

ADDENDUM 2 TO COURSE CATALOG 2018-2019



**SOUTHERN
CRESCENT**
TECHNICAL COLLEGE



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As set forth in full in its Student Handbook/Course Catalog, Southern Crescent Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, sex, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status(except in those special circumstances permitted or mandated by law). The following persons have been designated to handle inquiries regarding the non-discrimination policies: Title IX/Equity Coordinator (Griffin Campus, Butts County Center, Henry County Center, and Jasper County Center) Toni Doaty, Assistant Director of Student Services, toni.doaty@sctech.edu, 501 Varsity Road, Mobile Unit 6B, Griffin, GA 30223, 770-228-7382; ADA/Section 504 Coordinator (Griffin Campus, Butts County Center, Henry County Center, and Jasper County Center) Teresa Brooks, Special Services Coordinator, teresa.brooks@sctech.edu, 501 Varsity Road, Mobile Unit 6B, Griffin, GA 30223, 770-228-7258; Title IX/Equity and ADA/Section 504 Coordinator (Flint River Campus) Mary Jackson, Special Services Coordinator, mary.jackson@sctech.edu, 1533 Highway 19 South, Room A-252, Thomaston, GA 30286, 706-646-6224.

REVISED: 2/2019

Modifications to the 2018–2019 Course Catalog and Addendum 1 to the 2018 Course Catalog

The following document represents additions, changes, and deletions to the 2018–2019 Southern Crescent Technical College catalog and Addendum 1 to the 2018-2019 Course Catalog. These changes should replace any information that appeared in the 2018-2019 Course Catalog and Addendum 1 to the 2018-2019 Course Catalog as addressed in this addendum.

Section/Program	Effective Term and Action
Health Care Management (AAS) HC23	Spring 2019 (201914) Updated course sequence
Phlebotomy Technician(TCC) PT21	Spring 2019 (201914) Addition of Readmission Policy
Phlebotomy Technology Specialist (TCC) PT71	Spring 2019 (201914) Addition of New Program
Nursing Degree (AAS) NG73	Spring 2019 (201914) Updated course sequence, fees, and location
Orthopedic Technology (AAS) OT13	Spring 2019 (201914) Updated/Revised Program Name
Practical Nursing (Diploma) PN12	Spring 2019 (201914) Addition of fee for ATI
Respiratory Care (AAS) RCT3	Spring 2019 (201914) Removed: EAS Exam Requirements
AAS in Interdisciplinary Studies (AAS) AF53	Spring 2019 (201914) Addition of New Program
Small Business Owner (TCC) SBF1	Spring 2019 (201914) Addition of New Program
Supervisor/Management Specialist (TCC) SS31	Spring 2019 (201914) Updated/Revised program Name
SQL Server Database (TCC) SSD1	Spring 2019 (201914) Addition of New Program
Computer Hardware and Network Technician (TCC) CHA1	Spring 2019 (201914) Updated elective hours
On-Set Production Technician I (TCC) ITO1	Spring 2019 (201914) Addition of New Program
Nail Technician (TCC) NT11	Spring 2019 (201914) Revised program credit hours: 19 and course hours: COSM 1180, COSM 1190, and COSM 1200 hours all changed to 3 credit hours
Criminal Justice Technology (AAS) CJT3	Spring 2019 (201914) Addition of 100% Online as an option under the heading
Criminal Justice Technology (Diploma) CJT2	Spring 2019 (201914) Addition of 100% Online as an option under the heading
Criminal Justice Fundamentals (TCC) CJ71	Spring 2019 (201914) Addition of 100% Online as an option under the heading
Criminal Justice Specialist (TCC) CJ21	Spring 2019 (201914) Addition of 100% Online as an option under the heading
Basic Fire Company Officer (TCC) BF11	Spring 2019 (201914) Addition of New Program
Fire Officer I (TCC) FF31	Spring 2019 (201914) Addition of New Program
Fire Officer II (TCC) FF51	Spring 2019 (201914) Addition of New Program
Precision Manufacturing and Maintenance for GACATT (Diploma) PMA2	Spring 2019 (201914) Updated/Revised Program Name
Precision Manufacturing and Maintenance (Diploma) PM12	Spring 2019 (201914) Addition of New Program

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Modifications to the 2018–2019 Course Catalog and Addendum 1 to the 2018 Course Catalog Continued

Diesel Equipment Technology (Diploma) DET4	Spring 2019 (201914) Addition to the curriculum: DIET 1011, 1012, 1031, and 1032
Diesel Engine Service Technician (TCC) DE21	Spring 2019 (201914) Addition of New Program
Electrical Systems Technology (Diploma) ES12	Spring 2019 (201914) Updated program length to 4 terms
CNC Technology (Diploma) CT12	Spring 2019 (201914) Updated course sequence
Precision Machining and Manufacturing (Diploma) MTT2	Spring 2019 (201914) Updated course sequence
Lathe Operator (TCC) LP11	Spring 2019 (201914) Updated program length to 2 terms
Mill Operator (TCC) MP11	Spring 2019 (201914) Updated program length to 2 terms
Manufacturing Engineering Technician (TCC) MF71	Spring 2019 (201914) Addition of New Program
Water Quality Technician (TCC) WQT1	Spring 2019 (201914) Addition of New Program
NCCER Welding and Joining Technician (Diploma) WA12	Spring 2019 (201914) Revised program credit hours: 41; WELD 1035 hours increased to 4 hours
NCCER Gas Metal Arc Welding (TCC) GM21	Spring 2019 (201914) Revised program credit hours: 11; WELD 1035 hours increased to 4 hours
NCCER Dual Enrollment Gas Metal Arc Welding (TCC) MGW1	Spring 2019 (201914) Revised program credit hours: 17; WELD 1035 hours increased to 4 hours

HC23 Health Care Management

Associate of Applied Science Degree
Offered at the Griffin Campus

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 5 Terms

Minimum Credit Hours for Graduation: 60

Program Description

The Health Care Management Associate of Applied Science degree provides students with the programmatic preparation necessary to perform as a professional manager in a health care setting. Program graduates are trained to organize and manage health information data by ensuring its quality, accuracy, accessibility, and security in both paper and electronic systems. They use various classification systems to code and categorize patient information for reimbursement purposes, for databases and registries, and to maintain patients' medical and treatment histories.

Students will be placed in the Health Care Management Degree if they plan to complete one of the following degrees:

- Orthopedic Technology
- Pharmacy Technology
- Radiologic Technology
- Respiratory Care
- Surgical Technology
- Nursing Degree

Students applying for any of the above Allied Health programs are admitted to the college in the Health Care Management Degree program. Students must satisfy additional entrance criteria for each Allied Health program.

Program graduates receive an Associates of Applied Science Health Care Management Degree.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. Students should consult with an Allied Health advisor prior to enrolling in any courses as the choice of general education and occupational core classes may be impacted by the program specialization of choice.

Note: While all courses are offered, they may vary by term and campus.

Program Courses Credits

General Education Courses - 15 Credit Hours

AREA I Language Arts/Communication 3

ENGL 1101—Composition and Rhetoric (Required)

ENGL 1102—Composition and Rhetoric II

SPCH 1101—Public Speaking

AREA II Social /Behavioral Sciences 3

ECON 1101—Principles of Economics

PSYC 1101—Introductory Psychology (Required)

SOCI 1101—Introduction to Sociology

POLS 1101—American Government

HIST 2111—U.S. History I

HIST 2112—U.S. History II

Area III Math Option 3

MATH 1101—Mathematical Modeling OR

MATH 1111—College Algebra OR

MATH 1103—Quantitative Skills and Reasoning

AREA IV Humanities/Fine Arts —Choose one: 3

HUMN 1101—Introduction to Humanities

MUSC 1101—Music Appreciation

ARTS 1101— Art Appreciation

ENGL 2130—American Literature

AREA V

Elective course from Area I, II, III, or IV 3

Occupational Courses - Select Courses (Minimum 45 hrs.)

Must be selected from these courses:

ALHS 1090—Medical Terminology for Allied Health Sciences 2

BIOL 2113—Anatomy and Physiology I 3

BIOL 2113L—Anatomy and Physiology Lab I 1

BIOL 2114—Anatomy and Physiology II 3

BIOL 2114L—Anatomy and Physiology Lab II 1

ACCT 1100—Financial Accounting I 4

ACCT 1105—Financial Accounting II 4

ALHS 1140—Health Care Communication 3

BIOL 2117—Introductory Microbiology 3

BIOL 2117L—Introductory Microbiology Lab 1

CHEM 1151L—Survey of Inorganic Chemistry Lab 1

CHEM 1151—Survey of Inorganic Chemistry 3

CHEM 1211—Chemistry I 3

CHEM 1211L—Chemistry Lab I
COMP 1000—Introduction to Computer Literacy
MAST 1060—Medical Office Procedures
MAST 1110—Administrative Practice Management
MGMT 1100—Principles of Management
MGMT 2115—Human Resource Management
PHYS 1110—Conceptual Physics
PHYS 1110L—Conceptual Physics Lab
PSYC 2103—Human Development

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PT21 Phlebotomy Technician

Technical Certificate of Credit

Offered at the Griffin and Flint River Campuses
Henry and COI Sites

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 3 terms

Minimum Credit Hours for Graduation: 24

Program Description

The Phlebotomy Technician program educates students to collect blood and process blood and body fluids. Phlebotomy technicians typically work in concert with clinical laboratory personnel and other health care providers in hospitals or other health care facilities. Topics covered include human anatomy, anatomical terminology, venipuncture, and clinical practice.

