



GEORGIA MILITARY COLLEGE

A LIBERAL ARTS JUNIOR COLLEGE



2013-2014 Catalog

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WELCOME

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 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, 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!”

Our expectation is 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. I applaud your decision to advance yourself and extend to you our hands to help you achieve your goals.

Sincerely,

LtGen Wm. B. Caldwell, IV,
President

A Letter from the Dean

Welcome to Georgia Military College and thank you for selecting us to be your learning partner. Our goal is to help you to be successful, both during the time you are here with us and after you leave. We are a learner-centered institution, and our goal is to help you learn how to learn and to become independent---in other words our goal is to help you to become a life-long independent learner. This is indeed a partnership and you are the critical element. We will provide you with experiences and opportunities to help you be successful, but you must be committed. In today's world, the one constant that we can count on is change. The individuals who can learn and think on their own will be the most adaptable, the most innovative, the most forward leaning, the most valued, and the most successful people.

The faculty and staff at Georgia Military College are committed to help you. All of our faculty are educated in their discipline (mathematics, history, science, etc.) as well as in learner-centered instruction. They know their subject area and they know how to help you learn! I encourage you to get to know your advisor and utilize this person as one of your mentors as you proceed down the path toward a degree. Learn from your advisor. Learn to become more independent in selecting your classes. Go to your advisor with a plan and then listen to your advisor as he/she provides additional guidance.

Never before in our history have we had such easy access to vast amounts of information. Unfortunately not all of this information is accurate or precise. Georgia Military College is addressing this issue in two ways. One of the ways is to provide you with access to authoritative databases of information. This type of information is provided by experts in a field or discipline and it has been reviewed and approved by other experts in the field or discipline. Faculty members and our library staff will support you in your use of these information databases. A second approach to the problem of assessing the accuracy and precision of information is through critical thinking. Georgia Military College will provide you with critical thinking skills that will serve you well while in school and in your life after college.

To further support you in being successful, GMC has an Academic Support Services Division that provides free tutoring, supports the advising process, conducts placement testing to ensure that you are placed in the appropriate level course, provides student disability services, and supports the academic alert program to identify and support, as early as possible, students who need additional academic support.

By choosing Georgia Military College, you have taken the first step in becoming an educated and ethical member of society. Upon graduating you can leave here with the knowledge and comfort that you have been well prepared to continue with your college education toward a four-year degree (or higher) or to enter the workforce. Throughout your journey toward graduation, please remember that you are not alone in this endeavor. Your professors, advisors, tutors, staff members, and the administration want you to be successful in reaching your goals. While you are here and even after you graduate, you will be a part of the Georgia Military College family - - a caring family, rich in tradition and history.

Sincerely,

P.M. Holmes, Ph.D.
Vice President, Academic Affairs and Dean of Faculty

2013-2014 ACADEMIC CALENDAR

Four Term Calendar

Milledgeville, Madison, Sandersville, and Milledgeville Online

	Fall 2013	Winter 2014	Spring 2014	Summer 2014
Registration Begins	April 15	September 23	January 20	April 14
Registration Ends	August 4	November 17	March 13	June 1
Late Registration Begins	August 6	November 19	March 15	June 3
Late Registration Ends	September 6	January 7	March 26	June 5
Classes Begin	September 9	January 8	March 27	June 9
Drop/Add Begins	September 9	January 8	March 27	June 9
Drop/Add Ends	September 11	January 10	March 31	June 11
Add only with permission of the Associate Dean	September 12	January 13	April 1	June 12
Midterm	October 9	February 7	April 25	July 4
Last Date to Withdraw without Academic Penalty	November 6	March 5	May 21	July 29
Classes End	November 13	March 12	May 28	August 5
Exams End	November 13	March 12	May 28	August 5
Grades Due	November 18	March 14	June 2	August 7

Five Term Calendar

Augusta, Columbus, Fairburn, Online Campus, Warner Robins, Stone Mountain, and Valdosta

	Fall I 2013	Fall 2013	Winter 2014	Spring 2014	Summer 2014
Registration Begins	March 25	August 12	October 21	January 20	March 31
Registration Ends	May 19	September 27	December 6	March 7	May 23
Late Registration Begins	July 22	September 30	December 9	March 10	May 26
Late Registration Ends	August 2	October 11	January 10	March 21	May 30
Classes Begin	August 3	October 12	January 11	March 22	June 2
Drop/Add Begins	August 5	October 14	January 13	March 24	June 2
Drop/Add Ends	August 6	October 15	January 14	March 25	June 3
Add only with permission of the Assistant Dean Begins	August 7	October 16	January 15	March 26	June 4
Add only with permission of the Assistant Dean Ends	August 9	October 18	January 17	March 28	June 6
Midterm	September 2	November 11	February 10	April 28	June 26
Last Date to Withdraw without Academic Penalty	September 20	November 29	February 28	May 16	July 18
Classes End	September 29	December 8	March 9	May 25	July 27
Exams End	September 29	December 8	March 9	May 25	July 27
Grades Due	September 30	December 9	March 10	May 27	July 28

ABOUT GEORGIA MILITARY COLLEGE

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 campuses 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.

The Milledgeville campus houses the President and other key administration and is best known for its distinctive military environment with the early commissioning program for college cadet students. The college, in addition to its campus in Milledgeville with extension centers in Sandersville and Madison, has campuses in Augusta, Columbus, Fairburn with an extension center in Stone Mountain, Warner Robins, Valdosta and Online. Traditional and nontraditional students enrolled in day, evening and weekend programs.

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/technology and social sciences. The college has a First Year Experience program to assist incoming students with acclimating to the college environment and developing character education and critical thinking skills. The curriculum is learning based, placing great emphasis on the student learner 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.

Accreditations and Memberships

Georgia Military College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; 404-679-4500; www.sacscoc.org) to award associate degrees.

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.

The college maintains memberships in the following organizations: Association of American Colleges and Universities (AAC&U), The Association of Military Colleges and Schools of the United States (AMCSU); The National Junior College Athletic Association (NJCAA); The Georgia Collegiate Athletic Association (GCAA), and The Georgia Independent College Association (GICA)

The College is also a Charter Member of the Servicemembers Opportunity Colleges Army Degree Program and Servicemembers Opportunity College Navy Degree (SOCAD and SOCNAV). GMC is approved for certifying veterans’ benefits and is listed by the U.S. Office of Education in the Higher Education Directory.

Our Mission

Georgia Military College is a public-independent educational institution, comprised of a junior college and a separate preparatory school, whose mission and purpose is to produce educated citizens by providing junior college students with a liberal arts based two-year undergraduate curriculum designed to support student attainment of an associate’s degree and to prepare students for transfer to four-year colleges and universities, by providing selected college students with ROTC training, and by providing preparatory school students an inclusive college preparatory curriculum that includes a military training component--all in an environment conducive to the holistic development of the intellect and character of its students.

Our 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 interaction 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

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

- Written Communication
- Quantitative Literacy
- Critical Thinking
- Cultural Literacy (United States and Global Perspectives)
- Problem Solving

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.

Strategic Planning

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 an essential part of the college mission; 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 includes 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, but also it includes the ongoing evaluation of how well you are mastering the materials presented in your classes. Every degree program has learning outcomes that tie to courses in the curriculum. In addition, the college measures core competencies that the institution believes are important for student success. These outcomes are tied to courses in the core curriculum. Student acquisition of these outcomes is assessed.

All of this assessment is managed carefully by the college under the leadership of the President. The results are reported annually and are included in 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. 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, Georgia Military College develops and implements a Quality Enhancement Plan (QEP) that spans approximately ten years. The 2003-2012 QEP focused on improving student learning in the Learning Support Services (LSS) Program. Special attention continues to be placed on expanding the effectiveness of the 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 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 continued efforts, we believe that more students will stay and finish their education at GMC.

GMC will continue to ask your help in identifying our strengths and weaknesses and in developing future Quality Enhancement Plans. 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.

CAMPUS ADMINISTRATION

GMC Board of Trustees

Randall A. New	Chairman, District 2
George Hogan, Sr.	Vice Chairman, District 5
Carolyn T. Thomas	Secretary/Treasurer, District 1
Doris Renfroe	District 3
Thomas L. Davidson	District 4
Alberto C. Martinez, Jr.	District 6
Richard Bentley	Mayor of Milledgeville

GMC Campus and Extension Center Administration

VPAA/DF or Director	Dean of Students or Assistant Dean of Students/Assistant Director	Associate, Assistant Dean, or Director of Online Education	Campus Location
Shana Reid, Director	Leia Bowman, Assistant Dean of Students/Assistant Director	Dr. Derek Stone, Assistant Dean	<i>Augusta</i>
Ron Hundley, Director	Tracie Price, Assistant Dean of Students/Assistant Director	Cathy Carter, Assistant Dean	<i>Columbus</i>
Deborah Condon, Director	Brenton Briggs, Assistant Dean of Students/Assistant Director	Michel Sagna, Assistant Dean	<i>Fairburn/Stone Mountain</i>
Dr. Mike Holmes, VPAA/DF	Pat Beer, Dean of Students	Blair Dietrich, Associate Dean	<i>Milledgeville/Madison/Sandersville</i>
Justin Mays, Director	Pat Beer, Dean of Students	Dr. Corneliu Chiorescu, Assistant Dean	<i>Online Campus</i>
Leslie Hafer, Director	Billie Washburn, Assistant Dean of Students/Assistant	Tarn Burton, Assistant Dean	<i>Valdosta</i>
Ted Ramsdell, Director	Holly Arnold, Assistant Dean of Students/Assistant Director	Alice Flagg Smith, Assistant Dean	<i>Warner Robins</i>
Extension Center Director		Campus Location	
Leigh Aldhizer		<i>Madison</i>	
Priscilla Smith		<i>Sandersville</i>	
Janis Anderson		<i>Stone Mountain</i>	

AUGUSTA CAMPUS

Campus Description

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, approximately 200 yards south of the intersection of Washington Road and Davis Road. It is located on the city bus route and just around the corner from 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 houses faculty and staff offices, classrooms, a Student Resource Center, a math lab, a writing center, a student lounge, bookstore and is surrounded by ample parking. A second campus building, the Science and Technology Building, houses additional classrooms as well as state of the art science and computer labs.

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.

Day, night and Saturday classes are offered to provide flexible scheduling options for students. Classes are offered on an 8 week schedule during Fall I, Fall, Winter and Spring terms and on a seven week schedule during the summer term. Students may take courses at either or both locations in the same quarter. The Augusta Campus also provides access to various resources to insure students' academic success while at GMC.

Advising

The Advising Center is comprised of a team of three full-time staff dedicated to helping students succeed academically. Advisors help students register for classes and stay on track with degree program completion. They are also available for career planning and can aid students in selecting the right degree program that will allow for career entry or transfer to a four-year college or university. Advisors are available to students on a walk-in basis or by appointment.

First Year Experience

GMC-Augusta implements a first year experience program to promote students' successful transition into college. This program incorporates the perspectives courses (PER 101 – College Success and PER 102 – Critical Thinking and Character Development) as well as out-of-class activities such as academic seminars, workshops and community service opportunities. There is also an Academic Success Coach available to assist and provide additional resources to GMC-Augusta students.

Clubs and Organizations

The Augusta Campus of GMC has the following organizations and encourages student participation in order to enrich the student's college experience. Current active student organizations include: Business Club, Community Involvement Club, Computer Club, Ethics Debate Team, History Club, International Club, Phi Theta Kappa, Student Ambassadors, Student Government Association, Student Honor Council, The Student Voice (quarterly magazine publication), and the Veterans Club. And the list is growing! At GMC, we encourage students to start new clubs that meet their interests.

E-Library and Student Resource Center (SRC)

Some of the many benefits offered to GMC students through the SRC in Augusta include: free tutoring in every subject; free writing center; access to numerous online research databases, library guides and electronic books; free Wi-Fi (anywhere on campus); printing; access to Films on Demand and career information; and help with research papers, registering for classes, and accessing online GMC accounts.

Student Lounge and Campus Store

The student lounge contains snack machines, café tables, and a comfortable seating area where GMC students are able to relax and study. Also, almost daily, local restaurants visit campus to serve food in the student lounge. The campus store is an easy-access facility that contains all necessary textbooks, supplemental materials, classroom supplies and GMC gear.

Safety and Well Being

The safety of students, faculty, and staff is always a top priority at Georgia Military College -Augusta. A full-time security staff conducts hourly patrols around campus, including parking lots. Security is on campus Monday through Saturday while classes are in session.

COLUMBUS CAMPUS

Campus Description

GMC started operations in the Columbus area in 1997 with classrooms and offices at Ft. Benning and later expanded into Midtown Columbus in 2004. In January 2013, Columbus operations were relocated to a newly constructed campus with state-of-the-art instructional technology. Main offices and classrooms are now located at 7300 Blackmon Road (706-478-1688) with an additional office at Ft. Benning (706-478-3143) to serve that community.

The Columbus campus provides students with a campus-wide, broad-band, wireless mesh network as well as Promethean Smart Boards in every classroom. In order to maximize the utility of these technologies, to fully allow every student to benefit from the Learning Management System used for all instruction, and to better prepare students for success at follow-on universities or work, every Columbus campus student is required to have and bring to campus for each class meeting and appointment a personal laptop or other acceptable computing device. This strategy is known as “Bring Your Own Device” or BYOD.

First Year Experience Program

The [Columbus First Year Experience](#) (FYE) program’s goal is to assist each student in achieving success during his or her first year and beyond as a GMC student. The FYE program includes but is not limited to orientation, two courses (PER 101 College Success and PER 102 Critical Thinking and Character Development), Student Ambassadors, student extracurricular activities, a mentoring program for first-time-freshmen, and other academic support elements.

Orientation

The mandatory Columbus Orientation has two goals: The first is to provide incoming students minimum familiarity with the “ins and outs” of being a successful GMC student, such as making sure student computing devices are ready for the first day of class; logging into and using the learning management system; checking the status of financial aid, tutoring availability, and advising; registering for classes, etc. The second goal is to meet and form initial connections with classmates, faculty and staff. All incoming degree-seeking students are **required** to complete both elements of orientation, which are the fully online [O-Prep](#) and the [Campus Orientation](#), a scheduled event that typically lasts two or three hours.

O-Prep

The primary purpose of O-Prep is to accomplish the first goal of FYE, which is to learn the “ins and outs” of being a successful GMC student. O-Prep is an online course that must be completed prior to attending Campus Orientation. It also serves as the first introduction to the Learning Management System, MoodleRooms, used by GMC. Directions for accessing [O-Prep](#) can be found [here](#).

Campus Orientation

Campus Orientation is generally held the week prior to the start of classes, and its primary focus is on building those important initial links with classmates, faculty and staff. Additionally, time is allocated to answering questions that may have been generated by O-Prep and to obtaining a GMC ID card and parking permit, checking out textbooks, and finalizing other important matters.

Sign up for Campus Orientation with your [Student Services Representative](#).

Mentoring Program

All first-time-freshmen attending GMC Columbus participate in its Mentoring program. Each new student is paired with a faculty mentor who makes him or herself available for face-to-face or virtual meetings either with an individual mentee or group of mentees throughout the student's first year. The mission of the Mentoring program is to successfully shepherd first-time-freshmen through their first year by providing experienced advice and individual caring and interest. The mentoring program also sponsors several speaking events per term that provide inspiration, encouragement, and conversation starters for follow-up discussions between mentors and mentees.

Academic Support

Advising

[Advising](#) is an integral part of student success at Georgia Military College. In Columbus, each student is assigned a personal academic advisor based on the student's declared major. Advisors guide students through the course selection process each term as well as encourage and support them during their time at GMC Columbus, ensuring that students stay on track for graduation. The primary goal of academic advising is to encourage and enable students to become effective academic planners.

Important things to note regarding advising:

- A student's assigned advisor is provided at the time of admission and is also listed in his or her Web Advisor account located on the [student portal](#).
- Advising appointments must be made directly with one's advisor.
- Each student is required to [make an appointment](#) with his or her advisor EVERY term and is only eligible to register after the appointment is kept.
- Failure to keep an appointment may result in a student's advisor delaying future appointments until late registration. Registering during the late period causes a late registration fee of \$50.00 to be charged to the student's account.
- Each student receives an advising folder at his or her first advising meeting. This folder contains several important pieces of information and tools that will assist in developing a plan of study leading to timely graduation. The folder must be maintained by each student and must be taken to each advising appointment.
- Columbus students are required to take their laptops or tablets to their advising appointments, just as they take them to class.

Tutoring

Free academic [tutoring services](#) in several key subject areas, including writing and mathematics, are available in the Learning Center (Room 203). Tutoring schedules are made available at the start of each term and may be modified throughout the term to better meet the needs of students.

Library

The [library](#) is located on Hallway 200 and is staffed by a [Library Associate](#) who is available to assist in the use of online resources and inter-library loans of books and journals from other libraries. The library is designated as the quiet study area on campus.

Student Services

Columbus provides student services using a 'one-stop' concept. Upon submitting an application for admission, each applicant is immediately assigned to a [Student Services Representative](#) (SSR) who will assist with the entire application process, including financial aid. This allows each applicant the opportunity to work with a GMC staff member who understands the applicant's account and scenario first-hand, and it eliminates the need to go between multiple departments. The result is exceptional and timely service to applicants and students. Students continue to work with their assigned SSRs until graduation.

It is required that an appointment to meet with your assigned SSR be made in advance. This ensures that your SSR is available to give you the best service in a timely manner.

Student Services is located in Suite 400, and Student Services Representatives may be contacted at columbusfahelp@gmc.cc.ga.us or at 706-478-1688.

Parking

For the safety of our students, faculty and staff parking on the Columbus campus is by permit only, so all private vehicles must display a properly affixed parking decal. Parking decals are free and may be obtained from the Bookstore in room 405.

Students may park in any undesignated parking space on campus.

Clubs & Organizations

Studies show that students who are involved in an on-campus activity are much more likely to graduate. The Columbus campus offers a host of [organizations](#) on campus. The Campus Orientation event is a great place to find one's niche. Students are able to join organizations at any time during their course of studies at GMC. Columbus currently offers the following clubs and organizations:

- Student Honor Council (SHC) – This organization is comprised of highly recommended students who formally hear and assess confidential cases regarding other students' suspected failure to meet the Georgia Military College honor code. See the Library Associate for more information.
- Student Government Association (SGA) – All students are members of the SGA, a very active group at the Columbus campus. SGA holds weekly meetings discussing ways to improve the student experience on campus. They also host several activities for our students including mid-term meals and dinners, holiday parties, an annual leadership retreat, etc. Visit the SGA office, located near the Student Center, or see the Library Associate for more information or an SGA officer application.
- Ethics Bowl Team – According to its parent organization, the [Association for Practical and Professional Ethics](#), participation on the Ethics Bowl Team “gives students a chance to enter an academic competition that combines excitement and fun with an educationally valuable experience in the areas of practical and professional ethics.” Ethics bowl team members compete with other teams institutionally, regionally, and nationally, presenting effective arguments on how various ethics cases should be resolved.
- Student Ambassadors – Student Ambassadors are high-energy, outgoing, friendly, and helpful students who serve as campus tour guides and orientation team leaders and help recruit new students in the local area. Scholarships are available for graduating high school seniors interested in becoming [Columbus Student Ambassadors](#)
- Student Newspaper – Students who enjoy writing, photography, editing, or making creative news layouts are encouraged to contribute their talents to the monthly Columbus student newspaper, [The Bark](#). See the Library Associate in room 201 for more details.

- Phi Theta Kappa Honor Society – This is an invitation-only honor society for the accomplished GMC student. Candidates for membership must have completed 12 quarter hours and maintain a cumulative grade point average of 3.5. Regular meetings are held throughout the term, and scholarship opportunities are available for members. See Professor Stone for more information.
- *Reflections* – This is an annual GMC literary publication that all GMC students are encouraged to participate in by submitting original prose, poems, artwork, and photography. This book is published institution-wide and is free to all GMC students and alumni. See Professor Stone for more information.

FAIRBURN CAMPUS

Campus Description

The Fairburn Campus of GMC is located in Historic Fairburn at 320 West Broad Street, Suite 200, Fairburn, GA 30213. The campus consists of two academic buildings, an administration building, and a student union. These buildings replicate the historical buildings of the past, yet they have the modern amenities and the latest technology throughout. Located just ten minutes from the Atlanta Airport, the campus provides easy access to the interstate and is located on the MARTA bus route. Traditional and nontraditional students, throughout Atlanta, find our campus accessible and inviting. Day, night, and weekend classes are offered for five, eight-week sessions to accommodate the needs of student schedules. Parking is located adjacent to the academic building

Free tutoring is available for students in the math lab and the writing lab. Specific subject matter tutoring is available by special arrangement, and this is also free for all students. The library is available from 8:00 am until 9:00pm, Monday through Thursday. Library hours are also available on Friday, Saturday, and Sunday as posted.

In 2011, the Fairburn campus opened an extension center in the historic district of Stone Mountain. Similar to services offered at the Sandersville and Madison Campuses, this site offers GMC students, in DeKalb County, Gwinnett County, and neighboring areas, the opportunity to complete courses towards an Associate Degree at a center closer to home. Traditional and non-traditional students are welcomed at this extension campus. The center is designed to assist students in meeting their educational goals with class schedules that allow them to work around full-time employment. Traditional, hybrid, and online courses are offered for all core curriculum classes. Located in downtown Stone Mountain, the building sits next door to the Sue Kellogg Library at 5325 Manor Drive, Stone Mountain, Ga. 30083. The campus is in walking distance from the main entrance to Stone Mountain Park.

Advising

The Advising Center is staffed by a team of professional advisors dedicated to helping students succeed academically. Not only do they help students register for classes, but also they track degree program completion. Available career planning information can aid students in selecting the right degree program that will allow for career entry or transfer to a four-year college or university. Advisors are available to students on a walk-in basis or by appointment.

First Year Experience

GMC-Fairburn, like all campuses of GMC, implements a first year experience program to promote students' successful transition into college. This program incorporates the perspectives courses (PER 101 – College Success and PER 102 – Critical Thinking and Character Development) as well as out-of-class activities, such as academic seminars, workshops, and community service opportunities. There is also an Academic Success Coach available to assist and provide additional resources to GMC-Fairburn students. Students take these two classes at the start of their college career with us.

Clubs and Organizations

The Fairburn Campus of GMC has the following organizations and encourages student participation in order to enrich the student's college experience. Current active student organizations include: Student Government Association, Patriots Club, Music Club, Drama Club, Art Club, Loving Minds Club, Ethics/ Debate Team, Phi Theta Kappa, Student Ambassadors, and Student Honor Council, and the list is growing! At GMC, we encourage students to start new clubs that meet their interests.

Library

The Fairburn Library is located in FBN2-202. Some of the many benefits offered to GMC Fairburn Campus students include: access to numerous online research databases, library guides, electronic books, free Wi-Fi (anywhere on campus), access to Films on Demand, online career information, and help with research papers. A quiet area for study is adjacent to the Library in FBN2-201. Library hours are posted on the door.

Tutoring Centers

The Fairburn Campus has two tutoring centers that are available to students. The Math Center is located in FBN2-209. The Writing, or Learning, Center is located in FBN3-209C and covers a variety of disciplines. Tutoring is free. Each Center's hours are posted as these times change quarterly.

Student Resource Center (SRC)

Some of the many benefits offered to GMC students through the SRC in Fairburn include: free tutoring in every subject, a free writing center, access to numerous online research databases, access to library guides and electronic books, free Wi-Fi (anywhere on campus), printing, access to Films on Demand, career information, and help with research papers, registering for classes, and accessing online GMC accounts.

Student Lounge and Campus Store

The student lounge contains snack machines, café tables, and a comfortable seating area where GMC students are able to relax and study. Also, almost daily, local restaurants visit campus to serve food in the student lounge. The campus store is an easy-access facility that contains all necessary textbooks, supplemental materials, classroom supplies, and GMC gear.

Safety and Well Being

The safety of those who attend GMC-Fairburn, as well as the safety of those who work at the complex, is our top priority. Uniformed police officers are on campus during all office hours and class time to include evening and weekend time periods. In addition, security cameras are located throughout the complex and parking lot.

MILLEDGEVILLE CAMPUS

Campus Description

Georgia Military College's historic Milledgeville campus is located 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. The Milledgeville campus address is 201 E. Greene St., Milledgeville, Georgia 31061. This campus is the first GMC campus and houses the college's administration, including the President. The campus is constructed around the historic 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, the testing center, a museum featuring Milledgeville and Baldwin County, and the replica State Legislative Chambers, circa 1860. The OCB is fully accessible to all students and the community. The description of additional buildings on the Milledgeville campus can be located at the end of this section.

Student Services

Sibley-Cone Library

The GMC Library includes the 14,000 square-foot Sibley Cone Library in Milledgeville as well as five library facilities located at other GMC campuses. The Sibley Cone Library contains a collection of 30,000 volumes and 2,300 video recordings. The library's electronic database collection offers access to over 200 online databases which are available both on campus and remotely. These information resources provide unlimited access to over 25,000 academic journals and over 50,000 eBooks covering all the subject areas taught by the faculty. For hours and further information, please visit the [GMC Library](#) webpage located at www.gmc.cc.ga.us under "Quick Links" and "GMC Library". For hours, please visit the [Milledgeville Library](#) webpage on this site.

Academic Support Services – Milledgeville Campus

Academic Support Services assists students with achieving academic and personal goals by providing:

(For more information, please click the links below.)

1. [Placement testing](#)
2. [Academic advisement and guidance](#)
3. [Academic Success Program](#)
4. [Career planning](#)
5. [Student Disability Services](#)
6. [Counseling referral](#)
7. Free [tutoring](#) in a variety of subjects

Katie Johnson

Director of Academic Support Services and Manager of Student Disability Services

(478) 387-4902

Office location: Zell Miller Hall, 117

Judy Ely

Assistant Director of Academic Support Services and Testing Coordinator

(478) 387-4958

Office location: Old Capitol Building, 110

Marilu Couch

Advising and Tutoring Coordinator

(478) 387-4959

Office location: Zell Miller Hall, 122

Clubs and Organizations

The Milledgeville Campus of GMC has the following organizations and encourages student participation in order to enrich the student's college experience. Current active student organizations include: Student Government Association, Phi Theta Kappa, Student Ambassadors, Student Honor Council, and the list is growing! At GMC, we encourage students to start new clubs that meet their interests. For a full list of [clubs and organizations](#), please click the link to visit our web page. The office of student activities is located in Peter Boylan Hall, room 195.

Student Eating and Study Areas and Campus Bookstore

The student atrium connection Zell Miller Hall and Peter Boylan Hall contains snack machines, café tables, and a comfortable seating area where GMC students are able to relax and study. A canteen is also available for students to purchase snacks and lunch items. A cafeteria is located below the atrium. For more information, visit [Dining Services](#) web page.

Students have access to computer labs on campus and areas for studying. Computer labs are located in Zell Miller Hall, room 119 and Old Capitol Building, room 120. The library also has computers for students to conduct research. A quiet, study area is provided in Peter Boylan Hall, 150 and Zell Miller Hall, G13. Students also study in the atrium connecting Zell Miller Hall and the Peter Boylan Hall and at tables in the walkway overlooking the atrium on level two.

The campus bookstore is an easy-access facility that contains all necessary textbooks, supplemental materials, classroom supplies, and GMC gear. It is located in Peter Boylan Hall, 160.

Student Health Services - Milledgeville Campus

A nurse-directed out-patient clinic is available in Usery Hall on the Milledgeville campus to provide care for minor illnesses and injuries and referral to local health care providers along with wellness education and resources. There is no cost for these services to full-time students.

In case of a serious illness or injury, students will be referred to a local physician or Oconee Regional Medical Center. Costs for off-campus services including transportation is the responsibility of the student and/or parent/guardian. Students are strongly encouraged to have health insurance coverage and to carry their policy identification card. Please visit the [Health Services'](#) web page for more information.

Safety and Well Being – Campus Police

The safety of those who attend GMC-Milledgeville, as well as the safety of those who work at the complex, is our top priority. Campus Police Officers are on campus during all office hours and class time to include evening and weekend time periods. In addition, security cameras are located throughout the buildings. For contact information, please visit the [Campus Police](#) web page.

Additional Milledgeville Buildings and Grounds

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 maintaining the integrity of the Gothic architecture of the campus, the 32,000 square foot building houses modern classrooms and laboratories for chemistry, physics, biology/microbiology, and computer science. ZMH also houses the Vice President for Academic Affairs/Dean of Faculty, Academic Support Services including disability services and tutoring, a quiet study area, a group study area, faculty offices, and a faculty training room.

