



# Welcome

*What is the use of living if it not be to strive for noble causes and to make this muddled world a better place for those who will live in it after we are gone?*

*Winston Churchill*

## A LETTER FROM THE PRESIDENT

Welcome to Georgia Military College. We adhere to certain educational principles: that the pursuit of knowledge is deserving of sacrifice; that knowledge ought to ripen into wisdom; that whether or not one believes that human beings are the purpose of creation, they are certainly the purpose of education.



Georgia Military College was created by public act of the Georgia State legislature in 1879 and admitted its first class of students in the autumn of 1879. During its 125 years of existence, its mission has remained constant: to create educated and responsible citizens of this nation...and we have succeeded! Governors, Presidential Cabinet members, Ambassadors, Senators, Generals, and leaders in government, business, industry, and education...all are exemplars of what is taught and learned at this institution.

What each of our distinguished alumni has in common is their devotion to the core values of "Duty" "Honor" "Country." These values were the basis of the educational experience each enjoyed across a century and a quarter at Georgia Military College and they continue to serve as the basic values of each graduates' daily life. Here, for over 125 years on the historic grounds of the Milledgeville campus, GMC students sharpened their intellect and honed their core values. Today as our students make their way across the several campuses that comprise Georgia Military College in the twenty-first century, beside each walks an alumnus with whom they share the heritage embodied in the accolade "Character Above All" and the core values of three words to live by: "Duty!" "Honor!" "Country!"

It is our expectation that you will experience the same intellectual and personal growth, commitment to nation, and sense of pride that the legions of men and women who have attended Georgia Military College have manifested over the past 125 years. I applaud your decision to advance yourself and extend to you our hands to help you achieve your goals.

Sincerely,

Major General Peter J. Boylan, USA (Ret.)

President

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### **A LETTER FROM THE DEAN**

Thank you for your selection of Georgia Military College as your educational partner. We are confident you will find the GMC family of faculty and staff excellent educational companions who have your educational journey at heart.

Georgia Military College is a learner-centered college where the emphasis is on student learning. Every course is designed with specific learning objectives carefully selected and developed to focus on the student learning experience. These objectives are the basis upon which the college community will build your academic success and mastery of the Georgia Military College educational objectives.

Georgia Military College graduates demonstrate the ability of critical and ethical thinking; the skills for effective analytical reading and writing; the ability to effectively communicate orally; the ability for effective mathematical and scientific reading; an understanding of the role and use of technology in society; and an understanding of the historical, political and economic development of human kind. These characteristics were adopted by the faculty as the critical skills each graduate should possess to help build their success in the future.

We believe graduates of Georgia Military College possess the attribute of being life long independent learners. We can think of no other result of the educational experience that would contribute more to our student's future in a rapidly changing and dramatic world. Our world, and that emerging before us, demands well-educated leaders of high ethical standards.

At Georgia Military College we believe in the elevation of character. In short, we believe well-educated men and women must have a strong ethical base in order to provide the leadership our nation needs at the federal, state and local level. It is for this reason that the mission of the college places the development of the intellect and the elevation of character on equal footing.

The Georgia Military College faculty believes that good teaching in any setting, but especially in a learning-focused classroom, demonstrates specific qualities. We believe:

- Good teaching enables the student to become an independent life long learner.
- Good teaching in a learning-centered classroom demonstrates a commitment to providing linkages between the classroom, textbook, and “real world” application.
- Good teaching demonstrates an excitement about learning, and about teaching.
- A learning-centered class maintains realistically high expectations of the learner and the teacher.
- A learner-centered classroom fosters an appreciation of diverse cultures and viewpoints. Facilitating understanding and tolerance for diversity is critical to effective learning and for an effective and rewarding life.
- Good teaching encourages growth in self-esteem in the student and the faculty member.
- A good teaching-learning environment fosters ethical development in the students and the faculty member.
- Student-learning objectives must be a central element of the classroom experience and the total college educational experience.

We know that your time with us will help you chart a course for your future that will be fulfilling and rewarding. Thank you for choosing GMC to assist you in this educational adventure.

Sincerely,

John W. Anderson, Ph.D.

Vice President, Academic Affairs and Dean of Faculties



# ? What Is A Learning Based College

*"Of all the properties which belong to honorable men,  
not one is so highly prized as that of character."*  
Henry Clay



A learning based college approaches education differently than other colleges. The college, both inside and outside the classroom, places greater emphasis on student learning and student mastery of set learning objectives.

This student-learning model at Georgia Military College evolves from three key stages:

1. Clearly stated student-learning objectives.
2. Explicit identification of the knowledge, skills and abilities the student is expected to acquire.
3. On-going assessment (evaluation) of what the student has learned, the effectiveness of the instruction and the service the college provides.

Each course at Georgia Military College has a learning outline (syllabus), which sets forth the specific learning objectives for each student. An explanation of how the student and the faculty member will assess the student's progress toward attaining the objectives follows the learning objectives.

The learning outcomes for each course at Georgia Military College are designed to meet specific guidelines:

- To clearly state the course objectives.
- To relate the learning objectives to life situations.
- To express those skills the student will take away from the course.

This emphasis on student learning is not only a part of the classroom experience but student-centered learning is emphasized in the college degree programs and throughout the college community. This reinforcement at multiple levels and throughout the institution insures that the entire college community is focused on the same educational objectives.

A key element in the student's responsibility for success is to assess (or evaluate) routinely, throughout the course, whether he/she is mastering the learning objectives. Knowing where one is and where one needs to be provides you, the student, with the tools necessary to achieve success. The syllabus for each course includes guidance on assessment, which will assist you in this critical learning element.

Student responsibility also includes a set of routine behaviors that are foundations for success in college as well as in life. If you have ever had a part-time or full-time job, you are familiar with many of these routine expectations.



- Attend class, or put another way, “Come to work everyday.”
- Come to class on time. Most employers say, “Don’t be late.”
- Be prepared to accomplish your job.

Preparing to accomplish a college student’s job means:

- a. Having read carefully the assigned readings or completed the homework.
- b. Bringing a notebook, pen or pencil, calculator, textbook or any other expected essential tool for the course.
- c. Always demonstrating respect for the opinions of others in the class.
- d. Fully participating in class by contributing thoughtful ideas or opinions in a respectful and dignified manner.
- e. Working cooperatively and faithfully with others in the group or class.
- f. Completing one’s work in an ethical manner. This means that the work is the student’s own work, not someone else’s, and is given to the instructor on or before the due date.

The faculty of Georgia Military College believes that these elements are critical to successful completion of a degree at any college. That is why they have adopted them as key components of the student’s responsibility in this learning community that is your college.

Georgia Military College believes that an education has two vital and integrated elements: The expansion of the intellect and the elevation of character. Given this philosophy, the college has incorporated into each course a component that focuses on ethics within the discipline under study. Ethical exercises and discussions are designed to foster the habit of ethical and critical thinking that is so essential to success, not only in college, but in any endeavor in life.

The Honor Code is an integral part of maintaining a climate of academic integrity on campus that allows the community of learners of the college to function freely and unencumbered in the pursuit of knowledge. The expectation is that we are a community of ladies and gentlemen of honor whose words, actions, and deeds reflect the highest standards of behavior. Each student is an important player in maintaining the strength of the community’s integrity.

At Georgia Military College, we believe that “Character Counts.” We also believe that the daily practice of strong character values that are exemplified in duty, honor and country make stronger citizens, stronger families, stronger communities and a stronger Republic. Our Republic, a beacon of liberty that is admired around the world, derives its strength solely from the character of its citizens. That is why “Character Counts.”

#### More Beyond

Think not, young man of G. M. C.  
 Because you’ve reached your Senior year  
 That now from life’s great tasks you’re free  
 That henceforth you’ll be void of care.  
 Think not when now you chance to think  
 Of by-gone days of dreary toil  
 That all is o’er; that now you’ll drink  
 Of the cup of fame, as labor’s spoil.

Tis true, your work’s not been in vain,  
 Since now you have a valued “dip”.  
 A “dip” that signifies a gain  
 Of knowledge that shall never slip  
 From ’neath the shades of memory,  
 Lest in the future dark, unknown  
 You case to b rave life’s stormy sea  
 From which you’d reap what here you’ve sown.

If would only on the morrow  
 As you’re wafted down life’s way,  
 Be it in joy or either sorrow,  
 Be a man from day to day,  
 Your star of fate would upward guide  
 Your realm of strength, of power and might,  
 Unto the heights where doth abide  
 A lasting name to reward thy fight.

But if you now in thoughtlessness  
 Become a Judas to your trust,  
 You need never wish success.  
 Your rivals always will be first.  
 The time is here and now for you.  
 You’re standing on the great divide,  
 And you must a goodly course pursue  
 To be upon the winning side.

I know that worldly pleasures plead  
 In siren’s strains to you and I,  
 But to these things we must not heed  
 Only always pass them by.  
 Yes, let us toil from day to day  
 For therein happiness is found.  
 That others might about us say,  
 “His life to mankind’s peace redounds.”

Whatever be your walks in life,  
 Remember this, will you?  
 It matters not what’s been your strife,  
 There’s more beyond to do.  
 What ’er to you shall come to pass,  
 Let this your motto be:  
 “I’ll reflect honor on my class,  
 And likewise on G. M. C.”

*J. E. Denmark, Class of 1919, GMC*

John Eustace Denmark’s poem appeared in the 1919  
 Georgia Military College yearbook.



# What Is Georgia Military College



## GEORGIA MILITARY COLLEGE COMMUNITY COLLEGE NETWORK

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GMC Board of Trustees

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Christi Dixon .....Columbus

Leslie Hafer .....Valdosta

Susan Ferguson .....Warner Robins

Bernard A. Fontaine .....Extension Ctr., Milledgeville

Janet Anderson, Coordinator .....Sandersville

Tracy George, Coordinator .....Madison

Vacant, Coordinator .....Gray



## OUR HERITAGE

Georgia Military College was established in 1879, by act of the Georgia State Legislature, as Middle Georgia Military and Agricultural College, a public, independent educational institution. A Board of Trustees, elected by the citizenry of Milledgeville, was designated as the governing body for the school. In that same act, the legislature provided that Middle Georgia Military and Agricultural College would be located on the old capitol square. This twenty-acre tract, sitting on a knoll above the Oconee River and the surrounding Georgia Piedmont, had been designated Statehouse Square when Milledgeville had been designed as Georgia's capital city in 1803. The college became the steward of the square and its Gothic Revival statehouse that had served as the state's capitol building from 1807 until 1868. From its inception in 1879 until 1952, Middle Georgia Military and Agricultural College, renamed Georgia Military College in 1900, served as a high school for the city of Milledgeville and Baldwin County. In 1930, the Board of Trustees added the junior college program and Georgia Military College began offering associate degrees. In 1946, the school was designated as a military institution by the United States War Department and in the 1950s was designated as a Military Junior College. In 1971, with the development of distant learning centers across Georgia, Georgia Military College began a new era as a key educational presence in career and transfer programs for the citizenry of Georgia and for men and women in the armed forces of the United States.

Today, Georgia Military College is one of the fastest growing two-year colleges in Georgia. The college, in addition to its campus in Milledgeville with extension centers in Sandersville, Madison, and Gray, has distant learning centers in Augusta, Atlanta, Columbus, Warner Robins and Valdosta. The total enrollment for the college

exceeds 4800 traditional and nontraditional students, who study in day, evening and weekend programs.

In addition to the 1000 plus college students, the Milledgeville campus of Georgia Military College provides educational opportunity for 450 middle school and high school students in grades six through twelve. The campus is best known for its distinctive military environment, the emphasis on character education and the early commissioning program for college cadet students. Today, there are 250 resident cadet students and 900 non-cadet commuting students in the day and evening programs at the Milledgeville campus. GMC's other campuses serve over 3600 commuter students.

Georgia Military College awards three degrees: the Associate in Arts, the Associate in Science and the Associate in Applied Science, with concentrations in multiple disciplines. Each degree is organized on the liberal arts tradition of higher education with a core curriculum of humanities, natural sciences, mathematics and social sciences. The curriculum is learning based, placing great emphasis on the student learner's mastering a broad set of educational objectives and developing proficiency in those objectives.

Georgia Military College believes in both the development of the intellect and the elevation of character. Each course in each discipline includes a component focusing on ethical behavior and critical thinking. The blending of a learning based curriculum with an ethics across the curriculum program produces a unique educational experience. This blending produces learners who are responsible, productive citizens – citizens who make a positive difference in the communities where they live and work. The continuation of this historic focus from the 1879 charter is a distinguishing characteristic of this twenty-first century educational institution.



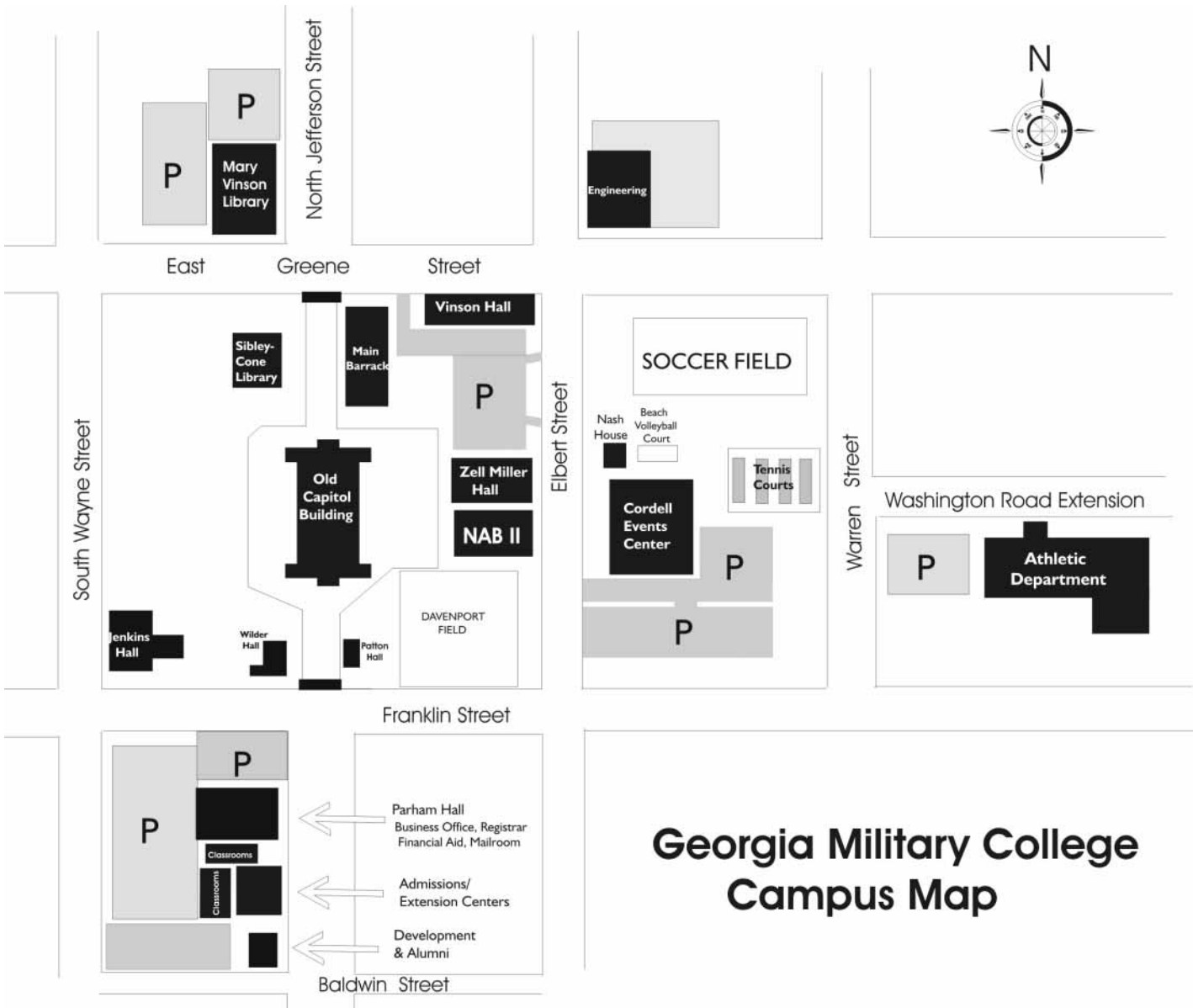
## CAMPUSES AND BUILDINGS MILLEDGEVILLE CAMPUS

Georgia Military College's main campus is located in Milledgeville, a historic city near the center of the state, which was planned and laid out as the state's capital city in 1803. The college is easily accessible from I-75, I-16, and US 441.

Chambers, circa 1860. The OCB is fully accessible to all students and the community.

### *Zell Miller Hall (ZMH)*

This building, the first phase of GMC's master plan of construction and renovation, was completed in 1997. A parking area lies on the north side of the building. While



## Georgia Military College Campus Map

### *Old Capitol Building (OCB)*

The Old Capitol Building served the state of Georgia, as the center of government, from 1807 until 1868. Listed on the National Register of Historic Places, the OCB was completely restored in 2000. The OCB houses the Executive Offices of the College, classrooms, faculty office space, a computer laboratory, a tutoring and writing center, a museum featuring Milledgeville and Baldwin County, and the replica State Legislative

maintaining the integrity of the Gothic architecture of the campus, the 32,000 square foot building houses 13 modern classrooms and 5 laboratories for chemistry, physics, biology/microbiology, and computer science. All of the classrooms and labs feature up-to-date technology for junior college and high school use. ZMH also houses 6 faculty offices, the Principal's office and the guidance counselor's office, and the central computer system for the campus. The Georgia Military College High School and Information Technology share this facility with the college.



### *New Academic Building (NAB)*

Completed in the Fall 2004, this new academic building joins Miller Hall. On the ground level this new facility offers a new dining hall and a 450-seat performing arts facility. On the main level is found a student union area including a snack shop, bookstore, study space, computer laboratory, 4 classrooms, and office space for the Assistant Dean of Students and the Vice President for Academic Affairs and Dean of Faculties. On the second floor, there is a chemistry and physics lab, music room, art room, 5 classrooms and college faculty offices. Each classroom and laboratory offers a state of the art learning environment, fully enhanced by the latest computer technology.

### *Sibley-Cone Library*

This important feature of the campus was constructed in 1968 and was completely renovated in 1996. Named in memory of Nettie Cone Sibley, John A. Sibley and Oscar M. Cone, the library, in over 13,000 square feet of floor space, houses a collection of 30,000 volumes and 200 print periodical subscriptions. In addition, there are 1,800 video recordings and a collection of multimedia CD-ROMs. New book and video titles are listed on the library web page as they arrive. The catalog is accessible from the college web page on any computer with internet access. The library serves all of the students of GMC through the efficient use of technology and the sharing of print resources.

Electronic resources available through the library include:

- E-library collection accessible by password to all GMC students, faculty and staff containing Gale on-line resources in history, literature, health and other



research materials.

- Full internet access.
- NewsBank, a newspaper database.
- Galileo, the statewide library network that provides access to periodicals, newspapers, on-line encyclopedias, and library catalogs.
- The Georgia Career Information System (GCIS), an on-line guide to information about specific colleges, scholarships, and careers nationwide.
- An array of other reference materials.

### *Parham Hall*

Parham Hall, named for Georgia State Representative Bobby Parham, was completed in 1998. This facility houses the Registrar, Business Office, Financial Aid Office and the campus/student post office.

### *Jenkins Hall*

This building houses the middle school classrooms and an auditorium.

### *Cordell Events Center*

GMC's physical education building has approximately 30,000 square feet of floor space with basketball courts, a weight room, a band room, and general game areas for additional sports and recreation. This facility serves as a site for intramural, interscholastic, and intercollegiate activities.

### *Main Barracks*

A four-story, stuccoed multipurpose building that serves as a dormitory for cadets and staff housing on the top three floors and the campus security office on the first floor.

### *Wilder Hall*

Named for Colonel William M. Wilder, a GMC alumnus, this building is a brick and stuccoed structure which houses the Military Science Department offices and classrooms.



### *Vinson Hall*

This dormitory is named for the late Representative Carl Vinson, a distinguished alumnus, and includes apartments for staff and students' rooms. The Office of the Dean of Students and Commandant of Cadets and Student Health Services are located on the first floor.

### *Patton Hall*

Built by cadets, this building is the location of the administrative offices for the Junior ROTC program.

### *Davenport Field*

Surrounded by a concrete and tile wall, this is the home field of the GMC football teams, serves as an athletic field for college, high school, and middle school physical education activities, and the parade grounds.

### *Lake Recreational Center*

A beautiful wooded setting on Lake Sinclair, a few miles north of the main campus, is equipped with boat landings, swimming area, bath house, and a large picnic pavilion.

### *The Admissions and Welcome Center*

The brick building located on South Jefferson Street is home to the GMC Office of Admissions and the Office of Extension Programs. It serves as a welcome center for visitors and prospective students.

### *Nash House*

The Nash House, located next door to the Cordell Events Center, houses the Office for Personal Support Services.

### *The Parnell Ruark Athletic Complex*

Named after Parnell Ruark, a former All-American athlete, coach, and athletic director at GMC, this building opened in July of 2003. The nearly 24,000 square foot facility houses the offices of junior college athletic personnel, the high school athletic director, athletic laundry facilities, and five locker rooms for GMC's athletic teams. In addition, the facility houses a state of the art rifle range, weight room, training room, and team meeting rooms which double as classrooms.

### *Alumni & Development House*

The White House, located at 431 South Jefferson Street, provides space for the Office of Advancement and houses the Georgia Military College Foundation.

### *The Engineering Building*

The Engineering Building located on the corner of Greene and Elbert Street houses the Engineering Department for GMC and also serves as the college shipping and receiving center.

## **GMC EXTENSION CENTERS**

### **GMC @ Night—Milledgeville Campus**

GMC @ Night is an academic program tailored to the needs of the non-traditional students located in and around Milledgeville. This program has a director whose primary responsibility is the success of the non-traditional student. Courses at this center are offered at times convenient to the non-traditional student.



### **Sandersville/Madison/Gray Campuses**

The GMC Milledgeville Campus operates Extension Center programs in Gray, Sandersville and Madison, Georgia. These centers offer GMC students in Washington County, Morgan County, Jones County, and the surrounding areas the opportunity to earn an Associate Degree at a center closer to home. Many students in the GMC Extension programs are non-traditional students, who typically have been out of high school for a number of years and are employed full-time. The Extension Center programs are designed to assist students in meeting their educational goals with class schedules that allow students to work around full-time employment. The class offerings follow the core curriculum and degree programs as outlined in this catalog. During registration at each center, the Extension Center staff, academic advisors, and staff from the Financial Aid and Business offices from the Milledgeville Campus meet with students at the centers to assist them in completing the registration process. Each center has a coordinator to provide services to the students in the community on a daily basis.

The Sandersville classrooms are located at 415 Industrial Avenue, Sandersville, Georgia in the Carter Building, which is about a quarter mile east of Highway 15 and behind the Dairy Lane. Evening classes are offered four evenings a week.

The Madison classes are located in the Morgan County





High School complex at 1231 College Drive, Madison, Georgia. The site is about one half mile north of the Highway 441 Bypass. Classes are offered four evenings a week.

The Gray classes are located in the Jones County High School complex at 339 Cumslo Road, Gray, Georgia. Classes are offered four evenings a week.

## **DISTANT LEARNING CENTERS**

### **Atlanta Campus**

The Atlanta Campus of GMC has offices and classrooms in Union City at 6280 Bryant Street and at the Education Center (Building 60) at 1316 Troop Row, Fort McPherson. Classes are held on both campuses. At the Union City campus facility, classrooms, a science lab, a computer lab and e-library are provided in addition to faculty and administrative offices. A large parking area for students is located near the classrooms. At Fort McPherson, classrooms and labs are located near the Education Center on Troop Row. Parking is available on Cobb Street, which is behind the classrooms and the Education Center. The Fort McPherson campus offers evening classes only while the Union City campus offers day, evening and weekend classes.



2004–2006



### **Augusta Campus**

The Augusta Campus of Georgia Military College has two locations. Administrative offices and classrooms of the Martinez location are at 115 Davis Road in Martinez. This is a single story red brick building, 200 yards from the intersection of Washington Road and Davis Road near the Washington Road K-Mart. It is just around the corner from Sam's Club on Bobby Jones Expressway near the I-20 Interchange. This location allows easy access for the majority of the students from throughout the Central Savannah River Area (CSRA). The facility offers faculty and staff offices, classrooms, e-library, a computer and math lab, a writing center and a student lounge.

The administrative offices of the Fort Gordon location are in the Education Center at 741 Barnes Avenue, Building 21606. Classes are held in the academic classrooms east of Brainard Avenue near the McNair Housing Area. Science and Computer labs are also located at Fort Gordon. Day, night and Saturday classes are scheduled. Students may take courses at either or both locations in the same quarter.

## **Columbus Campus**

The Columbus/ Fort Benning Campus of GMC offers services and classes at two locations. On Fort Benning, the office is located in Soldier's Plaza, Building 2613. Classes are held in various buildings on post. The biology classes meet in Building 2611. The location of the new Columbus campus is 2601 Building "B", Cross County Drive, Columbus, Georgia. The Columbus campus, which opened in the summer of 2004, houses the administrative offices and a computer laboratory, science laboratory, e-library and 7 classrooms. The college has a center coordinator located at Fort Benning to serve the students and provide day-to-day guidance and supervision. At both locations, classes are held primarily in the evenings and on weekends. Parking is easily accessible at both locations.

## **Valdosta Campus**

The Valdosta Campus of GMC has offices located in the Azalea Plaza on Bemiss Road and at the Education Center on Robinson Road at Moody Air Force Base. Classes are held at both locations during the day and evening hours. The Azalea Plaza facility contains nine classrooms, a chemistry lab, a biology lab, a computer and writing lab, e-Library and a student center. Parking is available in the GMC lot located at the rear entrance off Langdale Drive and in the community parking lot located at the front entrance in Azalea Plaza. At Moody AFB, classrooms are located in Buildings 3012, 3014, 3016, and 3018 adjacent to the Education Center. Students at Moody AFB have access to the e-library and a writing lab. Parking is available in the spaces located on Robinson Road and Hickam Street.

## **Warner Robins Campus**

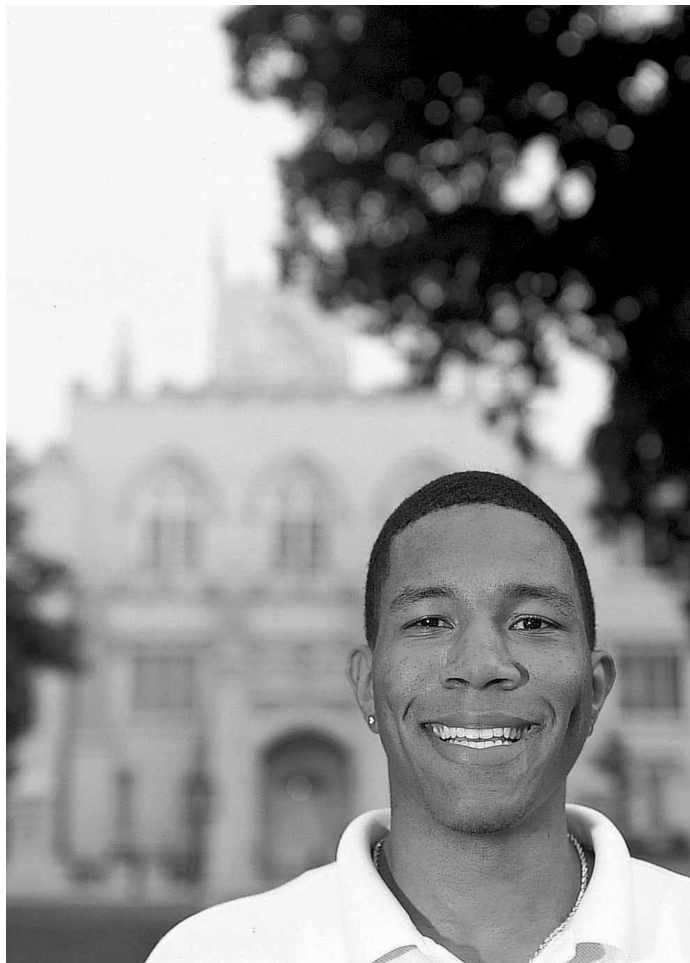
The Warner Robins Campus of GMC has offices located at Elliott Hall on Duke Avenue and in the education building on Robins Air Force Base. Classes are held on both campuses and occasionally the gyms of local high schools for physical education courses. Classes are scheduled throughout the day, in the evening and on weekends. Elliott Hall, dedicated in 2003, contains classrooms, a science lab, computer lab, and an e-Library. This modern, educational facility provides offices for faculty and for the GMC staff of the Warner Robins Center. The education building also contains classrooms and a library. Some of the faculty has offices at this location to serve students attending classes on the Robins AFB. All locations have lighted parking areas.





# Why Should I Attend Georgia Military College

*"Ask not what your country can do for you! Ask what  
you can do for your country."*  
John F. Kennedy



Students choose Georgia Military College for many reasons. Many in the cadet corps either have a military tradition in their family or wish to begin such a tradition. Some of the Milledgeville campus students have a family history with the school. These students attend GMC because of the pride in the school alumni have passed on to them over the years.

Most students become Georgia Military College students because the college offers them their best opportunity for a better, more productive life and because the college's values and educational mission speak to their personal values and goals.

The nine locations in the college community offer classes close to where students live or work. For some, on military bases, it is work as a soldier, an airman, or as a federal employee. For others, it is everyday work in a variety of jobs in the commercial segment of society. The variety of times that classes are offered provides students the opportunity to plan a schedule around work and family responsibilities. Financial aid packages and tuition rates make GMC an attractive and affordable option. Finally, the college's focus on student centered learning and the preparation of the "whole individual" for the challenges of living, working, and contributing in the twenty-first century make its degree attainable for the student who has made such a commitment and promise to himself/herself.

All of these reasons, however, stem from the college's dedication to its purpose, mission, and educational goals. These "reasons" that students give when asked why they attend GMC are the embodiment of the college's mission.

## **MISSION**

The mission of Georgia Military College is to produce educated, contributing citizens by providing its junior and senior high school students an inclusive college preparatory curriculum and its college students a liberal arts based two-year undergraduate curriculum in an environment and with a curriculum conducive to the holistic development of the intellect and character of its students.

## **PURPOSE**

Georgia Military College will be successful in the educational development of citizens through integration of two dimensions of education: development of the intellect and elevation of character. Possession of these two dimensions, which includes the capacity to act upon one's knowledge, provides an individual the ability to

function as a responsible citizen within a republic.

Georgia Military College graduates shall have an appreciation for the centrality of education as a lifelong pursuit.

Georgia Military College will produce citizens who serve as role models by actively involving themselves in their communities and in the democratic process. This will be accomplished by creating and continually refining formal ethics programs, providing time for reflection, and training students in right behaviors. The institution will encourage all members of the educational community—students, faculty, and staff—to work in partnership with the communities in which they live.

Georgia Military College graduates will understand the importance of and the need to respect the dignity and humanity of others. They will be sensitive to persons of diverse backgrounds with different values and ways of communicating.

Concurrent with the accelerating growth of information and derived knowledge, the focus at Georgia Military College will be to teach students how to learn so as to increase their adaptability to changing conditions. Students will be taught to think critically and to have confidence in their abilities to act within a global environment.

Georgia Military College will employ quality faculty and staff and develop facilities focused on the successful achievement of both dimensions of education. The primary focus of the faculty will be on excellence in teaching and the expansion of their knowledge and skills as teachers. The institutional staff will be student oriented and professionally competent. Facilities will reflect state of the art capabilities and will contribute directly to the creation and maintenance of the desired learning environment.

## **EDUCATIONAL GOALS**

1. Georgia Military College students develop and demonstrate the intellectual proficiencies which are essential in educational and life endeavors. These include the proficiencies of:

- Critical and ethical thinking.
- Effective analytical reading and writing.
- Effective oral communication.
- Effective mathematical and scientific reasoning.
- The role and use of technology in society.
- An understanding of the historical, political, social and economic development of mankind.

2. Georgia Military College students develop respect

for self; examine attitudes, values and assumptions; and consider and accept responsibility for the consequences of their actions and decisions.

## **ACCREDITATION AND MEMBERSHIPS**

Accreditation by a regional accreditation association means that a college has standards that are measured and evaluated. Regional associations send peer review teams every 10 years to check that its member colleges “measure up” to the standards that the colleges of the association have set to attain and maintain their accredited status.

Georgia Military College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award Associate Degrees.

The college maintains memberships in the following organizations: Association of American Colleges and Universities (AAC&U), The Association of Private Colleges and Universities of Georgia (APCUG); The National Association of Developmental Education (NADE); The Association of Military Colleges, and Schools of the United States (AMCSU); The Southern Association of Community, Junior and Technical Colleges (SACJTC); The National Junior College Athletic Association (NJCAA); the Georgia Foundation for Independent Schools (GFIS) and the Georgia Association of Two-Year Colleges.

The College is also a Charter Member of the Service member’s Opportunity College Associate Degree Program and Service member’s Opportunity College Navy (SOCAD and SOCNAV). GMC is approved for certifying Veteran’s benefits; approved by the U.S. Department of Justice, Immigration, and Naturalization Service; and is listed by the U.S. Office of Education in the Higher Education Directory.



# ? How Do I Become A Student

*"Don't waste time waiting for inspiration. Begin, and inspiration will find you."  
(anon)*



## OFFICE OF ADMISSIONS

HOURS: MONDAY-FRIDAY 8 AM TO 5 PM

**Milledgeville Campus** Call toll free 1-800-342-0413  
or call direct (478) 445-2707

**Atlanta Campus:** (770) 306-6401

**Augusta Campus:** (706) 650-5636

**Columbus Campus:** (706) 683-7803

**Valdosta Campus:** (229) 293-6000

**Warner Robins Campus:** (478) 329-4729

**Extension Programs in Gray,  
Madison and Sandersville** (478) 445-2778

The admission policy of Georgia Military College is to accept those applicants who provide evidence of a reasonable potential for success in the educational program of the college. A potential student is considered for admission without regard to race, creed, religion, age, gender, marital status, disability, or national origin.

Admission to Georgia Military College is not a guarantee of admission to a particular program. Separate and sometimes higher requirements are described in this catalog for admission into specific programs.

Campus tours of the Milledgeville Campus are offered weekdays when the college is in session. Reservations are not required but may be made by calling toll-free 1-800-342-0413 or (478) 445-2707.

### Application forms may be obtained from:

- the Georgia Military College web site at [www.gmc.cc.ga.us](http://www.gmc.cc.ga.us)
- GMC Office of Admission  
201 E. Greene Street  
Milledgeville, Georgia 31061
- or directly from one of the campuses listed below.

Every applicant must submit a formal application to the Admissions Office with a \$35 non-refundable application fee. After an application is submitted, each applicant receives instructions as to items needed to complete the application file and is given a decision as soon as possible after all information has been received. An applicant may not register for classes until all required information has been received and the applicant is fully admitted to the college. Students furnishing the college with false, incomplete, or misleading information relating to their application or academic record will be subject to rejection or dismissal.



An applicant who applied but did not attend Georgia Military College within the last year and desires to be admitted to GMC for a future quarter may call the Admissions Office to request an update to the application at no additional charge. The student should also request official transcripts be sent to the GMC Office of Admissions from any other institution the student may have attended.

Applications for admission may be submitted at any of the following locations:

#### **Milledgeville Campus**

Georgia Military College  
Office of Admissions  
201 East Greene Street  
Milledgeville, GA 31061  
(478) 445-2707 or 1-800-342-0413

#### **Milledgeville Extension Center Programs in Gray, Madison, and Sandersville**

Georgia Military College  
Office of Admissions  
201 East Greene Street  
Milledgeville, GA 31061  
(478) 445-2778

#### **Atlanta Campus**

Georgia Military College—Atlanta Campus  
6280 Bryant Street  
Union City, GA 30291  
(770) 306-6401

#### **Augusta Campus**

Georgia Military College—Augusta  
115 Davis Road  
Martinez, GA 30907  
(706) 650-5632

#### **Columbus Campus**

Georgia Military College—Columbus  
2601 Building B  
Cross Country Drive  
Columbus, GA 31906  
(706) 568-5200

#### **Valdosta Campus**

Georgia Military College—Valdosta  
2113 Bemiss Road  
Valdosta, GA 31602  
(229) 293-6000

#### **Warner Robins Campus**

Georgia Military College—Warner Robins  
Elliott Hall  
801 Duke Avenue  
Warner Robins, GA 31093  
(478) 329-4729

#### **APPLICATION DEADLINES**

<b>Term</b>	<b>Deadline</b>
Fall Quarter	August 1
Winter Quarter	November 15
Spring Quarter	March 1
Summer Quarter	May 15

#### **ADMISSION CATEGORIES**

##### **UNCONDITIONAL ADMISSION**

Students admitted unconditionally have met all admission requirements at the time of admission.

##### **CONDITIONAL ADMISSION**

Conditional admission is appropriate for a student that has met all admission requirements but does not meet regular academic standards and therefore must enroll in the Learning Support Services Program. This category is also used for students who transfer to GMC with a current academic standing of academic probation. Students admitted conditionally must register for a minimum of five hours during the first quarter of enrollment.