Admission Requirements

- Submit completed application and application fee
- Be at least 18 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Applicants must meet general admission requirements, as well as the following minimum requirements:

- Applicants who do not meet the regular admission requirements will be classified as either learning support or provisional status and must take the prescribed learning support courses to prepare for the core curriculum.
- Applicants must apply and be admitted to the Phlebotomy Program in the Admissions Office of Southern Crescent Technical College.
- Upon successful completion (or transfer in) of ALHS 1011 (or BIOL 2113 and 2114) ALHS 1090, ALHS 1040, ENG 1010, and COMP 1000 students must apply to the program-ready list.

Readmission Policy

Readmission into the Phlebotomy program following a two semester gap will require:

- Reapply to the program
- PHLT 1030 repeated

Readmission in the Phlebotomy program following a one semester gap will require:

- Reapply to the program
- Successfully complete written comprehensive exam from PHLT 1030 with a minimum of 75%
- Successfully complete a skills check off. Deficiencies will result in the student repeating the PHLT 1030 course.

Candidate selection is based on the following and in this order:

1. Date applied to program-ready list.
2. Completion of all core classes with a C or better.
3. Available classroom size and available clinical sites.

Approximate additional costs other than tuition, fees, and textbooks

Uniforms	\$100 (approximate)
Equipment/supplies	\$40 (approximate)
National Registry	\$95 (may vary)
Liability insurance	\$20
Medical exam	Varies
Background/drug screen	Varies
CPR	\$5.50
	(if taken with ALHS 1040)
ACEMAPP	\$50 (approximate)

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses

Credits

First Term

ALHS 1011—Structure and Function of the Human Body	5
ALHS 1090—Medical Terminology for Allied Health Sciences	2
ALHS 1040—Introduction to Health Care	3
COMP 1000—Introduction to Computer Literacy	3
ENGL 1010—Fundamentals of English I	3

Second Term

PHLT 1030—Introduction to Venipuncture	3
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Third Term

PHLT 1050—Clinical Practice*	5
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Current CPR card required

PT21 Phlebotomy Technician

Technical Certificate of Credit, Continued

Documentation of a physical examination is turned in during the first PHLT term with an accompanying completed drug screen and a background check sheet.

*A student who has been convicted of a felony or misdemeanor may be admitted to the Phlebotomy program; however such a conviction may prohibit a student from attending clinical sites and/or taking the Registry exam. Documentation of satisfying the penalty of the felony must be presented to the National Board with the exam application. Permission to sit for the exam rests solely with the National Board. Permission to attend a clinical site rests solely with the clinical facility.

Note: Grading standards for Phlebotomy courses are very stringent. For students to progress to the next course of study, a minimum grade of C must be maintained. Students who are unsuccessful maintaining a C within the PHLT 1030 curriculum will be advised to choose another program of study.

PT71 Phlebotomy Technology Specialist

Technical Certificate of Credit

Offered at the Griffin and Flint River Campuses and Henry Site

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 2 terms

Minimum Credit Hours for Graduation: 18

Program Description

The Phlebotomy Technician program educates students to collect blood and process blood and body fluids. Phlebotomy technicians typically work in concert with clinical laboratory personnel and other health care providers in hospitals or other health care facilities. Topics covered include human anatomy, anatomical terminology, venipuncture, and clinical practice.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Readmission Policy

Readmission into the Phlebotomy program following a two semester gap will require:

- Reapply to the program
- PHLT 1030 repeated

Readmission in the Phlebotomy program following a one semester gap will require:

- Reapply to the program
- Successfully complete written comprehensive exam from PHLT 1030 with a minimum of 75%
- Successfully complete a skills check off. Deficiencies will result in the student repeating the PHLT 1030 course.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses

Credits

First Term

ALHS 1011—Structure & Function of the Human Body	5
ALHS 1090—Medical Terminology for Allied Health Sciences	2
ALHS 1040—Introduction to Health Care	3
PHLT 1030—Introduction to Venipuncture	3

Second Term

PHLT 1050—Clinical Practice	5
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NG73 Nursing Degree

Associate of Applied Science Degree
Offered at the Henry Site
Program Entrance Term: Spring
Minimum Length of Program: 6 terms
Minimum Credit Hours for Graduation: 69

Program Description

The two-year associate-level Nursing program is a sequence of courses designed to prepare students for positions in the nursing profession. The curriculum is designed to produce highly-trained, technically advanced, competent, and caring individuals who are prepared to practice professional nursing in a variety of health care settings. The purpose of the program is to provide the learner with the necessary knowledge, skills, and attitude to practice competently and safely as a beginning nurse generalist in a variety of acute and long-term care settings. The nurse is viewed as a caring, holistic person who possesses critical thinking/problem-solving skills, integrity, accountability, a theoretical knowledge base, refined psychomotor skills, and a commitment to life-long learning.

Program graduates receive an Associates of Applied Science (ASN) degree. Graduates are then eligible to apply and take the National Council Licensure Examination for Registered Nurses (NCLEX-RN).

Upon successful completion of the NCLEX-RN and licensure by the Georgia Board of Nursing, graduates are employable as registered nurses in a variety of settings.

Admission Requirements

Applicants must meet general admission requirement as well as the following minimum requirements. Meeting minimum requirements does not guarantee admission into the program.

The student must:

- Submit completed application and application fee to the college
- Be at least 18 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements (TEAS)
- Submit an ASN Program application (this application is separate from the college's application and there is no fee for this application).

- Have completed **all prerequisite classes as listed below.**
- Have successfully completed (or transferred in) ENGL 1101, ENGL 1102, and PSYC 1101 (with a grade of "C" or better). Have also completed the following courses: (MATH 1101 or MATH 1103 or MATH 1111), BIOL 2113, BIOL 2113L, BIOL 2114, and BIOL 2114L (with a grade of "B" or better) and must have completed and passed at least one of the following courses (with a "C" or better): ARTS 1101, ENGL 2130, HUMN1101, MUSC 1101, or THEA 1101.
- All general education, occupational core classes, and the ATI TEAS test must be completed and submitted before the student can be considered as a candidate for the program.

Applicants must meet general admission requirements, as well as the following minimum requirements:

- Submit current Nationalized test scores
- Be responsible for notifying the ASN program faculty of his/her intent to complete for admission, by turning in an ASN Program application on or before the assigned date.
 - a. If transfer credits are involved, the student will be responsible for making sure that all of the transcripts are received by the college and evaluated by the College Registrar by the assigned deadline.
 - b. Program faculty will NOT accept late submissions of applications to the ASN Program.
 - c. If the student is not accepted and wishes to reapply for the next class, the student must re-submit a new ASN Program application and test score to the ASN Program.
 - d. There is no waiting list!

Note: Grading standards for the Nursing degree Program are very stringent. For students to progress to the next course of study, a minimum grade of "C" must be achieved in every Nursing degree course. Students must maintain a minimum GPA of 2.0 to remain in the program.

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NG73 Nursing Degree

Associate of Applied Science Degree, Continued

Candidate Selection

- Selection criteria based on a formula using the combined information:
 - a. Overall GPA (minimum 2.5 required for general education and occupational courses)
 - b. TEAS score (minimum of 66 required to apply to the nursing program)
 - c. Science GPA
 - d. Program application date
Meeting requirements does not guarantee admission into the nursing program. Nursing Program Application dates vary. Please consult with an Allied Health Advisor or the Allied Health Programs office for more information.
- Classroom spaces will be filled using the highest scores downward until the maximum enrollment total is reached.
- The student's application date will break any tie.
 - a. Application date is defined as the date when the student has their major listed as ASN in Banner.
 - b. All applicants will be notified of their program acceptance status **3-4** weeks after the ASN Program application acceptance deadline.

Note: If a student changes his/her declared major from ASN Program to a different diploma or degree program, and then back to the ASN program, the latest program application date will be used to determine placement.

Readmission Policy

If a student withdraws for any reason, the student **may be** allowed to re-enter the program the following year at the point in which the next class begins based on space availability. The student must reapply for program admission and compete with other Nursing program applicants. **THIS COURTESY IS EXTENDED ONLY ONCE.**
The student must:

- Submit a new application to the ASN program.
- Submit a **plan of action** for success upon returning to the ASN program.

- Successfully complete written comprehensive examinations for each previously completed ASN course with a minimum of 80 percent.
- Successfully complete drug calculations examination with a minimum competency of 90 percent.
- Successfully complete skill check offs. Deficiencies will result in the student repeating appropriate course/courses.
- Complete another criminal background check, drug screen and health screen as designated by participating clinical sites.
- Students who do not successfully complete the ASN program after two attempts, will not be readmitted into the program again.

Approximate additional costs other than tuition, fees, and textbooks

ATI-TEAS (for program entry)	\$106.00+
ATI-TEAS (part of curriculum)	\$612.50/semester
Equipment/Supplies.....	\$250.00
Uniforms.....	\$200.00
Liability Insurance.....	\$10.00
NCLEX-RN Exam.....	\$200.00
ACEMapp.....	\$50.00
Student Advantage.....	\$78.00+
CPR.....	\$5.00
Graduation fees.....	\$40.00

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term	
ENGL 1101—Composition and Rhetoric (Required)	3
Natural Sciences/Mathematics elective—Choose one: (Required)	3
MATH 1101—Mathematical Modeling OR	
MATH 1103—Quantitative Skills and Reasoning OR	
MATH 1111—College Algebra	
PSYC 1101—Introductory Psychology (Required)	3
BIOL 2113—Anatomy and Physiology I (Required)	3
BIOL 2113L—Anatomy and Physiology Lab I (Required)	1

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NG73 Nursing Degree

Associate of Applied Science Degree, Continued

Second Term

BIOL 2114—Anatomy and Physiology II (Required)	3
BIOL 2114L—Anatomy and Physiology Lab II (Required)	1
ENGL 1102—Literature and Composition (Required)	3
Humanities/Fine Arts elective—Choose one: (Required) <i>HUMN 1101, MUSC 1101, ARTS 1101, ENGL 2130, OR THEA 1101</i>	3
PSYC 2103—Human Development (Required)	3

Third Term

RNSG 1025—Electronic Medical Records Documentation	2
RNSG 1026—Fundamentals	6
RNSG 1027—Nursing Pharmacology	3

Fourth Term

RNSG 1028—Nursing Concepts I	7
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Fifth Term

RNSG 2025—Family Nursing	6
RNSG 2027—Nursing Concepts II	7

Sixth Term

RNSG 2026—Mental Health Concepts	3
RNSG 2028—Nursing Leadership	5
RNSG XXXX—Capstone	4

Note:

If necessary, Learning Support courses should be completed during the first semester.

