3
AMTP	1010	Aircraft Maintenance Regulations	2
AMTP	1020	Aircraft Applied Sciences	9
AMTP	1030	Aircraft Electricity and Electronics	5
AMTP	1210	Aviation Physics	3
AMTP	2010	Aircraft Airframe Structures	4
AMTP	2020	Airframe Sheet Metal and Non-Metallic Structures	8
AMTP	2040	Airframe Assembly and Rigging	2
AMTP	2050	Airframe Inspection	3
AMTP	2060	Aircraft Hydraulic, Pneumatic & Landing Gear Systems	5
BUSA	1205	Computer Literacy	2
ENGL	1101	Composition I	3
MATH	1111	College Algebra	3
PHYS	1011	Physical Science I	4
POLS	1101	American Government	3
HLTH	1101	Health	2
			61

Sophomore Year			Credit
Hours			
AMTP	2080	Aircraft Environmental Control Systems	7
AMTP	2090	Aircraft Electrical, Comm, and Nav Systems	6
AMTP	2210	Reciprocating Engine Powerplants	8
AMTP	2230	Gas Turbine Powerplants	6
AMTP	2250	Aircraft Engine Inspection	1
AMTP	2260	Aircraft Engine Fuel and Fuel Metering Systems	5
AMTP	2270	Aircraft Engine Electrical, Ignition, & Starting Systems	7
AMTP	2280	Aircraft Powerplant Accessory Systems	6
ENGL	2111-2132	English Literature Elective	3
HIST	2111or 2112	U. S. History I or II	3
			52
		TOTAL	113

Advanced Airframe and Powerplant Systems Course Electives:

AMTP	0300	Advanced Airframe and Powerplant Systems	5
AMTP	0301	Advanced Airframe Systems	4
AMTP	0302	Advanced Powerplant Systems	4

FLIGHT TECHNOLOGY

Associate of Applied Science (AAS) in Flight Technology (Airplane)

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2105	Aviation Regulations	3
AERO	2106	Private Pilot Ground School	3
AERO	3106	Private Pilot Flight	1
AERO	3107	Instrument Pilot Ground School	3
AERO	3018	Instrument Pilot Flight	1
AERO	3019	Commercial Pilot GS Single Engine	3
AERO	3020	Commercial Pilot Flight I	1
AERO	3021	Commercial Pilot Ground School Multi-Engine	3
AERO	3022	Commercial Pilot Flight II	1
AERO	3023	Flight Instructor I Ground School	3
AERO	3024	Flight Instructor I Flight	1
AERO	3025	Flight Instructor II Ground School	3
AERO	3026	Flight Instructor II Flight	1
BUSA	1205	Computer Literacy	2
COMM	1101	Oral Communications	2
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
ENGL	2111-2132	English Literature Elective	3
HIST	2111 or 2112	U. S. History I or II	3
MATH	1112	Plane Trigonometry	3
PHYS	1111	General Physics I	4
POLS	1101	American Government	3
PSYC	1101	Introduction to Psychology	3
HLTH	1101	Health	<u>2</u>
TOTAL			64

FLIGHT TECHNOLOGY

Associate of Applied Science (AAS) in Flight Technology - (Helicopter)

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2105	Aviation Regulations	3
AERO	2106	Private Pilot Ground School	3
AERO	3019	Commercial Pilot GS Single Engine	3
AERO	3025	Flight Instructor II Ground School	3
AERO	3023	Flight Instructor I Ground School	3
AERO	3081	Private Pilot Flight Helicopter	1
AERO	3083	Instrument Pilot Flight Helicopter I	1
AERO	3084	Instrument Pilot Flight Helicopter II	1
AERO	3085	Commercial Pilot Flight Helicopter	1
AERO	3087	Flight Instructor I Flight Helicopter	1
AERO	3089	Flight Instructor II Flight Helicopter	1
AERO	3107	Instrument Pilot Ground School	3
AERO	xxxx	Aviation Elective	3
BUSA	1205	Computer Literacy	2
COMM	1101	Oral Communications	2
ENGL	1101	Composition I	3
ENGL	1102	Composition II	3
ENGL	2111-2132	English Literature Elective	3
HIST	2111 or 2112	U. S. History I or II	3
MATH	1112	Plane Trigonometry	3
POLS	1101	American Government	3
PHYS	1111	General Physics I	4
PSYC	1101	Introduction to Psychology	3
HLTH	1101	Health	<u>2</u>
TOTAL			64

AVIATION MANAGEMENT

Certificate Program in Airline Management

			Credit Hours
MGMT	3210	Airline Management	3
MGMT	4207	Airline Technical Operations	3
MGMT	4210	Airline Financial Management	3
Elective (select four)			
MKTG	3209	Airline Marketing	3
MGMT	3204	International Airline Business	3
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2107	Aviation Law	<u>3</u>
TOTAL			21

Certificate Program in Airport Management

			Credit Hours
MGMT	3203	Airport Management	3
MGMT	3205	Airport planning, Construction, and environmental Management	3
MGMT	3209	Airport Legislative Affairs, Marketing, and Communications and Development	3
MGMT	4206	Airport Operations, Security, and Maintenance	3
MGMT	4211	Airport Finance and Administration	3
Electives (select two)			
AERO	2104	Aviation Safety	3
AERO	2105	Aviation Regulations	3
AERO	2107	Aviation Law	<u>3</u>
TOTAL			21

AIRCRAFT STRUCTURAL TECHNOLOGY

Certificate Program in Aircraft Structural Technology

Entrance Dates: Fall & Spring Semesters. Day and evening classes available (minimum of eight students required for evening classes).

Campus Location: Eastman, Georgia

			Credit Hours
ACES	1000	Aviation Career Employability Skills I	3
ACES	1001	Aviation Career Employability Skills II	3
ASTP	1000	Applied Technical Math	3
ASTP	1010	Basic Blueprint Reading	3
ASTP	1020	Aircraft Blueprint Reading	3
ASTP	1037	Aircraft Aerodynamics and Structural Fundamentals	6
ASTP	1090	Composites and Bonded Structures	6
ASTP	1104	Structural Layout, Fabrication, and Sealants	6
ASTP	1112	Aircraft Metallurgy and Corrosion Control	6
ASTP	1158	Technical Publications and Aerospace Quality Control	<u>3</u>
			TOTAL 42

Certificate Program in Aircraft Structural Worker

Entrance Dates: Fall & Spring Semesters. Day and evening classes available (minimum of eight students required for evening class).

Campus Location: Eastman, Georgia

			Credit Hours
ASTP	1000	Applied Technical Math	3
ASTP	1010	Basic Blueprint Reading	3
ASTP	1020	Aircraft Blueprint Reading	3
ASTP	1037	Aircraft Aerodynamics and Structural Fundamentals	6
ASTP	1104	Structural Layout, Fabrication, and Sealants	<u>6</u>
			TOTAL 21

AVIATION MAINTENANCE TECHNOLOGY

Certificate Program in Aviation Maintenance Technology (Airframe)

Entrance Dates: Each Semester, Day classes available

Campus Location: Eastman, Georgia

A grade of C or better is required in all AMTP courses.

			Credit Hours
AMTP	1000	Aviation Mathematics	3
AMTP	1010	Aircraft Maintenance Regulations	2
AMTP	1020	Aircraft Applied Sciences	9
AMTP	1030	Aircraft Electricity and Electronics	5
AMTP	1210	Aviation Physics	3
AMTP	2010	Aircraft Airframe Structures	4
AMTP	2020	Airframe Sheet Metal and Non-Metallic Structures	8
AMTP	2040	Airframe Assembly and Rigging	2
AMTP	2050	Airframe Inspection	3
AMTP	2060	Aircraft Hydraulic, Pneumatic & Landing Gear Systems	5
AMTP	2080	Aircraft Environmental Control Systems	7
AMTP	2090	Aircraft Electrical, Comm, and Nav Systems	6
TOTAL			57

AVIATION MAINTENANCE TECHNOLOGY

Certificate Program in Aviation Maintenance Technology (Airframe and Powerplant)

Entrance Dates: Each Semester. Day classes only.

Campus Location: Eastman, Georgia

A grade of C or better is required in all AMTP courses.

			Credit Hours
AMTP	1000	Aviation Mathematics	3
AMTP	1010	Aircraft Maintenance Regulations	2
AMTP	1020	Aircraft Applied Sciences	9
AMTP	1030	Aircraft Electricity and Electronics	5
AMTP	1210	Aviation Physics	3
AMTP	2010	Aircraft Airframe Structures	4
AMTP	2020	Airframe Sheet Metal and Non-Metallic Structures	8
AMTP	2040	Airframe Assembly and Rigging	2
AMTP	2050	Airframe Inspection	3
AMTP	2060	Aircraft Hydraulic, Pneumatic & Landing Gear Systems	5
AMTP	2080	Aircraft Environmental Control Systems	7
AMTP	2090	Aircraft Electrical, Comm, and Nav Systems	6
AMTP	2210	Reciprocating Engine Powerplants	8
AMTP	2230	Gas Turbine Powerplants	6
AMTP	2250	Aircraft Engine Inspection	1
AMTP	2260	Aircraft Engine Fuel and Fuel Metering Systems	5
AMTP	2270	Aircraft Engine Electrical, Ignition, & Starting Systems	7
AMTP	2280	Aircraft Powerplant Accessory Systems	<u>6</u>
		TOTAL	90

AVIATION MAINTENANCE TECHNOLOGY

Certificate Program in Aviation Maintenance Technology (Powerplant)

Entrance Dates: Each Semester, Day classes available

Campus Location: Eastman, Georgia

A grade of C or better is required in all AMTP courses.

			Credit Hours
AMTP	1000	Aviation Mathematics	3
AMTP	1010	Aircraft Maintenance Regulations	2
AMTP	1020	Aircraft Applied Sciences	9
AMTP	1030	Aircraft Electricity and Electronics	5
AMTP	1210	Aviation Physics	3
AMTP	2210	Reciprocating Engine Powerplants I	8
AMTP	2230	Gas Turbine Powerplants	6
AMTP	2250	Aircraft Engine Inspection	1
AMTP	2260	Aircraft Engine Fuel and Fuel Metering Systems	5
AMTP	2270	Aircraft Engine Electrical, Ignition, & Starting Systems	7
AMTP	2280	Aircraft Powerplant Accessory Systems	<u>6</u>
TOTAL			55

AVIONICS

Certificate Program in Avionics Technology

Entrance Dates: Each Semester, Day classes available

Campus Location: Eastman, Georgia

Freshman Year

AMTP	1000	Aviation Mathematics	3
AMTP	1010	Aircraft Maintenance Regulations	2
AMTP	1020	Aircraft Applied Science	9
AMTP	1030	Aircraft Electricity and Electronics	5
AMTP	1210	Aviation Physics	3
AMTP	2010	Aircraft Airframe Structures	2
AMTP	2020	Airframe Sheet Metal and Non-Metallic Structures	8
AMTP	2060	Aircraft Hydraulic, Pneumatic & Landing Gear Systems	5
AMTP	2040	Airframe Assembly and Rigging	2
AMTP	2050	Airframe Inspection	3
AMTP	2080	Aircraft Environmental Control Systems	7
AVNC	1000	Introduction to Aviation Electronics	<u>6</u>
			55

Sophomore Year

AMTP	2090	Aircraft Electrical, Communication, & Nav. Systems	6
AVNC	1010	Aircraft Communication Systems Maintenance	5
AVNC	1020	Aircraft Navigation/ Autopilot Systems Maintenance	9
AVNC	1030	Aircraft Electric/Electronic Systems Installation	<u>20</u>
			40

Total Semester Hours **95**

Certificate Program in Criminal Justice

			Credit Hours
CRJU	1100	Introduction to Criminal Justice	3
CRJU	2316	Introduction to Criminology	3
CRJU	2317	Introduction to Criminal Law	3
CRJU	2318	Introduction to Correction	3
POLS	2601	Introduction to Public Administration	3
HLTH	1101	Health	<u>2</u>
TOTAL			17

Note: LS Prerequisites - ENGL 0099 and READ 0099.

Certificate Program in Criminal Justice – Leadership Certificate

			Credit Hours
LEAD	2000	Leadership I: Socio-Psychological Aspect of Leadership	3
LEAD	2001	Leadership II: Group Process and Leadership	3
LEAD	2002	Leadership II: Organizations and Leadership	<u>3</u>
TOTAL			9

Certificate Program in Engineering Studies

			Credit Hours
ENGR	1001	Introduction to Engineering	3
ENGR	1002	Engineering Design Graphics	3
ENGR	1371	Computing for Engineers	4
ENGR	2005	Engineering Statics	4
ENGR	2006	Engineering Dynamics	4
ENGR	2300	Principles of Engineering Economy	<u>3</u>
TOTAL			21

FLIGHT TECHNOLOGY

Certificate Program in Commercial Pilot - Airplane

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2105	Aviation Regulations	3
AERO	3019	Commercial Pilot Ground School Single Engine	3
AERO	3020	Commercial Pilot Flight I	<u>1</u>
TOTAL			13

Certificate Program in Commercial Pilot - Helicopter

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2105	Aviation Regulations	3
AERO	3019	Commercial Pilot Ground School Single Engine	3
AERO	3085	Commercial Pilot Flight Helicopter	<u>1</u>
TOTAL			13

Certificate Program in Flight Instructor - Airplane

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2105	Aviation Regulations	3
AERO	3023	Flight Instructor I Ground School	3
AERO	3024	Flight Instructor I Flight	<u>1</u>
TOTAL			10

Certificate Program in Flight Instructor - Helicopter

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2105	Aviation Regulations	3
AERO	3023	Flight Instructor I Ground School	3
AERO	3087	Flight Instructor I Flight Helicopter	<u>1</u>
TOTAL			10

FLIGHT TECHNOLOGY

Certificate Program in Flight Technology - Airplane

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2105	Aviation Regulations	3
AERO	2106	Private Pilot Ground School	3
AERO	3106	Private Pilot Flight	1
AERO	3107	Instrument Pilot Ground School	3
AERO	3018	Instrument Pilot Flight	1
AERO	3019	Commercial Pilot GS Single Engine	3
AERO	3020	Commercial Pilot Flight I	1
AERO	3021	Commercial Pilot Ground School Multi-Engine	3
AERO	3022	Commercial Pilot Flight II	1
AERO	3023	Flight Instructor I Ground School	3
AERO	3024	Flight Instructor I Flight	1
AERO	3025	Flight Instructor II Ground School	3
AERO	3026	Flight Instructor II Flight	1
TOTAL			33

Certificate Program in Flight Technology - Helicopter

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2103	Flight Principles	3
AERO	2105	Aviation Regulations	3
AERO	2106	Private Pilot Ground School	3
AERO	3081	Private Pilot Flight Helicopter	1
AERO	3107	Instrument Pilot Ground School	3
AERO	3083	Instrument Pilot Flight Helicopter I	1
AERO	3084	Instrument Pilot Flight Helicopter II	1
AERO	3019	Commercial Pilot GS Single Engine	3
AERO	3085	Commercial Pilot Flight Helicopter	1
AERO	3023	Flight Instructor I Ground School	3
AERO	3087	Flight Instructor I Flight Helicopter	1
AERO	3025	Flight Instructor II Ground School	3
AERO	3089	Flight Instructor II Flight Helicopter	<u>1</u>
TOTAL			30

Certificate Program in Instrument Pilot Rating - Airplane

			Credit Hours
AERO	2102	Aviation Meteorology	3
AERO	2105	Aviation Regulations	3
AERO	3107	Instrument Pilot Ground School	3
AERO	3018	Instrument Pilot Flight	<u>1</u>
TOTAL			10

FLIGHT TECHNOLOGY

Certificate Program in Multi-Engine Pilot - Airplane

			Credit Hours
AERO	2103	Flight Principles	3
AERO	2102	Aviation Meteorology	3
AERO	2105	Aviation Regulations	3
AERO	3021	Commercial Pilot Ground School Multi-Engine	3
AERO	3022	Commercial Pilot Flight II	1
TOTAL			11

Certificate Program in Geomatics

			Credit Hours
SURV	4510	Computer Applications in Surveying	4
SURV	4515	Photogrammetry and Remote Sensing	4
SURV	3516	Geographical Information Systems	4
SURV	3517	Global Positioning System/Geodesy	4
SURV	4520	Error Analysis in Surveying	4
SURV	3521	Surveying Drafting Applications	<u>4</u>
TOTAL			24

Certificate Program in Graphic Arts

			Credit Hours
ARTS	1020	Two-Dimensional Design	3
ARTS	2016	Computer Graphics I	3
ARTS	2017	Graphic Design I	3
ARTS	2025	Graphic Design II	3
ARTS	2026	Computer Graphics II	3
ARTS	2027	Design for Web	<u>3</u>
TOTAL			18

Certificate Program in Hydraulics and Hydrology

			Credit Hours
SURV	1504	Fluid Mechanics for Surveyors	3
SURV	2504	Hydrology for Surveyors	3
SURV	3505	Computer Applications for Hydraulics and Hydrology	4
SURV	2506	Drainage and Erosion Control	3
SURV	4507	Sanitary Sewer Design	4
SURV	4508	Water Distribution Systems	<u>4</u>
TOTAL			21

Certificate Program in Public Works

			Credit Hours
SURV	1500	Elementary Surveying Calculations	3
SURV	3510	Introduction to Construction	3
SURV	3511	Construction Materials	4
SURV	3514	Construction Surveying	4
SURV	2501	Plane Surveying	3
Choose one from the following:			3-4
	SURV 2502	Advanced Surveying	3
	SURV 3531	Route Surveying	4
Total			20-21

Certificate Program in Surveying

			Credit Hours
SURV	2501	Plane Surveying	3
SURV	2502	Advanced Surveying	3
SURV	2503	Surveying Laws	3
SURV	2504	Hydrology for Surveyors	3
Choose two from the following:			6-7
	SURV 1500	Elementary Surveying Calculations	3
	SURV 1504	Fluid Mechanics for Surveyors	3
	SURV 1521	Surveying Graphics	3
	SURV 3514	Construction Surveying	4
TOTAL			18-19

Descriptions of Courses

Descriptions of Courses

Explanation of Items in Course Descriptions:

Course Prefix	POLS
Course Number	1101
Course Title	American Government
Class Hours Each Week	(3 -0-3)
Lab Hours Each Week	(3- 0 -3)
Semester Hour Credit	(3-0- 3)
Course Description	
When Course Generally Offered	F=Fall Sp=Spring Su=Summer I=Infrequently

ACCOUNTING (ACCT)

ACCT 2101 Principles of Accounting I 3 - 0 - 3
Prerequisites: READ 0099 and MATH 0097. Study of the underlying theory and application of financial accounting concepts. Offered: F, Sp

ACCT 2102 Principles of Accounting II 3 - 0 - 3
Prerequisites: ACCT 2101 with a grade of C or better. Study of the underlying theory and application of managerial accounting concepts. Offered: F, Sp

AIRCRAFT STRUCTURAL TECHNOLOGY (ASTP)

ASTP 1000 Applied Technical Math 2.5 - 0 - 3
Prerequisites: MATH 0099, ENGL 0099, READ 0099. Emphasis is placed on the development of applied mathematical skills used in occupational and technical problems. Topics include: number properties, fractions, decimals, percents, ratio and proportion, measurement and conversion, exponents and radicals, basic and applied algebra, geometric and technical formulas, and advanced applied math.

ASTP 1010 Basic Blueprint Reading 2.5 - 0 - 3
Prerequisites: MATH 0099, ENGL 0099, READ 0099. Introduces basic blueprint reading. Emphasis will be placed on reading and interpreting blueprints found in a manufacturing environment. Topics include: lines and symbols, views, material, title blocks, sketching, features, and sections. A grade of "C" or better is required for graduation.

ASTP 1020 Aircraft Blueprint Reading 2.5 - 0 - 3
Prerequisites: ASTP 1010. Introduces aerospace specific blueprint information which builds on a basic knowledge of blueprint terminology and symbols. Topics include: call outs, assemblies, zone references, document control numbers, release columns, general notes, detail drawings, introduction to instructional repair manuals, introduction to technical orders, introduction to aircraft transport association (ATA) codes, installation drawings, methods drawings, undimensioned drawings, and revisions. A grade of "C" or better is required for graduation.

ASTP 1037 Aircraft Aerodynamics and Structural Fundamentals 2 - 4 - 6
Prerequisites: MATH 0099, ENGL 0099, READ 0099. Introduces the fundamental concepts required in aerospace structural manufacturing and repair. Emphasis is placed on safety, quality, and precision. Topics include: safety, flat pattern layout, quality standards, fasteners, hand tools, and precision measuring instruments. This course also presents the theory of flight and aircraft design as it applies to the manufacturing and repair process. Topics include: terminology, theory of flight, structural design, control surfaces, and stress and fatigue. A grade of "C" or better is required for graduation.

ASTP 1090 Composites and Bonded Structures 2 - 4 - 6
Prerequisite: ASTP 1020 and ASTP 1104. Emphasizes the development of knowledge and skills necessary to fabricate and repair bonded and composite aircraft parts. Topics include: safety, terminology, classifications and characteristics, inspection techniques, and application.