##### **PROVISIONAL ADMISSION**

Provisional admission is granted on a case-by-case basis by the Director of Admissions or by the DLC Director. Students granted provisional admission are not eligible for financial aid consideration.

##### **MINIMUM REQUIREMENTS FOR REGULAR FRESHMAN ADMISSION**

An applicant will be considered for freshman admission only after all the following documents have been received in the Admissions Office:

1. A \$35 non-refundable application fee.
2. A properly completed official application form.
3. An official transcript of secondary school credits showing graduation with a college preparatory diploma, technical diploma, or successful completion of the GED.

Georgia Military College reserves the right to investigate and review the records of any student to determine the applicant's academic, moral, and psychological fitness to enroll.



## **SAT/ACT EXAMINATIONS**

Freshmen applicants submitting official SAT scores of 450 verbal, 450 math or ACT scores of 18 English, 18 Math will not be required to take the Placement Examination. Students who do not submit SAT or ACT scores less than 5 years old must take the Placement Examination prior to registration.

## **PLACEMENT EXAMINATION**

Placement examinations in reading, English and math skills allow GMC to best advise a student so skills can be developed to help ensure a successful academic career. Placement examination schedules are available at each GMC Campus. A simple calculator may be used on the math portion of the exam. Students are permitted to take each section of the placement exam only once.

The Reading Skills Placement Exam is administered to all entering freshmen having an SAT verbal score less than 450 or an ACT English score less than 18.

The GMC Writing Skills Placement Exam is administered to all entering freshmen having an SAT verbal score less than 450 or an ACT English score less than 18.

The GMC Mathematics Placement Exam is administered to all entering freshmen having an SAT math score less than 450 or an ACT math score less than 18.

Areas of deficiency are identified by scores students achieve on the Placement Exam. Students who place in Learning Support Services courses must earn a passing grade in each course and must pass a comprehensive exam before enrolling in credit courses in that subject area. GMC will accept official SAT or ACT test results for placement testing decisions unless the test results are over five years old.

## **TRANSFER ADMISSIONS**

All persons seeking admission who have been previously enrolled in one or more other institutions of higher education must submit the following items to the Georgia Military College Admissions Office:

1. A \$35 non-refundable application fee.
2. A properly completed official application form.
3. An official transcript sent directly from each and every college, technical school or university previously attended.
4. Applicants who have completed fewer than 20-quarter hours of regular college level work must also meet all requirements for freshmen admission.
5. Applicants who have not completed English 101 and

Math 106 or Math 109 with a grade of “C” or better must take the placement examination unless they have completed the appropriate Learning Support Services course with a “C” or better at their previous institution and are prepared to enter English 101, Math 106 or Math 109. See “Placement Examinations” for additional information.

6. Students must be eligible to return to their previous institution immediately (i.e. not on exclusion, suspension or dismissal) or must have remained out of college for a minimum of one quarter if placed on exclusion, suspension or dismissal by the last college attended. See “Admission on Exclusion” for additional information.



## **TRANSFER OF CREDIT**

Credits earned in college level courses at universities accredited by a regional accreditation association may be fully transferable according to the general admission policies for transfer students. Credits will be accepted as follows:

1. Georgia Military College accepts transfer credit hours from other regionally accredited colleges if that credit is less than fifteen (15) years old. Credit that is over seven (7) years old in a subject area, in which the pace of research or technology has overtaken the content or validity of the instruction, will not be accepted. Specifically, the college will not accept credit older than seven (7) years in the sciences or in computer science because of the rapid pace of change in those disciplines. The decision on credit between 7 and 15 years old is based upon an evaluation of the student's educational objectives and area of concentration. Military personnel on active duty under a SOCAD agreement with Georgia Military College will be con-

sidered in continuous enrollment in pursuit of their degree until the degree is conferred. Military personnel who leave active duty are allowed six (6) months to reestablish active pursuit of their degree by attendance at GMC or by transfer of courses earned at another institution to GMC. If a former SOCAD member does not reestablish his/her degree pursuit within six (6) months, and later returns to take course work, he/she will be readmitted under the catalog in effect at the re-entry date.

2. This policy of the college is not subject to appeal or exemption.
3. Certain career courses will be accepted from regionally accredited post-secondary schools.
4. Military training and schooling will be evaluated for credit toward a GMC degree as recommended by the American Council on Education (ACE) Guide.
5. Courses accepted in transfer for credit must have been earned with a grade of "C" or better.
6. Upper division courses (those numbered above 299 that reflect junior/senior level classes) generally are not transferable but may be accepted with approval of the Vice President for Academic Affairs/Dean of Faculties under extenuating circumstances.
7. Formal military training will not be transferred or credited toward ROTC courses. ROTC courses at other colleges may be transferred toward a GMC degree.
8. Students who transfer to Georgia Military College and have not met the Georgia history/constitution requirements must arrange to take specialized tests through the Testing Coordinator at the GMC campus. This testing should be completed during the first quarter of attendance at GMC. See "Georgia History/Constitution Requirements" for additional information.
9. Students transferring from a semester system institution will have credit converted by multiplying semester hours by 1.5. Example: 3-semester hour course  $\times 1.5 = 4.5$  quarter hours. Students transferring courses may use a course transferred into GMC to satisfy corresponding course requirements in a GMC degree track. Typically, students will be required to take additional course work in order to complete degree quarter-hour requirements.

## **RESIDENCY REQUIREMENT**

All students must successfully complete a minimum of 25 percent of the quarter hours required for a degree

through instruction offered at Georgia Military College in order to satisfy residency requirements and maintain a 2.00 GPA for those courses. (SOCAD and SOCNAV students may transfer 15-quarter hours of the GMC residency requirement from another accredited SOCAD or SOCNAV college.)

## **VETERANS**

Georgia Military College recognizes that there are many advantages for educational advancement while serving in our nations armed forces. To enable students to apply such training in formal education programs leading to academic degrees, Georgia Military College will grant credit according to the recommendations contained in A Guide to the Evaluation of Educational Experiences in the Armed Services, published by the American Council on Education.

## **SERVICEMEMBER'S OPPORTUNITY COLLEGE (SOC)**

GMC has been identified as a Service member's Opportunity College (SOC) providing educational assistance to active duty service members. A SOC institution offers the following benefits for service members:

- A. Use of admission procedures that ensure access to higher education for academically qualified military personnel and their dependents;
- B. Evaluation of learning gained through military experiences and academic credit awarded when applicable to the service member's program of study;
- C. Evaluation of non-traditional learning and awarding of academic credit for such learning where applicable to the service member's program of study;
- D. Flexibility to service members in satisfying residency requirements by making adjustments for military students who transfer when there are other assurances of program balance, and to develop policies and procedures appropriate to the scope of their voluntary educational programs.

The College is also a Charter Member of the Service member's Opportunity College Associate Degree Program (SOCAD) and SOCNAV (the Service member's Opportunity College Navy) Network. The Network was established by the American Association of State Colleges and Universities at the request of the U.S. Army and Navy to serve military enlisted personnel and dependents. GMC and other participating colleges in the Network offer a flexible degree program in General Studies. Military personnel can complete degree requirements by taking courses at other Network colleges. For

information about the program, contact the SOC counselor at the military installation or the Distant Learning Center Director.

## NON-TRADITIONAL CREDIT TRANSFER



Students may be allowed credit for non-traditional experience with a maximum ceiling of 65 hours.

1. **CLEP General Examinations:** A maximum of 45-quarter hours of non-traditional CLEP credit may be awarded for the general examination using the American Council on Education (ACE) recommended score. CLEP credits apply as follows:

Test 1	English 101 with essay	5 quarter hours
	(English 101 Credit Only)	
Test 2	History 121	5 quarter hours
	Social Science elective	5 quarter hours
	(Georgia History examination must be taken and passed to meet GMC graduation requirements.)	
Test 4	Art	5 quarter hours
	Literature elective	5 quarter hours

2. **Experiential Credit:** College credits will be granted for formal service schooling, basic training, and cer-

tain civilian occupations schools in accordance with recommendations made by American Council on Education Guide for Experiential Credit toward requirements for the specific degree in which the student is enrolled. Credit will not be accepted for core or concentration areas for science laboratory courses.

3. **CLEP Subject Exams, USAFI/DANTES:** Courses and/or examinations will be evaluated based on ACE recommendations and scores. To receive credit for a course, the student's score must be ranked in the 50 percentile or above using sophomore norms.
4. **Correspondence courses:** courses successfully completed at regionally accredited colleges/universities will be accepted.
5. **Advance Placement:** Credit will be awarded to those entering freshmen who have participated in the Advance Placement program and received a score of 3 or above in the applied discipline.
6. **Exception:** Non-traditional and traditional credit cannot be duplicative. If non-traditional credit is at the same level as traditional credit, the non-traditional credit cannot be used.
7. **Transcript Notation:** The notation "CE" (credit by examination) will be entered on the GMC transcript but with no notation of credit points.
8. **Community College of the Air Force:** a student may be considered a transfer student on the basis of Community College of the Air Force (CCAF) work completed after July 19, 1978.
9. **Fraudulent Information**—transfer credits awarded by GMC based upon fraudulent information on admission documents will be withdrawn and the student will be subject to dismissal.

### ADMISSION FROM EXCLUSION

Transfer students admitted to GMC from academic exclusion by the last college attended are not eligible for financial aid during their first term at GMC until they have completed 12 credit hours of study.

Admission from Exclusion status is granted to any student on academic exclusion, dismissal, or suspension **only after the student has remained out of college for at least one quarter.** Even though this student will not be eligible for any financial aid during the first term of enrollment, the student may be admitted to GMC under the following conditions:

1. The student's application for admission is approved by the Admissions Committee.
2. The student enrolls for 12-quarter hours during the first



term or 12-quarter hours over two consecutive terms. Successful completion of 12-quarter hours with a quarterly GPA of 2.00 or higher will enable the student to enroll in full-time coursework at GMC and be considered for financial aid.

No transfer student may apply for admission if he/she has been excluded from any college or university for remedial/developmental study deficiencies without providing evidence that prospects for successfully completing an academic program have improved markedly over his previous performance. Students who have not successfully exited Learning Support Studies at previously attended colleges will be required to enroll in the corresponding LSS course(s) at GMC. No student, excluded by the previous college, can be admitted to GMC in the quarter following the initial notification of exclusion.

### **READMISSION OF FORMER GEORGIA MILITARY COLLEGE STUDENTS**

A Georgia Military College student who has been out of school one quarter or more (excluding summer) and who desires to be readmitted should submit a re-admission application. If the student has had a break in attendance at Georgia Military College that has not exceeded a 12-month period of time, he or she may call the GMC Admissions Office to update his or her application. The student should also request that official transcripts from any other institution the student may have attended since attending GMC be sent to the Admissions Office. Students who have attended another college or university since leaving GMC must meet all requirements for transfer student admission. A student wishing to return must give the Admissions Office sufficient notice to allow action by the appropriate Dean, if necessary. Students who have not attended GMC within the past 3 years must re-submit all official transcripts.

### **TRANSIENT STUDENTS**

Transient status means that a student is admitted to Georgia Military College for a specified period of time, normally a single term, with the understanding that the student is to return to the prior college at the opening of the next term. Transcripts of college work completed elsewhere are not usually required of such applicants, since they are not admitted to full standing at Georgia Military College. An applicant who is enrolled in another college or university and meets minimum Georgia Military College freshman or transfer admission requirements may seek a one-term admission to Georgia Military College. The following documents and fees are required:

1. A \$35 non-refundable application fee.
2. A properly completed official application form.
3. An official letter from the registrar of the institution in which the student is regularly enrolled indicating eligibility to return and recommending admission to Georgia Military College as a transient student to complete specific course work.

Or

4. A copy of Serviceman's Opportunity College (SOC) agreement from parent institution.

Note: Veterans must also submit proof of enrollment certification from the parent college.

Transient students may not take directed study or independent study at Georgia Military College.

### **SENIOR CITIZEN STUDENT ADMISSION**

Georgia residents 62 years of age or older who have completed high school or have a high school equivalency diploma, may register for classes on a space available basis and either audit or receive credit without payment of tuition and fees.

### **NON-DEGREE SEEKING STUDENTS**

With the exception of students who already have an undergraduate bachelor's degree and are taking courses for purposes such as re-certification, non-degree seeking students are allowed to attend GMC and earn a maximum of **15 credit hours**. These students must follow general admission guidelines and placement testing guidelines. Students admitted as non-degree seeking students must meet the prerequisites for each course they choose to take. After the completion of 15 credit hours, the student must select a degree program. Non-degree seeking students are ineligible for financial aid.

Students who have an undergraduate bachelor's degree and are taking courses for purposes such as re-certification may do so by submitting an official transcript from the last college attended.

### **AUDITORS**

Students who are admitted as freshman, transfer, or non-degree seeking students may register as auditors. Students wishing to enroll as auditors must:

1. Meet the prerequisites for any course requested.
2. Pay all fees and one-half of tuition (unless a senior citizen).
3. Students attending Distant Learning Centers (Atlanta, Augusta, Columbus, Valdosta, Warner Robins) must also receive approval from the



Assistant Dean of the Distant Learning Center. Auditors are registered on a space available basis and are not allocated a seat in class until all students have registered. Auditors will not receive a grade or credit for any course taken as an auditor. Note: Veterans will not be certified for payment from the VA for audit courses.

### **JOINT ENROLLMENT/EARLY ADMISSION (ACCEL)**

Georgia Military College recognizes the need to provide academically talented high school students with opportunities for acceleration of their formal academic programs. This recognition has led to the development of two organized programs: (1) a joint enrollment program in which the student, while continuing his/her enrollment in high school as a junior or senior, enrolls in courses for college credit; and (2) an early admission program in which the student enrolls as a full-time student following completion of the junior year in high school. Minimum admission standards for both the joint enrollment and early admission programs are listed below.

### **ACCEL PAYMENT AT GEORGIA MILITARY COLLEGE**

The Accel maximum award is \$3,000 per academic year (\$1,000 per quarter) for students enrolled in at least 12 hours (full time) at the post-secondary level. The award amount is prorated for students enrolled at the post-secondary level for 1 through 11 hours (part-time) as follows:

1 hour	\$ 84
2 hours	\$167
3 hours	\$250
4 hours	\$334
5 hours	\$417
6 hours	\$500
7 hours	\$584
8 hours	\$667
9 hours	\$750
10 hours	\$834
11 hours	\$917

If a student uses the ACCEL program to pay for courses taken at Georgia Military College while still enrolled in high school, the hours taken under this program will reduce the number of hours that the HOPE scholarships will fund at the post-secondary level. For example, if a student takes 15 quarter credit hours which are paid for by the ACCEL program, the maximum number of hours that the HOPE scholarship will fund at their college is 190 quarter credit hours less 15 quarter credit hours or 175 quarter credit hours.

### **SELECTIVE SERVICE REGISTRATION**

The student must meet federal Selective Service registration requirements.

### **REFUND DUE**

The student must not owe a refund on a State of Georgia student financial aid program.

### **ADMISSION STANDARDS: JOINT ENROLLMENT AND EARLY ADMISSION**

Students seeking joint enrollment or early admission must provide the following:

1. A \$35 non-refundable application fee
2. A properly completed official application form
3. Minimum SAT I score of 970 combined verbal and math sections or minimum ACT composite score of 20.
4. Minimum cumulative high school grade point average of 3.0 on a 4.0 scale in courses taken from the required College Preparatory Curriculum units.
5. Written recommendation of high school principal or counselor.
6. Written consent of parent or guardian (if the student is a minor).
7. Exemption of all learning support requirements.

### **ACCEPTANCE OF TRANSFER CREDIT: JOINT ENROLLMENT**

Units of the University System of Georgia are prohibited from accepting transfer credit awarded by any college or university to students enrolled in joint high school and college enrollment programs unless those students have a minimum SAT I score of 970 (or ACT Composite of 20) and a HSGPA of 3.00 (B) on a 4.00 scale.

### **JOINT ENROLLMENT OF GMC HIGH SCHOOL STUDENTS (MILLEDGEVILLE CAMPUS)**

1. There is no added expense to GMC High School students who are enrolled in the Joint Enrollment program at the Milledgeville campus.
2. GMC High School students must successfully complete the following social studies courses to receive high school credit:  
PLS 101 Introduction to American Government  
PLS 105 State and Local Government
3. GMC High School students must successfully complete the following courses to receive high school credit:  
ENG 101 Composition I  
ENG 102 Composition II
4. A Joint Enrollment student will be eligible to receive

any high school English or social studies awards in which four years of high school English or social studies is a prerequisite for the award.

5. The Joint Enrollment student's high school grade point average will include courses taken through the Joint Enrollment program.
6. Once a student enters the Early Admission program, he/she is no longer considered a high school student but can transfer college courses to receive high school credit.
7. Once a student enters the Early Admission program, he/she may return to the high school program, but with scheduling modifications and only after approval from the high school principal or counselor.
8. A student must enter the Joint Enrollment program at the start of the academic school year with parent and high school principal or counselor approval as well as with consent of the Vice President for Academic Affairs and Dean of Faculties or Distant Learning Center Director.
9. A student may withdraw from the Joint Enrollment program within the first week of scheduled classes in the fall quarter and may not be readmitted, except under extraordinary circumstance, and then only with the approval of the high school principal or counselor. The Vice President for Academic Affairs and Dean of Faculties or Distant Learning Center Director must also give consent for a student to return to the Joint Enrollment program following withdrawal.
10. Once enrolled in the Joint Enrollment Program, the student must abide by the class attendance policy and the academic calendar for the class in which he/she is enrolled.

### **HOME SCHOOL STUDENT ADMISSIONS**

Home schooled students or students from non-accredited or non-recognized high schools must submit official documentation indicating the student meets the following criteria to be considered for admission as a beginning freshman:

1. A \$35 non-refundable application fee
2. A properly completed official application form
3. Combined SAT score of at least 920 or an ACT Composite score of 19
4. A list of courses completed
5. A bibliography of textbooks and/or assigned readings used
6. A writing sample.

OR

1. Successful completion of the GED.

### **JOINT ENROLLMENT OF HOME SCHOOLED STUDENTS**

Home schooled students wishing to participate in the joint enrollment program must submit official documentation indicating compliance with the following criteria:

1. A \$35 non-refundable application fee
2. A properly completed official application form
3. A minimum SAT score of 970 or ACT Composite of 20.
4. A list of courses completed
5. A bibliography of textbooks and/or assigned readings used
6. A writing sample
7. Written consent of the parent/guardian.
8. Must exempt of all learning support requirements.
9. Receive approval from the Vice President for Academic Affairs.

### **INTERNATIONAL STUDENT ADMISSIONS REGULATIONS**

Students from countries other than the United States, who are not U.S. citizens and do not have residency status, must apply for admission through the GMC Office of Admissions. The following regulations apply:

1. International applicants must complete all parts of the application for admission.
2. To be considered for admission, international applicants must have achieved a level of education at least equivalent to high school graduation in the United States.
3. Applicants must present official transcripts (certified or attested) in the original language, as well as official translations in English (certified or attested) of all high school/secondary school and all college/university level work.
4. If English is not the official language of the student's home country, an OFFICIAL document for one of the following must be submitted:
  - a. TOEFL (Test of English as a Foreign Language) score report with MINIMUM score of 460 (paper-based test) or 140 (computer-based test) required for admission.
    - i. Those students whose TOEFL score is between 460-499 will be required to enter the Learning Support Services English and Reading programs.
    - ii. Those students scoring 500 or above will be allowed to enroll in standard college-level courses provided the student has passed the English placement test administered to all incoming students.

- iii. International students presenting SAT scores of at least 450 Verbal, 450 Math or ACT English 18, ACT Math 18 will be exempt from placement testing.
- 5. International applicants must present evidence of adequate and assured financial resources for the entire time the student will attend GMC (complete the GMC Declaration of Finances form).
- 6. International students wishing to reside on the Milledgeville Campus to be a member of the Corps of Cadets must secure from his/her Embassy a letter of permission to become a cadet.
- 7. A copy of the student's passport/visa must be provided to the Admissions Office (Milledgeville Campus) within 10 days of enrollment.

### **ADVANCED PLACEMENT AT THE TIME OF ADMISSION**

Advanced Placement at the time of admission to Georgia Military College may be granted as a result of any one of the following:

- 1. A minimum score of three or higher on certain tests administered in conjunction with the Advanced Placement Program of the College Entrance Examination Board or
- 2. A score of 50 or higher on certain tests given by the College Level Examination Program (CLEP) or
- 3. Transfer credits from other accredited colleges and universities.

### **NEW STUDENT ORIENTATION**

New student orientation is a structured program that offers new first-year and transfer students the opportunity to establish a link with faculty and staff and to become familiar with facilities at the student's chosen GMC campus location. Topics typically discussed during orientation sessions include registration, academic advisement, health services, student activities, rules/regulations, and academic affairs.

### **ARTICULATION AGREEMENTS**

GMC has articulation agreements with several colleges. This means that when you graduate from GMC, the allied college will accept your credits toward a bachelor's degree. In addition, the allied college may offer GMC graduates special incentives to attend their school. Particulars of each agreement are available from the allied colleges.

Articulation agreements exist with:

- Argosy University  
www.argosy.edu

- Art Institute of Atlanta  
www.aia.artinstitutes.edu
- Brenau College  
www.brenau.edu  
1-800-252-5119
- Capella University  
1-800-CAPELLA or  
www.capellauniversity.edu  
Capella offers undergraduate (four-year) and graduate degrees online.
- Columbus State University  
Corrections Officers Program  
www.gmc.cc.ga.us
- Mercer University  
1-800-548-7115
- St. Leo's University  
www.saintleo.edu



### **COOPERATIVE AGREEMENTS**

The Partnership Program is a cooperative educational venture between Georgia College & State University and Georgia Military College. This venture provides promising students who do not fully meet the entrance requirements of GC&SU the opportunity to begin their education in Milledgeville. After the completion of a minimum of 35 quarter hours of college level work at GMC and the completion of 6 semester hours in transient status at GC&SU, students may transfer directly to GC&SU as regularly admitted students provided they also meet the cumulative grade-point average required for admission as a transfer student to their program/major at GC&SU. For additional information on The Partnership Program, contact the GMC Admissions Office at (478) 445-2707 or the Georgia College & State University Admissions Office at (478) 445-1283.





# ? What Is The Corps of Cadets

*"Character does not spring from the ground."  
P.R. Livingstone*



## COMMANDANT OF CADETS OFFICE

Col. Patrick Beer .....	Dean of Students Commandant of Cadets
CSM Steve Stoner .....	Tactical Officer
CSM Calvin Hill.....	Tactical Officer
1SG Larry Swint.....	Tactical Officer
Sharon James .....	Administrative Assistant
Karen Higgs .....	Disciplinary Secretary
Maj. Tom Hall .....	Professor of Military Science
Janet Epps .....	Administrative Technician

The Georgia Military College Corps of Cadets dates to the school's founding in 1879 with the first group of over 200 male and female students arriving on the Milledgeville campus that winter. The corps' long and distinguished history has paralleled that of the college and from its ranks have developed leaders who have served their country and their state in both military and civilian leadership positions at all levels of command and society.

Graduates of the GMC Cadet Corps have served with honor and distinction in every war and major conflict of the United States since the founding of the school. Our young men and women graduates have distinguished themselves, wherever their country needed their services, including service in the current Iraqi Freedom conflict.

In the early and mid twentieth century, the college received accreditation to award the associate degree and was designated a U. S. Military School. In 1950 as a U. S. Military Junior College, GMC became a part of the ECP (early commissioning program). The college is today one of five colleges where a student, by completing the junior college degree, participating in the corps of cadets, and satisfying all necessary training requirements, can become a commissioned officer in the United States Army in two years.

The corps of cadets is organized and administered in a manner common to military organizations. The cadet regiment is composed of cadet battalions that, in turn, are composed of cadet companies. Each company is organized into cadet platoons and cadet squads. A cadet chain of command is superimposed over this organization and given the responsibility to insure that good order and discipline prevail within the corps of cadets.

The Commandant of Cadets is the senior GMC official placed in charge of all cadets. The President of Georgia Military College makes the Commandant of Cadets

responsible for maintaining good order and discipline within the corps of cadets. The Commandant is also responsible for establishing cadet rules, regulations, policies, and procedures; for maintaining cadet disciplinary records; and for guaranteeing the quality of cadet training.

Cadet leaders are appointed annually by the Commandant of Cadets. Leadership in the corps implies total responsibility for members of the corps.

### **BECOMING A CADET**

All students interested in being a cadet resident student at the campus in Milledgeville must participate in the U. S. Army Reserve Officer Training Corps (ROTC) program.

All students who wish to be GMC cadets must submit a cadet application for admission and submit the following supporting documents:

- An official copy of the high school transcripts at the time of application, and upon high school graduation, an official transcript showing date of graduation, type of diploma issued, and final grade point average. The student must request that these documents be sent by the high school to the GMC Admissions Office. Alternatively, the Admissions Office will receive an official General Educational Development (GED) certificate showing all scores directly from the office of official record. Transfer students wishing to join the Corps must also follow the college policy governing transfer admissions.
- A certified copy of the student's birth certificate.
- A complete physical and medical history form (request a form from GMC Admissions)
- A certificate of immunization (shots record).
- International students also must submit a completed I-20 form and a letter from their nation's embassy or consulate authorizing the student to participate in Army ROTC military training at Georgia Military College.

### **CADET CORPS STIPULATIONS**

As members of the corps, cadets are required to follow the guidelines established in the Cadet Guide, which contains the rules and regulations that govern the corps.

First year cadets are assigned to one of two cadet battalions and register for fall term classes. Residence hall assignments are made, uniforms are fitted and issued, and the cadet orientation /training period begins.

During the orientation period, new cadets are taught the



rules and procedures that govern behavior and discipline within the corps of cadets. They learn how to wear the cadet uniform, maintain their barracks, and march as a cadet unit. They also learn the history of GMC and appropriate military customs and courtesies. The physical fitness of each cadet is assessed and a year-long physical fitness program is begun.

Cadets learn new skills, acquire new knowledge, and learn to view their responsibilities at GMC more in terms of "team" rather than "self."

Considerable effort is spent letting all concerned know what is expected and what acceptable standards of behavior and performance are required of a cadet during this intensive training. Values such as "Duty, Honor, and Country" are emphasized. By the end of the orientation period, cadet understanding of the importance of these three words can be heard in voices that loudly proclaim: "Character Above All, Sir!" as they meet and greet GMC officers.

The orientation period ends with formal testing and with an inspection of cadets and their barracks room by the President of the college.

Completion of the cadet orientation period is celebrated by all during the first cadet parade of the year, which is recognized as the President's Parade. Parents and friends are encouraged to attend this parade to watch their cadet officially join the Georgia Military College Corps of Cadets.

### **IMMUNIZATION**

Members of the GMC Corps of Cadets, except for those who have religious objections and students whose physicians have certified that they cannot be immunized because of medical reasons, are required to submit a certificate of immunizations (measles, mumps, rubella) prior to attending class. The office of admissions will provide

all new cadet students with the certificate of immunization form. Resident students who do not complete this requirement will not be permitted to register for class.

### **ROTC CLASSES**

All members of the corps of cadets on the Milledgeville campus will automatically be required to include ROTC courses as a part of their degree program and must enroll in ROTC classes each term.

Students enrolled in the ROTC Advance Course may overload on the recommendation of the ROTC or faculty advisor with concurrence of the VPAA/DF.

All transfer contract students enrolling in ROTC must have a minimum score of 920 SAT or 19 ACT. These students must be members of the cadet corps.

### **FURTHER STIPULATIONS**

In addition to all graduation requirements in the academic sections of the catalog, cadets must have approval from the Dean of Students and Commandant of Cadets to graduate. Students enrolled in military science programs in the quarter prior to graduation must satisfy all disciplinary requirements at least five working days prior to graduation. No exceptions will be made to this policy.

## **Athletics/Student Activities**

Members of the corps of cadets are eligible to participate fully in all of the college's intercollegiate and intra-collegiate activities, clubs, and organizations. At the intercollegiate level, GMC currently offers Football, Men's and Women's Soccer, Men's and Women's Cross Country, Men's Golf, Women's Tennis and Fast pitch softball. The 2003-2004 Golf Team was the national champion in the National Junior College Athletic Association.

### **FOOTBALL TEAM MEMBERS AND THE CORPS OF CADETS**



All football team members are members of the corps of cadets and participate fully in the cadet program, following the Basic Military Course. This does not require a military service obligation unless the student chooses to continue into the Advanced Military Course. As members of the corps of cadets they are eligible for all of the privileges and responsibilities of leadership available to members of the corps.

### **RIFLE TEAM**

The Rifle Team is open to all GMC cadets. Its purpose is to provide members an opportunity to compete in rifle marksmanship activities at the collegiate level. Matches are scheduled during the year at home and at other colleges.

### **COLOR GUARD/DRILL TEAM**

The Georgia Military College Drill Team is open to any member of the corps of cadets enrolled in ROTC at GMC. The purpose of the Drill Team is to promote the spirit of competition and discipline through the performance of precision execution military drill. The team often competes at national level competitions at various locations throughout the Southeast.

### **RANGER CLUB**

The GMC Ranger Club is open to all enrolled ROTC students. Its purpose is to provide members an in-depth look at advanced tactics and small unit patrolling. The club offers its members the challenge of increasing self-discipline and physical stamina through challenging field exercises, white water rafting trips, and rappelling exercises. The Ranger Club is under the supervision of the Military Science Department Staff and a faculty sponsor.



## RANGER CHALLENGE TEAM

The Ranger Challenge is ROTC's varsity sport. A 10-member GMC team competes in Ranger Challenge at state and brigade level competitions in such events as rifle marksmanship, orienteering, M-16 and M-60 weapons assembly and disassembly, rope bridging and the hand grenade assault course. The Ranger Challenge Team is supervised by the staff of the Military Science Department and a faculty sponsor, and is always among the top teams in their competitions.

## Cadet Expenses

Tuition and fees are usually set annually, so students should be aware that these charges can change. The following costs are those for fall 2004.

These costs are due each quarter:

tuition	\$3610
room	\$400
board	\$880
student activity fee	\$55
health fee	\$25
computer access fee	\$20
accident insurance	\$35 (due annually)

## ROOM DEPOSIT

A deposit is required of all boarding students upon acceptance. The deposit will be credited toward the student's account. If the student chooses not to attend GMC, the room deposit is refundable if the college receives a written cancellation prior to registration for the quarter.

## REFUNDS/ ROOM DAMAGE DEPOSIT

The room deposit is refunded at the end of the academic year if the student graduates or withdraws permanently, pending completion of the appropriate clearance procedures. A portion of this fee may be retained for damages to the premises as assessed by the Dean of Students and Commandant of Cadets.

If a student has an outstanding balance upon graduation or withdrawal from the cadet corps, the room deposit will be credited to the student's account.

## ACADEMIC MANAGEMENT SERVICES (AMS)

This company provides an interest-free payment plan that allows you to spread your tuition payments in up to 11 monthly installments. There is an enrollment fee (currently \$60) to enroll in the plan. For more information, contact the Business Office at GMC or AMS (1-800-635-0120).

## SCHOLARSHIPS AVAILABLE TO MEMBERS OF THE CADET CORPS

Cadets should also check the section in this catalog, "How Can I Pay For This?" Additional guidelines for filing financial aid forms are in that section.

## SCHOLARSHIPS

Any student wishing to apply for a Georgia Military College Scholarship to help finance his/her Georgia Military College education may complete and submit the scholarship application available from the GMC Office of Advancement in Milledgeville for any of the scholarships named for an individual. Submitting a scholarship application to Georgia Military College does not guarantee that a student will be awarded a scholarship, but every effort will be made to help the student find the necessary money to attend GMC.

GMC offers funding specifically to help pay costs for cadets attending GMC at the Milledgeville Campus. In addition to the Advancement Office, the cadet applicant can also contact the GMC Admissions Department and/or the GMC Athletic Department for specific guidelines for some awards under their control.

## NOTE

All scholarships awarded by Georgia Military College are subject to guidelines which require the student to continue to meet the criteria upon which the award is based and to maintain the specified grade point average (GPA) outlined in the award letter. All scholarship recipients are required to write a thank you letter to the person (or persons) who provided the resources for the scholarship.

### Battalion Commander Scholarship

Applicant must have a minimum of a 2.70 high school GPA and either a 920 SAT or 19 ACT score. In addition, the applicant must have a letter of recommendation from his/her JROTC instructor and must have served at least one term as the Senior Ranking Cadet.

### Senior Military Instructor Scholarship

Applicant must have a minimum of a 2.70 high school GPA and either a 920 SAT or 19 ACT score. In addition, the applicant must have a letter of recommendation from his/her JROTC instructor.

### President's Scholarship

Applicant must have a minimum of a 2.50 high school GPA and either a 920 SAT or 19 ACT score. In addition, the applicant must have a letter of recommendation from a school administrator.

## Performance Grant

Available to Cadets with demonstrated ability in marksmanship, drill, or other military proficiency. The applicant for this grant will be required to demonstrate ability in the particular area(s) to the appropriate faculty and/or staff of GMC for consideration.

## ATHLETIC SCHOLARSHIPS FOR CADETS

### Athletic Performance Scholarship

Awarded to members of the Football and Women's Soccer teams who display the skill and potential in the sport as determined by the Athletic Department and Head Coaches.

### Custis Proctor Athletic Scholarship

Mr. Proctor was a 1946 junior college graduate. This scholarship is to assist a junior college football player enrolled in college with the expenses incurred for tuition, fees, housing, meals, books or uniforms. The recipient of this scholarship must be a student in good standing. The student must initially have a 2.0 high school average and/or a 700 SAT score or 14 ACT score. In the case of students already enrolled in the college program or college transfer students, a 2.25 cumulative grade point average is required. In order to maintain the scholarship, a recipient's cumulative grade point average must not fall below 2.0 for longer than one academic term, in which case the scholarship will be withdrawn.

### Ruth S. Page and Alma S. Adams Athletic Scholarship

This scholarship was made possible through the estates of the sisters Ruth and Alma Sims. Ruth Sims Page was a 1920 graduate. The applicant's athletic skills and potential will be evaluated by the Athletic Department for the award of this scholarship.



## Butts-Cordell Scholarship

Scholarship monies in this fund were made possible through donations in honor of two GMC coaching greats, Wallace Butts and Lew Cordell. All applicants' skills and potential will be evaluated by the Athletic Department for the awarding of these scholarships.

### General Athletic Scholarship

Funds for these scholarships have been made possible through donations to the general college athletic scholarship fund. All applicants' skill and potential will be evaluated by the Athletic Department for the awarding of these scholarships.

## STATE SERVICE SCHOLARSHIP PROGRAM (SSS)

For Georgia residents, the National Guard, either the U. S. Army or Air Force, offers a full two- year scholarship that pays all college costs in return for service in the National Guard.

For detailed information, contact your local National Guard Recruiter or call the GMC Admissions Office.

## ARMY ROTC

Participation in the Reserve Officers Training Corps is valuable for future civilian as well as military leaders. GMC recognizes the value of the leadership training by awarding academic credit toward graduation for all military science courses.

The U. S. Army ROTC at Georgia Military College consists of the Basic Course and the Advanced Course, also called the Early Commissioning Program (ECP). The majority of GMC cadets are in the Basic Course, which requires no military service obligation.

The ROTC Basic Course is designed to provide cadets with a solid level of fundamental military education, emphasizing leadership and basic military skills (i.e. military history, First Aid, Communications, Role and Customs of the Army). Basic Course cadets, who qualify, can continue their military education by attending the Advanced Course at a senior college while completing a baccalaureate degree. The Basic Course is valuable to those students who do not desire military service, but who do want to become leaders and managers in the civilian community. Effective communication and leadership principles are stressed not only in the classroom, but also in the accomplishment of all tasks assigned to cadets.

Cadets are encouraged to consider the benefits and advantages offered by enrollment in the Early

Commissioning Program. The ROTC Advanced Course (Early Commissioning Program) is available for those academically and physically qualified cadets who are interested in becoming U. S. Army officers. The program prepares cadets to serve as commissioned officers and includes instruction in leadership, management, and military tactics. A vigorous program of academics, field training exercises and physical training develops self-confidence, self-reliance, physical stamina and endurance. Advanced Course subjects include, military justice, command and staff functions, military weapons, leadership skills, military operations and tactics.

Advanced Course cadets must sign a contract, with the United States Army, which obligates the student to military service upon successful completion of the ROTC Advanced Course.

Prospective students who desire to enter Advanced ROTC should contact the Professor of Military Science (PMS) as early as possible in their senior year of high school. Toll free telephone calls may be made to 800-342-0413, ext. 2730, or 888-GMC-0068. Letters may be addressed to:

The Professor of Military Science  
Georgia Military College  
P. O. Box 829  
Milledgeville, GA 31059

### **QUALIFICATIONS FOR ECP**

To qualify for the Advanced Course, students must meet the following criteria:

- Be a U.S. Citizen.
- Earn a High School Diploma with a minimum cumulative grade point average of 2.0 on a 4.0 scale.
- Have a minimum combined SAT score of 920 (ROTC scholarship)/850 (non-scholarship) or composite ACT score of 19 (ROTC scholarship)/17 (non-scholarship). The student must submit official scores.
- Meet height and weight standards for entrance into Advanced ROTC program.
- Pass a standard Army physical examination.
- Have one of the following levels of military knowledge:
  - a. Complete the Leaders Training Course at Fort Knox, KY prior to enrollment at GMC.
  - b. Complete Basic Training and/or AIT though Active or Reserve component training.
  - c. Have completed three years of High School JROTC.