OT13 Orthopedic Technology

Associate of Applied Science Degree
Offered at the Griffin Campus
Program Entrance Term: Fall
Minimum Length of Program: 6 terms
Minimum Credit Hours for Graduation: 69

Program Description

The Orthopedic Technology degree program is a sequence of courses that prepares students to work with orthopedic surgeons to treat patients in a variety of health care environments. The degree program provides the skills and knowledge needed to become a competent orthopedic technologist performing the following services: routine office and departmental procedures and the ability to perform certain basic functions; adjusting and removing casts, splints, and braces; setting up, adjusting, and maintaining traction configurations; assisting with the care of acutely injured patients; and assisting the physician in the reduction and/or manipulation of orthopedic injuries. Successful completion of the Orthopedic Technology degree program leads to eligibility for The American Society of Orthopedic Professionals (ASOP) certification exam. Graduates may be employed in hospitals, clinics, and private practice offices.

Admission Requirements

- Submit completed application and application fee
- Be at least 18 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Upon admission to the college, students desiring the Orthopedic Technology Program will be placed in the Health Care Science certificate while working on program admission requirements. Acceptance into the Orthopedic Technology Program is a competitive selection process which is based on the GPA of prerequisite courses and the score on the Psychological Services Bureau (PSB) Health Occupations Aptitude Examination.

Applicants must meet general admission requirement, as well as the following minimum requirements. Meeting minimum requirements does not guarantee admission into the program. The student must successfully complete ALHS 1040, ALHS 1090, BIOL 2113, BIOL 2113L, BIOL 2114, BIOL 2114L, COMP 1000, ENGL 1101, and SPCH 1101

with a minimum grade of "C" in conjunction with a minimum 2.5 GPA. All of these courses must be completed by the last day of the spring semester to be considered for fall semester entrance into the program. **There are no exceptions!** If a student retakes a course to improve his/her grade, the higher grade will be calculated into the GPA. Financial aid may or may not pay for a student to retake a course. PSYC 1101, ENGL 1102, MATH 1101 or MATH 1103, or MATH 1111, and one Humanities/Fine Art elective may be taken during the program to maintain full time status throughout the entire program. These courses must be completed before graduation with a minimum grade of "C" or better. If a student transfers from another Orthopedic Technology Program, 25% of the program must be taken at SCTC.

All students must submit test scores from the PSB Examination. Scores cannot be more than a year old. The PSB Exam is administered in the SCTC Community Services Building -100. Results will be accessed online by program faculty.

The student will be responsible for notifying program faculty, of his/her intent to compete, by turning in a yellow Allied Health Application **ONLY** if all program entrance requirements will be met by the end of the spring semester and PSB Exam results have been submitted. All Allied Health Applications must be submitted on or before the **last day of spring semester**. If transfer credits are involved, the student will be responsible for making sure all transcripts are into the college by this deadline. Program faculty will **NOT** accept late submissions of Allied Health Applications, transfer credits, or PSB Exam results. If the student is not accepted and wishes to re-compete the following year, the student **must resubmit** a new Allied Health Application and new PSB Exam result. Allied Health Applications are available on the **2nd floor bookshelf** of the **900 (Medical) Building**. **There is no waiting list!**

Should there be more qualified students competing than available spaces, candidates are admitted based on the grade point average for the courses listed above, plus the score on the PSB Examination. The grade point average, which is based on the 4.00 scale, will be converted to a 400 point scale and added to the score of the PSB Examination. Spaces are filled from the highest score downward until the maximum enrollment total is reached. The student's program application date will break any tie. Application date is defined as the date when the student applied to the college for the program or the date on the Change of Enrollment Form to the Orthopedic Technology program. All applicants will be notified of program status, by mail, no later than the first day of the summer semester.

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OT13 Orthopedic Technology

Associate of Applied Science Degree, Continued

Applicants are accepted into the Orthopedic Technology program **FALL** term (August) and are accepted only as full-time day students. Each student is also required to complete a drug screen/background check through

Advantage Students (www.advantagestudents.com) and complete ACEMAPP registration online, and submit a current copy of an American Heart Healthcare Provider CPR certification during the first term of the program.

Readmission Policy

If a student withdraws for any reason, the student may be allowed to re-enter the program the following year at the point in which the fall term begins. These students must re-compete for the program entrance. **THIS COURTESY IS EXTENDED ONLY ONCE.** Upon readmission into the Orthopedic Technology program, the student must complete additional requirements as deemed necessary by the program faculty. Readmission will be based on available space within the classroom and clinical sites.

Grading standards for Orthopedic Technology courses are very stringent. The Orthopedic Technology Program consists of 3 semesters totaling eight classes. For a student to progress to the next semester, a minimum grade of C must be achieved in EVERY ORTT course. Students must maintain a minimum GPA of 2.5 to remain in the program.

Approximate additional costs other than tuition, fees, and textbooks

Equipment/Supplies (approx.)	\$100.00
Uniforms	\$300.00
Liability Insurance	\$30.00
Background/Drug Screening	\$78.00+
The American Society of Orthopedic Professionals certification exam	\$200.00
ACEMAPP	\$50.00

NOTE: A student who has been convicted of a felony or misdemeanor may be accepted into the Orthopedic Technology program; however, such a conviction may cause a student to NOT be able to rotate through the program's clinical affiliates.

Frequently Asked Questions

1. How many spaces are available? 20
2. How many times per year are students accepted into the program? One—Fall term
3. What is a typical schedule? M-Th, 9 a.m.-3:30 p.m.
4. What are the clinical sites? Athens Orthopedics, Atlanta Medical Center, Children's Orthopedic's of Atlanta, Emory Orthopedics and Spine, Georgia Bone and Joint, LLC., Kaiser, Ortho Georgia, Ortho Atlanta, Ankle and Foot Centers of Georgia, Premier Orthopedics, Resurgens, University Orthopedics, Upson Regional Medical Center, Well Star (Spalding Regional).
5. How are clinical sites assignments determined? Clinical sites are randomly assigned by the clinical coordinator.
6. How long is the program? 12 months (3 terms) from when the student starts the Orthopedic program.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Program Courses Credits

First Term

ENGL 1101—Composition and Rhetoric (Required)	3
PSYC 1101—Introductory Psychology (Required)	3
COMP 1000—Introduction to Computer Literacy (Required)	3
Natural Sciences/Mathematics—Choose one: (Required)	3
MATH 1101*—Mathematical Modeling OR	
MATH 1103—Quantitative Skills and Reasoning OR	
MATH 1111—College Algebra	

Second Term

ENGL 1102—Literature and Composition (Required)	3
BIOL 2113—Anatomy and Physiology I (Required)	3
BIOL 2113L—Anatomy and Physiology Lab I (Required)	1
ALHS 1040—Introduction to Health Care (Required)	3
ALHS 1090—Med. Terminology for Allied Health Sci. (Required)	2

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OT13 Orthopedic Technology

Associate of Applied Science Degree, Continued

Third Term

BIOL 2114—Anatomy and Physiology II (Required)	3
BIOL 2114L—Anatomy and Physiology Lab II (Required)	1
SPCH 1101—Public Speaking (Required)	3
HUMN 1101—Intro to Humanities OR Humanities/Fine Arts elective:	
<i>MUSC 1101, ARTS 1101, ENGL 2130, OR THEA 1101</i>	3

Fourth Term

ORT 1010—Orthopedic Anatomy and Physiology	4
ORT 1020—Orthopedic Techniques I	4
ORT 1030—Introduction to Orthopedic Surgical Techniques	4

Fifth Term

ORT 1040—Advanced Orthopedic Anatomy and Physiology	4
ORT 1050—Orthopedic Techniques II	4
ORT 2010—Orthopedic Technology Clinical I	5

Sixth Term

ORT 2020—Orthopedic Technology Clinical II	7
ORT 2030—Orthopedic Technology Capstone	3

***Course will be accepted when transferred in from another institution with a grade of a C or better but may not be offered at this institution.**

PN12 Practical Nursing

Diploma

Offered at the Griffin and Flint River Campuses

Program Entrance Term: Fall, Spring

Minimum Length of Program: 5 terms

Minimum Credit Hours for Graduation: 57

Program Description

The Practical Nursing diploma program is designed to prepare students to write the NCLEX-PN for licensure as practical nurses. The program prepares graduates to give competent nursing care through a selected number of academic and occupational courses providing a variety of techniques and materials necessary to assist the student in acquiring the needed knowledge and skills. A variety of clinical experiences is planned so that theory and practice are integrated under the guidance of the clinical instructor. Program graduates receive a practical nursing diploma and have the qualifications of an entry-level practical nurse. Practical nursing is a diploma program to be implemented with new cohorts of students beginning fall and spring semesters. Students most commonly will have to submit a satisfactory criminal background check as well as a drug screen in order to be placed in a clinical health care facility to complete the clinical portions of their educational training.

Admission Requirements

- Submit completed application and application fee
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Upon admission to the College, practical nursing students are placed in the Health Care Assistant certificate while working on program admission requirements.