ASTP 1104 Structural Layout Fabrication and Sealants 2 - 4 - 6
Prerequisites: ASTP 1037. This course continues the development of knowledge and skills required to perform basic aerospace layout and fabrication and emphasize the safe use of stationary equipment. Topics include: machine safety, stationary equipment, bend allowance, fasteners layout, parts fabrication, special fasteners, and geometric functions. This course also provides instruction in the surface preparation, application, and safe handling of sealants used in the aerospace structures repair and manufacturing industry. Topics include: safety; surface preparation; sealants application; sealants shelf life; sealants cure times; and sealants removal. A grade of "C" or better is required for graduation.

ASTP 1112 Aircraft Metallurgy and Corrosion Control 2 - 4 - 6
Prerequisites: ASTP 1104. Emphasizes the development of knowledge and skills necessary to assess damage due to corrosion and take corrective action. Topics include: safety, corrosion theory, corrosion types, corrosion removal, repair, and treatment, and corrosion prevention. This course also introduces the types of

metals used in aircraft construction and provides a study of their properties and working characteristics. Topics include: safety, types of metals, properties of metals, methods of identification, heat treatment, temper designations, working characteristics and non-destructive inspection. A grade of "C" or better is required for graduation.

ASTP 1129 Introduction to Computer Aided Design (CAD) 1 - 5 - 4
Introduces basic concepts, terminology, and techniques necessary for CAD applications. Topics include: terminology, CAD commands, basic entities, and basic CAD applications.

ASTP 1130 Aerospace CAD 1 - 5 - 4
Prerequisite: ASTP 1020. Continues developing CAD utilization skills in discipline-specific applications. Topics include: intermediate CAD commands, entity management, advanced line construction, block construction and management, command reference customization, advanced entity manipulation, and system variables.

ASTP 1158 Technical Publications and Aerospace Quality Control 2.5 - 0 - 3
Prerequisites: None. Continues the study of aircraft technical publications found in the manufacturing and repair process. Research skills necessary to locate information in technical publications will be emphasized. Topics include: document control numbers; technical publications; instructional repair manuals; aircraft transport association (ATA) codes; technical orders; tech order system, general; tech order, aircraft specific; and industrial specific manuals. This course also introduces the student to the concept of Total Quality Management (TQM) systems used in the Aircraft workplace. Topics include: principles of quality control, TQM team building, project requirements, project implementation, concepts of statistical process control, SPC applications, non-destructive inspection, material identification, introduction to Metallurgy, and total quality management team building. A grade of "C" or better is required for graduation.

ASTP 2090 Advanced Composites and Repair 2.5 - 7 - 5
Prerequisite: ASTP 1090. The program is designed to elevate standards in the industry by enhancing individual performance. Students will fabricate an Advanced Composite panel and perform a number of repairs that typically occur on advanced composite construction. The course will consist of classroom discussion on safety, terminology, construction, hazmat, quality, applying pressure, curing systems, and repairs. After classroom discussion the students will apply what they have learned in the laboratory.

ASTP 2100 Aviation Metal Fabrication 3.5 - 2.5 - 4
Introduces fundamental principles of fabrication, safety practices, shop equipment, and techniques necessary for aviation metal fabrication. Topics include: metal forming, chrome-moly tubing, tube bending, weld tubing, fixtures, and jigs for tubing.

ASTP 2110 Aviation Welding 3.5 - 2.5 - 5
Introduces fundamental principles, safety practices, equipment, and techniques necessary for aviation welding. Topics include: fundamentals of welding, welding safety, plasma cutting, oxyfuel welding, TIG welding, MIG welding, welding techniques, welding faults, and welding print reading.

ASTP 2120 Computer Numerical Control Fundamentals 3.5 - 2 - 5
Provides a comprehensive introduction to computer numerical controlled (CNC) machining processes. Topics include: math review, safety, jugs and fixtures, tooling and tool holders, reference points, tool offset, and program loading and editing.

ART (ARTS)

ARTS 1010 Drawing I 0 - 6 - 3
Introduction to the techniques, materials, and principles of drawing. Offered: F

ARTS 1011 Drawing II 0 - 6 - 3
Prerequisites: ARTS 1010 or consent of the instructor. Advanced study of techniques, materials, and principles of drawing. Offered: Sp

ARTS 1020 Two-Dimensional Design 0 - 6 - 3
Fundamentals of two-dimensional design introduced through projects in a variety of media. Offered: F

ARTS 1030 Three-dimensional Design 0 - 6 - 3
Fundamentals of three-dimensional forms and space using various materials and methods. Offered: Sp

ARTS 1100 Art Appreciation 3 - 0 - 3
Study of visual arts through comparison of paintings, sculpture, and architecture to provide students with skills in perception, comprehension, vocabulary, and concepts for comprehending art. Offered: F, Sp

ARTS 2010 Art History I 3 - 0 - 3
Survey of world art from its beginning to the Renaissance. Offered: F

ARTS 2011 Art History II 3 - 0 - 3
Survey of world art from the Renaissance to the present. Offered: Sp

ARTS 2012 Painting 0 - 6 - 3
Prerequisites: ARTS 1020 or consent of instructor. Study of painting and visual organization identifying effects of unity, rhythm, balance, and harmony. Offered: I

ARTS 2013 Sculpture 0 - 6 - 3
Prerequisites: ARTS 1030 or consent of instructor. Introduction to the basic processes of sculpture, including carving, modeling, and casting. Offered: I

- ARTS 2014 Pottery** 0 - 6 - 3
Prerequisites: ARTS 1030 or consent of instructor. Introduction to the materials and processes in designing, constructing, glazing, and firing. Offered: I
- ARTS 2015 Photography** 0 - 6 - 3
Prerequisites: ARTS 1020 or consent of instructor. Hands-on introduction to photography as well as understanding photography as an art medium to include gaining expertise with the camera and darkroom equipment. Offered: I
- ARTS 2016 Computer Graphics I** 0 - 6 - 3
Prerequisites: ARTS 1020 or consent of instructor. Development of basic skills in computer application for the visual arts including: desktop publishing, graphic manipulation, computer art, web access, and web design. Offered: I
- ARTS 2017 Graphic Design I** 0 - 6 - 3
Prerequisites: ARTS 1020 or consent of instructor. Fundamentals of visual graphic communication and modern advertising techniques. Emphasis on design, layout, typography, and reproduction. Offered: I
- ARTS 2018 Watercolor** 0 - 6 - 3
Prerequisites: ARTS 1020 or consent of instructor. Application of basic and experimental techniques with opaque and transparent watercolor media. Offered: I
- ARTS 2025 Graphic Design II** 0 - 6 - 3
Prerequisites: ENGL 0099, READ 0099, MATH 0099, ARTS 2017 or consent of instructor. This course continues the development of visual communication skills begun in ARTS 2017. Emphasis is on creative problem solving and the creation, execution and presentation of Graphic Design primarily for print media. Offered: I
- ARTS 2026 Computer Graphics II** 0 - 6 - 3
Prerequisites: ENGL 0099, READ 0099, MATH 0099, ARTS 2016 or consent of instructor. This course seeks to refine the student's understanding of the computer and digital imaging software as art-making tools. Through a series of lectures, demonstrations, visual/conceptual problem-solving projects, and critiques, students expand their technical and aesthetic skills in the creation and manipulation of digital images, design and text. Offered: I
- ARTS 2027 Design for the Web** 0 - 6 - 3
Prerequisites: ENGL 0099, READ 0099, MATH 0099, ARTS 2016 and 2017 or consent of instructor. This course seeks to refine each student's knowledge, skills and aesthetics in the use of digital media. Through a series of lectures, demonstrations, visual/conceptual problem solving projects, and critiques, students will learn the principles and techniques involved in planning, designing, and creating Web sites using visual HTML editing software. Offered: I

ASTRONOMY (ASTR)

ASTR 1012 Astronomy of the Solar System 3 - 3 - 4

Prerequisites: ENGL 0099, READ 0099, and a grade of C or better in MATH 1111. Astronomical concepts, methods of observation, and a study of the solar system. Astronomy from the early ideas of the cosmos to modern observational techniques. The solar system planets, satellites, and minor bodies, Asteroid0s/Comets, are studied. The origin and evolution of the solar system are studied.

ASTR 1013 Stellar and Galactic Astronomy 3 - 3 - 4

Prerequisites: ASTR 1012 or permission of the instructor. Fundamental principles of stellar and galactic astronomy, stellar evolution, and cosmology. The study of the Sun and Stars, their physical/chemical properties and evolution, interstellar matter, star clusters, our galaxy and other galaxies, and the origin of the universe.

AVIATION CAREER EMPLOYABILITY SKILLS (ACES)

ACES 1000 Aviation Career Employability Skills I 2 - .5 - 3

Prerequisites: MATH 0099, ENGL 0099, READ 0099. Emphasizes the development and improvement of written and oral communication abilities. Topics include: analysis of writing techniques used in selected readings, writing practice, editing and proofreading, and research skills. This course also introduces fundamental concepts and operations necessary to use microcomputers. Emphasis is placed on basic functions and familiarity with computer use. Topics include: computer terminology, introduction to the Windows environment, introduction to networking, introduction to word processing, introduction to spreadsheets, and introduction to databases.

ACES 1001 Aviation Career Employability Skills II 2 - .5 - 3

Prerequisite: ACES 1000. Provides a study of human relations and professional development in today's rapidly changing world that prepares students for living and working in a complex society. Topics include: human relations skills, job acquisition skills, and professional image skills. This course also focuses on the behavioral aspects of people in business and industry. The course emphasizes the development of interpersonal skills and attitudes required to work effectively with others in business and industry environment. Topics include: Identifying employment opportunities, demonstrating appropriate work behavior and communicating on the job. In addition, this course continues to prepare the student with the computer skills needed in today's workplace. These topics include: Introduction to spreadsheets, introduction to databases and introduction to presentation graphics

AVIATION MAINTENANCE TECHNOLOGY (AMTP)

AMTP 1000 Aviation Mathematics 3 - 0 - 3
Prerequisites: MATH 0099, ENGL 0099, READ 0099. Aviation Mathematics provides students with the knowledge necessary to use and apply mathematical procedures and processes that are applicable to aviation maintenance functions. Topics include: perform algebraic operations; extract roots and raise numbers to a given power; determine area and volume of geometrical shapes; and solve ratio, proportion, and percentage problems.

AMTP 1010 Aircraft Maintenance Regulations 1 - 2 - 2
Prerequisites: MATH 0099, ENGL 0099, READ 0099. This course provides students with the knowledge and skills necessary to select and use FAA and manufacturers' specifications, data sheets, manuals, related regulations, and technical data; to write descriptions of aircraft conditions, record work performed, and complete maintenance forms and inspection reports; and learn at interpret federal regulations regarding mechanic privileges and limitations. Topics include: maintenance publications, maintenance forms and records, and mechanic privileges and limitations.

AMTP 1020 Aircraft Applied Sciences 6 - 6 - 9
Prerequisites: MATH 0099, ENGL 0099, READ 0099. *Prerequisite/Co-requisite:* AMTP 1000. Provides students with the fundamentals of aircraft servicing methods and ground operations. Topics include: aircraft drawings, aircraft weight and balance, fluid lines and fittings, materials and processes, ground operations and servicing, and aircraft cleaning and corrosion control.

AMTP 1030 Aircraft Electricity & Electronics 3 - 3 - 5
Prerequisites: MATH 0099, ENGL 0099, READ 0099. *Prerequisite/Co-requisite:* AMTP 1000. Basic electricity and electronics provides a study of the relationships of voltage, current, and resistance in aircraft electrical systems, and the use of meters. Alternators; generators; starters; motors; charging systems; basic AC and DC systems; and semiconductor, solid state, and integrated circuit fundamentals are introduced. Topics include: basic electricity; determine the relationship of voltage, current and resistance in electrical circuits; read and interpret electrical circuit diagrams; measure voltage, current, resistance, and continuity; calculate and measure electrical power; calculate and measure capacitance and inductance; inspect and service batteries; and solid state devices applications.

AMTP 1210 Aviation Physics 3 - 0 - 3
Prerequisites: MATH 0099, ENGL 0099, READ 0099. Provides students with an introduction to the theory and application of physics to aerospace vehicles and their subsystems. Topics include: temperature and heat; pressure, temperature, and volume of air mass; basic aerodynamics and theory of flight; physical factors affecting engine output; relationship of pressure, area, and force; origin of sound; principles of simple machines; and centrifugal and centripetal force.

AMTP 2010 Aircraft Airframe Structures 3 - 2 - 4

Prerequisites: MATH 0099, ENGL 0099, READ 0099. This course presents a survey of aircraft airframe structures used in aircraft. Topics include: wood structures, aircraft covering, and aircraft finishes. This course also provides a study of airframe non-metallic structures and allied maintenance procedures. Topics include: welding principles; soldering, brazing, gas-welding, and arc-welding steel; welding aluminum and stainless steel; fabricating tubular structures; soldering stainless steel; and welding titanium and magnesium.

AMTP 2020 Airframe Sheet Metal and 5 - 6 - 8
Non-Metallic Structures

Prerequisite: AMTP 1020. Provides a study of metal and non-metallic tube and riveted sheet monocoque or semi-monocoque. Topics include: sheet metal structures introduction; install conventional rivets; install special rivets and fasteners; sheet metal form, lay out, and bend; inspect and repair sheet metal structures; identify non-metallic structures; inspect bonded structures; fiberglass structures; plastic structures; composite and honeycomb structures; inspect, check, service, and repair windows, doors, and interior furnishings; and laminated structures.

AMTP 2040 Airframe Assembly and Rigging 1 - 2 - 2

Prerequisite: AMTP 1020. This course provides a study of aircraft assembly and rigging configurations. Topics include: use assembly and rigging hand tools and equipment; rig fixed wing aircraft; rig rotary wing aircraft; check alignment of structures; assemble aircraft components, including flight control surfaces; balance, rig, and inspect movable primary and secondary control surfaces; and jack aircraft

AMTP 2050 Airframe Inspection 2 - 4 - 3

Prerequisite: AMTP 2040. This course provides for performing airframe inspections with emphasis on developing the skills related to conformity and airworthiness evaluations. Topics include: perform airframe conformity inspection, and perform airframe airworthiness inspection.

AMTP 2060 Aircraft Hydraulic, Pneumatic, and 3 - 5 - 5
Landing Gear Systems

Prerequisite: AMTP 1020 and AMTP 1030. This course provides a study of the principles of generation, distribution, and management of hydraulic and pneumatic power throughout the aircraft. Topics include: identify hydraulic fluids; repair hydraulic and pneumatic power system components; inspect, check, service, troubleshoot, and repair hydraulic and pneumatic power systems; hydraulic and pneumatic position and warning systems; and inspect, check, troubleshoot, service, and repair aircraft position and warning systems. This course also provides a study of aircraft landing gear systems with emphasis on inspection and maintenance procedures of hydraulic and pneumatic power throughout the aircraft structure. Topics include: inspect, check, service, and repair landing gear retraction systems and shock struts; inspect, check, service, and repair brakes, wheels, and tires; and inspect, check, service, and repair steering systems.

AMTP 2080 Aircraft Environmental Control Systems 5 - 4 - 7
Prerequisite: AMTP 1020. This course provides a study of aircraft environmental control systems. Topics include: inspect, check, troubleshoot, service, and repair cabin atmosphere control systems; inspect, check, troubleshoot, service, and repair ice and rain control systems; inspect, check, troubleshoot, service, and repair fire protection systems; inspect, check, troubleshoot, service, and repair aircraft fuel systems; and inspect, check, troubleshoot, service, and repair aircraft instrument systems.

AMTP 2090 Aircraft Electrical, Communication, and Navigation Systems 4 - 5 - 6
Prerequisite: AMTP 1020 and AMTP 1030. This course provides a study of aircraft electrical, communication, and navigation systems. Topics include: install, check, and service airframe electrical wiring, controls, switches, indicators, and protective devices; inspect, check, troubleshoot, service, and repair alternating and direct current electrical systems; repair and inspect aircraft electrical system components, crimp and splice wiring to manufacturer's specifications, and repair pins and sockets of aircraft connectors; inspect, check, and troubleshoot autopilot servos and approach coupling systems; inspect, check, and service aircraft electronic communication and navigation systems including VHF passenger address interphones and static discharge devices, aircraft VOR, ILS LORAN, radar beacon transponders, flight management computers, and GPWS; inspect and repair antenna and electronic equipment installations; and inspect, check, and troubleshoot constant speed and integrated speed drive generators.

AMTP 2210 Reciprocating Engine Powerplants 5 - 7.5 - 8
Prerequisite: AMTP 1020. This course provides a study of piston engine theory and maintenance including air and water-cooled aircraft engines. Topics include: aircraft reciprocating engine theory, and inspect and repair radial engines. This course continues a study of piston engine theory and maintenance including air and water-cooled aircraft engines. Topics include: overhaul a reciprocating engine; inspect, check, service, and repair reciprocating engines and engine installations; and install, troubleshoot, and remove reciprocating engines.

AMTP 2230 Gas Turbine Powerplants 5 - 4 - 6
Prerequisite: AMTP 1020. This course provides a study of the fundamentals and evolution of the jet engine and jet propulsion. Topics include: aircraft gas turbine engine theory, and inspect and troubleshoot unducted fan systems and components. This course continues a study of the fundamentals and evolution of the jet engine and jet propulsion. Topics include: overhaul a turbine engine; install, troubleshoot, and remove turbine engines; and inspect, check, service, and repair turbine engines and turbine engine installations.

AMTP 2250 Aircraft Engine Inspection 1 - 0.5 - 1
Prerequisite/Co-requisite: AMTP 2220 or AMTP 2240. This course provides students with the knowledge and skills to perform aircraft engine inspections. Topics include: perform an aircraft powerplant conformity and airworthiness inspection.

AMTP 2260 Aircraft Engine Fuel and Fuel Metering Systems 3 - 4 - 5

Prerequisites: AMTP 2210, AMTP 2230. This course provides a study of aircraft engine fuel and fuel metering systems. Topics include: repair engine fuel system components; inspect, check, service, troubleshoot, and repair engine fuel systems; troubleshoot and adjust turbine engine fuel metering systems and electronic engine fuel controls; inspect, check, service, troubleshoot, and repair reciprocating and turbine engine fuel metering systems; overhaul carburetors; repair engine fuel metering system components; and inspect, check, and service water injection systems.

AMTP 2270 Aircraft Engine Electrical, Ignition, and Starting Systems 5 - 4 - 7

Prerequisite: AMTP 1020 and AMTP 1030. This course provides a study of aircraft engine electrical systems. Topics include: troubleshoot, service, and repair electrical and mechanical fluid rate-of-flow indicating systems; inspect, check, service, troubleshoot, and repair electrical and mechanical engine temperature, pressure, and r.p.m. indicating systems; inspect, check, service, troubleshoot, and repair engine fire detection and extinguishing systems; install, check, and service engine electrical wiring, controls, switches, indicators, and protective devices; repair engine electrical system components; overhaul magneto and ignition harness; inspect, service, troubleshoot, and repair reciprocating and turbine engine ignition systems and components; inspect, service, troubleshoot, and repair turbine engine electrical starting systems; and inspect, service, and troubleshoot turbine engine pneumatic starting systems.

AMTP 2280 Aircraft Powerplant Accessory Systems 4 - 5 - 6

Prerequisites/Co-requisites: AMTP 2210, AMTP 2230. This course provides a study of aircraft powerplant accessory systems. Topics include: inspect and maintain aircraft engine lubrication systems; propeller theory and fundamentals; inspect and maintain propellers; install, troubleshoot, and remove propellers; inspect and maintain aircraft engine induction systems; inspect and maintain aircraft engine cooling systems; and inspect and maintain aircraft engine exhaust systems.

ADVANCED AIRFRAME & POWERPLANT SYSTEMS COURSE ELECTIVES

AMTP 0300 Advanced Airframe and Powerplant Systems 5

Co/Prerequisites: Must have a FAA Form 8610-2 signed off by the FAA for both Airframe and Powerplant ratings or have completed a Part 147 program and received a Certificate of Completion for Airframe and Powerplant. An advanced study of FAA General, Airframe and Powerplant systems. This course consists of lecture and supervised labs. Upon completion of this course the student will be prepared to take all of the FAA exams for the Airframe and Powerplant rating.

AMTP 0301 Advanced Airframe Systems 4

Co/Prerequisites: Must have a FAA Form 8610-2 signed off by the FAA for the Airframe rating or have completed a Part 147 program and received a Certificate of Completion for Airframe. An advanced study of FAA General and Airframe systems. This course consists of lecture and supervised labs. Upon completion of this course the student will be prepared to take all of the FAA exams for the Airframe rating.

AMTP 0302 Advanced Powerplant Systems 4
Co/Prerequisites: Must have a FAA Form 8610-2 signed off by the FAA for the Powerplant rating or have completed a Part 147 program and received a Certificate of Completion for Powerplant. An advanced study of FAA General and Powerplant systems. This course consists of lecture and supervised labs. Upon completion of this course the student will be prepared to take all of the FAA exams for the Powerplant rating.