Interested students must also be approved by the Professor of Military Science for enrollment in the Advanced Course.

Advanced Course cadets receive a monthly ROTC stipend, in addition to a performance grant from GMC.

### **LEADERS TRAINING COURSE (LTC)**

Qualified students interested in the Advanced Course may qualify by attending the ROTC Leaders Training Course, held each summer, at Fort Knox, Kentucky, prior to enrolling at Georgia Military College. Students attending this program are paid to attend and all transportation, uniforms and meals are provided. This five-week program stresses leadership and adventure training as an introduction to Senior ROTC. There is no military obligation for attending this program.

### **NATIONAL ADVANCED LEADERS COURSE (NALC)**

As part of the Advanced Course, cadets must successfully complete the National Advanced Leaders Course, at Fort Lewis, Washington. This program is usually conducted during the summer between the cadet's freshman and sophomore years. Each cadet is provided transportation, meals, and housing and is paid for attendance. This program is to evaluate the training of cadets and their potential as future Army Officers.

### **VOLUNTARY TRAINING**

In addition to the training provided by the Military Science Department, cadets have the opportunity to attend some of the Army's best training.

U. S. Army Airborne School is held at Fort Benning, Georgia. Cadets who complete this three-week Airborne training earn and proudly wear their wings as Army paratroopers.

U. S. Army Air Assault School, conducted at various training locations throughout the United States, teaches basic rappelling techniques and includes helicopter rappelling techniques along with other military air assault training. After successful completion of this ten-day training, cadets are awarded the Air Assault Badge.

Other military training opportunities available include the Northern Warfare Course and Cadet Troop Leader Training (CTLT).





# What Does College Cost

## **MILLEDGEVILLE**

Cinthia Allard ..... Vice President  
Business Affairs and Personnel

Susan V. Meeks .....Associate Vice President  
Business Affairs/Controller

Donna Bradley .....Asst. Controller

Sandra Avant .....Administrative Assistant

Carol Leverette .....Student Accts.

Laura Cowell .....Student Accts.

Jo Sailors .....Student Accts.

Evie Lester .....Student Accts.

## **ATLANTA**

Tiffany Ryals .....Financial Aid/Bookkeeping

Sonseeahray Thornton .....Business Office Asst.

## **AUGUSTA**

Carolyn Joly .....Business Office Asst.

## **COLUMBUS**

Kimberly Smith .....Bookstore Mgr.

## **VALDOSTA**

Michelle Marsh .....Business Office Manager

## **WARNER ROBINS**

Maria Goodwin .....DLC Director of Business Affairs

There are three major college expenses for students who do not live on campus: tuition, fees and books.

## **TUITION**

When a student registers for classes, tuition is due. The cost for tuition is based on the number of quarter hours of classes for which a student registers multiplied by the tuition per quarter hour at his/her campus:

Number of hours taken x \$ per hour = tuition costs

For instance, if on the campus for the fall 2004, the fee per hour was \$90.00. A student who takes 15 hours, or three 5 quarter hour classes, would have the following tuition costs:

$$15 \times \$90 = \$1350$$

All student tuition for the quarter is due at the time of registration. Situations that deserve special consideration may be discussed with the Vice President for Business Affairs or the Distant Learning Center Director. A student is not officially enrolled until he/she has either paid the account in full, has approved financial aid that will pay all charges, or has made satisfactory payment arrangements with the VP for Business Affairs or the DLC Director.

## **FEES**

Fees are expenses related to particular courses or activities. For instance, a student might incur an expense for the use of the lab when taking a lab science or computer course. That fee would be due when the student registers for the class. Some campuses have activity fees to cover the expenses related to student activities or physical education fees to cover expenses related to physical education courses. These are also due at registration.

There is a diploma fee that is due when a student asks for an evaluation of his/her transcript to apply for a degree at the beginning of the student's next to last quarter before completion of the degree.

Late registration and drop/add carry a fee at some campuses for which the student is responsible. Students withdrawing from a class after the drop/add period are responsible for all tuition fees. Students need to be aware that withdrawing from classes after the drop/add period may cause the student to lose financial aid from that term.

## **FEE SCHEDULE**

Tuition and fees are usually set annually, so students should be aware that these charges can change. The quarterly course schedule at each campus carries a listing of current tuition and fees.

## **BOOKS**

Each class requires a specific book or set of books. A student, on registering for a class, should inquire about the book for the class and secure that book before the first day of class.

Textbook costs from the publisher have been increasing at a substantial rate over the last several years. The college has made significant effort to provide quality textbooks at the best price available; however, average textbook cost for a student carrying a full load is now approximately \$300 per quarter. Some of this cost may be reduced through the purchase of a used textbook if one is available.

Bookstores are available at the Milledgeville, Augusta and Valdosta campuses for students to buy books. The Atlanta campus uses a textbook supplier where a student can buy books and sell back current books that are in good condition at the end of the quarter. The Columbus and Warner Robins campuses include the use of a textbook in the tuition fee. In addition to selling textbooks the Valdosta campus has a limited number of rental textbooks available each term.

## **ID CARDS**

A free ID card is issued at the time of registration to students attending the Milledgeville campus. The card is used for library services, meal plans, and other activities. The food services data coded on the magnetic strip is recorded in a computer database, and any funds that have been deposited with GMC can be restored onto the new card should one need to be issued.

Free ID cards are also issued at the Augusta and Columbus campuses. Students who lose their ID cards are charged for replacement cards.

## **CADET/RESIDENT STUDENTS**

Those students in the Cadet Corps have other fees related to living on campus. These are explained in the section, "What Is The Corps Of Cadets?"







# How Can I Pay For This

## **MILLEDGEVILLE CAMPUS**

Alisa W. Stephens .....Director, Financial Aid  
Karen Ambellas-Cates .....Asst. Director, Financial Aid  
Melonie Choice .....Counselor, Financial Aid  
Lisa Davall.....Counselor, Financial Aid  
Terri Hall .....Counselor, Financial Aid  
Jill Towns.....Counselor, Financial Aid  
Lynne Sanders .....Financial Aid Assistant  
Betty Little .....Financial Aid Clerk

## **ATLANTA**

Gretchen Beal .....Financial Aid Asst.  
Ed Head .....VA Coordinator

## **AUGUSTA**

Judy Hirschauer .....Financial Aid Asst.  
John Pitts .....VA Coordinator

## **COLUMBUS**

Maud Gonzales .....Financial Aid Asst.

## **VALDOSTA**

Valerie Taylor .....Financial Aid Asst.  
Nina Woodruff .....Financial Aid Asst.

## **WARNER ROBINS**

Angela Burnett .....Financial Aid Asst.  
Robbin Stretch .....Financial Aid Asst.

GMC Federal School Code: 001571

For online help from GMC financial aid, please address  
your inquiry to:

[fahelp@gmc.cc.ga.us](mailto:fahelp@gmc.cc.ga.us)

Free Application for Federal Student Aid forms  
(FAFSA):

[www.fafsa.ed.gov](http://www.fafsa.ed.gov)

Many students do not have the financial resources to accomplish their educational objectives. Through the financial aid programs, a combination of federal and/or state grants, state scholarships, institutional scholarships, work study and loans, Georgia Military College makes every effort to assure that no qualified student will be denied the opportunity to attend college because of a lack of funds.

GMC utilizes the results of the Free Application for Federal Student Aid (FAFSA) in determining a student's level of financial need. This form may be obtained in the Financial Aid Office or the office of the Distant Learning Center Financial Aid Assistant. The FAFSA is also available on line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

The amount of aid available from most state and federal financial aid programs is related to student academic load for the term. Both the state and federal aid programs recognize 12 credit hours as the "full load" benchmark for maximum financial aid.

Georgia Military College will admit students in a financial aid eligible status if the student would have been eligible for financial aid at the previous institution or if he/she has not been academically excluded, suspended, or dismissed at the previous institution immediately prior to enrollment at GMC.

## **APPLICATION PROCESS FOR ALL FINANCIAL AID**

### **A. Initial Steps:**

1. Submit an Application for Admission to Georgia Military College.
2. To receive consideration for Federal Financial Aid, complete the electronic version of the Free Application for Federal Student Aid (FAFSA) found at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). You may choose to complete the paper version of the FAFSA, submitting it to the address indicated on the application. The paper version of the FAFSA may be obtained in the financial aid office at each campus.
3. To receive consideration for state aid, complete the electronic version of the Tuition Equalization Grant application (E-TEG) by logging onto [www.gsfc.org](http://www.gsfc.org).

**B. Students applying for federal aid using FAFSA on the Web** will receive a Student Aid Report (SAR) Information Acknowledgment within 10 to 14 days of submitting the application. Students applying using the paper version of the FAFSA will receive a SAR within 3 – 5 weeks of mailing the application. The

GMC Financial Aid Office will receive the information electronically. Eligibility for Title IV aid is based on the information on the SAR, so the student should review it carefully. If any information is incorrect, the student should follow the instructions included with the form to make necessary corrections.

- C. Verification is a process used to check the accuracy of the information that a student and/or parent gives when applying for financial aid. The GMC Financial Aid Office will notify the student if selected for verification by the federal processor and will request certain documentation in order to complete the verification process. Until the verification process is complete, no Federal Funds may be released to the student.
- D. Once the file is complete, the student will be notified of eligibility and the amount of aid available through an award. If aid has been denied the student will also be advised by mail.

### **SOURCES OF FINANCIAL ASSISTANCE**

More detailed information on each of the following programs is available from the GMC Financial Aid Office or the Distant Learning Centers.

The Georgia Tuition Equalization Grant (GTEG) program provides non-repayable grants to eligible Georgia residents who enroll on a full-time basis at Georgia Military College.

To be considered full-time, a student must be registered for 12 or more credit hours and attending class through 14 calendar days after the school's drop/add period for each term. If a student officially or unofficially withdraws, drops out or is expelled before the 14 day period, the student is not eligible to receive GTEG. Attendance is monitored to verify eligibility. For 2004-2005, GTEG eligible students can receive payment for the summer term and three (3) quarters during the regular award year

(Fall I – Spring). Please see the financial aid representative at each campus for further information and current year eligibility amounts.

### **ACADEMIC MANAGEMENT SERVICES**

This company provides an interest-free payment plan that allows you to spread your tuition payments in up to 11 monthly installments. There is an enrollment fee (currently \$60) to enroll in the plan. For more information, contact the GMC Business Office.

### **HELPING OUTSTANDING PUPILS EDUCATIONALLY (HOPE)**

Students who are eligible for the GTEG program may be eligible to receive additional assistance under this state scholarship program. Consult the Financial Aid Office for eligibility requirements. Beginning in 2004-2005, partial HOPE is also available to GMC students attending on a part-time basis (6 – 11 hours).

### **FEDERAL PELL GRANT**

A Pell Grant, unlike a loan, does not have to be repaid since it is a need-based federal grant. Students may apply for the Pell Grant by completing the Application for Federal Student Aid, which is available online ([www.fafsa.ed.gov](http://www.fafsa.ed.gov)), in the financial aid office, or from the distant learning center financial aid assistant. The number of course hours is a part of the formula for figuring this grant as well as the student's total family income. Additional verification requirements may be requested by the financial aid office.

### **FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG)**

FSEOG is a need-based federal grant program designed to aid students with financial needs beyond Pell Grant stipends. Contact the Financial Aid Office for eligibility requirements and the application process.

### **LEVERAGING EDUCATIONAL ASSISTANCE PARTNERSHIP (LEAP)**

LEAP is a need-based state grant program designed to provide educational assistance to residents of Georgia who demonstrate substantial financial need to attend eligible postsecondary institutions in Georgia.

### **FEDERAL STAFFORD LOAN (SUBSIDIZED OR UNSUBSIDIZED)**

Stafford Loans are the major form of self-help aid for students. These are low interest loans that are repaid after you graduate, leave school, or drop below half-time enrollment. Subsidized loans are awarded on the basis of financial need. A student is not charged any interest on



these loans before repayment begins. An unsubsidized loan is not need-based, but interest does begin to build from the time the loan is disbursed. Loan limits vary, so see the financial aid representative at each campus for more details and deadline dates. Student must complete loan counseling before receiving his/her first loan check. (This is called entrance loan counseling). At the end of the student's program or when the student becomes less than half-time, a student must complete loan counseling. (This is called exit loan counseling).



### **FEDERAL WORK STUDY (FWS)**

FWS is a need-based federal work-study program. Students work up to 20 hours per week in on-campus jobs and are paid an hourly rate to help pay education expenses. To apply, students must complete the FAFSA and show an unmet financial need. Contact the Financial Aid Office for more information.

### **FEDERAL PLUS LOANS**

This is a non-need based education loan for parents to assist them in meeting the expected family contribution for their dependent student. PLUS loans are made at the discretion of private lenders. Parents may contact the Financial Aid Office for more information about the PLUS Loan program.

### **ENDOWED SCHOLARSHIPS**

Any student wishing to apply for a Georgia Military College Foundation Scholarship to help finance his/her Georgia Military College education may complete and submit the scholarship application available from the

Office of Advancement, Office of Financial Aid, or Office of Admissions. Applications are also available on the college website at [www.gmc.cc.ga.us](http://www.gmc.cc.ga.us).

Applications must be completed along with the appropriate letters of recommendation and returned to:

GMC Office of Advancement  
201 East Greene Street  
Milledgeville, GA 31061

Scholarships will be awarded on an annual basis, and applications must be submitted by the current deadlines posted on the college website at [www.gmc.cc.ga.us](http://www.gmc.cc.ga.us). Submitting a scholarship application to Georgia Military College does not guarantee that a student will be awarded a scholarship, but every effort will be made to help the student find the necessary funds for attending.

### **NOTE**

All scholarships awarded by Georgia Military College are subject to guidelines which require the student to continue to meet the criteria upon which the award is based and to maintain the specified grade point average (GPA) outlined in the award letter. All scholarship recipients are required to write a thank you letter to the person (or persons) who provided the resources for the scholarship.

### **AVAILABLE TO STUDENTS ON ANY GMC CAMPUS**

#### **Frances Wood Wilson Scholarship**

The Frances Wood Wilson Foundation was established by Mr. Fred B. Wilson in 1954 and was named for his wife. Funding from this foundation provides scholarship money for junior college students at GMC. The applicant must have a minimum of a 2.5 GPA, a combined 870 SAT score, or an 18 ACT score to be eligible.

### **AVAILABLE ONLY AT GMC DLC CAMPUSES**

#### **Georgia Power Scholarship**

This scholarship is available only for non-traditional students attending one of GMC's Distant Learning Centers. The Director of the Distant Learning Center will evaluate the student's application for this competitive scholarship with annual deadlines. Students should request all necessary information for application at the Distant Learning Center financial aid office.

### **SCHOLARSHIPS FOR MILLEDGEVILLE CAMPUS STUDENTS**

#### **John A. Sibley Scholarship**

Mr. Sibley was a 1904 graduate of GMC and was the first recipient of the Georgia Medal for Distinguished



Public Service. This fund provides scholarships for disadvantaged, outstanding junior college students. Applicant must have a minimum of a 2.5 GPA, a combined 950 SAT score, or a 20 ACT score.

#### **Major Herschel Walden Scholarship**

Created by Mr. and Mrs. Russell E. Walden in honor of his father, who was a GMC faculty member, this scholarship assists a junior college student who is in good scholastic standing and demonstrates need for financial assistance. Applicant must have a minimum 3.00 GPA, a combined 830 SAT score, or a 17 ACT score.

#### **Olin B. King Scholarship**

Mr. King is a HS '50 and JC '51 graduate. This scholarship was created to assist a student enrolled in the high school or college with the expenses incurred for tuition, books or uniform.

#### **Ruth Sims Page/Alma Sims Adams Athletic Scholarship**

Established in 1999, this scholarship is open to athletes in any competitive sport at Georgia Military College.

#### **W. J. Usery, Jr. Scholarship**

Mr. Usery is a jc1940 graduate of GMC who has served in the administration of five U.S. Presidents. He is a former U.S. Secretary of Labor and is a GMC Foundation advisory committee member. This scholarship provides financial assistance for a junior college student with a minimum of 3.00 GPA.

#### **Howard H. "Bo" Callaway Scholarship**

This scholarship is named for former US Secretary of the Army/former US Congressman Howard H. Callaway. The applicant must have a minimum of a 3.00 GPA, a combined 1000 SAT score, or a 22 ACT score. This scholarship is for students who have shown leadership.

#### **John and Gene Williamson Scholarship**

Mr. Williamson is an Honorary Alumnus and GMC Foundation Trustee. This scholarship is to assist a junior college student who must be in good scholastic standing and have financial need for a scholarship. The student must initially have a B- high school average and/or a 1000 SAT score. In order to maintain the scholarship, a recipient's cumulative grade point average must not fall below a 3.0/B for longer than one academic period, in which case the scholarship will be withdrawn.

#### **OTHER SCHOLARSHIP POSSIBILITIES**

Some scholarship opportunities exist outside the college's endowment, and are open to competition by GMC

students. Students should ask for information at each campus well before the competition deadlines set by the scholarship.

There is a scholarship offered by Datatel for which GMC students can apply. The Datatel scholarship is offered once a year and the application is available online beginning in September of each year. You may go to [www.datatel.com](http://www.datatel.com) and click on Scholars Foundation for information and an application.

#### **Coca Cola Two-Year Colleges Scholarship**

The Coca-Cola scholarships are very competitive. In order to apply you must demonstrate academic success and must have completed one hundred hours of documented community service within the past twelve months.

#### **Coca Cola First Generation Scholarship**

This is another very competitive scholarship open to individuals who are the first member of his immediate family to attend college. The applicant must be currently enrolled as a full-time student and must have a 3.00 GPA or higher to receive and retain the scholarship.

#### **Honors Organization Scholarship**

Members of Phi Theta Kappa are eligible for competitive scholarships annually. These are usually generous and also prestigious scholarships. Students who belong to Phi Theta Kappa should contact their advisors for the criteria and deadlines.

Also, the student may wish to discuss scholarship and financing options with his/her school counselor, family, and/or banker.

#### **Chorus Scholarship**

Students who enroll in Chorus at the Milledgeville campus and complete the course will receive a scholarship equal to the cost of tuition for the class. Please note that the scholarship will be applied only after all other tuition-only financial aid funds are applied. If tuition is paid in full by other tuition-only aid programs, no Chorus scholarship funds will be posted.

#### **FURTHER SCHOLARSHIP POSSIBILITIES**

The following scholarship opportunity exists outside the college's endowment, but is open to competition for GMC students at the Milledgeville campus. Students should ask for information since this has an annual competition deadline.

#### **Baldwin Rotary Scholarship**

Eligibility limited to a high school graduate from a high

school located in Baldwin County for the student to attend GMC Junior College.

### **CADET CORPS MEMBER SCHOLARSHIPS**

In addition to the previously listed scholarships, GMC has available funding that specifically helps pay costs for either GMC cadets or cadets on the GMC football team. See the section, “What Is The Corps Of Cadets?”

### **VETERANS' BENEFITS**

Students eligible for veterans' benefits must contact the Financial Aid Office or the Distant Learning Center for information regarding this program and their status.

### **WITHDRAWAL**

There are serious consequences to withdrawing from a class, both academic and financial. Students should read the section, “What If I Drop Or Withdraw From A Class?” before withdrawing from any course.

### **STANDARDS OF SATISFACTORY PROGRESS FOR KEEPING FINANCIAL AID**

A student must satisfy two requirements to maintain financial aid eligibility:

1. A student must maintain good academic standing as defined in the section, “Will I Need Some Advising?” under the topic Academic Warning and Probation. Failure to do so results in Academic Exclusion.
2. A student must maintain a satisfactory progress rate by successfully completing two-thirds of all course work attempted at Georgia Military College.

Failure to satisfy either of these criteria will result in termination of student aid.

These standards are applied to the programs of the State of Georgia:

- Georgia Tuition Equalization Grant (GTEG)
- HOPE Scholarship

These standards are also applied to all federal aid programs:

- Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Federal Work Study Grant (FWS)
- Federal Stafford Loans
- Federal PLUS loans

These standards are also applied to GMC institutional scholarships except Athletic Performance Scholarships and Performance Grants.

### **PROGRESS TOWARD PROGRAM COMPLETION**

To receive financial aid, students must earn passing grades in at least two-thirds of all degree program and/or LSS credit hours for which they register. Grades of A, B, C, and D (unless otherwise stated), are considered passing; courses with grades of IP, F, I, WF, and W do not count as credits completed for review purposes. For purposes of this calculation, learning support services (LSS) credit hours required are included.

Students who lose financial aid eligibility under this standard may reestablish their eligibility for future quarters by registering for and completing, at their own expense, the number of hours that are in deficit.

### **ACADEMIC EXCLUSION**

*A student will have aid terminated if placed on academic exclusion. Please Note: See page 44 for an explanation of academic exclusion.*

Students who are excluded from the institution for academic reasons are not eligible for financial assistance in the next quarter in which they return. However, a student can regain financial eligibility after academic exclusion, by enrolling in at least 12 hours and attaining an average of at least 2.00 or by completing 12 quarter hours over two terms with a 2.00 GPA and meeting all other standards. These 12 hours are at the student's expense. The student is then eligible to receive aid for the next quarter after the 12 hours are completed satisfactorily.

Thereafter, quarterly reviews will be conducted and aid will continue as long as the quarterly average is 2.00 or better.

### **LSS AND FINANCIAL AID**

Students may receive financial aid while enrolled in Learning Support Services (LSS) courses to improve their skills to a level essential for success in college work. Financial aid in support of Learning Support Services is limited to no more than forty-five (45) quarter hours of institutional credit.

A student must maintain satisfactory progress in the degree programs as defined above as well as achieve satisfactory progress in LSS studies (C or better). All other requirements for receiving financial aid also must be met.

### **TIME LIMITS AND ELIGIBILITY**

Students pursuing an associate degree are provided federal financial aid for attempting a maximum of 150% of the quarter hours required for completion of their pro-

gram. For purposes of this calculation, additional learning support services (LSS) hours that are required will be added to the standard program length. In addition, transfer credits accepted will be deducted from the standard program length. For instance, if you enroll in a 100-hour program and you have to take 10 hours of Learning Support Services classes, the maximum number of hours for which you can receive financial aid is 165 hours.

$100 + 10 = 110$  (total hours needed to complete your program)

$110 \text{ hours} \times 150\% = 165$  (maximum hours for which you can receive federal financial aid)

Students who successfully complete their initial degree may be eligible for financial aid to continue should they undertake a new course of study.

Students may not receive federal financial aid or Veterans Educational Benefits for enrollment in courses not required in their declared degree program. If students enroll in courses not required in their degree program, the students' faculty advisors will notify the financial aid office in writing, and the financial aid and Veterans Educational Benefits will be reduced accordingly. In addition, students may not receive veterans' educational benefits for repeating courses which they are not required to repeat, i.e. courses cannot be repeated in order to raise the cumulative grade point average, but courses can be repeated to meet minimum competency requirements. You are advised to check your degree requirements in this catalog to ensure you enroll only in courses in your degree.

### **TRANSIENT STUDENTS**

Generally transient students are not eligible for financial assistance from GMC. However, a fulltime transient student, who is a HOPE scholar may be eligible. Contact the financial aid office for information.

### **APPEALS**

Any student who has been suspended from receiving financial aid may appeal in writing to the Financial Aid Committee in Milledgeville. Send correspondence to the Financial Aid Director, 201 East Greene St., Milledgeville, GA 31061. The procedure is as follows:

- A. The student must submit all materials to the Financial Aid Director within 10 days after the beginning of the term for which the appeal is being requested.
- B. The student must provide written clarification of academic difficulties and how such will be overcome.

- C. The student must include an unofficial copy of academic record.
- D. The student must be willing to come to Milledgeville for an interview with the Financial Aid Committee, if requested.

The student will be notified of the results of the appeal in 7 days. Approval for appealed financial aid suspensions will be granted for only one quarter. After the first quarter, the student must again appeal if the required cumulative grade point average or completion percentage has not been attained.







# Will I Need Some Advising

Dr. John W. Anderson .....VP Academic Affairs  
and Dean of Faculties

Linda W. Moore .....Assoc. VP, Academic Affairs

Barbara Keys Bridges .....Executive Assistant

Donna Estes .....Faculty Secretary

Genita B. Smith .....Faculty Secretary

## **ATLANTA CAMPUS**

Deborah Condon .....Assistant Dean

## **AUGUSTA CAMPUS**

E. Allen Burton .....Assistant Dean

## **COLUMBUS CAMPUS**

Jim Dixon .....Assistant Dean

## **WARNER ROBINS CAMPUS**

Ted Ramsdell .....Assistant Dean

## **VALDOSTA CAMPUS**

Dr. Donald Parks .....Assistant Dean

Georgia Military College academic offerings are grouped into seven academic divisions and a military science division. Division Chairs and the Military Science Division Commander, acting under the Vice President for Academic Affairs and Dean of Faculties, exercise close supervision over course content and instructional procedures. The divisions are the following:

- Division of Criminal Justice
- Division of Business Administration, Computer Info Systems and Occupational Education
- Division of Education, and Health and Physical Education
- Division of Humanities
- Division of Learning Support Services
- Division of Natural Sciences
- Division of Mathematics
- Division of Social and Behavioral Sciences
- Division of Military Science.\*

\*The Military Science Division offers senior ROTC programs taught by active duty U.S. Army officers and noncommissioned officers certified by the United States Army.

## **AUTHORITY IN ACADEMIC AFFAIRS**

The Vice President for Academic Affairs and Dean of Faculties (VPAA/DF) has final authority in academic matters pertaining to students enrolled at Georgia Military College.

## **STUDENT ACADEMIC RESPONSIBILITY**

It is the responsibility of the student to comply with all academic regulations concerning the program of study and for the satisfactory completion of the degree requirements outlined in this catalog. Academic advisors are provided by the college to assist students in this process and to help students understand their obligations under the catalog. However, the final responsibility resides with the student.

## **RESIDENCY REQUIREMENTS**

All students must successfully complete 25 percent of the quarter hours required for a degree through instruction offered at Georgia Military College in order to satisfy residency requirements. In addition, students must maintain at least a 2.00 GPA for courses taken with GMC. The residency requirements pertain to both military and non-military students. SOCAD and SOCNAV students may transfer 15 hours of this residency requirement from an accredited SOCAD or SOCNAV school, leaving 10 hours to be satisfied at GMC.

## **PROGRAMS OF STUDY**

Georgia Military College offers the Associate in Arts and the Associate in Science degrees. These degrees, upon graduation, transfer to a four-year college. GMC also offers the Associate in Applied Science degree, which generally does not transfer to senior colleges.

AA and AS programs are organized around a core curriculum of courses in the humanities, natural sciences, mathematics, and social sciences, with additional courses in a chosen area of concentration.

Professional degree programs are vocationally oriented and designed to provide students with job market skills as well as liberal arts courses. Generally AAS degrees do



not transfer to other colleges or universities that do not offer the bachelors of applied sciences degree. Some colleges and universities will accept core curriculum coursework on an individual course articulation or specialized courses in a designated area of study.

### **ARRANGEMENT OF WORK**

The College schedules classes on a quarter system that has the following characteristics:

- A. A college quarter consists of eight to twelve weeks.
- B. A college week consists of five academic days, or, five academic hours over two evenings (in an evening program). Weekend offerings are intensive and structured, generally beginning on Friday evening and involving study all day on Saturday and Sunday for a set number weekends. Pre-assignments are a part of the weekend offerings.
- C. The college evaluates courses in terms of quarter hours of credit, which are related directly to the number of class hours per week.
- D. A normal course load is 15-18 hours each quarter with the exception of abbreviated terms. Normally a student completes 45-quarter hours in a year.
- E. A full-time student is one who is enrolled in a minimum of twelve (12) quarter hours of GMC academic or institutional resident credit in a normal or abbreviated quarter.

A student may schedule a maximum of 19-quarter hours

with permission of the division chairperson and faculty advisor, or in the case of the Distant Learning Center, permission must be received from the Assistant Dean or the Distant Learning Center Director.

### **OVERLOADS**

Permission to enroll for more than 19 quarter hours may be granted by the Division Chairperson, or in the case of Distant Learning Centers, the Assistant Dean, to a student:

- A. With an average grade of B for the preceding quarter, or
- B. In a pre-professional program requiring special credits, or
- C. Requiring an extra course in the last three quarters prior to graduation.

In the sophomore year, an exception to the maximum loads stated above may be made when a student needs no more than five hours in excess of the regular load to graduate. In this case, the student may petition the VPAA/DF for permission to schedule during each quarter not more than five-quarter hours more than his standing would normally permit, provided that the total load is not greater than 21 hours during any quarter. The normal time for the completion of an associate degree is 2 to 3 years.

Note: Students required to enroll in Learning Support Services courses may be required to enroll in additional quarters in order to complete graduation requirements within 2 to 3 academic years.

Exceptions to these restrictions may be made only by the VPAA/DF.

### **SUMMER TERM ENROLLMENT ON THE MILLEDGEVILLE CAMPUS**

A normal course load during summer term is 15-quarter hours. The total academic load allowable in the summer term will not exceed 19 hours. Anything over 17 quarter hours will need permission of the faculty advisor/Division Chairperson and the VPAA/DF. The summer college term is eight to nine weeks in duration.

### **STUDENT CLASSIFICATION**

Freshman—Fewer than 45-quarter hours of credit

Sophomore—45 or more quarter hours of credit

### **REGISTRATION**

Registration is the quarterly process provided for the student to meet with the academic advisor and select and register for classes. Class schedules are published prior

to the start of each quarter listing all of the courses to be offered that term and are available on each campus from office staff, such as the registrar's office staff, or faculty advisors. Pre-registration is recommended for a better selection of courses. Students may pre-register or register on published dates. Registration is not completed until the student has complied with all published procedures and has made arrangement to pay all fees and tuition.

Late registration occurs when a student does not register for classes on the specific days set for registration. The late registration period cannot exceed the end of the drop/add period.

Drop/ add periods are scheduled at each GMC center to enable a student to add or drop a class from his/her schedule. Once this designated period ends, changes in student schedules are not allowed. No student will be allowed to register for coursework after the end of drop/add.

Once a student has completed the pre-registration or registration process, it is college policy that, should the student decide not to take courses for that term, the student must officially withdraw from the courses. Failure to complete the withdrawal process will result in the college's submitting a bill for the appropriate costs. Students who withdraw from the courses prior to the end of the drop/add period are eligible for reimbursement.

*See the section, "What Happens If I Drop or Withdraw from a Course?" on page 77.*

### **CLASS ATTENDANCE POLICY**

As policy of the college, students are expected to attend all classes.

Since the college is aware that events such as illness are a part of life, each member of the faculty has established policy regarding such eventualities. Students are cautioned to consult the course syllabus for each course in which enrolled for the tolerated absences policy since members of the faculty may have differing policies regarding absences and tardiness.

Absences due to commitments such as athletic events, cultural performance events, course trips, or other activities, in which students are representing the college, are managed separately from the course policy. It is the student's responsibility to advise the members of their faculty of any impending absence for a college activity or trip in advance of that absence. This is an obligation of the student not of the event or sport coordinator.

Make up work is allowed in instances where the student

has been obligated by the college for any absence and is arranged at the discretion of the faculty member, in consultation with the student, as to time, place and nature. Students have the responsibility to contact their faculty member on the first day of their return from an absence regarding the date and time of the makeup session. The student's failure to contact the faculty member on the first date of return to class negates the possibility of accomplishing make up work.

Illness is handled as any other absence from class except in instances of prolonged illness due to accidents or contagious diseases.

### **ABSENCE FROM EXAMINATIONS**

No student who fails to take a final examination when scheduled may take the examination without written permission of the instructor/Division Chair or Distant Learning Center Assistant Dean. Exceptions are approved only for emergency situations or personal hardship.

Completion of the final examination is required for successful completion of the course.

### **INDEPENDENT STUDY PLAN**

In accord with the Independent Study Plan (ISP), a student may pursue a designed course or project under the supervision of a faculty member who serves as advisor, evaluates the student's progress, and assigns the final grade. The instructor, Division Chairperson, Distant Learning Center Assistant Dean, or VPAA/DF will approve all independent study requests on the Independent Study Plan form.

The student must have successfully completed a minimum of 45 quarter credit hours with GMC; have a cumulative grade point average of 3.00; have been enrolled at GMC within the past two preceding terms or be a graduate of GMC; not have been enrolled in the course during a previous term; and have met all course prerequisites and supply transcripts indicating such. The course should not have been offered by GMC within the past two terms; not be on the class schedule for the term for which the independent study is being requested; and be a required course within the student's program/major. Science lab-based courses are not available through independent study. Independent Study is not open to transient students.

### **GRADING SYSTEM**

Grade	Description	Credit points per hour
A	90 and above	4
B	80 – 89	3
C	70 – 79	2



D	65 – 69	1
F	64 and below	0
I	Incomplete	0
W	Withdrew	0
WF	Withdrew Failing	0

*Please note that LSS and the LSS Grading System are on pages 48 and 49.*

Except for Learning Support Services courses, which award no grade points, each grade point is determined by multiplying the number of credit points for the course by the number quarter hours in the course. For example:

If a student attempts 12 quarter hours (two five hour courses, one with an A and another with a C and a two hour course with a B) the grade points and grade point averages would be calculated as shown:

Grade	points	hours	total
A	= 4 x	5	= 20
B	= 3 x	2	= 6
C	= 2 x	5	= 10
12 hrs. 36 points			
36 points ÷ 12 hours = 3.0 GPA			

## EXPLANATION OF LETTER GRADES

I = Incomplete

Indicates that a student was doing satisfactory work, but, for reasons beyond the student's control, was unable to meet the full requirements for the course. The "Incomplete" will not be assigned unless in the judgment of the instructor, a substantial majority of the course requirements have been satisfied by the student. A student who receives an "incomplete" grade must complete the required work not later than the middle of the next quarter unless the VPAA/DF or the Distant Learning Center Assistant Dean grants an exception due to extenuating circumstances. Failure to clear the "incomplete" grade will result in the assignment of an "F" grade for the course. Hours attempted are used to compute grade point average.

W = Withdrawn

Indicates that a student officially withdrew from the course and was passing at that time. This grade carries no academic penalty and is not used in computing the grade point average.

WF = Withdrawn Failing

Indicates that the student withdrew from the course and was failing at that time. A faculty member also assigns

this grade when the faculty member has withdrawn a student from a course for excessive course absences. This grade carries the same academic penalty as a grade of "F" and is computed as a part of the grade point average.

## REPEATING COURSES

A student may repeat a college level course in which a D, WF or F was previously earned. When such a course is repeated, only the grade earned on the repeat enrollment will count toward the student's grade point average although all enrollments and grades will appear on the college transcript.

One course may be repeated no more than twice under this grade substitution policy. No more than a total of four (4) repeats are permitted by a student under this policy.

## LEARNING SUPPORT SERVICES POLICY ON REPEATING COURSE WORK

A student in Learning Support Services course work may repeat as required to effect exit from Learning Support Services courses. If the student does not successfully complete the required LSS course work in three (3) attempts, the student can only register for that LSS course in the succeeding quarters until the LSS work is successfully completed.

## ACADEMIC APPEALS PROCESS

GMC students have the right to appeal any grade they feel was unfairly or unjustifiably assigned. All such appeals must be made in compliance with the following procedures:

1. The student must meet with the faculty member involved within 30 calendar days of the posting of the grade.
  - 1a. If the student and the faculty member resolve the conflict and a grade change is warranted, the faculty member will submit a grade change request to the VPAA/DF or Assistant Dean for action.
2. If the student and the faculty member cannot resolve the grade dispute, the student must submit to the Assistant Dean or Division Chair a written request for a grade review within five (5) business days of the meeting with the faculty member. (The Assistant Dean may constitute an ad hoc committee to review the materials and make a recommendation concerning the disputed grade.) The Division Chair/Assistant Dean will respond in writing to the student concerning the student's grade change request within 10 business days of receipt. (If the faculty member involved

in the grade change appeal is also a Division Chair or Assistant Dean, the student should proceed to step 3 of the appeals process.

- 2a If the Division Chair/Assistant Dean agrees with the student's appeal, the Division Chair/Assistant Dean will notify the teacher involved and request that the student's grade be changed as agreed upon.
3. If the Division Chair/Assistant Dean does not agree with the student's appeal or if the teacher involved does not agree to change the student's grade, the student may submit a written appeal to the Vice President for Academic Affairs within five (5) business days of receipt of the Division Chair's/Assistant Dean's decision or the involved faculty member's refusal to change the grade.
- 3a. If the student does appeal in writing to the Vice President for Academic Affairs within five (5) business days of receipt of the Division Chair's/Assistant Dean's decision or the faculty member's refusal to change the grade, the Division Chair/Assistant Dean will forward to the Vice President for Academic Affairs all materials pertinent to the appeal.
4. The VPAA/DF will review the materials and make further inquiry as essential and will respond to the student within ten (10) days of receipt of the letter of inquiry.
5. The decision of the VPAA/DF is final, and no further appeal will be accepted by the college.