Peter Boylan Hall (PBH)

Peter Boylan Hall is named in honor of GMC's 20th President, who is known for his dedication to intellect, character education, and building and maintaining the infrastructure of the college on all its campuses. Peter Boylan Hall is connected to Zell Miller Hall. On the ground level, this facility offers a dining hall and Goldstein Performing Arts Center, a 407-seat facility. The main level houses a student union area as well as a snack shop, bookstore, study space, computer laboratory, classrooms, and office space for the Dean of Students and the Associate Academic Dean. On the second floor, there is a chemistry and physics lab, music room, art room, classrooms and college faculty offices. Each classroom and laboratory offers a state of the art learning environment, fully enhanced by the latest computer technology.

Baugh Barracks

Baugh Barracks is named in honor of Dr. James Baugh, GMC alumnus HS '37 and JC'39, World War II veteran of the Battle of the Bulge, and former Mayor of Milledgeville. Georgia Military College provides housing for all male and female boarding cadets in Baugh Barracks. Rooms are arranged in a series of suites with two cadets per room with an interconnecting private bathroom. Each room has two closets, two beds, two desks, two chairs and two 3-drawer chests. All rooms have internet connectivity. The dormitory also has a computer lab, six common areas and free laundry facilities. GMC has no facilities on-campus for housing students other than cadets nor does GMC sponsor any off-campus housing. Housing is provided on the Milledgeville campus only. For information on campus housing and photos of the barracks, visit: http://www.gmc.cc.ga.us/page.php?page_id=1948

Parham Hall

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

Jenkins Hall

This building houses the Military Science Department.

Craig Field and Horace Ray Field House

Craig Field, named in honor of GMC Foundation, Inc. Chairman William Craig, HS '71, and HoraceRay Field House, named in honor of Mr. Horace Ray, serve as the home of the prep school baseball teams.

Couch Field

Couch Field, named in honor of Mr. T.W. Couch and in memory of Mrs. Ouida A. Couch, serves as the home of both the junior college and prep school softball teams.

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.

Wilder Hall

Named for Colonel William M. Wilder, a GMC alumnus, this building is a brick and stucco structure which houses the Information Technology office.

Patton Hall

Built by cadets in 1940, a variety of occupants have called this building home. The mail room currently resides here.

Grant Parade

The parade ground is the grassy area between the Old Capitol Building and Peter Boylan Hall. This area is used especially for parades.

Davenport Field

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

Lake Recreational Center

A beautiful wooded setting on Lake Sinclair, a few miles north of downtown Milledgeville, is equipped with boat landings, canoes, 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. It serves as a welcome center for visitors and prospective students.

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 prep 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.

VALDOSTA CAMPUS

Campus Description

The Valdosta Campus of Georgia Military College provides academic and administrative services from two locations. The newly constructed facility located at 4201 North Forrest Street Ext. across the street from Dewar Elementary School and approximately one block north of Valdosta High School. The facility is comprised of two buildings totaling more than 47,000 square feet in size.

The buildings house faculty and administrative offices, classrooms, computer labs, science labs, and a newly created academic advising center. Additional features include a newly expanded electronic library, learning center offering tutoring, testing center, and multiple student lounge areas.

Classes are offered mornings, afternoons, evenings, weekends, and online. Moody Air Force Base is host to the GMC Valdosta office on base. GMC administrative services and classes are offered within the newly remodeled Education Center located at 3010 Robinson Road on Moody Air Force Base. Ample and convenient parking is provided at both GMC locations. Students from both locations can take advantage of the many student activities and services provided to enhance the Georgia Military College experience.

Campus Resources

The numerous academic services and resources provided at GMC Valdosta are major components of the campus matrix designed to facilitate student success.

Student Learning Lab /Tutoring Center

The learning lab is located in building B, room 2302/2502. The learning lab offers free tutoring for GMC-Valdosta students throughout each quarter. Tutors are available in subject areas including, but not limited to math, English, reading, history, biology, political science, criminal justice, economics, sociology, social work, and psychology. Services are available to help students with papers, reports, and other assignments that involve writing. Twenty computers are available for student use in the learning lab.

The tutoring schedule is distributed the first week of each quarter. To view tutoring hours, locations, and the schedule, visit www.gmcvaldosta.com, and choose "Tutoring" from the Academics link.

Library

The library is located in building A, room 216. The library is the resource hub for research assistance, computer support, and information literacy. The library is staffed with a full-time library associate and a part-time library assistant. The library contains thirty computers for student use. There are over 250 electronic databases accessible to GMC students.

Research sessions are available to provide students with an opportunity to learn to conduct research and use database gateways such as GALILEO, GALE, and Academic Search Complete for research assignments. Using the current database password, GMC students, faculty, and staff can remotely access GMC's electronic resources 24 hours a day, 7 days a week from any computer with internet access.

Library literacy months are hosted each month to provide faculty, staff, and students with information and trivia. Themes include Black History Month, Asian-American Heritage Month, GMC History Month, The Declaration of Independence History Month, AIDS Awareness Month, and others. To learn more about the library resources and view the hours of operation, visit www.gmcvaldosta.com and choose "Library Resources" from the Academics link.

Social Media

GMC-Valdosta participates in the following social media services:

Like us on Facebook: www.facebook.com/gmcvaldosta

Follow us on Twitter: www.twitter.com/gmcvaldosta

Follow us on Instagram: www.instagram.com/gmcvaldosta

Videos: www.youtube.com/gmcvaldosta

Advising Center

The advising center is located in building B, room 2402. Services are available to students admitted to GMC and include assisting students with registration, exploring degree programs and requirements, career exploration, assessment, and applying for graduation.

For more information on GMC advising services, see the “Will I Need Some Advising?” section of the catalog. For more information specific to the Valdosta campus, visit www.gmcvaldosta.com and choose “Advising Center” from the Academics link.

Student Organizations/Activities

GMC-Valdosta students may participate in a variety of organizations and activities throughout their college experience. Phi Theta Kappa (PTK) Honor Society, Student Government Association, and the Student Honor Council provide a student leadership experience for all members. Students can join many clubs such as the Bulldog News club, Adventure club, Christian Collegiate club, Talent club, and the Walking and Running club at any time during their enrollment. Organizations and clubs sponsor and host various annual events and initiatives such as the Lowndes County Relay for Life, Red Cross Blood Drives, Toys for Tots Drive, and many others.

A complete listing of clubs/organizations and advisors can be found by visiting www.gmcvaldosta.com and choosing “Clubs and Organizations” from the Student Life link. Students are not required to be members of any organization or club to attend meetings or participate in campus events.

Student Dining Services

Ms. Shirley Kelly is the owner and manager of *The Hotdog Express* located in building B, room 2511. Breakfast, lunch, dinner, and snack items can be found on the menu. In addition to the on campus restaurant, students have access to a variety of vending machines. For more information about GMC Valdosta dining services and hours of operation, visit www.gmcvaldosta.com and choose “Dining Services” from the Student Life link.

Student Center

The Student Centers are located in building A, Room 218 and building B room 2511. The student centers serve as common areas for students to study or relax between classes or anytime GMC-Valdosta is open. The student center in building A is accessible directly from the student parking lot from the front (east) side of building A and from the inside of the building. The student center in building B is accessible from the inside of the building. Students have access to vending machines, microwaves, cable TV, copy machine, seating, and tables in the student centers. Students are encouraged to recycle paper, plastic, and aluminum in the appropriate bins located in the student centers, advising center, library, and main hallways.

Parking

Parking is available in the GMC-Valdosta campus lot that surrounds the buildings. Decals are not required to park on campus but student ID's are mandatory. Vehicles should be parked within designated parking spaces only. Students are not permitted to block driveways or entrances with their vehicle at any time. The speed limit on campus is 5 mph.

Student ID

Student IDs are issued in the Business Office to first-time students at no charge during orientation. Students enrolled at GMC-Valdosta must have their student IDs at all times. The library, learning lab, and computer labs require all students to present and scan their student ID prior to accessing computers. Replacement student ID cards are available for a small fee.

Bookstore

The bookstore is located in building A, room 203. The bookstore is accessible through the student center located in room 205. The bookstore stocks school supplies, textbooks, study guides, and GMC merchandise. GMC merchandise includes items such as t-shirts, sweatshirts, book bags, hats, cups, etc. For more information about the GMC Valdosta bookstore and hours of operation, visit www.gmcvaldosta.com and choose "Valdosta Campus Bookstore" from the Student Life link.

WARNER ROBINS CAMPUS

Campus Description

Georgia Military College began offering classes at Robins Air Force Base in 1989. For the first few quarters, campus Director COL John Elliott and an administrative assistant were the only two full-time employees. Only about 15 classes were offered for a few dozen active duty military and civil service employees. COL Elliott envisioned that GMC-Warner Robins would be a college where students of all types could earn an affordable quality education. As course and degree offerings expanded, students responded; by the early 2000s, GMC-Warner Robins needed a building to call its own.

In 2003, Elliott Hall opened at 801 Duke Avenue, in a business park just off North Davis Drive, roughly a mile from Robins AFB and easily accessible via Watson Boulevard from I-75 or GA Hwy 247. Growth continued throughout the decade, resulting in an expansion of Elliott Hall in 2005.

The Administrative Building opened in 2011 across the student parking lot from Elliott Hall. June 2013, the Administrative Building was renamed in honor of MG Peter J. Boylan, for his twenty-one years of service as President of Georgia Military College and support of the Warner Robins campus.

Boylan Hall now serves as a starting point for new students, with offices for Admission, Registrar, Financial Aid, Business Office, and Bookstore services. Elliott Hall is primarily an academic building, including the Advising Center, Testing Center, Library, Writing Center, and Math Tutoring Center, as well as classrooms and labs.

GMC's office at Robins AFB is still available to students with access to the base, and is conveniently located down the hall from the Robins AFB Education Office in the lower level of Building 905 (the library building on Ninth Street).

Today, GMC-Warner Robins is one of the fastest growing college campuses in Middle Georgia, with more than 180 classes offered each quarter to support more than 1,300 students. Convenient schedules are offered for traditional and non-traditional students with day, evening, and weekend classes, and smaller class sizes for better instruction.

In 2012 and 2013, readers of macon.com and The Telegraph voted GMC-Warner Robins "Best of the Best" College or University in Middle Georgia.

Campus Resources

In addition to the administrative services provided at Boylan Hall, various academic services and resources are available at Elliott Hall.

Advising Center and Testing Center

The Advising Center is located at the front desk of Elliott Hall. Services are available to students admitted to GMC and include advisement, registration for classes, evaluation of degree applications, and much more.

The Advising Center also provides academic testing services for newly admitted students as well as established GMC students who must complete out-of-class tests in order to graduate. When the Testing Center computer lab is not in use for academic testing, it is open to students as a quiet study area.

For more information on GMC advising, see the "Academic Affairs" section of the catalog. For office hours and information specific to the Warner Robins campus, visit www.gmcwarnerrobins.com and view the "Academics" section.

Student Center

The Student Center at Elliott Hall serves as a common area for students between classes or anytime GMC-Warner Robins is open. It is accessible directly from the student parking lot through the glass double doors in the center of the building.

The Student Center includes the Security Desk, Lost and Found, a gaming area, TV, vending machines, complimentary coffee offered several times daily, seating, and tables. Students are also encouraged to recycle used paper, plastic, and aluminum in the appropriate bins in the Student Center or Advising Center lobby.

Library

The Library is accessible from the Student Center and provides access to online library resources such as Gale, Galileo, the Georgia Career Information System, and much more. While classes are in session, the Library is open from 9:00am to 9:00pm Monday through Thursday, and 9:00am to 12:00pm Friday and Saturday.

Writing Center and Math Tutoring Center

The Writing Center (Room 226) and Math Tutoring Center (Room 104) offer free tutoring for GMC-Warner Robins' students throughout each quarter. GMC-Warner Robins' tutors have years of professional experience in their areas of expertise, and many of them teach classes at GMC. Tutoring is also available for natural sciences, history, accounting, Spanish, and other areas.

Tutoring begins on the first Wednesday of each quarter and continues through the final week. To view tutoring hours and more information online, visit www.gmcwarnerrobins.com and choose "Tutoring" in the "Academics" section.

Student Organizations and Activities

GMC-Warner Robins students may participate in a variety of organizations, including but not limited to the Phi Theta Kappa (PTK) honor society, Student Government Association, the GMC-Warner Robins Newsletter, Reflections (GMC's literary magazine), and many more; sponsoring and/or participating in events such as the Houston County Relay for Life, Toys for Tots toy drive, Red Cross blood drives, and more.

Qualifying full-time students may also participate in Army ROTC through Mercer University at no additional cost to the student. See the Advising Center for details.

To view a full list of student organizations and quarterly activities calendar at GMC-Warner Robins, visit www.gmcwarnerrobins.com and choose "Clubs and Organizations" in the "Student Life" section.

Parking

Parking is available in the Prince Street parking lot between Boylan Hall and Elliott Hall, in front of Boylan Hall, across Duke Avenue from Elliott Hall, and across Prince Street from Boylan Hall.

Student ID

Parking decals and Student IDs are issued in the Advising Center to first-time students at no charge. Students enrolled at GMC-Warner Robins must have their student IDs at all times, and parking decals must be visibly displayed on student vehicles.

ONLINE CAMPUS

The Georgia Military College Online Campus is located on the Milledgeville campus and functions as a fully-online campus available to students in Georgia, the United States, and across the globe.

Students can go through the admissions process from the comfort of their homes with access to admissions counselors and financial aid assistants by email and phone Monday through Friday, and COMPASS testing is available at any Georgia Military College campus and at many remote locations across the country.

Advisors are also available by phone and email for new and returning students throughout the term for help with registration, changing or adding an additional major, and applying for graduation. Graduating Online Campus students can also choose to walk at any GMC campus graduation ceremony.

During the term, students have access to their courses 24/7 in order to shape their coursework schedule around their lives. Instructors are available by email and chat to answer questions and provide additional assistance; in addition, Tutor.com provides free tutoring for Online Campus students. Technical assistance is provided by the Student Helpdesk for general issues and the Moodle Helpdesk for course-specific issues.

The Online Campus has a growing number of programs and courses and due to the nature of the program, courses never “close” or become unavailable to students. The Online Campus courses are also available to on-ground students at the other GMC campuses to help optimize their schedules.

For more information on tuition, fees, and enrollment please visit http://online.gmc.cc.ga.us/page.php?page_id=1021.

EXTENSION CENTERS: MADISON, SANDERSVILLE, and STONE MOUNTAIN

The GMC Milledgeville Campus operates Extension Center programs in Sandersville and Madison. The GMC Fairburn Campus operates an Extension Center program in Stone Mountain. The Extension Center programs are designed to assist students in meeting their educational goals with class schedules that allow students to take classes closer to home in order to work around full-time employment. The class offerings follow the core curriculum and degree programs as outlined in this catalog. Each center has a director to provide services to the students in the community on a daily basis. Classes at the extension centers are typically small with an average class size of 10 students, thus allowing students a more personalized educational experience. For increased flexibility, students at the extension centers also have the opportunity to enroll in online classes.

The Sandersville extension center provides courses for the GMC students in the Washington County and surrounding areas. The center is located at 415 Industrial Drive, about a quarter mile east of Highway 15 and two blocks from the Dairy Lane in Sandersville, Georgia. Classes are offered four days a week during the afternoons and evenings and on weekends.

The Madison extension center provides courses for the GMC students in the Morgan County and surrounding areas. The center is located at 235 S. Main St, across the street and two doors down from the Chop House in historic downtown Madison, Georgia. Classes are primarily scheduled for afternoons or evenings on Monday through Thursdays, but some weekend and late morning classes are also available.

Stone Mountain is an extension of our Fairburn campus. Similar to services offered at the Sandersville and Madison Campuses, this center offers GMC students in Dekalb County, Gwinnett County and neighboring areas the opportunity to complete courses towards an Associate Degree at a center closer to home. The center is located next door to the Sue Kellogg Library at 5325 Manor Drive, Stone Mountain, GA 30083. The campus is in walking distance from the main entrance to Stone Mountain Park.

ADMISSIONS INFORMATION

Office of Admissions Directory

Milledgeville Campus

Call toll free 1-800-342-0413 or call direct (478) 387-4846

Augusta Campus:

(706) 993-1123

Columbus Campus:

(706) 478-1688

Fairburn Campus:

(678) 379-1414

Online Campus:

(478) 387-4950

Valdosta Campus:

(229) 375-5650 (Admissions Number)

(229) 269-4848 (Main Number)

Warner Robins Campus:

(478) 225-0005

Madison Extension Center:

(706) 343-5863

(478) 387-4905 (Milledgeville office)

Sandersville Extension Center:

(478) 240-3012

(478) 387-4905 (Milledgeville office)

Stone Mountain Extension Center:

(678) 379-1387

Application Process

Georgia Military College is an open enrollment institution. In keeping with the Georgia Military College mission, the admission policies of Georgia Military College are in place to serve students seeking a liberal arts based, two-year undergraduate curriculum. A potential student is considered for admission without regard to race, creed, religion, gender, marital status, disability, or national origin. Applicants meeting admission requirements are eligible for admission as long as it is judged that the prospective student's enrollment will not be hazardous to the student or endanger the health and safety of his fellow students or others.

As appropriate, an applicant must be a graduate from a public school regulated by a school system and state department of education or be a graduate from a high school accredited by one of the following: a regional accrediting association such as the Southern Associate of Colleges and Schools, The Georgia Accrediting Commission, The Georgia Private School Accrediting Council. Applicants must submit an official transcript showing graduation with a general high school diploma, an official GED score report showing successful completion of the General Education Diploma, official transcripts from colleges previously attended, an official score report of SAT or ACT

scores, or an official transient letter from the institution in which the student is currently enrolled. Additional items may also be required in support of the application for admission. Each applicant is notified of specific items needed to complete the application file.

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. The College reserves the right to limit the number of students admitted to the College and/or to specific programs and to make decisions regarding admission to the College and to specific programs in accordance with any lawful criteria and/or procedures determined by the College or its officials whether such criteria and/or procedures are published or unpublished.

Campus tours of each GMC Campus are available and may be arranged by calling the campus directly. Although not required, it is recommended that campus tour reservations be made in advance of your visit to the campus.

Application forms may be submitted at <https://recruiter.gmc.cc.ga.us/Datatel.ERecruiting.Web.External/Pages/welcome.aspx> or at any GMC location.

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 an admission 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 who have attended another college or university must disclose that information and submit transcripts from every school previously attended. It is possible that the requirement for transcripts from some institutions may be waived if it is determined the institution does not offer degree programs. 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. It is possible that the requirement for transcripts from some institutions may be waived if it is determined the institution does not offer degree programs.

Addresses for Submitting an Application

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

Augusta Campus

115 Davis Road Martinez, GA 30907
(706) 993-1123

Columbus Campus

7300 Blackmon Road
Columbus, GA 31909
(706) 478-1688

Fairburn Campus

320 West Broad, Suite 200
Fairburn, GA 30213 (678) 379-1414

Fairburn Extension Center in Stone Mountain

5325 Manor Drive
Stone Mountain, GA 30083 (678) 379-1387

Milledgeville Campus

Georgia Military College Office of Admissions
201 East Greene Street
Milledgeville, GA 31061
(478) 387-4846 or 1-800-342-0413

Milledgeville Extension Center Program in Madison

Georgia Military College
Office of Admissions
201 East Greene Street Milledgeville, GA
31061 (478) 387-4846

OR

235 South Main Street
Madison, GA 30650
Madison (478) 387-4792

Milledgeville Extension Center Program in Sandersville

Georgia Military College
Office of Admissions
201 East Greene Street Milledgeville, GA
31061 (478) 387-4846

OR

415A Industrial Drive
Sandersville, GA 31082
Sandersville (478) 387-4791

Online Campus

201 East Greene Street
Campus Box 100
Milledgeville, GA 31061
(478) 387-4950

Valdosta Campus

4201 North Forrest Street
Valdosta, GA 31605 (229) 293-6000

Warner Robins Campus

801 Duke Avenue
Warner Robins, GA 31093 (478) 225-0005

Application Deadlines

Each Georgia Military College campus determines its own application deadlines. Applicants are encouraged to contact the GMC campus directly to obtain the deadline for the desired term of entry. Students are encouraged to apply for admission and financial aid well in advance of the beginning of a new quarter to allow adequate time for receipt of transcripts and financial aid documentation.

Admissions Categories

Students seeking admission to Georgia Military College may be accepted in one of three categories. These categories are unconditional admission, conditional admission, or provisional admission.

Unconditional Admission Policy

An applicant admitted in unconditional status has met all stated admission requirements at the time of admission.

Conditional Admission Policy

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 Policy

Provisional admission is appropriate for students seeking admission and registration privileges before all admission requirements have been met. Provisional admission is granted on a case-by-case basis by the Vice President of Enrollment Services or by the Campus Director. Students granted provisional admission must complete a Provisional Registration Agreement prior to registration, must provide all official transcripts within ten (10) days of signing the Provisional Registration Agreement, and will not be eligible for financial aid consideration until all official transcripts have been received by GMC and it is determined that the student is eligible for admission. All fee payment deadlines must be met by the student regardless of the provisional registration agreement. Registration for any future term will not be permitted until all required documents have been submitted and the student is determined eligible to continue.

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 from a properly accredited school of secondary school credits showing graduation with a college preparatory diploma, technical diploma, general diploma or successful completion of the GED. Students applying for an upcoming term while completing the senior year of high school should submit an official transcript showing coursework completed through the 11th grade and should then provide an additional transcript following graduation that reflects the date of graduation.

Placement Examinations

In order for students to enroll in classes at the appropriate academic level, students are evaluated in three areas: reading, writing, and mathematics. The methods for establishing the academic level are as follows. All students (entering freshmen and transfer students) must meet these criteria.

Placement examinations in reading, English, and math skills assist 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. Students are permitted to take each section of the placement exam only once.

Any incoming student needing an accommodation based on a disability should make their request known prior to scheduling the examination by contacting the Manager of Disability Services at (478) 387-4902 or kjohnson@gmc.cc.ga.us.

Compass, ACT, and SAT Scores

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 before enrolling in credit courses in that subject area.

The Reading Skills Placement exam is administered to all entering freshmen unless they satisfy one or more of the following with scores no more than 5 years old:

- SAT Critical Reading score of 510 or greater
- ACT Reading score of 23 or greater
- Regents' Reading exam score of 61 or greater
- Transfer credit for ENG 101
- Successful completion of RDG 099 or its equivalent at a regionally accredited college within the past two years. (Unsuccessful attempt of RDG 099 or its equivalent at a regionally accredited college within the past two years places the student in RDG 099.)
- Successful completion of RDG 097 or its equivalent at a regionally accredited college within the past two years places the student in RDG 099. (Unsuccessful attempt of RDG 097 or its equivalent at a regionally accredited college within the past two years places the student in RDG 097.)
- COMPASS scores (without any course attempts) may be used for up to two years from test date.

The GMC Writing Skills Placement Exam is administered to all entering freshmen unless they satisfy one or more of the following with scores no more than 5 years old:

- SAT Essay score of 560 or greater
- SAT Essay score of 500 or greater AND SAT Critical Reading score of 510 or greater
- ACT English score of 24 or greater
- ACT reading exemption score of 23 or greater and ACT English score of 22 or greater
- Transfer credit for ENG 101
- Successful completion of ENG 099 or its equivalent at a regionally accredited college within the past two years. (Unsuccessful attempt of ENG 099 or its equivalent at a regionally accredited college within the past two years places the student in ENG 099.)
- Successful completion of ENG 097 or its equivalent at a regionally accredited college within the past two years places the student in ENG 099. (Unsuccessful attempt of ENG 097 or its equivalent at a regionally accredited college within the past two years places the student in ENG 097.)
- COMPASS scores (without any course attempts) may be used for up to two years from test date.

The GMC Mathematics Placement Exam is administered to all entering freshmen unless they satisfy one or more of the following:

- SAT Math score of 450 or greater within five years from date of application
- ACT Math score of 18 or greater within five years from date of application
- Transfer credit which satisfies the Quantitative Skills (Area A2) group in the core curriculum
- Successful completion of LSS Math sequence at a regionally accredited college within two years from date of application
- Placement scores (without any course attempts) may be used for up to two years from test date.

Transfer Admissions Requirements

All persons seeking admission who have been previously enrolled in one or more 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. Students applying for admission at GMC while still enrolled at another college or university must provide an official preliminary transcript showing work completed to date and then provide an official final transcript at the conclusion of the last term of enrollment. Official transcripts must note the student's academic standing. Students transferring from institutions that do not post academic standing must request a statement of academic standing from the Registrar's Office at their previous institution(s).
4. Applicants who have completed fewer than 10-quarter hours of regular college-level work must also meet all requirements for freshman admission. It is recommended that transfer students wishing to use financial aid resources while enrolled at GMC submit an official high school transcript regardless of the number of hours previously earned.
5. Applicants who have not completed English 101 and Math 106/Math 109 or higher 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). Students seeking admission at GMC following exclusion from their previous institution must provide adequate documentation to explain the grounds for exclusion. Those students who have been excluded may petition for admission at GMC following a one-term break in enrollment. See [Admission of Students on Exclusion](#) for additional information.
7. Students' academic progress at the prior institution will be evaluated by the [GMC Standards of Satisfactory Status](#) and may result in a warning or probation status at the time of admission as well as impact access to available financial aid.

Transfer of Credit

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

1. Georgia Military College may award transfer course credit for work completed at other regionally accredited colleges in which a grade of "C" (2.0) or better was earned. Such credit will be awarded based upon comparability of the course(s) with existing GMC credit course offerings, degrees and majors. Students planning to continue their studies for a more advanced degree in science or technology must consult with their advisor to determine if credit transferred in these areas is appropriate considering that the pace of research or technology may have overtaken its content. If such a determination is made a petition should be submitted to the Associate/Assistant Academic Dean to have the transferred credit removed from the student's active degree program and their Georgia Military College transcript, so the student may retake the course.
2. Georgia Military College will only award transfer credit for up to 67.5 quarter hours. In meeting this requirement transfer credits are awarded into the core curriculum first and the student's declared degree concentration second. Additionally courses that have GMC equivalent take precedence over courses that do not have a GMC equivalent and are therefore transferred first. Students may request an exemption to this policy by petition to Vice President for Academic Affairs and Dean of Faculty.
3. Credit earned at regionally accredited technical colleges may be accepted depending on the student's degree program, level of courses at the technical college and the accreditation level of the technical college. Refer to the [Technical College Credit Policy](#) for more information.
4. Learning Support Services class completion at regionally accredited technical colleges may be used to assist with determining placement level. These courses are not transferable for credit into a degree program.
5. Upper division courses (those numbered above 299 that reflect junior/senior level classes) generally are not transferable but may be accepted with a petition approved by the Vice President for Academic Affairs and Dean of Faculty under extenuating circumstances.
6. The PER 101 course (College Success) is required for all degree-seeking students, except those transferring 36 or more quarter hours into GMC in good academic standing according to GMC standards of academic progress, and must be completed during a student's first term of enrollment at GMC.
7. 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. Students may also petition the Associate/Assistant Academic Dean at their campus regarding credit shortfalls due to transfer credits.
8. Military training/experience and schooling will be evaluated for credit toward a GMC degree as recommended by the American Council on Education (ACE) Guide and/or recommendation of the appropriate Division Chair.
9. Formal military training will not be transferred or credited toward ROTC courses. ROTC courses at other colleges may be transferred toward a GMC degree.

10. Military personnel on active duty under a SOCAD agreement with Georgia Military College will be considered in continuous enrollment in pursuit of their degree until the degree is conferred or until a student transfers to another institution. 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.
11. SOCAD and SOCNAV students may transfer 15 quarter hours of the GMC residency requirement from another accredited SOCAD or SOCNAV college. This is in addition to the 67.5 quarter limit for a total of 82.5 quarter hours.

Technical College Credit Policy

Georgia Military College accepts college level credit from the Technical College System of Georgia. For information on transferring courses, please refer to the [Technical College System of Georgia Transfer Guide](#) at www.gmc.cc.ga.us under “Academics” and then “Transferring Course Credits to GMC.”

If the student is in an associate degree program at a COC accredited institution, GMC will accept credit as allowed based on our [Transfer of Credit](#) policy.

GMC **does not** accept academic credit (with the exception of the Mini Core Program) earned in diploma or certificate programs from any community college or technical college **regardless of accreditation standings**.

Residency Requirement as it applies to Admissions

All students must successfully complete a minimum of 25 percent of the quarter hours required for a degree and maintain a 2.00 GPA for those courses through instruction offered at Georgia Military College in order to satisfy residency requirements. (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 nation’s 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.

Servicemembers Opportunity College (SOC)

GMC has been identified as a Servicemembers 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 Servicemembers Opportunity College Army Degree Program (SOCAD) and SOCNAV (the Servicemembers Opportunity Colleges Navy Degree) 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 Campus 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 certain 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. **Advanced Placement:** Credit will be awarded to those entering freshmen who have participated in the Advanced 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 of Students on Exclusion

Transfer Students

Admission to GMC may be granted to any student on academic exclusion, dismissal or suspension upon the following conditions:

1. Current application is on file;
2. Submission of a student petition showing reasons to consider admission;
3. The availability of valid academic transcripts for review;
4. An intervening term of one quarter between the last term of academic exclusion status and the proposed term of admission.