AVIATION BACCALAUREATE PROGRAM (AERO)

Aviation Core

AERO 2102 Aviation Meteorology 3 - 0 - 3
Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099. This course includes basic weather theory, atmospheric science, and aviation weather products and services for the industry. Offered: F, Sp, Su

AERO 2103 Flight Principles 3 - 0 - 3
Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099. This course is composed of basic aerodynamics, performance, and operating characteristics. Offered: F, Sp

AERO 2104 Aviation Safety 3 - 0 - 3
Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099. This course includes current safety practices, trends in aviation safety, and future safety issues. Offered: Sp

AERO 2105 Aviation Regulations 3 - 0 - 3
Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099. This course includes an in-depth study of the Federal Aviation Regulations (FARs) including Parts 61, 91, 121, 135, 141, & NTSB 830. Offered: Sp

AERO 2106 Private Pilot Ground School 3 - 0 - 3
Co-requisites: AERO 2102 (Aviation Meteorology); AERO 3106 (Private Pilot Flight). This course is designed to prepare the student for FAA private pilot flight and FAA examinations. Specifically, this course introduces principles of the flight environment, basic aircraft systems, and navigation, flight planning, physiology. Offered: F, Sp, Su

AERO 2107 Aviation Law & Insurance 3 - 0 - 3
Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099. This course includes discussion of federal, state, and local laws that govern aviation and aviation insurance. Offered: Sp

AERO 2108 Human Factors/Crew Resource Management 3 - 0 - 3

Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099. *Co-requisite (Flight Management Track students only); AERO 2108L.* This course examines the physiological and psychological challenges aircrews face, develops student understanding of Crew Resource Management (CRM) concepts, and utilizes interactive scenarios to challenge and develop student communication, teamwork, and leadership skills. Offered: F, Sp

AERO 2108L Crew Resource Management (CRM) Laboratory 1 - 0 - 1

Prerequisite: Satisfactory placement test scores or successful completion of READ 0099. *Co-requisite:* AERO 2108. This laboratory divides AERO 2108 students into teams and uses flight simulators to introduce them to CRM concepts through live scenarios designed to challenge their communication, teamwork, and leadership skills. Additional fees apply. Offered: F, Sp

Air Traffic Control Management Specific Courses

AERO 1200 Introduction to Air Traffic Control 3 - 0 - 3

Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, MATH 0099, and READ 0099. The student will experience entry-level Air Traffic Control coursework leading into a degree sequence that covers aspect of the terminal and en route options within the ATC profession. This course provides students with a fundamental knowledge of the U.S. air traffic control system and develops content knowledge in the following areas: (a) the Federal Aviation Administration, its mission, organization, and operation; (b) the air traffic control career; (c) navigational aids, current and future; (d) airspace; (e) communications; (f) federal aviation regulations; (g) ATC procedures; (h) rudimentary control tower operations; (i) rudimentary non-radar operations; (j) rudimentary radar operations; and (k) future air traffic control systems. The course also provides essential information that is useful for pilots and other aviation professionals. Students must receive a recommendation from the ATC staff in order to be considered for appointment to the FAA under the Collegiate Training Initiative (CTI). The FAA recommendation process is a combination of performance and attitude. The basis of an ATC staff recommendation consists of a minimum GPA of 2.0, a comprehensive CTI exam which has a minimum passing score directly related to the student's GPA (2.0-2.9 = 90%, 3.0-3.9 = 85%, 4.0 = 80%). Students will also be judged on their professionalism and class attendance. Students may receive passing grades in all their courses while not receiving a recommendation from the ATC staff. Offered: F, Sp, Su

AERO 1210 Air Traffic Management 2

Prerequisites: AERO 1200. This course focuses on FAA documents and publications that are used by air traffic controllers. Included in the course work we will cover Notices to Airmen (NOTAMs), Applicable FAA Orders, Letters of Agreement (LOAs) and Standard Operating Procedures (SOPs), Applicable Federal Aviation Regulations (FARs), VFR and IFR charts and Publications.

AERO 2200 Air Traffic Management 3 3 - 0 - 3

Prerequisites: AERO 1200. This course covers the basics of the pilot's environment from the perspective of an air traffic controller. It covers principles of flight, wake turbulence, aircraft characteristics and recognition, and navigation.

AERO 2210 Air Traffic Management 4 3 - 0 - 3

Prerequisites: AERO 2200. This course covers the basics of meteorology from the perspective of an air traffic controller. It covers fundamentals of weather and aviation weather services, hazardous weather, current weather, pilot reports (PIREPs), and forecasts and advisories. This course will supplement the material the student learns in AERO 2200 Meteorology.

AERO 2220 Instrumental Flight and Non-Radar 3 - 0 - 3

Prerequisites: AERO 1200. *Co-requisites:* AERO 3201. This course covers basic of IFR flight, including the theory and mechanics of non-radar procedures. Included are airspace environment, strip preparation, strip marking methods and procedures, coordination requirements and phraseology, and separation rules used in the en route and Terminal ATC environment. It provides the knowledge base required by the FAA in these areas and will provide in class opportunities to demonstrate application of the knowledge acquired.

AERO 3201 Air Traffic Control Tower Operations Ground School 3 - 0 - 3

Prerequisites: AERO 1200. *Co-requisite:* AERO 3201L. This course provides students with the basic Air Traffic Control (ATC) knowledge for Air Traffic Control Tower (ATCT) facilities in the National Airspace System (NAS). Fundamental knowledge requirements of an air traffic control tower specialist are studied in the classroom. Students will learn airport layout, runway separation criteria, and Federal Aviation Administration (FAA) phraseology while complying with FAA Collegiate Training Initiative (CTI) standards. The course also provides essential information that is useful for pilots and other aviation professionals. Offered: F, Sp

AERO 3201L Air Traffic Control Operations Lab 0 - 3 - 1

Co-requisite: AERO 3201. This course provides students with the basic Air Traffic Control (ATC) procedures for Air Traffic Control Tower (ATCT) facilities in the National Airspace System (NAS). Fundamental procedure requirements of an air traffic control specialist are applied and practiced in a realistic, performance based laboratory environment. Students will demonstrate understanding of airport layout, apply runway separation criteria, and use Federal Aviation Administration (FAA) phraseology while complying with FAA Collegiate Training Initiative (CTI) standards. Offered: F, Sp

AERO 3202 Radar Operations Ground School 3 - 0 - 3

Prerequisites: AERO 3201 and AERO 3201L. *Co-requisite:* AERO 3202L. This course provides students with the basic Air Traffic Control (ATC) knowledge for Air Traffic Control Radar facilities in the National Airspace System (NAS). Fundamental knowledge requirements of an air traffic control radar specialist are studied in the classroom. Students will learn vertical, horizontal and longitudinal separation criteria, and Federal Aviation Administration (FAA) radar phraseology while complying with FAA Collegiate Training Initiative (CTI) standards. The

course also provides essential information that is useful for pilots and other aviation professionals. Offered: F, Sp

AERO 3202L Radar Operations Lab 0 - 3 - 1

Co-requisite: AERO 3202. This course provides students with the basic Air Traffic Control (ATC) procedures for Air Traffic Control Radar facilities in the National Airspace System (NAS). Fundamental procedure requirements of an air traffic control radar specialist are applied and practiced in a realistic, performance based laboratory environment. Students will demonstrate their abilities to operate the Display System Replacement (DSR) system and Federal Aviation Administration (FAA) radar phraseology while complying with FAA Collegiate Training Initiative (CTI) standards. Offered: F, Sp

AERO 4203 Advanced Air Traffic Procedures 3 - 0 - 3

Prerequisite: AERO 1200, AERO 3201, AERO 3202. This course expands on the knowledge the student has acquired in previous Air Traffic Control (ATC) and aviation related classes. This course covers a wide array of information required for appointment as an air traffic control trainee in the Federal Aviation Administration (FAA). In addition to passing this course, students must receive a recommendation from the ATC staff in order to be considered for appointment to the FAA under the Collegiate Training Initiative (CTI). Students will be required to pass an all inclusive CTI exam to be considered for a recommendation. Students may receive a passing grade for the course while not receiving a recommendation from the ATC staff. Offered: F, Sp, Su

AERO 4204 Advanced Control Tower Operator (CTO) I 1 - 0 - 1

Prerequisite: AERO 3201 with a C or better. *Co-requisite:* AERO 4204 Lab. This course provides students with the advanced Air Traffic Control (ATC) knowledge for Air Traffic Control Tower (ATCT) Ground Control position. Fundamental knowledge requirements of an air traffic control tower specialist are studied in the classroom. Students will learn about the equipment used in an ATCT, necessary coordination procedures, and Federal Aviation Administration (FAA) phraseology while complying with FAA Collegiate Training Initiative (CTI) standards. Offered: F

AERO 4204L Advanced Control Tower I Lab 0 - 3 - 1

Co-requisite: AERO 4204. This course provides students with the basic Air Traffic Control (ATC) procedures for Air Traffic Control Tower (ATCT) Ground Control position. Fundamental procedure requirements of an air traffic control specialist are applied and practiced in an actual ATCT. Students will perform air traffic duties to aircraft on the taxiways and parking ramps while using Federal Aviation Administration (FAA) phraseology and complying with FAA Collegiate Training Initiative (CTI) standards. Offered: F

AERO 4205 Advanced Control Tower Operator (CTO) II 1 - 0 - 1

Prerequisites: AERO 4204 and AERO 4204L with C or better. *Co-requisite:* AERO 4205 Lab. This course provides students with the advanced Air Traffic Control (ATC) knowledge for Air Traffic Control Tower (ATCT) Local Control position. Fundamental knowledge requirements of an air traffic control tower specialist are

studied in the classroom. Students will learn about the equipment used in an ATCT, necessary coordination procedures, and Federal Aviation Administration (FAA) phraseology while complying with FAA Collegiate Training Initiative (CTI) standards. Offered: Sp

AERO 4205L Advanced Control Tower II Lab **0 - 3 - 1**

Co-requisite: AERO 4205. This course provides students with the basic Air Traffic Control (ATC) procedures for Air Traffic Control Tower (ATCT) Local Control position. Fundamental procedure requirements of an air traffic control specialist are applied and practiced in an actual ATCT. Students will perform air traffic duties to aircraft on the runway and in the air while using Federal Aviation Administration (FAA) phraseology and complying with FAA Collegiate Training Initiative (CTI) standards. Offered: Sp

AERO 4206 Air Traffic Control Internship **3 - 0 - 3**

This internship provides practical experience in an FAA air traffic control facility as approved by the Air Traffic Management department chair. Offered: Su

Airport Management Specific Courses

AERO 3113 Current Security Issues **3 - 0 - 3**

Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099. This course examines the current security issues faced at airports including National and International airports in all classes of airspace. Offered: Sp

AERO 4010 Airport Internships **3 - 0 - 3**

This internship provides practical experience in airport management as approved by the department chair. Maximum of 6 hours. Offered: F, Sp, Su

Flight Management Specific Courses

NOTE: Helicopter students will take ground school courses with fixed-wing students)

AERO 3106 Private Pilot Flight **0 - 1 - 1**

Co-requisites: AERO 2102 (Aviation Meteorology); AERO 2106 (Private Pilot Ground School). This course contains both dual and solo flight instruction designed to prepare the student for FAA private pilot flight and FAA examinations. Additional fees apply. Offered: F, Sp, Su

AERO 3107 Instrument Pilot Ground School **3 - 0 - 3**

Prerequisite: Private Pilot Certificate; Co-requisite: AERO 3018 (Instrument Pilot Flight) for Flight Management Majors. This course is designed to prepare the student for instrument pilot flight including aircraft instrumentation, navigation, arrival and departure procedures, instrument flight planning, and FAA examinations. Offered: F, Sp, Su

- AERO 3018 Instrument Pilot Flight 0 - 1 - 1**
Prerequisite: Private Pilot Certificate; Co-requisite: AERO 3107 (Instrument Pilot Ground School) for Flight Management Majors. This course contains both dual and solo flight instruction designed to prepare the student for FAA instrument pilot flight and FAA examinations. Additional fees apply. Offered: F, Sp, Su
- AERO 3019 Commercial Pilot Single-Engine Ground School 3 - 0 - 3**
Prerequisite: Instrument Pilot Certificate; Co-requisite: AERO 3020 (Commercial Pilot Flight I). This course is designed to prepare the student for FAA commercial pilot flight and FAA examinations. Specifically, this course introduces procedures, operations, and regulations to fly for compensation or hire. Offered: F, Sp, Su
- AERO 3020 Commercial Pilot Flight I 0 - 1 - 1**
Prerequisite: Instrument Pilot Certificate; Co-requisite: AERO 3019 (Commercial Pilot Single-Engine Ground School). This course contains both dual and solo flight instruction designed to prepare the student for FAA commercial pilot flight and FAA examinations. Additional fees apply. Offered: F, Sp, Su.
- AERO 3021 Commercial Pilot Multi-Engine Ground School 3 - 0 - 3**
Prerequisite: Instrument Pilot Certificate; Co-requisite: Commercial Pilot Flight II. This course is designed to prepare the student for FAA commercial pilot multi-engine flight and FAA examinations. Specifically, this course introduces procedures, operations, and for multi-engine flight. Offered: F, Sp, Su
- AERO 3022 Commercial Pilot Flight II 0 - 1 - 1**
Prerequisite: Instrument Pilot Certificate; Co-requisite: AERO 3021 (Commercial Pilot Multi-Engine Ground School). This course contains dual flight instruction designed to prepare the student for FAA commercial multi-engine pilot flight and FAA examinations. Additional fees apply. Offered: F, Sp, Su
- AERO 3023 Flight Instructor I Ground School 3 - 0 - 3**
Prerequisite: Commercial Pilot Certificate. Co-requisite: AERO 3024 (Flight Instructor I Flight). This course is designed to prepare the student for FAA certified flight instructor rating and FAA examinations. Specifically, this course introduces theories of learning, fundamentals of instruction, and flight instructor responsibilities. Offered: F, Sp, Su
- AERO 3024 Flight Instructor I Flight 0 - 1 - 1**
Prerequisite: Commercial Pilot Certificate. Co-requisite: AERO 3023 (Flight Instructor I Ground School). This course contains dual flight instruction designed to prepare the student for flight instructing leadership role and FAA examinations. Additional fees apply. Offered: F, Sp, Su
- AERO 3025 Flight Instructor II Ground School 3 - 0 - 3**
Prerequisites: AERO 3023 (Flight Instructor I Ground School); AERO 3024 (Flight Instructor I Flight); Co-requisite: AERO 3026 (Flight Instructor II Flight). This course is designed to prepare the student for FAA certified flight instructor instrument rating and FAA examinations. Specially, this course combines instrument flying skills with teaching skills necessary for the FAA examination. Offered: F, Sp, Su

- AERO 3026 Flight Instructor II Flight 0 - 1 - 1**
Prerequisites: AERO 3023 (*Flight Instructor I Ground School*); AERO 3024 (*Flight Instructor I Flight*); *Co-requisite:* AERO 3025 (*Flight Instructor II Ground School*). This course contains dual flight designed to prepare the student for FAA certified flight instructor instrument rating and FAA examinations. Specially, this course combines instrument flying skills with teaching skills necessary for the FAA examination. Additional fees apply. Offered: F, Sp, Su
- AERO 3081 Private Pilot Flight Helicopter 0 - 1 - 1**
Co-requisite: AERO 2102 (*Aviation Meteorology*) and AERO 2106 (*Private Pilot Ground School*). This course contains both dual and solo flight instruction designed to prepare the student for FAA private pilot helicopter flight and FAA examinations. Offered: F, Sp, Su
- AERO 3083 Instrument Pilot Flight Helicopter I 0 - 1 - 1**
Prerequisite: Private Pilot Certificate; *Co-requisite:* AERO3017 (*Instrument Pilot Ground School*). Begins the study of Instrument Pilot privileges. This course contains dual training flights designed to help prepare the student for the FAA Instrument Practical Test. Emphasis is placed on knowledge and performance skill to help qualify for the FAA Rotorcraft Category Helicopter class rating with Instrument Privileges. Additional fees apply. Offered: F, Sp, Su
- AERO 3084 Instrument Pilot Flight Helicopter II 0 - 1 - 1**
Prerequisite: Private Pilot Certificate, AERO 3083; *Co-requisite:* AERO 3017 (*Instrument Pilot Ground School*). Completes the study of Instrument Pilot privileges. This course contains dual training flights designed to prepare the student for the FAA Instrument Practical Test. Emphasis is placed on knowledge and performance skill to qualify for the FAA Rotorcraft Category Helicopter class rating with Instrument Privileges. Additional fees apply. Offered: F, Sp, Su
- AERO 3085 Commercial Pilot Flight Helicopter 0 - 1 - 1**
Prerequisite: Instrument Pilot Certificate; *Co-requisite:* AERO 3019 (*Commercial Pilot Single Engine Ground School*). This course contains both dual and solo flight instruction designed to prepare the student for FAA commercial pilot helicopter flight and FAA examinations. Offered: F, Sp, Su
- AERO 3087 Flight Instructor I Flight Helicopter 0 - 1 - 1**
Prerequisite: Commercial Pilot Certificate. *Co-requisite:* AERO 3023 (*Flight Instructor I Ground School*). This course contains dual flight instruction designed to prepare the student for flight instructor leadership role. Emphasis is placed on gaining the necessary instructional knowledge and performance skills to qualify for the FAA Flight Instructor Pilot Certificate with rotorcraft category and helicopter class rating. Additional fees apply. Offered: F, Sp, Su
- AERO 3089 Flight Instructor II Flight Helicopter 0 - 1 - 1**
Prerequisite: AERO 3023 (*Flight Instructor I Ground School*); AERO 3087 (*Flight Instructor I Flight Helicopter*); *Co-requisite:* AERO 3085 (*Flight Instructor II Ground School*). This course contains dual flight instruction designed to prepare the student for Flight Instructor Instrument. Emphasis is placed on gaining the necessary

instructional knowledge and performance skills to qualify for the FAA Flight Instructor Instrument Pilot Certificate with rotorcraft category and helicopter class rating. Additional fees apply. Offered: F, Sp, Su

AERO 4001 Advanced Aerodynamics 3 - 0 - 3

Prerequisite: Commercial Pilot Certificate. This course focuses on advanced aerodynamic concepts appropriate for those seeking careers airline or military flying including boundary layer theory, high speed flight, and high speed flight characteristics. Offered: Sp

AERO 4002 Advanced Navigation 3 - 0 - 3

Prerequisite: Commercial Pilot Certificate. This course focuses on advanced navigation concepts appropriate for those seeking careers airline or military flying including GPS, RNP, RVSM, ADS and free flight characteristics. Offered: F

AERO 4004 Advanced Aircraft Systems 3 - 0 - 3

Prerequisites: Commercial Pilot Certificate; AERO 4002 (Advanced Navigation). This course introduces students to advanced aircraft systems including weather radar, EFIS, EICAS, FMS, FBW and FOQA programs. Offered: F

AERO 4006 Glass Cockpit Transition 3-0-3 (aviation elective)

Prerequisites: Commercial Pilot Certificate, AERO 4002 (Advanced Navigation); 4004 (Advanced Aircraft Systems). This course offers students simulation of specialized training that will allow them to transition to more advanced aircraft and avionics systems. Offered: I

AERO 4008 Helicopter Sling Load Flight 3 - 1 - 3

Prerequisites: Commercial Pilot Certificate (AERO 3019). This course offers students specialized training that will provide them the skills necessary to conduct helicopter sling load operations. Additional fees may apply. Offered: F, Sp

AERO 4012 Helicopter Night Vision Goggles Flight 3 - 1 - 3

Prerequisites: Commercial Pilot Certificate (AERO 3019). This course offers students specialized training that will provide them the skills necessary to conduct helicopter operations at night utilizing night vision goggles. Additional fees may apply. Offered: F, Sp, Su

AVIONICS TECHNOLOGY (AVNC)

AVNC 1000 Introduction to Aviation Electronics 4 - 12 - 6

Prerequisites: Grade of C or better in AMTP 1030. Provides a review of DC and AC circuits, an introduction to solid state devices, digital concepts, logic systems, telecommunications, and soldering practices.

AVNC 1010 Aircraft Communication Systems Maintenance 4 - 8 - 5

Prerequisites: Grade of C or better in AMTP 1030 and AVNC 1000. Provides theory, operation, testing and troubleshooting of common aircraft communication systems

BUSA 1105 Introduction to Business 3 - 0 - 3

Prerequisites: READ 0099, MATH 0097. Integrative survey of the functional areas of business such as finance, operations, marketing, and human resources. Offered: F, Sp, Su

BUSA 1205 Computer Literacy 2 - 0 - 2

An introductory computer literacy course with coverage of such topics as computer terminology, Internet, e-mail, and word-processing. Offered: F, Sp, Su

BUSA 2105 Communicating in the Business Environment 3 - 0 - 3

Prerequisites: ENGL 1101. Study of both interpersonal and organizational communications; to include written and oral exercises appropriate to business practices. Offered: F

BUSA 2106 The Environment of Business 3 - 0 - 3

Prerequisites: READ 0099. Introduction to the political, social, legal, ethical, environmental, and technological uses which form the context for businesses; to include an overview of the impact of demographic diversity as organizations. Offered: F

BUSA 2201* Fundamentals of Computer Applications 3 - 0 - 3

(*BUSA 2201 course credit valid for three years without departmental approval.)

Prerequisites: READ 0099, MATH 0097, basic computer skills expected. A course designed to assure a basic level of computer applications literacy; to include spreadsheet, database, LAN, e-mail, and Internet Utilization. Offered: F, Sp, Su

BUSA 3101 Business Ethics 3 - 0 - 3

Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, MATH 0099; Junior student status or permission of instructor. This course will examine ethical issues in the context of business theory and practice. Topics include corporate responsibility, corporate governance, and environmental sustainability. Other topics include ethics in the various business disciplines. Critical thinking skills will be developed to examine these issues. Offered: F.