#### STANDARDS OF SATISFACTORY PROGRESS

The following standards will be used:

Number of Hours Attempted	Minimum Acceptable Cumulative GPA
0 – 18	1.50
19 – 37	1.70
38 – 56	1.90
57 or more	2.00

#### ACADEMIC WARNING AND PROBATION

Warning status is assigned to students when their cumulative grade point average (GPA), or progress rate, is below college standards. A student will be placed on academic warning at the end of any quarter when the cumulative grade point average (CGPA) falls below the indicated acceptable range for the number of hours attempted or at the end of any quarter in which the quarterly GPA is 1.50 or less, regardless of the overall GPA.

The first quarter that the cumulative GPA falls below the

above levels, or if the quarter GPA is 1.50 or less, a student will be placed on academic warning for the succeeding quarter. If after the warning period, the GPA is still below the required level, the student will be placed on probation for the succeeding quarter. Probation will be removed if the quarterly GPA raises the cumulative GPA to, or above, the minimum acceptable. Probation will continue as long as the student makes a quarterly GPA of at least 2.00 while taking a minimum of 12 quarter hours. After the probationary period, if the GPA is below the standard, the student will be placed on exclusion.

#### ACADEMIC EXCLUSION

Students who have been on probation who fail to meet eligibility standards at the end of the term will be excluded from attending GMC the following quarter. There is one exception to this rule: if a student has a quarterly GPA of 2.00 or better and is enrolled in at least 12 quarter hours over two consecutive terms, or for 12 hours in one term, the student may be allowed to remain in school even if the cumulative GPA is below the minimum standard. An enrolled probationary student who earns a quarterly GPA of less than 1.50 will be excluded from GMC. Exclusion is for one quarter. Students who are excluded at the end of the spring term may enroll in Summer term on the Milledgeville campus to attempt to raise their GPA to the acceptable level. If successful, the student may request reinstatement; if unsuccessful, the student's exclusion for the next regular term will be enforced.

#### REINSTATEMENT

A student excluded for one quarter will be eligible to apply for readmission and may be readmitted if there is sufficient indication that further progress toward graduation is probable.

To re-enter on a probationary status, a student must successfully complete 12 hours over two successive terms or 12 hours within one term, earning a quarterly GPA of 2.00 or better. To remain in school, the student must continue to make a 2.00 quarterly GPA, or better, until he/she returns to good standing. If the student does not maintain the 2.00 GPA, the student will again be excluded for one quarter. A student who has been excluded twice, readmitted and then fails to make progress sufficient for removal from probation will be excluded for a period of one academic year.

Any excluded student must petition the VPAA/DF or Distant Learning Center Director for permission to re-enroll at Georgia Military College.

Any student applying for admission to GMC who has attended another college must be academically eligible to return to the college last attended without a designated waiting period between terms. If not eligible, the student must satisfy a one term exclusion imposed by the last institution attended and comply with the GMC reinstatement policy before being eligible to attend GMC at which time they will be on Probation.

### **TRANSIENT COURSE REQUEST POLICY**

Occasionally, Georgia Military College will authorize students to enroll at other institutions in courses comparable to courses offered by GMC. Any student, seeking this permission, must have obtained a GMC residency of 30 quarter hours, must have a minimum GPA of 2.0, and demonstrate that the GMC course equivalent is unavailable during the quarter transient authorization is requested. GMC will not accept more than 35 hours of transient work.

Transient status means that a GMC student is attending another college on a temporary basis, one term, and will return to GMC at the end of that term to complete their course of study.

A student may request authorization for transient credit by completing the Transient Authorization form available from the Office of the Registrar or Assistant Dean. The form is very explicit in requirements and requires the student to work with the academic advisor throughout the process. GMC reserves the right to refuse credit for transient courses taken without prior authorization for such work.

With the exception of the HOPE Scholarship Program, transient courses cannot be counted in full-time status requirements for financial aid. The cost of transient enrollment is the obligation of the student. GMC does

require a minimum grade of “C” for all transfer credit. The student must request an official transcript of all transient courses be sent to Georgia Military College. GMC will not post credit from other than an official transcript from the college where the work was completed. Upper division courses (those numbered above 299 or obviously junior/senior level classes) may not be taken in a transient status and used for credit at Georgia Military College.

### **COMPETENCY REQUIREMENTS**

As a degree requirement, Georgia Military College students must take and pass competency examinations or pass designated courses in the following areas: writing, oral presentation, reading, mathematics, and computer applications. Students must check with their advisors to discuss completion of the competency requirements.

#### **ENGLISH WRITING COMPETENCY**

As a degree requirement, all students enrolled in Associate in Arts, Associate in Science, or Associate in Applied Science degree programs must write an essay that is considered to be at the “college level.” This essay will be written in ENG 102. The student will have two opportunities to pass this competency. If the student passes ENG 102 with a “C” or better and does not pass the written competency, the student must see the testing coordinator to schedule a date for writing the essay. Students who do not take ENG 102 should write the competency essay during a scheduled opportunity. If the student passes the written competency and does not pass the class, the student will be required to redo the written competency as part of his/her class grade. Students should see their advisor or English faculty member for a complete description of this written competency requirement.

#### **ORAL COMPETENCY**

All students must demonstrate oral competency prior to graduation. Instruction in making oral presentations will be provided in ENG 101. Students will then be given at least two opportunities to demonstrate oral competency in these classes. Students who fail to demonstrate minimum competency within the two opportunities will be required to take ENG 261. Students should see their ENG 101 syllabus or instructor for a complete description of this oral competency requirement. Students who transfer the ENG 101 course equivalents from another college, where courses did not include the oral competency requirement, must complete ENG 261 or demonstrate this competency through special arrangements with their English Coordinator/ Humanities Chair. This oral presentation must be presented before an audience that includes an instructor qualified to determine oral competency.





## **READING COMPETENCY**

Entering students with a verbal SAT score of 450 or an ACT score of 20 are not required to take the Reading Skills Placement Exam and are considered to have met the reading competency. All other entering students are required to take the placement examination to determine whether they have met the reading competency or the student must successfully complete the Reading 097 (RDG 097) or Reading 099 (RDG 099) courses.

## **MATHEMATICS COMPETENCY**

A “C” grade or higher in MAT 106 or MAT 109 or higher level mathematics course meets the mathematics requirement and competency in mathematics for all associate degrees. Equivalent courses accepted in transfer satisfy this competency requirement.

## **COMPUTER COMPETENCY**

Computer competency is established in one of four ways:

1. The student may satisfactorily complete CIS 200.
2. The student may establish computer literacy/competency by satisfactory completion of the following courses: CIS 105, 106, 107, and 108.
3. The student may pass a two-component test: written and hands-on to receive credit for computer literacy but carries no academic credit toward graduation.
4. The student may transfer from another accredited institution a computer course comparable to GMC’s CIS 200.

Note course requirements for each degree, since some do not accept competency demonstrated in #3 in the place of CIS 200.

## **GEORGIA HISTORY/CONSTITUTION REQUIREMENTS**

All students must satisfy mandated requirements that the student demonstrates knowledge of the history of the United States and the State of Georgia as well as their constitutions. Successful completion of HIS 121 or HIS 122 at GMC satisfies the U.S. History requirement, and successful completion of PLS 101 satisfies the constitution requirements.

Students who transfer to Georgia Military College and have not met Georgia’s history/constitution requirements must arrange to take specialized tests through the Testing Coordinator at their campus.

## **DEGREE COMPLETION**

Students normally graduate based upon the policies of the catalog under which they entered the college. A three-year break in student enrollment requires that a stu-

dent seek readmission to the college. At that time, the student will come under the policies of the catalog in effect at the time of readmission.

Military personnel on active duty with a SOCAD/SOC-NAV agreement will be considered in continuous enrollment in pursuit of their degree until they have the degree conferred. Military personnel who leave active duty have six months to reestablish active pursuit of their degree by attendance at GMC or by transfer of courses earned at another institution. If former military personnel do not reestablish their degree pursuit within six months and later return to take course work, they will be readmitted under the catalog in effect at that time.

## **APPLICATION FOR DEGREE**

All candidates for a degree must file a formal application with their academic advisor (Milledgeville campus) or the Assistant Dean at their campus and pay the commencement fee before mid-term of the quarter prior to the quarter in which they expect to graduate. The Registrar’s Office or Distant Learning Center will conduct an audit and inform the student in writing of any remaining academic requirements prior to registration for the final quarter.

All students are required to obtain final degree application approval from the Business Office. Cadets must obtain approval from the Commandant of Cadets.

Students may receive a maximum of two degrees. Courses required to meet degree concentration requirements in one degree will not be counted twice for meeting other degree requirements. Core Requirement Area courses may be used in both degrees. Each candidate for degree must complete all courses required for the chosen degree and must have a Cumulative Grade Point Average (CGPA) of 2.00 or better for all work attempted. It is the responsibility of the student to ensure completion of the college’s degree requirements and of the college’s competency requirements.

## **ACADEMIC DISTINCTION**

The President’s List is published to honor students who attain the highest possible academic standing. To qualify for the President’s List at the completion of each quarter, a student must be attending GMC on a full-time basis, have achieved a quality point average of 3.70 in the academic subjects taken in the quarter just ended, and must not have received a grade below “C” in any subject for the quarter. Learning Support Study grades will not count toward GPA calculations for the President’s List.

The Dean's List is published to honor students who attain high scholastic standing. To qualify for the Dean's List at the completion of each quarter, a student must be attending on a full-time basis, must have achieved a quality point average of 3.20 or higher in the subjects of the quarter just ended, and must not have received a grade below "C" in any subject for the quarter. Learning Support Study grades will not count toward GPA calculations for the Dean's List.

Students enrolled in Learning Support courses must take 12 additional hours in transferable credit courses in order to be eligible for the Dean's List or the President's List.

### **GRADUATION WITH ACADEMIC HONORS**

Students with scholastic honors will be recognized at graduation as follows:

Cum Laude	3.50-3.64
Magna Cum Laude	3.65-3.79
Summa Cum Laude	3.80-4.00

Those so honored will have no grade lower than a "C" and will have met GMC residency requirements.

### **GRADUATION**

Graduation dates will vary each academic year at each location. The main campus academic calendar will show graduation dates for each academic year for all locations that have graduation exercises. Students are encouraged to participate in the graduation exercises at their campus or at the Milledgeville campus.

### **RELEASE OF OFFICIAL COLLEGE TRANSCRIPTS**

Students requiring copies of official transcripts must be in good standing and in a conditional/unconditional admission status before requesting the release of any official transcripts or grades. Good standing means that students do not have deficiencies in the Business office, the Dean of Students/Commandant's office, or Vice President for Academic Affairs and Dean of Faculties office and are not in default on a federal loan received for study at Georgia Military College. Cadets in military science programs, who have disciplinary requirements that have not been met, will not receive official transcripts; thus, each cadet must make arrangements with the Commandant of Cadets to remove all disciplinary requirements prior to the end of the academic term in order to receive an official transcript.

Students must submit written requests for transcripts to the Registrar's Office. A \$3.00 fee is charged for each

copy of a transcript. Transcript request forms are available on main campus from the Registrar's Office or at the Distant Learning Center business office. No transcript will be released except by written application from the student.

The transcript of a student's academic activity with Georgia Military College is the official property of the institution. The rules and regulations of the college govern the construction, amendment, or modification of any official transcript. Only the specifically authorized personnel of the institution may construct, amend, and modify a student transcript.

A student is never authorized to construct, amend, or modify a student transcript. Any student, proven to have engaged in such activity, or any student proven to have made use of such altered transcript for academic or financial benefit, will be subject to legal and administrative sanctions including but not limited to: criminal prosecution and or civil suit under appropriate laws of the state of Georgia, permanent exclusion from the institution (which will be recorded on the official transcript), and the administrative cancellation of academic credit for academic work based upon such altered transcript.

### **STUDENT ACADEMIC HONESTY POLICY STATEMENT**

Georgia Military College acknowledges the need to preserve an orderly process with regard to teaching, learning, research, and public service, as well as the need to preserve and monitor students' academic rights and responsibilities. Since the primary goal of education is to increase one's own knowledge, academic dishonesty will not be tolerated at Georgia Military College. Possible consequences of academic dishonesty may range from a revision of assignment, an oral reprimand, a written reprimand, an "F" or a zero for the graded work, or with the concurrence of the Academic VP or Assistant Dean, removal from the course with a grade of "F" to possible suspension or exclusion from the college. Academic dishonesty includes the following examples, as well as similar conduct aimed at making false representation with respect to academic performance:

- A. Cheating on an examination;
- B. Collaborating with others in work to be presented, contrary to the stated rules of the course;
- C. Plagiarizing, including the submission of others' ideas or papers (whether purchased, borrowed, or otherwise obtained) as one's own. When direct quotations are used in themes, essays, term papers, tests,

book reviews, and other similar work, they must be indicated; and when the ideas of another are incorporated in any paper, they must be acknowledged, according to a style of documentation appropriate to the discipline;

- D. Stealing examination or course materials;
- E. Falsifying records, laboratory results, or other data;
- F. Submitting, if contrary to the rules of a course, work previously presented in another course;
- G. Knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination, or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed. Students who are accused of academic dishonesty may appeal through the student academic dishonesty procedures in effect at Georgia Military College.

The procedures for appealing sanctions for academic dishonesty are outlined in the GMC Student Handbook.

### **ACADEMIC APPEALS POLICY AND PROCESS POLICY STATEMENT**

Any student or former student of Georgia Military College has the right of timely petition. Petitions are available from the VPAA/DF or Distant Learning Center Director and are to be used by the student, in consultation with the faculty advisor, to remedy undue hardships and specific inequities that may adversely affect the student's ability to fulfill the academic requirements of the college. Petitions must be used to secure approval of special agreements between faculty and students on academic matters and to provide for emergency situations caused by unforeseen complications in fulfilling academic requirements. Petitions to be effective must have the approval of the Vice President for Academic Affairs and Dean of Faculties or Distant Learning Center Director.

### **DEFINITION OF APPEAL**

An academic grievance or appeal is an allegation by a student of substantial and/or unjustified deviation, to the student's detriment, from policies, procedures and/or requirements regarding admission, grading policies, special agreements, instructor's requirements, and academic requirements of the College. Students shall have the right to file academic grievances or appeals according to the procedures approved by the college set forth in the Student Handbook.

## **LEARNING SUPPORT SERVICES (LSS)**

The Division of Learning Support Services provides instruction for students who need to improve their basic academic skills before attempting college-level courses. These students will hold Conditional Admission status. Courses include Reading, English, and Mathematics.

*For a discussion of placement guidelines, see page 17..*

These courses:

1. do not apply towards degree requirements.
2. have no influence on grade point average (GPA), and
3. may not be transferred. Students entering degree or non-degree programs who wish to register for any course which has a Learning Support Study prerequisite in an area must meet LSS requirements in that area. All students who place in LSS courses must complete GMC 100A, Preparing for Success.

### **LSS PROCEDURES**

GMC will honor learning support courses taught at Board of Regents schools. Test scores and course completion records will be considered valid for two years. Students who have not successfully completed LSS courses at a previous college must enroll in equivalent courses at GMC. Students must complete all Learning Support Services courses in the first sixty (60) quarter hours attempted at GMC, excluding MSD, PED, and GMC 100A courses. All required LSS English and reading courses should be completed within the first thirty (30) quarter hours attempted at GMC.

Failure to complete the required courses as specified will require that the student enroll only in LSS courses until the class work is successfully completed.

LSS students will enroll in at least one LSS course per term until they have completed this requirement. Failure to complete the required LSS course work in 60 hours will require that in subsequent terms the student enroll only in LSS courses until the requirements are met.

### **LSS GRADING SCALE**

#### **096 AND 097 LEVEL COURSES:**

- A 90–100 course average
- B 80–89 course average
- C 70–79 course average



IP course average below 70

W Withdrawn

WF Withdrawn Failing

Note that 096 and 097 level courses do not have an exit exam.

## **LSS GRADING SCALE**

### **099 LEVEL COURSES ONLY:**

A 90–100 course average and a passing exam score

B 80–89 course average and a passing exam score

C 70–79 course average and a passing exam score

IP Course average below 70

In progress indicates that the student is making progress but has not yet attained proficiency. The student must repeat the course.

W Withdrawn Indicates that a student officially withdrew from the course and was passing at that time. This grade carries no academic penalty and is not used in computing the grade point average.

WF Withdrawn Failing

Indicates that the student withdrew from the course and was failing at that time. A faculty member also assigns this grade when the faculty member has withdrawn a student from a course for excessive absences. Since LSS course work is not included in the GPA calculation, this grade does not affect the GPA; however, it does affect Financial Aid calculations.





# What Degrees Are Offered

*Follow the advice of former Governor George Busbee, GMC/HS 1944, "I am a workhorse not a show horse."*

Patricia R. Smith .....Registrar

Pamela K. Filley .....Associate Registrar

Joy Hughes .....Assistant Registrar

## **Milledgeville Campus**

Erin Campbell .....Registrar Assistant

Lisa McCollum .....Transfer Evaluator

Barbara Johnson .....Transcript Clerk

Susan Veatch .....Filing Clerk

## **Atlanta Campus**

Cheryl Price .....Registrar Assistant

Augusta .....Campus

Cindy Dickson .....Assistant Registrar

## **Columbus Campus**

Angela Strickland .....Registrar Assistant

## **Warner Robins Campus**

Staff

## **Valdosta Campus**

Cordelia Riley .....Registrar Assistant

Abbreviations under each degree description:

- Atl. = Atlanta campuses
- Aug. = Augusta campuses
- Col. = Columbus campuses
- Mldge. = Milledgeville campuses  
(includes Madison and Sandersville)
- Rob. = Warner Robins campus
- Val. = Valdosta campuses

*Acronyms (example ENG) used in degree programs are identified on page 59.*

At Georgia Military College, an education has two vital components: the development of the intellect and the elevation of character. The Ethics Across the Curriculum program focuses on ethical thinking within each of the disciplines offered at the college. The Contemporary Ethics course (GMC 154), a critical element of the core requirements for all GMC degrees, utilizes critical thinking through a more traditional course structure, which focuses on the works of philosophers and writers. The Contemporary Ethics course is also a course with an exploration of ethical issues within an academic discipline. Discussion on these issues brings a contemporary focus to the course. These two programs of study are central components of the Learning Based Curriculum of Georgia Military College's degree programs.

Each degree concentration has varied requirements that are outlined on the pages following the Core Curriculum Requirements.

In all cases, ROTC contract cadets must meet additional requirements in the military science area (MSD).

Please note: All degree programs are not available at every campus. Each degree program has been marked as to availability at the time this catalog was printed, but availability can change. A student should ask his/her academic advisor about whether a specific degree program is offered on his/her particular GMC campus, since the degree program could have been added or discontinued at that campus.

## **REGENTS' TESTING**

Effective Fall 2003 students entering Georgia Military College in programs leading to the award of the Associate in Arts or Associate in Science degree must pass the Regents' Test as a requirement for graduation.

Georgia Military College students must take the Regents' Test upon completion of 45-quarter hours of college

credit if they do not complete the requirement earlier. Students must pass each element of the Regents' Test by the time 60-quarter hours college credit have been accomplished or enroll in the appropriate remediation courses and shall continue such enrollment until such time as the Regents' Test is successfully completed.

On the first attempt on the Regents' Test the student must take both the Reading and Writing elements.

A student who fails both the Writing and Reading elements is allowed to retake them separately. If one component is passed and another failed only that portion failed must be retaken.

If a student fails a portion of the Regents' Test on the second attempt remediation is required prior to attempting the failed test succeeding times. Regents' Remediation courses are institutional credit courses designed to assist students in improving their skills to a level of proficiency essential to successful completion of the tests.

Georgia Military College believes its students should attempt completion of the Regents' Test in Writing and Reading immediately upon completion of the English 101 and 102 sequences of courses with a C or better. No student shall be allowed to sit for the Regents' Test unless they are enrolled in the college for the term of the Test.

Students transferring to Georgia Military College who have completed English 101 or 102 and who come from a program where the Regents' Test is not required should take the Regents' Test during their first or second quarter of enrollment in a degree program with GMC. Those transfer students who have not passed the Regents' Test before their third quarter of enrollment are subject to the remediation requirement.

Georgia Military College students must arrange for the Regents' Test through the appropriate officer of their campus and secure a test date and time and pay their Regents' Test fee. The Regents' Test fee is \$27.00 for the two parts of the test and \$17.00 for one part of the test. If taking the Regents' for the first time, the student must register for both elements. This is a non-refundable fee payable each time a test date is arranged. GMC students may only take their test at their campus designated Regents' College or University Test Center and must show proper photo identification before being admitted to take the test. Note the fee quoted is subject to change.

## **REGENTS' TEST ACCOMMODATIONS POLICY**

Limited accommodations may be arranged for students with learning disabilities that have been certified by the college Director of Personal Support Services and that have been in place while the student has been attending Georgia Military College. The college will not certify an accommodations request for any student who has not had such accommodation prior to registration for the Regents' Test. Students with certification should consult with the Director of Student Personal Services or the Distant Learning Center Director prior to requesting to register for the Regents' Test.

## **ASSOCIATE DEGREE PROGRAMS LEADING TO A FOUR-YEAR DEGREE**

The Associate in Arts (AA) and Associate in Science (AS) degrees provide the foundation, after graduation, for transfer to a four-year college or university. Each degree includes the core curriculum that mirrors the core requirements of most senior level colleges as well as elective courses in selected areas of study (the concentration) that are foundation courses in the specific fields of study. Completion of an AA or AS degree provides the most effective transfer of college course work to a senior college or university.



## **CORE CURRICULUM FOR THE ASSOCIATE IN ARTS DEGREE**

The core curriculum of the AA degree at GMC includes those courses that the faculty members of the college have identified as central to the development of the



proficiencies of a Georgia Military College student. The core courses are also those in common with the core requirements of most senior colleges and universities throughout the United States. This curriculum facilitates transfer, after graduation from GMC, to a four-year program at senior colleges.

### Essential Skills (15 quarter hours)

ENG 101	=	5 qh
ENG 102	=	5 qh
MAT 106, 109 or higher	=	5 qh

### Institutional Options (7 qh)

GMC 154 (ethics)	=	3 qh
Two of the following:		
GMC 100A	=	2 qh
PED	=	2 qh
WEL 154	=	2 qh

**\*\*All entering students who place in any Learning Support Services course are required to enroll in GMC 100A. This requirement may be waived on an individual case basis by appealing to the Academic Dean or DLC Assistant Dean.**

### Humanities/ Fine Arts (15 qh)

One of the following:

ENG 201/202/221/222	=	5 qh
Choose from the following:		
Foreign Language	=	10 qh
FRE 101 and 102 or		
GER 101 and 102 or		
SPA 101 and 102		

GMC accepts foreign language credit for other languages completed at regionally accredited colleges or universities and foreign languages certified by the ACE Guide for armed forces personnel under SOCAD, SOCNAV or from CCAF.

### Natural Science, Math and Technology (22-26 qh)

Any 2 lab natural sciences	=	12 qh
CIS 200	=	5 qh
The following can be used for CIS 200		
CIS 105, 106, 107 & 108	=	8 qh
CIS 200 may be exempted by exam unless specified in degree concentration. Exemption carries no qh credit.		
MAT or Science elective	=	5/6 qh
Choose elective from the following:		

### BIO/CHE/PSC/MAT

Social Sciences (20 qh)

HIS 101A or 102A	=	5 qh
HIS 121 or 122	=	5 qh

PLS 101	=	5 qh
Social Science elective	=	5 qh

Choose one from the following:

### ANT/ECO/GEO/HIS/PLS/PSY/SOC

Core Curriculum	=	79/83 qh
Concentration AA	=	20/28 qh
Total	=	99/111 qh

### ASSOCIATE IN ARTS (AA) BEHAVIORAL SCIENCE

Successful Completion of Core Requirements= 79/83 qh  
Concentration

PSY 200	=	5
SOC 200	=	5
Electives	=	15

(Choose from remaining ANT, PSY or SOC courses.)

Total Concentration	=	25
Total Quarter Hours	=	104/108

Offered at all campuses.

### ASSOCIATE IN ARTS (AA) BUSINESS ADMINISTRATION

Successful Completion of Core Requirements 74/83 qh  
Concentration

ACC 201	=	5
ACC 202	=	5
ECO 201	=	5
ECO 202	=	5
BUS 204 or 206	=	5
Total Concentration	=	25
Total Quarter Hours	=	104/108

Offered at all campuses.

### ASSOCIATE IN ARTS (AA) CRIMINAL JUSTICE

Successful Completion of Core Requirements 74/83 qh  
Concentration

CRJ 100	=	5
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CRJ 208	=	5
Criminal Justice Electives	=	15
(any CRJ, PSY or SOC courses not taken or ANT 201 or PLS 105)		
Total Concentration	=	25
Total Quarter Hours	=	104/108
Students with law enforcement training may have applicable credit in some areas. (See section on transfer of credit.)		

Offered at all campuses.

### **ASSOCIATE IN ARTS (AA) EDUCATION**

Successful Completion of Core Requirements	79/83 qh
Concentration	
EDN 200	= 5
EDN 206	= 5
EDN 218	= 5
Choose 2 courses from the following:	= 10
ART 194, ECE 210, ECE 215, EDN 207, ENG 261, MUS 194, PSY 200 or SOC 200	
Total Concentration	= 25
Total Quarter Hours	= 104/108

Offered at all campuses.

### **ASSOCIATE IN ARTS (AA) GENERAL STUDIES**

Successful Completion of Core Requirements	79/83qh
Concentration	
Electives*	= 25
* May be chosen from any courses not taken in Core Requirements	
Total Concentration	= 25
Total Quarter Hours	= 104/108

Offered at all campuses.

### **ASSOCIATE IN ARTS (AA) INTERNATIONAL AFFAIRS**

Successful Completion of Core Requirements	79/83 qh
To include in Social Sciences, HIS 101A, HIS 102A, HIS 122, PLS 101	
Concentration	
PLS 200	= 5
ECO 201	= 5
ECO 202	= 5
Choose 2 additional courses from the following:	= 10
REL 220, HIS 200, SOC 200 or PSY 200	
Total Concentration	= 25
Total Quarter Hours	= 99/108

Offered at Aug. Campus

### **ASSOCIATE IN ARTS (AA) LOGISTICS MANAGEMENT**

Successful Completion of Core Requirements 79/83 qh  
Concentration (choose one group from the following three groups)

ACC 201 and ACC 202	=	10
ECO 201 and ECO 202	=	10
BUS 204 or BUS 206	=	5
or		
ACC 201 and ACC 202	=	10
BUS 204, BUS 206	=	10
MGT 210	=	5
or		
ECO 201 and ECO 202	=	10
BUS 204, BUS 206	=	10
MGT 210	=	5

Total Concentration	=	25
Total Quarter Hours	=	104/108

Offered at Robins campus.

### **ASSOCIATE IN ARTS (AA) PRE-NURSING**

Successful Completion of Core Requirements	79/83 qh
Concentration	
BIO 207 and BIO 208	= 12
PSY 203 or 205	= 5
BIO 299	= 6
Elective*	= 5
(MAT 200 or BIO 110 recommended.)	
Total Concentration	= 28
Total Quarter Hours	= 107/111

Note: Requirements at four-year nursing schools vary. The student is charged with coordinating his course of study with the requirements listed in the catalog published by the nursing school of choice.

\*May also be chosen from physical science, biology, geology, physics, botany, mathematics, chemistry, computer science, statistics

Offered at Atl., Aug., Mldge., campuses.

### **ASSOCIATE IN ARTS (AA) RELIGIOUS STUDIES**

Successful Completion of Core Requirements	79/83 qh
Concentration	
REL 210 Old Testament	= 5
REL 213 New Testament	= 5
REL 220 World Religions	= 5
REL 225 Religion in Am.	= 5
HIS 102A, PHI 200	
or any PSY	

or SOC not used	=	5
Total Concentration	=	25
Total Quarter Hours	=	104/108

Offered at Aug. campus.

## **CORE CURRICULUM FOR THE ASSOCIATE IN SCIENCE DEGREE**

The core curriculum of the AS degree at GMC includes those courses which the faculty of the college have identified as central to the development of the proficiencies of a Georgia Military College student. The core courses are also those in common with the core requirements of most senior colleges and universities throughout the United States. This curriculum facilitates transfer, after graduation from GMC, to a four-year program at senior colleges.

### **Essential Skills** (15 quarter hours)

ENG 101	=	5 qh
ENG 102	=	5 qh
MAT 106, 109 or higher	=	5 qh

### **Institutional Options** (7 qh)

GMC 154 (ethics)	=	3 qh
Two of the following:		
GMC 100A	=	2 qh**
PED	=	2 qh
WEL 154	=	2 qh

\*\*All entering students who place in any Learning Support Services course are required to enroll in GMC 100A. This requirement may be waived on an individual case basis by appealing to the VPAA/DF or DLC Assistant Dean.

### **Humanities and Fine Arts** (10 qh)

One of the following:

ENG 201/202/221/222	=	5 qh
Humanities elective	=	qh

One of the following:

ART194/ENG/FRE/GER/MUS194/PHI/REL/SPA

### **Natural Science, Math and Technology** (22-26 qh)

Any 2 lab sciences	=	12 qh
CIS 200	=	5 qh

The following can be used for CIS 200

CIS 105, 106, 107 & 108	=	8 qh
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CIS 200 may be exempted by exam unless specified in degree concentration. Exemption carries no qh credit.

MAT or Science elective	=	5/6 qh
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Choose one of the following:

BIO/CHE/PSC/MAT

### **Social Sciences** (20 quarter hours)

HIS 101A or 102A	=	5 qh
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HIS 121 or 122	=	5 qh
PLS 101	=	5 qh
Social Science elective	=	5 qh

Choose one of the following:

ANT/ECO/GEO/HIS/PLS/PSY/SOC

Core Curriculum	=	74/78 qh
Concentration AS	=	25/28 qh
Total	=	99/106 qh

## **ASSOCIATE IN SCIENCE (AS) BEHAVIORAL SCIENCE**

Successful Completion of Core Requirements 74/78 qh  
Concentration

PSY 200	=	5
SOC 200	=	5
Electives	=	15

(Choose from remaining ANT, PSY, or SOC courses.)

Total Concentration	=	25
Total Quarter Hours	=	99/103

Offered at all campuses.

## **ASSOCIATE IN SCIENCE (AS) BUSINESS ADMINISTRATION**

Successful Completion of Core Requirements 74/78 qh  
Concentration

ACC 201	=	5
ACC 202	=	5
ECO 201	=	5
ECO 202	=	5
BUS 204 or 206	=	5
Total Concentration	=	25
Total Quarter Hours	=	99/103

Offered at all campuses.

## **ASSOCIATE IN SCIENCE (AS) CRIMINAL JUSTICE**

Successful Completion of Core Requirements 74/78 qh  
Concentration

CRJ 100	=	5
CRJ 208	=	5
Criminal Justice Electives	=	15

(Choose any CRJ, PSY or SOC courses not taken OR ANT 201 or PLS 105)

Total Concentration	=	25
Total Quarter Hours	=	99/103

Students with law enforcement training may have applicable credit in some areas. (See section on transfer of credit.)

Offered at all campuses.



## ASSOCIATE IN SCIENCE (AS) EDUCATION

Successful Completion of Core Requirements 74/78 qh  
Concentration

EDN 200 = 5

EDN 206 = 5

EDN 218 = 5

Choose two courses  
from the following: = 10

ART 194, MUS 194, ECE 210,

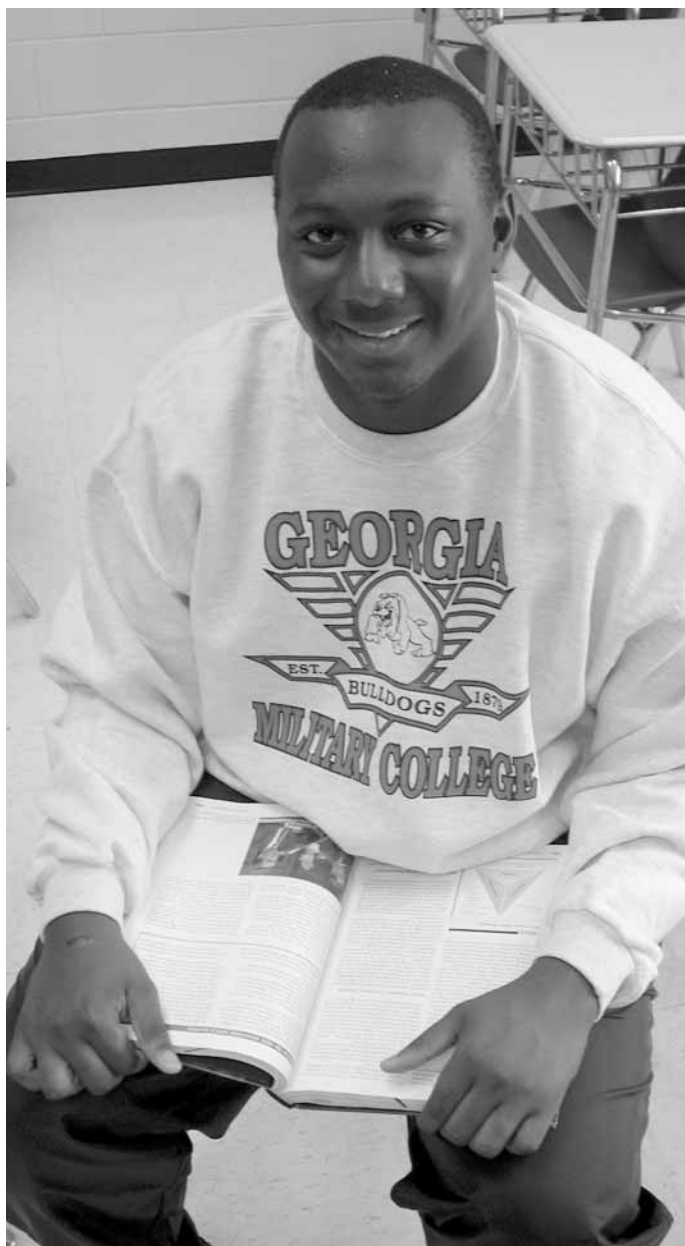
ECE 215, ENG 261, PSY 200,

SOC 200, EDN 207.

Total Concentration = 25

Total Quarter Hours = 99/103

Offered at all campuses.



## ASSOCIATE IN SCIENCE (AS) GENERAL STUDIES

Successful Completion of Core Requirements 74/78 qh  
Concentration

Electives\* = 25

Total Concentration = 25

Total Quarter Hours = 99/103

\* May be chosen from any courses not taken in Core  
Requirements

Offered at all campuses.

## ASSOCIATE IN ARTS (AS) INTERNATIONAL AFFAIRS

Successful Completion of Core Requirements  
74/78 qh

To include in Social Sciences, HIS 101A, HIS 102A,  
HIS 122, PLS 101

Concentration

PLS 200 = 5

ECO 201 = 5

ECO 202 = 5

Choose 2 additional courses  
from the following: = 10

REL 220, HIS 200, SOC 200 or PSY 200

Total Concentration = 25

Total Quarter Hours = 94/103

Offered at all campuses.

## ASSOCIATE IN SCIENCE (AS) LOGISTICS MANAGEMENT

Successful Completion of Core Requirements 74/78 qh  
Concentration

ACC 201 and ACC 202 = 10

ECO 201 and ECO 202 = 10

BUS 204 or BUS 206 = 5

or

ACC 201, 202,  
or ECO 201, 202 = 10

BUS 204, BUS 206 = 10

MGT 210 = 5

Total Concentration = 25

Total Quarter Hours = 99/103

Offered at all campuses.

## ASSOCIATE IN SCIENCE (AS) PRE NURSING

Successful Completion of Core Requirements 74/78 qh  
Concentration

BIO 207 = 6

BIO 208 = 6

BIO 299 = 6

PSY 203 or 205	=	5
Elective	=	5
(MAT 200 or BIO 110 recommended.)		
Total Concentration	=	28
Total Quarter Hours	=	102/106

Offered at Atl., Aug., Mldge., campuses.

### **ASSOCIATE IN SCIENCE (AS) RELIGIOUS STUDIES**

Successful Completion of Core Requirements	74/78 qh
Concentration	
REL 210 Old Testament	= 5
REL 213 New Testament	= 5
REL 220 World Religions	= 5
REL 225 Religion in America	= 5
HIS 102A, PHI 200	
or any PSY or SOC not used =	5
Total Concentration	= 25
Total Quarter Hours	= 99/103

Offered at Aug. campus.

### **CORE CURRICULUM FOR THE ASSOCIATE IN APPLIED SCIENCE**

The Associate in Applied Science (AAS) degree provides the educational background necessary for a chosen career field or profession and for transfer into career oriented Bachelors degree programs. While some four-year colleges offer the bachelor of applied science degree, many do not. Therefore, students completing the AAS degree who have decided to pursue a higher degree need to ensure their selected four-year college offers the Bachelor of Applied Science or similar degree in their concentration degree prior to enrolling.

Please note that many colleges who do not offer the BAS degree may accept core curriculum course work on a course-by-course evaluation for transfer.

#### **Essential Skills** (15 quarter hours)

ENG 101	5 qh
ENG 102 or ENG 261	5 qh
MAT 106/MAT 109 or higher	5 qh

#### **Institutional Options** (5 quarter hours)

GMC 154 (ethics)	3 qh
One of the following:	
GMC 100A	2 qh
PED	2 qh
WEL 154	2 qh

All entering students who place in any Learning Support Services course are required to enroll in GMC 100A. This requirement may be waived on an individual case basis by appealing to the Academic Dean or DLC Assistant Dean.