The curriculum includes instruction in the areas of anatomy and physiology, drug calculations, administration of medications, nutrition and diet therapy, nursing ethics, patient care in a variety of fields and settings, patient wellness, and prevention of illnesses.

Applicants must meet general admissions requirements as well as the following minimum requirements. Meeting minimum requirements does not guarantee admission into the program:

- Successfully complete (or transfer in) ENGL 1010 or ENGL 1101, PSYC 1010 or PSYC 1101, and ALHS 1060 with a minimum grade of C in each course; and MATH 1012 or MATH 1111 and ALHS 1011 or BIOL 2113/BIOL 2113L and BIOL 2114/2114L with a minimum grade of B in each course.
- Maintain a cumulative GPA of 3.0 for core classes.
- A minimum of 25 percent of the program must be completed on the campus intended for graduation.
- Have completed the nationalized admissions testing for nursing and achieved a minimum score as designated by the program faculty.

Candidate Selection

Selection of candidates for each practical nursing class will be based on a competitive admissions process. The following criteria will be used:

- Overall GPA for core classes.
- PSB (Psychological Services Bureau)

Note: If a student changes his/her declared major from practical nursing to a different diploma or degree program, and then back to practical nursing, the latest program application date will be used to determine placement.

Once accepted into the Practical Nursing program, the student must complete all health requirements as described by participating clinical sites, including, but not limited to, a criminal background check, drug screening, and health screening.

There is no waiting list for the program. Applicants who are not selected must notify the Practical Nursing program staff by submitting another notification card if they wish to compete for admission into the next cohort class. Grading standards for practical nursing courses are very stringent. Students must maintain a minimum grade of C for progression to the next course of study.

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PN12 Practical Nursing Diploma, Continued

Readmission Policy

Readmission into the Practical Nursing program following withdrawal or first-time failure will be based on the following:

- Proof of previous program course completion of less than six months.
- Submission of a letter for consideration. The letter must state why you were not successful on your first attempt, what has changed, and how you plan to be successful if accepted back into the program.
- Successfully complete written comprehensive examinations for each previously completed practical nursing course with a minimum of 80 percent.
- Successfully complete a drug calculations examination with a minimum competency of 90 percent.
- Successfully complete a lab skill check off. Deficiencies will result in the student repeating the appropriate course/courses. Readmission will be based on available space within the classrooms and clinical sites. Students who do not successfully complete the Practical Nursing program after two attempts, whether at this college or at another college, will not be readmitted into the program.

Readmission Policy Continued

- A student must complete another criminal background check, drug screen, and health screen as designated by participating clinical sites.
- The required nationalized test score cannot be greater than one-year old at the time of application for readmission.
- A student must complete the program sequentially to be eligible to take the National Council Licensure Examination (NCLEX-PN).

Transfer Policy

Transferring practical nursing students from other technical colleges must file an application at the Griffin campus and submit all official transcripts. Each practical nursing course listed on the transferring student's official transcript is considered for transfer credit after the prospective student

has demonstrated proficiency by examination with a score of 80 percent.

Approximate additional costs other than tuition, fees, and textbooks

Equipment/supplies	\$700.00
Uniforms	\$175.00
Licensing exam	\$300.00
Liability insurance	\$60.00
Medical fees/background check	\$350.00
CPR	\$5.50
Nursing pin	\$40.00
Nursing cap	\$15.75
Nursing lamp	\$7.25
Nursing tote	\$100.00
ACEMAPP	\$50.00 per year
ATI-TEAS	\$550.00/semester

The following is a required path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses	Credits
First Term	
ENGL 1010—Fundamentals of English I	3
MATH 1012—Foundations of Mathematics	3
PSYC 1010—Basic Psychology	3
ALHS 1011—Structure and Function of the Human Body	5
ALHS 1060—Diet and Nutrition for Allied Health Sciences OR	2
ALHS 1090—Medical Terminology for Allied Health Sciences	(2)

FALL Program Entrance

Second Term: *START FALL* MANDATORY PN COHORT SEQUENCE

PNSG 2010—Intro to Pharmacology and Clinical Calculations	2
PNSG 2030—Nursing Fundamentals	6
PNSG 2035—Nursing Fundamentals Clinical	2
PNSG 2210—Medical-Surgical Nursing I	4
PNSG 2310—Medical-Surgical Nursing Clinical I	2

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PN12 Practical Nursing Diploma, Continued

Third Term: ***SPRING*** MANDATORY PN COHORT SEQUENCE

PNSG 2220—Medical-Surgical Nursing II	4
PNSG 2230—Medical-Surgical Nursing III	4
PNSG 2320—Medical-Surgical Nursing Clinical II	2
PNSG 2330—Medical-Surgical Nursing Clinical III	2
PNSG 2410—Nursing Leadership	1
PNSG 2415—Nursing Leadership Clinical	2

Fourth Term: ***SUMMER*** MANDATORY PN COHORT SEQUENCE

PNSG 2240—Medical-Surgical Nursing IV	4
PNSG 2340—Medical-Surgical Nursing Clinical IV	2
PNSG 2250—Maternity Nursing	3
PNSG 2255—Maternity Nursing Clinical	1

***Note: A new PN cohort begins every fall on the Griffin and Flint River campuses.**

SPRING Program Entrance

Second Term: ***START SPRING*** MANDATORY PN COHORT SEQUENCE

PNSG 2010—Intro to Pharmacology and Clinical Calculations	2
PNSG 2030—Nursing Fundamentals	6
PNSG 2035—Nursing Fundamentals Clinical	2
PNSG 2210—Medical-Surgical Nursing I	4
PNSG 2310—Medical-Surgical Nursing Clinical I	2

Third Term: ***SUMMER*** MANDATORY PN COHORT SEQUENCE

PNSG 2240—Medical-Surgical Nursing IV	4
PNSG 2250—Maternity Nursing	3
PNSG 2255—Maternity Nursing Clinical	1
PNSG 2340—Medical-Surgical Nursing Clinical IV	2

Fourth Term: ***FALL*** MANDATORY PN COHORT SEQUENCE

PNSG 2220—Medical-Surgical Nursing II	4
PNSG 2230—Medical-Surgical Nursing III	4
PNSG 2320—Medical-Surgical Nursing Clinical II	2
PNSG 2330—Medical-Surgical Nursing Clinical III	2
PNSG 2410—Nursing Leadership	1
PNSG 2415—Nursing Leadership Clinical	2

***Note: A new PN cohort begins every fall on the Griffin and Flint River campuses.**

RCT3 Respiratory Care

Associate of Applied Science Degree

Offered at the Griffin Campus

Program Entrance Term: Fall

Minimum Length of Program: 7 terms

Minimum Credit Hours for Graduation: 78

Program Description

The Respiratory Care program is a sequence of courses that prepares students for careers in the field of respiratory care. Learning opportunities develop academic and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes specialized training in areas such as pulmonary and cardiac pharmacology, medical gases, humidity/aerosol therapy, positive pressure ventilation, incentive spirometry, patient assessment, postural drainage, percussion/vibration, assessment of diseases and conditions, critical respiratory care, advanced critical care monitoring, pulmonary function testing, and pediatric and neonatal respiratory care. Program graduates receive a respiratory care associate degree which qualifies them to take the examinations to become a Registered Respiratory Therapist. Students may become Certified and Registry eligible by taking The Therapist Multiple Choice Examination administered by the National Board for Respiratory Care. Upon successful completion of the High Cut score Exam, the graduate is eligible to take the Clinical Simulation portion of the Registry (RRT) Exam. To work in the state of Georgia, all respiratory care practitioners must apply and be granted a license. The only way to obtain a license is to pass at least the Entry Level Certification Exam.

The Respiratory Care Technology program at Southern Crescent Technical College is accredited by the Commission on Accreditation for Respiratory Care (CoARC) (www.coarc.com). Programmatic outcomes data can be found at www.coarc.com/47.html.

Admission Requirements

- Submit completed application and application fee
- Be at least 18 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet overall PSB (Psychological Services Bureau)

Students will be required to have a minimum grade of C in each core course and a GPA of 2.5 or higher. Students are

allowed to complete one Humanities/Fine Arts elective with Respiratory Care program after program acceptance.

The student will be required to take the PSB (Psychological Services Bureau) Examination, which will be a part of the admission criteria. The student's GPA and PSB combined score will help determine admission into the Respiratory Care program. Students will be placed on the program-ready list according to their program-ready date. All core courses and the PSB exam must be completed before the student is placed on the program-ready list. The student will then complete a program-ready card.

Applicants will be accepted into the Respiratory Care Technology program for fall term. Twenty students will be selected for each fall cohort; the cohort number is determined by clinical affiliate availability.

Candidate Selection

Selection of candidates for each respiratory care class will be based on a competitive admissions process. The following criteria will be used:

1. Math and Science core class GPA
2. Math and Science scores on PSB Exam
3. Program Ready Card submission date

Note: (A) If a student changes his/her declared major from Respiratory Care to a different degree program, and then back to Respiratory Care, the latest program application date will be used to determine placement. (B) A student who has been convicted of a felony or misdemeanor may be admitted to the Respiratory Care Technology program; however, such conviction may prohibit a student from obtaining a Respiratory Care Practitioners' License. License approval rests solely with the Georgia Board of Medical Examiners.

(C) Drug screen and background checks must be purchased through the school's selected vendor, and will be evaluated by clinical site only. The clinical site will have the right to refuse any student due to adverse background checks and drug screen results.