CHEMISTRY (CHEM)

CHEM 1020 Topics in Chemistry 2 - 0 - 2

Prerequisites: MATH 0099, READ 0099, MATH 1111 or permission of instructor. *Co-requisite:* CHEM 1211. Overview of basic chemical Core Curriculum principles for those students who have not had high school chemistry. Not for credit towards graduation. Offered: F.

CHEM 1151 Survey of Chemistry I 3 - 3 - 4

Prerequisites: MATH 0099, READ 0099 First course in a two-semester sequence covering elementary principles of general, organic and biochemistry designed for allied health professions majors. Topics to be covered include elements and

compounds, chemical equations, nomenclature, and molecular geometry. Laboratory exercises supplement the lecture material. Offered: F, Su

CHEM 1152 Survey of Chemistry II 3 - 3 - 4

Prerequisites: CHEM 1151 or CHEM 1211 with a grade of C or better. Second course in a two-semester sequence covering elementary principles of general, organic and biochemistry designed for health science professions majors. Topics to be covered include elements and compounds, chemical equations, nomenclature, and molecular geometry. Laboratory exercises supplement the lecture material. Offered Sp,Su

CHEM 1211 Principles of Chemistry I 3 - 3 - 4

Prerequisites: MATH 0099, READ 0099, MATH 1111 or permission of the instructor. First course in a two-semester sequence covering the fundamental principles and applications of chemistry designed for science majors. Topics to be covered include composition of matter, stoichiometry, periodic relations, and nomenclature. Laboratory exercises supplement the lecture material. Offered: F, Sp, Su

CHEM 1212 Principles of Chemistry II 3 - 3 - 4

Prerequisites: CHEM 1211 with a grade of C or better. Second course in a two-semester sequence covering the fundamental principles and applications of chemistry designed for science majors. Laboratory exercises supplement the lecture material. Offered: F, Sp, Su

CHEM 2912 Organic Chemistry I 3 - 3 - 4

Prerequisites: Grade of 'C' or better in CHEM 1212. Study of the aliphatic hydrocarbons, including derived compounds such as alkyl halides, alcohols, and aromatics. Emphasis on nomenclature, reaction mechanism, and stereochemical topics. Offered: F

CHEM 2922 Organic Chemistry II 3 - 3 - 4

Prerequisites: CHEM 2912 with a grade of C or better. Study of the carbonyl compounds and amines. Emphasis on biochemical application. An introduction to the use of chemical instrumentation including GC, IR, and NMR. Offered: Sp, Su

COMMUNICATION (COMM)

COMM 1101 Oral Communications 2 - 0 - 2

Prerequisites: None. Emphasis on development of basic oral communication messages. Special attention is given to researching, critical thinking, organizing, listening, and presenting materials in various environments. Offered: F, Sp, Su

COMM 1201 Communication Capstone 1 - 0 - 1

Prerequisites: ENGL 1101. To be taken while enrolled in the last semester of the program. This course will be an independent directed study in which the graduating student will develop a research question merging concepts covered in three separate program courses. This question will culminate into a research paper to be presented in front of a panel of Communication faculty and fellow students

(at the end of the student's last semester). The student will meet with a faculty advisor each week of the semester preparing the paper and presentation materials. The panel of faculty will determine the pass/fail grade of the student. Offered: F, Sp

COMM 2201 Public Speaking 3 - 0 - 3

Prerequisites: Satisfactory placement test score or successful completion of ENGL 0099 and READ 0099. Designed for students desirous of an in-depth approach to public speaking; special attention given to the selection and organization of materials, the presentation of speeches, and the development of an acceptable style of delivery. The course can be used as a substitute for COMM 1101 in Area B. Offered: F, Sp, Su

COMM 2202 Introduction to Mass Communications 3 - 0 - 3

Prerequisites: None. Survey of the mass communications field, including the various media, history, current trends, ethics, and education. Offered: F, Sp

COMM 2203 Introduction to Human Communication 3 - 0 - 3

Co/Prerequisites: ENGL 1101. A topics-oriented introduction to the study of communication. Students investigate basic communication theories, dimensions, and concepts of human communicative interaction and behavior. Topics may include the study of symbols and signs, verbal and nonverbal communication, interpersonal communication, group communication, organizational communication, and communication ethics. Offered: F, Sp

COMM 2204 Introduction of Communication Research 3 - 0 - 3

Co/Prerequisites: ENGL 1101. Examines the multiple approaches and major paradigms used in communication research. Emphasis is placed on locating, reviewing, and evaluating research studies found in professional literature in the field. Provides practical experience in using the American Psychological Association formatting style. Offered: F, Sp

COMM 2205 Introduction to Interpersonal Communication 3 - 0 - 3

Prerequisites: ENGL 1101. Students are able to combine theory and application of communication principles involved in initiating, developing, and maintaining a relationship. Aspects of one-to-one and small group communication are explored including perception, self-concept, listening, intercultural and gender communication, and conflict management. Offered F, Sp

COMPUTER SCIENCE (CSCI)

CSCI 1001* Introduction to Computer Science 3 - 0 - 3

(*CSCI course credit valid for three years without departmental approval.)

Prerequisites: MATH 1111. The introduction to the basics of data encoding and computer architecture, the study of operating systems and computer networks, the topics of algorithms, programming languages, and software development, and exploring data structures and databases.

CSCI 1101* Introduction to Visual Basic.NET Programming 3 - 0 - 3
(*CSCI course credit valid for three years without departmental approval.)
Prerequisites: CSCI 1001 or departmental consent, and MATH 1112. This is an introductory programming course using the language Visual Basic.NET, a Windows based, object oriented, event driven, graphical, interactive programming environment. The course covers form design, common form tool controls, input-process-output model, arithmetic operations and assignment statements, predefined object methods & functions, decision structures, looping structures, list controls, array and table processing, sub procedures and user-defined functions, and database programming.

CSCI 1201* Introduction to C++ Programming 3 - 0 - 3
(*CSCI course credit valid for three years without departmental approval.)
Prerequisites: CSCI 1001 or departmental consent, and MATH 1112. This course is the introduction to fundamental hardware, software, and programming concepts. The course covers basic C++ syntax, data types, expressions, selection structures, repetition structures, functions, arrays, searching/sorting arrays, and Pointers.

CSCI 1202* Object-Oriented Programming in C++ 3 - 0 - 3
(*CSCI course credit valid for three years without departmental approval.)
This course will be the continuation of CSCI 1201. The course focuses on object-oriented programming and advanced data structure. It covers structured data, advanced files and I/O operations, fundamental concepts of classes, inheritance and polymorphism, exceptions, templates, STL, linked lists, stacks and queues, and recursion.

CSCI 1301* Computer Science I 3 - 1 - 4
(*CSCI course credit valid for three years without departmental approval.)
Prerequisites: MATH 1113 and CSCI 1001. This course includes an overview of computers and programming; problem-solving and algorithm development; simple data types; arithmetic and logical operators; selection structures; text files; arrays (one and two dimensional); procedural abstraction and software design; modular programming (including subprograms). Offered: F, Sp

CSCI 1302* Computer Science II 3 - 1 - 4
(*CSCI course credit valid for three years without departmental approval.)
Prerequisites: CSCI 1301. This course includes an overview of abstract data types (ADT's); arrays (multi-dimensional) and records; sets and strings; binary files; searching and sorting; introductory algorithm analysis (including Big -0); recursion; pointers and linked lists; software engineering concepts; dynamic data structures (stacks, queues, trees). Offered: Sp

CRIMINAL JUSTICE (CRJU)

CRJU 1100 Introduction to Criminal Justice 3 - 0 - 3
Prerequisites: READ 0099 and ENGL 0099. Orientation to the elements of criminal justice and law enforcement. A study of municipal, county, state, and federal

police organizations as well as the history, philosophy, procedures, and constitutional aspects of criminal justice. Offered: F, Sp

CRJU 2316 Introduction to Criminology 3 - 0 - 3

Prerequisites: READ 0099 and ENGL 0099. Study of the basic principles of criminology including the causes and impacts of crime. An analysis of classical as well as contemporary theories along with criminal behavior, treatment, and prevention. Offered: Sp, Su

CRJU 2317 Introduction to Criminal Law 3 - 0 - 3

Prerequisites: READ 0099 and ENGL 0099. Survey of common and statutory laws. An investigation of criminal acts and crimes against the person, property, state, and nation. Offered: Sp, Su

CRJU 2318 Introduction to Correction 3 - 0 - 3

Prerequisites: READ 0099. Introduction to the philosophy and procedures as applied to correction. An investigation of after-care and post-release problems. Offered: Sp, Su.

CRJU 3020 Research Methods in Criminal Justice 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. This course is designed to expose students to research methodologies commonly used in the field of criminal justice.

CRJU 3100 Ethics in Criminal Justice 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. The course explores the complexities of the decisions and dilemmas facing Criminal Justice practitioners. The focus will be placed on the philosophical and practical approaches to solve ethical dilemmas within the complicated criminal justice system.

CRJU 3110 Theories of Criminal Behavior 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. The course focuses on the causes of crime and theories of criminal behavior, including biological, psychological and sociological theories. Students will explore recent developments in criminological theory and current issues in criminology.

CRJU 3200 Criminal Procedure & Evidence 3 - 0 - 3

Prerequisite: Completion of Area F CRJU courses. This course introduces students to the fundamental nature of law, and gives them an overview of the general legal principles and the development of criminal law in the American society. The course will cover the legal aspects of police investigatory practices, criminal procedure, and constitutional cases as they relate to the criminal justice system. Special focus will be on U.S. Supreme Court and lower court cases setting out the requirements for arrest, search and seizure and confessions.

CRJU 3210 Organized Crime 3 - 0 - 3

Prerequisites: Completion of the Area F CRJU courses. The course examines the nature, extent, and social awareness of organized crime. It emphasizes the theoretical explanations of organized crime, and ethnic components of organized crime. It also explores the means being taken to combat crime in the U.S. and abroad.

CRJU 3311 Police Systems, Practices, and Administration 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. This course is a study of the administration of police agencies. It emphasizes the process, role, organization, and management of policing in the United States, and introduces students to the principles of organization, administration, and service in policing. The course will also provide a brief background to police administration in other countries. Students will gain an appreciation of the complex responsibilities associated with the administration of a police organization.

CRJU 3315 The American Judicial System 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. This course examines the role of the judiciary in the American Criminal Justice system. It looks at the structure of the courts, and criminal procedure from charging through sentencing and appeal.

CRJU 3320 Ecology of Crime 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. This course will focus on integrating ecological factors influencing opportunities for crime. Emphasis is placed on the distribution of crime in rural and urban settings.

CRJU 3352 Juvenile Delinquency and Corrections 3 - 0 - 3

Prerequisites: completion of Area F CRJU courses. This course is a survey and analysis of the nature and extent of juvenile delinquency. Course examines the juvenile justice system and delinquency theories, with a close look at prevention, control, and treatment programs. Course will also review the history and philosophical background of corrections and place special emphasis on both institutional and community-based corrections in the criminal justice system.

CRJU 3515 Comparative Criminal Justice Systems 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. A survey of selected international criminal justice systems.

CRJU 3520 Civil Rights and Civil Liberties 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. An examination of civil rights and civil liberties in the U.S. The course will analyze the Bill of Rights' guarantees of individual freedom, due process and equal protection interpretations, as well as modern policies flowing from civil rights legislation in areas affecting the criminal justice system.

CRJU 4120 Gender, Ethnicity and Justice 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. The course examines the intersection of gender and ethnicity with regard to criminal offending and victimization. Emphasis will be placed on the application of the criminological theory to explain variations in patterns of crime in relation to gender, ethnicity, race and class. In addition, the course will examine the policy implications of the current explanations.

CRJU 4220 Family Violence & Abuse 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. An examination of the causes, consequences, prevalence of domestic violence and abuse, and law enforcement response.

CRJU 4310 White Collar and Cyber Crime 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. This course is designed to introduce students to the various types of crimes committed by corporations, government organizations, and individuals in positions of trust and responsibility. The course also examines the expanding evolution of white collar crime through computers and cyberspace and looks at legal issues in cyberspace.

CRJU 4350 Community Policing 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. The course covers the dual themes of problem solving and community/police collaboration and partnerships. A historical and philosophical perspective is presented with practical strategies to implement community policing.

CRJU 4410 Forensic Psychology 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. Course designed to introduce students to the interface between psychology and law. Students will become familiar with the types of services provided by forensic psychologists in civil justice and mental settings, as well as correctional facilities. Such services include evaluation of offenders and crime victims.

CRJU 4550 Terrorism 3 - 0 - 3

Prerequisites: Completion of Area F CRJU courses. The course provides students with an opportunity to explore the phenomenon of terrorism by examining the political nature, and the theoretical underpinnings of domestic and international terrorism, along with the criminal justice response to homeland security.

CRJU 4930 Criminal Justice Internship/Capstone 3 - 0 - 3

Prerequisite: Approval of Instructor/advisor. A field experience course in which a student integrates and applies knowledge from the critical core and related courses to the student's internship/field experience.

CRIMINAL JUSTICE - LEADERSHIP (LEAD)

LEAD 2000 Leadership I: Socio-Psychological Aspects of Leadership 3 - 0 - 3

Prerequisites: None. An introduction to leadership and the psychological elements necessary for good leadership. An examination of the psychological factors affecting behavior to include personality, adult development and generational theory, motivational theories and effective followership.

LEAD 2001 Leadership II: Group Process and Leadership 3 - 0 - 3
Pre-Requisite: LEAD 2000. An overview of the nature of groups as they relate to leadership. Topics include group development, socialization, cohesion, group decision-making and intergroup conflict.

LEAD 2002 Leadership III: Organizations and Leadership 3 - 0 - 3
Pre-Requisite: LEAD 2001. An overview of the nature and types of leadership and the nature of organizations and their environment. Related topics include stress management, counseling skills, implementing change and ethics.

DANCE (DANC)

DANC 1130 Beginning Jazz Dance 0 - 2 - 1
Study of basic skills in jazz dancing and exploration of jazz dance combinations used for stage performances. Offered: F, Sp

DANC 1131 Beginning Tap Dance 0 - 2 - 1
Study of the students' basic skills in tap dancing and to help them analyze, understand, and develop rhythmic patterns for tap combinations. Offered: F

DANC 1132 Beginning Ballet 0 - 2 - 1
Study of the techniques and theories of classical ballet for beginners with emphasis on body placement, awareness, strength, and terminology. Offered: F, Sp

DANC 2230 Intermediate Jazz Dance 0 - 2 - 1
Prerequisites: DANC 1130 or permission of instructor. Study of intermediate jazz dance skills. Offered: Sp

DANC 2231 Intermediate Tap Dance 0 - 2 - 1
Prerequisites: DANC 1131 or permission of instructor. Study of intermediate tap skills and the ability to learn routines quickly. Offered: Sp

DANC 2232 Intermediate Ballet 0 - 2 - 1
Prerequisites: DANC 1132 or permission of instructor. Study of the refined movements of the ballet as an art form. Offered: Sp, I

DIRECTED INDIVIDUAL STUDY

DISP 1600 Directed Individual Study (Co-op With Industry) 0 - 0 - 1
First rotation for Student Career Experience Program (SCEP) students with industry. Current partners include Robins Air Force Base, Gulfstream Aerospace, Air Tran Airways, Atlantic Southeast Airlines, and The Boeing Company.

DISP 1601 Directed Individual Study (Co-op With Industry) 0 - 0 - 1
Second rotation for Student Career Experience Program (SCEP) students with industry. Current partners include Robins Air Force Base, Gulfstream Aerospace, Air Tran Airways, Atlantic Southeast Airlines, and The Boeing Company.

DISP 1602 Directed Individual Study (Co-op With Industry) 0 - 0 - 1
Third rotation for Student Career Experience Program (SCEP) students with industry. Current partners include Robins Air Force Base, Gulfstream Aerospace, Air Tran Airways, Atlantic Southeast Airlines, and The Boeing Company.

DISP 1603 Directed Individual Study (Co-op With Industry) 0 - 0 - 1
Fourth rotation for Student Career Experience Program (SCEP) students with industry. Current partners include Robins Air Force Base, Gulfstream Aerospace, Air Tran Airways, Atlantic Southeast Airlines, and The Boeing Company.

DISP 1604 Directed Individual Study (Co-op With Industry) 0 - 0 - 1
Fifth rotation for Student Career Experience Program (SCEP) students with industry. Current partners include Robins Air Force Base, Gulfstream Aerospace, Air Tran Airways, Atlantic Southeast Airlines, and The Boeing Company.

DISP 1605 Directed Individual Study (Co-op With Industry) 0 - 0 - 1
Sixth rotation for Student Career Experience Program (SCEP) students with industry. Current partners include Robins Air Force Base, Gulfstream Aerospace, Air Tran Airways, Atlantic Southeast Airlines, and The Boeing Company.

ECONOMICS (ECON)

ECON 2105 Principles of Macroeconomics 3 - 0 - 3
Prerequisites: READ 0099, MATH 0097. Introduction to concepts that will enable students to understand and analyze economic aggregates and evaluate economic policies. Offered: F, Sp

ECON 2106 Principles of Microeconomics 3 - 0 - 3
Prerequisites: READ 0099, MATH 0097. Introduction to concepts that will enable students to understand and analyze structure and performance of the market economy. Offered: F, Sp

EDUCATION (EDUC)

EDUC 2110 Investigating Critical and Contemporary Issues in Education 3 - 0 - 3
Prerequisites: ENGL 0099, READ 0099. This course engages students in observations, interactions, and analyses of critical and contemporary educational issues. Students will investigate issues influencing the social and political contexts of educational settings in the United States. Students will actively examine the

teaching profession from multiple vantage points both within and outside the school. Against this backdrop, students will reflect on and interpret the meaning of education and schooling in a diverse culture and examine the moral and ethical responsibilities of teaching. Offered F, Sp, Su

EDUC 2120 Exploring Socio-Cultural Perspectives on Diversity 3 - 0 - 3

Prerequisites: ENGL 0099, READ 0099. This course is designed to equip future teachers with the fundamental knowledge of understanding culture and teaching children from diverse backgrounds. Specifically, this course is designed to examine 1) the nature and function of culture; 2) the development of individual and group cultural identity; 3) definitions and implications of diversity, and 4) the influences of culture on learning, development, and pedagogy. Offered F, Sp, Su

EDUC 2130 Exploring Teaching and Learning 3 - 0 - 3

Prerequisites: ENGL 0099, READ 0099. This course explores key aspects of learning and teaching through examining one's own learning processes and those of others, with the goal of applying one's knowledge to enhance the learning of all students in a variety of educational settings and contexts. Offered F, Sp, Su

EDUCATION –

EARLY CHILDHOOD SPECIAL EDUCATION GENERAL CURRICULUM (ECED, ECSP, RDED, MATH, SPED)

ECED 3146 Integrated Fine Arts & Movement for the Young Child 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. This is a team-taught course in which students will be introduced to concepts and skills necessary to provide young children with developmentally and discipline-appropriate activities to include music, art, drama, and dance. Students will study contemporary research in multi-sensory integration to discover the increased success of P-5 students' academic participation and motivation. Basic principles and instructional practices correlated to health, safety, and physical education will also be introduced as part of the team-taught rotational approach. The focus of the course is learning how to plan and facilitate projects involving fine arts and movement to support learning across the curriculum. Offered: Su

ECED 3149 ESOL Students in the English Speaking Classroom 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. This is an introductory course designed to address the specialized needs and problems of ESOL students within traditional English speaking classrooms. This course will explore teaching methodologies needed to incorporate learning ideas and activities to aid teachers with non or limited English speaking students. Intervention strategies for students who are at-risk as a result of language, cultural, or emotional factors will be studied. This course will also address specific cultural views and customs associated with behavior and educational views that are often encountered in the classroom as well as strategies to communicate with limited English speaking parents. Offered: Su

ECED 3151 Childhood Development 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. Candidates will learn the major theories, principles, and research concerning the physical, linguistic, cognitive, aesthetic, emotional, and social aspects of development in children including typical and atypical developmental expectations. The class will focus on brain development and its relation to learning, cognitive and language developments, the developmental trajectory of academic skills, and the impact of environmental factors (e.g. parenting, drug interactions, and poverty). In addition, the basic research designs and methods for studying and observing children in P-5 classrooms will be addressed by school setting observation experiences. Offered: F

ECSP 3132 Designing Instruction for all Learners 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. In this course, students will learn effective curriculum methodology and materials utilized in the teaching of all P-5 students in interrelated and inclusion settings. Topics include curriculum structure and content, instructional goals and objectives, effective instructional planning using Georgia Performance Standards, and research based best practices. Particular focus will be placed on enhancing teacher thought and practice by detailing high-impact strategies for differentiating instruction. Directed observation in selected schools is required. Offered: Sp

ECSP 3141 Technology in the Classroom 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. Teacher education candidates will be introduced to emerging instructional technology and become proficient in the use of technology and media equipment available for P-5 classroom. They will also design computer- mediated instruction and assessment strategies using World Wide Web resources, selected software programs and other technologies to enhance the learning of all students. Candidates will be introduced to LiveText and begin production of their on-line portfolios. This course fulfills requirements of the Georgia Technology Standards for Educators. Offered: F

ECSP 3142 Science for All Learners 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. This course is designed to develop basic earth, life, and physical science knowledge, concepts, and skills and incorporate them into learning experiences for young children in grades P-5. Research-based principles of successful adaptations to instruction that meet all students' needs, including those who are at-risk, who have exceptionalities, and who are from diverse cultures are addressed through inquiry-based activities. Field experience required. Offered: Su