### **Natural Science, Math and Technology** (5-14 quarter hours)

Choose one of the following 5/6 qh  
BIO 105/BIO110/BIO115/BIO123

The following can be used for BIO 110

BIO 107, 108 & 109 6 qh

PSC 100/PSC101/PSC102

CIS 200 5 qh

The following can be used for CIS 200

CIS 105, 106, 107 & 108 8 qh

CIS 200 may be exempted by exam unless specified in degree concentration. Exemption carries no qh credit.

### **Social Sciences** (10 quarter hours)

HIS 121 or 122 5 qh

PLS 101 5 qh

**Core** 35/44 qh

**Concentration\*** 55/60 qh

**Total** 90/104 qh

\* Some concentrations that do not allow CIS 200 exemption have concentrations of 50 hours.

### **ASSOCIATE IN APPLIED SCIENCE AIRFRAME AND POWER PLANT MECHANICS**

Successful Completion of Core Requirements 40/44 qh  
Concentration

Choose eleven of the following:

AFP 100, 101, 102, 111, 112,

201 202, 211, 212,

221, 222, 230, 233, 235 = 55

Total Concentration = 55

Total Quarter Hours = 95/99

Offered at Rob. campus

### **ASSOCIATE IN APPLIED SCIENCE COMMUNICATION ELECTRONICS MANAGE- MENT**

Successful Completion of Core Requirements 40/44 qh  
Concentration

Choose five of the following:

Management Electives:

(Credit may be awarded based on ACE  
guide recommendations.)

ACC 201, 202; ECO 201, 202;

MGT 100, 210, 232;

BOA 230; ENG 261;

PSY 200; SOC 200 = 25

Choose six of the following  
 Communication Electronics Electives:  
 CET 101, 102, 103, 104, 106, 107, 110,  
 201, 202, 210, 221, 222, 231,  
 232, CIS 210 = 30  
 Total Concentration = 55  
 Total Quarter Hours = 95/99  
 Offered at Aug., Rob. campuses.

### **ASSOCIATE IN APPLIED SCIENCE COMPUTER INFORMATION SYSTEMS**

Successful Completion of Core Requirements 40/44 qh  
 Concentration  
 CIS 200 may not be exempted in core.  
 CIS 207, 208, 210,  
 211, 220, 230 = 30  
 Choose 20 Qhs from the following:  
 CIS 201, 202, 203, 204, 205, 209;  
 BUS 204, 206; MGT 210 = 20  
 Total Concentration = 55  
 Total Quarter Hours = 95/99  
 Offered at Aug. campus.

### **ASSOCIATE IN APPLIED SCIENCE CRIMINAL JUSTICE**

Successful Completion of Core Requirements 40/44 qh  
 Concentration  
 CRJ 100, 103, 104,  
 CRJ 200, 204, 208 = 30  
 Choose 25 Qhs from the following:  
 Any CRJ, SOC or PSY classes not taken, or ENG 261  
 or ANT 201 or PLS 105 = 25  
 Total Concentration = 55  
 Total Quarter Hours = 95/99  
 Students with law enforcement training may have appli-  
 cable credit in some areas. (See section on transfer of  
 credit.)  
 Offered at all campuses. Corrections Officers who have  
 completed work with CSU division of Justice  
 Administration may use those hours in the AAS concen-  
 tration in conjunction with CRJ 101 and CRJ 208.

### **ASSOCIATE IN APPLIED SCIENCE DIGITAL COMMUNICATION ELECTRONICS TECHNOLOGY**

Successful Completion of Core Requirements 40/44 qh  
 Concentration  
 CET 101, 102, 103, 104, 202, 210, 221,  
 222, 231, 232 = 50  
 Choose one of the following electives:  
 CET 106, 107, 110, or 235 = 5

Total Concentration = 55  
 Total Quarter Hours = 95/99  
 Offered at Aug. campus.

### **ASSOCIATE IN APPLIED SCIENCE EARLY CHILDHOOD EDUCATION**

Successful Completion  
 of Core Requirements 40/44 qh  
 Concentration  
 EDN 200 = 5  
 EDN 206 = 5  
 EDN 218 = 5  
 ENG 261 = 5  
 Choose one of the following:  
 PSY 200 or SOC 200 = 5  
 (ECE 110/ECE 220 should be taken concurrently)  
 ECE 110 = 3  
 ECE 220 = 3  
 ECE 200\*\* = 5  
 ECE 210 = 5  
 ECE 215 = 5  
 ECE 250\*\* (Internship) = 10  
 \*\* to be taken concurrently  
 Total Concentration = 56  
 Total Quarter Hours = 96/100  
 Offered at Aug., Mldge. campuses.

### **ASSOCIATE IN APPLIED SCIENCE GENERAL STUDIES**

Successful Completion of Core Requirements 40/44 qh  
 Concentration  
 Electives\* = 50/55  
 Total Concentration\* = 50/55  
 Total Quarter Hours = 95/99  
 \* May be chosen from any courses not taken in Core Requirements. If  
 core totals 35 hours, student must complete 55 hours of electives.  
 Offered at all campuses.

### **ASSOCIATE IN APPLIED SCIENCE LOGISTICS MANAGEMENT**

Successful Completion  
 of Core Requirements 44 qh  
 CIS 200 may not be exempted in the core.  
 Concentration  
 ACC 201 and 202 = 10  
 ECO 201 and 202 = 10  
 MGT 210 = 5  
 Free Electives = 25  
 OR  
 ACC 201 and 202;  
 or ECO 201 and 202 = 10



BUS 204	=	5
BUS 206	=	5
MGT 210	=	5
BUS/MGT electives	=	15
Free Electives	=	10
Total Concentration	=	50
Total Quarter Hours	=	94

Offered at Rob. campus.

### **ASSOCIATE IN APPLIED SCIENCE MANAGEMENT**

Successful Completion of Core Requirements 40/44 qh  
CIS 200 may not be exempted in core.

Concentration

ACC 201 and 202	=	10
BUS 102	=	5
ECO 201 and 202	=	10
MGT 210, 232 and 252	=	15

Choose two of the following:

BUS 206, BUS 210, CIS 201, CIS 202, CIS 203, CIS 204, CIS 205	=	10
Total Concentration	=	50

Total Quarter Hours = 90/94

Offered at Aug. campus.

### **ASSOCIATE IN APPLIED SCIENCE RELIGIOUS STUDIES**

Successful Completion of Core Requirements 40/44 qh  
Concentration

REL 210 Old Testament	=	5
REL 213 New Testament	=	5
REL 220 World Religions	=	5
REL 225 Religion in America	=	5
ENG 261	=	5
HIS 101A and 102A	=	10
PSY 200	=	5
SOC 200 and 207	=	10
Electives*	=	0/5
Total Concentration	=	50/55
Total Quarter Hours	=	90/99

\*If Core totals 35 hours, student must choose five hours of electives.

Offered at Aug. campus.





# What Classes Are Offered

## **COURSE NUMBERING**

A uniform course numbering system is used for all courses in accordance with the following guidelines.

Courses numbered 000 – 099 are courses for learning support courses. Credits in these courses are not applicable toward any degree programs.

Courses numbered 100 – 199 are freshman level courses applicable toward associate degrees.

Courses numbered 200 – 299 are sophomore level courses applicable toward associate degrees.

Course numbers ending in zero are generally introductory courses.

Course numbers ending in 1, 2, 3, 4, and 5 are generally sequence courses. For example: English 101 precedes English 102.

## **COURSE PREFIXES**

ACC	Accounting
AFP	Airframe and Powerplant Mechanics
ANT	Anthropology
ARS	Aerospace Studies
ART	Art
BIO	Biology
BOA	Business Office Administration
BUS	Business
CET	Communications Electronics Technology
CHE	Chemistry
CIS	Computer Information Systems
CRJ	Criminal Justice
ECE	Early Childhood Education
ECO	Economics
EDN	Education
ENG	English
FRE	French
GER	German
GEO	Geography
GMC	Georgia Military College
HIS	History
MAT	Mathematics
MGT	Management
MSD	Military Science
MUS	Music
PED	Physical Education
PHI	Philosophy
PHY	Physics
PLS	Political Science
PSC	Physical Science
PSY	Psychology
RDG	Reading
REL	Religion
RTR	Regents'
RTW	Regents'
SCI	Science
SOC	Sociology
SOS	Social Science
SPA	Spanish
WEL	Wellness

## COURSE DESCRIPTIONS

Courses offered at Georgia Military College are listed in this section of the catalog. Not every course is offered every term. A student should check the schedule of classes at each campus for the particular term he/she wishes to attend.

### ACCOUNTING

#### **ACC 201 Principles Of Accounting I 5 qh**

An introduction to the fundamental principles and practices of accounting that will allow the student to understand accounting as it is applied in the business world and in society. This will include the theory of debits and credits as applied to business transactions, the nature of the accounting cycle, and the preparation and interpretation of financial statements.

#### **ACC 202 Principles Of Accounting II 5 qh**

A continuation of Principles of Accounting I which includes accounting for partnerships and corporations, statement of cash flows, financial statement analysis, and the managerial aspects of accounting. Prerequisite: ACC 201.

### AIR FRAME AND POWERPLANT MECHANICS

#### **AFP 100 General Aeronautics qh**

An introduction to aircraft maintenance which includes: introductory math, AC/DC electrical theory, aircraft drawing, weight and balance, hardware, measuring and testing, ground handling, and FAA regulations.

#### **AFP 101 Airframe Theory I 5 qh**

A comprehensive study of airframe structural compo-

nents, identifying assembly/disassembly procedures and their aerodynamic and practical functions. Applicable inspection and repair procedures are outlined. Pertinent aviation regulations are studied.

#### **AFP 102 Airframe Theory II 5 qh**

A study of electric, hydraulic, communication, navigation and other subsystems' principles and applications.

Operational checks and inspection procedures are outlined. Pertinent Federal aviation regulations are studied.

Prerequisite: AFP 101

#### **AFP 111 Powerplant Theory I 5 qh**

This course covers the theory, operation, and nomenclature of reciprocating engines; basic construction of induction, ignition, and electrical components; study of lubrication, propellers, and performance curves. Operational checks and inspection procedures are outlined.

#### **AFP 112 Powerplant Theory II 5 qh**

The theory, operation, and nomenclature of turbine (jet) powerplants. Basic construction of induction, ignition, and electrical components. Study of lubrication, instrumentation, and performance curves. Operational checks and inspection procedures are outlined. Prerequisite: AFP 111.

#### **AFP 201 Airframe Shop I 5 qh**

Classroom application and demonstration of theory, assembly/disassembly procedures, and inspection and repair procedures studied in Airframe Theory I.

Prerequisite: AFP 101 or instructor approval based on student's prior training and experience.

#### **AFP 202 Airframe Shop II 5 qh**

Classroom application and demonstration of theory, assembly/disassembly procedures, and inspection and repair procedures studied in Airframe Theory II.

Prerequisite: AFP 102 or instructor approval based on student's prior training and experience; AFP 201.

#### **AFP 211 Avionic Sub-Systems I 5 qh**

The theory, operation, and nomenclature of flight and navigational system instrumentation and supporting system equipment.

#### **AFP 212 Avionic Sub-Systems II 5 qh**

The theory, operation, and nomenclature of oxygen, hydraulic, and electric engine and ejection systems and sub-systems. Prerequisite: AFP 211 or instructor approval based on student's prior training and experience.

#### **AFP 221 Practicum I 5 qh**

Aircraft practical demonstration of total knowledge and





ability to satisfactorily perform required duties of an AFP mechanic. Hours required will vary depending on student's prior experience and the equipment available. In no instance will Practicum I be less than 8 weeks, nor more than 12 weeks.

**AFP 222 Practicum II 5 qh**

A continuation of AFP 221, as required by student in meeting FAA 20 month practical experience prior to FAA-AFP examination. Prerequisite: AFP 221

**AFP 230 FAA License Exam Preparation 5 qh**

A detailed review of subject material, question structure, and general knowledge considered applicable in preparing for the FAA-AFP General Examination.

**AFP 233 FAA License Exam Preparation 5 qh  
(Air Frame)**

A continued review of subject material considered applicable in preparing for the FAA-AFP Airframe Examination.

**AFP 235 FAA License Exam Preparation 5 qh  
(Powerplant)**

A continued review of subject material considered applicable in preparing for the FAA-AFP Powerplant Examination.

Note: The courses listed in AFP are certified by the Federal Aviation Administration process. These courses are not available at most of the GMC campuses.

**ANTHROPOLOGY**

**ANT 201 Anthropology 5 qh**

An introduction to the study of human origins, development, behavior and culture. Includes paleontology, archeology, and principal aspects of sociocultural organization.

**AEROSPACE STUDIES**

**ARS 101 U. S. Air Force and Officership 1 qh**

Introduction to the history, mission, organization, and doctrine of the United States Air Force. Includes military customs and courtesies, communication, officership, and Air Force job specialties.

**ARS 102 Air Force Commands 1 qh**

A study of the various specified, unified, and joint commands that make up the structure of the Air Force. Focus is on the mission, organization, capabilities, and weapon systems of each command.

**ARS 103 The Air Force Today 1 qh**

Introduction to flight, geopolitics, the military balance, and terrorism. Includes a survey of relations with other

branches of the Armed Services.

**ARS 201 Growth of Air Power 1 qh**

Traces the events and elements in the history of air power that provided a significant impact on United States strategy.

**ARS 202 Concepts of Air Power 1 qh**

Traces the development of concepts for the employment of air power to support national objectives.

**ARS 203 Air Power Technology 1 qh**

Focuses upon factors that prompted research and technological change to improve the effectiveness of air power.

**ARS 299 Air Force ROTC Leadership Lab 1 qh**

Focus upon the practical application of the leadership principles for Air Force officers.

Note: AFROTC courses are taught at Valdosta State University by the VSU Military Science faculty.

**ART**

**ART 191 Art Appreciation I 2 qh**

A history of art, architecture, sculpture, and commercial design. The course is also a study of the elements of composition, space, relationships, form, balance, and color values.

**ART 192 Art Appreciation II 2 qh**

A continuation of Art 191.

**ART 193 Art Appreciation III 2 qh**

A continuation of Art 192.

**ART 194 Art Appreciation 5 qh**

A history of art, architecture, sculpture, and commercial design. The course is also a study of the elements of composition, space, relationships, form, balance, and color values. (Art 191, 192, and 193 combined and taught in one course.)

**ART 195 Design I 5 qh**

A course that helps students develop the skills and understanding of basic two dimensional design, color use, perspective, texture, intensity, and composition. Students will be required to complete projects that will aid in developing these skills and concepts.

**ART 196 Drawing I 5 qh**

A beginning drawing course with specific concentration on tools, materials, design, composition, and display and mounting procedures. Some art supplies will be needed.

**ART 197 Drawing II 5 qh**

A second level drawing class with an emphasis on mixed media. Students will also learn how to display and conserve their art, and they will be required to produce a portfolio. Prerequisite: ART 196.

**ART 198 Painting I 5 qh**

A beginning painting class using acrylics and oil painting on canvas, paper, and board. Slides and lectures about present and past painters will be given, as well as a lecture on the dangers of toxic materials.

**ART 199 Painting II 5 qh**

A second level painting class covering advanced techniques and applications. Prerequisite: ART 198.

**ART 200 Art and Technology 5 qh**

Art class based on the use and limited mastery of software enabling student to use a digital camera, scanner, and printer. Includes creating and enhancing art.

**ART 205 3 Dimensional Design 5 qh**

Continuation of Design I (ART 195). Student will organize in space, employing the use of design elements to create three dimensional sculpture.

**BIOLOGY****BIO 100 Survey of Biology 5 qh**

A survey course emphasizing basic biological principles operating in living organisms with particular reference to the application of these principles to human welfare. This is a non-laboratory science with five lecture/demonstration classes a week. Not designed for transfer.

**BIO 103 Medical Terminology 2 qh**

A study of the meanings and origins of medical and scientific terminology to include relevant medical and biological abbreviations and symbols. This course includes

basic vocabulary to facilitate understanding and use of terminology in courses required for pre-professional degrees such as Pre-Nursing and for other medically related fields.

**BIO 105 Environmental Studies 5 qh**

A survey of basic principles of ecology and sources of environmental degradation, with emphasis on the impact of man on the biosphere and potential solutions to environmental problems.

**BIO 106 Animal Behavior 5 qh**

An introductory course that includes history, genetics, evolution, mechanisms, behavior, learning and motivation, communication, aggression, mating, and the evolution of behavior patterns and social systems.

**BIO 107 Nutrition I 2 qh**

An introduction to the principals of nutrition and health promotion, including the health promotion concept, dietary trends and guidelines, tools and methods, and food safety and labeling.

**BIO 108 Nutrition II 2 qh**

A study of energy in nutrition; the role of vitamins, minerals, and water; and weight management.

**BIO 109 Nutrition III 2 qh**

A study of nutrition throughout the life cycle, including nutrients of healthy mothers and infants, nutrition in childhood and adolescence, and nutrition and aging.

**BIO 110 Nutrition 5 qh**

A course designed to cover the measurement of diet and the role of nutrients in body function and throughout the life cycle in order to promote changes to increase life expectancy, to decrease cardiovascular disease, and to improve dietary patterns. (BIO 107, BIO 108, and BIO 109 combined, condensed, and taught in one single course.)

**BIO 111 Intro to Pharmacology 2 qh**

This course presents the basic principles of pharmacology and the essential characteristics of commonly prescribed drug classes, including action mechanisms, therapeutic uses, side effects, and warnings. This course provides a conceptual framework of anatomy, physiology, and pathology within which drug actions and interactions are taught. This course includes basic vocabulary and most-used drugs to facilitate the understanding and use of these drugs in nursing and other medically related fields.

**BIO 115 Marine Biology 5 qh**

A basic study of marine and estuarine habitats emphasizing habitat types and biological community diversity. Topics of study will include: adaptations to a marine environment, biodiversity of the sea, taxonomy of the major groups of marine organisms, ecosystem types and characteristics, and ocean scale processes. Students completing this course will obtain a general understanding of the different marine habitats found throughout the world and the organisms that live there.

### **BIO 123 General Biology I 6 qh**

An introduction to life processes including principles of cell and molecular biology; the perpetuation of life, origin and diversity; and a study of plants, invertebrates, and vertebrates. Lecture 4 hours; Laboratory 2 hours. Prerequisite: RDG 099 or placement.

### **BIO 124 General Biology II 6 qh**

A continuation of BIO 123, including evolution and a comprehensive survey of organisms within the 5 kingdoms and their adaptations to their environment. Students completing BIO 124 will become biologically literate citizens, able to apply biological concepts to the ethical choices they must make throughout life. Laboratory exercises are related to lecture topics. Lecture 4 hours; Laboratory 2 hours. Prerequisite: BIO 123.

### **BIO 207 Human Anatomy & Physiology I 6 qh**

An integration of anatomical structure with physiological function, systematically examining basic histology and the integumentary, skeletal, muscular, nervous, and sensory systems. Laboratory work includes histology, dissection, and physiological experiments. Lecture 4 hours; Laboratory 2 hours. Prerequisite: BIO 123.

### **BIO 208 Human Anatomy & Physiology II 6 qh**

A continuation of the study of human systems, with emphasis on the endocrine, cardiovascular, immune, respiratory, digestive, urinary, and reproductive systems.



Laboratory work includes extensive histology, dissection, and physiological experiments appropriate to systems studies. Lecture 4 hours; Laboratory 2 hours. Prerequisite: BIO 207.

### **BIO 230 General Botany 6 qh**

A study of the structure of leaves, stems, roots, growth, and nutritive processes of plants; the relationship of plants to their environments and plant taxonomy. Lecture 4 hours; Laboratory 2 hours.

### **BIO 270 General Zoology 6 qh**

A general introduction to zoology, a survey of the structure, physiology, adaptations, and life cycles of animals in each major group from protozoans to humans. Lecture 4 hours; Laboratory 2 hours.

### **BIO 299 Microbiology 6 qh**

A study of microbial morphology, growth, colonial morphology, biochemistry, physiology, drug resistance, methods of disinfection, and methods of sterilization. Lecture 4 hours; Laboratory 2 hours. Prerequisite: BIO 123.

## **BUSINESS OFFICE ADMINISTRATION**

### **BOA 101 Introductory Keyboarding 3 qh**

Correct keyboarding techniques and application of skill in entering data related to a business environment.

### **BOA 230 Office Management 5 qh**

A study of physiological factors, office environment, furniture and equipment, machines and supplies, selection of employees, compensation and incentive plans, job analysis, and supervision.

## **BUSINESS**

### **BUS 100 Intro To Business 5 qh**

A study of modern business in our society, including the traditional foundation of business, the business environment, business and society, organization, decision making, and management. Introduces separate specialized areas of business and assists in identifying areas of personal interest for further study.

### **BUS 102 Human Relations In Business 5 qh**

A comprehensive course describing people at work and how to motivate them to work together in greater harmony. Covers several types of organizations, including business, government, public schools, and non-profit organizations. This class includes an integration of social sciences appropriate to the subject of human relations, especially psychology, sociology, and management.



**BUS 104 Principles of Finance for Individuals 5 qh**

A course in the principles of finance designed to assist in answering the possible questions that may arise in the process of managing one's own financial affairs, providing insight into principles of budgeting, allocating income, and using credit.

**BUS 204 Business Communications 5 qh**

Theory and practice in the organization, content, and style of business letters; the role of business reports and their types; collecting, organizing, and interpreting data; written presentations; oral presentations; practice in writing business letters and reports; and practice in making oral presentations. Prerequisite: ENG 101

**BUS 206 The Environment of Business 5 qh**

A discussion of the ethical, political, social, legal, and regulatory issues of a business environment. Topics will focus on the conflicting rights and duties of individuals, organizations, and other factions in a domestic and global society that lead to the development of ethical awareness, social responsibility, and law.

**BUS 210 Marketing 5 qh**

Study of marketing channels and institutions; market structure, organization, and behavior; retail, wholesale, and industrial marketing; and governmental regulations.

**COMMUNICATIONS ELECTRONICS TECHNOLOGY****CET 101 Basic Electronics (DC) 5 qh**

This course presents fundamentals needed in the study of all electronics. Beginning with the electron theory, the course progresses to electrical terms and units, DC measurements, OHM'S Law, DC circuits, power-resistive networks, and magnetic fundamentals. Prerequisite: MAT 109. Lecture: 4 hours; Lab: 1 hour.

**CET 102 Basic Electronics (AC) 5 qh**

This course provides a thorough coverage of alternating current fundamentals. Time is devoted to electronics to insure practical knowledge and skills in AC circuitry. Prerequisite: CET 101. Lecture: 4 hours; Lab: 1 hour.

**CET 103 Electronic Devices I 5 qh**

This course presents the basic concepts of electronic devices and circuits. Topics on both vacuum and semiconductors including circuits found in audio and radio frequency communications are discussed. Prerequisite: CET 102. Lecture: 4 hours; Lab: 1 hour

**CET 104 Transmission Fundamentals 5 qh**

The study of transmission fundamentals that bridge the gap between the elementary and the advanced technical course pertaining to the generation and transmission of electrical energy at radio frequencies. Prerequisite: CET 103.

**CET 106 Electronic Test Instruments 5 qh**

This study of electronic test instruments provides a solid foundation in the theory behind basic electronic test instruments. This course is designed to develop proficiency in the use and understanding of operating principles of basic electronic test instruments. Prerequisite: CET 103. Lecture: 4 hours; Lab: 1 hour.

**CET 107 Advanced Special Devices 5 qh**

Practical problem solving in lab and class involves the student in situations he is likely to meet in industry and gives practice in solving the problems. Prerequisite: CET 103. Lecture: 3 hours; Lab: 2 hours.

**CET 110 Intro To Microcomputers 5 qh**

Course is a study of digital language and concepts used in all phases of digital electronics. A detailed study is made of binary numbers. Prerequisite: CET 103.

**CET 201 Communications Circuits 5 qh**

Communication Circuits is a thorough study of electronic circuits incorporated in communication receivers and transmitters. These circuits include radio frequency amplifiers, detector, and modulation circuits. Prerequisite: CET 107. Lecture: 3 hours; Lab: 2 hours.

**CET 202 Pulse Circuits 5 qh**

Pulse circuits is a study of the principles of linear wave shaping, amplifiers, inverters, and multi-vibrators. Heavy emphasis is placed on laboratory work. Prerequisite: CET 103. Lecture: 3 hours; Lab: 2 hours.

**CET 206 Microwave Fundamentals 5 qh**

Microwave fundamentals is a study of microwave techniques applicable to communication and radar systems, along with microwave devices, circuits, and systems. Prerequisite: CET 104.

**CET 210 Semiconductor Circuit Analysis 5 qh**

Semiconductor circuit analysis introduces basic techniques required to analyze linear transistor circuits. Topics include a review of atomic physics, semiconductor material characteristics, temperature responses, biasing effects, circuit configurations, theorems, and equivalent circuits. Network theorems and equivalent circuits are used to evaluate total circuit performance and to



design reliable circuitry. Prerequisites: CET 104. Lecture: 4 hours; Lab: 1 hour.

**CET 221 Digital Principles And Applications I 5 qh**

An introductory course where laboratory work in logic design, functional design, and functional circuitry are emphasized. Prerequisite: CET 110. Lecture: 4 hours; Lab: 1 hour.

**CET 221 Digital Principles And Applications II 5 qh**

This course provides an understanding of the design and operation of digital and analog computers. Sufficient software programming is available to enable the technician to operate a central processing unit for diagnostic purposes. Prerequisites: CET 221. Lecture: 4 hours; Lab: 1 hour.

**CET 231 Intro To Microprocessors 5 qh**

Fundamentals of microprocessor circuits with emphasis on interface for computer control applications for business and industry.

Prerequisites: CET 222. Lecture: 4 hours; Lab: 1 hour.

**CET 232 Microprocessors 5 qh**

A study of input and output interface circuits, machine/assembler language applications, implementation of higher level languages, graphics, and color generating circuits. Prerequisites: CET 231. Lecture: 4 hours; Lab: 1 hour.

**CET 235 Data Communications 5 qh**

This course introduces the student to methods and techniques used to transmit digitized information over various transmission systems. Prerequisites: CET 232.

**CHEMISTRY**

**CHE 101 General Chemistry I 6 qh**

A systematic treatment of atomic structure, molecular formulas, reactions in aqueous solution, calculations with chemical formulas and equations, the gas laws, thermochemistry, and electronic structure. Lecture 4 hours; Laboratory 2 hours. Prerequisite: MAT 099 or placement.

**CHE 102 General Chemistry II 6 qh**

A continuation of CHE 101 with emphasis on bonding, molecular geometry, states of matter, solutions, acid-base and oxidation reduction concepts, equilibrium, and nuclear chemistry. Lecture 4 hours, Laboratory 2 hours. Prerequisite: CHE 101.

**CHE 105 Descriptive Chemistry I 6 qh**

An introduction to general chemistry. A systematic look

at the fundamental concepts of the structure and properties of matter. Topics include formulas, chemical structures and equations, solution chemistry, stoichiometric calculations, and equilibrium including acid/base equilibria. Lecture 4 hours; Laboratory 2 hours. Prerequisite: MAT 099 or placement.

**CHE 106 Descriptive Chemistry II 6 qh**

An overview of the chemistry of organic molecules and an introduction to biochemical concepts. Lecture 4 hours; Laboratory 2 hours. Prerequisite: CHE 105.

**CHE 250 Organic Chemistry I 6 qh**

An introduction to organic chemistry. A systematic study of the chemistry of alkanes, alkenes, alkyl halides, dienes, alkynes, alicyclic hydrocarbons, and aromatic hydrocarbons, including stereochemistry. Laboratory exercises are related to lecture topics. Lecture 4 hours; laboratory, 2 hours. Prerequisite: CHE 101 and 102.

**CHE 251 Organic Chemistry II 6 qh**

A continuation of CHE 250 focusing on the chemistry of alcohols, ethers, epoxides, aldehydes, ketones, carboxylic acids, and amines, including stereochemistry. Laboratory exercises are related to lecture topics. Lecture 4 hours; laboratory, 2 hours. Prerequisite: CHE 250.

**COMPUTER INFORMATION SYSTEMS**

**CIS 100 Computer Literacy 2 qh**

An introductory course on basic computer usage. The student is introduced to basic windows applications, e-mail, and the Internet. Other topics include the use of microcomputers and local area networks in business, hardware considerations, and ethical issues relative to computers.

**CIS 105 Intro To Word Processing 2 qh**

Introduction of the basic concepts of a popular word processing software. Prerequisite: BOA 101 and CIS 100, or permission of Division Chair or the DLC Assistant Dean.

**CIS 106 Intro To Spreadsheets 2 qh**

An introduction to computer spreadsheets as used in a business environment. Basic spreadsheet operations are presented within a popular PC program. Prerequisite: CIS 100 or permission of Division Chair or the DLC Assistant Dean.

**CIS 107 Intro To PC Database Management 2 qh**

An introduction to database management as used in a business environment. Basic database operations are presented within a popular PC program. Prerequisite: CIS

100 or permission of Division Chair or the DLC Assistant Dean.

**CIS 108 Intro To Presentation Graphics 2 qh**

Introduces students to the basic concepts of a presentation graphics program. Prerequisite: CIS 100 or permission of Division Chair or the DLC Assistant Dean.

**CIS 109 Internet Research 2 qh**

This course introduces students to the terminology and procedures needed for research and communication on the internet. Prerequisite: CIS 100 or permission of Division Chair or the DLC Assistant Dean.

**CIS 200 Computer Concepts And Applications 5 qh**

A hands-on course emphasizing word processing, spreadsheets, database management, presentation graphics, Internet and e-mail. Other topics include the use of microcomputers and local area networks in business, hardware considerations, and ethical issues in the computer field. (Students successfully completing CIS 105, 106, 107, and 108 will receive credit for CIS 200 if the degree program concentration requires CIS 200.)

Prerequisite: BOA 101 and CIS 100 or permission of the Division Chair or the DLC Assistant Dean.

**CIS 201 Advanced Microcomputer Applications 5 qh**

A hands-on course emphasizing advanced applications for word processing, spreadsheets, database management, and presentation graphics. Emphasis is placed on business applications and problem solving. Prerequisite: CIS 200.

**CIS 202 Intro to Computer Hardware 5 qh**

A hands-on introduction to computer hardware. Special emphasis is given to how the components work and how they are configured. Provides an introduction to installing and maintaining microcomputers, troubleshooting, resolving minor hardware problems, and preventative maintenance.

**CIS 203 Advanced Word Processing Applications 5 qh**

Advanced study of word processing that uses a popular word processing program in a hands-on environment. Emphasis is on table creation and manipulation, form letters and interfacing with other popular spreadsheet and database programs, creating newsletters, working with indexes and table of contents, and creating forms. Prerequisite: CIS 200

**CIS 204 Advanced Spreadsheet Applications 5 qh**

Advanced study of spreadsheet applications using a

popular spreadsheet program in a hands-on environment. Emphasis is on absolute addressing, what if analysis, advanced graphs, financial functions, database worksheet integration, templates, auditing, and working with multiple worksheets. Prerequisite: CIS 200

**CIS 205 Advanced Database Applications 5 qh**

Advanced study of database applications using a popular database program in a hands-on environment. Emphasis is on updating a database, creation and manipulation of reports, using forms, sub forms, and combo boxes, incorporation OLE (pictures, etc.) and hyperlinks, creating macros and advanced report design. Prerequisite: CIS 200.

**CIS 207 Web Design I 5 qh**

Designing and implementing a Web page using a popular web page design tool. Emphasis is placed on learning proper web page design techniques in an exercise oriented approach, while learning common web page formats and functions. Prerequisite: CIS 100 or permission of Division Chair or the DLC Assistant Dean.

**CIS 208 Web Design II 5 qh**

Designing and implementing Web pages using Hypertext Mark-up Language. Hands-on design that includes web elements such as links, tables, image maps, forms, and frames. Prerequisite CIS 207.

**CIS 209 Desktop Publishing 5 qh**

This course is designed to introduce students to the procedures used to create professional quality publications suitable for coursework, professional purposes, and personal use. Prerequisite: CIS 100 or permission of the Division Chair or the DLC Assistant Dean

**CIS 210 Principles of Computer Programming 5 qh**

The study of computer programming with emphasis on problem solving utilizing well structured code. Additional topics include straight line coding and conditional code, data representation, control structures, and functions. Course includes programming assignments using a popular programming program.

**CIS 211 Principles of Computer Programming 5 qh**

A continuation of computer programming including algorithm development, array manipulation, advanced structure analysis, documentation, and problem solving. Course includes programming assignments using a popular programming program. Prerequisite: CIS 210.

**CIS 220 Data Systems Analysis & Design 5 qh**

An introduction to problems from business and science

using logical and mathematical techniques particularly suited to characteristics of the digital computer. Problems involve qualification of descriptive data, manipulation of these data, and expression of analysis in descriptive terms. Includes documentation and flowcharting methods.

### **CIS 230 Management Information Systems 5 qh**

This course integrates EDP methodology, human behavior and organizational structures. Management information needs, decision support systems, expert systems and integrated database technology are stressed.

## **CRIMINAL JUSTICE**

### **CRJ 100 Intro to Criminal Justice 5 qh**

A general overview of the American criminal justice system. Each of the major components (police, courts, and corrections) will be examined.

### **CRJ 101 Correctional Institutions 5 qh**

An introduction to correctional procedures, punishment, deterrence, incarceration, and rehabilitation.

### **CRJ 102 Legal Aspects of Prisons and Jails 5 qh**

Reviews judicial decisions that have had significant implications for the operation of prisons/jails. Explains how the correctional professional can incorporate mandated changes into the operation of prisons/jails.

### **CRJ 103 Criminal Procedures 5 qh**

A study of the nature and function of the law with relation to the criminal process, policies and procedures in the administration of criminal justice.

### **CRJ 104 Juvenile Delinquency and Procedure 5 qh**

A detailed examination of juvenile delinquency in the United States. Course topics will include: social causes, apprehension and processing, court procedures, and rehabilitation. Cross-listed as SOC 206.

### **CRJ 109 Probation and Parole 5 qh**

The course examines the theory, practices and processes of probation and parole.

### **CRJ 110 Principles of Private Security 5 qh**

The historical development of security as a vocation, types of security, personnel requirements, and legal support constraints placed on security programs are studied.

### **CRJ 200 Intro to Criminology 5 qh**

An examination of crime theories and causation. The relationship between crime, the criminal, and society is presented. The nature of criminal behavior, moral law, and criminal law are discussed.

### **CRJ 201 Criminal Investigation 5 qh**

Introduces the student to the techniques of criminal investigation to include: crime scene, search and recording, collection and preservation of evidence, scientific aids, modus operandi, sources of information, and interviewing witnesses.

### **CRJ 202 Intro to Criminalistics 5 qh**

The study of the scientific aspects of criminal investigation to include: collection, preservation, and examination of physical evidence, chemical and other scientific methods used in a modern crime investigation laboratory.

### **CRJ 203 Police Community Relations 5 qh**

This course examines the historical development of criminal justice agencies with emphasis on community relationships, police and community perceptions, attitudes and values.

### **CRJ 204 Ethics in Criminal Justice 5 qh**

An introduction to concepts of ethics and the examination of contemporary ethical issues in criminal justice.

### **CRJ 205 Criminal Law I 2 qh**

This course examines substantive criminal law and its procedures for implementation. Emphasis will be given to historical developments, contemporary forms of criminal definitions and Supreme Court decisions that govern criminal procedures.

### **CRJ 206 Criminal Law II 2 qh**

Continuation of CRJ 205

### **CRJ 207 Criminal Law III 2 qh**

Continuation of CRJ 206.

### **CRJ 208 Criminal Law 5 qh**

CRJ 205, 206, 207 combined and taught in one course.

### **CRJ 209 Police Supervision & Management 5 qh**

An examination of public administration as it applies to criminal justice organizations. Emphasis will be given to organizational theory, leadership, decision-making, and human resource management.

## **EARLY CHILDHOOD EDUCATION**

### **ECE 110 Music and Movement 3 qh**

Introduces the concepts related to creativity in music and movement. This course combines lecture and lab experiences to introduce media, methods, and materials used to foster musical activity and creative movement.

**ECE 210 Math and Science** 5 qh  
Presents the process of introducing science and math concepts to young children. Includes planning and implementation of appropriate activities and development of methods and techniques of delivery. Prerequisites: Exit LSS Math and Reading and EDN 200.

**ECE 215 Language Arts and Literature** 5 qh  
Develops knowledge and skills that will enable the student to plan and implement developmentally appropriate listening, speaking, writing, and reading activities for young children. Prerequisite: Exit LSS English and Reading and EDN 200.

**ECE 200 Curriculum Development** 5 qh  
Develops knowledge and skills that will enable the student to establish a learning environment appropriate for young children. Students will explore instructional media, learning environments, curriculum approaches, development of curriculum materials, and community resources. Prerequisite: EDN 200. Taken concurrently with ECE 250.

**ECE 220 Practicum I** 3 qh  
Provides the student with an opportunity to work in an actual classroom setting. Taken concurrently with ECE 110.