Respiratory Care Technology (Advanced Standing Program)

Students that have earned the CRT (entry-level respiratory certification) will have demonstrated mastery of the following major courses: RESP 1110, RESP 1120, RESP 1130, RESP 2090, RESP 2100, RESP 2110, RESP 2120, RESP 2130, RESP 2140, RESP 2150, RESP 2160, RESP 2180, RESP 2190, and RESP 2270. Due to their advanced standing, these students will be admitted into the Respiratory Care Technology program and will take

(Continued next page)

**RCT3 Respiratory Care
Associate of Applied Science Degree,
Continued**

(or transfer in) the 11 core courses, and take RESP 1193 while the regular standing students are taking their major courses. In their final semester, advanced-standing students will take RESP 2170 and RESP 2220 to graduate. Twenty-five (25) percent of coursework is needed to obtain the Associate of Applied Science degree.

Clinical Practice

RESP 2090 has two sections: A and B. RESP 2090 A and RESP 2090 B must be passed with a grade of a C or better to continue in the program.

Transfer Policy for Respiratory Care Program

In the event of a transfer from another Respiratory Care program, a letter of recommendation will be required. After review and approval of the core classes transferred and the letter of recommendation, the student may be accepted into the program. The student must test out of any transferred RESP classes by passing the final exam for each course transferred. If a passing score of 70 is not met, the student must then take the appropriate course and pass with a score of 70. Admissions will have the final decision over any **courses transferred in**. A transfer student's overall GPA must be 2.5 or greater in order to transfer into the Respiratory Care Program.

Readmissions Policy

In the event a student fails to meet the minimum required grade of C in any specific RESP course, the student may no longer continue in the program. The student can re-apply to the program one time only and if there is a program-ready list, will be placed on the program-ready list. Re-admission will depend upon the student's status on the list. Placement above program-ready students will not occur. Upon acceptance into the program for the second time, the student can select to repeat all the courses or take the final exams for each course previously taken and passed. The student will also be required to pass a skills performance and evaluation check in the school laboratory before reentrance into the clinical rotation courses.

NOTE: Grading standards for respiratory care courses are very stringent. For students to progress to the next course of

study, a minimum grade of C must be achieved in every RESP course.

Approximate additional costs other than tuition, fees, and textbooks

Students in the Respiratory Care program at Southern Crescent Technical College are required to have the following items for their clinical experience.

Item	Number	Price
Uniform jacket w/patch	2	\$44-50 (\$22-25 ea.)
Blue scrub top	2	\$26-32 (\$13-16 ea.)
Blue scrub pants	2	\$26-32 (\$13-16 ea.)
White shoes	1 pair	\$80-100
Stethoscope	1	\$25-30
Watch	1	\$10-30
Bandage scissors	1	<u>\$5-10</u>
Total:		\$216-257

Additional Costs

Basic life support class	\$20
Advanced life support class	\$100
Immunizations	\$137
AARC membership	\$50
GA RCP license	\$150
Liability insurance	\$20
Self-assessment exam	\$120
TMC exam	\$190
Clinical Simulation exam	\$190
ACEMAPP fee	\$50
Symplr	\$50
Drug Screen/Background Check	\$80

Graduation Requirements

All respiratory care students are required to pass two comprehensive examinations in order to graduate from the program. The two comprehensive exams are administered in RESP 2170, Advanced Respiratory Care Seminar, The Therapist Multiple Choice written exam, and RRT clinical simulation.

Program Length

Program length includes prerequisite core completion PLUS four terms of occupational (RESP) courses.

Prerequisites

Length of time to complete prerequisites varies depending on applicant's core course progression, transfer credits, and/or testing results.

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RCT3 Respiratory Care Associate of Applied Science Degree, Continued

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term

ENGL 1101—Composition and Rhetoric	3
BIOL 2113—Anatomy and Physiology I	3
BIOL 2113L—Anatomy and Physiology Lab I	1

Natural Sciences/Mathematics elective—Choose one: 3

MATH 1101—Mathematical Modeling **OR**

MATH 1111—College Algebra*

Second Term

BIOL 2114—Anatomy and Physiology II	3
BIOL 2114L—Anatomy and Physiology Lab II	1

Choose **ONE CHEM** course and its corresponding lab (4 hours):

CHEM 1151—Survey of Inorganic Chemistry **AND** 3

CHEM 1151L—Survey of Inorganic Chemistry Lab 1

OR

CHEM 1211—Chemistry I **AND** 3

CHEM 1211L—Chemistry Lab I 1

Social/Behavioral Sciences elective—Choose one: 3

*ECON 1101, PSYC 1101, SOCI 1101, POLS 1101, **OR** HIST 2111*

Humanities/Fine Arts elective—Choose one: 3

*HUMN 1101, MUSC 1101, ARTS 1101, ENGL 2130, **OR** THEA 1101*

Third Term

BIOL 2117—Introductory Microbiology	3
BIOL 2117L—Introductory Microbiology Lab	1

Fourth Term

RESP 1110—Pharmacology	3
RESP 1120—Introduction to Respiratory Therapy	3
RESP 1130—Respiratory Therapy Lab I	4
RESP 1193—Cardiopulmonary Anatomy and Physiology	4
RESP 2090—Clinical Practice I A and B	2

Fifth Term

RESP 2100—Clinical Practice II	2
RESP 2110—Pulmonary Disease	3
RESP 2120—Critical Respiratory Care	2
RESP 2130—Mechanical Ventilation and Airway Management	4
RESP 2140—Advanced Critical Care Monitoring	1
RESP 2180—Clinical Practice III	2

Sixth Term

RESP 2150—Pulmonary Function Testing	1
RESP 2160—Neonatal Pediatric Respiratory Care	3
RESP 2190—Clinical Practice IV	2
RESP 2270—Rehabilitation and Home Care	1

Seventh Term

RESP 2170—Advanced Respiratory Care Seminar	3
RESP 2200—Clinical Practice V	3
RESP 2220—Clinical Practice VI	7

***Course will be accepted when transferred in from another institution with a grade of a C or better but may not be offered at this institution.**

AF53 AAS in Interdisciplinary Studies

Associate of Applied Science Degree
 Offered at the Griffin Campus and Henry Site
 Program Entrance Term: Fall, Spring, Summer
 Minimum Length of Program: 3 terms
 Minimum Credit Hours for Graduation: 61

Program Description

The Associate of Applied Science Degree in Interdisciplinary Studies (AIS) allows customization of the program of study based on each student's academic and professional goals. The AIS requires completion of 61 semester credit hours (21 hours of general education requirements and 40 hours distributed among one or more areas of emphasis). Areas of concentration include education, public safety, business and computer/information technology, industrial/engineering technology, and health sciences. The program curriculum may be strategically selected to build upon the student's goals and objectives. Learning opportunities develop academic and professional knowledge and skills required for job acquisition or Continued education. A student might choose an interdisciplinary studies program if his or her specific goals and interests cannot be met through a school's existing majors, minors and electives.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Core Curriculum

Program Credit Requirement: 61 credits

Required General Education (21 credits) and Program (Concentration: 40 credits)

<u>Program Courses</u>	<u>Credits</u>
AREA I Language Arts/Communication (6 hours) Choose TWO ; ENGL 1101 and one other course	
ENGL 1101—Composition and Rhetoric (Required) AND	3
ENGL 1102—Composition and Rhetoric II OR	3
COMM 1100—Human Communication OR	(3)
SPCH 1101—Public Speaking	(3)
AREA II Social /Behavioral Sciences (6 hours—Choose TWO ; pre-requisite Reading and Math scores)	
ECON 1101—Principles of Economics	3
ECON 2105—Macroeconomics	3
ECON 2106—Microeconomics	3
PSYC 1101—Introductory Psychology (Required)	3
SOCI 1101—Introduction to Sociology	3
POLS 1101—American Government	3
HIST 1111—World History I	3
HIST 1112—World History II	3
HIST 2111—U.S. History I	3
HIST 2112—U.S. History II	3
Area III Natural Sciences/Mathematics (6 to 7 hours—Choose TWO ; MATH and other; science sequence includes class and lab; pre-requisite Reading and Math scores)	
BIOL 1111—Biology I AND	3
BIOL 1111L—Biology Lab I	1
CHEM 1151—Survey of Inorganic Chemistry AND	3
CHEM 1151L—Survey of Inorganic Chemistry Lab	1
CHEM 1211—Chemistry I AND	3
CHEM 1211L—Chemistry I Lab	1
PHYS 1110—Conceptual Physics AND	3
PHYS 1110L—Conceptual Physics	1
MATH 1101—Mathematical Modeling OR	3
MATH 1103—Quantitative Skills and Reasoning OR	3
MATH 1111—College Algebra OR	3
MATH 1113—Precalculus OR	3
MATH 1127—Introduction to Statistics	3

AREA IV Humanities/Fine Arts

(3 hours—Choose **ONE**; Pre-requisite ENGL 1101 with a grade of C or better)

HUMN 1101—Introduction to Humanities	3
MUSC 1101—Music Appreciation	3
ARTS 1101— Art Appreciation	3
ENGL 2110—World Literature	3
ENGL 2130—American Literature	3
THEA 1101 - Theatre Appreciation	3

Occupational Concentration – Track; 40 credits; 1100 level or higher

Select two or more employable TCCs in ONE of the following tracks:

- Business / Computer Information Systems – I.S. Track
- Allied Health – I.S. Track
- Technical / Industrial – I.S. Track
- General Education – I.S. Track

Business / Computer Information Systems - Interdisciplinary Studies Track

Program Credit Requirement: 61 credits

Program Courses **Credits**

Core Curriculum (see section above) 21

Occupational Courses 40

(Choose from the employable TCCs listed below)

- Administrative Support Assistant (20 credits)
- Computerized Accounting Specialist (21 credits)
- Enrolled Agent (13 credits)
- Entrepreneur Management (12 credits)
- Foundations of Computer Programming (15 credits)
- Human Resource Management Specialist (18 credits)
- Information Technology Fundamentals (10 credits)
- Logistics Management Specialist (18 credits)
- Logistics Management Technician (15 credits)
- Management and Leadership Specialist (18 credits)
- Network Technician (14 credits)
- Office Accounting Specialist (14 credits)
- Payroll Accounting Specialist (17 credits)
- Service Sector Management Specialist (18 credits)
- Small Business Management Specialist (19 credits)
- Small Business Owner (13 credits)
- Supervisor/Management Specialist (12 credits)
- Tax Preparation Specialist (16 credits)
- Web Site Designer (24 credits)

Note: If necessary, choose additional general education credits to make up the difference of required credits after selecting one or more employable TCCs.