ECSP 3171 Classroom Management and Effective Learning Environments 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. This course is designed to provide classroom teachers with an opportunity to learn the design and organization of effective classroom settings. It also addresses the etiology of maladaptive behavior as well as how behavior may be taught, changed, or modified. It is designed to provide candidates with the knowledge and skills

MATH 3145 Statistics and Applied Data Analysis for Teachers 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. Candidates in this course will develop skills in data collection, analysis and interpretation to communicate student assessment results through a variety of formal and informal oral and written modes. Content will also include understanding and interpreting statistics derived from scaled scores in criterion-referenced tests, norm-referenced test data, and disaggregation of data for sub-groups of the student population. In addition, candidates' professional development in data collection, analysis, and interpretation skills will be validated through completion of senior year field-based projects such as RTI, BIP and IEP development, teacher work samples, and action research projects included in professional portfolios and capstone presentations. Offered: Su

MATH 4146 Geometry for P-5 Teachers 3 - 0 - 3

Prerequisite: Admission to teacher education; transition point 3. Topics include plane figures, polygons and tessellations, space figures, symmetric figures, systems of measurement, area and perimeter, volume and surface area, congruence and similarity mappings, and topological mappings. Instructional adaptations for students with special needs, formal and informal assessment strategies, and creative uses of teaching tools such as manipulatives will be presented. Offered 3rd, 4th, 5th, 6th, 7th, 14th, 15th weeks of final semester of program. Offered: Sp

RDED 3121 Teaching of Reading 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. Teacher education candidates will develop an understanding of reading acquisition based on recent research. Candidates will focus on learning experiences needed to acquire fundamental reading skills in the areas of readiness, vocabulary development, phonics, word recognition, and comprehension. The class will address theory, research, and application of specific procedures to support literacy development in diverse P-5 school populations, including those with exceptionalities. Strategies for inclusive classrooms will be addressed. Offered: Sp

RDED 3122 Language Arts and Children's Literature 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. Candidates will study and apply pedagogical knowledge and content skills in various areas of language arts and children's literature. Topics will include spelling, handwriting, grammar, the writing process, and oral communication, as well as the integration of conventional and creative forms of written expression in the classroom. Students will evaluate various types of children's literature as they support cognitive, social, psychological, ethical, and language development. Strategies for inclusive classrooms will be demonstrated. The course includes a field component. Offered: F

RDED 4123 Literacy Assessment and Intervention Strategies 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 3. This course is designed to provide teacher education candidates with an understanding of research-based literacy development assessment procedures and intervention strategies. Informal reading assessments, remedial strategies for individuals, small and large groups, characteristics and needs of diverse, at-risk, and special needs

populations and research-based preventative practices are addressed. An in-depth diagnostic of a P-5 school child is required. Offered: F

RDED 4124 Content Area Literacy 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 3. This course is a study of objectives and methods for teaching comprehension, vocabulary, study skills, critical reading, reading, writing, and research strategies in the content area. Attention is focused on refinement of teaching strategies to improve content area instruction and enable students to become more independent learners. Offered 3rd, 4th, 5th, 6th, 7th, 14th, 15th, weeks of final semester of program. Strategies for inclusive classrooms will be addressed. Offered: Sp

SPED 3131 Introduction to the Exceptional Child 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 2. Teacher education candidates will be introduced to the field of special education, at-risk children and youth from diverse backgrounds, and those with exceptional learning needs. Topics include legal issues, development of individual education plans, diagnostic and intervention practices, professional and ethical practices, the referral and placement process, collaboration with families, community, and professionals, characteristics of students who are at-risk and those with exceptionalities, and various instructional methods. Offered: F

SPED 4133 Program Planning for Exceptional Learners 3 - 0 - 3

Prerequisite: Admission to teacher education (see pages 39-40); transition point 3. Teacher education candidates will learn to address the individual needs of P-5 students with exceptionalities. Topics include the IEP process, assessing P-5 student needs, the continuum of placement and services, family systems, professional and ethical practices, institutional planning, and collaboration. Research-based methodologies including direct instruction and cooperative learning are applied in classroom settings. Offered 3rd, 4th, 5th, 6th, 7th, 14th, 15th weeks of final semester of program. Offered: Sp

ENGINEERING (ENGR)

ENGR 1001 Introduction to Engineering 2 - 3 - 3

Prerequisites: ENGL 0099, MATH 0099, READ 0099. *Co-requisites:* MATH 1113 or consent of the instructor. Students are expected to have basic computer skills. Introduction to the basic skills needed for engineering studies and a technical career, including engineering problem solving, the fields and functions of engineering, and computer applications. Offered: F, Sp

ENGR 1002 Engineering Design Graphics 0 - 6 - 3

Prerequisites: A grade of C or better in ENGR 1001 or departmental approval. Study of the elements of graphic communication and engineering design, including computer-assisted design, lettering, sketching, orthographic projection, auxiliary views, sections, dimensioning, descriptive geometry, and the engineering design process. Offered: F, Sp

- ENGR 1003 Computer-Aided Design** 0 - 6 - 3
Prerequisites: Grade of C or better in ENGR 1002, or departmental consent. Study of the use of personal computers and computer-aided drafting and design programs, such as SilverScreen, MicroStation, or AutoCAD. Offered: F, Sp
- ENGR 1091, 1092, 1093, 2091, 2092, 2093** 2 - 0 - 2
Cooperative Education Work Experience
Prerequisites: ENGR 1001 or departmental consent. One semester each of full-time employment in an approved cooperative education position. Offered: F, Sp, Su
- ENGR 1100 Introduction to Computer Engineering** 2 - 3 - 3
Co-requisite: ENGR 1001. Introduction to the fundamental concepts of digital computers and digital computer programming, including the structure of digital systems and digital programming languages. Offered: F, Sp
- ENGR 1371 Computing for Engineers** 3 - 3 - 4
Prerequisite: Grade of C or higher in ENGR 1001 or departmental approval. *Co-requisite:* MATH 1127. Foundations of computing with an emphasis on design and implementation of algorithms for engineering problem solving such as interpolation, regression, numerical differentiation, numerical integration, Fast Fourier Transform, and matrix methods.
- ENGR 2005 Engineering Statics** 3 - 3 - 4
Prerequisite: ENGR 1371. *Prerequisites or Co-requisites:* MATH 1128 and PHYS 2211. Study of the principles of statics in both two and three dimensions. Equilibrium laws are applied to structures and machines; beam diagrams, centroids, moments of area and friction are also studied.
- ENGR 2006 Engineering Dynamics** 3 - 3 - 4
Prerequisites: Grade of C or higher in ENGR 2005 and PHYS 2211 *Prerequisite or Co-requisite:* MATH 2209. Study of kinematics and kinetics of rigid bodies in plane motion and in space.
- ENGR 2125 Introduction to Signal Processing** 3 - 3 - 4
Prerequisites: ENGR 1371, MATH 1128 and PHYS 2111. Introduction to signal processing for discrete-time signals; filtering, frequency response. Fourier transform, Z-transform. The laboratory emphasizes computer-based signal processing.
- ENGR 2140 Circuit Analysis** 3 - 0 - 3
Prerequisites: ENGR 2125, PHYS 2212. *Co-requisite:* MATH 2209. Basic concepts of DC and AC circuit theory and analysis.
- ENGR 2300 Principles of Engineering Economy** 3 - 0 - 3
Prerequisites: ENGR 1001 (or departmental consent) and sophomore standing. Study of the techniques and principles of economic analysis of engineering projects, including equipment selection, operation cost, depreciation, and replacement analysis.

ENGR 2500 Surveying and Geomatics 3 - 3 - 4
Prerequisites: MATH 1112 (with a grade of C or Better) or departmental consent. Study of the theory and practice of surveying and spatial data collection, using both the traditional and modern methods of surveying including current technology, traditional surveying equipment, computer applications, and an introduction to the global positioning system technology.

ENGLISH (ENGL)

ENGL 0099 Learning Support English II 4 - 0 - 4*
Review of grammatical concepts, sentence structure, punctuation, and basic essay writing techniques. To exit, one must successfully meet all requirements for the course, pass an exit essay, and score 75 or higher on the CPE or 60 or higher on COMPASS. Offered: F, Sp, Su
**Institutional Credit*

ENGL 1101 Composition I 2 - 1 - 3
Prerequisites: Satisfactory placement test score or successful completion of ENGL 0099 and READ 0099. An introduction to skills required for effective writing in a variety of contexts with emphasis on exposition, analysis, and argumentation. Includes introductory use of a variety of research skills. A final average of C or higher is required for entry into ENGL 1102. Offered: F, Sp, Su

ENGL 1102 Composition II 3 - 0 - 3
Prerequisites: ENGL 1101 with a grade of C or higher. A literature-based composition course that focuses on developing writing skills beyond the levels of proficiency required by ENGL 1101. Emphasis on interpretation and evaluation; incorporation of a variety of more advanced research methods. A final average of C or higher is required to exit ENGL 1102. Offered: F, Sp, Su

ENGL 2111 World Literature I 3 - 0 - 3
Co-requisite ENGL 1101. Prerequisite ENGL 1101 with a grade of C or higher. Introduction to world literature from its beginning through the 17th century. Offered: **

ENGL 2112 World Literature II 3 - 0 - 3
Co-requisite ENGL 1101. Prerequisite ENGL 1101 with a grade of C or higher. Introduction to world literature from the 18th century to the present. Offered: **

ENGL 2121 British Literature I 3 - 0 - 3
Co-requisite ENGL 1101. Prerequisite ENGL 1101 with a grade of C or higher. Introduction to British literature from its beginning through the 18th century. Offered: **

ENGL 2122 British Literature II 3 - 0 - 3
Co-requisite ENGL 1101. Prerequisite ENGL 1101 with a grade of C or higher. Introduction to British literature from the 19th century to the present. Offered: **

ENGL 2131 American Literature I 3 - 0 - 3
Co-requisite ENGL 1101. Prerequisite ENGL 1101 with a grade of C or higher.
Introduction to American literature from its beginning to the Civil War. Offered: **

ENGL 2132 American Literature II 3 - 0 - 3
Co-requisite ENGL 1101. Prerequisite ENGL 1101 with a grade of C or higher.
Introduction to American literature from the Civil War to the present. Offered: **

ENGL 2207 Creative Writing 3 - 0 - 3
Study of the craft and skill of major literary genres, with particular emphasis on fiction and poetry writing. Reading, presenting, and critiquing each other's work. Also, publication procedures. Offered: F

ENGL 2208 Technical Communication 3 - 0 - 3
Introduction to technical writing including memoranda, formal reports, and proposals. Oral presentation and hypermedia production. Offered: Sp

ENGL 2210-2265 Special Topics in Literature 3 - 0 - 3
Co-requisite ENGL 1101. Prerequisite ENGL 1101 with a grade of C or higher. Focus on a specific theme, culture, or genre. Topics will be announced when the course is offered. May be repeated for credit. Offered: I

ENGL 2999 English Capstone 1 - 0 - 1
Prerequisite: ENGL 1102. To be taken while enrolled in the last semester of the program. This course will require students to edit and revise selected writing into a portfolio. Graduating students will also apply the skills developed in program courses toward the production of an online issue of a literary journal. Pass/Fail. Offered: Sp.

***Literature is offered F and Sp and generally includes World, British, and American. Summer semester, at least one literature will be offered.*

FINANCE (FINA)

FINA 3110 Principles of Finance 3 - 0 - 3
Prerequisites: ACCT 2102, ECON 2105 and 2106. This course is designed to give the student an introduction to the principles of financial management including an analysis of financial statements, forecasting, capital budgeting, security valuation, and analysis of risk and return. Offered: F

FINA 3410 Principles of Finance for Small Business 3 - 0 - 3
Prerequisite: ACCT 2102. Emphasis is on financial problems facing the small business. Such problems include funding, working capital management, and capital budgeting. F

FRENCH (FREN)

FREN 1001 Elementary French 3 - 0 - 3
Study of beginning French which covers the essentials of French grammar/culture. Aural/oral emphasis employing multimedia. Required use of computer lab. Offered: F, Sp

FREN 1002 Elementary French 3 - 0 - 3
Prerequisites: FREN 1001 with a grade of C or higher, or permission of the instructor. Continuation of FREN 1001 which addresses further essentials of French grammar and culture. Aural/oral emphasis employing multimedia. Required use of computer lab. Offered: F, Sp

FREN 2001 Intermediate French 3 - 0 - 3
Prerequisites: FREN 1002 with a grade of C or higher, or permission of the instructor. Continuation of FREN 1002 which introduces new grammatical forms while providing an in-depth review of those learned in FREN 1001 and 1002. Introduction to idioms and continued study of French culture. Aural/oral emphasis employing multimedia. Required use of computer lab. Offered: F, Sp

FREN 2002 Intermediate French 3 - 0 - 3
Prerequisites: FREN 2001 with a grade of C or higher, or permission of the instructor. Continuation of FREN 2001 with an emphasis on reading and writing in French. Continued study of French culture. Use of multimedia. Required use of computer lab. Offered: Sp

GEOGRAPHY (GEOG)

GEOG 1101 Introduction to Human Geography 3 - 0 - 3
Prerequisites: ENGL 0099 and READ 0099. Introduction to Human Geography: A survey of global patterns of resources, population, culture, and economic systems, regionally focusing on the ways in which cultural groups around the world utilize and modify their landscape and environment. Emphasis is placed upon the factors contributing to these patterns and the distinctions between the technologically advanced and less advanced regions of the world. Offered: Sp

GEOLOGY (GEOL)

GEOL 1125 Physical Geology 3 - 3 - 4
Prerequisites: MATH 0099, ENGL 099, and READ 0099. Study of the lithosphere including rock and mineral identification, plate tectonics, ground water, stream systems, and introduction to maps. Offered: F, Sp, Su

GEOL 1126 Historical Geology 3 - 3 - 4
Prerequisites: Grade of 'C' or better in GEOL 1125. Survey of Earth history with an emphasis on research methods. Geologic time, geologic histories, correlation, geologic mapping and fossils are emphasized. Offered: F, Sp, Su

GEOL 1130 Introduction to Georgia Geology 1 - 9 - 4
Prerequisites: ENGL 0099, MATH 0099, READ 0099 and departmental consent. A field study designed to expand a student's knowledge and appreciation of geology by experiencing the widely diverse aspects of Georgia geologic provinces. Some classroom and extensive field work including two overnight trips will be required. Some field gear is required. Offered: I

GERMAN (GRMN)

GRMN 1001 Elementary German 3 - 0 - 3
Prerequisites: None. Study of beginning German which covers the essentials of German grammar and culture. Training of the four language skills (listening, speaking, reading, writing) with an emphasis on aural/oral communication. Use of multimedia language training. Required use of computer lab. Offered: F, Sp

GRMN 1002 Elementary German 3 - 0 - 3
Prerequisites: GRMN 1001 with a grade of C or higher, or permission of the instructor. Continuation of GRMN 1001 which addresses further essentials of German language/culture. Aural/oral emphasis employing multimedia. Required use of computer lab. Offered: F, Sp

GRMN 2001 Intermediate German 3 - 0 - 3
Prerequisites: GRMN 1002 with a grade of C or higher, or permission of the instructor. Continuation of GRMN 1002 which introduces new grammatical forms while providing an in-depth review of those learned in GRMN 1001 and 1002. Introduction of idioms and continued study of German culture. Aural/oral emphasis employing multimedia. Required use of computer lab. Offered: I

GRMN 2002 Intermediate German 3 - 0 - 3
Prerequisites: GRMN 2001 with a grade of C or higher, or permission of the instructor. Continuation of GRMN 2001 with an emphasis on reading and writing in German. Continued study of German culture. Use of multimedia. Required use of computer lab. Offered: I

HEALTH (HLTH)

HLTH 1101 Health 2 - 0 - 2
Prerequisites: None. Study of mental and emotional health, cardiovascular disorders, human reproduction, sexually transmitted diseases, drugs, and principles of physical fitness, nutrition and weight management. Offered: F, Sp, Su

- HEXS 1160 Golf I 0 - 2 - 1**
Prerequisites: None. A physical activity course that teaches the fundamentals of golf. Extra fees are required. Offered: F, Sp
- HEXS 1161 Golf II 0 - 2 - 1**
Prerequisites: HEXS 1160 or permission of instructor. A continuation of HEXS 1160 that teaches more advanced skills and knowledge of golf. Extra fees are required. Offered: Sp
- HEXS 1180 Pickleball I 0 - 2 - 1**
Prerequisites: None. A physical activity course that teaches the fundamentals of pickleball: an indoor sport that combines the sports of tennis and badminton. Offered: F, Sp
- HEXS 1181 Pickleball II 0 - 2 - 1**
Prerequisites: HEXS 1180 or permission of instructor. A continuation of HEXS 1180 that teaches more advanced skills and knowledge of Pickleball. Offered: Sp.
- HEXS 1202 Self Defense for Women 0 - 2 - 1**
Prerequisites: None. A physical activity course that teaches self defense skills for women. Offered F, Sp.
- HEXS 1220 Snow Skiing/ Boardng I 0 - 2 - 1**
Prerequisites: None. A physical activity course that teaches the fundamentals of snow skiing or snowboarding. This course occurs in December at a location out of state. Extra fees are required. Offered: Sp
- HEXS 1221 Snow Skiing/ Boarding II 0 - 2 - 1**
Prerequisites: HEXS 1220 or permission of instructor. A continuation of HEXS 1220 that teaches more advanced skills and knowledge of snow skiing or snowboarding. Course occurs in December at a location out of state. Extra fees are required. Offered: Sp
- HEXS 1240 Soccer I 0 - 2 - 1**
Prerequisites: None. A physical activity course that teaches the fundamentals of soccer. Offered: F, Sp
- HEXS 1241 Soccer II 0 - 2 - 1**
Prerequisites: HEXS 1240 or permission of instructor. A continuation of HEXS 1240 that teaches more advanced skills and knowledge of soccer. Offered: Sp
- HEXS 1260 Softball I 0 - 2 - 1**
Prerequisites: None. A physical activity course that teaches the fundamentals of softball. Offered: F, Sp
- HEXS 1261 Softball II 0 - 2 - 1**
Prerequisites: HEXS 1260 or permission of instructor. A continuation of HEXS 1260 that teaches more advanced skills and knowledge of softball. Offered: Sp

INDS 1111 Biology and Politics 2 - 0 - 2
Prerequisites: READ 0099, ENGL 0099. To introduce students to thinking critically and analyzing trends affecting the future. Survey of future studies accenting social, economic, technological, and political trends and how those trends can be analyzed to forecast future actions. Emphasis will be on team projects and interdisciplinary topics.

MANAGEMENT (MGMT)

MGMT 2301 Introduction to Logistics 3 - 0 - 3
Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099 and completion of BUSA 1105 with a grade of C or higher. This course is designed to give an overview of logistics including critical elements and systems which drive accuracy and decision making at all levels of management. Offered: F, Sp, Su

MGMT 3102 Human Resource Management 3 - 0 - 3
Prerequisite: MGMT 3108. This course is designed to give the student the principles of procuring, developing, maintaining and effectively utilizing personnel according to all Federal, State, and Local laws. Offered: Sp

MGMT 3104 International Business 3 - 0 - 3
Prerequisites: MGMT 3108. This course focuses on the global dimensions of business by exploring and classifying country differences with regard to the Political Economy. Cultural Dimensions, International Trade Theory, Foreign Direct Investment, and the Global Money System are explained. Emphasis is placed on competing in the global marketplace. International business situations dealing with globalization, trade, and ethical dilemmas are examined with the use of pertinent case analysis techniques. Offered: F

MGMT 3107 Operations Management 3 - 0 - 3
Prerequisites: MGMT 3108. This course will examine operations issues affecting the management of organizations in the context of business theory and practice. Topics include the role of operations, production and service in the economy, strategy, design, supply-chain management, planning and optimization tools, and quality. Offered: F.