Students excluded for reasons other than for academic performance must provide adequate documentation explaining the circumstances of the exclusion.

The student petition for admission for transfer students will be reviewed by the Assistant Director of Academic Support Services on the Milledgeville campus or the designated official at the other campus locations and approved by the Vice President for Enrollment Services or Campus Director.

If admitted, the student is required to attend academic counseling and complete the Academic Seminar.

Students who have not successfully exited remedial or developmental study deficiencies will be required to enroll in the corresponding LSS courses at GMC in the first term.

Students' academic records will be evaluated according to the GMC Standards of Satisfactory Progress and may result in a warning or probation status at the time of admission.

A transfer student admitted from exclusion may or may not be eligible for financial aid. See the section [Academic Exclusion and Financial Aid](#) for more information.

Former GMC Students

The student petition for a Georgia Military College student, who is under exclusion status and seeking readmission, will be reviewed by the Assistant Director of Academic Support Services at the Milledgeville campus or the designated official at the other campus locations and approved by the Associate or Assistant Dean at the campus.

To re-enter on a probationary status, a student must successfully complete ten hours over two successive terms or ten 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 Associate/Assistant Academic Dean for permission to re-enroll at Georgia Military College and if readmitted, attend academic counseling and complete the Academic Seminar.

Former GMC students returning from exclusion are not eligible for financial aid until they have successfully completed ten hours of credit. See the section [Academic Exclusion and Financial Aid](#) for specific details.

Academic Seminar

As a condition of admission and continued enrollment, students admitted from exclusion must complete the Academic Seminar provided by the Department of Academic Support Services. This seminar is designed to assist the student in successfully attaining his academic good standing within the conditional period.

Students are encouraged to complete the Seminar prior to their enrollment and must complete the Seminar by the mid-term of the first term of enrollment. Failure to complete the Seminar will result in the inability to register for future quarters.

Click for more information on [Academic Warning, Probation, and Exclusion](#).

Non-Traditional Admissions

Readmission of Former GMC Students

A former GMC student who has had a break in attendance at GMC that has not exceeded a 12-month period of time 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 three years should check with the GMC Office of Admissions to ensure that all official transcripts submitted previously are still in file. All transcripts not on file must be re-submitted. Students returning under this policy will come under the catalog in operation at the time of readmission. This policy is not subject to appeal.

Readmission of GMC Graduates

Graduates of the Georgia Military College, or other regionally accredited institutions, may return to college with GMC for the purpose of continuing their education. These students may only apply courses listed in the GMC core curriculum to the second degree and all of the concentration courses must be composed of courses not previously taken and passed for academic credit toward a degree or as an elective and reflected on the official transcript. Students returning under this policy will come under the catalog in operation at the time of readmission. This policy is not subject to appeal.

Transient Student Admissions

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. Transient students may not take directed study or independent study at 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.
4. A copy of Servicemembers Opportunity College (SOC) agreement from parent institution. Note: Veterans must also submit proof of enrollment certification from the parent college.

Senior Citizen Student Admissions

Georgia residents 62 years of age or older who meet regular freshman or transfer student admission requirements, may register for classes on a space available basis and either audit or receive credit without payment of tuition and fees except for textbook fees.

Non-Degree Seeking Student Admissions

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. Waivers for these requirements may be granted on an individual basis for students who have completed an Associate's degree or higher by petitioning the Associate/Assistant Academic Dean at that campus. 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 recertification may do so by submitting an official transcript from the last college attended.

Auditing a Class

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. Petition the Associate/Assistant Academic Dean at that campus.

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 audited courses.

Home-Schooled Student Admissions

Admission of home-schooled students or graduates from non-accredited 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

AND

1. Combined SAT critical reading and math score of at least 920 or an ACT Composite score of 19
2. A list of courses completed
3. A bibliography of textbooks and/or assigned readings used
4. A writing sample.

OR

1. Successful completion of the GED

International Students Admissions Regulations

International students 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. It is recommended that an official translation of education documents be provided by World Education Services or through J. Silny Associates.
4. If English is not the official language of the student's home country, an official Test of English as a Foreign Language (TOEFL) score report must be provided.

A minimum score of 460 (paper-based test), 140 (computer-based test) or 48 (Internet-based test) is required for admission.

- i. Those students whose official TOEFL score is between 460-499 (paper-based test), 140-173 (computer-based test), or 48-61 (Internet-based test) will be required to enter the Learning Support Services English and Reading programs.
 - ii. Those students scoring 500 (paper-based test), 173 (computer-based test), or 61 (Internet-based test) or above will be allowed to enroll in standard college-level courses provided the student has passed the English and Reading placement test administered to all incoming students.
 - iii. International students are subject to the criteria as stated in [Placement Examinations](#).
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 and participate in the Reserve Officer Training Corps.
 7. A copy of the student's passport/visa must be provided to the Admissions Office (Milledgeville Campus) within 10 days of enrollment.

International Students Registered through the Online Campus

International students wishing to take coursework through the Georgia Military College Online Campus while residing outside the United States must meet the following criteria:

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. It is recommended that an official translation of education documents be provided by World Education Services or J. Silny Associates.
4. If English is not the official language of the student's home country, an official Test of English as a Foreign Language (TOEFL) score report must be provided.

A minimum score of 460 (paper-based test), 140 (computer-based test) or 48 (Internet-based test) is required for admission.

- i. Those students whose official TOEFL score is between 460-499 (paper-based test), 140-173 (computer-based test), or 48-61 (Internet-based test) will be required to enter the Learning Support Services English and Reading programs.
- ii. Those students scoring 500 (paper-based test), 173 (computer-based test), or 61 (Internet-based test) or above will be allowed to enroll in standard college-level courses provided the student has passed the English and Reading placement test administered to all incoming students.
- iii. International students are subject to the criteria as stated in [Placement Examinations](#).

International students taking courses through the GMC Online Campus while residing outside the United States will not be issued an I-20.

Dual 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 dual 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 dual enrollment and early admission programs are listed in the following sections.

ACCEL Payment

The ACCEL maximum award is \$4,000 per academic year (\$1,334 for Fall quarter, \$1,333 for Winter quarter, and \$1,333 for Spring quarter) for students enrolled in at least 12 quarter hours (full-time) at the post-secondary level at GMC. The award amount is pro-rated for students enrolled at the post-secondary level for 1 through 11 hours (part-time), at \$111.11 per quarter hour. ACCEL payment is available only to those students who are classified as legal residents of Georgia according to residency regulations promulgated by the Georgia Student Finance Commission. The student must meet federal Selective Service registration requirements and must not owe a refund on a State of Georgia student financial aid program.

Admissions Standards

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

1. A \$35 non-refundable application fee.
2. A properly completed official application form.
3. Exemption of all LSS requirements by:
 - a. Submission of official SAT/ACT score meeting the following:
 - i. SAT Critical Reading score of 510 or greater OR ACT Reading score of 23 or greater
 - ii. SAT Essay score of 560 or greater OR SAT Essay score of 500 or greater AND SAT Critical Reading score of 510 or greater, OR ACT English score of 24 or greater, OR ACT Reading score of 23 or greater AND ACT English score of 22 or greater.
 - iii. SAT Math score of 450 or greater OR ACT Math score of 18 or greater

OR

- b. Exemption of all LSS requirements demonstrated by COMPASS Placement Test results utilizing Georgia Military College criteria for LSS requirement exemption. The COMPASS Placement Test may be completed one time for the purpose of demonstrating exemption of LSS requirements. COMPASS Placement testing can be scheduled after receipt of the official high school transcript reflecting the cumulative high school grade point average of 3.0 on a 4.0 scale in courses taken from the required High School Curriculum units.
4. Minimum cumulative high school grade point average of 3.0 on a 4.0 scale in courses taken from the required high school curriculum units.
 5. Written recommendation of high school principal or counselor.
 6. Written consent of parent or guardian (if the student is a minor).

Acceptance of Transfer Credits

Freshman seeking admission to a USG institution can expect that the college credit earned at a COC-accredited institution prior to high school graduation will be considered as transfer credit if the prospective student meets the USG institution's regular admission requirements.

Home-Schooled Students

Home-schooled students wishing to participate in the dual 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. Exemption of all LSS requirements
 - a. Submission of official SAT/ACT scores meeting the following:
 - i. SAT Critical Reading score of 510 or greater OR ACT Reading score of 23 or greater
 - ii. SAT Essay score of 560 or greater OR SAT Essay score of 500 or greater AND SAT Critical Reading score of 510 or greater, OR ACT English score of 24 or greater, OR ACT Reading score of 23 or greater AND ACT English score of 22 or greater
 - iii. SAT Math score of 450 or greater OR ACT Math score of 18 or greater
 - b. Exemption of all LSS requirements demonstrated by COMPASS Placement Test results utilizing Georgia Military College criteria for LSS requirement exemption. The COMPASS Placement Test may be completed one time for the purpose of demonstrating exemption of LSS requirements.
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.

Admissions General Information

New Student Orientation

New student orientation is a structured program that offers new freshmen 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, financial aid, health services, student activities, rules/regulations, and academic affairs.

Articulation Agreements

GMC has articulation agreements with several colleges, and you should check with your advisor. 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. Please visit our [Articulation Agreements](#)' web page for a list.

Right to Refuse Admission

An applicant may be declared eligible for admission, registration, enrollment or re-enrollment at Georgia Military College only after satisfying all established requirements. 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. The applicant must furnish to the institution such biographical and other information, including references, as may be required to establish that the student's enrollment at Georgia Military College will not be detrimental to the health, safety, welfare or property of other students or members of the campus community or to the orderly operation of the institution.

CORPS of CADETS

COMMANDANT OF CADETS OFFICE

Col. Patrick Beer, Commandant of Cadets
(478) 387-4783

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 the Corps' 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 our country needed their services, including service in the previous Iraqi Freedom conflict. The cadet program does not have a military obligation. However, some cadet programs offer the opportunity for military service.

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 Army ROTC ECP (Early Commissioning Program). Today, GMC is one of only 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 National Guard or Reserves in just 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 assure 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

Students interested in being a cadet resident student at the campus in Milledgeville may choose to participate in the U.S. Army Reserve Officer Training Corps (ROTC) program. State Service and Early Commissioning cadets must participate in ROTC.

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).
- Health Questionnaire Certificate
- Meningitis Vaccine waiver
- Tuberculosis Screening
- International students also must submit a completed I-20 form. International students taking ROTC must have 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, assigned a room, fitted/issued uniforms and then 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 begins.

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 virtues 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 everyone during 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.

Further Stipulations

In addition to all graduation requirements in the academic sections of the catalog, cadets must have approval from the Commandant of Cadets to graduate.

Students must satisfy all disciplinary requirements at least five working days prior to graduation. No exceptions will be made to this policy. Students who fail to fulfill their disciplinary obligations will have a disciplinary hold placed on their transcripts.

Immunizations/Screenings

Members of the GMC Corps of Cadets must submit a certificate of immunization to provide verification of current immunization requirements. Georgia law also mandates that residential students provide signed documentation stating that they have received a vaccination against meningococcal disease or reviewed the information and declined to be vaccinated. In addition, all incoming residential students are required to have a current tuberculosis skin test.

Students who have religious objections to immunizations and students whose physicians have certified that they cannot be immunized because of medical reasons may be exempted from providing proof of immunizations.

ROTC Classes

Members of the Corps of Cadets on the Milledgeville Campus may include ROTC courses as part of their degree program. Cadets participating in ROTC may qualify for a federal uniform commutation allowance.

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 to qualify for a scholarship. These students must be members of the cadet corps.

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. The college sponsors the following athletic teams: men's and women's soccer, men's and women's cross-country, women's softball, men's golf, a cheerleading team, a co-ed rifle team, and a junior college football team. Georgia Military College is a full member of the National Junior College Athletic Association (NJCAA) and the Georgia Collegiate Athletic Association (GCAA). GMC's intercollegiate teams have been greatly successful at both the regional and national levels, including national championships in both football and golf in recent years.

Football Team Members

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 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 in a state level competition in such events as rifle marksmanship, orienteering, M-16 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 Army ROTC and a faculty sponsor and is always among the top teams in their competitions.

Cadet Financial Information

Expenses

Current Cadet fees are listed on the GMC web page in Admissions and on the [Milledgeville Tuition and Fees](#) page.

Room Deposit

A deposit is required of all boarding students upon admission to the college. The deposit will be credited toward the student's account when their enrollment at GMC ends. 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.

Refund of Room Deposit

The room deposit is refunded when 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 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.

Scholarships Available

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 Office and/or the GMC Athletic Department for specific guidelines for some awards under their control.

Cadets should also check the section in this catalog, [Financial Information](#), for Additional guidelines for filing financial aid forms are in that section.

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. All students receiving GMC scholarships are required to apply for federal student aid.

West Point Military Academy Preparatory Scholarship Program

Georgia Military College is a West Point Military Academy Preparatory Scholarship Program College (WPPSP). The West Point Association of Graduates selects highly motivated young people who have sought admission to the United States Military Academy.

Students selected for this program are provided partial scholarships for an additional year of post-secondary school education at one of four military junior colleges. WPPSP candidates are required to take math, English, chemistry and history while enrolled at GMC. Every candidate, who completes the preparatory year with a "B" average and no grade below a "C", has an excellent chance of being offered admission to West Point by the USMA Director of Admissions. The cadet members of this program have a designated academic advisor to assist them in meeting the requirements of the program. While WPPSP students are a part of the Corps of Cadets, they are not members of the ROTC commissioning program at Georgia Military College.

Coast Guard Academy Scholars Program

Georgia Military College enrolls students selected by the Coast Guard Academy for the CGA Scholars Program. The Coast Guard Academy selects highly motivated young people who have sought admission to the Academy for a 1-year program at Georgia Military College. Students selected for this program are provided partial scholarships for a year of post-secondary school education at GMC where emphasis is placed on math, English, chemistry and physics. CGA Scholars participate as members of the Georgia Military College Corps of Cadets and have a designated academic advisor to assist them in meeting the requirements of the program.

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.

Battalion Commander Scholarship

Applicant must have a minimum of a 2.7 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 2.7 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 2.5 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

Performance grants may be available to cadets with demonstrated financial need.

Athletic Scholarships for Cadets

Athletic Performance Scholarship

This scholarship is 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.

Curtis 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.

Army ROTC

Participation in the Army Reserve Officers Training Corps (ROTC) 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 (MS I & II) and the Advanced Course (MS III & IV), 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, Communication, 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 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 ECP. The ROTC Advanced Course ECP 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.

The ROTC ECP is a program for qualified students to earn the Gold Bar of a U.S. Army Second Lieutenant after successfully completing the 2 years of Advanced ROTC. This is a fast-paced leadership development curriculum that prepares the students for officer positions within the U.S. Army National Guard and Reserves. 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
201 East Greene Street
Milledgeville, GA 31061

Qualifications for ARMY ROTC ECP

ROTC ECP Advanced Course cadets receive a monthly ROTC stipend, in addition to a performance grant from GMC. Interested students must also be approved by the ROTC Professor of Military Science for enrollment in the Advanced Course.

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

- Be a U.S. Citizen.
- 17 years old.
- Earn a High School Diploma or equivalent (GED).
- A minimum cumulative grade point average of 2.5 (Scholarship) or 2.0 (non-scholarship) on a 4.0 scale.
- Have a minimum combined SAT (Critical Reading and Math only) score of 920 (scholarship) or 850 (non-scholarship) or composite ACT score of 19 (scholarship) or 17 (non-scholarship). The student must submit official scores.
- Meet medical standards.
- Meet height and weight standards.
- Pass a standard Army physical fitness test (push-ups, sit-ups and 2-mile run).
- New applicants will be categorized into one of three groups listed below:
 - i. Completed Basic Training.
 - ii. Completed three (3) years of JROTC.
 - iii. Those who do not meet any of the two previous categories will attend the Leaders Training Course (LTC) the summer before attending GMC.

Leaders Training Course (LTC)

LTC is held at Fort Knox, Kentucky and is for students who have not attended Basic Training or have 3 or more years of JROTC. Students attending this program complete and receive the following:

- Attend a 1-week Mini Camp at GMC...then 30 Days training at Fort Knox, Kentucky.
- All meals and transportation provided by the U.S. Army.
- Opportunity to receive a Two Year Scholarship Totaling up to \$20,000 per year
- Receive one month's Army Pay.

ROTC ECP – LTC Scholarship

These scholarships are awarded by the ROTC Professor of Military Science for those students who successfully graduate from LTC (the summer before attending GMC) and meet the minimum requirements listed above. LTC Scholarship recipients are not eligible to participate in the Simultaneous Membership Program (SMP).

- Qualified applicant who does not have 3 years of JROTC or completed Basic Camp
- Attend 1-week Mini Camp at GMC...then 30 Days training at Fort Knox, Kentucky.
- All meals and transportation provided by the U.S. army.
- Opportunity to receive a Two Year Scholarship Totaling up to \$20,000 per year
- Receive one month's Army Pay

ROTC ECP – Military Junior College (MJC) Scholarship

These scholarships are awarded by the Professor of Military Science. An order of Merit List is created with 17 scholarships awarded. All MJC Scholarship recipients must participate in the Simultaneous Membership Program (SMP).

SMP is a program in which Senior ROTC (contracted) Cadets simultaneously serve as members of the Army National Guard/Army Reserve and ROTC. Cadets participating in this program are non-deployable RC Unit assets. This program is open to all contracted non-scholarship Cadets and mandatory for all MJC Scholarship Cadets. LTC Scholarship Cadets may not participate. Money available to SMP National Guard Cadets includes the Montgomery GI Bill, Montgomery GI Bill Kicker and E-5 Drill Pay. For Montgomery GI Bill money, the soldier has to have completed Basic and AIT.

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).

FINANCIAL INFORMATION

Business Office Directory

To protect your privacy, when corresponding via phone or email please refer to your seven digit Student Identification Number. All email correspondence must be sent using your GMC student email address.

Milledgeville Business Office
(478) 387-4847

Email: arhelp@gmc.cc.ga.us

Augusta Business Office
(706) 651-7328 or (706) 650-5635

Email: arhelpAugusta@gmc.cc.ga.us

Columbus Business Office
(706) 478-3142

Email: arhelpColumbus@gmc.cc.ga.us

Fairburn Business Office
(770) 306-6402

Email: arhelpFairburn@gmc.cc.ga.us

Valdosta Business Office
(229) 269-4813

Email: arhelpValdosta@gmc.cc.ga.us

Warner Robins Business Office
(478) 225-0216

Email: arhelpRobins@gmc.cc.ga.us

Online Campus Business Office
(478) 387-4950

Email: arhelpOnlineCampus@gmc.cc.ga.us

Tuition

There are three major college expenses for students: tuition, fees and books.

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

All registration charges must be paid by the date published at the campus you will attend.

The student's registration is not complete until the student has approved Financial Aid that will pay all charges or the account is paid in full. The cost for tuition is based on the number of quarter hours of classes for which a student registers multiplied by the tuition rate per quarter hour at the campus:

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

For example, if the tuition rate \$115 per hour, a student taking three (3) 5 credit hour classes, or fifteen (15) credit hours, would have the following tuition cost:

$15 \times \$115 = \$1,725$

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. 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.

Students who register for classes during the late registration period or change their registration during the drop/add period may be assessed a fee. Students withdrawing from a class after the drop/add period are responsible for all of their tuition and fees. Students need to be aware that withdrawing from classes after the drop/add period may cause the student to lose some or all of their financial aid for that term.

Books

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

The college has instituted a textbook program to provide quality textbooks at the best price available. The fee is currently \$10/credit hour and is included in the tuition/fee charges. Books are checked out in the student's name and must be returned at the end of each quarter by the advertised due date to avoid late charges. If a book is not returned or is in damaged and/or unusable condition, a replacement fee will be charged.

Some classes require additional books and/or manuals which are not part of the textbook program. It is the student's responsibility to purchase those additional materials. If the student has approved Financial Aid above the cost of tuition/fees, those funds may be used to purchase the supplemental materials.

Students enrolled in the Online Campus must purchase their textbooks and are not charged the textbook fee. Information regarding online textbooks can be found on the schedule for online classes being offered.

Additional Cadet/Resident Fees

Those students in the Cadet Corps have other fees related to living on campus. These are explained in the section, [Cadet Financial Information](#).

ID Cards

A GMC student ID card is issued to all registered students. The card is required to access library services, meal plans at the Milledgeville Campus and other campus activities. A replacement fee will be charged for lost/stolen ID cards.

Payment Options

- The GMC Portal provides 24/7 access online to pay on your account. GMC has partnered with Official Payments Corporation to provide our students with a secure PCI complaint connection to make payments online. Simply click here www.gmconline.cc.ga.us. From the Web Advisor section, click Financial Information/Make a Payment/Pay on my account.
- Payment by mail, please include your student Id # on the check:
Georgia Military College
201 East Greene Street
Milledgeville, GA 31061
Attention: Business Office
- Payment at one of GMC's local business offices.

Student Refunds

Student refund checks are generated when Financial Aid transmitted or payments made to a student's account is greater than the tuition/fee cost. GMC disburses refund payments in the following manner:

- Direct Deposit

Georgia Military College offers Direct Deposit for student refund checks. Enrolling in the Direct Deposit feature is quick and easy. Have your banking information available when you log into your GMC Online Account.

1. Go to the following link: [GMC Online Account](#)
2. Enter your student email address and password. Click Login.
Forgot your password, visit our [FAQ](#) or contact webmaster@gmc.cc.ga.us
3. From the main page of GMC Online, scroll down to the bottom right corner of the screen. Under the Web Advisor section, click on **Financial Information**. Then, click on **Bank Information**.
4. At the **Bank Information** screen, enter your bank routing number and account number. If you are not sure of the numbers, simply click "**How do I find the routing number and bank account number?**"
5. Confirm your mailing address and email account. Your email address must be your GMC student email.
6. Read the Terms and Conditions. If you accept these conditions, check the "**I agree**" box and press submit. Confirm your information on the next screen. Within an hour, you should receive an email confirming your Direct Deposit enrollment.

- Check

1098-T

GMC releases 1098T forms on/before January 31st of each year. Students can consent to receive their 1098T forms electronically.

Instructions to Consent for your 1098T form to be sent to you electronically instead of being mailed:

1. Sign onto your [GMC Online](#) account.
2. Enter in your GMC email address and password (First time students: Last seven digits of SSN).
3. Under the Web Advisor section (lower right side of the page), select Financial Information.
4. Select 1098T Electronic Consent.
5. Click "By selecting this option, I agree to receive my official 1098-e and/or 1098-T only in electronic format by accessing the web and viewing/printing. I understand that by consenting to receive my 1098 tax forms in electronic format, I will not receive a paper 1098 statement. I understand that I have the ability at any time to return to this form and remove my consent."
6. Click Submit.

Instructions for printing/viewing your 1098-T from your GMC Online account:

1. Sign onto your [GMC Online](#) account.
2. Enter in your GMC email address and password (First time students: Last seven digits of SSN).
3. Under the Web Advisor section (lower right side of the page), select Financial Information.
4. Select View My 1098-T Forms.
5. Click on the "Click to display the 1098-T Form" beside the appropriate tax year.

If you have questions concerning 1098-Ts, visit our [Frequently Asked Questions](#) section on the GMC Website or please email us at 1098@gmc.cc.ga.us

Financial Aid Directory

MILLEDGEVILLE/MADISON/SANDERSVILLE CAMPUSES (478) 387-4842

AUGUSTA CAMPUS
A-M (706) 995-2821
N-Z (706) 993-1119

COLUMBUS CAMPUS
A-K (706) 478-3146
L-Z (706) 478-3147

FAIRBURN CAMPUS (678) 379-1414

ONLINE CAMPUS (478) 387-1931

STONE MOUNTAIN CAMPUS (678) 379-1387

VALDOSTA CAMPUS (229) 375-5651

WARNER ROBINS CAMPUS
A-J (478) 225-0180
K-Z (478) 225-0220

Online Assistance with Financial Aid

For online help from GMC financial aid, please address your inquiry to: fahelp@gmc.cc.ga.us

Free Application for Federal Student Aid form (FAFSA): www.fafsa.ed.gov

GMC Federal School Code: 001571

Applying for Financial Aid

Many students do not have the financial resources to accomplish their educational objectives. Through the financial aid programs, Georgia Military College makes every effort to ensure that no qualified student will be denied the opportunity to attend college because of a lack of funds.

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.

Financial Aid Application Process

To receive consideration for Federal Financial Aid (Pell, SEOG, Federal College Work-Study and/or Loans) you must complete a Free Application for Federal Student Aid (FAFSA). This can be done electronically at <http://www.fafsa.gov>.

The results of the FAFSA are received faster, if you sign the application electronically, with a Personal Identification Number (PIN). For instructions, refer to the website above.

Once GMC receives the results from your FAFSA, you may be required to submit additional documentation through a process called verification. You will be notified of documents required. Verification **does** lengthen the time it takes to process a student's file; therefore, it is imperative that you respond immediately with the requested documentation. If you fail to submit the requested documentation, you WILL NOT receive Federal Student Aid.

To receive consideration for State Aid, complete the electronic version of the Tuition Equalization Grant application (E-TEG) by logging onto www.GACollege411.org.

Once the file is complete, the student will be notified of eligibility and the amount of aid available through an award letter. If aid has been denied, the student will also be advised by mail.

Students may not receive federal financial aid or Veterans Educational Benefits for enrollment in courses not required in the declared degree program.

Sources of Financial Assistance

Georgia Tuition Equalization Grant

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 at least one day after the end of the school's drop/add period for each term. If a student officially or unofficially withdraws, drops out or is expelled before the day after drop/add, the student is not eligible to receive GTEG. Attendance is monitored to verify eligibility.

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. State grant regulations and award amounts are subject to change during an award year. GTEG eligibility requirements and application procedures may be viewed at https://secure.gacollege411.org/Financial_Aid_Planning/Scholarships/Grants_and_Scholarships/Georgia_Tuition_Equalization_Grant_Program.aspx.

(HOPE) Helping Outstanding Pupils Educationally

Georgia's HOPE Scholarship is available to Georgia residents who have demonstrated academic achievement. The scholarship provides money to assist students with their educational costs of attending college in Georgia. The HOPE Scholarship does not pay for Learning Support (remedial) classes, after July 1, 2011. Recipients do not receive a book allowance for attendance at GMC. At least half-time enrollment is required. HOPE eligibility is determined using attempted hours and GPA. HOPE Scholarship eligibility requirements and application procedures may be viewed at

https://secure.gacollege411.org/Financial_Aid_Planning/HOPE_Program/Georgia_s_HOPE_Scholarship_Program_Overview.aspx. All HOPE Scholarship recipients at GMC are required to submit an approved GSFA. This application is available at https://secure.gacollege411.org/Home/Opt_In.aspx?action=redirect&mode=gspfapps

The Financial Aid Office is committed to helping you find ways to finance your education. Our staff can help you sort through the various types of financial aid, including the Georgia State Grant and HOPE Scholarship Programs and Federal Student Aid Programs.

GEORGIA'S ZELL MILLER SCHOLARSHIP

Georgia's Zell Miller Scholarship is available to Georgia residents who have demonstrated academic achievement. The scholarship provides money to assist students with their educational costs of attending college in Georgia. The Zell Miller Scholarship does not pay for Learning Support (remedial) classes, after July 1, 2011. At least half-time enrollment is required. Recipients do not receive a book allowance for attendance at GMC. Zell Miller Scholarship eligibility requirements and application procedures may be viewed at

https://secure.gacollege411.org/Financial_Aid_Planning/Scholarships/Zell_Miller_Scholarship/Zell_Miller_Scholarship_Program_Overview.aspx. All Zell Miller Scholarship recipients at GMC are required to submit an approved GSFA. This application is available at https://secure.gacollege411.org/Home/Opt_In.aspx?action=redirect&mode=gspfapps

GEORGIA'S HERO SCHOLARSHIP

Georgia's HERO Scholarship provides educational scholarship assistance to members of the Georgia National Guard and U.S. Military Reservists who served in combat zones, and the children and the spouses of such members of the Georgia National Guard and U.S. Military Reserves. HERO Scholarship eligibility requirements and application procedures may be viewed at

https://secure.gacollege411.org/Financial_Aid_Planning/Scholarships/Grants_and_Scholarships/Georgia_s_HERO_Scholarship_Program.aspx.

GEORGIA'S HOPE GED GRANT

Georgia's HOPE GED Grant is available to students who earned a General Education Development (GED/high school equivalency) diploma awarded by the Technical College System of Georgia after June 30, 1993.