Allied Health - Interdisciplinary Studies Track

Program Credit Requirement: 61 credits

Program Courses	Credits
Core Curriculum (see section above)	21
Occupational Courses	40
Medical Fundamentals* course (Required) AND	XX
BIOL 2113—Anatomy and Physiology I (Required) AND 3	
BIOL 2113L—Anatomy and Physiology I Lab (Required) 1	
BIOL 2114—Anatomy and Physiology I (Required) AND 3	
BIOL 2114L—Anatomy and Physiology II Lab (Required) 1	
BIOL 2117—Microbiology (Occupational Elective option)	
AND	3
BIOL 2117L—Microbiology I Lab	1

Choose from the following employable TCCs after consulting with an allied-health advisor:

- Advanced Emergency Medical Technician (AEMT) (18 credits)
- Nurse Aide (13 credits)
- Electrocardiography Technology (26 credits)
- Emergency Medical Technician (EMT) (16 credits)
- Hemodialysis Patient Care Specialist (17 credits)
- Patient Care Assistant (23 credits)
- Phlebotomy Technician (24 credits)

* Medical Fundamentals is a new course (under development) that will combine elements of ALHS 1090 and ALHS 1040 under a degree-level course.

Note: If necessary, choose additional general education credits to make up the difference of required credits after selecting one or more employable TCCs.

Technical / Industrial- Interdisciplinary Studies Track

Program Credit Requirement: 61 credits

Program Courses	Credits
Core Curriculum (see section above)	21
Occupational Courses	40
(Choose from the employable TCCs listed below)	
Auto Electrical/Electronic Systems Technician (9 credits)	
Automotive Chassis Technician Specialist (17 credits)	
Automotive Engine Performance Technician (16 credits)	
Automotive Climate Control Technician (14 credits)	
Automotive Engine Repair Technician (15 credits)	
Automotive Transmission/Transaxle Tech Specialist (18 credits)	
Air Conditioning Electrical Technician (12 credits)	
Air Conditioning System Maintenance Technician (12 credits)	
Air Conditioning Technician Assistant (12 credits)	
Engineering Drafting Technician (19 credits)	
Garden Center Technician (12 credits)	
Industrial Electrician (10 credits)	
Industrial Maintenance Assistant (22 credits)	
Industrial Motor Control Technician (12 credits)	
Industrial Systems Fundamentals (14 credits)	
Landscape Specialist (17 credits)	
Manufacturing Maintenance Technician (18 credits)	
Mechatronics Technician (12 credits)	
Programmable Control Technician (12 credits)	
Sustainable Urban Agriculture Technician (19 credits)	
Turfgrass Maintenance Technician (14 credits)	

Note: If necessary, choose additional general education credits to make up the difference of required credits after selecting one or more employable TCCs.

General Education - Interdisciplinary Studies Track

Program Credit Requirement: 61 credits

<u>Program Courses</u>	<u>Credits</u>
Core Curriculum (see section above)	21
Occupational Courses	40
(Choose from the employable TCCs listed below)	
Catering Specialist (25 credits and CUUL 1000, 4 credits)	
Child Development Specialist (14 credits)	
Criminal Justice Fundamentals (12 credits)	
Criminal Justice Specialist (12 credits)	
Early Childhood Care and Education Basics (9 credit)	
Early Childhood Program Administration (9 credits)	
Firefighter I (15 credits)	
Food Production Worker I (16 credits)	
Forensic Science Fundamentals (12 credits)	
Infant/Toddler Child Care Specialist (15 credits)	
Introduction to Child Care (9 credits)	
Microsoft Office Applications Professional (22 credits)	
Paralegal Fundamentals (12 credits)	
Prep Cook (12 credits)	
Technical Specialist (36 credits)	

Note: If necessary, choose additional general education credits to make up the difference of required credits after selecting one or more employable TCCs.

SBF1 Small Business Owner

Technical Certificate of Credit

Offered at the Griffin Campus and Henry Site
Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 2 terms

Minimum Credit Hours for Graduation: 13

Program Description

The Small Business Owner technical certificate is designed to provide industrial/trade and personal services diploma students with the additional entry-level skills necessary to operate a small business. Topics include Principles of Management, Small Business Management, Business Plan Development, and Principles of Accounting.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term

ACCT 1100—Financial Accounting I	4
MGMT 1100—Principle of Management	3

Second Term

MGMT 2145—Business Plan Development	3
MGMT 2150—Small Business Management	3

SS31 Supervisor/Management Specialist

Technical Certificate of Credit

Offered at the Griffin Campus and Henry Site
Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 1 term

Minimum Credit Hours for Graduation: 12

Program Description

The Supervisor/Management Specialist certificate prepares individuals to become supervisors in business, commercial, or manufacturing facilities. Learning opportunities will introduce, develop, and reinforce students' knowledge, skills, and attitudes required for job acquisition, retention, and advancement in management. Graduates will receive a Supervisor/Management Specialist TCC.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

MGMT 1100—Principles of Management	3
MGMT 1115—Leadership	3
MGMT 2115—Human Resource Management	3

Choose one of the following

MGMT 1110—Employment Rules & Regulations OR	3
MGMT 2120—Labor Management Relations	

SSD1 SQL Server Database

Technical Certificate of Credit

Offered at the Griffin Campus and Henry Site
Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 2 terms

Minimum Credit Hours for Graduation: 34

Program Description

The SQL Server Database Administrator program is designed to provide skills in designing and implementing databases.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Pre-requisites

All pre-requisite courses must be completed with at least a C grade.

Course Expiration

To ensure that students graduate with current skills in computer information systems, all CIST courses must be taken five years prior to graduation. Courses older than five years must be retaken. Courses transferred from other colleges also follow the five year rule.

Program Courses

Credits

First Term

COMP 1000—Introduction to Computer Literacy	3
CIST 1001—Computer Concepts	4
CIST 1305—Program Design and Development	3
CIST 1200—Database Management	4
CIST 2222—Administering Microsoft SQL Server	4

Second Term

CIST 1220—Structured Query Language (SQL)	4
CIST 2224—Design and Implem. Databases/MS SQL Server	4
CIST 2411—Microsoft Client	4
CIST Programming Language Course	4

CHA1 Computer Hardware and Network Technician

Technical Certificate of Credit

Offered at the Griffin Campus and Henry Site
 Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 3 terms

Minimum Credit Hours for Graduation: 36

Program Description

Oversee the daily performance of computer systems. Answer user inquiries regarding computer software or hardware operation to resolve problems. Enter commands and observe system functioning to verify correct operations and detect errors. Set up equipment for employee use, performing or ensuring proper installation of cables, operating systems, or appropriate software. Install and perform minor repairs to hardware, software, or peripheral equipment, following design or installation specifications. Maintain records of daily data communication transactions, problems and remedial actions taken, or installation activities. Read technical manuals, confer with users, or conduct computer diagnostics to investigate and resolve problems or to provide technical assistance and support. Refer major hardware or software problems or defective products to vendors or technicians for service. Develop training materials and procedures, or train users in the proper use of hardware or software. Confer with staff, users, and management to establish requirements for new systems or modifications.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

An individual's path to program completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Pre-requisites

All pre-requisite courses must be completed with at least a C grade.

Course Expiration

To ensure that students graduate with current skills in computer information systems, all CIST courses must be taken five years prior to graduation. Courses older than five years must be retaken. Courses transferred from other colleges also follow the five year rule.

Program Courses Credits

First Term

COMP 1000—Introduction to Computer Literacy	3
CIST 1001—Computer Concepts	4
CIST 1121—Microcomputer Troubleshooting	4

Second Term

CIST 1122—Hardware Installation and Maintenance	4
CIST 1130—Operating Systems Concepts	3
CIST 1401—Computer Networking Fundamentals	4
CIST 2122—A+ Preparation	3

Third Term

CIST 2411—Microsoft Client	4
CIST Operating System Elective	4
Guided Elective	3-4

CIST Operating System Elective

CIST 2412—Microsoft Server Directory Services	4
CIST 2431—UNIX/Linux Introduction	4
CIST 2432—UNIX/Linux Server	4

CIST Elective

CIST 1601—Information Security Fundamentals	3
CIST 2412—Microsoft Server Directory Services	4
CIST 2431—UNIX/Linux Introduction	4
CIST 2432—UNIX/Linux Server	4

ITO1 On-Set Production Technician I

Technical Certificate of Credit
Offered at the Griffin Campus
Program Entrance Term: Fall, Spring
Minimum Length of Program: 1 term
Minimum Credit Hours for Graduation: 15

Program Description

Students participating in this TCC will be preparing to enter the industry as novice production assistants. This field offers a broad range of entry-level experiences from production office operations to assisting in day-to-day set operations.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

<u>Program Courses</u>	<u>Credits</u>
FILM 1100—GFA Introduction to On-Set Film Production	6
FILM 1030—Essentials of Film and Television Post-Production I	3
FILM 2010—Advanced Skills for Film and TV Production I	3
FILM 2020— Advanced Skills for Film and TV Production II	3

NT11 Nail Technician

Technical Certificate of Credit
Offered at the Flint River Campus
Program Entrance Term: Fall, Spring, Summer
Minimum Length of Program: 2 terms
Minimum Credit Hours for Graduation: 19