**ECE 250 Internship** 10 qh  
Provides the student with the opportunity to gain experience in an actual work setting. Students will be placed in an approved setting(s) throughout the quarter where planning, implementing, observing, and evaluating activities are the focus of involvement. An evaluation procedure will be used by the designee of the institution and the onsite supervisor to critique the student's performance. Prerequisites: Must have successfully completed 60 qh and have department approval. ECE 250 is taken concurrently with ECE 200.

## **ECONOMICS**

**ECO 201 Macroeconomics** 5 qh  
An introduction to the study of economics through an examination of the nature and operation of the American economic system. The study will include the economic components of the American and international economy, supply and demand, the circular flow diagram and gross domestic product, fiscal policy, monetary system and monetary theory and policy.

**ECO 202 Microeconomics** 5 qh  
An introduction to the study of economics and microeconomics through examination of the principles involved in

the production and distribution of goods within a market economy under conditions of pure competition, imperfect competition, and monopoly.

## **EDUCATION**

**EDN 200 Intro to Teaching** 5 qh  
The study of education and teaching as a profession. The course examines the philosophy and history of education and a study of schools, including social issues, school governance, ethical and legal issues, and professional requirements for teachers. This course includes a practicum requiring school visitation.

**EDN 202 Personal Health** 5 qh  
An introduction to methods of promoting health in the individual.

**EDN 204 Health Education for Early Childhood** 5 qh  
A study of factors impacting on the physical, social, and emotional health of young children. The course examines health problems, student health appraisals, health record keeping procedures, and teaching methods and materials.

**EDN 206 Human Growth and Development** 5 qh  
The study of the various areas of human development from conception to old age and death. Cross-listed as PSY 203.

**EDN 207 Educational Psychology** 5 qh  
A study of the application of behavioral science to issues related to teaching and student learning with a focus on cognitive and emotional learning in children and adolescents. Cross-listed as PSY 207.

**EDN 218 Exceptional Individuals in the Classroom** 5 qh  
Focuses on the identification of exceptional individuals in the regular classroom and discusses techniques and strategies for teaching and reaching those individuals. EDN 218 meets the requirements of Georgia House Bill 671 for regular educator certification.

## **ENGLISH**

**ENG 095 English as a Second Language** 5 qh  
Institutional credit only  
A course that provides English language instruction for adults with limited English proficiency. The student should be able to increase his/her ability to communicate in English and be better prepared for further education.

**ENG 097 LSS English I** 5 qh  
Institutional credit only  
This course is primarily a comprehensive review of gram-



mar and mechanics to prepare students for success in regular English courses. Paragraph writing is also included. Prerequisite: Placement by examination and/or recommendation of the Division Chair of Education and LSS.

**ENG 099 LSS English II 5 qh**

Institutional credit only

This course, an extension of ENG 097, emphasizes paragraph structure and the writing of short expository essays, with special attention to organization, logic, usage, tone, and style. The course is designed to prepare students for college-level writing in English 101 and in other disciplines. Prerequisite: ENG 097 or placement by examination and/or recommendation of the Division Chair of Education and LSS.

**ENG 101 Composition I 5 qh**

An introduction to writing and reading expository prose. Focuses on unity, coherence, emphasis, organization, correctness of grammar and punctuation, editing, and proof-reading. A student must make a passing grade on a speech component in this course to complete the oral competency requirement for graduation. Prerequisite: Placement by exam or completion of ENG 099 and RDG 099 with a "C" or better. A student who takes this course must receive a "C" or better in order to graduate.

**ENG 102 Composition II 5 qh**

ENG 102 is a continuation of ENG 101, as well as an introduction to literature and the research paper. In order to graduate, a student must receive a "C" or better in ENG 102 and, in addition, pass the Graduation Writing Competency Exit Exam given in ENG 102.

Prerequisite: ENG 101 with a "C" or better or a satisfactory score on an ENG 101 CLEP test.

**ENG 107 Library Science 2 qh**

This course is designed to familiarize students with basic library procedures with special emphasis on information access procedures.

**ENG 110 Creative Writing 5 qh**

This course offers instruction in how to write creatively in a variety of forms, including poetry, short stories, drama, and nonfictional essays, and in how to critique and edit others' works. Main Campus students will also assist in editing and formatting the college's literary magazine. Completion of English 101 is preferred.

**ENG 201 World Literature I 5 qh**

An introduction to the masterpieces of the World, from the ancient Greeks through the Renaissance.

Prerequisite: ENG 102.

**ENG 202 World Literature II 5 qh**

An introduction to the masterpieces of the World from the mid-seventeenth century to the present.

Prerequisite: ENG 102.

**ENG 221 American Literature I 5 qh**

A survey of American literature from the Colonial period through the mid-nineteenth century. Prerequisite: ENG 102.

**ENG 222 American Literature II 5 qh**

A survey of American literature from the mid-nineteenth century to the present. Prerequisite: ENG 102.

**ENG 261 Public Speaking I 5 qh**

A course in the principles of effective oral communication including development of an acceptable speaking voice and the practical application of public speaking principles.

**FRENCH**

**FRE 101 Elementary French I 5 qh**

A course for beginners, covering the elements of French grammar, pronunciation, composition, translation, and reading.

**FRE 102 Elementary French II 5 qh**

A continuation of the study of French grammar, pronunciation, composition, translation, and reading begun in FRE 101. Prerequisite: FRE 101.

**GEOGRAPHY**

**GEO 219 World Geography 5 qh**

An introduction to geographical place names, land masses, oceans and seas, climate and cultures and their inter-relationship.

**GEORGIA MILITARY COLLEGE COURSES**

**GMC 100A**

**Preparing For Success 2 qh**

A highly recommended course designed to assist new students with the transition to college life. Special emphasis on academic survival skills and on nurturing positive relationships with faculty and other students. The course is designed to cover those skill areas necessary for students to achieve their educational goals. Required for all LSS students.

**GMC 105 Success In Algebra 2 qh**

A learning support course to assist college algebra students in learning ways to study and use technology as it applies to college algebra.

**GMC 154 Contemporary Ethics** 3 qh  
A study of moral reasoning through familiarization with selected traditions of ethical thought within various academic disciplines. Required for graduation.

### **GERMAN**

**GER 101 Elementary German I** 5 qh  
A course for beginners covering the elements of German grammar, pronunciation, composition, translation, and reading.

**GER 102 Elementary German II** 5 qh  
A continuation of the study of German grammar, pronunciation, composition, translation, and reading begun in GER 101. Prerequisite: GER 101.

### **HEALTH AND PHYSICAL EDUCATION**

**HPE 200 Intro. to Health & Physical Ed.** 2 qh  
An overview of the history, philosophy, theory and application of the profession of Health and Physical Education.

**HPE 202 First Aid and Emergency Care** 3 qh  
This course provides instruction in basic First Aid and Emergency Care. This course will also offer certification in Community First Aid/CPR (adult, child, infant) through the American Red Cross.

**HPE 250 Strength Training & Conditioning** 5 qh  
A course designed to teach the theoretical basis and principals involved in design, implementation and development of individual and sport specific testing and strength and conditioning programs.

**HPE 255 Essentials of Athletic Healthcare** 5 qh  
This course is designed to provide information on basic injury prevention, identification, rehabilitation and overall healthcare for recreational and competitive athletes.

### **HISTORY**

**HIS 101A World Civilization I** 5 qh  
World Civilization I is a survey of the history of the world from prehistoric times through the 16th century.

**HIS 102A World Civilization II** 5 qh  
World Civilization II is a survey of the history of the world from the 17th century to the Modern Age.

**HIS 121 American History I** 5 qh  
American History I is a survey of the social, cultural, economic, and political aspects of the development of this nation from the voyages of discovery through the Civil War. This course satisfies the Georgia Legislative requirements for United States and Georgia history.

**HIS 122 American History II** 5 qh  
American History II is a survey of the social, cultural, economic, and political aspects of the development of this nation since 1865. This course satisfies the Georgia Legislative requirements for United States and Georgia history.

**HIS 200 Military History** 5 qh  
A general study of military activities in war and peace including policy, administration and the role of armed services in history from 1650 to the present. Required of advanced Cadet Corps members.

**HIS 201 Georgia History/Constitution** 5 qh  
A survey of the social, cultural, economic, and political history of Georgia from the pre-Columbian Era to the present. This course satisfies the Georgia legislative requirements in Georgia's history and constitution.

**HIS 202 African-American History** 5 qh  
A survey of the African American experience from the colonial period to the present.

**HIS 220 World Religions** 5 qh  
A study of the origins, beliefs, development, and cultural significance of major world religions. Cross-listed as REL 220.

**HIS 225 Religion in America** 5 qh  
A survey of major religion patterns and developments in the United States from colonial period to present. Emphasis on development of Western and non-Western religious bodies. Cross-listed as REL 225.

### **MATHEMATICS**

**MAT 096 LSS Pre-Algebra** 5 qh  
Institutional Credit only  
Review of basic skills of arithmetic: common and decimal fractions, computational skills, and ratio and proportion. Prerequisite: Placement by examination and/or recommendation of the Division Chair of Education and LSS.

**MAT 097 LSS Math I** 5 qh  
Institutional Credit only  
Introduction of elementary algebraic concepts: variables, polynomials, solutions of simple equations, and graphing. Prerequisites: MAT 096 or placement by examination and/or recommendation of the Division Chair of Education and LSS.

**MAT 099 LSS Math II** 5 qh  
Institutional Credit only

Continuation of MAT 097, covering rational, radical, and quadratic equations and complex numbers. Prerequisite: MAT 097 or placement by examination and/or recommendation of the Division Chair of Education and LSS.

**MAT 106 Intro to Mathematical Modeling 5 qh**

This course is designed as an alternative to college algebra for those students who will not require calculus in their future study. This course is an introduction to mathematical modeling using graphical, numerical, symbolic, and verbal techniques to describe and explore real-world phenomena. Completion of this course with a grade of "C" or better will establish math competency, which is required for graduation. Prerequisite: Satisfactory score in Math Placement Exam or completion of MAT 099 with a grade of "C" or better. A student who successfully completes MAT 109 for the Essential Skills requirement can not use MAT 106 to satisfy the Math/Science elective.

**MAT 109 College Algebra 5 qh**

A college algebra course with applications. Topics include the study of linear, quadratic, exponential and logarithmic functions, the real number axioms, equations, inequalities and systems of equations. A "C" or better in this course will establish math competency, which is required for graduation. Prerequisite: Satisfactory score in Math Placement Exam or completion of MAT 099 with a grade of "C" or better. A student who successfully completes MAT 106 for the Essential Skills requirement cannot use MAT 109 to satisfy the Math/Science elective.

**MAT 110 Plane Trigonometry 5 qh**

The study of basic trigonometric functions, graphs of trigonometric functions, identities, right triangles, the law of sines, the law of cosines, oblique triangles and their areas. Prerequisite: By placement.

**MAT 111 Survey of Calculus 5 qh**

A brief survey of the key elements of elementary calculus. Emphasis on the application of calculus to problems in management and economics. Prerequisite: By placement.

**MAT 112 Precalculus 5 qh**

The study of polynomials, exponential and logarithmic functions, conic sections, and an introduction to trigonometric functions. The focus of this course is on an in-depth study of topics in algebra which are essential for an understanding of calculus. Students with strong backgrounds in mathematics who are planning to major in areas of science or technology should take MAT 112 instead of MAT 109. Prerequisite: By placement.

**MAT 200 Applied General Probability & Statistics 5 qh**

An overview of the ideas and concepts that are basic to modern statistics. Topics include descriptive statistics, probability, estimation, hypothesis testing, and linear regression. Students will be exposed to applications from a variety of fields. Prerequisite: MAT 106 or MAT 109 or permission of instructor.

**MAT 201 Calculus I 6 qh**

The first quarter of Calculus will involve the study of limits and continuity, derivatives, the applications of the derivatives, definite and indefinite integral, fundamental theorem of calculus and applications of integration to areas and volumes of solids revolution. Prerequisite: By placement.

**MAT 202 Calculus II 6 qh**

The second quarter of calculus will involve the study of exponential, logarithmic, hyperbolic and inverse trigonometric functions, techniques of integration, infinite series, sequences, polar coordinates and conics.

Prerequisite: MAT 201

**MAT 203 Calculus III 6 qh**

The third quarter of calculus will involve the study of vectors, partial derivatives, multiple integrals and their applications, Greene's and Stoke's Theorems.

Prerequisite: MAT 202.

**MANAGEMENT**

**MGT 100 Intro To Supervision and Mgmt. 5 qh**

The study of the rudiments of supervision, giving the student an appreciation for the scope of related responsibilities in management systems and organizations. Role-playing and problem-solving of case studies and techniques employed.

**MGT 210 Management and Organization 5 qh**

A study of the structure of business firms and the principles of organization that determine departmentalization and lines of authority and responsibility. Management principles and functions of management together with planning, organizing, and controlling are studied.

**MGT 232 Personnel Mgmt. and Adm. 5 qh**

Introduction to personnel management; major personnel problems and issues; policies and practices in the personnel field; application of theory in selecting, developing, rewarding and utilizing human resources.

**MGT 252 Small Business Management 5 qh**

Course explores the place of the small business enterprise in the national economic scene, the method of

establishing such a venture, the operation of the small business, and problems confronting the entrepreneur in small business.

## **MILITARY SCIENCE**

### **MSD101A Intro to ROTC 2 qh**

Provides a variety of subjects to stimulate cadet interest and commitment. The training is introductory in scope and includes leadership, written and oral communication, physical fitness and general military subjects. Participation in a weekend exercise is optional but highly encouraged. Leadership Lab Required.

### **MSD102A Intro to Leadership 2 qh**

Begins the leader development process. Designed to acquaint cadets with the Army and dimensions of military leadership. Participation in a weekend exercise is optional, but highly encouraged. Leadership Lab required.

### **MSD103A Intro to Land Navigation 2 qh**

Instruction in techniques of cross-country land navigation and map reading. Participation in a weekend exercise is optional, but highly encouraged. Leadership lab is required.

### **MSD201A Self/Team Development I 2 qh**

Learn/apply ethics-based leadership skills that develop individual abilities and contribute to the building of effective teams of people. Develop skills in oral presentation, writing concisely, planning of events, coordination of group efforts and advanced first aid. Students learn the fundamentals of the Leadership Development Program. Participation in a weekend exercise is optional, but highly encouraged. Leadership Lab required. Prerequisite: Completion of MSD 100 level course or Compression Student.

### **MSD202A Self/Team Development II 2 qh**

Continuation of the MSD 201A developing skills in land navigation, written communication and drill and ceremonies. Students will continue to develop the leadership skills and traits needed in the advanced course. Participation in a weekend exercise is optional, but highly encouraged. Leadership Lab is required.

### **MSD203A Individual/Team Military Tactics 2 qh**

Introduction to individual and team aspects of military tactics in a small unit operations. Includes use of radio communications, making safety assessments, movement techniques, planning for team safety/security and methods of pre-execution checks. Practical exercises with upper

division ROTC students. Learn techniques for training others as an aspect of continued leadership development. Participation in a weekend exercise is optional, but highly encouraged. Leadership Lab required.

### **MSD301A Small Organizations I 3 qh**

Series of practical opportunities to lead small groups, receive personal assessments and encouragement, and lead again in situations of increasing complexity. Uses small unit tactics and opportunities to plan and conduct training for lower division students both to develop such skills and as vehicles for practicing leading. Class instruction focuses on land navigation and small unit tactics. Participation in weekend exercises is mandatory. Leadership Lab required. Prerequisite: Contracted in the Advanced Army ROTC Program.

### **MSD301A Small Organizations II 3 qh**

Series of practical opportunities to lead small groups, receive personal assessments and encouragement, and lead again in situations of increasing complexity. Uses small unit tactics and opportunities to plan and conduct training for lower division students both to develop such skills and as vehicles for practicing leading. Class instruction focuses on operations orders and leadership. Participation in weekend exercises is mandatory. Leadership Lab required. Prerequisite: Contracted in the Advanced Army ROTC Program and completion of MSD 301A.

### **MSD301A Small Organizations III 3 qh**

Continues methodology of MSD 301A and 302A. Analyze tasks; prepare written or oral guidance for team members to accomplish tasks. Delegate tasks and supervise. Plan for and adapt to the unexpected in organizations under stress. Examine and apply lessons learned from leadership opportunities and examine the importance of ethical decision making in setting a positive climate that enhances performance. Class instruction focuses on leadership and preparing students for success at the advanced camp. Cadets prepare and execute the Common Task Test. Participation in weekend exercises is mandatory. Leadership Lab required. Prerequisite: Contracted in the Advanced Army ROTC Program and completion of MSD 302A.

### **MSD401A Leadership Challenges & Goal-Setting 3 qh**

Plan, conduct and evaluate activities of the ROTC cadet organizations. Articulate goals, put plans into action to attain them. Assess organizational cohesion and develop strategies to improve it. Develop confidence in skills to



lead people and manage resources. Learn/apply various Army policies and programs in this effort. Study the Army training management system, to include METL development, long and short range planning, resource training and preparing training schedules/plans. Participation in weekend exercises is mandatory. Leadership Lab required. Prerequisite: Contracted in the Advanced Army ROTC Program and eligible to take MSD 400 level courses.

**MSD 402A Transition to Lieutenant I 3 qh**

An introduction to military professionalism and ethics. Participation in weekend exercises is mandatory. Leadership Lab required. Prerequisite: Completion of MSD 401A.

**MSD 402A Transition to Lieutenant II 3 qh**

A continuation of MSD 402A. A study of military professional ethics and officership. Includes discussion and student presentations of Army life, officer requirements and military professional ethics. Participation in weekend exercises is mandatory. Leadership Lab is required. Prerequisite: Completion of MSD 402A.

**MUSIC**

**MUS 101 Chorus 2 qh**

Performance activities open to all qualified students.

**MUS 102 Chorus 2 qh**

Performance activities open to all qualified students.

**MUS 103 Chorus 2 qh**

Performance activities open to all qualified students.

**MUS 104 Chorus 2 qh**

Performance activities open to all qualified students.

**MUS 105 Chorus 2 qh**

Performance activities open to all qualified students.

**MUS 106 Chorus 2 qh**

Performance activities open to all qualified students.

**MUS 115 Band I 2 qh**

Performance activities open to all qualified students. May be repeated for credit.

**MUS 116 Band II 2 qh**

Performance activities open to all qualified students. May be repeated for credit.

**MUS 117 Band III 2 qh**

Performance activities open to all qualified students. May be repeated for credit.

**MUS 118 Band IV 2 qh**

Performance activities open to all qualified students. May be repeated for credit.

**MUS 191 Music Appreciation I 2 qh**

A historical study of the types and forms of music as a means of increasing students' understanding and enjoyment of music.

**MUS 192 Music Appreciation II 2 qh**

This class is a continuation of MUS 191.

**MUS 193 Music Appreciation III 2 qh**

This class is a continuation of MUS 192.

**MUS 194 Music Appreciation IV 5 qh**

A historical study of the types and forms of music as a means of increasing students' understanding and enjoyment of music. Designed for general college student, as well as the freshman music major. MUS 191, 192, and 193 are combined and taught as one course.

**PHYSICAL EDUCATION**

**PED 103 Beginning Badminton 2 qh**

A course designed to teach basic skills and rules of badminton.

**PED 108 Bowling 2 qh**

An introduction to the sport of bowling.

**PED 111 Beginning Basketball 2 qh**

A course designed to teach the rules and basic skills in basketball.

**PED 115 Beginning Golf 2 qh**

A course designed to introduce golf skills and fundamentals.

**PED 118 Beginning Softball 2 qh**

A course designed to introduce the skills, strategy, and rules of softball.



**PED 121 Beginning Tennis** 2 qh  
A course designed to introduce the skills, strategies, and rules of tennis.

**PED 124 Beginning Volleyball** 2 qh  
A course designed to provide knowledge and skills necessary to enjoy recreational volleyball.

**PED 125 Beginning Walking** 2 qh  
A course in the theory and practice of walking.

**PED 137 Jogging** 2 qh  
A course in the theory and practice of jogging.

**PED 141 Beginning Weight Training** 2 qh  
A course in the theory and practice of weight training.

**PED 155 Beginning Step Aerobics** 2 qh  
A course in the theory and practice of aerobic exercise.

**PED 158 Beginning Clogging** 2 qh  
An introductory course in the fundamentals and practice of precision clogging.

**PED 159 Intermediate Clogging** 2 qh  
This course is a continuation of PED 158 (Beginning Clogging).

**PED 165 Backpacking** 2 qh  
A survey of basic principles of backpacking and overnight camping.

**PED 166 Yoga** 2 qh  
A course in the theory and practice of basic yoga posture, breathing practices, stretching and relaxation techniques as a method to improve flexibility, decrease stress and improve physical and mental well being.

**PED 170 Canoeing** 2 qh  
This course develops aquatic skills and emphasizes safety and basic proficiency in canoeing.

**PED 180 Rock Climbing & Rappelling** 2 qh  
A course designed to develop basic mountaineering skills.

**PED 190 Officiating Basketball/Softball** 2 qh  
A course in officiating basketball and softball.

**PED 202 First Aid** 2 qh  
A course to familiarize the student with basic first aid and treatments used during life threatening injuries.

**PED 204 Cardio-Respiratory Fitness I** 2 qh  
A course designed to develop cardio-respiratory fitness by focusing on physical strength building and aerobics.

**PED 205 Cardio-Respiratory Fitness II** 2 qh  
This course continues to improve cardio-respiratory fitness developed in PED 204 by focusing on physical strength building and aerobics.

## **PHILOSOPHY**

**PHI 200 Intro to Philosophy** 5 qh  
A first study of the major themes and issues of philosophy, as well as some of the world's greatest philosophers.

## **PHYSICS**

**PHY 201 General Physics I Mechanics** 6 qh  
An introductory course centered on the fundamental laws of mechanics, including science of motion, Newton's Laws, work energy, power relations, impulse-momentum, angular motion and moment of inertia. Lecture 4 hours; Laboratory 2 hours. Prerequisites: MAT 109, MAT 110.

**PHY 202 General Physics II**  
**Electricity and Magnetism** 6 qh  
An introductory course on electricity and magnetism, including Coulomb's Law, electric and magnetic fields, electric potential energy, capacitance, inductance, Ohm's Law, power, simple circuits, Kirchoff's Law, Faraday's Law, EMF, direct and alternating currents. Lecture 4 hours; Laboratory 2 hours. Prerequisites: MAT 109 and MAT 110 and PHY 201.

**PHY 203 General Physics III**  
**Heat, Light, Sound/Modern Physics** 6 qh  
An introductory course centered around the fundamental laws of thermodynamics, light, and sound. Several topics in modern physics are also introduced. Lecture 4 hours; Laboratory 2 hours. Prerequisite: PHY 201.

## **PHYSICAL SCIENCE**

**PSC 100 Survey of Physical Science** 5 qh  
Survey of the physical sciences, including the basic elements of physics, chemistry, geology, and astronomy. Prerequisite: Successful completion of MAT 109 or higher.

**PSC 101 Intro to Physical Science I** 6 qh  
An introductory course in the physical science drawing its material from the elements of physics and chemistry. Stress is given to the basic principles and laws of physical science. Not open to students who have college credit in chemistry or physics. Includes lab. Prerequisite: Successful completion of MAT 099 or placement.

**PSC 102 Intro to Physical Science II 6 qh**

An introduction to physical science, focusing on elements of astronomy, meteorology, oceanography, and geology. Emphasis is placed on examining the interrelationships of the forces acting upon the earth and its structures. Not open to students who have college credit in astronomy or geology. Includes lab. Prerequisite: Successful completion of MAT 099 or placement.

**POLITICAL SCIENCE****PLS 101 Intro to American Government 5 qh**

An introduction to national, state, and local government in the United States that examines the evolution of government from the writing of the U.S. Constitution to the modern day struggles of American politics. Special attention will be given to political development in the last thirty years. This course satisfies legislative requirements for U. S. and Georgia Constitutions.

**PLS 105 State and Local Governments 5 qh**

This is an introduction to state and local government that examines the types and forms of governments that exist. The primary focus will be the functions and problems of state and local governments

**PLS 200 Intro to International Politics 5 qh**

An introduction to the contemporary international system. State and non-state actors and instruments used to achieve their objectives. Approaches to peace including arms control, international organizations and international law will be examined.

**PSYCHOLOGY****PSY 200 Intro to Psychology 5 qh**

The course is a study of general psychology that includes the fundamental theories of psychology, the relationship of psychology to other disciplines and the application of psychology to human relations.

**PSY 203 Human Growth and Development 5 qh**

The study of the various areas of human development from conception to old age and death. Cross-listed as EDN 206.

**PSY 205 Psychology of Adjustment 5 qh**

A study of the fundamental principles of good mental health. Normal and abnormal reactions to stress and conflict are examined, with an emphasis on healthy techniques of adjustment.

**PSY 207 Educational Psychology 5 qh**

A study of the application of behavioral science to issues

related to teaching and student learning with a focus on the cognitive and emotional learning of children and adolescents. Cross-listed as EDN 207.

**READING****RDG 097 LSS Reading I 5 qh**

Institutional credit only

This is an introductory reading course designed to meet the needs of students with deficiencies in reading skills. Emphasis is on word recognition, vocabulary improvement, comprehension, concentration, and retention. Required of all students scoring below the designated level on the placement test. Prerequisite: Placement by examination and/or recommendation of the Division Chair/Assistant Dean.

**RDG 099 LSS Reading II 5 qh**

Institutional credit only

A course for students needing supplemental preparation in basic reading. Prerequisite: Placement by examination and/or recommendation of the Division Chair of LSS/Assistant Dean.

**REGENTS' REMEDIATION****RTE 090 Regent's Essay Writing 3 qh**

Institutional credit only

A course for students needing the Regent's essay writing review.

**RTR 090 Regent's Reading Test 3 qh**

Institutional credit only

A course for students needing the Regent's reading test remediation.

**RELIGION****REL 210 Old Testament 5 qh**

A study of the nature, content, and problems of the Old Testament literature with emphasis given to historical data, literary forms and outstanding personalities.





**REL 213 New Testament 5 qh**

A study of the nature, content, and problems of the New Testament literature with emphasis given to historical data, literary forms and outstanding personalities and usage in the early Christian community.

**REL 220 World Religions 5 qh**

A study of the origins, beliefs, development, and cultural significance of major world religions. Prerequisites: RDG 099 and ENG 099. Cross-listed as HIS 220.

**REL 225 Religion in America 5 qh**

A survey of major religion patterns and developments in the United States from colonial period to present. Emphasis on development of Western and non-Western religious bodies. Prerequisites: RDG 099 and ENG 099. Cross-listed as HIS 225.

**SOCIOLOGY**

**SOC 200 Intro to Sociology 5 qh**

The study of human society, the nature of culture and its organizations. Applications of communication, socialization, mobility, and population growth are analyzed. A comprehensive study of research methods, theories, and principle findings in the field of sociology.

**SOC 201 Social Problems 2 qh**

An analysis of a diversified society in relation to social events that occur in contemporary society. Changes in social norms, social goals, and values are a primary concern. Social disorganization as it applies to family, economics, religion, and other social institutions is discussed.

**SOC 202 Social Problems 2 qh**

A continuation of SOC 201.

**SOC 203 Social Problems 2 qh**

A continuation of SOC 202.

**SOC 205 Social Problems 5 qh**

SOC 201, 202, and 203 combined and taught in one course.

**SOC 206 Juvenile Delinquency and Procedures 5 qh**

A detailed examination of juvenile delinquency in the United States. Course topics will include: social causes, apprehension and processing, court procedures, and rehabilitation. Cross-listed as CRJ 104.

**SOC 207 The Family 5 qh**

The study of the family as a basic social institution. Course includes alternative behaviors in contemporary family life, changes in family patterns, and marital adjustments and challenges.

**SPANISH**

**SPA 101 Elementary Spanish I 5 qh**

A course for beginners, covering the elements of Spanish grammar, pronunciation, composition, translation, and reading.

**SPA 102 Elementary Spanish II 5 qh**

A continuation of the study of Spanish grammar, pronunciation, composition, translation, and reading begun in SPA 101. Prerequisite: SPA 101.


**WELLNESS**

**WEL 154 Wellness 2 qh**

A course designed to provide students with knowledge of the wellness lifestyle including: physical fitness, nutrition, stress management and sexually transmitted diseases.







# What Happens If I Drop/Add or Withdraw from A Course

## **DROPPING/ ADDING COURSES**

A student may drop a course without academic consequence or financial penalty only during the drop/add period. This is accomplished in consultation with the faculty advisor and by complying with the policy of the campus for processing.

The student may also add courses only during the scheduled drop/add period. Your faculty advisor can explain the processes to you.

A student who has changed the number of hours of a course load, either by adding or dropping a class, must talk to financial aid and the business office. Changes in a course load can cause a change in what the student owes the school and in the amount of financial aid the student receives. If a student drops a course within certain time frames the action can result in a reverse in financial aid and a bill to the student for that amount.

## **REFUND POLICY**

The Georgia Military College refund policy and procedure for students who drop a course is as follows:

1. Refunds will be made providing a student is not obligated to GMC in any manner and the established drop/add procedure is followed.
2. A 100% refund of tuition and fees usually will be made if the student drops prior to the published end of the drop/add period. Some campuses may charge a small administrative fee of \$25.00.

3. All refunds will be paid by check and in a timely manner after the Business Office has been notified that a refund is due.

There will be no refund of tuition and course fees if the student chooses to withdraw after drop/add.

## **WITHDRAWAL FROM A COURSE**

Students may withdraw from classes during the regular term at any time prior to the final week of class, provided that the faculty member has not previously withdrawn the student from class for excessive absence (consult your individual course syllabus for the faculty member's attendance policy) and assigned the grade of WF (Withdraw Failing).

Withdrawal from class by a student, accomplished in accord with college policy, will result in the assigning of a grade of W or WF by the faculty member for each course.

## **ELIGIBILITY FOR STATE FUNDS**

A student must be in attendance as a full-time student through 14 days after the drop/add period for each term to receive state funding. If a student officially or unofficially withdraws, drops, or is expelled before the 14-day period, the student is not eligible to receive state funds, including Georgia Tuition Equalization Grant (GTEG) and HOPE Scholarship. If these funds have been posted to the student's account, the aid will be reversed and the student will be billed in that amount.

## **REFUND POLICY FOR STUDENTS RECEIVING TITLE IV FUNDS**

If a student is receiving Title IV funds, which are listed on the next page, and withdraws officially or unofficially (by not attending classes) before completing 60% of a term, Georgia Military College must determine if funds must be returned to one or more Title IV aid programs. This does not apply to Federal Work Study (FWS).

The process for this calculation is as follows:

The institution must:

1. Determine the date of withdrawal and relate that date to a percentage of the term.
2. Apply that percentage to the total Title IV aid that the student was eligible to receive to determine the amount "earned" by the student.
3. Compare the amount "earned" by the student to the amount disbursed. If the amount "earned" is greater than the amount disbursed, then the student may be eligible for a "late disbursement" of funds. If the stu-

dent is eligible for a “late disbursement,” the institution must make a post-withdrawal disbursement. If the amount “earned” is less than the amount disbursed, then Title IV aid must be returned to the applicable aid programs.

4. Determine the amount of aid that must be returned to the Title IV programs by Georgia Military College and the amount that must be returned by the student. The percentage of Title IV aid the student must return is dependent upon the program from which the funds are received.
5. Distribute the unearned Title IV aid back to the Title IV programs. Funds must be allocated in the following order:
  - Unsubsidized Federal Stafford loans
  - Subsidized Federal Stafford loans
  - Federal PLUS
  - Federal Pell Grants
  - Federal SEOG Program
  - Other Title IV grant or loan assistance

Note: Examples of Return of Title IV calculations are available in the Financial Aid Office. Students may contact the Financial Aid Office with any questions regarding student aid.

## **INVOLUNTARY WITHDRAWALS**

Exclusions and other involuntary withdrawals do not relieve the student of financial obligations for tuition and fees.

A student may be administratively disenrolled from the college when, in the judgment of the Vice President for Academic Affairs and Dean of Faculties, the Distant Learning Center Assistant Dean, the Director of Student Health Services and, after consultation with the student’s parents and personal physician, 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; or
- 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.

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





# Are There Things To Do Besides Class

## **MILLEDGEVILLE CAMPUS**

Patrick Beer.....Dean of Students/  
Commander of Cadets

Graham Bird.....Assistant Dean of Students  
Director of Student Activities

Brenda Brown .....Community Service Coordinator

## **ATLANTA CAMPUS**

Maurice Macguire Asst. Director

## **AUGUSTA CAMPUS**

Fredie Williams Asst. Director

## **COLUMBUS CAMPUS**

Charles Beard Asst. Director

## **VALDOSTA CAMPUS**

Billie Washburn Asst. Director

## **WARNER ROBINS CAMPUS**

Holly Arnold Asst. Director

## **Student Activities**

Student activities are provided and supervised under the direction of the Dean of Students/Commandant of Cadets.

All GMC students are encouraged to participate in a

variety of co-curricular and extra-curricular activities in an effort to enhance the sense of community, develop responsibility and increase leadership skills. Student government, student organizations, student clubs and student publications, in particular, are not only a vital part of the college, but also are an important part of the student's total educational experience. Students are advised to choose activities wisely and to balance academic activities with participation in service, religious, athletic, social and recreational pursuits.

General administrative responsibility for the student services program rests with the Dean of Students/Commandant of Cadets and is administered through him and the Assistant Dean of Students. Student activities are sponsored by the Student Activities Committee and Student Government Association. Major initiatives in developing organizations and activities appropriate to the educational purposes of the college, as well as implementation of programs which have been planned, is a shared responsibility of staff, students and faculty.

The availability of student activities varies by campus. For a better understanding of the activities available, contact the Assistant Dean of Students at the Milledgeville campus or the Assistant Director at any other campus center.

## **STUDENT HANDBOOK**

A Student Handbook is published by the Office of the Assistant Dean of Students and distributed to students through the office of the Assistant Dean of Students and the office of the Assistant Director at each campus center. It is the student's responsibility to become familiar with the contents of the Student Handbook, including the Student Code of Conduct and the Honor Code that regulate student life at Georgia Military College.

Honor Societies

## **PHI THETA KAPPA**

Phi Theta Kappa is an international honor society for students of two-year colleges. Phi Theta Kappa chapters have been chartered on the Atlanta, Augusta, Columbus, Milledgeville, Valdosta and Warner Robins campuses. Since its founding in 1918, Phi Theta Kappa has been the only national honor fraternity for junior colleges, promoting scholarship, developing character, and cultivating fellowship.

To be eligible for Phi Theta Kappa, a student shall be of good moral character, shall possess recognized qualities

of citizenship, shall participate in the development of chapter projects, and shall have established academic excellence as judged by the faculty sponsor in accordance with guidelines set by the international constitution. Membership is by invitation only. Contact the Academic Dean or Assistant Dean on your campus for further information or for the name of the faculty sponsor on your campus.

Most four-year colleges and universities have scholarship funds earmarked for junior college transfer students who are members of PTK. These funds are competitive and in many instances provide very generous awards up to and including full tuition for up to two years at the university or college. The PTK advisor on your campus can provide more details on these opportunities.

### **MU ALPHA THETA**

Mu Alpha Theta, a Mathematics Honors society, has been chartered for the GMC Milledgeville campus. For information, contact the Chairman of the Math Division.



## **Intercollegiate Athletics**

Georgia Military College fields a growing intercollegiate athletics program at the Milledgeville Campus. Both resident cadets and commuting students may participate in the various sports except football, which requires membership in the corps of cadets for participation.

Beginning in the fall of 2002, students from the Atlanta, Augusta, Columbus, Warner Robins and Valdosta campuses became eligible to compete with the golf, tennis, and cross country teams through coordination with the Milledgeville Campus. For information on these programs, contact the Assistant Athletic Director, Sonny Harmon on the Milledgeville campus, 478-445-2668 or [sharmon@gmc.cc.ga.us](mailto:sharmon@gmc.cc.ga.us).

## **FOOTBALL**

The GMC JC Football program has earned many honors since its resumption in 1991. The program has produced 36 All-Americans, the 2001 NJCAA National Championship, the 2001 National Defensive Player of the Year, the 2001 and 2002 National Coach of the Year, and the 2002 NJCAA Lea Plarski Award recipient, which is given to the nation's best male and female all-around student athlete. Participation in the football program requires membership in the corps of cadets as well as an invitation to participate in the fall term. Open tryouts are offered to cadets in the Winter and Spring terms each year.

## **GOLF**

The Men's Golf Team has qualified for the Nationals in each of its three years of existence. The Golf Team has boasted participants from several of the DLC campuses as well as Main Campus. The top golfer each year is awarded the Mason Cup, named in honor of Harold Mason. The 2003-2004 GMC Golf Team is the National Junior College Athletic Association Champion Team.

## **CROSS COUNTRY**

Both Women's and Men's Cross Country programs have enjoyed great success over the years and have several times in recent years qualified and sent runners to the nationals. The teams are open to all eligible students.

## **SOCCER**

Both Men's and Women's Soccer teams compete in the GJCAA and are both full intercollegiate programs and are available to all eligible students. The Women's Soccer program became the first women's team at GMC to award athletic scholarships in the 2003-2004 school year to its qualified and eligible cadet participants.