The Grant provides a one-time \$500 HOPE award that can be used towards tuition, books, and other educational costs at GMC. Full-time enrollment is not required. Students must use their HOPE GED Grant award within 24 months of the date of their GED diploma. HOPE GED Grant eligibility requirements and application procedures may be viewed at

https://secure.gacollege411.org/Financial_Aid_Planning/HOPE_Program/Georgia_s_HOPE_GED_Grant.aspx. All HOPE GED Grant recipients are required to submit an approved GSFA. This application is available at https://secure.gacollege411.org/Home/Opt_In.aspx?action=redirect&mode=gspfapps

ACCEL PROGRAM

The Accel program is for students at eligible high schools that wish to take college level coursework for credit towards both high school and college graduation requirements. Eligible students must meet certain criteria, explained at https://secure.gacollege411.org/Financial_Aid_Planning/Scholarships/Grants_and_Scholarships/Accel_Program.aspx. The program is offered during the fall, winter, and spring terms of the school year.

FEDERAL PELL GRANT

The Federal Pell Grant is a need-based award determined by the information reported on the FAFSA and governed by regulations set forth by Congress through the Department of Education. This grant is the basis for other types of Federal aid, such as student loans and Federal work study. This grant is only available to undergraduate students enrolled in a degree program.

FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG)

A Federal Supplemental Educational Opportunity Grant (FSEOG) is for undergraduates with exceptional financial need -- that is, students with the lowest EFCs -- and gives priority to students who receive Federal Pell Grants. The FSEOG does not have to be repaid. There is no guarantee every eligible student will be able to receive FSEOG; students are awarded based on the availability of funds at the time financial aid awards are packaged at Georgia Military College.

FEDERAL DIRECT (STAFFORD LOAN) PROGRAM

Direct Loans are low-interest loans for students and parents to help pay for the costs of a student's education after high school. The lender is the U.S. Department of Education rather than a bank or other financial institution. Eligibility for this loan program will be determined upon completion of the Free Application for Federal Student Aid (FAFSA).

Federal Stafford Loans are made in the student's name and can be either subsidized or unsubsidized. A subsidized loan is awarded on the basis of financial need. You will not be charged any interest before you begin repayment or during authorized periods of deferment. The federal government "subsidizes" the interest during these periods. This loan must be repaid.

An unsubsidized loan is not awarded on the basis of need. You will be charged interest from the time the loan is disbursed until it is paid in full. If you allow the interest to accumulate, it will be capitalized-that is, the interest will be added to the principal amount of your loan and additional interest will be based upon the higher amount. This will increase the amount you have to repay.

Under federal law, you must complete a Loan Entrance Counseling session before funds may be disbursed. It is important that you know and understand your rights and responsibilities as a student borrower. Please contact the Financial Aid Office if you have any questions.

Further, you must complete a Master Promissory Note (MPN). In most cases, you will sign only one MPN that will be used for all loans at Georgia Military College. Students may complete the MPN electronically at the Direct Loans website. By signing the MPN, students are confirming their understanding that Georgia Military College may make new loans for the duration of their education (up to 10 years), without having to sign another MPN. Each academic year, GMC will disburse loan proceeds to student's accounts as indicated on the Award Letter sent to the student.

Federal Direct Loan (PLUS) Program

Direct Loans are low-interest loans for students and parents to help pay for the costs of a student's education after high school. The lender is the U.S. Department of Education rather than a bank or other financial institution. PLUS Loans enable parents with good credit histories to borrow monies. These funds are designated to help pay the educational expenses of each child who is a dependent, undergraduate student enrolled at least half-time (6 quarter hours). The yearly limit on a PLUS loan is equal to your cost of attendance minus any other financial aid you receive.

In order to receive the PLUS loan, Parent borrowers will need to complete an application and electronic master promissory note (MPN) at the Direct Loan website.

Repayment begins on the date of the last disbursement. There is no grace period. The PLUS loan authorization form is a required form and is available in the Financial Aid Office or may be downloaded from www.gmc.cc.ga.us.

FEDERAL WORK STUDY (FWS)

Federal Work-Study (FWS) eligibility is based on established financial need and at least half-time enrollment. Jobs are located on campus and work schedules are planned around the student's class schedule. Community service positions are also available through the FWS program.

FWS funds are not available at registration to pay for the student's tuition or fees. Students are paid on a monthly basis for the actual hours worked. Interested applicants should first complete the FAFSA and then complete the Application for Federal Work Study, available in the financial aid office or online at www.gmc.cc.ga.us. You may contact your campus regarding availability of positions. Eligible students will receive an award letter with the amount per quarter the student is eligible to earn.

PLEASE NOTE: Financial aid awards may be subject to change without prior notification. Once an award has been changed, the student will be notified.

FOUNDATION ENDOWED SCHOLARSHIPS

Students wishing to apply for a GMC Foundation scholarship should complete and submit the scholarship application available from the Office of Advancement. The application is also available in the Office of Admissions and on the college website at www.gmc.cc.ga.us.

Scholarships are awarded on an annual basis, and your application must be submitted by the current deadlines posted on the college website. Applications and appropriate letters of recommendation should be mailed or delivered to: GMC Office of Advancement, 201 E. Greene St., Milledgeville, GA 31061.

All scholarships awarded by the GMC Foundation 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.

Milledgeville campus students must apply for GMC Foundation Scholarships in general rather than for a specific scholarship award. During the selection process, qualified students will be matched to scholarships based upon the criteria for individual scholarship funds.

Students on any of GMC campuses may apply for the Georgia Power Scholarship. This scholarship is available only to non-traditional students who have been out of high school for more than one year, are currently employed 30-40 hours per week, and have family responsibilities. Students must have completed one quarter or more at GMC and earned a 2.0 GPA to be eligible.

Foundation scholarships are provided by donors. Without their support, these scholarships would not be possible. Recipients are required to write a letter of appreciation to the donor(s) who provided the resources for the scholarships they are awarded.

DAN WATKINS SCHOLARSHIP

This scholarship is named for the late Dan Watkins, who was a remedial math instructor at the Valdosta campus. The scholarship provides financial assistance to Valdosta students who have previously taken, or are currently taking remedial coursework. A short essay and completed application are required for eligibility consideration.

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.

DATATEL Scholarship

There is a scholarship offered by Datatel Corporation 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. Students may go to 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, students 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 very competitive scholarship is 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 prestigious scholarships. Students who belong to Phi Theta Kappa should contact their advisors for the criteria and deadlines.

Chorus Scholarship

Commuter 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. Cadets are not eligible to receive a chorus scholarship.

Please note that the scholarship will be applied only after all other financial aid funds, earmarked for tuition only, are applied. If tuition is paid in full by other tuition-only aid, no Chorus scholarship funds will be awarded. Registration for the class will be considered application for the scholarship.

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. This 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.

Additional Financial Suggestions

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

Cadet Corps Members' Scholarships

In addition to the previously listed scholarships, GMC has available funds that specifically help pay costs for GMC cadets. See the section, [Cadet Financial Information](#).

Veterans' Benefits

Please refer to our web page on [VA Educational Benefits](#) under Financial aid. VA will not cover online or hybrid Learning Support (ENG 097, ENG 099, MAT 094, MAT 095, RDG 097, RDG 099) classes as they are considered distance learning.

Class Withdrawal or Expulsion Impact on Financial Aid

There are serious financial consequences to withdrawing or being expelled from a class, both academically and financially. Students should read the section, [Financial Impacts for Dropping, Withdrawing or being expelled from a Course](#), before withdrawing from any course.

Financial Aid Criteria

Satisfactory Academic Progress (SAP)

Students receiving financial aid must maintain Satisfactory Academic Progress (SAP) at Georgia Military College in order to remain eligible for financial aid consideration. All students who receive financial aid are expected to complete a minimum number of credit hours and maintain a minimum grade point average each quarter as demonstration that they are making satisfactory academic progress. The Financial Aid Office evaluates SAP after the completion of each term. **Federal regulation requires that all terms of enrollment must be considered in SAP, including summer and terms for which a student is not receiving financial aid.** The standard for Satisfactory Academic Progress (SAP) measures three components:

1. A qualitative component: Minimum Cumulative GPA Standard
2. An incremental quantitative component: completion rate of credit hours earned versus attempted
3. An overall quantitative component: maximum time for the completion of a student's academic program

Please note that transfer credits are included when measuring the above standards. Sections included in this policy are:

- Monitoring Periods and Warnings
- Evaluation Criteria
- Minimum Cumulative GPA Standard
- Quantitative Completion Rate Standard
- Quantitative Maximum Time Frame Standard
- Appeal for Probationary Term

A printed copy of this policy will be provided upon request

Monitoring Periods and Warnings

A review of academic progress is done at the end of **each** term for all students enrolled during that term, regardless of whether the student received financial aid.

Students not meeting Satisfactory Academic Progress (SAP) standards will receive communication via email to the GMC email address and, in some situations, letters sent to the address listed in the student's record.

- Students who fail to meet one or more of the requirements for Satisfactory Academic Progress will be notified and allowed one automatic Financial Aid Warning term associated with their next term of enrollment to restore their satisfactory academic progress standing. During the Financial Aid Warning term, a student will be awarded financial aid for which they have applied and are otherwise eligible. A student is not allowed to receive a Financial Aid Warning for two consecutive terms. A student may receive a Financial Aid Warning even if that student has not applied for financial aid.
- **Students who fail to meet the Maximum Credit Standard are placed in a SAP Suspension status. There is no “Warning” term for the Maximum Credit Standard. (150% rule)**
- Students who fail to meet one or more of the requirements for Satisfactory Academic Progress (SAP) at the end of the Financial Aid Warning term are considered to be in a SAP Suspension status, under which student aid eligibility is lost.

Evaluation Criteria

Courses with grades of IP, F, I, IU, WF, W, and XF are counted as courses attempted but not earned and count toward the maximum time frame (incremental and overall). Transfer credit hours (accepted for the student’s academic degree) are counted as credit hours attempted when measuring the maximum time frame to complete the degree and establishing benchmark points for the qualitative standard, but do not impact the grade point average.

The GMC Financial Aid Office will NOT automatically adjust a student’s Satisfactory Academic Progress status when grades are changed, but rather ONLY upon request from the student. In such cases, grades must be reflected on GMC’s student records system prior to a review of a student’s status. For any grade change (for example, a prior grade of “I” that has now been assigned a traditional letter grade), a student is responsible for notifying the GMC Financial Aid Office of such a change and requesting a review of his/her Satisfactory Academic Progress evaluation. Note that such a review is NOT considered an appeal, and may not result in eligibility for financial aid (for example, if a state/federal processing deadline has passed).

Minimum Cumulative GPA Standard

Students must maintain the following minimum cumulative GPA in accordance with the GMC catalog. **Please note that the cumulative GPA for financial aid eligibility must be calculated on ALL grades received, including those affected by GMC’s policies on grade exclusion and repeated courses.**

Total Number of Credits Attempted	Minimum Cumulative GPA
0 - 18	1.50
19 - 37	1.70
38 - 56	1.90
57 or more	2.00

Regaining Financial Aid Eligibility

Minimum GPA Standard

How to Regain Financial Aid Eligibility for Minimum GPA Standard

Students must enroll in and complete credits to increase cumulative GPA to the minimum levels described in this section.

Please note that probation policies for academic standing with Georgia Military College are separate from the requirements for Satisfactory Academic Progress. In order to retain eligibility for financial aid, a student must be meeting the minimum GPA levels described within this policy.

Completion Rate Standard

Quantitative Completion Rate Standard

Students must complete 2/3 of all credits attempted at Georgia Military College, as well as those credits transferred and accepted from other schools.

How to Regain Financial Aid Eligibility for Completion Rate Standard

Students must enroll in and successfully complete enough credits to meet the 2/3 completion rate standard.

Completion Rate Warning

If any other Satisfactory Academic Progress standards are failed, those standards and conditions take precedence over the completion rate standard.

Maximum Credit Standard

A student's maximum time frame for completion of their academic program must not exceed 150% of the primary program length. This means that a student's attempted and transferred credit hours cannot exceed 150% of the credit hours necessary for completion of their primary degree. The maximum time frame is not increased for dual-degrees. However, a student may appeal SAP suspension based on the pursuit of a dual-degree.

Please note: Students cannot receive more than two degrees with GMC; therefore, once academic requirements are met for two degree programs, a student is no longer eligible for financial aid.

The average degree program at GMC requires approximately 104 credit hours, 150% of which is 156. Therefore, no further aid will be awarded when a student has attempted 156 credit hours. Remedial courses will not be included in the hourly limitation.

How to Regain Financial Aid Eligibility for Maximum Credit Standard

Students must complete the current degree program without financial aid eligibility.

Appeal for Probationary Term

Students who fail to meet one or more of the requirements for Satisfactory Academic Progress (SAP) at the end of the Warning term are considered to be in SAP suspension status, under which student aid eligibility is lost. If **extenuating circumstances** exist, which caused a student to fail to meet one of the above standards, a written appeal may be submitted. Examples of extenuating circumstances include, but are not limited to: unexpected death or major hospitalization of an immediate family member, extended hospitalization or medical condition of student, divorce, house fire, or victim of a violent crime. Unexpected employment or work issues beyond the student's control may be considered on a case-by-case basis.

In the SAP appeal, a student is expected to demonstrate an understanding of what SAP components were failed. The appeal should address **and document** the extenuating circumstances and describe what has changed that will allow the student to meet SAP at the next evaluation. Please note that merely filing an appeal does NOT guarantee continued eligibility for financial aid. An appeal may be denied. The student is responsible for all tuition expenses while the appeal is being reviewed. Please allow up to 7 days for review.

If an appeal for a probationary term is denied by the Committee*, the student will be notified by email. The decision is final for that term. The student may re-establish eligibility to be considered for financial aid for a subsequent term by taking action that brings him or her into compliance with the qualitative and quantitative components of GMC's SAP standard. Subsequent appeals will be automatically denied until the student has earned at least 10 additional GMC credit hours above the level of hours earned at the time of his/her prior SAP appeal denial.

If a student's appeal is approved by the Committee, the student will be notified by email and will be placed on Satisfactory Academic Progress Probation. For the probationary term, the student will be considered academically eligible for financial aid for which the student has applied and is otherwise eligible. While on Satisfactory Academic Progress Probation, certain conditions for academic performance will be set and monitored. For example, while on Satisfactory Academic Progress Probation, a student must successfully complete 100% of all attempted hours. Students on Financial Aid Warning and Financial Aid Probation should expect a delay in receiving their financial aid for a subsequent term, as all grades for the current term would have to be reviewed.

The probationary conditions will continue each term until the student meets the minimum standard(s) or fails to meet the probationary conditions. When the student fails to meet the probationary conditions, or has left GMC, the probation status may revert to Satisfactory Academic Progress Suspension, indicating that the student is ineligible for financial aid.

*The Committee is made up of financial aid staff at the Milledgeville campus. Three groups of 2-counselor teams review and provide results of an appeal within 7 days of receipt of the appeal.

Maximum Credit Appeals

Maximum Credit Appeals should address the unique circumstances that created the maximum credit situation, the plan for completing the degree, and the rationale for the academic plan. Example: rationale for changing majors. Approval of these appeals may be based on factors other than the extenuating circumstances previously listed.

Appeals must include supporting documentation. Incomplete appeals or those missing adequate documentation are typically denied. The Committee will review the appeal and the committee's decision is final. The specific instructions, deadlines and appeal forms are available on the web [here](#).

Academic Exclusion and Financial Aid

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

Learning Support Services 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 LSS courses is limited to no more than forty-five (45) quarter hours of institutional credit. HOPE Scholarship does not cover LSS courses. For more information about LSS courses and financial aid for veterans, please refer to [Veteran's Benefits](#).

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 must be met.

Transient Students and Financial Aid

Generally transient students are not eligible for financial assistance from GMC. However, a transient student, who is a HOPE scholar may be eligible. A transient student is limited to a combined 15 hours from both institutions to receive funds. Contact the Financial Aid Office for information.

Financial Aid Appeals

A student with mitigating circumstances, who is notified of ineligibility for federal aid, may appeal such decision in writing, using the following channels, in the following order:

1. **Director of Financial Aid:** A student must submit a written appeal, including any appropriate third-party documentation of the circumstances, within 10 days after the beginning of the term for which the appeal is being requested. Send correspondence to Financial Aid Director, 201 East Greene St., Milledgeville, GA 31061. The Director will inform the student in writing of his/her decision. If the appeal is denied, the student may enroll using his/her own resources or may further appeal the decision to the Financial Aid Committee.
2. **Financial Aid Committee:** A student must make an appointment to appeal in person with the Financial Aid Committee established at each campus. The student should be prepared to present a written letter of appeal to the Financial Aid Committee. He/she is encouraged to present at least one letter of support from their academic advisor or faculty member familiar with their situation. The Committee reserves the right to advise a student regarding course loads and the possible need for counseling and/or academic advisement.

If the appeal is denied, the student may enroll using his/her own resources. If the appeal is granted and the student subsequently fails to maintain progress, no further appeal will be heard.

STUDENT AFFAIRS

Student activities are provided and supervised by the Director of Student Activities under the direction of the Dean of Students. 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 and is administered through him. 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 Director of Student Activities at the Milledgeville campus or the Assistant Director at any other campus center.

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 Augusta, Columbus, Fairburn, Milledgeville, Valdosta and Warner Robins campuses. Since its founding in 1918, Phi Theta Kappa has been the only national honor society 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 Associate 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 Mathematics and Business 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. Students from the Augusta, Columbus, Fairburn, Warner Robins and Valdosta campuses are eligible to compete with the golf and cross country teams through coordination with the Milledgeville Campus. For information on these programs, contact the Athletic Department on the Milledgeville campus, 478-387-4704.

Cross Country

Both Women's and Men's Cross Country programs have enjoyed continued success with runners qualifying to compete at nationals in three of the last four years. Participation is open to both teams for to all eligible students.

Fast Pitch Softball

College softball is a scholarship program, and it is open to both cadet and commuter student athletes who qualify. The Women's Fast Pitch Softball program has quickly developed into a regional and national contender by earning a trip to the regional playoffs in only its second year of existence. College softball has its season in the spring only.

Football

The GMC JC Football program has consistently placed itself among the nation's elite and continues to earn many honors at the national level. Since 1991, the program has produced 51 NJCAA All-Americans, won the national championship in 2001, and was runner-up in 2002 and 2005. On the individual level, the program has produced the 2001 and 2002 National Coach of the Year, the 2001 National Defensive Player of the Year, and the 2001 Lea Plarski Award winner, which is awarded to the nation's best all-around male and female student athlete. Members of the football team are required to be members of the Corps of Cadets. Participation in the fall term is by invitation only through the office of the head football coach. Walk-on tryouts are by invitation only to cadet students.

Golf

The Men's Golf Team has enjoyed tremendous success in its short existence, earning a berth in the national tournament in every year of its existence. The Bulldog Golf Team won the National Championship in 2004, placed 3rd in 2005 and placed 8th in 2007. The top golfer each year is presented with the coveted Mason Cup, which is named in honor of Mr. Harold Mason.

Rifle Team

Georgia Military College also fields a collegiate coed rifle team that competes in NRA and SEARC sanctioned events across the Southeast. The team is open to cadets and commuters alike and competes with precision air rifles and .22 caliber rifles.

Soccer

Both Men's and Women's Soccer Teams compete in the GJCAA and NJCAA and are both eligible to students who qualify. Both men's and women's soccer programs are scholarship programs and open to both cadets and commuter student athletes who qualify.

Intramural Sports

The intramural sports program is open to all students, faculty, and staff on each campus. Different intramural sports are offered at each campus. Information is available on these events from the office of the Director of Student Activities.

Student Publications

Each campus may have a campus newspaper and/or a 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.

GMC Weekly

The Milledgeville campus student newspaper is written, produced, and published by students under the supervision of the newspaper advisor. 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 the Old Capital News 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 newspaper at each of the college campus is a student publication supervised by members of the faculty or staff at the campus.

Reflections

The Georgia Military College art and literary magazine is a compilation of student, faculty, and staff writing and art. It is published quarterly under the aegis of the Humanities and Education 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. For submission guidelines and assistance, please refer to the Humanities and Education Chair or the Humanities Coordinator on your 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 students and normally serve for one year. Responsibility for governing the student body is vested in the students. Elections are held annually.

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 can be contacted through the Director of Student Activities' office at Milledgeville or the Assistant Director's office at all other campuses.

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.

Campus College-Sponsored Clubs with Faculty Advisors

Clubs are available at the college; they include but are not limited to:

- Book Club
- Business Club
- Chess Club
- Chorus Club
- College Republicans
- Creative Thinking
- Drama/Art Club
- Ethics Bowl
- Fiber Arts
- History Club
- Math Club
- Newspaper
- Officer Christian Fellowship (OCF)
- Paintball
- Phi Theta Kappa (PTK)
- Pre-Nursing/Biology Club
- Psychology
- Reflections
- 5K Running Club
- Student Government Association (SGA)

More information on these and other clubs may be obtained from the Milledgeville office of the Director of Student Activities or the Assistant Director at the campus. Students who have a common interest in an educational, social or sport activity and wish to be recognized as a club by the college should contact the Director of Student Activities' Office.

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.

Ethics Bowl Team

The purpose of the Ethics Bowl Team is to develop confidence and expertise in fundamentals of speech 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 COM 101, Fundamentals of Speech.

Student Handbook

The [GMC Student Handbook](#) is published by the Dean of Students and available on the GMC web page under "Student Life." 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, "I will not lie, cheat, steal, or tolerate those who do," that regulate student life at Georgia Military College. Students will be sent to the Honor Council for violations of the Honor Code as explained in the Student Handbook.

Student Rights and Responsibilities

Correspondence

Your official GMC email address (ending in @student.gmc.cc.ga.us) will be utilized by GMC faculty and staff for important correspondence. GMC Email is considered an official form of communication, and you need to check your GMC email every day. You will be held responsible for all content in your email box sent from GMC faculty and staff. This includes deadlines and financial information. Not checking your email will not be considered an excuse for missing these deadlines.

You are also obligated to ensure that the institution has your correct address and telephone numbers on file in order to contact you when issues arise.

Citizenship

Since its founding, good citizenship has been a hallmark of Georgia Military College. Student citizens are the foundation 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 review 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 is the officer of the college with primary responsibility for student discipline. The Campus Directors have responsibility for student discipline at their campus location. The Commandant of Cadets is responsible for cadet discipline.

Students who are accused of misconduct will have an administrative hearing with the Dean of Students, his designee, or the Campus 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.

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 departing from such event or otherwise when such sale, 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.

Title VI of the Civil Rights Act of 1964

The academic and administrative policy of the College subscribes 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 Human Resources (478) 387-4787.

Title IX of the Higher Education Act of 1972

The academic and administrative policy of the College subscribes to the nondiscrimination provision of Title IX of the Education Amendments 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 Title IX Coordinator is the Dean of Students and resides at the Milledgeville campus. The Assistant Dean of Students at the other campuses serves as the deputy Title IX Coordinator. Please refer to the [GMC Campus and Extension Center Administration](#) section for more information about whom to contact.

The Affirmative Action/Equal Opportunity Officer is the Vice President for Human Resources (478-387-4787). It is understood that all of Georgia Military College publications utilizing terms, such as "he, his, himself, chairman," are used without regard to sex.

Family Educational Rights and Privacy Act of 1974

Georgia Military College adheres to the provisions of the Family Educational Rights and Privacy Act of 1974 (FERPA) as amended. In summary, this act entitles all eligible students (those students who are 18 years of age or, regardless of age, who are attending a post-secondary educational institution) and parents of those students under the age of 18, attending primary or secondary educational institutions, the right to inspect and review the student's educational records and contest inaccurate or misleading information. Written permission must be obtained from the eligible student before the postsecondary educational institution may release such educational information to a third party unless such release of information occurs under the exceptions granted by law. 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 at the Milledgeville campus or the Campus Director. For additional information, please refer to the GMC Student Handbook located on the GMC web site under "Student Life."

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 located at the Milledgeville campus (copies will be kept at the other campus locations)) 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:
 - a. Registration form, student schedule;
 - b. Grades, grade changes, explanations, and special course descriptions;
 - c. Drop/Add, official withdrawals;
 - d. Special honors or special problems; and
 - e. 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.

The Dean of Students maintains disciplinary files for three years after graduation, withdrawal, or suspension.

Submitting and Resolving Student Affairs' Complaints

It is Georgia Military College (GMC) policy that student complaints will be fairly administered and students will be afforded reasonable, accessible, and well-publicized pathways for registering complaints.

The college expects that students will attempt to resolve complaints at the lowest possible level before submitting a formal complaint.

Formal complaints must be submitted in writing and must be signed by the complaining student. Complaints sent by email are considered to be signed written complaints. The college will not treat anonymous complaints and those submitted by anyone other than the complaining student as formal complaints.

Students will be informed in the GMC Catalog and GMC Student Handbook that the preferred method for submitting student complaints is electronically by way of the GMC Student Portal. The GMC Student Portal will provide an electronic pathway for students to submit complaints either to the President, Vice President for Academic Affairs and Dean of Faculty, or to others in authority through the GMC Executive Vice President.

Students enrolled in face-to-face classes at campus locations on the five-term system are expected to send written complaints directly to the appropriate Campus Director or Assistant Director. Complaints electronically submitted through the GMC Student Portal will be routed to appropriate Campus Directors and Assistant Directors.

Students enrolled in GMC Online courses are expected to send written complaints directly to the GMC Vice President for Information Technology and Online Learning. Complaints electronically submitted by students through the GMC Student Portal will be routed through the GMC Executive Vice President to the Vice President for Information Technology and Online Learning and others in authority as appropriate.

Students attending the GMC Milledgeville Campus are expected to send written complaints directly to the GMC Vice President for Academic Affairs and Dean of Faculty if the complaint is concerned with academic matters or to the GMC Executive Vice President for all other matters. Complaints electronically submitted by students through the GMC Student Portal will be routed through the GMC Executive Vice President to the appropriate Vice President-level department head or Campus Director.

Any student not satisfied with actions taken to resolve their complaint may send a formal complaint, regardless of subject, to the President of Georgia Military College.

The college expects administrators charged with resolving student complaints to handle each complaint fairly and expeditiously and to maintain records necessary to demonstrate that the college follows established procedures when resolving student complaints.

DISABILITY SERVICES

Policies and Procedures for Students with Disabilities

Georgia Military College is committed to the full and total inclusion of all individuals providing equal opportunity to participate in and benefit from all programs, services and activities. Georgia Military is also supportive of individual rights and responsibilities.

As a public institution receiving Federal funds, Georgia Military College adheres to the provisions of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and the ADA Amendments Act of 2008. In accordance with all pertinent federal and state legislation the institution will ensure reasonable accommodations are provided for students with disabilities through the Office of Student Disability Services.

Institutional policy ensures that reasonable accommodation be made on an individualized case- by-case basis. However, it is the responsibility of the student to identify and disclose their disability and make their needs known. With the assistance of the institutions' staff appropriate and reasonable accommodations will be provided once the student has been verified by the Office of Student Disability Services.

Definitions:

An individual with a disability is defined as a person who 1) has a physical or mental impairment that substantially limits one or more life activities, 2) has a record of such impairment or 3) is regarded as having such impairment.

"Accommodations" are those adjustments to structure, location or mode of access to the educational environment. Accommodations are to be reasonable, not altering academic standards or expectations and not to place undue financial or administrative hardship on an institution.

Contact Person:

The Manager of Student Disability Services is located at the Milledgeville campus, 117 Zell Miller Hall; (478) 387-4902. At other GMC campus locations please contact the disability officer or the assistant dean.

PLEASE NOTE THAT DISABILITY WILL NOT BE A FACTOR IN QUALIFYING FOR COLLEGE ADMISSION.

Rights and Responsibilities

To ensure full translation of this policy for access of individuals with disabilities, two important areas of rights and responsibilities have to be considered: a) the right of the individual with a disability to be included on the basis of criteria that do not unfairly discriminate because of the disability and b) the right of the institution to set and maintain standards for admitting and evaluating the progress of students.

Rights and Responsibilities of the Institution

Georgia Military College recognized that its basic responsibility is to identify and maintain the academic and technical standards that are fundamental to providing quality academic programs while ensuring the rights of individuals with disabilities. To meet these obligations, Georgia Military College recognizes the following rights and responsibilities:

- Georgia Military has the right to request and receive documentation that supports a request for accommodation. The institution has the right to deny a request if the documentation demonstrates that no accommodation is necessary, or if the individual fails to provide such documentation;
- Georgia Military has the right to select among equally effective accommodations for individuals with a disability;
- Georgia Military has the right to refuse an unreasonable accommodation or one that imposes an undue hardship on the institution.
- Georgia Military has the responsibility to ensure that its recruitment information and activities are available and accessible;
- Georgia Military has the responsibility to evaluate applicants based solely on their abilities and qualifications. If an evaluation method of criterion unfairly discriminates against an applicant with a disability, the college will seek reasonable alternatives.
- Georgia Military has the responsibility to ensure that all of its academic programs are accessible and usable;
- Georgia Military has the responsibility to adjust, substitute or waive any academic requirements which unfairly discriminate against students with disabilities and that are not essential to the integrity of students' academic programs;
- Georgia Military has the responsibility to make reasonable accommodations for a student with a disability in the delivery, instructional method, and evaluation system of a course;
- Georgia Military has the responsibility to inform its applicants and students about the availability of auxiliary aids and the range of possible accommodations as well as the procedures for requesting them.
- If a request for modification is denied, Georgia Military has the responsibility to inform the individual of his or her right to appeal the decision and the procedures for initiating an appeal.