Program Description

The Nail Technician program is a sequence of courses that prepares students for careers in the field of nail technician. Learning opportunities develop academic and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes specialized training in safety, sanitation, state laws, rules, and regulations, nail diseases and disorders, skin and nail care, and work ethics. The curriculum meets state licensing requirements of the State Board of Cosmetology. Program graduates receive a Nail Technician certificate and are employable as a nail technician.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Approximate additional costs other than tuition, fees, and textbooks

Tools/equipment/supplies	
Kit #1	\$74.00
Kit #2	\$154.50
Uniforms	\$90.00
State licensure exam	
Testing	\$109.00
License	\$35.00

A minimum grade of C for each course is required to receive a Nail Technician TCC from SCTC.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

NT11 Nail Technician

Technical Certificate of Credit, continued

<u>Program Courses</u>	<u>Credits</u>
First Term	
COSM 1000—Introduction to Cosmetology Theory	4
COSM 1070—Nail Care and Advanced Techniques	3
COSM 1120—Salon Management	3
Second Term	
COSM 1180—Natural Nail Practicum	3
COSM 1190—Advanced Nail Practicum I	3
COSM 1200—Advanced Nail Practicum II	3

CJT3 Criminal Justice Technology

Associate of Applied Science Degree
Offered at the Griffin and Flint River Campuses,
Henry Site, and 100% Online
Program Entrance Term: Fall, Spring, Summer
Minimum Length of Program: 5 terms
Minimum Credit Hours for Graduation: 60

Program Description

The Criminal Justice Technology associate degree program is a sequence of courses that prepares students for criminal justice professions. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of criminal justice theory and practical application necessary for successful employment. Program graduates receive a Criminal Justice Technology associate degree. Graduates who are current practitioners will benefit through enhancement of career potential. Entry-level persons will be prepared to pursue diverse opportunities in the corrections, security, investigative, and police administration fields. Completion of the Criminal Justice Technology associate degree does not ensure certification of officer status in Georgia. Students must seek such certification from the Peace Officer Standards and Training (P.O.S.T.) Council.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Public Safety Employment Awareness Statement

A criminal history will not hinder a student from receiving a certificate, diploma, or degree in a Public Safety program from Southern Crescent Technical College; however, a student with a criminal background may be denied employment in the public safety field.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term

ENGL 1101—Composition and Rhetoric **(Required)** 3

Choose One: **(Required)**

COLL 1500—Student Success **OR** 3

COMP 1000—Introduction to Computer Literacy

Natural Sciences/Mathematics elective—Choose one: **(Required)** 3

MATH 1111—College Algebra **OR**

MATH 1100*—Quantitative Skills and Reasoning **OR**

MATH 1101—Mathematical Modeling **OR**

MATH 1103—Quantitative Skills and Reasoning

Social/Behavioral Sciences elective—Choose one: **(Required)** 3

ECON 1101, PSYC 1101, SOCI 1101, POLS 1101, OR HIST 2111

Second Term

Humanities/Fine Arts electives—Choose one: **(Required)** 3
HUMN 1101, MUSC 1101, ARTS 1101, ENGL 2130, OR THEA 1101

General Core elective: **(Required)** 3

Choose one non-repetitive course from Area I, II, III, or IV (see General Education Degree Courses in this catalog)

CRJU 1010—Introduction to Criminal Justice 3

CRJU 1030—Corrections 3

Third Term

CRJU 1040—Principles of Law Enforcement 3

CRJU 1068—Criminal Law for Criminal Justice 3

CRJU 1400—Ethics and Cultural Perspectives for Criminal Justice 3

CRJU 2050—Criminal Procedure 3

Fourth Term

CRJU 2020—Constitutional Law for Criminal Justice 3

CRJU 2070—Juvenile Justice 3

Practicum **OR** Internship—Choose one 3

CRJU 2090**—Criminal Justice Practicum **OR**

CRJU 2100**—Criminal Justice Internship/Externship

CRJU Elective (Choose from courses below) 3

Fifth Term

Occupational electives: **minimum 15 elective credit hours from below**

CRJU 1021—Private Security 3

CRJU 1043—Probation and Parole 3

CRJU 1050—Police Patrol Operations 3

CRJU 1052—Criminal Justice Administration 3

CRJU 1054—Police Officer Survival 3

CRJU 1056—Police Traffic Control and Investigation 3

CRJU 1062—Methods of Criminal Investigation 3

CRJU 1063—Crime Scene Processing 3

CRJU 1065—Community-Oriented Policing 3

CRJU 1075—Report Writing 3

CRJU 2060—Criminology 3

CRJU 2110—Homeland Security 3

CRJU 2201—Criminal Courts 3

FOSC 1206—Introduction to Forensic Science 3

FOSC 2010—Crime Scene Investigation I 4

FOSC 2011—Crime Scene Investigation II 4

FOSC 2012—Forensic Trace Evidence 4

FOSC 2014—Documentation and Report Preparation 4

FOSC 2033—Death Investigation 3

FOSC 2035—Forensic Photography 4

FOSC 2037—Victimology 3

FOSC 2039—Computer Forensics 5

FOSC 2040—Forensic Firearms and Toolmark Identification 3

FOSC 2041—Latent Print Examination 4

FOSC 2150—Case Preparation and Courtroom Testimony 4

***Course will be accepted when transferred in from another institution with a grade of a C or better but may not be offered at this institution.**

****Students planning to register for internship/clinical course must meet with the faculty advisor one full semester prior to the semester in which the course will begin.**

CJT2 Criminal Justice Technology

Diploma

Offered at the Griffin and Flint River Campuses,
Henry Site and 100% Online

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 4 terms

Minimum Credit Hours for Graduation: 48

Program Description

The Criminal Justice Technology diploma program is a sequence of courses that prepares students for criminal justice professions. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of criminal justice theory and practical application necessary for successful employment. Program graduates receive a Criminal Justice Technology diploma. Graduates who are current practitioners will benefit through enhancement of career potential. Entry-level persons will be prepared to pursue diverse opportunities in the corrections, security, investigative, and police administration fields. Completion of the Criminal Justice Technology diploma does not ensure certification of officer status in Georgia. Students must seek such certification from the Peace Officer Standards and Training (P.O.S.T.) Council.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Public Safety Employment Awareness Statement

A criminal history will not hinder a student from receiving a certificate, diploma, or degree in a Public Safety program from Southern Crescent Technical College; however, a student with a criminal background may be denied employment in the public safety field.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term

ENGL 1010—Fundamentals of English I	3
PSYC 1010—Basic Psychology	3

Choose One: (Required)

COLL 1500—Student Success OR	3
COMP 1000—Introduction to Computer Literacy	
CRJU 1010—Introduction to Criminal Justice	3

Second Term

MATH 1012—Foundations of Mathematics	3
CRJU 1030—Corrections	3
CRJU 1040—Principles of Law Enforcement	3
CRJU 1068—Criminal Law for Criminal Justice	3

Third Term

CRJU 1400—Ethics and Cultural Perspectives for Criminal Justice	3
CRJU 2020—Constitutional Law for Criminal Justice	3
CRJU 2050—Criminal Procedure	3
CRJU 2070—Juvenile Justice	3

Fourth Term

Practicum or Internship—Choose one	3
CRJU 2090*—Criminal Justice Practicum OR	
CRJU 2100*—Criminal Justice Internship/Externship	

Choose three Occupational electives below (minimum of 9 hours) 9

Specific Occupational Electives

CRJU 1021—Private Security	3
CRJU 1043—Probation and Parole	3
CRJU 1050—Police Patrol Operations	3
CRJU 1052—Criminal Justice Administration	3
CRJU 1054—Police Officer Survival	3
CRJU 1056—Police Traffic Control and Investigation	3
CRJU 1062—Methods of Criminal Investigation	3
CRJU 1063—Crime Scene Processing	3
CRJU 1065—Community-Oriented Policing	3
CRJU 1075—Report Writing	3
CRJU 2060—Criminology	3

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CJT2 Criminal Justice Technology Diploma, Continued

Specific Occupational Electives continued

CRJU 2110—Homeland Security	3
CRJU 2201—Criminal Courts	3
FOSC 1206—Introduction to Forensic Science	3
FOSC 2010—Crime Scene Investigation I	4
FOSC 2011—Crime Scene Investigation II	4
FOSC 2012—Forensic Trace Evidence	4
FOSC 2014—Documentation and Report Preparation	4
FOSC 2033—Death Investigation	3
FOSC 2035—Forensic Photography	4
FOSC 2037—Victimology	3
FOSC 2039—Computer Forensics	5
FOSC 2040—Forensic Firearms and Toolmark Identification	3
FOSC 2041—Latent Print Examination	4
FOSC 2150—Case Preparation and Courtroom Testimony	4

***Students planning to register for internship/clinical course must meet with the faculty advisor one full semester prior to the semester in which the course will begin.**

CJ71 Criminal Justice Fundamentals

Technical Certificate of Credit

Offered at the Griffin and Flint River Campuses,
Henry and GRCCA Sites, and 100% Online

Program Entrance Term: Fall, Spring Summer

Minimum Length of Program: 1 term

Minimum Credit Hours for Graduation: 12

Program Description

The Criminal Justice Fundamentals technical certificate of credit is a sequence of courses that prepares students for criminal justice professions. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of criminal justice theory and practical applications necessary for successful employment. Completion of this technical certificate of credit may permit students to pursue entry-level opportunities in the criminal justice field. Completion of the Criminal Justice Fundamentals technical certificate of credit does not ensure certification of officer status in Georgia. Students must seek such certification from the Peace Officer Standards and Training (P.O.S.T.) Council.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- High school diploma or GED are **NOT** required
- Meet assessment requirements