## **TENNIS**

The Women's Tennis is now a full intercollegiate program effective for the 2004-2005 school year. The team is still in its infancy but has attracted some top players from the central Georgia region and expects to be highly competitive.

## **WOMEN'S FAST PITCH SOFTBALL**

Women's Fast Pitch Softball has been added to the junior college athletic program effective the 2004-2005 school year. With the amount of talent and interest in the area, GMC expects yet another of its athletic teams to be championship caliber in no time!

## **Intramural Athletics**

The intramural sports program is open to all students,



faculty, and staff on the Milledgeville campus. Activities include basketball, volleyball, golf, tennis, badminton, fishing, bowling, and softball. Information is available on these events from the office of the Assistant Dean of Students.

## **Student Publications**

The official student publications are GMC Today; the student newspaper; Pup Pages, a collection of essays written by students enrolled in Learning Support Services classes, and Reflections, the literary magazine. These publications are produced by students under the supervision of faculty/staff advisors. Financed by the Student Activity Fund, these publications provide opportunities for students in creative writing, art, reporting, business, and design. Each of the Georgia Military College campuses has a student publication in the form of a campus newspaper.

### **REFLECTIONS**

The Georgia Military College literary magazine is a compilation of student, faculty, and staff writing and art. It is published yearly under the aegis of the Humanities Division. Students from all of the GMC campuses are encouraged to submit their work, join the staff, and enjoy the imaginative variety of student creations when Reflections is printed each spring. For the 2004-2005 publications, submissions should be made by February to Susan Isaac (478-445-1469 or [sisaac@gmc.cc.ga.us](mailto:sisaac@gmc.cc.ga.us)) in the Humanities Department at GMC, Milledgeville Campus. Ask the Humanities Coordinator on your campus for submission guidelines and assistance.

### **PUP PAGES**

This annual publication is a collection of essays written by students enrolled in Learning Support Services and English 101 and 102 classes. Students revise their essays for publication. This publication provides students with models of good writing and offers students the opportunity to see their work shared with others. Work is selected by faculty at each campus and submitted to Dr. Paula Payne, the Chair of the Humanities Department (478-445-0634 or [ppayne@gmc.cc.ga.us](mailto:ppayne@gmc.cc.ga.us)).

### **GMC TODAY**

The Milledgeville campus student newspaper is published quarterly. It is written, produced, and published by students under the supervision of the Humanities Division. It provides opportunities for students in creative writing, reporting, interviewing techniques, business, and design. All students, alumni, faculty, and staff are encouraged to

contribute articles to GMC Today and to read each publication. Submission deadlines are established each quarter by the paper's staff and announced through the Humanities/English coordinators at each campus. The campus newspapers at each of the college campuses are excellent quality student publications and are supervised by members of the faculty or staff at the campus.

## **Student Organizations**

### **STUDENT GOVERNMENT ASSOCIATION**

Georgia Military College has a Student Government Association (SGA) at each campus. The SGA deals with student concerns, promotes understanding within the college community, and administers all matters that are delegated to the student government by the President of Georgia Military College. SGA serves as the primary student voice to the administration in college affairs. Students are encouraged to participate in SGA and in the institution's decision-making process. Officers are elected by the student body and normally serve for one year. Responsibility for governing the student body is vested in the students. Elections are held annually in the spring.

### **STUDENT ACTIVITIES COMMITTEE**

The Student Activities Committee is composed of representatives from each academic area, athletics, drama, and a sophomore, freshman, and cadet representing the student body. Students are the key in communicating student interests and needs to the activities committee. Activities include movies, dances, lectures, guest entertainers, concerts, field trips, student publications, intramural, and club activities. Notices of upcoming activities are posted on the campus bulletin boards, monthly activities calendar, and faculty announcements in the classroom. Students who wish to suggest activities should contact one of the student representatives or the President of the Student Government Association on your campus.

The President of the Student Government Association at Milledgeville can be contacted through the Assistant Dean of Students office and through the Assistant Director at each distant learning campus.

### **ALPHA PHI OMEGA**

Alpha Phi Omega is a coeducational national service fraternity open to any student who is interested in developing social awareness, leadership skills and a sense of brotherhood with other students. It not only is the single most represented intercollegiate organization in the United States of America, but the fraternity has active

chapters in the Philippines, Canada and Australia, and alumni groups around the world. Members are offered opportunities to use their talents to be of service to humanity while having fun and forming lasting friendships. Georgia Military College's chapter, Alpha Epsilon Pi, was first chartered in 2002.

### **MILLEDGEVILLE CAMPUS COLLEGE-SPONSORED CLUBS WITH FACULTY ADVISORS**

Some of the clubs operating at the college are the Chess Club, Drama/Art Club, Officer Christian Fellowship (OCF), Pre-Nursing/Biology Club, Adventure Club, Business Club, and Math Club. More information on these and other clubs may be obtained from the Milledgeville office of the Asst. Dean of Students or the Assistant Director at the campus.

### **CHORUS**

Membership in the Georgia Military College Chorus is open to all interested students on the Milledgeville Campus. The chorus plans several off-campus performances as well as performances on campus for students, faculty, staff, and the community. Additional information is available from the chorus director.

### **DEBATE/SPEECH TEAM**

The purpose of the Debate/Speech Team is to develop confidence and expertise in public speaking and enhance vital communication skills through participating in argumentative and interpretative debate through judged competition. The members of the Georgia Military College team travel to several tournaments involving both debate and individual speaking events. Students with minimal experience are encouraged to register for English 261, Public Speaking. To participate in debate, a student should contact Ms. Laurel Koehler @ (478) 445-7138.





# What Else Should I Know

## **HOW DOES STRATEGIC PLANNING AND ASSESSMENT IMPACT GMC STUDENTS?**

Strategic planning is the process by which a college plans its future, addresses its current problems, and understands the effects of its past. Student learning is what every college is all about; therefore, a college spends a great deal of time trying to understand its effect on students and developing new ways to improve services for students.

Over the course of your time at Georgia Military College, you will be asked about the college's impact on you and whether the college has met your educational objectives. The normal elements of this process include asking students to complete surveys because they provide valuable information from students about the college's strengths and weaknesses across a very broad range of areas. You will be asked about the quality of the courses, the course schedule, academic advising, campus security, the library's resources, available parking and some college services not listed here. From the answers to these survey questions, the college selects areas where we need to improve and designs plans to address those problems of most concern to students.

Assessment means the evaluation of the college's effectiveness inside and outside the classroom. The assessment of student learning and student satisfaction do not involve only the long surveys. Assessment also includes the ongoing evaluation of how well you are mastering the materials presented in your classes. Every class has a syllabus of instruction, which includes a list of expected

learning outcomes. Student acquisition of these objectives is evaluated regularly during the course. Various assessment instruments will be selected depending on the course and the degree sought.

All of this assessment is managed carefully by the college under the leadership of the President and culminates in an annual report and an annual strategic planning conference where members of the faculty and staff sum up the year's work and propose courses of action for the future to address problem areas. As a result of this process, the college changes policies and services to solve problems proposed by the students.

As a part of the strategic planning process over the past three years, Georgia Military College has developed a Quality Enhancement Plan (QEP). This effort will focus on improving the quality of the college's Learning Support Services Program and the program's impact on the students. Over the next several years, special attention is going to be placed on expanding the effectiveness of the Learning Support Services (LSS) courses, the LSS instructional methods, the integration of technology in instruction, and tutorial services in Learning Support Services classes.

We know students who dedicate themselves and participate fully in their LSS courses earn better grades in their college level courses than many students who enroll in college level courses immediately after high school graduation. We know that students who begin LSS courses in English pass the Regents' Exam in English at a higher rate than those who did not complete LSS courses.

We also recognize that too many of our entering LSS students leave us before we can help them be fully successful. This low graduation rate for LSS students bothers us greatly and is a primary factor in the decision to dedicate the QEP to improving the LSS Program. Our student satisfaction surveys and our graduating student surveys indicate we often lose LSS students before they complete their AA/AS degree. We believe that we can enrich the lives of every LSS student if each will complete their coursework at GMC. As a result of our future efforts, we believe that more students will stay and finish their education at GMC.

Over the next year or so, we will continue to ask your help in identifying our strengths and weaknesses. We hope you will see these requests as an opportunity to tell us where our strengths and weaknesses occur. We need to know when we are successfully meeting the needs of

our students so we can ensure a productive life after graduation from GMC. Your success after GMC means our strategic plan and your educational plan have been successful, and that makes us happy.

### **STUDENT HEALTH SERVICES MILLEDGEVILLE CAMPUS**

A nurse is available on the Milledgeville campus for first-aid treatment and physical assessment of minor illnesses and injuries. The Nurse's Office is located on the ground floor of Vinson Hall and is open to serve students from 8:00 AM – 5:00 PM, Monday-Friday.

All students' medical records are strictly confidential. Parents are notified in case of any serious injury or illness involving students under 18 years of age.

In emergency situations, transportation to the physician's office or the hospital emergency room is arranged for students on all campuses by calling local emergency medical transportation. The student, not Georgia Military College, is responsible for doctor's fees and other charges should the student be referred to emergency care or to a physician.

### **STUDENTS UNDER THE AMERICANS WITH DISABILITIES ACT**

All Georgia Military College students are encouraged to make known to the Director of Personal Support Services (478-445-2717 phone and fax) any diagnosed disability which requires accommodation in academic course work. If the student is attending college at one of the GMC Community College campuses in Atlanta, Augusta, Columbus, Warner Robins or Valdosta, the student should discuss the diagnosed needs with the Assistant Dean or the Distant Learning Center Director. GMC complies with the Americans with Disabilities Act and will address needs within the capabilities of the college and under the college ADA policy and procedures.

Georgia Military College is not equipped to accommodate students who do not respond to external stimuli and who cannot function independently. Students admitted to Georgia Military College must be capable of profiting from the instruction received.

### **STUDENT RIGHTS AND RESPONSIBILITIES**

Good citizenship is a hallmark of the Georgia Military College student body dating from the founding of the college. Good citizens are the foundation stones of a college just as they are the foundation of any community in which people live and work. GMC sets and enforces high standards for its student citizens, whether on campus or

in the community. We expect that individual students and the student body will conduct themselves in a fashion that will reflect favorably on themselves and the college.

GMC students are expected to demonstrate respect for law and order, to treat the property of the institution and of other people with diligent care, to respect the rights of others, and to exhibit a strong sense of personal honor and integrity. Behavior other than that expected of a conscientious and responsible citizen is not acceptable.

Each student should obtain a copy of the GMC Student Handbook, which outlines expectations of student conduct, student rights and responsibilities, and the disciplinary procedures of the college.

Students who disregard the expectations placed upon them as good citizens subject themselves to the disciplinary process. As noted below, Georgia Military College has a policy on standards and procedures for student non-academic discipline. While the rules and regulations of Georgia Military College are not meant to duplicate civil laws, there are some areas in which the lawful interests of the institution as an academic community coincide with broader public interests. Students who commit offenses against the laws of municipalities, states, or the United States are, of course, subject to prosecution by the appropriate authorities and are liable for disciplinary action under Georgia Military College rules.

The Dean of Students/Commandant of Cadets is the officer of the college with primary responsibility for student discipline. The distant learning center directors have responsibility for student discipline at resident centers.

Students that are accused of misconduct will have an administrative hearing with the Dean of Students, his designee, or the Distant Learning Center Director. The hearing officer determines guilt or innocence, and imposes appropriate sanctions. Severe misconduct cases may be referred to the Georgia Military College Disciplinary Committee and local law enforcement authorities.

Sanctions may include oral or written reprimands, personal probation, revocation and/or limitation of privileges, restitution, probation, suspension, or expulsion. Depending upon the circumstances, a student may be temporarily suspended from the college after a preliminary hearing pending a final hearing on the incident and its resolution.



## **CATALOG**

A student admitted to the College is granted the right to complete programs as stated in the college catalog at the time of initial matriculation to the program if the student is continuously enrolled.

The College reserves their right to make changes in course requirements as long as the total number of credits required for completion of the program does not change. A student who must reapply for admission enters the College under the catalog in effect at the time of readmission. Administrative policy changes that do not affect the student's completion of the degree are applicable to all students regardless of the catalog under which the student was admitted.

## **STUDENT PERSONAL SUPPORT SERVICES**

Ray Olivier, Director

1-478-445-2717

The Department of Personal Support Services, associated with the Office of Academic Affairs, provides four basic services for students, staff and faculty of GMC: personal problem assessment, assistance and referral; academic advisement and guidance; career planning assistance; and training programs in study skills, stress reduction and coping skills, critical interpersonal skills, time management, and campus life issues. The office also offers consultation and assistance to the various administrative sections of GMC. The Department of Personal Support Services also serves the college in evaluation of academic compliance with Americans with Disabilities Act.

## **POLICY ON DRUGS AND ALCOHOL**

The Board of Trustees, administrative officers, faculty and staff of Georgia Military College endorse and support the laws of Georgia and of the United States with respect to the sale, use, distribution, and possession of illicit drugs and alcoholic beverages on college campuses as well as within the state-at-large. Liability for violation of these laws and related liabilities may be imposed on the purchaser or seller as well as the hosts, chaperones, sponsors, or promoters of any event or occasion involving participants going to, being present at, or departing from such events. To this end, the college and the board have endorsed a program designed to enhance awareness of and curb the use of illicit drugs and alcohol by students and others associated with GMC.

Any student organization which knowingly permits or authorizes the sales, distribution, serving, possession, consumption or use of alcohol, marijuana, a controlled

substance or a dangerous drug at any social event or otherwise, when such sale, distribution, serving, possession, consumption, or use is not in compliance with the laws of this state shall have its recognition as a student organization withdrawn for a calendar year from the year of determination of guilt. The organization shall also be prohibited from the use of all property and facilities of the institution. These disciplinary actions are subject to administrative review.

The student handbook provides further detail on issues of student conduct and student liability for violation of college policy.

## **TITLE VI OF THE CIVIL RIGHTS ACT OF 1964**

The College adheres to the nondiscrimination provision of Title VI of the Civil Rights Act of 1964, which states: "No person in the United States shall, on the grounds of race, color, or national origin, be subjected to discrimination under any program or activity." The Affirmative Action/Equal Opportunity Officer is the Vice President for Business Affairs and Personnel.

## **TITLE IX OF THE HIGHER EDUCATION ACT OF 1972**

The College also subscribes to the nondiscrimination provision of Title IX of the Higher Education Act of 1972, which states: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity." The Affirmative Action/Equal Opportunity Officer is the Vice President for Business Affairs and Personnel.

Throughout this catalog and all other publications of Georgia Military College, the terms, "he, his, himself, she, hers, herself, and chairman" are used without regard to gender.

## **FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974**

Georgia Military College adheres to the Family Educational Rights and Privacy Act of 1974 as amended. In summary, this act entitles parents of dependent students or eligible students the right to inspect and review the student's educational records. Parents of dependent students or eligible students have the right to contest inaccurate or misleading information contained in the records. The college must have written permission from the student before it will release information from a student record. Transcripts are a vital part of the student's

personal record. No transcript of a student's record will be issued without the express, written authorization of the student. No telephone or third-party requests will be honored by the college for information from or transmittal of the student record.

The college will not issue official transcripts if the student's financial accounts are in arrears or if there is a disciplinary hold on the transcript.

GMC designates the following as directory information: student's name, address and telephone number, date and place of birth, major field of study, student status, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, most recent previous school attended and photograph. GMC may disclose any of those items without prior written consent, unless the student formally requests in writing that the information not be disclosed.

Educational records requested by court order or valid subpoena do not require prior consent under FERPA regulations. Prior to rendering such requested information the college will make reasonable attempts to notify the student of the legal request so that he/she may raise legal objections.

In cases where there is a valid emergency where such personal information is necessary to avert harm or threat to health and safety of individuals, and the situation requires immediate action, the institution must release that information as needed.

All requests for student records and consent documents must be registered with the Registrar or the Director of the Distant Learning Center.

### **POLICY CONCERNING STUDENT RECORDS**

Georgia Military College will abide by the following guidelines concerning student records:

- A. Inform parents of students and students of their rights concerning student records kept by GMC;
- B. Allow parents and spouses of students who have the written permission of their children or spouses access to the educational records of their children/spouses;
- C. Non disclosure of personally identifiable information from the educational record of a student to any outside agency without the prior written consent of the student; and
- D. Maintain a record of disclosure to outside agencies of

personally identifiable information from the educational records of a student.

As a general rule, the following information will be kept by the Registrar (copies will be kept by Distant Learning Centers) and will remain in the student's academic file:

- A. The official academic transcript (Registrar's Office only);
- B. The original application for admission;
- C. Secondary and post-secondary official transcripts;
- D. Application for graduation and/or degree;
- E. Official notice of admission;
- F. Evaluation of transfer credits; and
- G. Memoranda or correspondence pertaining to:
  1. Registration form, student schedule;
  2. Grades, grade changes, explanations, and special course descriptions;
  3. Drop/Add, official withdrawals;
  4. Special honors or special problems; and
  5. Name and address changes.

As a general rule, all academic files are destroyed three years after graduation, withdrawal, or suspension of the student, with the exception of the official transcript, which is kept indefinitely.

### **AMERICANS WITH DISABILITIES ACT OF 1990**

Georgia Military College provides program accessibility and reasonable accommodations for persons defined as disabled in Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. No handicapped student who is qualified to enter Georgia Military College shall be denied admission or be subjected to discrimination in the application of admission standards.

Disabled persons should visit the campus and tour the facilities prior to enrollment to better understand the status of the college's physical environment and building accessibility. All disabled students who have been admitted to the college should notify the office of the Vice President for Academic Affairs, the Director of Personal Support Services 1-478-445-2717, or the Distant Learning Center Director of their disability and request an assessment of their needs prior to the first term of enrollment at the college. The Vice President for Academic Affairs, the Director of Personal Support Services, or Distant Learning Center Director will direct a review of all requests for assessment and assistance. Provisions for assistance will be based on the following criteria: (1) medical and/or psychological documentation

of the degree of disability; (2) specific limitations of the disability; and (3) the specific requirements of the course. Students with a disability should identify themselves to their advisor and each of their instructors at the beginning of each quarter.

To receive accommodations, a student must be certified as disabled by the review process. It is the responsibility of certified students to notify their instructors of the disability and the accommodation recommendations.

Documentation of a disability is the responsibility of the student. Georgia Military College is committed to providing reasonable accommodations for the disabled to achieve the standard academic requirements of the course and the institution.

Students with a hearing or speech impairment may contact Georgia Military College through the State TDD Relay Service by dialing 1-800-255-0056.

The Director of Personal Support Services (1-478-445-2717) is the contact person for students with disabilities. The Executive Vice President is the designated official for ADA accommodations to the physical plant.

Each GMC campus provides parking accommodation for vehicles of those certified as disabled. In all cases, the student's vehicle must be properly identified and registered with the appropriate campus office.


Students with life threatening medical conditions (such as allergies, epilepsy, respiratory problems, heart conditions, etc.) that may require emergency treatment must submit such information to Georgia Military College as a part of the admissions process, or as soon as the condition is identified, and provide valid medical documentation that contains recommendations for specific emergency medical and list any medications needed to facilitate medial stabilization. (The student will be expected to maintain in his or her possession the essential medications while attending GMC.)

Failure to provide such self identification information and supporting information will release Georgia Military College from any and all liability in addressing emergency conditions related to the medical problem.

The information submitted as a part of the disability review process will not be used to determine eligibility for admission to academic programs. However, Georgia Military College reserves the right to limit access to those programs that by their nature are contraindicated by the medical condition.







# Who Teaches The Courses

## **MILLEDGEVILLE CAMPUS FULL TIME FACULTY**

Anderson, Cynthia

Biology

MEd & BS

Biology

North Ga. C&SU

Atkinson, George Saye

English

MA & AB,

English, U of Ga.

Burks, John Taylor

Physical Ed./GMC 100

MEd, Health & Physical Ed., GC&SU

BS, Biology/ Ed., Mississippi State U

Cornett, Kim C.

Education

Education & Phys. Ed. Division Chair

MEd, Early Childhood Ed.,

Augusta State U

BS, Mass Comm/Pub. Relations,

Florida State U

Couch, Marilu

Computer Info Systems

MEd, Business Ed. & BS,

Business Ed., GC&SU

Council, Beverly

History

Social Science Division Chair  
MEd., History & Elem. Ed., AB,  
History/Political Science, GC&SU

Daugherty, Dr. Tracy

English

Learning Support Services Division  
Chair

PhD, English, U of Ga.

MA, English, U of Arkansas

BS, English, Spring Hill College

Fairbrass, Mark

Biology

Abseryswyth Post Graduate Certificate,  
Ed., U of North Wales

BS, Aquatic Biology, U College of  
Wales

Farmer, Charles

LSS English

Testing Coordinator

BA, English, GC&SU

Gibson, Dr. Larry

Biology

DC, Life Chiropractic College

BS, Allied Health Sciences, Brenau  
College

AS, Biology, Gainesville College

Harmon, Leonard

Physical Education/Wellness

Assistant Athletic Director

MS, Health/PE & BS, Ed./Health/PE,  
Ga. Southern U

Hastings, William

Art

MFA, Fine Arts, U of Wisconsin

MS, Art & BFA, Art, Kansas State  
College

Isaac, Susan V.

English

MA, English & BS, English and

Psychology, East Tennessee State U

Koehler, Laurel

LSS English/Reading

Writing Center Director

MEd, Educational Leadership & BS,  
English, Troy State U

Lawrence, Linda

English

MEd, English Ed, North Ga. C&SU

BA, English, Erskine College

Manchester, Rob

Physical Education/Wellness

MS, Kinesiology & Health Promotion  
& BA, Secondary/Social Studies Ed., U  
of Kentucky

Mastrogiovanni, Daniel Dino Thayer  
Chemistry

MS, Chemistry, Furman U

BS, Chemistry, Furman U

Mayo, Tony

Psychology

MS, Psychology & BS,

Psychology/Political Science, GC&SU

Moffitt, Derrick

Political Science

MA, Political Science, Ga. Southern U

BA, Political Science, Newberry  
College

Parks, Judy Ann

LSS English

Reading Coordinator

BA, English, GC&SU

Payne, Dr. Paula

Humanities Division Chair

PhD, English, U of Southwestern  
Louisiana

MA, English, Middlebury College

MA, Secondary Ed., & BA, English, U  
of Southwestern Louisiana

Pennington, Kelly Weems

Mathematics

Mathematics Division Chair

MEd, Mathematics/Education, GC&SU

BS, Mathematics, Ga. Southwestern  
College

Rice, Dr. Ramona

Biology

Natural Science Division Chair

Post-Doctoral Fellowship, Chemistry,  
Utah St. U.

PhD, Botany & MS, Botany, U of  
Arkansas

BS, Chemistry & Biology, Ouachita  
Baptist U

Robertson, Dr. John S.

Mathematics

Ph.D., Mathematics, Rensselaer

Polytechnic Inst.

MS, Mathematics, Rensselaer

Polytechnic Inst.



BS, Physics, Rensselaer Polytechnic Inst.  
 Rowland, Jim  
 Mathematics  
 MS, Elect. Engineering & BS, Elect.  
 Engineering, Ga. Inst. of Technology  
 Self, Kathryn  
 LSS Mathematics  
 BA, Mathematics, Mercer U  
 Smith, Nancy  
 LSS Mathematics  
 BA, Biology, GC&SU  
 Spivey, Jodi W.  
 Political Science  
 MPA, Public Admin. & BS, Criminal  
 Justice, GC&SU  
 Tatum, Jeff  
 Health/Physical Ed./LSS Mathematics  
 MEd, PE/Admin. & Recreation & BS,  
 Health & PE/Admin., Delta State U  
 Veal, Lee  
 Business  
 Business Admin/CIS/Career Division  
 Chair  
 MBA, Business & BBA, Accounting,  
 GC&SU  
 Whigham, Phillip  
 History  
 MA, History & BA, History, Valdosta  
 State U  
 Yu, Moona  
 Music  
 MA, Music, U of Iowa  
 BA, Music, Augustana College

### **MILITARY SCIENCE DIVISION FACULTY**

Braddock, MAJ David Michael  
 Military Science 300  
 BS, Criminal Justice, Columbus State U  
 Eaton, MAJ Frederick  
 Military Science 200  
 BS, U of Ga.  
 Hall, MAJ Thomas K.  
 Military Science 400  
 MMAS, US Army Command &  
 General Staff College  
 BS, History, GC&SU  
 AA, GMC  
 Jacobs, MSG Woodrow

Military Science 100  
 AS, St. Leo College

### **STAFF MEMBERS WHO TEACH**

Anderson, Dr. John W.  
 Political Science  
 PhD, Political Science, Emory U  
 MS, International Law/Politics,  
 Florida State U  
 BS, Social Science Ed., Johnson State  
 College  
 Beer, Patrick  
 Ethics/Canoeing/Backpacking/Rappelling  
 MMAS, Command & General Staff  
 College  
 MA, Computer Resource Mgmt.,  
 Webster U  
 BA, History, Augusta College  
 Fontaine, Bernard  
 Political Science/Backpacking  
 ABD, Political Science, Georgia State U  
 MPA, Public Admin, & BS, Business  
 Admin, Brenau U  
 Hebel, John  
 Library Science  
 MS, Library Science, Columbia  
 College  
 BA, English, Trinity College  
 Moore, Linda W.  
 Biology  
 MEd, Biology, & BA, Biology,  
 GC&SU  
 Olivier, Ray  
 Psychology/ Ethics/Political Science  
 Director of Personal Support Services  
 ABD, Clinical Psychology, U Southern  
 Mississippi  
 JD, Civil Law, Loyola U  
 BA, Psychology, Nicholas State U  
 AA, History, St. Joseph Seminary  
 Simpson, Jane  
 Library Science  
 Director of the Library  
 MLS, Library Science, U of S Carolina  
 BA, GC&SU  
 Smith, Patricia  
 LSS English  
 BA, English, GC&SU  
 Williams, Herbert (Bert)

History  
 MA, History, U of Ga.  
 BA, History, Davidson College

### **MILLEDGEVILLE CAMPUS ADJUNCT INSTRUCTORS**

Cowan, K. Holley  
 Sociology  
 MA, Social Work, U of Pennsylvania  
 BA, Sociology, Ga. Southern U  
 Deen, Jonathan  
 History  
 MEd, Social Science Ed, & BS,  
 History, GC&SU  
 Deloach, Melody  
 Mathematics  
 EdS, Supervision, U of Ga.  
 MEd & BS, Mathematics, GC&SU  
 Dunwoody, Phillip  
 Psychology  
 PhD & MS, Psychology, U of Ga.  
 BA, Psychology, the Richard Stockton  
 College of New Jersey  
 Everett, Allison  
 Physical Education  
 BS, Exercise Science, GC&SU  
 AS, General Studies, GMC  
 Hanson, Lynn  
 Business  
 MBA, Business Admin., & BA, Mgmt,  
 GC&SU  
 Hunt, Angela R.  
 Business  
 MA & BBA, Accounting, GC&SU  
 Layfield, Tony  
 Criminal Justice  
 MEd, Health & Recreation & BS,  
 Health/PE & Recreation, GC&SU  
 Mills, Paul  
 Physical Education/Health  
 MEd, Health Ed & PE, GC&SU  
 BS, Physical Ed, Union College  
 Mitchem, Donna  
 LSS Mathematics/Reading  
 BA, Health/PE/Biology, Tift College  
 BA, Middle Grades Ed., GC&SU  
 Murphy, Millie  
 Education/ Reading  
 MEd, Education/Learning Disabilities,

Minot U  
MEd, & BS, Education, GC&SU

Prosser, George  
Computer Information Systems  
MMI, Mgmt Info Systems, GC&SU  
BBA, Accounting, U of Ga.

Shepherd, Jack  
Management/Business/LSS  
Mathematics  
MBA, Business Admin, GC&SU  
BS, Industrial Mgmt, Ga. Inst of  
Technology

Smith, Gail  
Criminal Justice  
MPA, Adm. Systems, & BS, Criminal  
Justice, GC&SU

Smith, Kathryn  
Spanish  
MEd, Spanish & BA, Psychology, Ga.  
Southern U

Speight, Vernon  
Business/Economics  
MBA, Business Admin & BBA,  
Business Mgmt, GC&SU

Stillwell, Elizabeth  
Education  
MEd & BS, Early Childhood Ed,  
GC&SU

Toney, Dr. Eleanor  
Sociology  
PhD & MA, Sociology, U of Ga.  
BS, Nursing, Valparaiso U

Watkins, Charlotte  
Education/Reading  
MEd, Social Science & BS, Education,  
Ga. Southern U

Zipperer, Amy G.  
English  
MFA, Creative Writing, & BA, English,  
GC&SU

### **ATLANTA CAMPUS FULL TIME FACULTY**

Bell, Christopher  
Coordinator of Humanities  
English  
MA, English, Western Carolina U  
BA, English, Piedmont College

Butts, Leverette  
Coordinator of LSS

English  
MA, English, & BA, Philosophy, State  
U of West Ga.

Davis, Mary Helen  
Coordinator of Social Sciences  
History  
MA & BA, History, GC&SU

Dorsett, Dr. Diane  
Coordinator of Natural Sciences  
Biology/Mathematics  
PhD, Immunology & Microbiology,  
Emory U  
MS, Genetics, U of Ga.  
BS, Biology, Emory U

Gilstrap, Shannon  
English  
MA, English, Clemson U  
BA, English, Piedmont College

Paylor, Sheryl  
English/Speech  
MA, Speech, U of New Mexico  
BA, English, Ga. State U

Simmons, Isaac  
Coordinator of Mathematics  
Computer Info Systems/Mathematics  
MS, Mathematics, U of Tennessee  
BS, Mathematics, Knoxville College  
Washington, Heyward  
Mathematics  
MCRP, City Planning, Ohio State U  
BS, Mathematics, Morris College

### **STAFF MEMBERS WHO TEACH**

Condon, Deborah  
Education/GMC 100A  
MS, Education/Curriculum, U of New  
Orleans  
BS, Education/Communications, West  
Chester U

### **ATLANTA CAMPUS ADJUNCT INSTRUCTORS**

Bailey, Ron  
History/Ethics  
EdS, MEd, Secondary Ed & AB,  
History, West Ga. College

Bunn, Henry Jr.  
Business  
MBA, Business Mgmt, Golden Gate U  
BS, Liberal Arts, U of New York  
BS, Business Management, Ricker

College

Burgess, Linda  
Physical Education  
MA, U of West Alabama  
BS, U of Alabama

Cook, Dr. Alvin  
Psychology  
EdD, Atlanta U  
MA, Administration, Atlanta U  
BA, Religion/Psychology, Morehouse  
College

Daniel, Jan  
Psychology  
EdS, MA, West Ga. College  
BA, Berry College

Eley, Dr. Ruth  
Political Science  
PhD, Political Science, Clark Atlanta U  
MPA, Public Administration, Atlanta U  
BA, Sociology, Hofstra U

Elkins, Phil  
Music  
MA, Music, Northwestern U  
BME, Music Ed, U of Oklahoma

Fears, Jacquelyn  
Physical Education  
EdS & MS, West Ga. College  
BS, Ga. Southern U

Franks, Dr. Parthenia  
English/Public Speaking  
PhD, Spch. Communication, Ga. State  
U  
MA, Speech Pathology, Howard U  
BA, Language Arts, Morgan State U

Gaspierik, Teresa  
Education  
Ed.S, Admin & Supervision, West Ga.  
State U  
MEd, Middle Childhood Ed, Ga. State  
U  
BSED, Mental Retardation, U of Ga.

Harford, Dr. Lee  
History  
PhD, History, Florida State U  
MA, History, Kansas State U  
BA, History, Norwich U

Hawkins, Erskine, Jr.  
Accounting/Business  
MS, Professional Accountancy, Ga.

State U  
BA, Business Admin., Morehouse College  
Hobson, Patricia  
Mathematics  
MAT, Emory U  
BA, Birmingham-Southern U  
Iredell, James  
English  
MA & BA, English, U of Nevada  
Kendrick, Miranda  
Computer Info Systems  
BS, Computer Info. Systems, St. Leo College  
BA, Business Admin., St. Leo College  
Lapp, Linda  
Computer Info Systems  
MA, Business, Central Michigan U  
BA, Business Adm./Computer Info. Sys, St. Leo College  
AAS, Business Mgmt., Texas College  
Lehman, Charles  
Marketing/Management  
MBA, Mkt. & Mgmt., U of Cincinnati  
BS, Business, Miami U  
Mitchell, Henry  
Accounting/Economics  
MBA, Accounting & MA, Economics, U of Central Oklahoma  
BBA, Accounting & BS, Marketing, U of Central Oklahoma  
Morgan, Barbara  
Natural Science  
PhD, Ga. State U  
MS, Atlanta U  
BS, Clark Atlanta U  
Parmer, Julia  
Mathematics  
MEd, Middle Grades, West Ga. College  
BSED, Jr. High Math Ed West Ga. College  
Pettigrew, Carol  
Spanish  
MA, Spanish, U of Cincinnati  
BA, Spanish, Ohio State U  
Powell-Smith, Angela  
MA, Psychology, Ga. School of Prof. Psychology  
BS, Psychology, Talladega College

Ramsey, Clemene  
Education  
MA, Special Ed, Ga. State U  
BA, Special Ed, U of Kentucky  
Risher, Dr. John  
Zoology/Toxicology  
PhD, Environmental Health, U of Cincinnati  
MS & BA, Zoology, Miami U  
Sellers, Eric  
Criminal Justice  
MS, Criminal Justice/Sociology & BS, Criminal Justice, Grambling State U  
Thompson, Dr. Debra  
Education/ GMC 100A  
PhD, Special Education, U of Ga.  
MEd, Education, Ga. State U  
BS, Education, U of Ga.  
Tucker, Sonya  
Education  
EdS, Counseling, West Ga. College & State U  
MEd, Counselor Ed & BSED, Exceptional Child, Ga. Southern U  
Uttley, Jackie  
Education  
EdS, Guidance & Counseling, West Ga. College  
MEd, Ed., U of Oklahoma  
BS, Ed., North Texas State U  
Wright, Brenda  
Speech  
MA, Media Communications & BA, Journalism, Governors State U  
**AUGUSTA CAMPUS  
FULL TIME FACULTY**  
Bhale, Pallavi  
Mathematics  
MS, Mathematics, Devi Ahilya Institute of Technology  
BS, Mathematics, Girls College  
Blackwelder, Ralph B.  
Computer Info Systems  
MBA, BS, Business, Brenau U.  
AAS, Gen. Studies, Ga. Military College  
Brown, Dr. Kathleen  
Biology/Chemistry  
Coordinator of Natural Sciences  
PhD, Biochemistry, U. of Illinois

Medical Center  
BS, Biology, Roosevelt U.  
Finger, Gloria  
Learning Support Services and Education  
Coordinator of Learning Support Services and Education  
MEd, Adult & Voc. Ed., Ga. Southern U.  
BA, Elementary Ed., U. of Wisconsin  
Fissel, Jodi L.  
History  
MA, History, U. of South Carolina  
BS, History, Ball State University  
Flannigan, Dr. Alice P.  
History  
Coordinator of Social Sciences  
PhD, MA, History, U. of South Carolina  
BS, Govt. & Public Adm., American U.  
Hamilton Jr., Hugh M.  
Business and Computer Info Systems  
Coordinator, Business/Computer Info Systems  
MPA, Public Administration, Ga. Southern U.  
BS, Computer Information Systems, Troy State U.  
Hayes, John J.  
Criminal Justice  
Division Chair, Criminal Justice  
MS, Criminal Justice, Westfield State College  
BS, Criminal Justice, Northeastern U.  
Holmes, James  
Accounting & Economics  
MBA, Mgmt. & BA, Psychology, Auburn U.  
CPA  
Mark, Arthur B.  
Mathematics  
PhD (Candidate) U. of South Carolina  
MS, Mech. Engineering, U. of Illinois  
MA, Computer Data Mgmt., Webster U.  
BS, Mech. Engineering, U. S. Military Academy  
McBurney, Marie N.  
LSS English  
MS, Business Education, Marywood

College  
BA, English Education, Niagara U.

McCraney Jr., John L.  
English  
MA, English, Birmingham-Southern College  
AB, English, U. of South Carolina

Miller, Dr. David W.  
Chemistry  
PhD, Physical Chemistry, Purdue U.  
BS, Chemistry, Augusta College

Peacher, Niles  
Political Science  
MPA, Political Science, U. of Ga.  
BS, Secondary Ed., Austin Peay State U.

Reynolds, Connie S.  
Education and LSS Reading  
MSE, BSE, Elementary Education, Northwest Missouri State U

Simon, Paul N.  
English  
MS, Education, U. of Southern California  
AB, Sociology, San Francisco State U.

Swedan, Dr. Nahla  
English  
Coordinator of Humanities  
PhD, Literature, Minia U. and Ga. Southern U.  
MA, BA, English, Minia U.

Trabue, William C.  
Mathematics  
Coordinator of Mathematics  
PhD (Candidate) U. of Ga.  
MS, Teleprocessing Science, U. of Southern Mississippi  
BS, Engineering, United States Military Academy

Wildy, Ralph L.  
Mathematics  
EdS, Adult Education, Ga. Southern U.  
MEd, Human Services, Boston U.  
BSEd, Mathematics, Southeast Missouri State U.