MGMT 3108 Principles of Management 3 - 0 - 3
Prerequisites: ECON 2105 and 2106. This course is designed to give the students principals and techniques used in management. The fundamentals covered include staff and operative management across disciplines. Offered: F

MGMT 3203 Airport Management 3 - 0 - 3
Prerequisites: AERO 2107, MGMT 3108. This course provides knowledge of airport contracts, security, and environmental regulations related to noise, hazardous material, and other environmental factors. Offered: F, Sp

MGMT 3204 International Airline Business 3 - 0 - 3
Prerequisites: MGMT 3210. This course focuses on the global dimensions of the airline business by exploring and classifying country differences with regard to the Political Economy. Cultural Dimensions, International Trade Theory, Foreign Direct Investment, and the Global Monet System are explained. Emphasis is placed on airlines competing in the global marketplace. International business situations dealing with globalization, trade, and ethical dilemmas are examined with the use of pertinent case analysis techniques. Offered: F

MGMT 3209 Airport Legal Affairs, Marketing, Communications, Development 3 - 0 - 3
Prerequisites: MGMT 3203
This course will cover such topics as legal issues, public relations, marketing, liability, and infrastructure. Offered F

MGMT 3210 Airline Management 3 - 0 - 3
Prerequisites: MGMT 3108. This course introduces principles management of airline, commuter, and freight carriers. Offered: F, Sp

MGMT 3205 Airport Png, Const, & Environmental 3 - 0 - 3
Prerequisites: MGMT 3203. This course will focus on overview of airport planning and design considerations, construction and expansion projects, master planning, and environmental management. Includes activity forecasting, capacity, and delay analysis, site selection, airfield and terminal design, environmental impacts and mitigation, and noise abatement. Also includes land-use planning and control, the socio-economic impacts of airports on the communities they serve, public relations, financial planning, and airport privatization. The course will also introduce several geospatial technologies that can be effectively to airport management. Offered: F

MGMT 3314 Purchasing and Materials Management 3 - 0 - 3
Prerequisites: Completion of MGMT 2301 with a grade of C or higher. This course examines the critical operational areas of purchasing, materials management, inventory management, just-in-time (lean) purchasing, supplier selection and evaluation, total quality management, bargaining and negotiation, equipment acquisition, and global sourcing in supporting a professional supply management function. Required for Bachelor of Science in Aviation Management: Logistics Management. Elective for Flight Management, Air Traffic Control Management, Airport Management Majors & Non-Aviation Management Majors. Offered: F

**MGMT 3204 International Airline Business
(Course description pending approval)**

MGMT 3408 Entrepreneurship/Small Business 3 - 0 - 3
Prerequisite: MGMT 3108. Management of small businesses. Beginning with traits commonly found in successful entrepreneurs, students cover the various topics necessary to develop and run a profitable business. The topics include business entity forms, marketing for small/fledgling businesses, advertising, elements of business plan, risk management, financing, and staffing decisions. A study of the

business formation process focusing on the behaviors of entrepreneurs and the creation of new businesses in dynamic environments. Sp

MGMT 3410 Family Business Management 3 - 0 - 3

Prerequisite: MGMT 3108. This course explores the unique challenges and opportunities involved in owning and/or managing a family business. By attending the class, students learn to identify and address challenges related to responsible ownership, succession, corporate governance, family governance, professionalization, and family office. Both family and non-family members' perspectives are explored and addressed. Sp

MGMT 4103 Strategic Management 3 - 0 - 3

Prerequisite: MGMT 3108, MKTG 3109, FINA 3110. A capstone course where the student relates the principles of strategic management to organizational goals, identifying new capabilities, and the impact of current decision making on the future of the corporation. Offered: Sp

MGMT 4110 Management Internship 0 - 3 - 1

Prerequisites: Business Majors, Sophomore, Approval by department chair. An internship/co-op opportunity provides practical experience in the field of Management. A supervised, credit-earning work experience of one academic semester in a business firm, private agency, or government agency as approved by the department chair. A research paper is required to receive credit. For junior or senior students who wish to participate in an on the job experience in which they may apply their academic training. The work experience may not be with a current employer. The course will be graded on an S/U basis. Maximum of 6 hours.

MGMT 4206 Airport Operations, Security & Maint. 3 - 0 - 3

Prerequisites: MGMT 3203. This course will discuss Airport/Aviation operations, safety and certifications. Discusses airport and aviation security and its evolution. Develops knowledge of operational activities. Develops understanding of airport maintenance. Offered: Sp

MGMT 4207 Airline Technical Operations 3 - 0 - 3

Prerequisites: MGMT 3107. This course will examine operations issues affecting the management of airlines in the context of business theory and practice. Topics include the role of operations, operations and service in the industry, strategy, design, maintenance, issues and tools, planning and optimization tools, and quality. Offered: Sp

MGMT 4210 Airline Financial Management 3 - 0 - 3

Prerequisites: Acct 2102. This course will emphasize on financial problems facing the Airline industry. Such problems include funding, working capital management, and capital budgeting. Topics will include financing options including leasing as well as purchase of assets. Offered: Sp

MGMT 4211 Airport Finance and Administration 3 - 0 - 3

Prerequisites: MGMT 3110, 3203. This course will cover topics of airport finance and economics, such as budgeting, accounting, financing and charges, airport

marketplace, such as the marketing mix, revenue sources, rates and charges, real estate and lease agreements, and privatization and public entrepreneurship. Offered: Sp

MGMT 4301 Principles of Transportation 3 - 0 - 3

Prerequisites: Satisfactory placement test scores or successful completion of ENGL 0099, READ 0099, and MATH 0099. This course includes an overview of rail, motor, air, water, and pipeline modes of transportation and the economic principles and governmental regulations associated with each. Offered: Sp, Su

MGMT 4302 Supply Chain Management 3 - 0 - 3

Prerequisites: MGMT 2301 with a grade of C or higher.. This course examines the field of supply chain management which refers to the entire network of companies working together to design, produce, deliver, and service products. Elective for Flight Management, Air Traffic Control Management, Airport Management Majors & Non-Aviation Management Majors. Offered: F

MGMT 4303 Logistics Decision Making 3 - 0 - 3

Prerequisites: MGMT 2301 with a grade of C or higher. This course examines critical elements and systems which drive accuracy and decision making at all levels of management. Offered: F, Sp

MGMT 4304 International Supply Chain Management 3 - 0 - 3

Prerequisites: MGMT 2301 with a grade of C or higher and MGMT 4302. This course examines globally the field of supply chain management which refers to the entire international network of companies working together to design, produce, deliver, and service products. Offered: F, Sp, Su

MGMT 4310 Logistics Management Internship for Private Industry and Government Co-Op Student Career Experience Program (SCEP) 0 - 3 - 3

Prerequisites: Approval by department chair. This internship/co-op opportunity provides practical experience in the fields of Logistics and Supply Chain Management as approved by the department chair. Maximum of 6 hours.

MANAGING GOALS AND CAREERS (MGCS)

MGCS 1101 Managing Goals and Careers for Success 2 - 0 - 2

Prerequisites: None. An Introduction to College course created to assist students through the transition to college life and to offer them the necessary tools to succeed academically and socially. The course provides instruction in exploration of values, goals, career choice, and academic skills while learning about the policies and procedures of Middle Georgia College through practice in active learning strategies, small group discussions, writing assignments, and outside

work. Required of all student who are accepted as Presidential Exceptions.
Offered: F, Sp, Su

MARKETING (MKTG)

MKTG 3109 Principles of Marketing 3 - 0 - 3

Prerequisites: ECON 2105 and 2106. This course introduces principles and methods used in the movement of goods and services from producers to consumers. Topics include merchandising, pricing, inventories, unit control, and stock model budgeting. Offered: Sp

MKTG 3209 Airline Marketing 3 - 0 - 3

Prerequisites: MKTG 3109. This course provides a foundation in general marketing principles as they relate to the aviation and airline industry: including the frequent flyer program, marketing tools, and unique aspects of the aviation market segmentations. Offered: F, Su

MKTG 3409 Small Business Marketing 3 - 0 - 3

Prerequisite: MKTG 3109. This course covers practical marketing strategies and tactics for entrepreneurs ranging from independent consultants to small business owners and employees. Learn how to create a targeted marketing plan and implement it through digital, print, and verbal marketing streams. You examine key marketing concepts, from target-market definition to objective setting and plan evaluation; gain an understanding of critical marketing vehicles, from websites to sales presentations; and learn how to write critical documents, from news releases to sales brochures and marketing presentations. Offered: F

MATHEMATICS (MATH)

MATH 0097 Learning Support Math (Foundations of Algebra I) 4 - 0 - 4*

Prerequisites: None. Course for students who do not enter with satisfactory SAT, ACT and/or CPE/COMPASS scores. The course provides instruction in real numbers and variable expressions, first-degree equations and inequalities, linear equations and inequalities in two variables, systems of linear equations and inequalities, and polynomials. If required, the successful completion of the course is a prerequisite of Foundations of Algebra II. Offered: F, Sp, Su

**Institutional Credit*

MATH 0099 Learning Support Math (Foundations of Algebra II) 4 - 0 - 4*

Prerequisites: None. Course for students who do not enter with satisfactory SAT, ACT and/or CPE/COMPASS scores. The course provides instruction in factoring, rational expressions, rational exponents and radicals, and quadratic equations. If required, the successful completion of the course is prerequisite to all other mathematics courses. To exit a student must successfully meet all requirements for the course and score 79 on the CPE or 37 on COMPASS. Offered: F, Sp, Su

**Institutional Credit.*

MATH 1001 Quantitative Reasoning 3-0-3

Prerequisites: Two units of high school algebra and one unit in plane geometry, or MATH 0099. This critical thinking and inquiry-based learning course is an introduction to quantitative skills and reasoning. Emphasis will be placed on Mathematical concepts in real life; from art (M. C. Escher, Salvador Dali) to music, and from solving puzzles to shopping. Topics include: Basic set concepts, notation, and operations; The Golden Ratio; Introductory (formal) Logic; Introductory Probability and Statistics; Counting Methods, Data modeling; Sequences/Series (Fibonacci, Geometric); and pi. Course offered for non-science majors only.

MATH 1111 College Algebra 3 - 0 - 3

Prerequisites: Two units of high school algebra and one unit in plane geometry, or MATH 0099. Linear and nonlinear equations and inequalities, graphing linear equations and inequalities in two variables, functions and related curves, solving and graphing exponential and logarithmic functions. Offered: F, Sp, Su

MATH 1112 Plane Trigonometry 3 - 0 - 3

Prerequisites: MATH 1111 with a grade of C or better, equivalent, or math placement test. Study of angular measure, the trigonometric functions, fundamental identities, reductions, variation and graphs of the trigonometric functions, functions of a composite angle, logarithmic functions, right triangles, oblique triangles, trigonometric identities and equations, inverse trigonometric functions, and polar coordinates. Offered: F, Sp, Su

MATH 1113 Precalculus Mathematics 3 - 2 - 4

Prerequisites: high school advanced algebra and trigonometry and score of 560 or better on SAT mathematics test, or math placement test, or departmental approval. Study of polynomial, exponential, logarithmic, circular, trigonometric, inverse trigonometric functions and polar coordinate graphing. Offered: F, Sp, Su

MATH 1115 Survey of Calculus 3 - 0 - 3

Prerequisites: Grade of C or better in or exemption from MATH 1111, or departmental approval. Introduction to the mathematical analysis of problems using differential and integral calculus. Offered: F, Sp

MATH 1127 Calculus I 3 - 2 - 4

Prerequisites: Grade of C or better in Math 1112, or grade of 'C' or better in MATH 1113, or math placement test, or departmental approval. Study of function of one variable, introducing the derivative and the integral, limits and derivatives, techniques of integration, transcendental functions and their inverses, applications of the definite integral and applications of the derivative. Offered: F, Sp, Su

MATH 1128 Calculus II 3 - 2 - 4

Prerequisite: Grade of C or better in MATH 1127. Study of integration techniques for proper and improper integrals, L'Hopital's Rule, Taylor's Theorem, sequences and

MUSC 1082, 1083,
2082, 2083 Jazz Ensemble **0 - 3 - 1**
Prerequisites: None. Co-requisites: None. Admission by audition. The introduction, study, and performance of significant jazz literature. Offered: F, Sp

MUSC 1084, 1085,
2084, 2085 Brass Ensemble **0 - 3 - 1**
Prerequisites: None. Co-requisites: None. Admission by audition. The introduction, study, and performance of specific brass ensemble literature. Offered: F, Sp

MUSC 1086, 1087,
2086, 2087 Percussion Ensemble **0 - 3 - 1**
Prerequisites: None. Co-requisites: None. Admission by audition. The introduction, study, and performance of specific percussion ensemble literature. Offered: F, Sp

MUSC 1088, 1089,
2088, 2089 Woodwind Ensemble **0 - 3 - 1**
Prerequisites: None. Co-requisites: None. Admission by audition. The introduction, study, and performance of specific woodwind ensemble literature. Offered: F, Sp

MUSC 1100 Music Appreciation **3 - 0 - 3**
Prerequisites: None. Co-requisites: None. Students will develop listening skills for and gain cultural understanding of music from around the world. Popular and art music from Western and non-Western cultures is included to help prepare students for the global economy. Open to all interested students. Offered: F, Sp

MUSC 1112 Class Piano Lab I **0 - 3 - 1**
Prerequisites: music major or permission of instructor. Co-requisites: none. Introduction for the beginner to the keyboard and to the fundamentals of music in a laboratory setting. Must learn to play all two-octave major scales and simple music on a grand staff using both hands. Applied music fee may be included. Offered: F.

MUSC 1113 Class Piano Lab II **0 - 3 - 1**
Prerequisites: MUSC 1112 Class Piano Lab I or permission of instructor. Co-requisites: none. Introduction for the more advanced beginner to the keyboard and to the fundamentals of music in a laboratory setting. Must learn to play all two-octave minor scales as well as progress appropriately with playing music written on a grand staff. Applied music fee may be included. Offered: Sp.

MUSC 1110 Musicianship I **2 - 3 - 3**
Prerequisites: pass fundamentals class MUSC 0099 or fundamentals test, MATH 0099. Develop Aural skills, sight-singing skills (Kodaly Method), and theoretical knowledge of diatonic music working primarily in major and minor keys with the basic I, IV, and V harmonic patterns. Lab work involves computer assisted instructions. Required for Music Majors. Offered: F.

MUSC 1111 Musicianship II **2 - 3 - 3**
Prerequisites: MUSC 1110 Musicianship I with grade of C or better. Continue developing aural skills, sight-singing skills (Kodaly Method), and theoretical

knowledge of diatonic music beyond I, IV, and V harmonic patterns. Content includes musical analysis (binary and ternary) and developing fundamental compositional skills. Lab work involves computer assisted instructions. Required for Music Majors. Offered: Sp.

MUSC 2110 Musicianship III 2 - 3 - 3

Prerequisites: MUSC 1111 Musicianship II with a grade of C or better. Continue developing aural skills, sight-singing skills (Kodaly Method), and theoretical knowledge of chromatic tonal music. Content includes musical analysis (Rondo and Sonata) and extending fundamental compositional skills. Lab work involves computer assisted instructions. Required for Music Majors. Offered: F.

MUSC 2111 Musicianship IV 2 - 3 - 3

Prerequisites: MUSC 2110 Musicianship III with a C or better. Develop aural skills, sight-singing skills (Kodaly Method), and theoretical knowledge of music other than the common practice period. Content includes musical analysis and understanding of unusual notational systems. Lab work involves computer assisted instructions. Required for Music Majors. Offered: Sp.

MUSIC-APPLIED LESSONS (MUSA) For Music Majors Only

MUSA 1100, 1101, 1102 Applied Piano	0 - 1/2 - 1
MUSA 1120, 1121, 1122 Applied Brass	0 - 1/2 - 1
MUSA 1130, 1131, 1132 Applied Woodwind	0 - 1/2 - 1
MUSA 1140, 1141, 1142 Applied Percussion	0 - 1/2 - 1
MUSA 1150, 1151, 1152 Applied Strings	0 - 1/2 - 1

Prerequisites: Music Major or permission of the instructor. Instruction for fifteen half-hour lessons per semester. Applied music fee required each semester. Offered: F, Sp, Su

MUSA 1103, 1104, 1105 Applied Piano	0 - 1 - 2
MUSA 1123, 1124, 1125 Applied Brass	0 - 1 - 2
MUSA 1133, 1134, 1135 Applied Woodwind	0 - 1 - 2
MUSA 1143, 1144, 1145 Applied Percussion	0 - 1 - 2
MUSA 1153, 1154, 1155 Applied Strings	0 - 1 - 2

Prerequisites: Music Major or permission of the instructor. Instruction for fifteen one-hour lessons per semester. Applied music fee required each semester. Offered: F, Sp, Su

MUSA 2100, 2101, 2102 Applied Piano	0 - 1/2 - 1
MUSA 2120, 2121, 2122 Applied Brass	0 - 1/2 - 1
MUSA 2130, 2131, 2132 Applied Woodwind	0 - 1/2 - 1
MUSA 2140, 2141, 2142 Applied Percussion	0 - 1/2 - 1
MUSA 2150, 2151, 2152 Applied Strings	0 - 1/2 - 1

Prerequisites: Successful completion of two-hours of credit at the 1000 level and approval by music faculty at juried performance. Instruction for fifteen half-hour lessons per semester. Applied music fee required each semester. Offered: F, Sp, Su

MUSA 2103, 2104, 2105	Applied Piano	0 - 1 - 2
MUSA 2123, 2124, 2125	Applied Brass	0 - 1 - 2
MUSA 2133, 2134, 2135	Applied Woodwind	0 - 1 - 2
MUSA 2143, 2144, 2145	Applied Percussion	0 - 1 - 2
MUSA 2153, 2154, 2155	Applied Strings	0 - 1 - 2

Prerequisites: Successful completion of two-hours of credit at the 1000 level and approval by music faculty at juried performance. Instruction for fifteen one-hour lessons per semester. Applied music fee required each semester. Offered: F, Sp, Su

MUSIC-APPLIED LESSONS (MUSA) For Non-Music Majors Only

MUSA 1000, 1001, 1002	Applied Piano	0 - 1/2 - 1
MUSA 1020, 1021, 1022	Applied Brass	0 - 1/2 - 1
MUSA 1030, 1031, 1032	Applied Woodwind	0 - 1/2 - 1
MUSA 1040, 1041, 1042	Applied Percussion	0 - 1/2 - 1
MUSA 1050, 1051, 1052	Applied Strings	0 - 1/2 - 1

Prerequisites: None. Instruction for fifteen half-hour lessons per semester. Recommend auditing the class. Applied music fee required each semester. Offered: F, Sp, Su

MUSA 1003, 1004, 1005	Applied Piano	0 - 1 - 2
MUSA 1023, 1024, 1025	Applied Brass	0 - 1 - 2
MUSA 1033, 1034, 1035	Applied Woodwind	0 - 1 - 2
MUSA 1043, 1044, 1145	Applied Percussion	0 - 1 - 2
MUSA 1053, 1054, 1055	Applied Strings	0 - 1 - 2

Prerequisites: None. Instruction for fifteen one-hour lessons per semester. Recommend auditing the class. Applied music fee required each semester. Offered: F, Sp, Su

NURSING (NURS)* **

(NURS course credits valid for four (4) years.)*

*(**All nursing courses must be completed within four years of the date of entry into the first nursing course.)*

NURS 1202	Clinical Calculations	2 - 0 - 2
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Prerequisites: Completion of LS. Introduction of metric, apothecary, and household systems of measurement used in the preparation and administration of drugs and solutions; safety and accuracy in dosage calculations for medication administration. Offered: Su

- NURS 1203 Fundamentals of Pharmacology 2 - 0 - 2**
Prerequisites: Completion of all Learning Support classes: READ 0099, ENGL 0099, and MATH 0099; BIOL 2114 or permission of instructor. Study of principles of pharmacology, drug classifications, indications, intended effects, six rights of medication administration, patient education, and legal and ethical implications. Offered: Su
- NURS 1204 Fundamentals of Nursing Terminology 2 - 0 - 2**
and Principles of Documentation
Prerequisites: Completion of all Learning Support classes: READ 0099, ENGL 0099, and MATH 0099. This course focuses on the introduction of nursing terminology and principles of documentation via a collaborative approach including review of anatomy and physiology, principles of word building, and the exploration of phonetics.
- NURS 1210 LPN to RN Transitions Course 2 - 0 - 2**
Prerequisites: BIOL 2114. Co-requisites: BIOL 2115, BUSA 1205, ENGL 1101. This course explores the advancement of the professional role of the nurse, transitioning from the level of Licensed Practical Nurse to Registered Nurse. Emphasis is on the roles of provider of care, manager of care, and member of the discipline of nursing. Foundation concepts of critical thinking, caring, and clinical competence are studied. Students enrolling in this course will receive six credit hours in escrow upon successful completion of this course. Offered: I
- NURS 1221 Nursing Seminar in Critical Thinking 2 - 0 - 2**
Prerequisites: eligibility to re-enter Nursing Program, NURS 1711. This course is designed to facilitate re-entry into the nursing program. Concepts of critical thinking, caring, and clinical competence will serve as the foundation for individualized learning activities designed to facilitate student success and progression. Offered: I.
- NURS 1711 Introduction to Nursing Concepts 5 - 9 - 8**
Prerequisites: BIOL 2114. Co-requisites: BIOL 2115, BUSA 1205, ENGL. This is the introductory nursing course, which emphasizes the professional role of the nurse and the major concepts of nursing. Basic concepts of physiological integrity, psychological integrity, caring for self, and safe and effective environment are introduced as foundation for knowledge used throughout the nursing curriculum. Basic technical skills the nurse will need for providing care to clients in multiple health care settings will be introduced. The roles of the nurse as provider of care, manager of care, and member within the discipline serve as the organizing framework for expected student behaviors. Offered: F
- NURS 1921 Adult/Child Nursing I 5 - 12 - 9**
Prerequisites: NURS 1711, BIOL 2115, BUSA 1205. Co-requisite: PSYC 1101. Focuses on the care of individuals/families with common physiological and psychological and psychosocial alterations in health. Offered: Sp

NURS 2201 EKG Interpretation & Advanced Cardiac Care 2 - 0 - 2
Prerequisites: ENGL 099, READ 099, NURS 1921, special permission granted by instructor for students enrolled in other nursing programs for health professionals seeking professional development. Focuses on EKG interpretation of basic arrhythmias including sinus rhythms, atrial, ventricular, junctional and paced arrhythmias and heart blocks. Instruction will also cover emergency cardiovascular care for dysrhythmias and appropriate nursing and pharmacological interventions. This course is a web enhanced hybrid course with scheduled classroom instruction and online instruction required to complete the course requirements Offered: Su

NURS 2531 Adult/Child Nursing II 4 - 12 - 8
Prerequisites: NURS 1921, PSYC 1101, BIOL 2131, one three-hour ENGL Literature course (choose from ENGL 2111-2132). *Co-requisites:* PSYC 2103, MATH 1111. Focuses in Nursing. Care of individuals/families with common physiological problems and individuals/families experiencing childbearing and infancy. Offered: F

NURS 2741 Adult/Child Nursing III 4 - 12 - 8
Prerequisites: NURS 2531, MATH 1111, PSYC 2103. *Co-requisites:* All core courses. Integrating program concepts to provide care for groups of individuals/ families exhibiting complex or less common health problems of respiratory failure, shock, neurological and renal dysfunction, cardiac dysrhythmia or surgery, burns, endocrine disorders, and disasters; includes basic clinical leadership skills for the manager of care role and entry into practice. Offered: Sp

OCCUPATIONAL THERAPY ASSISTANT (OCTA)*

(*OCTA course credits valid for five (5) years.)