Rights and Responsibilities of the Individual

An individual with a disability has a right to an equal opportunity to participate in and benefit from programs offered at Georgia Military College. To ensure this right, individuals with disabilities at Georgia Military must identify and disclose a disability to the Office of Student Disability Services, by contacting the Manager of Disability Services, Katie Johnson, at the Milledgeville campus or the Student Disability Coordinator at the campus they are attending. The following rights and responsibilities are placed on the individual:

- Individuals with disabilities have the right to an equal opportunity to learn. They have a right to reasonable accommodations in aspects of their educational experiences such as location, delivery system, or instructional methodologies that limit access, participation, or ability to benefit.
- Individuals with disabilities have the right to an equal opportunity to participate in and benefit from the academic community. This includes access to services and co-curricular activities when reviewed in their entirety, which are comparable to those provided any other student;
- Individuals with disabilities have the right to confidentiality of all information and have the right to choose to whom information about their disabilities will be disclosed;
- Individuals with disabilities have the right to information regarding the availability of auxiliary aids and possible accommodations as well as procedures for making requests for either;
- Individuals with disabilities have the right to be informed of procedures for initiating an appeal of a decision by the institution regarding auxiliary aids or accommodations;
- Individuals with disabilities have the right to be informed of procedures for initiating further appeal of an institutional decision through external channels. This typically would be done through filing a complaint with the Office of Civil Rights or filing a case through the civil court system.
- Individuals with disabilities have the same responsibility as any other student to meet and maintain the institution's academic standards;
- Individuals with disabilities have the responsibility to advocate for their own individual needs and to seek information, counsel, and assistance as necessary to be effective self-advocates;
- Individuals with disabilities have the responsibility to demonstrate or document how their disabilities limit their ability to benefit from a particular delivery system, instructional method, or evaluation criteria when they make a request for accommodation.
- Individuals with disabilities have the responsibility to follow published procedures for making such requests and to do so in a timely fashion;
- Individuals with disabilities have the responsibility to follow published procedures for filing an appeal.

Verification Process

The Verification Process will be determined by the Office of Student Disability Services.

Process for Disability Services for Milledgeville Campus

1. A student requesting accommodations for a disability must notify the Manager of Student Disability Services at the college. The Manager will give the student an application to apply for accommodations and inform the student of the specific documentation required based on the GMC Documentation Criteria.
2. The applicant completes the application and brings the documentation to the Manager of Student Disability Services at the college.
3. The Manager of Student Disability Services will conduct an interview to gather the student's perspective of how they are impacted.
4. Once the application, documentation and interview have been attained the Manager will review the documentation and determine verification. If appropriate the accommodation plan will be developed for the student. If information is not provided in the documentation as outlined in the documentation guidelines the missing information will be requested of the student.
5. The Manager then meets and reviews the accommodation plan with the student. The student will either sign the plan accepting the accommodations or refuse to sign it. If the student is not satisfied with the accommodation plan, then the student may seek another evaluation from an approved professional, and submit the new evaluation.
6. The Manager in the meeting with the student, will discuss confidentiality, timeliness, individual and case by case, and accommodations not being provided retro-actively. The student will be provided with instructor notification letters. **All disability files are to be kept confidential and in a secure location.**
7. The student will then meet with each instructor to provide the instructor notification letters and discuss the accommodations they chose to use in each class.

Process for Disability Services at all other Campuses

A student requesting accommodations for a disability must notify the disability coordinator at their campus. The disability coordinator will give the student an application to apply for accommodations and inform the student of the specific documentation required based on the GMC Documentation Guidelines.

The applicant completes the application and brings the documentation to the disability coordinator at the college.

The Disability Coordinator, if possible, will schedule an initial interview with the student and the Manager of Student Disability Services to gather the student's perspective of how they are impacted.

The documentation is then scanned and sent to the Manager of Student Disability Services.

The Manager will conduct the initial interview with the student.

Once the application, documentation and interview have been attained the Manager will review the documentation and keep it on record. He/she then will develop the accommodation plan for the student and discusses it with the disability coordinator at the campus. If information is not provided in the documentation as outlined in the documentation guidelines the missing information will be requested of the student.

The disability coordinator then meets and reviews the accommodation plan with the student. The student will either sign the plan accepting the accommodations or refuse to sign it. If the student is not satisfied with the accommodation plan, then the student may seek another evaluation from an approved professional, and then bring this paperwork to the disability coordinator. All information is sent to the Manager of Student Disability Services for further review.

The disability coordinator will discuss confidentiality, timeliness, individual and case by case, and accommodations not being provided retro-actively. The student will be provided with instructor notification letters. **All disability files are to be kept confidential and in a secure location.**

The student will then meet with each instructor to provide the instructor notification letters and discuss the accommodations they chose to use in each class.

The disability coordinator at the campus works with the Campus Director, Assistant Dean, and faculty members to ensure that approved accommodations are provided to the student at that campus. In some instances, the disability coordinator may need to investigate outside services, such as sign language interpreters or speech-to-text devices. The Manager of Student Disability Services can provide guidance and a recommendation, but the final decision and cost analysis is up to each campus disability coordinator and administration.

Verification Status

Depending upon the type of disorder a student has been diagnosed with and/or the completeness of the documentation submitted, The Office of Student Disability Services will assign the student one of the following verification status:

On-Going – Student who receives an on-going verification has submitted current, complete documentation that clearly exhibits an impact from a disability which is stable, not expected to change over time, and supports the need for accommodation. These students will not be expected to submit additional documentation unless they request an accommodation that has not already been approved and is not supported by the previously submitted documentation.

Annual Renewal – Annual renewal verification is approved for those students who have a diagnosed disorder or condition, in which the impact may change over time. These students will be required to submit updated documentation on an annual basis to allow The Office of Student Disability Services to adjust the verification status and approved accommodations if necessary.

Temporary – Temporary verification status may be approved for students who have submitted some documentation which may state a diagnosis but may not be complete or is out-of-date. These students may be verified on a temporary, basis, allowing them time to gather the necessary documentation. A temporary verification status may also be given, as resources allow, to students who receive a temporary injury and may need accommodations until the injury is sufficiently healed. These students are verified for the length of time recommended by the treating physician.

Denied – Student may be denied verification for a number of reasons, including but not limited to, (1) submitted documentation which does not support the presence of a diagnosed disorder, (2) a diagnosed disorder that does not rise to the level of being disabling, (3) updated or additional documentation requested that is not submitted, (4) an applicant who is not admitted as a student at the College, or (5) required verification meetings that are not attended by the student and contact from the student has ceased.

Procedure for Requesting Accommodations Each Term

It is the responsibility of the verified students to request accommodations each term if needed. The Office of Student Disability Services does not automatically implement accommodations each term. Students choosing to use accommodations should contact the Manager of Student Disability Services or the Coordinator on the respective campus. The student will supply a course schedule and distinguish for which courses they would like to receive Instructor Notification Letters. **It is the responsibility of the student to request accommodations for each course by meeting with each instructor delivering the Notification Letter and discussing the desired accommodations.** Students must present the Notification Letter to the Instructor with **Timely Notice** prior to the need of the accommodation. Instructors are not required to provide classroom accommodations until a copy of this form is delivered by the student and are not required to provide accommodation retroactively. Therefore, it is encouraged that the students request accommodations early in the term.

Procedure to Request a Change of Approved Accommodations

Students who have been verified as eligible for accommodations may request additions to or deletions from their previously approved accommodations. Students requesting such a change should submit in writing a request for change of accommodations detailing what changes they are requesting and a detailed description of why they need the changes. The Manager of Student Disability Services will review the request, in conjunction with the documentation on file, to determine if there is support for the change. In some cases the Manager of Disability Services may request additional documentation to support the request. Disability Services may also contact the student to gather more information about the reasons for the request.

ACADEMIC AFFAIRS

Directory: Academic Affairs

The Vice President for Academic Affairs and Dean of Faculty (VPAA/DF) has final authority in academic matters pertaining to students enrolled at Georgia Military College. The Chief Academic Officer is located on the Milledgeville campus.

Vice President for Academic Affairs and Dean of Faculty	(478) 387-4905
Associate Vice President for Academic Affairs	(478) 387-4785
Associate Academic Dean, Milledgeville	(478) 387-4793
Assistant Academic Dean, Augusta	(706) 993-1115
Assistant Academic Dean, Columbus	(706) 478-2743
Assistant Academic Dean, Fairburn	(678) 379-1376
Assistant Academic Dean, Valdosta	(229) 269-4827
Assistant Academic Dean, Warner Robins	(478) 225-0212
Extension Center Director, Madison	(706) 343-5863
Extension Center Director, Sandersville	(478) 240-3012
Extension Center Director, Stone Mountain	(678) 379-1387

Georgia Military College academic offerings are grouped into 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 Faculty, exercise close supervision over course content and instructional procedures. The divisions are the following:

- Business and Computer Information Systems
- Criminal Justice
- Education
- First Year Experience
- Humanities
- Mathematics
- Military Science*
- Natural Sciences
- Social and Behavioral Sciences

*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.

Directory: Registrar

Milledgeville, Madison, Sandersville, and Online Campuses	(478) 387-4841
Augusta Campus	(706) 993-1087
Columbus Campus	(706) 478-3146
Fairburn and Stone Mountain Campus	(678) 379-1382
Warner Robins Campus	(478) 225-0217
Valdosta Campus	(229) 375-5654

First Year Experience

The First Year Experience (FYE) at Georgia Military College has been designed to introduce first-year students to the resources of GMC so that they might maximize their time and opportunities here. The First Year Experience program seeks to help new students succeed academically through its cornerstone class, PER 101 - College Success, and socially through new student orientation, the Student Ambassador program, and other initiatives designed to engage the first-year students in the activities and culture of the college and to ease their transition to college and its opportunities and challenges. GMC student's First Year Experience continues as they accomplish program goals to encourage character development and critical thinking in its follow-on course, PER 102.

Each campus has its own First Year Experience Coordinator and Student Ambassadors whose jobs are to help new students transition into the intellectual, social, and cultural life of Georgia Military College at that campus and to plan for and achieve success there and beyond.

Learning Support Services (LSS)

LSS Definition and Guidelines

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. The Humanities' Division oversees the LSS English and LSS reading courses, and the Mathematics' Division oversees the LSS mathematics courses.

These courses:

1. Do not apply towards degree requirements.
2. Have no influence on grade point average (GPA), and
3. May not be transferred for credit. Students entering degree or non-degree programs who wish to register for any course which has a Learning Support Services prerequisite in an area must meet LSS requirements in that area.

LSS Procedures

GMC will honor Learning Support Services courses taught at a regionally accredited college. 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 PER 101 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 required LSS courses and a two or three-credit hour activity-based course such as PED or a study skills course in the succeeding terms until the LSS course work is successfully completed. LSS students will enroll in at least one LSS course per term until they have completed the course.

Repeating an LSS Course

A student in Learning Support Services course work may repeat a course in any LSS subject (English, math or reading) as required to effect exit from Learning Support Services courses. If the student does not successfully complete the required LSS course(s) in three (3) attempts, the student can register for only that LSS course(s) and a two or three-credit hour activity-based course such as PED or a study skills course in the succeeding quarters until the LSS work is successfully completed.

ACADEMIC POLICIES AND PROCEDURES

Student Academic Responsibility

Every student has the responsibility 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.

Student Classification by Quarter Hours

Freshman—Fewer than 45-quarter hours of credit

Sophomore—45 or more quarter hours of credit

Advising and Registration Process

Advising and Registration is the quarterly process provided for the student to select and register for classes. Advisement for course selection should occur prior to the registration period. 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 the GMC website. Early registration is recommended for a better selection of courses. Students may 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.

Once a student has completed the registration process, it is college policy that, should the student decide not to take courses for that term, the student must officially drop the courses. Failure to complete the drop process will result in the college's submitting a bill for the appropriate costs. Students who drop from the courses prior to the end of the drop/add period are eligible for reimbursement. Refer to [Financial Impacts for Dropping, Withdrawing, or Being Expelled from a Course](#) in this section.

Declaring or Changing a Program Major

All students are asked to declare a major upon entering the institution. Students may elect to change this major. In order to change a major, the student must submit a written request to the Registrar's Office. If the student is enrolled under a previous catalog, the change of major will result in a move to the current catalog requirements.

Overload Requests

Permission to enroll in twenty (20) or twenty-one (21) quarter hours may be granted by a Department Chair 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.

A student wishing to take an overload should contact his/her advisor to start the petition process.

Permission to enroll in more than twenty-one (21) hours requires the approval of Associate/Assistant Academic Dean at that campus.

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.

Independent Study Class

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 request must be submitted on the Independent Study Plan form and must be approved at three levels: the instructor, Department Chair for the discipline of the course, and the Associate/Assistant Academic Dean at that campus.

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 must 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.

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 their academic advisor, the Office of the Registrar or Associate/Assistant Academic 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.

Repeating a Non-LSS Course

Students may repeat any college-level course in which a grade of D, WF, IU, or F was previously earned. The highest grade earned for the repeated course will be used in the cumulative grade point average and all enrollments and grades earned will appear on the college transcript. Financial aid will not pay for more than one repeat of a previously passed course.

Students should be aware that while this policy will likely improve their academic standing, all grades are used for financial aid eligibility calculations. Follow-on institutions may elect to use all grades to calculate eligibility for admission.

Earning a higher grade for a repeated course will not retroactively remove any warning, probation, or exclusion status that the student may have reached when the original grade was earned.

Please refer to [Repeating an LSS Course](#) for information on how many attempts students may have in their LSS courses.

Grading System

Grade Description Credit points per hour:

Grade	Category	Credit Points
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	Withdrawn Failing	0
IU	Unauthorized Incomplete	0
XF	Honor Violation	0

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 of 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 = Total Credit Points (from above table) multiplied by the number of quarter hours which equals the total number of points.

A = 4 credit points x 5qh = 20 points

B = 3 credit points x 2qh = 6 points

C = 2 credit points x 5qh = 10 points

12qh 36 points

36 points ÷ 12 hours = 3.0 GPA

LSS Grading Scale

LSS Grading Scale for LSS Courses Not Requiring an Exit Exam

Grade	Category	Credit Points
A	90–100 LSS course average	0
B	80-89 LSS course average	0
C	70-79 LSS course average	0
IP	LSS course average below 70	0

LSS Grading Scale for LSS Courses Requiring an Exit Exam

Grade	Category	Credit
A	90–100 LSS course average and a passing Exit exam	0
B	80-89 LSS course average and a passing Exit exam score	0
C	70-79 LSS course average and a passing Exit exam score	0
IP	LSS course average below 70	0

Explanation of Letter Grades

I = Incomplete

This grade 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 Associate/Assistant Academic 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.

IP = Insufficient Progress

Insufficient progress (IP) indicates that the student is making progress in the Learning Support Services' course but has not yet attained proficiency. The student must repeat the course.

(For information about the consequences for receiving three IPs for one LSS course, please refer to [Repeating an LSS course](#).)

W = Withdrew

This grade 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

This grade indicates that a student was administratively withdrawn from the course and was failing at that time. This grade carries the same academic penalty as a grade of "F" and is computed as a part of the grade point average. 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.

IU = Unauthorized Incomplete

This grade indicates a student who did not officially withdraw from the course and failed to participate in course activities through to the end of the term. This grade carries the same academic penalty as a grade of "F" and is computed as a part of the grade point average. 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.

XF = Honor Violation

This grade is assigned if a student is guilty of repeated honor violations. This grade carries the same academic penalty as a grade of "F" and is computed as a part of the grade point average. Please refer to the GMC Student Handbook at http://www.gmc.cc.ga.us/page.php?page_id=159 for how this grade is assigned.

Dropping/Adding Courses

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.

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.

A student also may add courses only during the scheduled drop/add period. Your faculty advisor can explain the process 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 a representative from the Financial Aid Office and the Business Office. Changes in a course load can cause a change in the amount of financial aid the student receives and in what the student owes the school. If a student drops a course within certain time frames the action can result in a loss of financial aid and a balance that the student owes GMC.

Drop for Non-Attendance

Students will be dropped from any class they do not attend during the first calendar week of the term. For the online campus, logging into the system does not constitute attendance. A student must participate in assignments at least once the first week to be considered actively attending the class. Students registered into online classes will be dropped from any class for which they do not complete the initial required assignment during the first three days of the term. Students so dropped may contact the Assistant/Associate Dean of their campus to discuss reinstatement options.

Class Attendance, Withdrawal, and Disenrollment Policy

CLASSROOM ATTENDANCE POLICIES:

Each professor will include a statement in his/her class syllabus regarding the attendance policy and will take attendance daily. Attendance policies for each class may differ. For the online campus, logging into the system does not constitute attendance. A student must participate in assignments at least once a week to be considered actively attending that week. Students are responsible for knowing and abiding by the attendance policy for each class in which they are enrolled. The last date of attendance (LDA) will be recorded by the faculty member for any student who receives a grade of "W" or "IU."

GMC related events - Faculty members will allow rescheduled or make-up work and not count students absent for participating in court mandated appearances and approved Georgia Military College events, such as athletic events, cultural performance events, course trips, or other activities where students are representing the college. The student is responsible for advising his/her professors of an approved absence before the event occurs and within one day of returning to class due to this absence, and must contact the professor to reschedule or make arrangements to make up

any missed work. The time, place, and manner of any makeup work are arranged at the discretion of the professor in consultation with the student.

WITHDRAWALS:

FACULTY-INITIATED WITHDRAWALS:

Faculty members are required to record attendance daily. For the online campus, logging into the system does not constitute attendance. A student must participate in assignments at least once a week to be considered actively attending that week. Students will be removed from any class in which they have exceeded the tolerated absences for that class or the equivalent of two weeks, whichever occurs first. Faculty members may include a policy in their syllabus with a stated number of tolerated absences that is less than the equivalent of two weeks of instruction. When removing a student for excessive absences, faculty members will notify the registrar's office as soon as possible, but no later than 3 calendar days after the student has exceeded the allowable number of absences. Faculty will report a grade of "IU" and include the student's last date of attendance. The grade "IU" carries the same academic penalty as a grade of "F" and may change the amount of financial aid awarded for the quarter, which could result in a balance owed by the student. The student is responsible for tuition and fees associated with the class.

STUDENT-INITIATED WITHDRAWALS:

Students should complete the course for which they enroll. Not completing courses may result in negative consequences for the student both academically and financially. Students should discuss withdrawing with their advisor, professor, department chair, and financial aid representative before they decide to withdraw.

Withdrawing from a class may change the amount of financial aid awarded for the quarter and may result in a balance owed by the student. The student is responsible for tuition and fees associated with the class. Withdrawals can also impact a student's Satisfactory Academic Progress (SAP), which may affect financial aid eligibility. The student should always check with a financial aid representative to understand the financial impact before withdrawing from a course. For more information, refer to the following sections: "[Satisfactory Academic Progress](#)" and "[Financial Impacts for Dropping, Withdrawing, or being expelled from a Course.](#)"

Unless already assigned an "IU" for excessive absenteeism (or nonparticipation in online courses), students may withdraw from a course during the regular term with a "W" prior to the final week of class. Students must provide official notification by emailing their professor from their official GMC email account or completing the official student withdrawal form. It is the student's responsibility to ensure that the Registrar's office has processed the request to withdraw. The Registrar's office will ensure the last date of attendance (LDA) is recorded by the faculty member for any student withdrawing from a course.

DISENROLLMENTS:

NONACADEMIC DISENROLLMENT:

A student may be administratively disenrolled from the college for severe medical or military circumstances as determined by the Vice President for Academic Affairs and Dean of Faculty, Campus Director, or the Associate Dean. The student must provide documentation that the circumstances prevented the student from continuing to attend his/her classes that term and receiving an incomplete to finish the coursework was not possible. The disenrollment must be submitted to the administrator no later than twelve months from the date of the incident. The last date of attendance (LDA) must be submitted for any student who is disenrolled.

INVOLUNTARY DISENROLLMENT:

A student may be administratively disenrolled from the college during a term when, in judgment of the Vice President for Academic Affairs and Dean of Faculty or Campus Director after consulting the Director of Student Health Services, Director of Student Services, parents or other officials, 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 or continued enrollment, as defined in the Student Code of Conduct 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/her continued enrollment at the college.

The last date of attendance (LDA) must be submitted for any student who is disenrolled.

*The Last Day to Withdraw without Academic Penalty is located on the Four Term and Five Term Calendars in this catalog.

Financial Impacts for Dropping, Withdrawing, or Being Expelled from a Course

Refund Policy for Dropping a Course

The Georgia Military College refund policy and procedure for students who drop a course is as follows:

1. Refunds will be made after the established drop/add period has ended.
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 an administrative fee.
3. All refunds will be paid by check and in a timely manner. There will be no refund of tuition and course fees if the student chooses to withdraw after the drop/add period.

Impact of Drop/Add, Withdrawal or Expulsion on Students Eligibility for State Funds

In order to receive state financial aid funds, a student must be in attendance as a full-time student through the day after the end of the drop/add period for each term. If a student officially or unofficially withdraws, drops, or is expelled before the day after the end of the drop/add period, the student is not eligible to receive Georgia Tuition Equalization Grant (GTEG). HOPE Scholarship may be reduced or canceled. If these funds have been posted to the student's account, the aid will be reversed and the student may owe GMC.

Refund Policy for Students Receiving Title IV Funds

If a student is receiving Title IV funds 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 student 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 GMC 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:
 - a. Unsubsidized Federal Direct Stafford loans
 - b. Subsidized Federal Direct Stafford loans
 - c. Federal Direct PLUS Program
 - d. Federal Pell Grants
 - e. Federal SEOG Program
 - f. 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 the return of student aid.

Student Academic Dishonesty Policy

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. Repeated honor violations could result in an XF grade, for more information please refer to the GMC Student Handbook located under “Student Life” at http://www.gmc.cc.ga.us/page.php?page_id=159.

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 located under “Student Life” at http://www.gmc.cc.ga.us/page.php?page_id=159.

Academic Appeals Process

Academic Petitions 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 advisor, Assistant or Associate Academic Dean's office (or Assistant Registrar) 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.

Definition of an 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 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 [GMC Student Handbook](#) and the Academic Grade Appeal Process discussed below.

Academic Grade Appeal 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 and if the grade is the final grade for the course, then the student must meet with the faculty member within 30 calendar days of the posting of the grade. If the student and the faculty member resolve the conflict and a grade change is warranted if it is a final grade, then the faculty member will submit a grade change request to the Associate/Assistant Academic Dean for action.
2. If the student and the faculty member cannot resolve the grade dispute, the student must submit a written request to an additional reviewer (Department Chair, Associate/Assistant Academic Dean, or Grade Review Committee) within five business days of meeting with the faculty member. If the faculty member involved in the grade change appeal is also the Associate/Assistant Academic Dean, the student should proceed to step 3 of the appeals process.
 - a. The reviewer will respond in writing to the student concerning the student's grade change request within 10 business days of receipt.
 - b. If the reviewer agrees with the student's appeal, the reviewer will notify the faculty member and request that the student's grade be changed.
 - c. If the faculty member agrees with the reviewer's assessment, he/she will submit a grade change request to the Associate/Assistant Academic Dean for action.
 - d. If the faculty member does not agree with the reviewer's assessment, he/she will provide a written statement to the reviewer to be included in the response to the student. The student may continue the appeals process.
3. If the student is unable to resolve the grade dispute at the reviewer level, he/she may ask for a review by the Vice President for Academic Affairs and Dean of Faculty. A written appeal and all supporting documents must be submitted through the Associate/Assistant Academic Dean within five business days of receipt of the reviewer's response. The VPAA/DF will review the materials and make further inquiry as essential and will respond to the student within ten days of receipt of the letter of inquiry.
4. The decision of the VPAA/DF is final, and no further appeal will be accepted by the college.

Academic Warning, Probation and Exclusion

A student will be placed on academic warning for the succeeding quarter when the cumulative grade point average (CGPA) at the end of any quarter falls below the Standards of Satisfactory Status or at the end of any quarter in which the quarterly GPA is 1.50 or less, regardless of the overall GPA.

If after the warning period, the cumulative GPA is still below the required level or the term GPA is below 2.00, then 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 GPA. Probation will continue as long as the student makes a quarterly GPA of at least 2.00, but the cumulative GPA remains below the required level. If the student is unable to maintain a sufficient quarterly or cumulative GPA for continued probation, then the student will be excluded from attending GMC for the following quarter. Additionally, an enrolled probationary student who earns a quarterly GPA of less than 1.50 will be excluded from GMC. Exclusion is for one quarter. Summer quarter may not be used as the exclusion quarter. Students placed on exclusion three times will be excluded for one calendar year. A student placed on academic exclusion will have financial aid terminated. See the section [Academic Exclusion and Financial Aid](#) for details on financial aid eligibility.

Standards of Satisfactory Status

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

Reinstatement

A student excluded for one quarter will be eligible to apply for readmission and may be admitted if there is sufficient indication that further progress toward graduation is probable. See the section [Admission of Students on Exclusion – Former GMC Students](#).

Graduation

Residency Requirement in relation to Academics

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.

Degree Completion

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

All candidates for a degree must file a formal application before mid-term of the quarter prior to the quarter in which they expect to graduate. The Registrar's Office 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.

Georgia Military College students that stop attending or transfer prior to submitting their application for degree, but have completed all degree requirements, may submit an Application for Degree to have their degree processed. Students requesting their degree within one calendar year of non-attendance will have their degree posted under the catalog they attended and the degree date will be the end of the of the current term when the request is submitted. Students requesting their degree after one calendar year of non-attendance will be required to meet all current catalog requirements. The degree date for students with one calendar year of non-attendance will be the end date of the current term when request is submitted or when any additional requirements due to the catalog change are satisfied. Students with outstanding fees due to Georgia Military College will not have their degrees processed.

Georgia Military College students that transfer to another institution prior to completing all degree requirements may apply for their degree and request transfer credit to be applied to complete all academic requirements. Students must still meet all residency requirements. Students requesting their degree within one calendar year of non-attendance will have their degree posted under the catalog they attended and the degree date will be the end of the of the current term when the request is submitted. Students requesting their degree after one calendar year of non-attendance will be required to meet all current catalog requirements. The degree date for students with one calendar year of non-attendance will be the end date of the current term when request is submitted or when any additional requirements due to the catalog change are satisfied. Students with outstanding fees due to Georgia Military College will not have their degrees processed.

Graduation Ceremonies

Graduation dates will vary each academic year at each location. Students are encouraged to participate in the graduation exercises at their campus or at the Milledgeville campus.

Transcripts

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' office, Commandant's office, or Vice President for Academic Affairs and Dean of Faculty's 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. Transcript request forms are available on the Milledgeville campus from the Registrar's Office or at the business office at the other campus locations. 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.

Academic Honors

President's List

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 Services course grades will not count toward GPA calculations for the President's List.

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

Dean'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 Services course grades will not count toward GPA calculations for the Dean's List.

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

Graduation with Academic Honors

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

Scholastic Honor	GPA
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.

PROGRAMS OF STUDY

Associate Degree Programs Leading to a Four-Year Degree

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.

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.

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 Bachelor's 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 of similar degree in the concentration degree prior to enrolling. Please note that many colleges who do not offer the AAS degree may accept core curriculum course work on a course-by-course evaluation for transfer.

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 published, 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.

Also, 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 affect at the time of readmission. Administrative policy changes that do not affect the student's completion of degree are applicable to all students regardless of the catalog under which the student was admitted.

Majors Leading to Pre-Professional Studies

First and second-year Pre-Professional studies may be accomplished at GMC to prepare students for transfer to four-year colleges to complete undergraduate work necessary for future admission to Law, Medical, Dentistry, Physician Assistant, Allied Health, or Veterinary professional schools. Students interested in Pre-Professional studies should consult closely with a GMC academic advisor.

Admission to professional schools is generally very competitive. To increase the likelihood of admission students should:

- Select a challenging major for which there is a strong personal interest that will contribute to a high level of academic performance (professional schools do not require a specific major for admission but do place great value on a high GPA);
- Take a full load each term (15 to 17 credit hours) and avoid withdrawing from classes;
- Choose elective courses that have demanding requirements in reading and writing as well as analytical and logical thinking;
- Be acutely aware of the requirements for the professional school admission; and
- Participate in extracurricular activities (student government, appropriate job shadowing, community service, etc.).