## **STAFF MEMBERS WHO TEACH**

Burton, Emory Allen  
History  
MA, History, Old Dominion U.  
MBA, Management, New York

Institute of Technology  
BBA, Retailing, U. of Ga.  
BS, Government, U. of Maryland

Hendricks, George Brian  
History/Religion  
MA, History, Ga. Southern U.  
M.Div, Theology, The Southern Baptist Theological Seminary  
BA, Religion and Greek, Furman U.

Mehrhof, Emily J.  
LSS Mathematics  
BSFCS, Consumer Economics, U. of Ga.

Ramsey, Sylvia L.  
Speech  
MA, Speech Communications, Arkansas State U.  
BSE, Speech, Southeast Missouri State U.

Rollosson, Senn K.  
LSS Mathematics  
BSEd, Health Promotion & Behavior, U. of Ga.

Williams, Freddie J.  
Computer Info Systems  
MSA, Information Resource Management, Central Michigan U.  
BA, Psychology, Coker College

## **AUGUSTA CAMPUS ADJUNCT INSTRUCTORS**

Arora, Julie B.  
Wellness  
MN, BSN, Nursing, Medical College of Georgia

Barnes, Virginia  
English  
MA, English Education, New York U.  
BA, English, Paine College

Barrow, Constance D.  
Physical Science and Environmental Studies  
EdS, MEd, BS, Science Education, Ga. Southern U.

Beard, Nancy A.  
Mathematics  
MEd, Mathematics, South Carolina State U.  
BS, Mathematics, Voorhees College

Bender, Dr. M. Lorraine  
Biology

PhD, Nutrition/Biology, Texas Women's U.  
MEd, Health Education, Ga. Southern U.  
BS, Chemistry/Dietetics, Texas Women's U.

Braxton, Mary V.  
Political Science  
MA, BS, Political Science, U. of Ga.

Carter, Holly R.  
Sociology  
PhD, Sociology/Health Services Research, U. of North Texas  
MSSW, Social Work, U. of Texas at Arlington  
BSW, Social Work, Midwestern State U.

Christine, Bobby  
Political Science and Criminal Law  
JD, Law, Samford U.  
BA, Political Science, U. of Ga.  
AA, General Studies, Ga. Military College

Daniels, Dr. Larry  
Psychology  
PsyD, Florida Institute of Technology  
MS, Clinical Psychology, Florida Institute of Technology  
BA, Psychology, U. of Central Oklahoma

Davis, Rebecca H.  
Biology  
MS, Biology, St. Louis U.  
BA, Biological Sciences, Clemson U.

Cowart, Elizabeth L.  
Education  
MEd, Special Education, Augusta State U.  
BA, Psychology, U. of Colorado

DeGraff, George C.  
Mathematics  
MS, Mathematics, Rensselaer Polytechnic Institute  
BS, General Engineering, United States Military Academy

Duffy, Edward  
Learning Support Services  
Mathematics  
MBA, Business, U. of Oklahoma  
BS, Electronic Physics, LaSalle U.

Elvidge, Randy D.  
Biology  
MS, Aquaculture, Fisheries, & Wildlife,



Clemson U.  
BS, Zoology, U. of Tennessee

Feske, Thomas J.  
LSS Mathematics  
MEd, Instructional Technology, Troy State U.  
BS, Mechanical Engineering, U. of Louisiana

Gallagher, James B.  
LSS English  
MA, Journalism, U. of Ga.  
BA, Economics, Boston College

Gardner, Dr. Harold L.  
Psychology  
PhD, Psychology, U. of Ga.  
BA, Psychology, Mercer U.

Graves, Arthur L.  
English  
MA, BA, English Education, U. of South Florida

Hasan, Mohamed F.  
LSS Mathematics  
MS, Mechanical Engineering, Tuskegee U.  
BS, Mechanical Engineering, Cairo U.

Heard, M. Jean  
Psychology  
MS, Counseling Psychology, Rider U.  
MS, Industrial Psychology, Fairleigh Dickinson U.  
BS, Business, Washington U.

Jenereaux, Dale R.  
Criminal Justice  
MS, Criminal Justice Education, Troy State U.  
BS, Criminal Justice, Brenau U.

Jones II, Harold V.  
Political Science  
JD, Law, North Carolina Central U.  
BA, Political Science, South Carolina State U.

Kaminer, Dana  
Sociology  
MSW, BA, Sociology, U. of South Carolina

Kirbah, Salwa S.  
Biology  
DVM Cairo U.

Lakeman, Doris D.

Speech and LSS English  
MA, Speech, Abilene Christian U.  
BA, Speech and English, U. of Maryland

Lavigne, John O.  
LSS Mathematics  
MS, Computer Inf. Sys., Boston U.  
BS, Electrical Engineering, La. State U.

Lewis, Dr. Frank D.  
Psychology  
PhD, Psychology, U. of Arkansas  
MA, Psychology, U. of West Florida  
BS, Psychology, Florida Southern College

MacDonald, Mark A.  
Psychology  
MA, BA, Psychology, West Georgia College

Menger, James A.  
History  
D. Min., Pastoral Counseling, Graduate Theological Foundation  
MEd, Counseling, U. of South Carolina  
MA, History, Clemson U.  
BA, History, Baptist College at Charleston

Miller, Dr. Kurt D.  
Communications-Electronics/Religion  
D.Min, M.Div, Erskine Seminary  
MS, Business Administration, Boston U.  
BT, AAS, Electronic Engineering Tech., New York Inst. of Tech.

Moore, Lynn T.  
Business  
BBA, Accounting, Augusta College  
MBA, Management & Accounting, Augusta College

Moore, William D.  
Business  
MBA, Business, Jacksonville State U.  
BS, Textile Engineering, Auburn U.

Moak, Nancy M.  
Education  
EdS, Administration, Ga. Southern U.  
MS, Special Education, Mississippi State U.  
BS, Elementary & Special Education, Mississippi State U.

Nash, Thomas A.

Criminal Justice  
MPA, Criminal Justice, Brenau U.  
BS, Criminal Justice, Brenau U.

Nunnally, Mary  
Mathematics  
MAT, Mathematics, Emory U.  
BS, Mathematics, Ft. Valley State U.

Poole, Dr. Gertrude Ann  
French  
PhD, Arts in Humanities, Clark-Atlanta U.  
MA, French, Tufts U.  
BA, French/Secondary Ed. Spellman College

Rogers, Betsy B.  
LSS English  
EdS, Leadership, Georgia College and State U.  
MEd, Leadership, Augusta State U.  
BA, English Education, Lee U.

Royal, Deborah B.  
Psychology  
MEd, Counseling & Psychology, Troy State U.  
BA, Sociology, U. of South Carolina – Aiken

Smith, Gordon  
Biology  
MS, Microbiology, Texas A & M U.  
BS, Biology/Chemistry, Southwestern U.

Solesbee, Steve B.  
Business  
DBA (candidate), Management, Nova Southeastern U.  
MBA, Management, Nova Southeastern U.  
BS, Management, Southern Illinois U.

Stewart, Martha  
English  
MST, English, Ga. Southern U.  
BA, English, Augusta College

Thompson, Candida M.  
Spanish  
MEd, Education Leadership, Augusta State U.  
BA, English as a Second Language, U. of Puerto Rico

Turner, Dr. Robert W. Jr.  
English

PhD, Education, Walden U.  
MEd, Secondary Education, Ga. State U.  
BA, English, Benedict College

Waldrep, Alicia G.  
Music Appreciation  
MM, Music, U. of Wisconsin  
BS, Music Education, Bob Jones U.

Ward, Kevin L.  
Business  
MBA, Marketing, Ga. Institute of Technology  
BA, Management, Augusta State U.

Woodard, Taylor  
Accounting  
Master of Accounting, U. of Florida  
BS, Accounting, U. of Florida  
CPA

Wright, Rebecca A.  
LSS English  
JD, Law, Mercer U.  
BA, English, Randolph-Macon Woman's College

### **COLUMBUS CAMPUS FULL TIME FACULTY**

Fontana, Dr. Roger  
English/Business  
EdD, English/Ed, Auburn U  
MEd, Secondary Ed, Ga. State U  
BA, Speech, St. John's U

Hicks, Jerry  
Biology  
MEd, General Science Ed., Auburn U  
BS, Biology, Columbus State U

Lumbard, Trina  
Mathematics  
Coordinator of Mathematics  
MEd, Mathematics Ed, Columbus State U  
BS, Mathematics/Computer Science, Columbus State U

Nelson, Aungelic  
History  
MA, History, U of Alabama  
BA, History, Columbus State U

### **STAFF MEMBERS WHO TEACH**

Dixon, Jim  
Psychology  
MEd & ABD, Counseling/Psychology,

Auburn U  
BS, Psychology, Columbus State U

### **COLUMBUS CAMPUS ADJUNCT INSTRUCTORS**

Arrington, John  
Criminal Justice  
MS & BS, Criminal Justice, Troy State U

AS, Criminal Justice, Chattahoochee Valley College

Brackin, Michael  
LSS Mathematics  
BS, Math Ed, Auburn U

Buck, Kellie  
Sociology  
MSW, Social Work, Wayne State U  
BS, Psychology/Social Work, Drury College  
AAS, Northern Virginia CC

Fry, Bill  
Music  
DMA, Musical Arts, The U of North Carolina  
MM, Music/Ed, Ga. State U  
BM, Music Ed, Columbus State U

Ivey, Patricia  
LSS English/Reading  
MEd, Secondary Ed -English & BS, General Studies, Columbus State U

Jarrett, William  
Education/Psychology  
EdS, Educational Admin. & Supervision, Ga. State U  
MEd, Special Ed./Behavior Disorders & BA, Psychology, Columbus State U

Johnson, Leon  
Physical Education/Wellness  
MS & BS, Physical Ed, Troy State U

Kelly III, Richard  
Criminal Justice  
MPA, Justice Admin & BS, Criminal Justice, Columbus State U

Khan, Latif  
Biology  
MS & BS, Biology, Osmania U

Ortiz, Aurelia  
LSS English/Reading  
BA, Communications, U of Texas

Rai, Prakash

Biology  
EdS & MS, Zoology-Entomology, Auburn U  
BS, Agriculture, Osmania U

Schepp, David  
Political Science/History  
MS, Inter Relations/Intern. Affairs & BS, Social Science, Troy State U

Starling, Ginger  
Spanish  
MA, Hispanic Studies, Auburn U  
BA, Spanish, Texas A&M U

Strain, Robert  
Business/Public Speaking  
MBA, Business Admin., Troy State U  
MA, Cinema TV Theatre, Regent U  
BA, Speech Communications, U of Ga.

### **GRAY STAFF MEMBERS WHO TEACH**

Meeks, Susan V.  
LSS Mathematics  
BS, Business Admin., GC&SU

### **GRAY ADJUNCT INSTRUCTORS**

Abbott, James  
Physical Education  
Med, Health & PE, GC&SU  
MEd, Driver & Safety Ed, U of Ga.

Aldhizer, Leigh  
Education/Psychology  
MEd, Psychology, U of Oklahoma  
BA, Sociology, Wesleyan College

Berke, Jeffery  
English/LSS English  
MA, English, Valdosta State U  
BA, English, Florida State U

Harmony, Toni Ann  
Physical Education/Wellness  
MEd, & BS, Health & PE, GC&SU

### **MADISON ADJUNCT INSTRUCTORS**

Abney, Katrina (Trina)  
Biology  
MS & BS, Biology, GC&SU

Ainslie, Leah M.  
Physical Education/Wellness  
BS, Nursing, Medical College of Ga.

Baldwin, Robert  
LSS Mathematics/Ethics/GMC 100  
MSA, Public Admin., GC&SU  
MBA, Business Admin, Troy State U  
BIE, Industrial Engineering, Auburn U

Freeman, Dottie  
Computer Information Systems  
BSED, Business Ed, U of Ga.

George, Tracy  
Business/Economics/Computer Info  
Systems  
MBA, Business Admin., Keller  
Graduate School of Mgmt  
BBA, Marketing, Ga. State U

Gray-White, Dr. Kathryn  
History  
PhD, History/Ed, MA, History, & ABJ,  
Journalism U of Ga.

Hanes, Janey  
Education/Reading  
MEd & BS, Special Education,  
GC&SU

Mackey, Dr. Myra  
Education  
EdD, Curriculum & Instruction., U of  
Sarasota  
Med, Early Childhood Ed, U of Ga.  
BSED, Home Economics Ed, GC&SU

Mullis, Janie  
Computer Information Systems  
MMIS, Mgmt Info Systems, & BBA,  
Computer-based Info Systems, GC&SU

Richardson, Dewey A.  
Education/History/Political Science  
EdS, MEd, Social Science, & BS,  
Political Science, GC&SU

Sexton III, Vincent  
History  
MA, History, Vanderbilt U  
BA, History, Hampden-Sydney College

Ward, Tommi  
English  
MEd, English Ed, & BA, English,  
North Ga. College

White, Jane  
Physical Education  
BS, Health, PE & Recreation, GC&SU

## **SANDERSVILLE**

## **STAFF WHO TEACH**

Anderson, Janet  
History/Political Science  
MA, History, West Georgia College  
BA, History, Columbus State U

## **SANDERSVILLE ADJUNCT INSTRUCTORS**

Anderson, Cheryl  
Mathematics/LSS Math  
MEd & BA, Mathematics, GC&SU

Camp, Angela  
Mathematics/LSS Math  
MEd, Mathematics, Ga. Southern U  
BA, History, LaGrange College

Dixon, Denise  
Physical Education/Wellness  
MEd, Health & PE, & BS, Nursing,  
GC&SU  
AS, Dental Hygiene, Macon State  
College

Doolittle, Allison  
History/Education  
EdS, Social Science, MEd, Social  
Science Ed, & BS, History Ed,  
GC&SU

Hartley, LuAnne  
Education  
MEd, Early Childhood Ed, GC&SU  
BS, Early Childhood Ed, U of Alabama

Hohnadel, Elizabeth  
Biology  
MS, Biology/Outdoor Ed, GC&SU  
BS, Biology, Presbyterian College

Raines, Lora  
English/LSS English  
MST, English Ed & BS, Education, Ga.  
Southern U

Register, Melissa  
Psychology  
MS & BS, Psychology, GC&SU

Strickland, Sandy  
Education/Wellness  
MEd, Special Ed, GC&SU  
BS, Physical Ed, Indiana State U

Twombly, Sheila  
History  
MEd, History, GC&SU  
BA, History, Bethel College

Wilson, Donna  
Computer Information Systems  
MST, Business, & BS, Office Admin.,  
Ga. Southern U  
AS, Business, Andrew College

## **VALDOSTA CAMPUS FULL TIME FACULTY**

Bryan, Amanda  
LSS Mathematics  
BSED, Secondary Ed, Mathematics,  
Valdosta State U

Brzezienski, Donna  
Sociology  
Coordinator of Behavioral Science  
MS, Sociology, BS, Criminal Justice, &  
BS, Sociology, Valdosta State U

Cronin, Kevin  
History  
MA, History & MEd, Business Ed,  
Valdosta State U  
BS, Business Mgmt., U of Maryland

Davis, Christy  
Government/Criminal Justice  
JD, Law, Regent U  
BA, History, Valdosta State U

Harris, William "Derrick"  
English  
MA & BA, English, Valdosta State U

Hopper, Mary Mathematics  
MST, Mathematics, U of Dayton  
BS, Mathematics, Barry U

Milner, Tom  
Mathematics  
LSS Coordinator  
MEd, Mathematics Ed., & BS,  
Mathematics, Valdosta State U

Mullis, Claudia  
Computer Information  
Systems/Business  
MEd, Instructional Technology,  
Valdosta State U  
BS, Home Economics, Mississippi  
State U

Perez, Carmen Renee  
English  
MA & BA, English Literature, Valdosta  
State U

Stevens, Ellen  
Business

MBA, Economics/Finance, U of Rochester  
 MBA, Finance & Accounting, Simon School of Business  
 BS, Health Science, State U of New York  
 Thompson, Frank  
 Biology  
 MS, Biology, Ga. Southern U  
 BBA, Business Administration, Valdosta State U  
 Walker, Frank "Pat"  
 English  
 MA, English Literature, North Carolina State U  
 BA, English Literature, U of Florida

## **STAFF MEMBERS**

### **WHO TEACH**

Parks, Dr. Donald  
 Education/Ethics, GMC 100  
 EdD, Adult & Career Ed, MEd, Ed/Admin/Supervision, & BSEd, Special Ed, Valdosta State U

### **VALDOSTA CAMPUS ADJUNCT INSTRUCTORS**

Adams, Stacey  
 Political Science  
 MPA, Public Admin., California State U  
 BA, Social Sciences, U of California @ Berkeley  
 Albea, Emmette  
 Psychology  
 MS, Guidance & Counseling, & BA, Psychology, U of Tennessee  
 Barr, Philip  
 Business  
 MBA, Business Admin., Emory U  
 BS, Business, Valdosta State U  
 Bass, Bethanie  
 LSS English  
 BS, English, Louisiana State U  
 Bezona, Ronald  
 History  
 MA, History, Valdosta State U  
 BS, Social Science, Northwest Missouri State College  
 Burkheimer, Geri K.  
 Biology  
 MS, Environmental Mgmt, U of Maryland  
 BS, Cellular Biology, U of Ga.

AND, Registered Nurse, Motlow Community College  
 Burroughs, James  
 Biology  
 MEd, Secondary Education/Biology & BS, Biology, Valdosta State U  
 Califf, Renee  
 Physical Education/Wellness  
 MEd & BS, Health & PE, Valdosta State U  
 Carter, Eileen  
 LSS Reading  
 MEd, Elem Ed, Ga. State U  
 BS, Elem Ed, Valdosta State U  
 BS, Reading Specialist, U of Central Florida  
 Catron Jr., Dr. James O.  
 History/Political Science  
 EdD, Higher Specialization, Nova Southern U  
 EdD, Higher Ed Admin., Florida State U  
 MA, Social Studies/Community College Instruction, Appalachian State U  
 BA, History, Emory & Henry College  
 Cole, Lamar  
 Criminal Justice  
 JD, Law, U of Ga.  
 BA, English, U of Ga.  
 Crowder, Linda  
 English  
 ABD & MS, Mass Communications, U of Minnesota  
 BS, Psychology & Speech Communications, U of Minnesota  
 Davis, Sue  
 Psychology  
 MEd, Counseling/Guidance, MEd, Behavioral Disorders, & BEd., Special Ed, Valdosta State U  
 Drew, Jon Alan  
 Music  
 MS, Education, Troy State U  
 BM, Music Ed, Valdosta State U  
 Galloway, Guice  
 LSS Mathematics  
 MA, Linguistics, & BA, Mathematics, U of Florida  
 Gaskins, Rebecca  
 English

MA & BA, English Literature, Valdosta State U  
 Graham, Kendell  
 Computer Information Systems  
 MS, Business Ed/Mgmt, Portland State U  
 BS, Mathematics/Physics, Central Michigan U  
 Green, Larry  
 Education/Biology/GMC 100  
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 Greene, Dr. Lucy  
 Education  
 PhD, Education Leadership, Ga. State U  
 EdS, Education Leadership & MEd, Special Ed, Valdosta State U  
 BS, Education, U of Ga.  
 Hardwick, Harry  
 LSS Mathematics  
 BS, Mathematics & Physics, Valdosta State U  
 Horst, Ana Maria  
 Political Science/Spanish  
 Law Degree & MS, Political Science, Los Andes U  
 MPA, Public Admin., Valdosta State U  
 Hoyt, Dr. Susan Megow  
 Education  
 EdD, Child & Youth Studies, Nova Southeastern U  
 EdS, Administration, Valdosta State U  
 MEd, Admin. & Supervision, Middle Tennessee State U  
 BA, Elementary Ed., U of Central Florida  
 Jordan, Cassandra  
 Sociology  
 MS & BA, Sociology, Valdosta State U  
 Lee, James  
 LSS Mathematics  
 MEd, Counseling & Guidance, Valdosta State U  
 BA, Math Ed, Harding College  
 Leonard, Lawrence  
 LSS Mathematics  
 MS, Chemistry; Chemical Engineering, Oregon State College  
 BS, Chemistry; Engineering, San Diego State College



Livermore, Harry  
English  
MS, Education, Kansas State U  
BA, History/English, McPherson College

Livermore, Janice  
Psychology  
MEd, Elementary School of Guidance, U of Louisville  
BS, Education, Purdue U

McKinney, James  
Business  
Master of Accountancy, Florida State U  
BS, Accounting, Valdosta State College

Martin, Dr. Robert  
English  
PhD, Humanities, Florida State U  
MDiv, Asbury Theological Seminary  
MEd, Secondary Ed & BS, Physics, Valdosta State U

Melancon, Tulin  
Business  
MS, Business/Human Resource Dev, Webster U  
BS, Business Admin., Hacettepe U

Milner, Renate K.  
History/German  
MA & BA, History, Valdosta State U

Odell, Larry  
LSS Mathematics  
BSEd, Secondary Ed/Mathematics, Valdosta State U

Patterson, Howard Andrew  
Sociology/Psychology  
MA, Social Work, Atlanta U  
MS, Sociology & Psychology & BA, Sociology, Valdosta State U

Peterson, Stephanie  
Education  
EdS, Educational Leadership, MEd, Special Ed, & BSED, Early Childhood Ed, Valdosta State U

Pope, Frances Geri  
English  
MEd, English, Ga. Southern U  
BA, English, Tift College

Purser, Angela  
Political Science  
MPA, Public Admin, Valdosta State U

BS, Business & Mgmt, U of Maryland

Robinson, Douglas  
Criminal Justice  
MS, Criminal Justice, Valdosta State U  
BA, Criminology, Florida State U

Scheuring, Robert  
Computer Information Systems  
MEd & BBA, Business Ed, Valdosta State U

Seat, Shawn  
LSS Mathematics  
BS, Chemistry, Georgia Institute of Technology

Shuman, Rutherford Bart  
Physical Education/Wellness  
MEd & BA, Health & PE, Valdosta State U

Smith, Debra  
LSS Mathematics  
MEd, Middle Grades Mathematics, Valdosta State U  
BS, Elementary Ed., Rhode Island College

Tindall, Bonnie  
Political Science  
MA, Public Admin/Political Science & BS, Political Science & Human Resources, Valdosta State U

Touchton, Catherine Leigh  
Biology  
MS, Biology, U of Virginia  
BS, Biology, U of Ga.

### **WARNER ROBINS CAMPUS FULL TIME FACULTY**

Campbell, Lynn  
English/Public Speaking  
MEd, English Ed., & AB, Behavioral Science/English, Mercer U  
BA, Behavioral Science, Tift College

Faraone, Linda  
Mathematics  
MEd, Education, Mercer U  
BS, Mathematics, Mississippi State College for Women

Hill, Dr. Charles M. (Toby)  
Education/Psychology/ Sociology  
EdD, Educational Admin, U of Ga.  
MEd, Counseling & Psychological Services, Ga. State College

BA, English Ed., U of North Carolina

McRaney, Susan  
English  
MEd, English, Mercer U  
BS, English Ed., Tift College

Meese, James  
History  
MA & BA, History, Youngstown State U

Miller, Joe E.  
Economics/Business  
MSA, Mgmt & MBA, Business, GC&SU  
BSIM, Mgmt, Ga. Institute of Technology

Paul, Jasmine  
Biology  
MS & BS, Biology, Madurai Kamaraj U

Proulx, Kim A.  
LSS Mathematics  
BA, Mathematics, Mount Holyoke College

Van Deventer, Eugene B.  
Political Science/Sociology  
MEd, Counseling, Boston U  
MS, Political Science, Utah State U  
BS, Psychology/Sociology, St. Martins College

Wethington, Dr. Janice M.  
Mathematics  
PhD, Mathematics, U of Ga.  
MS, Mathematics, Rensselaer P. I.  
BS, Mathematics, U of Kentucky

White, Benjamin  
Natural Sciences  
MS & BS, Biology, GC&SU

Wilcox, Dianne  
English  
MEd, English & BA, English Ed, Mercer U  
AA, Music Ed., Macon State College

### **STAFF MEMBERS WHO TEACH**

Ramsdell, Theodore (Ted)  
History  
MA & BA, History, GC&SU

### **WARNER ROBINS CAMPUS ADJUNCT INSTRUCTORS**

Allen, Jerry  
Wellness/Physical Education  
MEd, Health, PE & Recreation, Delta State U  
BS, Physical Ed, Tennessee Wesleyan College

Bandstra, Kimberly S.  
German  
MA, German, U of Missouri  
BA, German, Hope College

Bell, Andrew  
Music  
MA, Music Ed., VanderCook School of Music  
BA, Music Comp., Glenville St. College

Boykin, Kimberly R.  
Psychology  
MA, Clinical Psychology, Pepperdine U  
BS, Psychology/Pre-Med, Xavier U

Chasteen, Stephen  
Computer Information Systems  
MSA, Logistics Mgmt, GC&SU  
BBA, Computer Science, Austin Peay State U

Dobson, Hubert (Ron)  
Political Science  
MPA, & BS, Political Science, GC&SU  
AA, Logistics Mgmt., GMC

Dunstan, Shirley  
English/LSS English & Reading  
MEd, English Ed & BA, English, Mercer U

Fagundo, Carlos D.  
Accounting/Spanish  
MBA, Business & MSALM, Logistics Mgmt, GC&SU  
BS, Indus. Engineering, U of Puerto Rico

Fondal, Wesley  
Biology  
MA, Biology, U of the Incarnate World  
BS, Biology, Dillard U

Fowler, Karan  
LSS English  
BA, English, Mercer U

Gibbons-Evans, Natasha  
Physical Education

AS, Early Childhood Ed., GMC

Hambrick, Victor  
LSS Mathematics  
MS, Middle Grades Ed, Ft. Valley State U  
BS, Occupational Ed, Wayland Baptist U

Hillstrom, Pamela  
LSS English/Education  
EdS, K-6 Elementary, Troy State U  
BS, Early Childhood Ed, Ga. Southwestern U

Icard, Eddie  
Political Science  
MPA, General Admin, & BBA, Management, GC&SU

Maine, Margarthe  
Art  
MFA, Art, MA, Art, & BS, Art Ed, U of Ga.

Mangrum, Beverly  
Mathematics  
MEd, Mathematics, GC&SU  
BS, Mathematics Ed., Auburn U

Masters, John L.  
Art  
MA, Education, & BA, Studio Arts, U of Alabama

McKeen, Jack  
English  
MEd, English, GC&SU  
BA, English, Ft. Valley State U

Meck, Aaron  
Psychology  
MS, Psychology, GC&SU  
BA, Psychology, U of Ga.

Miller, Lorraine E.  
Sociology  
EdD, Educational Leadership, Nova Southeastern U  
MSW, Hunter College  
MPA & BA, Criminal Justice, John Jay College

Parks-Mathern, Brenda  
Criminal Justice  
MPA & BS, Criminal Justice, GC&SU  
AS, Criminal Justice, Macon State College

Sargent, Dr. Robert A.  
Biology  
PhD, Forest Resources, U of GA

MS & BS, Wildlife Ecology, U of Florida

Sersey, Joe W.  
English  
EdL & MEd, English Ed, Ga. State U  
BS, English Ed, U of Tennessee

Skarsaune, Ragnar  
Economics  
MBA, Business Admin, West Michigan U  
BS, Earth Science, North Dakota State U

Slade, Cynthia  
Computer Information Systems  
MA, Computer/Information Mgmt, Webster U  
BA, Social Science, Missouri Baptist College

Smith, Dr. James  
Mathematics  
EdD, Educational Admin, South Carolina State U  
EdS, Middle School Ed, Ga. State U  
MEd, Mathematics Ed, Mercer U  
BS, Mathematics, Ft. Valley State U

Tummings, Trevor A.  
Computer Information Systems  
MA, Computers/Information Mgmt, Webster U  
BS, Mgmt/Computer Information Systems, Park U  
BS, Government & Politics, U of Maryland

Underwood, June  
Education  
MEd, Elementary Ed, & MEd, Instructional Technology, BME, Music Ed, GC&SU

Walker, Ron  
Mathematics  
EdS, Elementary & Secondary Ed/Admin, Troy State U  
MEd, Secondary Ed/Mathematics Ed, Ga. Southwestern U  
BS, Mathematics Ed, Ft. Valley State U

Watters, Katherine J.  
LSS Mathematics/Psychology  
EdS, Guidance & Counseling, Ft. Valley State U  
M.Ed, Education, Guidance & Personnel Services, Memphis State U  
BS, Mathematics, Lambuth College

Williford, William H.  
LSS Mathematics  
EdS, Guidance & Counseling, & MEd,  
Education, Mercer U  
MA, Business/Mgmt, U of Northern  
Colorado  
BS, Business/Mgmt, Virginia  
Polytechnic Institute

Zervos, Michael  
Management/Business  
MBA, Business Admin, Webster U  
BS, Aeronautics, Embry-Riddle U  
AA, Mgmt, U of Maryland

**ADMINISTRATIVE & SUP-  
PORT STAFF**  
**MILLEDGEVILLE CAMPUS**  
**ACADEMIC DEAN'S OFFICE**

Anderson, Jack Dr. – Vice President  
Bridges, Barbara Keys  
Estes, Donna  
Moore, Linda  
Olivier, Ray  
Smith, Genita

**ADMISSIONS**

Peevy, Larry – Vice President  
Bill, David  
Buckner, Don  
Eady, Vivian  
Finley, Donna  
Slaton, Joann

**OFFICE OF ADVANCEMENT**

Sheppard, Elizabeth – Vice President  
Locke, Denise  
Oliver, Tiffany  
Sentell, Jackie  
Thrower, Sally

**ATHLETICS**

Williams, Bert – Director, Head Coach  
Burks, Taylor  
Brunel, Rob  
Coleman, Desmond  
Ingram, Darrell  
Manchester, Robert  
Mills, Paul  
Robertson, Dwayne  
Tatum, Jeff  
Wright, Karen

**BOOKSTORE**

Seagraves, Karen – Director  
Lewis, Tina

**BUSINESS AFFAIRS**

Allard, Cindy – Vice President  
Avant, Sandra

**BUSINESS OFFICE**

Meeks, Susie – Assoc. VP, Business  
Affairs/Controller  
Bradley, Donna  
Collins, Maria  
Cowell, Laura  
Herring, Cathy  
Lester, Evie  
Leverette, Carol  
Sailors, Jo  
Sovereign, Linda

**DEAN OF STUDENTS**

Beer, Patrick – Vice  
President/Commandant  
Higgs, Karen  
Hill, Calvin  
James, Sharon  
Somers, Deloris  
Stoner, Steve  
Swint, Larry

**ENGINEERING**

Moore, Ed – Vice President  
Anderson, Daniel  
Armstrong, Jere Lynn  
Joyner, Dick  
Lindsey, Joan  
Mayor, George  
Stamm, Lynda  
Thomas, Bruce

**EXTENSION CENTER**

Fontaine, Bernard – Director  
Anderson, Janet  
George, Tracy  
Smith, Audrey

**FINANCIAL AID**

Stephens, Alisa – Director  
Ambellas-Cates, Karen  
Choice, Melonie  
Davall, Lisa  
Hall, Terri  
Little, Betty  
Sanders, Lynne  
Town, Jill

**FOOD SERVICES**

Ritchotte, Robert – Director  
Havior, Sandra  
Linder, Renate  
Ritchotte, Nancy

**HEALTH SERVICES/CLINIC**

Moses, Jane—Director  
Smith, Susan

**INFORMATION TECHNOLOGY**

Hohnadel, David – Vice President  
Hicks, Richard  
James, Mark  
Moore, John  
Peecher, Jean  
Skywatcher, Justin  
Milner, Brian  
Winkles, Michael  
Yearwood, Joseph

**INSTITUTIONAL RESEARCH**

Joseph, Beatriz – Vice President  
O'Steen, Chris

**LIBRARY**

Simpson, Jane – Director  
Creighton, James  
Hebel, John  
Jones, Robbie  
Rogers, Dale

**MILITARY SCIENCE**

Hall, Tom, Professor of Military  
Science  
Baugh, Ginger  
Braddock, David  
Eaton, Fred  
Epps, Janet  
Jacobs, Woodrow  
Segraves, Anthony

**PERSONNEL**

Wright, Robin, Manager  
Murray, Lonie

**PRESIDENT'S OFFICE**

Boylan, Peter – President  
Van Horn, Fred – Executive Vice  
President  
Garpow, Janeen Smith  
Leverett, Sharon  
Niblett, Kay

**REGISTRAR**

Smith, Patricia—Registrar  
Campbell, Erin  
Filley, Pam  
Hughes, Joy  
Johnson, Barbara  
McCollum, Lisa  
Veatch, Susan

## **SECURITY**

Hodnett, James—Chief  
Lee, Jackie  
Nicholson, Terry

## **STUDENT ACTIVITIES**

Bird, Graham – Assistant Dean of  
Students  
Brown, Brenda

## **SWITCHBOARD/MAIL ROOM**

Bernichon, Barbara

## **ATLANTA**

Deborah Condon,	Asst. Dean
Beal, Gretchen	Financial Aid Asst.
Carpenter, Sue	Receptionist
Dennard, John	Custodial Services
Head, Ed	Campus Coordinator

## **AUGUSTA**

E. A. Burton	Assistant Dean
Mays, Christie	Receptionist
Brown, Jim	Sc. Lab Mgr.
Dixon, Willien	Ft. Gordon Coord.
Sheppard, Tanya	Ft. Gordon Receptionist
Zamarron, Henry	Bookstore Mgr.

## **COLUMBUS**

Jim Dixon,	Assistant Dean
Conder, Sydne	Bookstore Mgr.

## **VALDOSTA**

Donald Parks,	Assistant Dean
Fort, Jennifer	Adm. Asst.
Graham, Brenda	Moody Coord.
Southerland, Rose	Bookstore Mgr.
Williams, Jane	Custodial Services

## **WARNER ROBINS**

Ramsdell, Ted	Assistant Dean
	Open Bookstore Coord.
Knight, Lily	Admin. Clerk
McClendon, Denise	Admin. Clerk
Turnbow, Cindy	Night Monitor

## **ANCILLARY ORGANIZATIONS**

### **The GMC Foundation, Inc.**

Bill Craig  
Chair

John Williamson  
1st Vice Chair

Dudley Rowe  
2nd Vice Chair

David Grant  
Secretary-Treasurer

Bill Craig  
Real Property Committee

Larry Thompson  
Development Committee

Johnny Grant  
Govt. Affairs Committee

Terry Kennedy  
Rules Committee

Bob Wise  
Finance Committee

Peter J. Boylan  
GMC President

### **The GMC Alumni Association**

Cynthia Chipman  
President  
HS75, Milledgeville, Georgia

Merel J. Harrison  
President Elect  
HS73, JC74, Milledgeville, Georgia

Bruce Dempster  
Past President  
HS71, Milledgeville, Georgia

Tara C. Butcher  
1st VP  
HS89, Milledgeville, Georgia

Monica L. Wood  
2nd VP  
HS99, Milledgeville, Georgia

David Bill  
Treasurer  
JC81, Milledgeville, Georgia

Shannon New  
Secretary  
HS75, JC76, Milledgeville, Georgia



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*Some people drink from the fountain of knowledge;  
others just gargle.*

*Anon*

*I Am An American*

*These duties I share with my fellow citizens:*

*It is my duty to obey my country's laws.*

*It is my duty to vote, so my government may truly represent the  
will of the people.*

*It is my duty to keep informed as to the honesty and ability of  
candidates for public office.*

*It is my duty, by my vote and my influence, to correct injustice.*

*It is my duty to pay such taxes as have been devised by  
representatives elected by me, to defray the cost of  
government.*

*It is my duty to serve on juries when called on.*

*It may sometimes become my duty to hold a public office for  
which I am suited, so my government may function  
efficiently.*

*It is my duty to defend my country, if need should arise.*

*It is my duty to abide by the will of the majority, to stand behind  
my government, so my nation may be unified in time of crisis.*

*Anon.*

*Photos below, from the top: Ether Davis, Chair of Business/CIS, and Registrar Patricia Smith at a faculty picnic at the Boylans.*

*Paul Simin, Augusta English, and Marilu Couch, Milledgeville CIS, are in a good humor at a faculty picnic at the lake lot.*

*Mouyyed Hassouna, political science—Valdosta campus, and Director of Personnel Services Ray Olivier enjoy the faculty picnic at the Boylans.*



*Jack Hayes, Augusta faculty member and Chair of GMC criminal justice, at the faculty picnic by the lake at the Boylans.*

*These two Milledgeville faculty never miss a football game: Jane Simpson, Director of the Library, and Sonny Harmon, Asst. Athletic Director and PE.*

*Milledgeville faculty members enjoy a picnic at the lake lot: Jim Rowland, math, and Beverly Council, history and Chair of Social Sciences.*



*Photos above, from the top: Warner Robins faculty members at the Fort Hawkins project—English tutor, Karan Batchelor, English Coordinator Terry Ansbro, and Asst. Dean Dianne Wilcox.*

*Milledgeville English faculty members, Linda Lawrence, thanks Nancy Richotte for another great meal at the Fall faculty workshop.*

*Milledgeville faculty members enjoy a break from the Spring faculty meeting with a reception at one of the historical sites—Mark Fairbrass, biology, and Tony Mayo, psychology.*