OCTA 1211 Analysis of Human Movement 1 - 3 - 2
Prerequisites: BIOL 2114. Analysis of human movement focusing on the major joint and muscle movements in daily living tasks and occupations. Skills development in assessments appropriate for the OTA including functional muscle testing, goniometry, and standardized assessments of coordination. Offered: F

OCTA 1300 Introduction to OTA 2 - 3 - 3
Prerequisites/Co-requisites: None. Introduction to the history, philosophy, ethics, definition and organizations of occupational therapy. General overview and specific role delineation of the occupational therapy assistant and the occupational therapist in a variety of health care settings. Emphasis on the relationship between multiculturalism and concepts of health and illness. Emphasis on tolerance for cultural and life-style differences. Offered: F

OCTA 1410 Therapeutic Media 1 - 9 - 4

Prerequisites: OCTA 1300. *Co-requisite:* OCTA 1421. Skills development in culturally appropriate therapeutic media including needlecraft, sewing, paper and fiber art, ceramics, leathercraft, and woodworking. Introduction to the occupational therapy practice framework's domains and processes. Emphasis on activity analysis and the use of purposeful activity to performance in areas of occupation. Offered: Sp

OCTA 1421 Psychosocial Practice for the OTA 2 - 7 - 4

Prerequisites: OCTA 1300. *Co-requisites:* PSYC 1101 and OCTA 1410. Study of the role of the OTA in prevention, evaluation, intervention, documentation, and discharge planning for individuals with psychosocial dysfunction. Introduction to psychiatric conditions commonly encountered by the OTA in practice. Skills development in therapeutic communication, data collection, assessment, and intervention techniques appropriate for the OTA. Collaboration with the healthcare team in program planning and implementation is emphasized in Level I fieldwork experiences. Offered: Sp

OCTA 1422 Physical Practice for the OTA 3 - 9 - 6

Prerequisites: OCTA 1300, OCTA 1211, BIOL 2114. Study of the role of the OTA in prevention, evaluation, intervention, documentation, and discharge planning for individuals with physical dysfunction. Introduction to medical conditions and medical terminology commonly encountered by OTAs in practice. Skills development in specific intervention techniques and the grading and adapting of purposeful activities to promote functioning in occupations and their underlying components. Emphasis on occupations based practice and the promotion of health and wellness. Laboratory and Level I fieldwork reinforces the development of these skills. Offered: Sp

OCTA 2110 Adaptive Techniques for OTA 1 - 3 - 2

Prerequisites: OCTA 1211, OCTA 1300, OCTA 1410, OCTA 1421, OCTA 1422, BIOL 2115. *Co-requisites:* OCTA 2323, OCTA 2224, OCTA 2230. Emphasis on therapeutic adaptation based on the clients needs, occupations, and sociocultural contexts. Includes skills development in basic splinting, and fabricating adaptive equipment to improve positioning and to promote occupational performance through environmental adaptation. Exploration of technological advances and specialized areas of treatment. Offered: F

OCTA 2224 Innovative Practice for the OTA 0 - 5 - 2

Prerequisites: OCTA 1300, OCTA 1211, OCTA 1410, OCTA 1421, OCTA 1422, BIOL 2115. *Co-requisites:* OCTA 2323, OCTA 2110, OCTA 2230. Study of the role of the OTA in innovative areas of practice such as community-based services, wellness, and health promotion, adult daycare. Emphasis on the promotion of occupational therapy. Occupational therapy activities will be generated and conducted by students through research and fieldwork in their areas of interest. Offered: F

OCTA 2230 OTA Seminar 2 - 3 - 3

Prerequisites: OCTA 1211, OCTA 1300, OCTA 1410, OCTA 1421, OCTA 1422, BIOL 2115. *Co-requisites:* OCTA 2323, OCTA 2110, OCTA 2224. Analysis of ethical, professional, and social issues affecting OTA practice. Emphasis on preparation for

national and state credentialing requirements, promotion of life long learning, and the professional rules and responsibilities of the OTA. Study of the role of health professionals in changing healthcare systems, administration, management, and research. Emphasis on program evaluation, reimbursement mechanism, healthcare legislation, federal and state regulations, and the responsibility for professional and consumer advocacy. Offered: F

OCTA 2323 Pediatric Practice for the OTA 2 - 9 - 5

Prerequisites: OCTA 1300, OCTA 1211, OCTA 1421, OCTA 1410, OCTA 1422, PSYC 2103, BIOL 2115. *Co-requisites:* OCTA 2110, OCTA 2224, OCTA 2230. Study of the role of the OTA in prevention, evaluation, intervention, documentation and discharge planning for individuals with developmental dysfunction. Review of developmental milestones and tasks. Introduction to assessments appropriate for administration by the OTA. Emphasis on the family and caregiver role in intervention. Laboratory and Level I fieldwork experiences reinforce development of intervention techniques and skills that focus on age and developmentally and culturally appropriate adaptations for the performance of occupation throughout the life span. Offered:

OCTA 2541 Level II Fieldwork 0 - 20 - 6

Prerequisites: Successful completion of all OCTA coursework, OTA core courses, and OTA academic requirements. Advanced clinical experience under the supervision of a licensed occupational therapist or certified occupational therapy assistant. All Level II fieldwork must be completed within 18 months of completion of OCTA coursework. Minimum of one 8-week session at 40 hrs/week. Offered: Sp

OCTA 2542 Level II Fieldwork 0 - 20 - 6

Prerequisites: Successful completion of all OCTA coursework, OTA core courses, and OTA academic requirements. Advanced clinical experience under the supervision of a licensed occupational therapist or certified occupational therapy assistant. All Level II fieldwork must be completed within 18 months of completion of OCTA coursework. Minimum of one 8-week, full-time session. Offered: Sp

PHILOSOPHY (PHIL)

PHIL 2201 Survey of Philosophy 3 - 0 - 3

Prerequisites: None. Introduction to the meaning and function of philosophy and to the development of philosophical thought in the areas of metaphysics, epistemology, logic, and ethics. Offered: F, Sp

PHIL 2250 Ethics 3 - 0 - 3

Prerequisites: PHIL 2201 or permission of instructor. Overview of the major philosophical positions concerning right and wrong, ethical values, and moral responsibility. Offered: I

- PHIL 2251 Introduction to Existentialism 3 - 0 - 3**
Prerequisites: PHIL 2201 or permission of instructor. Overview of existentialism, specifically its meaning and roots (including variations of the German and French existentialists) versus existentialism as a branch of philosophical science. Offered: I
- PHIL 2252 Great Philosophers 3 - 0 - 3**
Prerequisites: PHIL 2201 or permission of instructor. Historical overview of Western thought as seen in the lives, works, and times of philosophers. Offered: I
- PHIL 2253 Philosophical Foundations for Understanding Ethics, Religion, and Society 3 - 0 - 3**
Prerequisites: PHIL 2201 or permission of instructor. Overview of philosophical roots of Western society; clashes of cultures, beliefs, governments; also a special look at the codes of practice. Offered: I

PHYSICS (PHYS)

- PHYS 1011 Physical Science I 3 - 3 - 4**
Prerequisites: MATH 1001 or MATH 1111 or permission of the instructor. Survey of the principles of physical science with applications to everyday experience for non-science majors. Includes topics such as motion, energy, waves, electricity, and light. Designed to give the student a working knowledge of the physical factors in our environment. Offered: F
- PHYS 1012 Physical Science II 3 - 3 - 4**
Prerequisites: MATH 1001 or MATH 1111, "C" or better in PHYS 1101 or permission of Instructor. Continued survey of the principles of physical science with application of everyday experience for non-science majors. Includes topics such as atomic physics, chemistry, earth science, and astronomy. Designed to give the student a working knowledge of the physical factors in our environment. Offered: Sp
- PHYS 1111 General Physics I 3 - 3 - 4**
Prerequisites: ENGL 0099, READ 0099, grade of C or better in MATH 1112 or permission of instructor. A descriptive and quantitative study of mechanics, thermodynamics, and fluids. Emphasis on problem solving, use of calculators and computers, and the development of skills in making precise measurements. Meets the requirements for professional and technical students needing an algebra-based physics course. Offered: F, Sp
- PHYS 1112 General Physics II 3 - 3 - 4**
Prerequisites: Grade of C or better in PHYS 1111. A descriptive and quantitative study of electricity, magnetism, optics, and modern physics. Emphasis is placed on problem solving, use of calculators and computers, and the development of skills in making precise measurements. Meets the requirements for professional and technical students needing an algebra-based physics course. Offered: F, Sp

PHYS 2211 **Calculus-Based Physics I** **3 - 3 - 4**
Prerequisites: MATH 1127 with a grade of C or better. A descriptive and quantitative study of mechanics, thermodynamics, waves and sound. Emphasis is placed on problem solving, use of calculators and computers, and the development of skills in making precise measurements. For science and engineering majors. Offered: F, Sp

PHYS 2212 **Calculus-Based Physics II** **3 - 3 - 4**
Prerequisites: Grade of C or better in PHYS 2211. A descriptive and quantitative study of electricity, magnetism, optics, and modern physics. Emphasis is placed on problem solving, use of calculators and computers, and the development of skills in making precise measurements. For science and engineering majors. Offered: F, Sp

POLITICAL SCIENCE (POLS)

POLS 1101 **American Government** **3 - 0 - 3**
Prerequisites: READ 0099, ENGL 0099 or permission of the instructor. Study of the American political system which includes an examination of the U.S. and Georgia Constitutions. This course grants exemption from the U.S. and Georgia Constitutions examinations as required by the Georgia General Assembly. Offered: F, Sp, Su

POLS 1401 **Introduction to Global Issues** **2 - 0 - 2**
Prerequisites: READ 0099 or permission of instructor. An exploration of contemporary world issues which may range from technology and trade to environmental degradation and population growth for majors and nonmajors. Students who have previously completed POLS 2401 cannot receive credit for this course. Offered: F, Sp

POLS 2401 **Introduction to Global Issues** **3 - 0 - 3**
Prerequisites: READ 0099 or permission of instructor. Beyond the description provided in POLS 1401, the course seeks to investigate on issue, concept, or country in greater detail. Students who have previously completed POLS 1401 cannot receive credit for this course. Offered: F, Sp

POLS 2101 **Introduction to Political Science** **3 - 0 - 3**
Prerequisites: POLS 1101 or permission from instructor. This course aims to provide majors and nonmajors an understanding of the structure, dynamics, and processes of one of the fundamental concepts within the social sciences-power. Offered: Sp, Even

POLS 2701 **Introduction to International Relations** **3 - 0 - 3**
Prerequisites: POLS 1101 or permission of instructor. Introduction to the key concepts necessary to understanding international politics-political systems, power, security, national interest, interdependence, conflict, cooperation, trust, foreign policy, conflict resolution, and economic interaction. Offered: F, Even

POLS 2801 Special Topics 3 - 0 - 3
Prerequisites: POLS 1101 or permission of instructor. Study of selected topics such as: Introduction to the Government and Politics of Developing Nations, Introduction to the Government and Politics of Industrialized Nations, Introduction to International Politics, Introduction to Leadership, Introduction to Conflict Mediation and Resolution, Introduction to Political Economy, Women in politics, and introduction to Foreign Policy. Offered: I

POLS 2201 Introduction to State and Local Government 3 - 0 - 3
Prerequisites: POLS 1101 or permission of instructor. Study of city, county, and state government with an emphasis on intergovernmental relations and citizen participation. Offered: Sp, Odd

POLS 2601 Introduction to Public Administration 3 - 0 - 3
Prerequisites: POLS 1101 or permission of instructor. This course is designed to introduce students to the theory and practice of organizations and leadership in the public sector. Offered: F, Sp

PSYCHOLOGY (PSYC)

PSYC 1101 Introduction to Psychology 3 - 0 - 3
Prerequisites: ENGL 0099, READ 0099. Overview of historical background, physiology, principles of learning, motives, emotions, frustrations, conflict, personality theory, psychotherapy, statistics, intelligence, psychopathology, and social psychology. Offered: F, Sp, Su

PSYC 2101 Introduction to the Psychology of Adjustment 3 - 0 - 3
Prerequisites: ENGL 0099, READ 0099. Exploration of experiences which enhance students' self-understanding, self-analysis, communication, and self-disclosure through readings, discussions, and multiple group and individual activities. Offered: F, Sp, Su

PSYC 2103 Introduction to Human Development 3 - 0 - 3
Prerequisites: ENGL 0099, READ 0099, and PSYC 1101. Study of human development through the lifespan. Physical, cognitive, emotional, and social development of each stage are explored through projects, readings, and discussions. Offered: F, Sp, Su

PSYC 2104 Introduction to Abnormal Psychology 3 - 0 - 3
Prerequisites: ENGL 0099, READ 0099, and PSYC 1101. Study of the issues relevant to abnormality and the classification, symptoms, etiologies, and treatments of DSM-IV base listings of mental disorders. Offered: F, Sp, Su

READING (READ)

READ 0099 Learning Support Reading II 4 - 0 - 4*

Prerequisites: None. Overview of study skills, content area prerequisite skills, and critical thinking skills necessary to more successfully handle college level reading material. To exit, a student must successfully meet all requirements for the course and score 75 or above on the CPE or 74 on COMPASS.

**Institutional Credit*

SCIENCES (SCIN)

SCIN 1101 Change in the Natural World 2 - 0 - 2

Prerequisites: None. A web-based course exploring change in the natural environment using pictures, sounds, and video clips of the Galapagos Islands to introduce students to an understanding of the dynamic nature of their own environment. Topics include organism reproduction, geological changes, survey of organisms, ecological interrelationships, and evolution.

SCIN 1105 Interdisciplinary Sciences I 3 - 3 - 4

Prerequisites: MATH 0099, READ 0099. The first of a two-semester general science foundation sequence that will integrate the basic principles shared by astronomy, biology, chemistry, geology, and the physical sciences. Overview of the history of science and its impact on the quality of everyday lives with an emphasis on inquiry, reasoning, and problem solving. Offered: F, Sp, Su

SCIN 1106 Interdisciplinary Sciences II 3 - 3 - 4

Prerequisites: SCIN 1105 or any science course. The second of a two semester general science foundation sequence that will examine the structure of chemistry, geology, biology, and the physical sciences. Continued overview of the history of science and its impact on the quality of everyday lives with an emphasis on inquiry, reasoning, and problem solving. Offered: F, Sp, Su

SCIN 2196 Introduction to Science Research I 2 - 0 - 2

Prerequisites: Permission of instructor and division chair. A course designed to allow students to conduct faculty-directed, independent research projects in the natural sciences, mathematics, or engineering. One course may be taken per term. Additional courses may be taken determined by the nature of the research project. Offered: F, Sp, Su

SCIN 2197 Introduction to Science Research II 2 - 0 - 2

Prerequisites: Permission of instructor and division chair. A course designed to allow students to conduct faculty-directed, independent research projects in the natural sciences, mathematics, or engineering. One course may be taken per term. Additional courses may be taken determined by the nature of the research project. Offered: F, Sp, Su

SCIN 2198 **Introduction to Science Research III** **2 - 0 - 2**
Prerequisites: Permission of instructor and division chair. A course designed to allow students to conduct faculty-directed, independent research projects in the natural sciences, mathematics, or engineering. One course may be taken per term. Additional courses may be taken determined by the nature of the research project. Offered: F, Sp, Su

SCIN 2199 **Introduction to Science Research IV** **2 - 0 - 2**
Prerequisites: Permission of instructor and division chair. A course designed to allow students to conduct faculty-directed, independent research projects in the natural sciences, mathematics, or engineering. One course may be taken per term. Additional courses may be taken determined by the nature of the research project. Offered: F, Sp, Su

SOCIOLOGY (SOCI)

SOCI 1101 **Introduction to Sociology** **3 - 0 - 3**
Prerequisites: READ 0099. Survey of such topics as sociological theory, methods, society, its structure, changes and problems. Emphasis on the nature of culture, social interactions, social groups, and social institutions. Offered: F, Sp, Su

SOCI 1160 **Introduction to Social Problems** **3 - 0 - 3**
Prerequisites: READ 0099. A theoretical and empirical analysis of selected major social problems confronting American society. Emphasis on deviant behavior and social disorganization. Offered: F, Sp, Su

SOCI 2293 **Introduction to Marriage and Family** **3 - 0 - 3**
Prerequisites: READ 0099. Introduction to the structure, processes, problems, and adjustments of contemporary marriage and family life. Emphasis on personal and social factors that influence marital interaction and satisfaction. Offered: F, Sp

SOCIAL WELFARE (SOCW)

SOCW 2215 **Introduction to Social Welfare** **3 - 0 - 3**
Prerequisites: SOCI 1101, READ 0099. Study of social welfare as an institution and social work as a profession. It will include a study of various settings which offer welfare services, the development of knowledge, values, and skills relevant to social work and other human services, and an examination of the problems and gaps encountered in service delivery systems. Designed to contribute to the enrichment of general education for all students as well as those in the Social Work Education Program. Offered: Sp

SPANISH (SPAN)

SPAN 1001 Elementary Spanish 3 - 0 - 3

Prerequisites: None. Study of Spanish which covers the essentials of Spanish grammar and culture. Training of the four language skills (listening, speaking, reading, writing) with an emphasis on aural/oral communication. Use of multimedia language training. Required use of computer lab. Offered: F, Sp

SPAN 1002 Elementary Spanish 3 - 0 - 3

Prerequisites: SPAN 1001 with a grade of C or higher, or permission of the instructor. Continuation of SPAN 1001 which addresses further essentials of Spanish grammar and culture. Aural and oral emphasis employing multimedia. Required use of computer lab. Offered: I

SPAN 2001 Intermediate Spanish 3 - 0 - 3

Prerequisites: SPAN 1002 with a grade of C or higher, or permission of the instructor. Continuation of SPAN 1002 which introduces new grammatical forms while providing an in-depth review of those learned in SPAN 1001 and 1002. Introduction of idioms and continued study of Spanish culture, Aural and oral emphasis employing multimedia. Required use of computer lab. Offered: I

SPAN 2002 Intermediate Spanish 3 - 0 - 3

Prerequisites: SPAN 2001 with a grade of C or higher, or permission of the instructor. Continuation of SPAN 2001 with emphasis on reading and writing in Spanish. Continued study of Spanish culture. Use of multimedia. Required use of computer lab. Offered: I

SURVEYING (SURV)

SURV 1500 Elementary Surveying Calculations 3 - 0 - 3

Prerequisite: None. Study of elementary surveying calculations, including traverse computations, area and volume, and a review of algebra and trigonometry for surveyors.

SURV 1504 Fluid Mechanics for Surveyors 3 - 0 - 3

Prerequisite: SURV 1500 or MATH 1112 (Plane Trigonometry) or MATH 1113 (Precalculus). Grade of "C" or better required for either course. An introduction to the basic principles of fluid mechanics, with emphasis on hydraulic/hydrologic elements related to land development.

SURV 1521 Surveying Graphics 0 - 6 - 3

Prerequisite: None. An introduction to computer-aided design, featuring CAD and CAD based Design Programs, with emphasis on planimetric and structural elements which are typical in surveying graphics applications. Design concepts for survey mapping and civil design will also be introduced.