Core Curriculum

Competency Requirements

The Associate in Arts (AA), the Associate in Science (AS), and the Associate in Applied Science (AAS) core curriculums are comprised of six areas: A1) Communication Skills, A2) Quantitative Skills, B) Institutional Options, C) Humanities, Fine Arts, and Ethics, D) Natural Sciences, Mathematics, and Technology and E) Social Sciences.

As a degree requirement, Georgia Military College students must take and pass designated courses. These courses serve as the cornerstone to a liberal arts core curriculum and emphasize competencies in written communication, quantitative skills, critical thinking, cultural literacy (U.S. and global perspectives), and problem solving.

Written Communication Competency

In area A1, students must successfully complete ENG 101 and ENG 102 with a grade of "C" or better or transfer a grade of "C" or better in ENG 101 and 102 from an accredited institution.

Quantitative Competency

Quantitative competency is demonstrated by successful completion of a Quantitative Skills mathematics course with a grade of "C" or better. Equivalent courses accepted in transfer satisfy this competency requirement.

Critical Thinking Competency

In area B, students must pass PER 102, Critical Thinking and Character Development. In area C, students seeking an AA or an AS degree must successfully complete a literature course with a "D" or better or transfer an equivalent course into the institution.

Cultural Literacy Competency

A. United States - 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 in area E. 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.

B. Global Perspectives – Students must pass either ENG 201 or 202 (World Literature I or II) in area C, or they must successfully complete HIS 101 or 102a (World History I or II) in the AA or AS degree program.

Problem Solving Competency

Students must pass at least one lab science course in area D. An additional mathematics, technology, or science elective is also required in Area D. AA and AS degree programs require successful completion of a second laboratory science.

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. Courses are in quarter hours (qh).

COMMUNICATION SKILLS (AREA A1)	
ENG 101	5qh
ENG 102	5qh
QUANTITATIVE SKILLS (AREA A2)	
One course from: MAT 106 ¹ , MAT 109, MAT 110, MAT 112, or MAT 201	5/6qh
INSTITUTIONAL OPTIONS (AREA B)	
PER 101 ²	3qh
PER 102 ³	3qh
One course from: Any PED, WEL 154, HPE 202 ⁴ , HPE 204/205 ⁵ , BIO 103 ⁶ , CIS 105A, CIS 106, or CIS 107	2/3qh
HUMANITIES, FINE ARTS, AND ETHICS (AREA C)	
One course from: ENG 201, ENG 202, ENG 221, ENG 222, ENG 231, ENG 232 ⁷	5qh
Two Sequenced, Foreign Language ⁸ Courses from: FRE 101 and FRE 102 OR GER 101 and GER 102 OR SPA 101 and SPA 102	10qh
NATURAL SCIENCES, MATHEMATICS, and TECHNOLOGY (AREA D)	
Two laboratory science ⁹ courses from: BIO (except BIO 140), CHE, PHY, or PSC	12qh
One course from: BIO, CHE, CIS (120 or 210 or higher), MAT (110 or higher, except MAT 208), NTR, PHY, or PSC ¹⁰	5/6qh
SOCIAL SCIENCES (AREA E)	
One course from: HIS 121 or HIS 122	5qh
PLS 101	5qh
One course from: ANT, ECO, GEO, HIS, PLS, PSY, or SOC ¹¹	5qh
Total Hours	70/73qh

¹ Mathematics majors may not use MAT 106 for Area A2. MAT 112 or MAT 201 is recommended.

² PER 101 is required for all degree-seeking students, except those transferring 36 or more quarter hours into GMC in good academic standing according to GMC standards of academic progress, and must be completed during a student's first term of enrollment at GMC. Students who are not required to take PER 101 must meet all other degree requirements to include a minimum of 90 quarter hours, but are not required to take additional credits to replace PER 101 in their degree plan. Students who have credit for GMC 100a or GMC 101 may not receive credit for PER 101.

³PER 102 should be taken after successful completion of PER 101 and ideally during the final term of a student's first year.

⁴Recommended for Education and Health & Education majors

⁵ For Students enrolled in Intercollegiate Athletics only

⁶Pre-Nursing majors who need a medical terminology course for their follow-on college should take BIO 103.

⁷If ENG 221/222/231/232 is taken, the student must take HIS 101A or HIS 102A for the Area E elective.

⁸GMC 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.

⁹Pre-Nursing majors must complete the BIO 123 and 124, BIO 211 and 212, CHE 101 and 102, or PHY 111 and 112 lab science sequence. Health and Physical Education majors must take BIO 123 and BIO 207.

¹⁰MAT 200 is required for Psychology majors. MAT 200 is recommended for Education majors.

¹¹Elective must be HIS 101A or HIS 102A if ENG 201 or ENG 202 not taken in Area C. ECO 201, ECO 202, PSY 200, or SOC 200 recommended for Education majors.

Core Curriculum for the Associate in Science Degree

The core curriculum of the AS 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.

COMMUNICATION SKILLS (AREA A1)	
ENG 101	5qh
ENG 102	5qh
QUANTITATIVE SKILLS (AREA A2)	
One course from: MAT 106 ¹ , MAT 109, MAT 110, MAT 112, or MAT 201	5/6qh
INSTITUTIONAL OPTIONS (AREA B)	
PER 101 ²	3qh
PER 102 ³	3qh
One course from: Any PED, WEL 154, HPE 202 ⁴ , HPE 204/205 ⁵ , BIO 103 ⁶ , CIS 105A, CIS 106, or CIS 107	2/3qh
HUMANITIES, FINE ARTS, AND ETHICS (AREA C)	
One course from: ENG 201, ENG 202, ENG 221, ENG 222, ENG 231, ENG 232 ⁷	5qh
One course from: ART 194 or (ART 191, 192, and 193); COM; ENG; FRE; GER; MUS 194 or (MUS 191, 192, and 193); PHI, REL, SPA, or THE 194	5/6qh
NATURAL SCIENCES, MATHEMATICS, and TECHNOLOGY (AREA D)	
Two laboratory science ⁸ courses from: BIO (except BIO 140), CHE, PHY, or PSC	12qh
One course from: BIO, CHE, CIS (120 or 210 or higher), MAT (110 or higher, except MAT 208), NTR, PHY, or PSC ⁹	5/6qh
SOCIAL SCIENCES (AREA E)	
One course from: HIS 121 or HIS 122	5qh
PLS 101	5qh
One course from: ANT, ECO, GEO, HIS, PLS, PSY, or SOC ¹⁰	5qh
Total Hours	65/69qh

¹Mathematics majors may not use MAT 106 for Area A2. MAT 112 or MAT 201 is recommended.

² PER 101 is required for all degree-seeking students, except those transferring 36 or more quarter hours into GMC in good academic standing according to GMC standards of academic progress, and must be completed during a student's first term of enrollment at GMC. Students who are not required to take PER 101 must meet all other degree requirements to include a minimum of 90 quarter hours, but are not required to take additional credits to replace PER 101 in their degree plan. Students who have credit for GMC 100a or GMC 101 may not receive credit for PER 101.

³PER 102 should be taken after successful completion of PER 101 and ideally during the final term of a student's first year.

⁴Recommended for Education and Health & Education majors

⁵ For Students enrolled in Intercollegiate Athletics only

⁶Pre-Nursing majors who need a medical terminology course for their follow-on college should take BIO 103.

⁷If ENG 221/222/231/232 is taken, the student must take HIS 101A or HIS 102A for the Area E elective.

⁸Pre-Nursing majors must complete the BIO 123 and 124, BIO 211 and 212, CHE 101 and 102, or PHY 111 and 112 lab science sequence. Health and Physical Education majors must take BIO 123 and BIO 207.

⁹MAT 200 is required for Psychology majors. MAT 200 is recommended for Education majors.

¹⁰Elective must be HIS 101A or HIS 102A if ENG 201 or ENG 202 not taken in Area C. ECO 201, ECO 202, PSY 200, or SOC 200 recommended for Education majors.

Core Curriculum for the Associate in Applied Science Degree

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 Bachelor's 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 AAS degree may accept core curriculum course work on a course-by-course evaluation for transfer.

COMMUNICATION SKILLS (AREA A1)	
ENG 101	5qh
ENG 102	5qh
QUANTITATIVE SKILLS (AREA A2)	
One course from: MAT 106, MAT 109, or MAT 112	5qh
INSTITUTIONAL OPTIONS (AREA B)	
PER 101 ¹	3qh
PER 102 ²	3qh
Two courses from: Any PED, WEL 154, HPE 202 ³ , HPE 204/205 ⁴ , BIO 103, CIS 105A, CIS 106, or CIS 107	4/5qh
HUMANITIES, FINE ARTS, AND ETHICS (AREA C)	
One course from: ENG 201, ENG 202, ENG 221, ENG 222, ENG 231, ENG 232; ART 194 or (ART 191, 192, and 193); MUS 194 or (MUS 191, 192, and 193); or THE 194	5/6qh
NATURAL SCIENCES, MATHEMATICS, and TECHNOLOGY (AREA D)	
One laboratory science course from: BIO (except BIO 140), CHE, PHY, or PSC	6qh
One course from: BIO, CHE, CIS, MAT (110 or higher, except 208), NTR, PHY, or PSC	5/6qh
SOCIAL SCIENCES (AREA E)	
One course from: HIS 121 or HIS 122	5qh
PLS 101	5qh
Total Hours	51/54qh

¹PER 101 is required for all degree-seeking students, except those transferring 36 or more quarter hours into GMC in good academic standing according to GMC standards of academic progress, and must be completed during a student's first term of enrollment at GMC. Students who are not required to take PER 101 must meet all other degree requirements to include a minimum of 90 quarter hours, but are not required to take additional credits to replace PER 101 in their degree plan. Students who have credit for GMC 100a or GMC 101 may not receive credit for PER 101.

²PER 102 should be taken after successful completion of PER 101 and ideally during the final term of a student's first year.

³Recommended for Health and Education majors

⁴ For Students enrolled in Intercollegiate Athletics only

Degree Program Concentrations

Biology, Associate in Arts (AA)

This degree program is offered at Augusta, Fairburn, Milledgeville, Online, Warner Robins, and Valdosta.

It is recommended that students complete CHE 101 and 102 as their core lab science and complete MAT 200 as their core math/science elective.

Biology (AA) Concentration	
BIO 211	6
BIO 212	6
Three courses from: Any 200 level BIO/CHE lab science and/or PHY 111/112	18
Total Quarter Hours for Concentration	30
Total Quarter Hours for AA Core Requirements	70/73
Total Quarter Hours	100/103

Biology, Associate in Science (AS)

This degree program is offered at Augusta, Fairburn, Milledgeville, Online, Warner Robins, and Valdosta campuses.

It is recommended that students complete CHE 101 and 102 as their core lab science and complete MAT 200 as their core math/science elective.

Biology (AS) Concentration	
BIO 211	6
BIO 212	6
Three courses from: Any 200 level BIO/CHE lab science and/or PHY 111/112	18
Total Quarter Hours for Concentration	30
Total Quarter Hours for AS Core Requirements	65/69
Total Quarter Hours	95/99

Business Administration, Associate in Arts (AA)

This degree program is offered at all campuses.

Business Administration (AA) Concentration	
ACC 201	5
ACC 202	5
ECO 201	5
ECO 202	5
Choose one: BUS 204, BUS 206A, or CIS 200	5
Total Quarter Hours for Concentration	25
Total Quarter Hours for AA Core	70/73
Total Quarter Hours	95/98

Business Administration, Associate in Science (AS)

This degree program is offered at all campuses.

Business Administration (AS) Concentration	
ACC 201	5
ACC 202	5
ECO 201	5
ECO 202	5
Choose one: BUS 204, BUS 206A, or CIS 200	5
Total Quarter Hours for Concentration	25
Total Quarter Hours for AS Core	65/69
Total Quarter Hours	90/94

Computer Information Systems, Associate in Applied Science (AAS)

This degree program is offered at Fairburn, Augusta, and Online campuses.

Computer Information Systems (AAS) Concentration	
CIS 207	5
CIS 208	5
CIS 210	5
CIS 211	5
CIS 220	5
CIS 230	5
Choose 10 Quarter Hours from the following: CIS 202/203/204/205/209; BUS 204/206A; MGT 210	10
Total Quarter Hours for Concentration	40
Total Quarter Hours for AAS Core	51/54
Total Quarter Hours	91/94

Criminal Justice, Associate in Arts (AA)

This degree program is offered at all campuses.

Criminal Justice (AA) Concentration	
CRJ 100	5
CRJ 208	5
Criminal Justice Electives*	15
*Any CRJ, PSY, or SOC courses not taken or ANT 201, HSE 101, HSE 299, PLS 205	
Total Quarter Hours for Concentration	25
Total Quarter Hours for AA Core	70/73
Total Quarter Hours	95/98
Students with law enforcement training may have applicable credit in some areas. (See section on transfer of credit.) Corrections officers who have completed work with GSU division of Justice Administration may apply those hours.	

Criminal Justice, Associate in Science (AS)

This degree program is offered at all campuses.

Criminal Justice (AS) Concentration	
CRJ 100	5
CRJ 208	5
Criminal Justice Electives*	15
*Choose any CRJ, PSY or SOC courses not taken OR ANT 201, HSE 101, HSE 299, PLS 205	
Total Quarter Hours for Concentration	25
Total Quarter Hours for AS Core	65/69
Total Quarter Hours	90/94
Students with law enforcement training may have applicable credit in some areas. (See section on transfer of credit.) Corrections officers who have completed work with GSU division of Justice Administration may apply those hours.	

Criminal Justice, Associate in Applied Science (AAS)

This degree program is offered at Fairburn, Augusta, Milledgeville, and online campuses.

Criminal Justice (AAS) Concentration	
CRJ 100	5
CRJ 103	5
CRJ 104	5
CRJ 200	5
CRJ 204	5
CRJ 208	5
Choose 10 Quarter Hours from the following: any CRJ, SOC or PSY classes not taken, or ANT 201, COM 101, HSE 101, HSE 299, PLS 205	10
Total Quarter Hours for Concentration	40
Total Quarter Hours for AAS Core	51/54
Total Quarter Hours	91/94
Students with law enforcement training may have applicable credit in some areas. (See section on transfer of credit.) Corrections Officers who have completed work with GSU division of Justice Administration may use those hours in the AAS concentration in conjunction with CRJ 101 and CRJ 208.	

Education Early Childhood, Associate in Arts (AA)

(Early Childhood Majors Pre-K to 5th Grade)

This degree program is offered at all campuses.

Recommended Core Electives:

Institutional Options (Area B) -- HPE 202

Natural Science, Mathematics, and Technology (Area D) -- MAT 200

Social Sciences (Area E) -- ECO 201, ECO 202, PSY 200, or SOC 200

Education Early Childhood (AA) Concentration	
ISC 201	5
ISC 202	5
EDN 216	5
EDN 226	5
EDN 236	5
MAT 208	5
Total Quarter Hours for Concentration	30
Total Quarter Hours for AA Core	70/73
Total Quarter Hours	100/103

Education Early Childhood, Associate in Science (AS)

(Early Childhood Majors Pre-K to 5th Grade)

This degree program is offered at all campuses.

Recommended Core Electives:

Institutional Options (Area B) -- HPE 202

Natural Science, Mathematics, and Technology (Area D) -- MAT 200

Social Sciences (Area E) -- ECO 201, ECO 202, PSY 200, or SOC 200

A.S. in Education Early Childhood Concentration	
ISC 201	5
ISC 202	5
EDN 216	5
EDN 226	5
EDN 236	5
MAT 208	5
Total Quarter Hours for Concentration	30
Total Quarter Hours for AS Core	65/69
Total Quarter Hours	95/99

Education Middle Grades, Associate in Arts (AA)

(Middle Grade Majors 4th-8th Grade)

This degree program is offered at all campuses.

Recommended Core Electives:

Institutional Options (Area B) -- HPE 202

Natural Science, Mathematics, and Technology (Area D) -- MAT 200

Social Sciences (Area E) -- ECO 201, ECO 202, PSY 200, or SOC 200

Education Middle Grades (AA) Concentration	
EDN 216	5
EDN 226	5
EDN 236	5
Electives*	15/18
*15 hours course work in two concentration areas of BIO, ENG, HIS, or MAT	
Total Quarter Hours for Concentration	30/33
Total Quarter Hours for AA Core	70/73
Total Quarter Hours	100/106

Education Middle Grades, Associate in Science (AS)

(Middle Grade Majors 4th-8th Grade)

This degree program is offered at all campuses.

Recommended Core Electives:

Institutional Options (Area B) -- HPE 202

Natural Science, Mathematics, and Technology (Area D) -- MAT 200

Social Sciences (Area E) -- ECO 201, ECO 202, PSY 200, or SOC 200

Education Middle Grades (AS) Concentration	
EDN 216	5
EDN 226	5
EDN 236	5
Electives*	15/18
*15 hours course work in two concentration areas of BIO, ENG, HIS, or MAT	
Total Quarter Hours for Concentration	30/33
Total Quarter Hours for AS Core	65/69
Total Quarter Hours	95/102

Education Secondary, Associate in Arts (AA)

(High School Majors 6th-12th grade)

This degree program is offered at all campuses.

Recommended Core Electives:

Institutional Options (Area B) -- HPE 202

Natural Science, Mathematics, and Technology (Area D) -- MAT 200

Social Sciences (Area E) -- ECO 201, ECO 202, PSY 200, or SOC 200

Education Secondary (AA) Concentration	
EDN 216	5
EDN 226	5
EDN 236	5
Electives*	10/12
*10 hours course work in one concentration area of ART, BIO, CHE, ENG, FRE, HIS, MAT, or SPA	
Total Quarter Hours for Concentration	25/27
Total Quarter Hours for AA Core	70/73
Total Quarter Hours	95/100

Education Secondary, Associate in Science (AS)

(High School Majors, 6th-12th grade)

This degree program is offered at all campuses.

Recommended Core Electives:

Institutional Options (Area B) -- HPE 202

Natural Science, Mathematics, and Technology (Area D) -- MAT 200

Social Sciences (Area E) -- ECO 201, ECO 202, PSY 200, or SOC 200

Education Secondary (AS) Concentration	
EDN 216	5
EDN 226	5
EDN 236	5
Electives*	10/12
*10 hours course work in one concentration area of ART, BIO, CHE, ENG, FRE, HIS, MAT, or SPA	
Total Quarter Hours for Concentration	25/27
Total Quarter Hours for AS Core	65/69
Total Quarter Hours	90/96

English, Associate in Arts (AA)

This course is offered at Columbus, Fairburn, Milledgeville, Online, and Warner Robins campuses.

English (AA) Concentration	
SPA 201/FRE 201/GER 201	5
Completion of the literature survey course set started in the core curriculum (ENG 201 & 202, ENG 221 & 222, or ENG 231 & 232)	5
Complete 3 of the following courses not previously taken: ENG 210, ENG 201, ENG 202, ENG 221, ENG 222, ENG 231, ENG 232, SPA 202, FRE 202, or GER 202	15
Total Quarter Hours for Concentration	25
Total Quarter Hours for AA Core	70/73
Total Quarter Hours	95/98

General Studies, Associate in Arts (AA)

This program is offered at all campuses.

General Studies (AA) Concentration	
Electives*	25
*May be chosen from any courses not taken in Core Requirements	
Total Quarter Hours for Concentration	25
Total Quarter Hours for AA General Studies	70/73
Total Quarter Hours	95/98

General Studies, Associate in Science (AS)

This program is offered at all campuses.

General Studies (AS) Concentration	
Electives*	25
*May be chosen from any courses not taken in Core Requirements	
Total Quarter Hours for Concentration	25
Total Quarter Hours for AS General Studies	65/69
Total Quarter Hours	90/94

General Studies, Associate in Applied Science (AAS)

This program is offered at Fairburn, Augusta, Milledgeville, Online, and Valdosta campuses.

General Studies (AAS) Concentration	
Electives*	40
*May be chosen from any courses not taken in Core Requirements	
Total Quarter Hours for Concentration	40
Total Quarter Hours for AAS General	51/54
Total Quarter Hours	91/94

Health and Human Performance, Associate in Science (AS)

Students are no longer allowed to enter these degree programs. Students currently enrolled have until **July 31, 2014** to complete one of these programs. Degree was offered at Fairburn, Milledgeville, Online, Warner Robins, and Valdosta.

Health and Human Performance (AS) Concentration	
BIO 208	6
BIO 103	2
HPE 202	3
Electives*	15
*Choose three courses from: HPE 255, EDN 202, NTR 110, PSY 200, HPE 250	
Total Quarter Hours for Concentration	26
Total Quarter Hours for AS Core Requirements from the catalog of entry	75/78
Total Quarter Hours	101/104

Health and Human Performance, Associate in Applied Science (AAS)

Students are no longer allowed to enter these degree programs. Students currently enrolled have until **July 31, 2014** to complete one of these programs. Degree was offered at Fairburn, Milledgeville, and Online.

Health and Human Performance (AAS) Concentration	
BIO 103	2
BIO 207	6
BIO 208	6
EDN 202	5
HPE 200	5
HPE 202	3
HPE 250	5
HPE 255	5
NTR 110	5
PSY 200	5
PSY 203	5
Total Quarter Hours for Concentration	52
Total Quarter Hours for AA.S Core Requirements from the catalog of entry	43/46
Total Quarter Hours	95/98

Health and Physical Education, Associate in Science (AS)

This program is offered at Fairburn, Augusta, Columbus, Milledgeville, Online, Robins and Valdosta campuses

Recommended Core Electives:

Institutional Options (Area B) -- HPE 202

Natural Science, Mathematics, and Technology (Area D) lab sciences: BIO 123 and BIO 207

Health and Physical Education (AS) Concentration	
EDN 236	5
HPE 200	5
BIO 208	6
Choose two courses from: EDN 202/216/226; HPE 250	10
Total Quarter Hours for Concentration	26
Total Quarter Hours for AS Core Requirements	65/69
Total Quarter Hours	91/95

Health and Physical Education, Associate in Applied Science (AAS)

This degree program is offered at Fairburn, Augusta, Milledgeville, and Online campuses

Health and Physical Education (AAS) Concentration	
Select 40 to 43 hours from:	
BIO 103	2
BIO 207	6
EDN 202	5
EDN 216	5
EDN 226	5
EDN 236	5
HPE 200	5
HPE 202	3
HPE 250	5
HPE 255	5
PSY 200	5
Total Quarter Hours for Concentration	40/43
Total Quarter Hours for AAS. Core	51/54
Total Quarter Hours	91/97

History, Associate in Arts (AA)

This degree program is offered at all campuses.

History (AA) Concentration	
History Courses*	15
Electives**	10
*May be chosen from any History courses not taken in Core Requirements	
**Choose two additional courses from the following: ANT/ECO/HIS/PLS/PSY/SOC	
Total Concentration	25
Total A.A. Core Requirements	70/73
Total Quarter Hours	95/98

History, Associate in Science (AS)

This degree program is offered at all campuses.

History (AS) Concentration	
History Courses*	15
Electives**	10
*May be chosen from any History courses not taken in Core Requirements	
**Choose two additional courses from the following: ANT/ECO/HIS/PLS/PSY/SOC	
Total Concentration	25
Total AS Core Requirements	65/69
Total Quarter Hours	90/94

Homeland Security and Emergency Management, Associate in Arts (AA)

This degree program is offered at all campuses.

Homeland Security and Emergency Management (AA) Concentration	
HSE 101	5
HSE 299	5
Electives*	15
*Choose three courses from: CRJ 100/103/110; COM 101; HIS 102; MGT 210/232; PLS 200; SOC 200	
Total Quarter Hours for Concentration	25
Total Quarter Hours for A.A. Core	70/73
Total Quarter Hours	95/98

Homeland Security and Emergency Management, Associate in Science (AS)

This degree program is offered at all campuses.

Homeland Security and Emergency Management (AS) Concentration	
HSE 101	5
HSE 299	5
Electives*	15
*Choose three courses from: CRJ 100/103/110; COM 101; HIS 102; MGT 210/232; PLS 200; SOC 200	
Total Quarter Hours for Concentration	25
Total Quarter Hours for A.S. Core	65/69
Total Quarter Hours	90/94

Human Communication, Associate in Arts (AA)

This degree program is offered at Augusta, Fairburn, Milledgeville, Online, Valdosta, and Warner Robins campuses.

Human Communication (AA) Concentration	
COM 101 or COM 201	5
COM 220	5
COM 230	5
Choose two additional courses from: COM 210/240, ART 194 (ART 191, 192, and 193), BUS 204, ENG 210, MUS 194 (MUS 191, 192, and 193), PHI 200, PSY 200/203/205, SOC 200/207, SOC 205 (SOC 201, 202, and 203), THE 194	10/12
Total Quarter Hours for Concentration	25/27
Total Quarter Hours for A.A. Core	70/73
Total Quarter Hours	95/100

Human Communication, Associate in Science (AS)

This degree program is offered at Augusta, Fairburn, Milledgeville, Online Campus, Valdosta, and Warner Robins.

Human Communication (AS) Concentration	
COM 101 or COM 201	5
COM 220	5
COM 230	5
Choose two additional courses from: COM 210/240, ART 194 (ART 191, 192, and 193), BUS 204, ENG 210, MUS 194 (MUS 191, 192, and 193), PHI 200, PSY 200/203/205, SOC 200/207, SOC 205 (SOC 201, 202, and 203), THE 194	10/12
Total Quarter Hours for Concentration	25/27
Total Quarter Hours for AA Core	65/69
Total Quarter Hours	90/96

Information Technology, Associate in Arts (AA)

This degree program is offered at Augusta, Columbus, Fairburn, Milledgeville, Online, and Warner Robins campuses.

OPTION 1

Information Technology (AA) Concentration	
CIS 210	5
CIS 211	5
CIS 207	5
CIS 208	5
Elective*	5/6
*Choose one course from the following: CIS 203, 204, 205, 209, 213, 220, 230; MAT 112, 200, 201, 202, 203; ACC 201/202	
Total Quarter Hours for Concentration	25/26
Total Quarter Hours for AA Core	70/73
Total Quarter Hours	95/99

OR OPTION 2

Information Technology (AA) Concentration	
CIS 210	5
CIS 211	5
CIS 212	5
Electives*	10/12
*Choose two courses from the following: CIS 203, 204, 205, 209, 213, 220, 230; MAT 112, 200, 201, 202, 203; ACC 201/202	
Total Quarter Hours for Concentration	25/27
Total Quarter Hours for AA Core	70/73
Total Quarter Hours	95/100

Information Technology, Associate in Science (AS)

This degree program is offered at Augusta, Columbus, Fairburn, Milledgeville, Online, and Warner Robins campuses.

OPTION 1

Information Technology (AS) Concentration	
CIS 210	5
CIS 211	5
CIS 207	5
CIS 208	5
Elective*	5/6
*Choose one course from the following: CIS 203, 204, 205, 209, 213, 220, 230; MAT 112, 200, 201, 202, 203; ACC 201/202	
Total Hours for Concentration	25/26
Total Hours for AS Core	65/69
Total Quarter Hours	90/95

OR OPTION 2

Information Technology (AS) Concentration	
CIS 210	5
CIS 211	5
CIS 212	5
Electives*	10/1
*Choose two courses from the following: CIS 203, 204, 205, 209, 213, 220, 230; MAT 112, 200, 201, 202, 203; ACC 201/202	
Total Hours for Concentration	25/2
Total Hours for AS Core	65/6
Total Quarter Hours	90/9

Logistics Management, Associate in Arts (AA)

This degree program is offered at Columbus, Fairburn, Milledgeville, Online, Robins, and Valdosta campuses.

Logistics Management AA 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 206A	5
OR	
ACC 201 and ACC 202	10
BUS 204 and BUS 206A	10
MGT 210	5
OR	
ECO 201 and ECO 202	10
BUS 204 and BUS 206A	10
MGT 210	5
Total Hours for Concentration	25
Total Hours for AA Core	70/73
Total Quarter Hours	95/98

Logistics Management, Associate in Science (AS)

This degree program is offered at Columbus, Fairburn, Milledgeville, Online, Robins, and Valdosta campuses.

Logistics Management (AS) 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 206A	5
OR	
ACC 201 and ACC 202	10
BUS 204 and BUS 206A	10
MGT 210	5
OR	
ECO 201 and ECO 202	10
BUS 204 and BUS 206A	10
MGT 210	5
Total Hours for Concentration	25
Total Hours for AS Core	65/69
Total Quarter Hours	90/94

Mass Communication, Associate in Arts (AA)

This degree program is offered at Augusta, Fairburn, Milledgeville, Online, Warner Robins, and Valdosta campuses.

Mass Communication (AA) Concentration	
COM 101 or COM 201	5
COM 210	5
COM 240	5
Choose two courses from: COM 220/230, ART 194 (ART 191, 192, and 193), BUS 204, CIS 207/208/209, ENG 210, MUS 194 (MUS 191, 192, and 193), PHI 200, PSY 200/203/205, SOC 200/207, THE 194	10/12
Total Hours for Concentration	25/27
Total Hours for AA Core	70/73
Total Quarter Hours	95/100

Mass Communication, Associate in Science (AS)

This degree program is offered at Augusta, Fairburn, Milledgeville, Online, Warner Robins, and Valdosta campuses.