- SURV 1544 Hydraulics Laboratory 0 - 2 - 1**
Prerequisite: SURV 1500 or MATH 1112 (Grade of "C" or better required in either course). The practical application of hydraulics theory and laboratory experiments with problems in liquid flow. Students will attend the laboratory portion of the course on weekends.
- SURV 2501 Plane Surveying 2 - 3 - 3**
Prerequisites: SURV 1500 or MATH 1112 (Plane Trigonometry) or MATH 1113 (Precalculus). Grade of "C" or better required for either course. Study of the theory and practice of plane surveying using the traditional methods of surveying, including pacing, taping, and the use of the compass, transit, and level. Study of the proper care and use of surveying instruments.
- SURV 2502 Advanced Surveying 3 - 0 - 3**
Prerequisite: SURV 2501 with a grade of "C" or better or departmental consent. Study of the principles of field astronomy and route surveying (horizontal and vertical curvature), advanced surveying methods and calculations, and an introduction to surveying practice and surveying law.
- SURV 2503 Surveying Laws 3 - 0 - 3**
Prerequisite: SURV 2501 with grade of "C" or better or departmental consent. Study of the legal aspects of surveying, including boundary law and the surveyor's rights and responsibilities, with particular emphasis on surveying practice in Georgia.
- SURV 2504 Hydrology for Surveyors 3 - 0 - 3**
Prerequisite: SURV 1504 and SURV 2501. Grade of "C" or better required for both courses) or departmental consent. Introduction to hydrologic analysis and design theory, drainage area studies, and storm sewer and culvert design.
- SURV 2506 Drainage and Erosion Control 3 - 0 - 3**
Prerequisite: SURV 2504 with a grade of "C" or better. Principles and practices of drainage design including drainage structures, and erosion and sediment control measures, with particular emphasis on governmental publications and regulations.
- SURV 2541 Surveying Laboratory I 0 - 2 - 1**
Prerequisite or Co-requisite: SURV 2501 with a grade of "C" or better. The practical application of traditional surveying instruments, including the compass, steel tape, level, and transit. Students will attend the laboratory portion of the course on weekends.
- SURV 2542 Surveying Laboratory II 0 - 2 - 1**
Prerequisite or Co-requisite: SURV 2502 with a grade of "C" or better. The practical application of modern surveying equipment, including but not limited to the total station and GPS equipment. Students will attend the laboratory portion of the course on weekends.
- SURV 3505 Computer Applications for Hydrology & Hydraulics 3 - 3 - 4**
Prerequisite: SURV 2504 with a grade of "C" or better. Review of the theories of hydraulics engineering, with particular emphasis on applications in hydrology.

Existing computer applications software will be used to solve problems and design hydraulic systems.

SURV 3510 Introduction to Construction 3 - 0 - 3

Prerequisites: SURV 1500 or MATH 1112 (Plane Trigonometry) or MATH 1113 (Precalculus). Grade of "C" or better required for either course. Introduction to the fundamentals of the construction industry, from the pre-construction phase through project control and management.

SURV 3511 Construction Materials 3 - 3 - 4

Prerequisite: SURV 3510 with a grade of "C" or better. The study of the engineering properties, and standard testing procedures, of construction materials related to the transportation industry, including aggregates, Portland cement, concrete, steel, and asphalt. (This course requires week-end lab attendance on the Middle Georgia College campus in Cochran.)

SURV 3512 Surveying Business Practice 3 - 0 - 3

Prerequisite: SURV 2501 with a grade of "C" or better or departmental consent. The study of Ethics and Engineering Economy as related to the Surveying Business. Also includes the study of the theory and practice of land surveying, including deeds, United States and Georgia systems of land subdivision, state plane coordinate systems, plat preparation, and an introduction to Georgia Surveying Laws regarding licensure and practice..

SURV 3514 Construction Surveying 3 - 3 - 4

Prerequisite: SURV 1500 or MATH 1112. SURV 1521 (Grade of "C" or better required for all prerequisite courses). The study of the applications of surveying instruments and methods to construction surveying, with an introduction to basic surveying field practices.

SURV 3516 Geographic Information Systems 3 - 3 - 4

Prerequisite: SURV 2501 with a grade of "C" or better. The study of the principles of Geographic Information Systems and GIS problem solving applications, as well as establishing an understanding of GIS software and GIS hardware requirements for spatial data applications.

SURV 3517 Global Positioning System/Geodesy 3 - 3 - 4

Prerequisite: SURV 2501 (Grade of "C" or better required.). The study of underlying GPS positional measurement theories as well as establishing an understanding of GPS system measurement methodologies and related measurement techniques. Also included is an introduction to the application of Geodesy to location control systems. .

SURV 3521 Survey Drafting Applications 3 - 3 - 4

Prerequisite: SURV 1521 and SURV 2501. (Grade of "C" or better required for both courses). The study of drafting skills and computation skills needed for the practice of surveying, with particular emphasis on survey data processing and computer-aided drafting.

- SURV 3531 Route Surveying 3 - 3 - 4**
Prerequisite: SURV 2501 and SURV 2502. (Grade of "C" or better required for both courses) or departmental consent. Study of the principles and techniques of route surveying, including horizontal and vertical curves and earthwork computations.
- SURV 4507 Sanitary Sewer Design 3 - 3 - 4**
Prerequisite: SURV 2504 with a grade of "C" or better. The application of hydraulic principles as applied to the design and analysis of sanitary sewer collection systems. Computer applications will be used extensively.
- SURV 4508 Water Distribution Systems 3 - 3 - 4**
Prerequisite: SURV 2504 with a grade of "C" or better. The application of hydraulic principles as applied to the design and analysis of water distribution systems. Computer applications will be used extensively.
- SURV 4510 Computer Applications in Surveying 3 - 3 - 4**
Prerequisite: SURV 2501 with a grade of "C" or better. The application of current computer methods in the solution of modern surveying problems and in the development of appropriate mapping for these problems.
- SURV 4515 Photogrammetry and Remote Sensing 3 - 3 - 4**
Prerequisite: SURV 2501 with a grade of "C" or better. The use of modern remote sensing applications in the preparation of maps, charts, and mosaics, and the interpretation of aerial photographs.
- SURV 4516 Geographic Information Systems II 3 - 3 - 4**
Prerequisites: SURV 3516 and SURV 4540. (Grade of "C" or better required in both courses). This course is an introduction to more complex spatial operations in GIS. Emphasis is placed on geographic data analysis, including data sampling, statistical description, manipulation, presentation, and interpretation. Applications in surveying will be emphasized.
- SURV 4520 Error Analysis in Surveying 3 - 3 - 4**
Prerequisites: SURV 2502 and MATH 2000. (Grade of "C" or better required in both courses). The applications of error analysis utilizing mathematical and statistical techniques, including studies of error propagation and least squares analysis.
- SURV 4525 Geodesy 3 - 3 - 4**
Prerequisites: SURV 2502 and SURV 3517 (Grade of "C" or better required in both courses). This course is an introduction to application of geodetic methods in surveying and mapping. Associated errors, approved standards, and related technology will be examined. Emphasis will be placed on the understanding of GPS in the included applications.
- SURV 4540 Geospatial Database Applications 3 - 3 - 4**
Prerequisites: SURV 3516 and BUSA 1205 (Grade of "C" or better required in both courses). This course is a foundation course in terminology, concepts, and applications of geospatial database processing including file organization and data

structures. The course will include an introduction to database queries, normalization, and SQL applications in ArcGIS and other database structures.

SURV 4590 Surveying Management Capstone Course 3 - 3 - 4

Prerequisite: Departmental consent. This capstone course in Land Surveying must be taken in one of the last two semesters of attendance and will provide practical experience in subdivision or site design using standard methods established by federal, state, and local agencies. Students will apply technical knowledge obtained from major courses in surveying, storm drainage, and utility infrastructure design.

SURV 4591 Geomatics Capstone Course 3 - 3 - 4

Prerequisite: Departmental consent. This capstone course in Geomatics must be taken in one of the last two semesters of attendance and will provide practical experience in geospatial applications in surveying or research. Students will apply technical knowledge obtained from major courses in GIS, GPS, and Land Surveying.

THEATRE (THEA)

THEA 1110, 1111, 1112 Play Production 0 - 2 - 1

THEA 2210, 2211, 2212 Play Production 0 - 2 - 1

Opportunity open to any student by tryout or major work to qualify as a crew member or actor as designated by the director. (Course may be repeated for credit.) Offered: F, Sp, Su

THEA 1100 Theatre Appreciation 3 - 0 - 3

Survey of the history of theatre, providing the basis for the appreciation of theatre as a fine art. Offered: F, Sp

THEA 2201 Directing Theatre 3 - 0 - 3

Prerequisites: Permission of Instructor. Stage directing is designed to introduce a student to the process of selection, research, conception, casting, rehearsing, and staging of a play. This is a lecture-laboratory course designed to give the student theoretical knowledge and practical experience in theatre production and play directing.

THEA 2223 Script Analysis 3 - 0 - 3

Prerequisites: THEA 2201. This course is designed to familiarize students with the basic tools of play analysis through reading, lecture, discussion, and analysis. The student will become familiar with the necessary vocabulary, methods, and skills for analyzing play scripts.

THEA 2400 Fundamentals of Drama 3 - 0 - 3

Introduction to fundamentals of acting techniques. Class lectures, exercises, scene study, and reports. Individual and group assignments of various acting techniques and procedures. Each student is required to participate in play production. Offered: F, Sp

THEA 2401 Advanced Acting 3 - 0 - 3

Prerequisites: THEA 2400 or permission of instructor. This course is designed to continue the development of the acting instrument. Students will work on advanced scene work, choosing and preparing monologues and “cold readings” of monologues and scenes. In addition, voice and movement capabilities, mind-body coordination, imagination and discipline, expanding tactical ranges, a sense of timing and presentational skills will be developed.

THEA 2500 Stagecraft: Scene Building and Painting 3 - 0 - 3

Introduction to the arts of the theatre with emphasis on planning stage settings. Drafting assignments and laboratory work in technical crews of college productions are required. Offered: F, Sp

Administration, Faculty, and Staff

The University System of Georgia

The University System of Georgia includes 35 state-operated institutions of higher education located throughout the state—four research universities, two regional universities, 13 state universities, eight state colleges, and eight two-year colleges.

The 18-member constitutional Board of Regents governs the University System, which has been in operation since 1932. Appointments of board members are made by the Governor, subject to confirmation by the State Senate. The regular term of board members is seven years.

The chairperson, vice chairperson, and other board officers are elected by the members of the board. The chancellor, who is not a board member, is the board's chief executive officer and the chief administrative officer of the University System.

Overall, programs and services of the University System are offered through three major components—instruction, public service/continuing education and research.

INSTRUCTION encompasses programs of study leading toward degrees ranging from the two-year associate level through the doctoral level. Each institution determines requirements for admission of students to instructional programs, pursuant to policies of the Board of Regents. The board, which establishes minimum academic standards, leaves to each institution the prerogative of establishing higher standards. Applications should be addressed in all cases to the institutions.

For students whose goal is a degree beyond the associate level, a Core Curriculum of study for the freshman and sophomore years is in effect at each institution. The Core Curriculum, which facilitates transfer of freshman and sophomore degree credits within the University System, requires 60-61 semester credit hours: 42-43 in general education and 18 in the student's chosen major.

PUBLIC SERVICE/CONTINUING EDUCATION encompasses, primarily, non-degree activities, including short courses, seminars, lectures, conferences, and consultative and advisory services. Some college degree credit courses of special types are also offered, typically through extension center programs and teacher education consortiums.

RESEARCH encompasses on-campus and off-campus investigations conducted primarily by the universities but also in moderate scope at some of the senior colleges, for discovery and application of knowledge. Research topics cover a large variety of matters related to the educational objectives of the institutions and to general needs of society.

The policies of the Board of Regents and the administrative actions of the chancellor provide for each institution autonomy of high degree in academic and administrative matters. The executive head of each institution is the president, whose election is recommended by the chancellor and approved by the board.

State appropriations for the University System are registered by, made to and allocated by the Board of Regents. The largest share of state appropriations (approximately 52 percent) is allocated by the Board for instruction.

Matriculation and non-residential tuition fees for all institutions are set by the board. All resident students pay matriculation fees; out-of-state students pay non-resident tuition in addition to matriculation. Fees for student services and activities are established by each institution, subject to the board's approval.

Institutions of the University System of Georgia

Research Universities

Georgia Institute of Technology	Atlanta	(404) 894-2000
Georgia State University	Atlanta	(404) 413-2000
Georgia Health Sciences University	Augusta	(706) 721-0211
The University of Georgia	Athens	(706) 542-3000

Regional Universities

Georgia Southern University	Statesboro	(912) 478-4636
Valdosta State University	Valdosta	(229) 333-5800

State Universities

Albany State University	Albany	(229) 430-4600
Armstrong Atlantic State University	Savannah	(800) 633-2349
Augusta State University	Augusta	(706) 737-1632
Clayton State University	Morrow	(678) 466-4000
Columbus State University	Columbus	(706) 507-8800
Fort Valley State University	Fort Valley	(478) 825-6211
Georgia College and State University	Milledgeville	(800) 342-0471
Georgia Southwestern State University	Americus	(800) 338-0082
Kennesaw State University	Kennesaw	(770) 423-6000
North Georgia College & State University	Dahlonega	(706) 864-1400
Savannah State University	Savannah	(912) 356-2186
Southern Polytechnic State University	Marietta	(800) 635-3204
University of West Georgia	Carrollton	(678) 839-5000

State Colleges

Abraham Baldwin Agricultural College	Tifton	(800) 733-3653
Dalton State College	Dalton	(706) 272-4436
College of Coastal Georgia	Brunswick	(912) 279-5700
Gainesville State College	Gainesville	(678) 717-3639
Georgia Gwinnett College	Lawrenceville	(678) 407-5000
Gordon College	Barnesville	(800) 282-6504
Macon State College	Macon	(478) 471-2800
Middle Georgia College	Cochran	(478) 934-6221

Two-Year Colleges

Atlanta Metropolitan College	Atlanta	(404) 756-4000
Bainbridge College	Bainbridge	(229) 248-2500
Darton College	Albany	(229) 317-6000
East Georgia College	Swainsboro	(478) 289-2017
Georgia Highlands College	Rome	(800) 332-2406
Georgia Perimeter College	Decatur	(678) 891-2300
South Georgia College	Douglas	(800) 342-6364
Waycross College	Waycross	(912) 449-7600

Independent Research Unit

Skidaway Institute of Oceanography	Savannah	(912) 598-2400
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**University System of Georgia
Members of the Board of Regents**

		Current Term Expires
Kenneth R. Bernard Jr., Douglasville	Thirteenth District	2014
Larry R. Ellis, Atlanta	State-at-Large	2016
Rutledge A. Griffin, Jr., Valdosta	First District	2018
Robert F. Hatcher, Macon	State-at-Large	2013
C. Thomas Hopkins, Jr., M.D., Griffin	Third District	2017
W. Mansfield Jennings, Jr., Hawkinsville	Eighth District	2013
James R. Jolly, Dalton	Ninth District	2015
Donald M. Leebern, Jr., McDonough	State-at-Large	2012
William H. NeSmith, Jr., Athens	Tenth District	2015
Doreen Stiles Poitevint, Bainbridge	Second District	2018
William J. Potts, Rome	Eleventh District	2013
Neil L. Pruitt, Jr., Norcross	Fifth District	2017
Wanda Yancey Rodwell, Stone Mountain	Fourth District	2012
Kessel Stelling, Jr., Columbus	Sixth District	2015
Benjamin J. Tarbutton, III, Sandersville	Twelfth District	2013
Richard L. Tucker, Duluth	Seventh District	2012
Larry Walker, Perry	State-at-Large	2016
Philip A. Wilheit, Sr., Gainesville	State-at-Large	2013

Officers of the Board of Regents

Mr. Benjamin J. Tarbutton, III, *Chair*
 Mr. William H. NeSmith, Jr., *Vice Chair*
 Mr. Hank M. Huckaby., *Chancellor*
 Mr. David Morgan, *Interim Executive Vice Chancellor & Chief Academic Officer*
 Dr. Lynne Weisenbach, *Vice Chancellor, Education Preparation and Innovation*
 Dr. Curtis A. Carver, Jr., *Vice Chancellor & Chief Information Officer*
 Mr. Steve Wrigley, *Executive Vice Chancellor of Administration*
 Ms. Linda Daniels, Architect, *Vice Chancellor, Facilities*
 Mr. John E. Brown, *Vice Chancellor, Fiscal Affairs*
 Mr. J. Burns Newsome, *Vice Chancellor, Legal Affairs & Secretary to the Board*
 Mr. Thomas E. Daniel, *Senior Vice Chancellor, Office of External Affairs*

Faculty 2011-2013

Grace Adams-Square, *Instructor of Political Science*

B.A., Indiana University Northwest; M.Ed., University of Toledo

Charlie M. Agnew, *Associate Professor of Art*

B.A., Bluefield College; M.F.A., University of Memphis

Deepa Arora, *Chair, Division of Science, Mathematics, and Engineering;
Professor of Biology*

B.S., M.S., Lady Irwin College, University of Delhi; Ph.D., Medical
College of Pennsylvania

Martin J. Avsec, *Instructor of Aviation Maintenance Technology*

B.S., Ohio University; Teacher Education--Trade & Industrial
Certificate, Cleveland State University; Permanent, Vocational
Teacher's Certificate, Aircraft Maintenance, State of Ohio
Department of Education; FAA Airframe and Powerplant Certificate;
FAA Inspection Authorization Certificate; Certificated Flight
Instructor, Instrument Instructor, and Ground Instructor; FCC
License; Commercial License Airplane, Multi-engine Land, Single
Engine Land & Sea

Elizabeth Aycock, *Associate Professor of Nursing*

B.S.N., Georgia Southwestern; M.S.N., Georgia College & State
University

Yossef Balas, *Assistant Professor of Mathematics*

B.A., M.A., University of Northern Iowa; M.S., State University of New
York (SUNY) at Buffalo

Lisa Wenger Bro, *Assistant Professor of English*

B.A., Wartburg College; M.A., University of Northern Iowa; Ph.D.,
University of North Carolina at Greensboro

Amy E. Bryant, *Department Chair of Occupational Therapy Assistant Program;
Associate Professor of Occupational Therapy*

B.S., University of New England; M.Ed., University of Georgia

Paula A. Bryant, *Department Chair of Nursing; Professor of Nursing*

A.S., Middle Georgia College; B.S.N., M.S.N., Georgia College

LaVette M. Burnette, *Assistant Professor of Communication Studies*

- B.A., M.A., Western Kentucky University
Christopher T. Cairney, *Assistant Professor of English*
B.A., M.A., California State University, Chico; M.A., Ph.D., University
of Missouri, Columbia
- Thomas A. Caldwell, *Professor of Psychology*
B.S., University of Tennessee; M.A., Ph.D., Southwestern Seminary
- Louis R. Camara, *Assistant Professor of Mathematics*
B.A., M.A., Ph.D., University of South Florida
- Christie Canady, *Associate Professor of Biology*
B.S., M.S., Georgia Southern University
- Richard A. Charles, *Chair, Aviation Management, Business, and Technology
Division; Professor of Aviation Management*
B.S., M.S., Ph.D., Georgia State University
- Charles Adon Clark, Jr., *Department Chair of Aviation Maintenance
Technology; Instructor of Aviation Maintenance Technology*
B.S.Ed., Mercer University; FAA Airframe and Powerplant Certificate;
FAA Inspection Authorization Certificate
- James W. Collins, *Professor of Psychology*
B.S., Virginia Tech; M.S., Ph.D., University of Georgia
- Pedro J. Colon, Jr., *Instructor of Computer Science*
B.S., University of Puerto Rico; M.I.S., Georgia College & State
University
- Rhonda D. Crombie, *Assistant Professor of Learning Support English*
B.A., M.A., Valdosta State University
- Vanessa P. Crump, *Assistant Professor of Spanish*
B.S., M.Ed., Georgia Southern University
- Catherine M. Davis, *Associate Professor of Mathematics*
B.A., M.A., Samford University

Chadwick M. Dennis, *COI UAV Coordinator; Instructor of Aircraft Structural Technology*

A.A.S., Middle Georgia College; Diploma, Heart of Georgia Technical College; FAA Airframe Certificate; Automated Assembly Systems Technician, Central Georgia Technical College; BobCAD-CAM Operator Certificate

Lorraine M. Dubuisson, *Assistant Professor of Learning Support English*

B.A., The University of Southern Mississippi; M.A., The University of Mississippi

William L. Dunmon, *Instructor of Engineering*

B.M.Eng., The Georgia Institute of Technology; B.S., Georgia College & State University; M.S., Virginia Tech

Imad El-Jeaid, *Associate Professor of Physics*

B.S., M.S., Emporia State University

Judy P. Ellis, *Archivist; Instructor of Library Science*

A.A., Mississippi Gulf Coast Community College; B.A., Georgia College & State University; M.L.I.S., The University of Southern Mississippi

Jonathan P. Fegley, *Professor of English*

B.A., Mercer University; M.A., Ph.D., University of Georgia

Hyun-Ah Fitton, *Assistant Professor of Mathematics*

B.S., Kyonggi University; M.Ed., Hanyang University

Javan David Frazier, *Associate Professor of History*

B.S., Tennessee Technological University; M.A., North Carolina State University; Ph.D., Auburn University

Stephen M. Fuller, *Assistant Professor of English*

B.A., University of Wales Swansea; M.A., Ph.D., The University of Southern Mississippi

Mary Ann Gareis, *Associate Professor of Learning Support English and Reading*

B.A., Berea College; M.A., University of Georgia

Peter Donald Gareis, *Professor of Learning Support English*

B.A., M.A., University of Georgia

Joseph M. Garrison, *Associate Professor of Mathematics*

B.S.Ed., Ed.S., Georgia Southern University; M.A., Purdue University

Phillip A. Gibbs, *Professor of History*

B.S., M.A., East Tennessee State University; Ph.D., Mississippi State University

Nathanael T. Gilbert, *Associate Professor of English*

A.A., College of Southern Idaho; B.A., M.A., University of Idaho; Ph.D., Washington State University

Vincent H. Gill, *Instructor of Learning Support English*

B.A., University College Dublin; M.A., The University of West Florida

Daniel G. Guerrant, *Professor of Political Science*

B.A., M.A., Virginia Polytechnic Institute and State University; Ph.D., University of Georgia

Thomas E. Halaska, *Professor of Business Administration*

B.S.E.E., Milwaukee School of Engineering; M.B.A., Georgia State University; Ed.D., University of Georgia

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