Mass Communication (AS) Concentration	
COM 101 or COM 201	5
COM 210	5
COM 240	5
Choose two additional courses from COM 220/230, ART 194 (ART 191, 192, And 193), BUS 204, CIS 207/208/209, ENG 210, MUS 194 (MUS 191, 192, and 193), PHI 200, PSY 200/203/205, SOC 200/207, THE 194	10/12
Total Hours of Concentration	25/27
Total Hours of AS Core	65/69
Total Quarter Hours	90/96

Mathematics, Associate in Arts (AA)

This degree program is offered at Augusta, Fairburn, Milledgeville, Warner Robins, and Valdosta campuses.

Mathematics (AA) Concentration	
MAT 202 (if not previously taken)	6
MAT 203	6
MAT 211	5
Select two or three* of the following: CIS 210/211, MAT 200/213, PHY 111/112	11/17
Total Hours for Concentration	26/29
Total Hours for AA Core	70/73
Total Quarter Hours	96/102

*If MAT 201 is taken as the Quantitative Skills mathematics course then MAT 202 should be taken as the Area D elective. The student must then choose three electives in the concentration.

MAT 106 may not be taken for Area A2. MAT 112 or MAT 201 is recommended for Area A2.

Mathematics, Associate in Science (AS)

This program is offered at Augusta, Fairburn, Milledgeville, Warner Robins, and Valdosta campuses.

Mathematics (AS) Concentration	
MAT 202 (if not previously taken)	6
MAT 203	6
MAT 211	5
Select two or three* of the following: CIS 210/211, MAT 200/213, PHY 111/112	11/17
Total Hours for Concentration	26/29
Total Hours for AS Core	65/69
Total Quarter Hours	91/98

*If MAT 201 is taken as the Quantitative Skills mathematics course then MAT 202 should be taken as the Area D elective. The student must then choose three electives in the concentration.

MAT 106 may not be taken for Area A2. MAT 112 or MAT 201 is recommended for Area A2.

Paralegal Studies, Associate in Arts (AA)

This degree program is offered at Augusta, Columbus, Fairburn, Milledgeville, Online, Robins, and Valdosta campuses.

Paralegal Studies (AA) Concentration	
PLG 110	5
PLG 120	5
Electives*	15
*Choose three additional courses from: BUS 206; CRJ 100/103/201/208	
Total Hours for Concentration	25
Total Hours for AA Core	70/73
Total Quarter Hours	95/98

Paralegal Studies, Associate in Science (AS)

This degree program is offered at Augusta, Columbus, Fairburn, Milledgeville, Online, Robins, and Valdosta campuses.

Paralegal Studies (AS) Concentration	
PLG 110	5
PLG 120	5
Electives*	15
*Choose three additional courses from: BUS 206; CRJ 100/103/201/208	
Total Hours for Concentration	25
Total Hours for AS Core	65/69
Total Quarter Hours	90/94

Political Science, Associate in Arts (AA)

This degree program is offered at Augusta, Fairburn, Milledgeville, Robins, and Valdosta campuses.

Political Science (AA) Concentration	
Choose two: PLS 200, PLS 205, or PLS 215	10
Choose three: BUS 206A, any ECO, HIS 101A/102A/121/122/201, MGT 200, MGT 210, PLG 110, or any PLS not already taken	15
Total Hours for Concentration	25
Total Hours for AA Core	70/73
Total Quarter Hours	95/98

Political Science, Associate in Science (AS)

This degree program is offered at Augusta, Fairburn, Milledgeville, Robins, and Valdosta campuses.

Political Science (AS) Concentration	
Choose two: PLS 200, PLS 205, or PLS 215	10
Choose three: BUS 206A, any ECO, HIS 101A/102A/121/122/201, MGT 200, MGT 210, PLG 110, or any PLS not already taken	15
Total Hours for Concentration	25
Total Hours for AS Core	65/69
Total Quarter Hours	90/94

Pre-Nursing, Associate in Arts (AA)

This degree program is offered at all campuses.

Pre-Nursing (AA) Concentration	
BIO 207	6
BIO 208	6
BIO 299	6
PSY 203 or PSY 205	5
Choose one course from: BIO/CHE/MAT/NTR/PHY/PSC (MAT 200 or NTR 110 recommended) (excluding MAT 208)	5/6
Total Hours for Concentration	28/29
Total Hours for AA Core	70/73
Total Quarter Hours	98/102

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

Pre-Nursing, Associate in Science (AS)

This degree program is offered at all campuses.

Pre-Nursing (AS) Concentration	
BIO 207	6
BIO 208	6
BIO 299	6
PSY 203 or PSY 205	5
Choose one course from: BIO/CHE/MAT/NTR/PHY/PSC (MAT 200 or NTR 110 recommended) (excluding MAT 208)	5/6
Total Hours for Concentration	28/29
Total Hours for AS Core	65/69
Total Quarter Hours	93/98

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

Psychology, Associate in Arts (AA)

This degree program is offered at all campuses.

Psychology (AA) Concentration	
Note: MAT 200 is required for the Area D elective in the core.	
PSY 200	5
PSY 230	5
Any two PSY courses not previously used	10
Choose one course from the following: BIO/CHE/FRE/GEO/GER/HIS/MAT/PHI/PSC/ PHY/SOC/SPA	5/6
Total Hours for Concentration	25/26
Total Hours for AA Core	70/73
Total Quarter Hours	95/99

Psychology, Associate in Science (AS)

This degree program is offered at all campuses.

Psychology (AA/AS) Concentration	
Note: MAT 200 is required for the Area D elective in the core.	
PSY 200	5
PSY 230	5
Any two PSY courses not previously used	10
Choose one course from the following: BIO/CHE/FRE/GEO/GER/HIS/MAT/PHI/PSC/ PHY/SOC/SPA	5/6
Total Hours for Concentration	25/26
Total Hours for AS Core	65/69
Total Quarter Hours	90/95

Social Work, Associate in Arts (AA)

This degree program is offered at Augusta, Columbus, Fairburn, Online, and Valdosta campuses.

Social Work (AA) Concentration	
SOC 200	5
SOC 205	5
SWK 101	5
SWK 150	5
SWK 200	5
Total Hours for Concentration	25
Total Hours for AA Core	70/73
Total Quarter Hours	95/98

Social Work, Associate in Science (AS)

This degree program is offered at Augusta, Columbus, Fairburn, Online, and Valdosta campuses.

Social Work (AS) Concentration	
SOC 200	5
SOC 205	5
SWK 101	5
SWK 150	5
SWK 200	5
Total Hours for Concentration	25
Total Hours for AS Core	65/69
Total Quarter Hours	90/94

Sociology, Associate in Arts (AA)

This degree program is offered at all campuses.

Sociology (AA) Concentration	
Sociology Courses*	15
Electives**	10
* May be chosen from any Sociology courses not taken in Core Requirements	
**Choose two additional courses from the following: ANT/ECO/HIS/PLS/PSY/SOC	
Total Hours for Concentration	25
Total Hours for AA Core	70/73
Total Quarter Hours	95/98

Sociology, Associate in Science (AS)

This degree program is offered at all campuses.

Sociology (AS) Concentration	
Sociology Courses*	15
Electives**	10
* May be chosen from any Sociology courses not taken in Core Requirements	
**Choose two additional courses from the following: ANT/ECO/HIS/PLS/PSY/SOC	
Total Hours for Concentration	25
Total Hours for AS Core	65/69
Total Quarter Hours	90/94

COURSES OFFERED

Courses Participating in the Off-Campus Study Program

Georgia Military College views student learning as more than education obtained within the walls of a classroom. The Off-Campus Study Program provides an opportunity for students to travel to international and domestic locations to broaden and deepen their understanding of the subject matter and reexamine their views and perspectives on the human condition in the context of a global community.

Georgia Military College allows each professor the opportunity to create a course in their discipline for the Off-Campus Study Program. The college assesses these courses for quality, course content, transferability, and cultural experience.

While some programs require proficiency in a foreign language, most do not. These courses in the Off-Campus Study Program should cost about the same as study on campus, except for the travel expenses and incidentals, which may not be included in the cost of the course.

Applications for these courses are competitive. The exact due dates are announced every year by the various professors of the specific Off-Campus Study programs. Students are encouraged to consult with campus representatives for specific programs early in the application process.

Course Numbering

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

- Courses numbered 000 – 099 are for Learning Support Services 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 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

5qh

This course is a study of the underlying theory and application of financial accounting concepts. It includes the study of accounting cycle, the preparation and interpretation of basic financial statements, and the study of fundamental accounting principles.

ACC 202 Principles Of Accounting II

5qh

This course is a study of the underlying theory and application of managerial accounting concepts. It is a continuation of ACC 201 as a decision making tool. It includes introductions to concepts, principles, and procedures used by managers for planning, control, and other business decisions. **Prerequisite:** ACC 201.

Anthropology

ANT 201 Anthropology

5qh

This course is an introduction to the study of human origins, development, behavior and culture. It includes paleontology, archeology, and principal aspects of sociocultural organization.

Aerospace Studies

ARS 101 U. S. Air Force and Officership

1qh

This course is an introduction to the history, mission, organization, and doctrine of the United States Air Force. It includes military customs and courtesies, communication, officership, and Air Force job specialties.

ARS 102 Air Force Commands

1qh

This course is 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

1qh

This course is an introduction to flight, geopolitics, the military balance, and terrorism. It includes a survey of relations with other branches of the Armed Services.

ARS 104 Team Building

1qh

A survey course designed to introduce students to the United States Air Force and Air Force Reserve Officer Training Corps. Featured topics include team building, diversity training, and Oath of Office. Leadership Laboratory is mandatory for Air Force ROTC cadets and it complements this course by providing cadets with leadership/follower ship experiences. **Prerequisite:** ARS 103.

ARS 201 Growth of Air Power

1qh

This course 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

1qh

This course traces the development of concepts for the employment of air power to support national objectives.

ARS 203 Air Power Technology

1qh

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

ARS 204 Air Power in the Post-Cold War Era

1qh

This course is designed to introduce students to the evolution of the United States Air Force in the Post-Cold war era. Featured topics include the Persian Gulf War, conflict in the former Republic of Yugoslavia, and Post-Cold war operations. Leadership Laboratory is mandatory for Air Force ROTC cadets and it complements this course by providing cadets with leadership/follower ship experiences. **Prerequisite:** ARS 203.

ARS 299 Air Force ROTC Leadership Lab

1qh

This course focuses 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

2qh

This course is 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 A continuation of Art 191.

2qh

ART 193 Art Appreciation III A continuation of Art 192.

2qh

ART 194 Art Appreciation

5qh

This course is 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

5qh

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

5qh

This is 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

5qh

This is 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

5qh

This is 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

5qh

This is a second level painting class covering advanced techniques and applications. **Prerequisite:** ART 198.

ART 200 Art and Technology

5qh

This is an art class based on the use and limited mastery of software enabling student to use a digital camera, scanner, and printer. It includes creating and enhancing art.

ART 205 3 Dimensional Design

5qh

This course is a 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

5qh

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*** ***2qh***
This course is 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*** ***5qh***
This is 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*** ***5qh***
This is 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 111 Intro to Pharmacology*** ***5qh***
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 understanding and use of these in nursing and other medically related fields. (BIO 112, 113, and 114 combined and taught in one course.)
- BIO 112 Pharmacology I*** ***2qh***
This course is an introduction to the basic concepts of Pharmacology, focusing on the interpretation of physician's orders, dosage calculations, methods of drug delivery, mechanisms of absorption, biotransformation, excretion of drugs, and the study of drugs targeting the nervous and cardiovascular systems.
- BIO 113 Pharmacology II*** ***2qh***
This course is a study of drugs functioning in infection fighting, the treatment of neoplasia, and treatment of inflammation and immune disorders as well as the study of drugs used in treatment of disorders of respiratory, digestive, and urinary systems.
- BIO 114 Pharmacology III*** ***2qh***
This course is a study of drugs functioning within the endocrine and reproductive systems, along with drugs targeting the musculo-skeletal and integumentary systems, the eyes, and the ears.
- BIO 115 Marine Biology*** ***5qh***
This course is 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*** ***6qh***
This course is 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 4.5 hours; Laboratory 1.5 hours. **Prerequisite:** RDG 099 or placement. Students must take BIO 211 to satisfy the requirements of the AA/AS Biology degree.

BIO 124 General Biology II

6qh

This course is 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 4.5 hours; Laboratory 1.5 hours. Students must take BIO 212 to satisfy the requirements of the AA/AS Biology degree. **Prerequisite:** BIO 123.

BIO 140 Forensic Biotechnology

6qh

This course is an overview of the study and application of science to the processes of criminal law. This course will focus on collection and preservation, examination, evaluation and interpretation of evidence. Special emphasis is devoted to the significance of physical evidence, chemical, physical and biological principles of the scientific techniques employed, and the capabilities and limitations of the forensic sciences. While this course cannot be used to satisfy a core lab science, it can be used as an elective in the General Studies concentration. Lecture 4.5 hours; Laboratory 1.5 hours.

BIO 207 Human Anatomy & Physiology I

6qh

This course is 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 4.5 hours; Laboratory 1.5 hours. **Prerequisite:** BIO 123 or BIO 211.

BIO 208 Human Anatomy & Physiology II

6qh

This course 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 4.5 hours; Laboratory 1.5 hours. **Prerequisite:** BIO 207.

BIO 211 Principles of Biology I

6qh

This course is a majors course designed to explore basic concepts of biology including science as a process, biochemistry, energy transfer, mitosis and meiosis, cell structure and function, cellular energetic, molecular genetics, molecular basis of evolution, reproduction and development. Students completing Principles of Biology I will become biologically literate citizens, able to apply biological concepts to the ethical choices they must make throughout life. Laboratory exercises will include, but not be limited to: introductory laboratory techniques and safety, data collection and analysis, microscopy, basic microbiological and biotechnology techniques, genetics and bioenergetics. Students cannot receive credit for BIO 123 and BIO 211. Lecture 4.5 hours; Laboratory 1.5 hours. **Prerequisites:** MAT 106 or higher, RDG 099, ENG 099 or placement.

BIO 212 Principles of Biology II

6qh

This course is the second in a two-part majors course. Principles of Biology II will focus on organisms including diversity and phylogeny, the relationship of biological history to geological time, structure and function of living organisms, principles of ecology, and interaction with the environment. Students completing Principles of Biology II will become biologically literate citizens able to apply biological concepts to the ethical choices they must make throughout life. This course is for science majors. Laboratory exercises will include, but not be limited to: survey of animal phyla including comparative form and function; survey of plant divisions; basic ecological techniques; data collection, analysis, and presentation. Students cannot receive credit for BIO 124 and BIO 212. Lecture 4.5 hours; Laboratory 1.5 hours. **Prerequisite:** BIO 211

BIO 230 General Botany

6qh

This course is 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 4.5 hours; Laboratory 1.5 hours.

BIO 255 Marine Biology

6qh

This course is 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. Lecture 4.5 hours; Laboratory 1.5 hours.

BIO 270 General Zoology

6qh

This course is 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 4.5 hours; Laboratory 1.5 hours.

BIO 299 Microbiology

6qh

This course is a study of microbial morphology, growth, colonial morphology, biochemistry, physiology, drug resistance, methods of disinfection, and methods of sterilization. Lecture 4.5 hours; Laboratory 1.5 hours.

Prerequisite: BIO 123 or BIO 211.

Business Office Administration

BOA 101 Introductory Keyboarding

3qh

This course is a study of correct keyboarding techniques and application of skill in entering data related to a business environment.

Business

BUS 204 Business Communications

5qh

This course is a study of the 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 206A Legal Environment of Business

5qh

This course is 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

5qh

This course is a study of marketing channels and institutions; market structure, organization, and behavior; retail, wholesale, and industrial marketing; and governmental regulations.

Chemistry

CHE 101 General Chemistry I

6qh

This course is a study of the systematic treatment of atomic structure, molecular formulas, reactions in aqueous solutions, calculations with chemical formulas and equations, the gas laws, thermochemistry, and electronic structure. Lecture 4.5 hours; Laboratory 1.5 hours. **Prerequisite:** MAT 095 or placement.

CHE 102 General Chemistry II

6qh

This course is 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 4.5 hours, Laboratory 1.5 hours. **Prerequisite:** CHE 101.

CHE 105 Descriptive Chemistry I

6qh

This course is an introduction to general chemistry. It is 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 4.5 hours; Laboratory 1.5 hours. **Prerequisite:** MAT 095 or placement.

CHE 106 Descriptive Chemistry II

6qh

This course is an overview of the chemistry of organic molecules and an introduction to biochemical concepts. Lecture 4.5 hours; Laboratory 1.5 hours. **Prerequisite:** CHE 105.

CHE 200 Introductory Biochemistry

6qh

This course is an introduction to the structure and function of biological molecules, their enzymology, metabolism, and energy relationships, DNA and RNA structure, transcription and molecular biology. Lecture 4.5 hours; Laboratory 1.5 hours. **Prerequisite:** CHE 101 and 102 or permission.

CHE 250 Organic Chemistry I

6qh

This course is an introduction to organic chemistry. It is a systematic study of the chemistry of alkanes, alkenes, alkyl halides, dienes, alkynes, salicylic hydrocarbons, and aromatic hydrocarbons, including stereochemistry. Laboratory exercises are related to lecture topics. Lecture 4.5 hours; Laboratory, 1.5 hours. **Prerequisite:** CHE 101 and 102.

CHE 251 Organic Chemistry II

6qh

This is 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 4.5 hours; laboratory, 1.5 hours. **Prerequisite:** CHE 250.

Communication

COM 101 Fundamentals of Speech Communication

5qh

This course offers an opportunity to learn and apply, in daily life, practical principles of communication. Emphasis is placed on psychological, social, cultural, and linguistic factors, which affect person-to-person interaction. This course is designed to help students improve their communication in both personal and professional contexts. Attention is given to human perceptions, interpersonal dynamics, patterns of inference, listening, and verbal and visual symbols.

COM 201 Public Speaking

5qh

This course is designed to provide extensive practice in preparing and presenting effective public speeches. Special emphasis is devoted to organization, outlining, audience analysis, analytical reasoning, and delivery skills.

COM 210 Introduction to Mass Communication

5qh

This course is a basic study of the structure and dynamics of the contemporary mass media and its producer-to-audience relationship. The history, ethics, and social importance of media will be explored in the context of our own diverse society. Students will investigate the elements of media, discern between the press and other forms of media, and develop a basic understanding of how and why messages are created and communicated and the effects of these messages. **Prerequisites:** Fulfillment of all LSS Reading and English requirements or placement in ENG 101.

COM 220 Interpersonal Communication

5qh

This course provides students the skills necessary to become better communicators. This course is a study in the theories and practices of communication in two person or small group settings. Primary emphasis is placed on understanding verbal and non-verbal communication and the cultural context in which this communication occurs. **Prerequisites:** Fulfillment of all LSS Reading and English requirements or placement in ENG 101.

COM 230 Introduction to Communication Theory

5qh

This course provides an overview of the four disciplines within the communication field (interpersonal, small group, public speaking and mass communication,) and how to apply the various theories within these disciplines. **Prerequisites:** Fulfillment of all LSS Reading and English requirements or placement in ENG 101.

COM 240 Basic News Writing and Reporting

5qh

This course is a study of the basic skills required for writing in a professional journalistic atmosphere. Students will learn about reporting and “news gathering” practices while practicing the writing techniques of journalism, such as writing leads, organizing stories, and referencing sources. Students will evaluate and practice producing news writings for newspapers, television, and online sources. **Prerequisites:** ENG 101 and COM 210

Computer Information Systems

CIS 100 Computer Literacy

2qh

This course is 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 105A Intro to Word Processing and Presentation Graphics

2qh

This course is an introduction to basic word processing concepts and to the basic concepts of a presentation graphics program. A student who has successfully completed CIS 200 with a grade of “C” or better may not take this course. If a student chooses to take CIS 200 after taking this course, credit for this course will not count toward degree requirements (elective or otherwise) for any degree.

CIS 106 Intro to Spreadsheets

2qh

This course is an introduction to computer spreadsheets as used in a business environment. Basic spreadsheet operations are presented within a popular PC program. A student who has successfully completed CIS 200 with a grade of “C” or better may not take this course. If a student chooses to take CIS 200 after taking this course, credit for this course will not count toward degree requirements (elective or otherwise) for any degree.

CIS 107 Intro to PC Database Management

2qh

This course is an introduction to database management as used in a business environment. Basic database operations are presented within a popular PC program. A student who has successfully completed CIS 200 with a grade of “C” or better may not take this course. If a student chooses to take CIS 200 after taking this course, credit for this course will not count toward degree requirements (elective or otherwise) for any degree.

CIS 120 Introduction to Computer Science

5qh

This course introduces the evaluation, analysis, and synthesis of information using multi-step problem solving and algorithms; state-of-the-art technology; systems architecture, networking, and security; and ethics as related to technology.

CIS 200 Computer Concepts and Applications

5qh

This course is 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.

CIS 202 Intro to Computer Hardware

5qh

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

CIS 203 Advanced Word Processing Applications

5qh

This is an 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 105A or Permission of the Instructor

CIS 204 Advanced Spreadsheet Applications

5qh

This course is an 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 106 or Permission of the Instructor

CIS 205 Advanced Database Applications

5qh

This is an 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 107 or Permission of the Instructor

CIS 207 Web Design I

5qh

This course is a study of 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.

CIS 208 Web Design II

5qh

This course is a study of 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

5qh

This course is designed to introduce students to the procedures used to create professional quality publications suitable for coursework, professional purposes, and personal use.

CIS 210 Principles of Computer Programming I

5qh

This course is 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 II

5qh

This course is 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 212 Web Page Development

5qh

This course will cover the theory and design of web pages and web sites. Topics covered include: the hypertext markup language, the Java script, graphical design considerations, search engine ranking strategies, and the use of higher-level software in the creation and design of web sites and pages. **Prerequisite:** CIS 210.

CIS 213 Networking

5qh

This course serves as an introduction to networks. Course will cover the creation and functions of computer networking systems. Topics to be covered include networking terminology, network theory, network planning and configuration, network management, standards bodies, and network models.

CIS 220 Data Systems Analysis & Design

5qh

This course is 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. It includes documentation and flowcharting methods.

CIS 230 Management Information Systems

5qh

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

5qh

This course is 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

5qh

This course is an introduction to correctional procedures, punishment, deterrence, incarceration, and rehabilitation.

CRJ 102 Corrections

5qh

This course 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

5qh

This course is 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

5qh

This course is a detailed examination of juvenile delinquency in the United States. Course topics will include: social causes, apprehension and processing, court procedures, and rehabilitation.

CRJ 109 Probation and Parole

5qh

The course examines the theory, practices and processes of probation and parole.

CRJ 110 Principles of Private Security

5qh

The course is about 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

5qh

This course is 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

5qh

This course 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***5qh***

This course is about 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***5qh***

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***5qh***

This course is an introduction to concepts of ethics and the examination of contemporary ethical issues in criminal justice.

CRJ 208 Criminal Law 5qh

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 209 Police Supervision & Management***5qh***

This course is 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.

Economics***ECO 180 Survey of Economics******5qh***

This course is designed to create student interest and enhance general understanding of the basic tenets of economics. Basic microeconomic and macroeconomic theories are offered and explored relative to real world issues that students face every day. Students will become better prepared to critically evaluate the world around them. This course can be used as an elective in area E of the core.

ECO 201 Macroeconomics***5qh***

This course is 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***5qh***

This course is 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 202 Personal Health******5qh***

This course is an introduction to methods of promoting health in the individual.

EDN 216 Exploring Socio-Cultural Perspective on Diversity in Educational Settings **5qh**

This course is designed to equip future teachers with the fundamental knowledge of understanding culture and teaching children from diverse backgrounds. Specifically, this course is designed to examine 1) the nature and function of culture; 2) the development of individual and group cultural identity; 3) definitions and implications of diversity, and 4) the influences of culture on learning, development, and pedagogy. This course has a required ten-hour field experience component. The field experience must be successfully completed in order to receive a passing grade in the course.

EDN 226 Investigating Critical and Contemporary Issues in Education **5qh**

This course engages students in observations, interactions, and analyses of critical and contemporary educational issues. Students will investigate issues influencing the social and political contexts of educational settings in Georgia and the United States. Students will actively examine the teaching profession from multiple vantage points both within and outside the school. Against this backdrop, students will reflect on and interpret the meaning of education and schooling in a diverse culture and examine the moral and ethical responsibilities of teaching in a democracy. This course has a required ten-hour field experience component. The field experience must be successfully completed in order to receive a passing grade in the course.

EDN 236 Teaching and Learning **5qh**

This course allows students to explore key aspects of learning and teaching. The students will examine their own learning processes and those of others, with the goal of applying this knowledge to enhance the learning of all students in a variety of educational settings and contexts. This course has a required ten-hour field experience component. The field experience must be successfully completed in order to receive a passing grade in the course.

English

ENG 097 LSS English I **5qh**

Institutional credit only

This course is primarily a comprehensive review of grammar and mechanics to prepare students for success in college-level English courses. Paragraph writing is also included. Prerequisite: Placement by examination and/or recommendation of the Division Chair of Learning Support Services or the Assistant Dean.

ENG 099 LSS English II **5qh**

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 Learning Support Services or the Asst. Dean.

ENG 101 Composition I **5qh**

This course is an introduction to writing and reading expository prose. It focuses on unity, coherence, emphasis, organization, correctness of grammar and punctuation, editing, and proofreading. **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 **5qh**

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. **Prerequisite:** ENG 101 with a "C" or better or a satisfactory score on an ENG 101 CLEP test.

ENG 201 World Literature I **5qh**

This course is an introduction to the masterpieces of the World, from the ancient Greeks through the Renaissance. **Prerequisite:** ENG 102 with a "C" or better.

ENG 202 World Literature II

5qh

This course is an introduction to the masterpieces of the World from the mid-seventeenth century to the present. **Prerequisite:** ENG 102 with a "C" or better.

ENG 210 Creative Writing

5qh

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. Milledgeville Campus students will also assist in editing and formatting the college's literary magazine. **Prerequisite:** ENG 102 with a "C" or better.

ENG 221 American Literature I

5qh

This course is a survey of American literature from the Colonial period through the mid-nineteenth century. **Prerequisite:** ENG 102 with a "C" or better.

ENG 222 American Literature II

5qh

This course is a survey of American literature from the mid-nineteenth century to the present. **Prerequisite:** ENG 102 with a "C" or better.

ENG 231 British Literature I

5qh

ENG 231, British Literature I, is a chronological survey, which helps students gain a broad background in medieval, renaissance, and eighteenth century literature through a close reading of various texts, as well as considering historical and literary contexts. Students will read, discuss, and respond in writing to a variety of texts, representing various periods, movements, genres and forms. While the purpose of the course is to provide an overview of many authors and their works, students will also analyze in detail particular texts and work to understand how important cultural events and controversies affected the literature. **Prerequisite:** ENG 102 with a "C" or better.

ENG 232 British Literature II

5qh

English 232, British Literature II, is a chronological survey of British Literature from the Romantic age to the modern period. Students will read, discuss, and respond in writing to a variety of texts, representing various periods, movements, genres and forms. While the purpose of the course is to provide an overview of many authors and their works, students will also analyze in detail particular texts and work to understand how important cultural events and controversies affected the literature. **Prerequisite:** ENG 102 with a "C" or better.

French

FRE 101 Elementary French I

5qh

This course is for beginners, covering the elements of French grammar, pronunciation, composition, translation, and reading.

FRE 102 Elementary French II

5qh

This course is a continuation of the study of French grammar, pronunciation, composition, translation, and reading begun in FRE 101. **Prerequisite:** FRE 101.

FRE 201 Intermediate French I

5qh

This course is designed to continue listening, speaking, reading, and writing in French with further study of the culture of French speaking regions. Basic pronunciation, conversation, and structure are stressed. This course is a continuation of FRE 102. **Prerequisite:** FRE 102

FRE 202 Intermediate French II

5qh

This course is designed to continue listening, speaking, reading, and writing in French with further study of the culture of French speaking regions. Basic pronunciation, conversation, and structure are stressed. This course is a continuation of FRE 201. **Prerequisite:** FRE 201

Geography

GEO 219 World Geography

5qh

This course is an introduction to geographical place names, land masses, oceans and seas, climate and cultures and their interrelationship.

German

GER 101 Elementary German I

5qh

This course is for beginners covering the elements of German grammar, pronunciation, composition, translation, and reading.

GER 102 Elementary German II

5qh

This course is a continuation of the study of German grammar, pronunciation, composition, translation, and reading begun in GER 101. **Prerequisite:** GER 101.

GER 201 Intermediate German I

5qh

This course is designed to continue listening, speaking, reading, and writing in German with further student of the culture of German speaking regions. Basic pronunciation, conversation, and structure are stressed. This course is a continuation of GER 102. **Prerequisite:** GER 102

GER 202 Intermediate German II

5qh

This course is designed to continue listening, speaking, reading, and writing in German with further student of the culture of German speaking regions. Basic pronunciation, conversation, and structure are stressed. This course is a continuation of GER 201. **Prerequisite:** GER 201

Health and Physical Education

HPE 200 Introduction to Health & Physical Education

5qh

This course is an overview of the history, philosophy, theory and application of the profession of Health and Physical Education.

HPE 202 First Aid and Emergency Care

3qh

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 204 Cardio Respiratory Fitness I

2qh

This course is a highly intensive cardio-respiratory fitness course structured to provide strength and conditioning programs to intercollegiate athletes both during participation and in the off- season.

Prerequisite: Enrollment in Intercollegiate Athletics.

HPE 205 Cardio Respiratory Fitness II

2qh

This course is a highly intensive cardio-respiratory fitness course structured to provide strength and conditioning programs to intercollegiate athletes both during participation and in the off- season.

Prerequisite: Enrollment in Intercollegiate Athletics.

HPE 250 Strength Training & Conditioning

5qh

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 **5qh**

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 **5qh**

World Civilization I is a survey of the history of the world from prehistoric times through the 16th century.

HIS 102A World Civilization II **5qh**

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 **5qh**

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 **5qh**

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 **5qh**

This course is 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. It is required of advanced Cadet Corps members.

HIS 201 Georgia History/Constitution **5qh**

This course is 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 **5qh**

This course is a survey of the African American experience from the colonial period to the present.

HIS 220 World Religions **5qh**

This course is a study of the origins, beliefs, development, and cultural significance of major world religions.

HIS 225 Religion in America **5qh**

This course is a survey of major religion patterns and developments in the United States from colonial period to present. It has an emphasis on development of Western and non-Western religious bodies.

Homeland Security

HSE 101 Introduction to Homeland Security and Emergency Management **5qh**

This course is a broad overview of the expanding Homeland Security and Emergency Management field. This history of homeland security as it evolved from the fields of civil defense, emergency preparedness and the traditional intelligence community will be discussed.

HSE 299 Terrorism and International Crime **5qh**

This course examines the modern problem of terrorism, including its political roots. The history of terrorism both domestically and internationally as well as the structure of operations of terrorist organizations will be discussed.

Interdisciplinary Science

ISC 201 Life and Earth Sciences

5qh

This early care education course is designed to enable P-5 teachers to develop a basic understanding of the scientific principles of the life and earth sciences. The course with lab included will emphasize lecture material and hands-on experiences to enhance the quality and quantity of science taught to young students. (*This course will not serve as a science lab course or as a science elective.) **Prerequisite:** RDG 099 or Placement

ISC 202 Physical Science and Astronomy

5qh

This early care education course is designed to enable P-5 teachers to develop a basic understanding of the scientific principles of the physical sciences and astronomy. The course with lab included will emphasize lecture material and hands-on experiences to enhance the quality and quantity of science taught to young students. (*This course will not serve as a science lab course or as a science elective.) **Prerequisite:** RDG 099 or Placement

Management

MGT 100 Intro to Supervision and Management

5qh

This course is 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 Principles of Management and Organization

5qh

This course is 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 Management and Administration

5qh

This course is an 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

5qh

This 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.

Mathematics

MAT 094, College Prep I

5qh

Review of basic algebra skills including: operations on integers, rational numbers, real numbers and complex numbers; simplifying and operating with terms/polynomials, and solving single and multi-variable linear equations, and graphing linear equations. Successful completion or exemption of the MAT 094/MAT 095 sequence fully prepares the student for college level math. **Pre-requisite:** Placement by examination and/or recommendation of the Division Chair of Mathematics or the Assistant Dean.

MAT 095, College Prep II

5qh

Review of basic algebra skills including: factoring, graphing quadratic polynomials, solving quadratic equations, simplifying rational expressions, solving rational equations, simplifying radical expressions, and solving radical equations. Successful completion or exemption of the MAT 094/MAT 095 sequence fully prepares the student for college level math **Prerequisite:** Placement by examination and/or recommendation of the Division Chair of Mathematics or the Assistant Dean, or completion of MAT 094 with a grade of "C" or better.

MAT 106 Intro to Mathematical Modeling

5qh

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. Emphasis is on the use of elementary functions to investigate and analyze applied problems and questions, supported by the use of appropriate technology. **Prerequisite:** Satisfactory score on the math placement exam or completion of MAT 095 with a grade of "C" or better. **MAT 106 may not be used in Area A2 for the Mathematics degree.**

MAT 109 College Algebra

5qh

This course is a symbolically intensive, functional approach to algebra that incorporates the use of appropriate technology and application problems. Topics include the study of linear, quadratic, exponential and logarithmic functions, the real number axioms, equations, inequalities and systems of equations. **Prerequisite:** Satisfactory score on the math placement exam or completion of MAT 095 with a grade of "C" or better.

MAT 110 Plane Trigonometry

5qh

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

5qh

A course is a brief survey of the key elements of elementary calculus with emphasis on the application of calculus to problems in management and economics. **Prerequisite:** By placement.

MAT 112 Precalculus

5qh

This course is an in-depth study of topics in algebra and trigonometry which are essential for an understanding of calculus. Topics include the study of polynomial, rational, exponential, logarithmic, and trigonometric functions, and the conic sections. **Prerequisite:** By placement.

MAT 200 Applied General Probability & Statistics

5qh

This course is an overview of the ideas and concepts that is 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:** Completion of Quantitative Skills mathematics with a grade of "C" or higher.

MAT 201 Calculus I

6qh

This course will involve the study of limits, continuity, the derivative, applications of the derivative, definite and indefinite integrals, and the Fundamental Theorem of Calculus. **Prerequisite:** By placement.

MAT 202 Calculus II

6qh

This course will involve the study of applications of integrals that include the study of area and volume; integration techniques to include exponential, logarithmic, hyperbolic and inverse trigonometric functions; improper integrals; and infinite series and sequences. **Prerequisite:** MAT 201

MAT 203 Calculus III

6qh

This course will involve the study of vectors, partial derivatives, multiple integrals and their applications, Greene's and Stokes' Theorems. **Prerequisite:** MAT 202

MAT 208 Foundations of Numbers and Operations

5qh

This course is an Area F introductory mathematics course for Early Childhood Education majors. This course will emphasize the understanding and use of the major concepts of number and operations. As a general theme, strategies of problem solving will be used and discussed in the context of various topics. This course may only be used to satisfy the Area F requirement for Early Childhood Education or General Studies majors. **Prerequisite:** Completion of Quantitative Skills mathematics with a grade of "C" or higher.

MAT 211 Introduction to Linear Algebra

5qh

This course is an introduction to the computational and theoretical aspects of vectors, systems of linear equations, matrices, determinants, vector spaces, eigenvalues and eigenvectors. **Prerequisite:** "C" or better in MAT 201

MAT 213 Ordinary Differential Equations

5qh

This course is an introduction to first and higher order ordinary differential equations (ODE) and applications, series solutions of ODE, Laplace transforms, systems of first order differential equations and numerical solutions of ODE. **Prerequisite:** "C" or better in MAT 202

Military Science

MSD 101C Leadership and Personal Development

2qh

MSD 101C Introduces cadets to the personal challenges and competencies that are critical for effective leadership. Cadets learn how the personal development of the life skills such as critical thinking, goal setting, time management, physical fitness, and stress management relate to leadership, officership, and the Army profession. The focus is on developing basic knowledge and comprehension of Army leadership dimensions while gaining a big picture understanding of ROTC, its purpose in the Army, and its advantages for the student.

MSD 102C Introduction to Tactical Leadership I

2qh

MSD 102C overviews leadership fundamentals such as setting direction, problem-solving, listening, presenting briefs, providing feedback, and using effective writing skills. Cadets will explore dimensions of leadership values, attributes, skills, and actions in the context of practical, hands-on, and interactive exercises.

MSD 103C Introduction to Tactical Leadership II

2qh

MSD 103C is a continuation of MSD 102C and overviews leadership fundamentals such as setting direction, problem-solving, listening, presenting briefs, providing feedback, and using effective writing skills. You will explore dimensions of leadership values, attributes, skills and actions on the context of practical, hands-on, and interactive exercises

MSD 201C Innovative Team Leadership

2qh

MSD 201C explores the dimensions of creative and innovative tactical leadership strategies and styles by examining team dynamics and two historical leadership theories that form the basis of the Army leadership framework (trait and behavior theories). Cadets practice aspects of personal motivation and team building in the context of planning, executing, and assessing team exercises and participating in Leadership Labs. Focus is on continued development of the knowledge of leadership values and attributes through an understanding of Army rank, structure, and duties and basic aspects of land navigation and squad tactics. Case studies provide tangible context for learning the Soldier's Creed and Warrior Ethos as they apply in the Contemporary Operating Environment (COE).

MSD 202C Foundations in Changing Environments I

2qh

MSD 202C examines the challenges of leading tactical teams in the complex COE. The course highlights dimensions of terrain analysis, patrolling, and operation orders. Further study of the theoretical basis of the Army leadership framework explores the dynamics of adaptive leadership in the context of military operations. Contemporary Operating Environment case studies give insight into the importance and practice of teamwork and tactics in real-world scenarios.

MSD 203C Foundations of Changing Environments II

2qh

MSD 203C continues to build on MSD 202C coursework by continuing to examine the challenges of leading tactical teams in the complex COE. The course highlights dimensions of terrain analysis, patrolling, and operation orders. Further study of the theoretical basis of the Army leadership framework explores the dynamics of adaptive leadership in the context of military operations. MSD 203C provides a smooth transition into MSD 301C. Cadets develop greater self-awareness as they assess their own leadership styles and practice communication and team building skills. COE case studies give insight into the importance and practice of teamwork and tactics in real-world scenarios.

MSD 301C Adaptive Tactical Leadership

3qh

MSD 301C challenges cadets to study, practice, and evaluate adaptive leadership skills as they are presented with the demands of preparing for the ROTC Leader Development Assessment Course (LDAC). Challenging scenarios related to small unit tactical operations are used to develop self-awareness and critical thinking skills. Cadets at the MSD III level begin to analyze and evaluate their own leadership values, attributes, skills, and actions. Primary attention is given to preparation for LDAC and the development of leadership abilities. Weekly requirements: three hours and a 2 hour 45 minute leadership lab, plus required participation in three to five one-hour sessions of physical fitness training.

MSD 302C Leadership in Changing Environments I

3qh

Cadets will be challenged to study, practice, and evaluate adaptive leadership skills as they are presented with the demands of the ROTC Leader Development Assessment Course (LDAC). Challenging scenarios related to small unit tactical operations are used to develop self-awareness and critical thinking skills. Cadets will receive systematic and specific feedback on their leadership abilities.

MSD 303C Leadership in Changing Environments II

3qh

MSD 303C is a continuation of MSD 302C. Cadets will be challenged to study, practice, and evaluate adaptive leadership skills as you are presented with the demands of the ROTC Leadership Development Assessment Course (LDAC). Challenging scenarios related to small unit tactical operations are used to develop self-awareness and critical thinking skills. Cadets will receive systematic and specific feedback on their leadership abilities.

MSD 401C Developing Adaptive Leaders

3qh

MSD 401C develops students proficiency in planning, executing, and assessing complex operations, functioning as a member of a staff, and providing leadership-performance feedback to subordinates. Students are given situation opportunities to assess risk, make ethical decisions, and provide coaching to fellow ROTC students. MSD IV cadets are measured by their ability both to give and receive systematic and specific feedback on leadership abilities. Cadets at the MSD IV level analyze and evaluate the leadership values, attributes, skills, and actions of MSD III cadets while simultaneously considering their own leadership skills. Weekly requirements: three hours and 2 hour 45 minute leadership lab, plus required participation in three to five one-hour sessions of physical fitness training. Staff meetings with peers. Participation in weekend exercises is also required.

MSD 402C Leadership in a Complex World I

3qh

402C refines student proficiency in planning, executing, and assessing complex operation, functioning as a member of a staff, and providing leadership performance feedback to subordinates. Students are given situational opportunities to assess risk, make ethical decisions, and provide coaching to fellow ROTC students. MSD IV cadets are measured by their ability both to give and receive systematic and specific feedback on leadership abilities. Cadets at the MSD IV level analyze and evaluate the leadership values, attributes, skills, and actions of MSD II cadets while simultaneously considering their own leadership skills. Attention is given to preparation for BOLC II and the development of leadership abilities. Students will participate in week-end FTX training events.

MSD 403C Leadership in a Complex World II

3qh

MSD 403C explores the dynamics of leading in the complex situations of current military operations in the Contemporary Operating Environment (COE). Cadets will examine differences in customs and courtesies, military law, principles of war, and rules of interacting with non-government organizations, civilians on the battlefield, and host nation support. The course places significant emphasis on preparing your for BOLC II and III, and your first unit of assignment. It uses case studies, scenario and "What Now, Lieutenant?" exercises to prepare you to face the complex ethical and practical demands of leading as a commissioned officer in the United States Army.

Music

MUS 101 Chorus

2qh

GMC Chorus is open all interested students who want to sing for enjoyment while continuing to develop their musical knowledge and vocal skills. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Performances may include concerts in and around campus.

MUS 102 Chorus

2qh

GMC Chorus is open all interested students who want to sing for enjoyment while continuing to develop their musical knowledge and vocal skills. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Performances may include concerts in and around campus.

MUS 103 Chorus

2qh

GMC Chorus is open all interested students who want to sing for enjoyment while continuing to develop their musical knowledge and vocal skills. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Performances may include concerts in and around campus.

MUS 104 Chorus

2qh

GMC Chorus is open all interested students who want to sing for enjoyment while continuing to develop their musical knowledge and vocal skills. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Performances may include concerts in and around campus.

MUS 105 Chorus

2qh

GMC Chorus is open all interested students who want to sing for enjoyment while continuing to develop their musical knowledge and vocal skills. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Performances may include concerts in and around campus.

MUS 106 Chorus

2qh

GMC Chorus is open all interested students who want to sing for enjoyment while continuing to develop their musical knowledge and vocal skills. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Performances may include concerts in and around campus.

<i>MUS 191 Music Appreciation I</i>	<i>2qh</i>
This course is an historical study of the types and forms of music as a means of increasing students' understanding and enjoyment of music.	
<i>MUS 192 Music Appreciation II</i>	<i>2qh</i>
This class is a continuation of MUS 191.	
<i>MUS 193 Music Appreciation III</i>	<i>2qh</i>
This class is a continuation of MUS 192.	
<i>MUS 194 Music Appreciation</i>	<i>5qh</i>
This course is an historical study of the types and forms of music as a means of increasing students' understanding and enjoyment of music. It is designed for general college student, as well as the freshman music major. MUS 191, 192, and 193 are combined and taught as one course.	

Nutrition

<i>NTR 107 Nutrition I</i>	<i>2qh</i>
This course is 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.	
<i>NTR 108 Nutrition II</i>	<i>2qh</i>
This course is a study of energy in nutrition; the role of vitamins, minerals, and water; and weight management.	
<i>NTR 109 Nutrition III</i>	<i>2qh</i>
This course is a study of nutrition throughout the life cycle, including nutrients of healthy mothers and infants, nutrition in childhood and adolescence, and nutrition and aging.	
<i>NTR 110 Nutrition</i>	<i>5qh</i>
This course is 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. (NTR 107, NTR 108, and NTR 109 combined, condensed, and taught in one single course.)	

Paralegal

<i>PLG 110 Introduction to Law and Ethics</i>	<i>5qh</i>
This course is an introduction to the legal system and legal practice and principles. This course provides an overview of the legal system, the role of paralegals within the system, and law office procedures. The course also focuses on critical thinking, communication skills, case analysis, the laws of contracts and torts and ethical issues confronted by legal professionals. In addition, the course provides an overview of paralegal careers and employment techniques.	
<i>PLG 120 Legal Research and Writing</i>	<i>5qh</i>
The course includes the regulation of practice and the skills necessary for successful practice. There will be an emphasis on computer skills necessary for the preparation of legal documents, which includes dictation, drafting, motions, complaints, and answers, and researching precedent. Prerequisite: ENG 101	

PLG 210 Civil Litigation

5qh

Introduction to the jurisdiction and organization of the state and federal courts, to pleading and practice in civil cases in those courts. Students will be familiar with all phases of civil litigation including discover, trial preparation, rules of evident, and courtroom procedure. **Prerequisite:** PLG 110

PLG 230 Family Law

5qh

This course introduces issues that may arise in family law cases. This course will focus on the role of the paralegal in assisting the attorney in development and presentation of such cases, which include marriage, annulment, prenuptial agreements, divorce, division of property, adoption, child support, and child custody. Students will also have an understanding of ethical issues that may be relevant to family law. **Prerequisite:** PLG 110

PLG 240 Introduction to Alternative Dispute Resolution

5qh

This course is designed both to train the Alternative Dispute Resolution professional and to provide paralegals with alternative skills that strengthen their effectiveness as advocates. Negotiation, mediation, and arbitration techniques will be taught during this course. Issues in contracts, family law, and business transactions will be covered. **Prerequisite:** PLG 110

PLG 250 Torts and Remedies

5qh

This course is an introduction to civil liability resulting from breach duties. Subject matter focuses on intentional, negligence, and strict liability torts and theories of liability and recovery. Other subjects covered may include trespass to land, nuisance, assault, battery, products liability, invasion of privacy, defamation and injuries to business relationships. **Prerequisite:** PLG 110

Perspectives

PER 101 College Success

3qh

College Success is the cornerstone of Georgia Military College's First Year Experience program. College Success introduces first-time GMC students to the foundational concepts of liberal arts education, critical thinking, and character development, to include the core values of duty, honor, and country, as well as to campus resources and opportunities. Additionally, College Success teaches time management, test-taking, goal setting, and numerous other skills to facilitate successful learning and rewarding college, career, and life experiences. This course is required for all degree-seeking students, except those transferring 36 or more quarter hours into GMC in good academic standing according to GMC standards of academic progress, and must be completed during a student's first term of enrollment at GMC. Students who are not required to take PER 101 must meet all other degree requirements to include a minimum of 90 quarter hours, but are not required to take additional credits to replace PER 101 in their degree plan. Students who have credit for GMC 100a or GMC 101 may not receive credit for PER 101.

PER 102 Critical Thinking and Character Development

3qh

This keystone course emphasizes the Georgia Military College mission to produce educated, contributing citizens through the development of the intellect and character by developing virtues that are central to good citizenship and by thinking critically about the ways in which these virtues might be applied in everyday life. Students will also be encouraged to apply lessons about citizenship through a service learning project. PER 102, the capstone course for the First Year Experience program, should be taken after successful completion of PER 101 and ideally during the final term of a student's first year. This course is required for graduation. Students who have credit for GMC 154 or GMCA 154 may not receive credit for PER 102. **Prerequisite:** RDG 099 and PER 101 (unless the latter is waived according to policy)

Philosophy

PHI 200 Intro to Philosophy 5qh

This course is a first study of the major themes and issues of philosophy, as well as some of the world's greatest philosophers.

Physical Education

PED 103 Beginning Badminton 2qh

A course designed to teach basic skills and rules of badminton.

PED 108 Bowling 2qh

This course is an introduction to the sport of bowling.

PED 111 Beginning Basketball 2qh

A course designed to teach the rules and basic skills in basketball.

PED 115 Beginning Golf 2qh

A course designed to introduce golf skills and fundamentals.

PED 118 Beginning Softball 2qh

A course designed to introduce the skills, strategy, and rules of softball.

PED 121 Beginning Tennis 2qh

A course designed to introduce the skills, strategies, and rules of tennis.

PED 124 Beginning Volleyball 2qh

A course designed to provide knowledge and skills necessary to enjoy recreational volleyball.

PED 125 Beginning Walking 2qh

A course in the theory and practice of walking

PED 137 Jogging 2qh

A course in the theory and practice of jogging

PED 141 Beginning Weight Training 2qh

A course in the theory and practice of weight training

PED 147 Fitness Swimming 2qh

A course designed to introduce basic skills and knowledge for swimming effectively and safely. The course is designed to improve stroke efficiency and endurance for each student.

PED 155 Beginning Step Aerobics 2qh

A course in the theory and practice of aerobic exercise

PED 158 Beginning Clogging 2qh

An introductory course in the fundamentals and practice of clogging

PED 159 Intermediate Clogging 2qh

This course is a continuation of PED 158 (Beginning Clogging).

PED 165 Backpacking 2qh

A survey of basic principles of backpacking and overnight camping

<i>PED 166 Yoga</i>	<i>2qh</i>
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 wellbeing.	
<i>PED 170 Canoeing</i>	<i>2qh</i>
This course develops aquatic skills and emphasizes safety and basic proficiency in canoeing.	
<i>PED 180 Rock Climbing & Rappelling</i>	<i>2qh</i>
A course designed to develop basic mountaineering skills.	
<i>PED 190 Officiating Basketball/Softball</i>	<i>2qh</i>
A course in officiating basketball and softball	
<i>PED 204 Cardio-Respiratory Fitness I</i>	<i>2qh</i>
A course designed to develop cardio-respiratory fitness by focusing on physical strength building and aerobics of Cadets in the Early Commissioning Program.	
<i>PED 205 Cardio-Respiratory Fitness II</i>	<i>2qh</i>
This course continues to improve cardio-respiratory fitness developed in PED 204 by focusing on physical strength building and aerobics of Cadets in the Early Commissioning Program.	

Physics

<i>PHY 111 Introductory Physics I</i>	<i>6qh</i>
Part I of an introductory trigonometry based physics course. Topics include Mechanics, Waves, and Thermodynamics. Lecture 4.5 hours; Laboratory 1.5 hours. Prerequisite: MAT 110 or MAT 112	
<i>PHY 112 Introductory Physics II</i>	<i>6qh</i>
Part II of an introductory trigonometry based physics course. Topics include Electromagnetism, Optics, and Modern Physics. Lecture 4.5 hours; Laboratory 1.5 hours. Prerequisite: PHY 111.	

Physical Science

<i>PSC 100 Survey of Physical Science</i>	<i>5qh</i>
This course is a survey of the physical sciences, including the basic elements of physics, chemistry, geology, and astronomy. Prerequisite: Successful completion of MAT 106/109 or higher.	
<i>PSC 101 Intro to Physical Science I</i>	<i>6qh</i>
This course is 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. Lecture 4.5 hours; Laboratory 1.5 hours. Prerequisite: Successful completion of MAT 095 or placement.	
<i>PSC 102 Intro to Physical Science II</i>	<i>6qh</i>
This course is 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. Lecture 4.5 hours; Laboratory 1.5 hours. Prerequisite: Successful completion of MAT 095 or placement.	

Political Science

PLS 101 Intro to American Government

5qh

This course is 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 200 Intro to International Politics

5qh

This course is 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.

PLS 205 State and Local Governments

5qh

This course 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. **Prerequisite:** PLS 101

PLS 210 Introduction to Comparative Politics

5qh

This course is a comparative survey of the politics and structure of government in major nation-states and transnational governmental entities. Students will develop a solid foundation for analyzing politics and government through a comparative perspective by observing how different political institutions and behaviors produce different outcomes. There will be an emphasis on analysis and critical thinking.

Prerequisite: PLS 101

PLS 215 Introduction to Public Administration

5qh

This course is a survey of the field of public administration. Students will evaluate and discuss the various theories of public administration, evaluate program and policy effectiveness, analyze the budgeting and managing processes, and discuss the interactions between the bureaucracy and the other institutions of government. **Prerequisite:** PLS 101

Psychology

PSY 200 Intro to Psychology

5qh

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

5qh

This course is the study of the various areas of human development from conception to old age and death.

PSY 205 Psychology of Adjustment

5qh

This course is 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

5qh

This course is 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.

PSY 210 Abnormal Psychology

5qh

Abnormal Psychology is an overview of the field of clinical psychology including a review of the history of psychological disorders and current identification, etiology, and treatment of a wide range of psychological disorders representing a range of theoretical perspectives.

PSY 230 Research Methods for the Behavioral Sciences

5qh

This course is a comprehensive study of the diverse research methodologies used in the behavioral sciences. Students are taught how to design and implement experimental and non- experimental studies. Students will be required to conduct a research project. Research ethics are emphasized at all stages of the research process. Upon completion of the course, students are able to evaluate critically experimental research and non-experimental quantitative and qualitative research with regard to not only the design, implementation, and interpretation of behavioral studies, but also the ethics of research. **Prerequisites:** PSY 200 and MAT 200

Reading

RDG 097 LSS Reading I

5qh

Institutional credit only

This course 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. It is required of all students scoring below the designated level on the placement test. **Prerequisite:** Placement by examination and/or recommendation of the Division Chair of Learning Support Services or the Assistant Dean.

RDG 099 LSS Reading II

5qh

Institutional credit only

This course is for students needing supplemental preparation in basic reading. **Prerequisite:** Placement by examination and/or recommendation of the Division Chair of Learning Support Services or the Assistant Dean.

Religion

REL 210 Old Testament

5qh

This course is 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

5qh

This course is 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

5qh

This course is a study of the origins, beliefs, development, and cultural significance of major world religions.

REL 225 Religion in America

5qh

This course is a survey of major religion patterns and developments in the United States from colonial period to present. It has an emphasis on development of Western and non-Western religious bodies.

Social Work

Social Work SWK 101 Careers in Social Work

5qh

This course focuses on the various roles and functions that social workers perform and highlights the dynamism and vitality of the social work profession. It offers practical information about jobs available in specific service areas; the course will cover the spectrum of social work roles and functions, the nature of the social work practice, and best career opportunities for the future. Interdisciplinary relationships, technology, and the unique qualities of social work are all highlighted.

SWK 150 Self-Awareness and Professional Development

5qh

This course is designed to address self-awareness and effective learning that is necessary to become effective and professional social work practitioners. Further it is to enhance students' development of self and the use of self to empower others in social work practice. The students will examine their identity, interpersonal relationship skills, problem-solving skills, styles of communication, and value system. **Prerequisite:** SWK 101

SWK 200 Introduction to Social Work

5qh

This is the second introductory course to the field of Social Welfare and the Social Work Profession. It provides a foundation for the Social Work Program and helps students decide if they are interested in pursuing further study. This course explores a wide range of human problems, intervention strategies and professional practice choices from a generalist perspective. This course also focuses on the problem solving process for people at risk from a system's perspective. **Pre-requisites:** SWK 101 and SWK 150

Sociology

SOC 200 Intro to Sociology

5qh

This course is the study of human society, the nature of culture and its organizations. Applications of communication, socialization, mobility, and population growth are analyzed. It is a comprehensive study of research methods, theories, and principle findings in the field of sociology.

SOC 201 Social Problems I

2qh

This course is 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 II

2qh

This course is a continuation of SOC 201.

SOC 203 Social Problems III

2qh

This course is a continuation of SOC 202.

SOC 205 Social Problems

5qh

SOC 201, 202, and 203 combined and taught in one course.

SOC 206 Juvenile Delinquency and Procedures

5qh

This course is a detailed examination of juvenile delinquency in the United States. Course topics will include: social causes, apprehension and processing, court procedures, and rehabilitation.

SOC 207 The Family

5qh

This course is 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

5qh

This is a course for beginners, covering the elements of Spanish grammar, pronunciation, composition, translation, and reading.

SPA 102 Elementary Spanish II

5qh

This course is a continuation of the study of Spanish grammar, pronunciation, composition, translation, and reading begun in SPA 101. **Prerequisite:** SPA 101.

SPA 201 Intermediate Spanish I

5qh

This course is designed to continue listening, speaking, reading, and writing in Spanish with further study of the culture of Spanish speaking regions. Basic pronunciation, conversation, and structure are stressed. This course is continuation of SPA 102. **Prerequisite:** SPA 102.

SPA 202 Intermediate Spanish II

5qh

This course is designed to continue listening, speaking, reading, and writing in Spanish with further study of the culture of Spanish speaking regions. Basic pronunciation, conversation, and structure are stressed. This course is a continuation of SPA 201. **Prerequisite:** SPA 201.

Theater

THE 101 Introduction to Acting

5qh

This course focuses on the Stanislavski technique. Utilizing non-dialog driven scenes, students will study moment-to-moment behavior as well as layer urgency, obstacles, physical endowments, and tactics within that behavior.

THE 194 Introduction to Theater

5qh

In this course, students will investigate the process of theater. Focusing on the roles and skills of theater artists, students will also gain a practical understanding and awareness of theater history, its playwrights, and processes.

Wellness

WEL 154 Wellness

2qh

This course provides information about the benefits of an active lifestyle, good nutrition, and stress management. It provides techniques for assessing health fitness and gives the student an opportunity to develop and implement safe and effective personal programs; and participate in structured physical activities relevant to effective personal fitness plans.