Public Safety Employment Awareness Statement

A criminal history will not hinder a student from receiving a certificate, diploma, or degree in a Public Safety program from Southern Crescent Technical College; however, a student with a criminal background may be denied employment in the public safety field.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

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CJ71 Criminal Justice Fundamentals

Technical Certificate of Credit, continued

<u>Program Courses</u>	<u>Credits</u>
Choose One: (Required)	
COLL 1500—Student Success OR	3
COMP 1000—Introduction to Computer Literacy	
CRJU 1010—Introduction to Criminal Justice	3
CRJU 1030—Corrections	3
CRJU 1040—Principles of Law Enforcement	3

CJ21 Criminal Justice Specialist

Technical Certificate of Credit

Offered at the Griffin and Flint River Campuses,
Henry and GRCCA Sites, and 100% Online

Program Entrance Term: Fall, Spring Summer

Minimum Length of Program: 1 term

Minimum Credit Hours for Graduation: 15

Program Description

The Criminal Justice Specialist technical certificate of credit is a sequence of courses that prepares students for criminal justice professions. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of criminal justice theory and practical applications necessary for successful employment. Completion of this technical certificate of credit may permit students to pursue entry-level opportunities in the criminal justice field. Completion of the Criminal Justice Specialist technical certificate of credit does not ensure certification of officer status in Georgia. Students must seek such certification from the Peace Officer Standards and Training (P.O.S.T.) Council.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- High school diploma or GED are **NOT** required
- Meet assessment requirements

Public Safety Employment Awareness Statement

A criminal history will not hinder a student from receiving a certificate, diploma, or degree in a Public Safety program from Southern Crescent Technical College; however, a student with a criminal background may be denied employment in the public safety field.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

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CJ21 Criminal Justice Specialist

Technical Certificate of Credit, continued

<u>Program Courses</u>	<u>Credits</u>
CRJU 1010—Introduction to Criminal	3
CRJU 1030—Corrections	3
CRJU 1040—Principles of Law Enforcement	3
CRJU 1068—Criminal Law for Criminal Justice	3
CRJU 2020—Constitutional Law for Criminal Justice	3

BF11 Basic Fire Company Officer

Technical Certificate of Credit
Offered at the Griffin Campus
Program Entrance Term: Fall, Spring
Minimum Length of Program: 1 term
Minimum Credit Hours for Graduation: 13

Program Description

The Basic Fire Company Officer Technical Certificate of Credit program is conducted in cooperation with the Georgia Fire Academy and Georgia Firefighter Standards and Training to ensure graduates have the skills, knowledge and credentials to serve as firefighters and company officers in paid and volunteer fire departments. Graduates will be tested and certified at the National Professional Qualifications level. Program graduates receive a Basic Fire Company Officer Technical Certificate of Credit. Exit examination can be administered for Basic Fire Company Officer after these courses have successfully completed and the respective task book has been completed. If the exit examination and task book are successfully completed, the candidate will be issued an NPQ Certification Application through GFSTC.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Students must be enrolled in the Fire Science Degree (FS13) or Diploma (FST2) program to be awarded this TCC.

Public Safety Employment Awareness Statement

A criminal history will not hinder a student from receiving a certificate, diploma, or degree in a Public Safety program from Southern Crescent Technical College; however, a student with a criminal background may be denied employment in the public safety field.

(Continued next page)

BF11 Basic Fire Company Officer

Technical Certificate of Credit, continued

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

<u>Program Courses</u>	<u>Credits</u>
FRSC 1121—Firefighting Strategy and Tactics	3
FRSC 2110—Fire Service Hydraulics	3
FRSC 2130—Fire Service Building Construction	3
FRSC 2141—Incident Command	4

FF31 Fire Officer I

Technical Certificate of Credit
Offered at the Griffin Campus
Program Entrance Term: Fall, Spring
Minimum Length of Program: 1 term
Minimum Credit Hours for Graduation: 14

Program Description

The Fire Officer I Technical Certificate of Credit program is conducted in cooperation with the Georgia Fire Academy and Georgia Firefighter Standards and Training to ensure graduates have the skills, knowledge and credentials to serve as firefighters in paid and volunteer fire departments. Graduates will be tested and certified at the National Professional Qualifications level. Program graduates receive a Fire Officer I Technical Certificate of Credit. Students should be graduates of the Basic Company Officer Technical Certificate of Credit before enrolling in this program.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Students must be enrolled in the Fire Science Degree (FS13) or Diploma (FST2) program to be awarded this TCC.

Public Safety Employment Awareness Statement

A criminal history will not hinder a student from receiving a certificate, diploma, or degree in a Public Safety program from Southern Crescent Technical College; however, a student with a criminal background may be denied employment in the public safety field.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

(Continued next page)

FF31 Fire Officer I

Technical Certificate of Credit, continued

<u>Program Courses</u>	<u>Credits</u>
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FRSC 1110—Fire Administration—Supervision and Leadership	3
FRSC 1132—Fire Service Instructor	4
FRSC 1141—Hazardous Materials Operations	4
FRSC 2120—Fire Protection Systems	3

FF51 Fire Officer II

Technical Certificate of Credit
Offered at the Griffin Campus
Program Entrance Term: Fall, Spring
Minimum Length of Program: 1 term
Minimum Credit Hours for Graduation: 14

Program Description

The Fire Officer II Technical Certificate of Credit program is conducted in cooperation with the Georgia Fire Academy and Georgia Firefighter Standards and Training to ensure graduates have the skills, knowledge, and credentials to serve as a Fire Company Officer in paid and volunteer fire departments. Upon successful completion of assigned NPQ tasks, graduates will have the opportunity to be tested and certified at the National Professional Qualifications Fire Officer II Level. Program graduates receive a Fire Officer II Technical Certificate of Credit. Students should be graduates of the Fire Officer I Technical Certificate of Credit before enrolling in this program. Note: Candidates must be certified at the level of NPQ Fire Officer I to be eligible for NPQ Fire Officer II certification.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Students must be enrolled in the Fire Science Degree (FS13) or Diploma (FST2) program to be awarded this TCC.

Public Safety Employment Awareness Statement

A criminal history will not hinder a student from receiving a certificate, diploma, or degree in a Public Safety program from Southern Crescent Technical College; however, a student with a criminal background may be denied employment in the public safety field.

(Continued next page)

FF51 Fire Officer II

Technical Certificate of Credit, continued

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

<u>Program Courses</u>	<u>Credits</u>
FRSC 1151—Fire Prevention and Inspection	4
FRSC 1161—Fire Service Safety and Loss Control	3
FRSC 2100—Fire Administration Management	3
FRSC 2170—Fire and Arson Investigation	4

PMA2 Precision Manufacturing and Maintenance for GACATT

Diploma

Offered at the Griffin and Flint River Campuses
Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 4 terms

Minimum Credit Hours for Graduation: 57

Program Description

Advanced manufacturing offers a wide variety of career opportunities, including industrial/mechanical maintenance technicians, machinists, millwrights, robotics technicians, and production supervisors in a variety of industrial settings that require automated manufacturing skills. Modern industry relies on complex production systems to produce high-quality, economical products. Manufacturing industry workers need to be capable of running and servicing the sophisticated machinery that manufactures all of these products. Workers must understand and practice principles aimed at maintaining safety, improving quality, eliminating waste, and reducing or eliminating the impact of operations on the environment.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

An individual's path to program completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

<u>Program Courses</u>	<u>Credits</u>
EMPL 1000—Interpersonal Relations and Prof. Development	2
ENGL 1010—Fundamentals of English I	3
MATH 1012—Foundations of Mathematics OR	3
MATH 1013—Algebraic Concepts	(3)

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PMA2 Precision Manufacturing and Maintenance for GACATT

Diploma, continued

Occupational Courses

AUMF 1110—Flexible Manufacturing Systems I	5
AUMF 1560—Manufacturing Production Requirements 1	1
IDSY 1101—DC Circuit Analysis	3
IDSY 1105—AC Circuit Analysis	3
IDSY 1170—Industrial Mechanics	4
IDSY 1240—Maintenance for Reliability	4
IDSY 1161—Fundamentals of Machine Tool and Mechanical Systems	4
AMCA 2110—CNC Fundamentals	4
AUMF 1210— Flexible Manufacturing Systems II	5
IDSY 1260—Machine Tool for Industrial Repairs	4
MCHT 1020—Heat Treatment and Surface Grinding	4
MEGT 1010—Manufacturing Processes	3
AUMF 1130—Applied Hydraulics, Pneumatics, and Mechanics OR	2
MEGT 2100—Manufacturing Quality Control	(3)
Occupational Elective(s)—AMCA, AUMF, ELCR, IDSY, MCHT, MEGT	3

PM12 Precision Manufacturing and Maintenance

Diploma

Offered at the Griffin and Flint River Campuses
 Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 4 terms

Minimum Credit Hours for Graduation: 50

Program Description

The Precision Manufacturing and Maintenance diploma program is designed to develop versatile skills required for a variety of manufacturing positions. This planned sequence of courses prepares students to install, program, operate, maintain, service, and diagnose electromechanical equipment used in manufacturing applications.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

An individual's path to program completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

EMPL 1000—Interpersonal Relations and Prof. Development	2
ENGL 1010—Fundamentals of English I	3
MATH 1012—Foundations of Mathematics OR	3
MATH 1013—Algebraic Concepts	(3)
AUMF 1110—Flexible Manufacturing Systems I	5
AUMF 1560—Manufacturing Production Requirements 1	1
IDSY 1101—DC Circuit Analysis	3
IDSY 1105—AC Circuit Analysis	3
IDSY 1170—Industrial Mechanics	4
IDSY 1240—Maintenance for Reliability	4

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PM12 Precision Manufacturing and Maintenance

Diploma, continued

Occupational Specializations

Industrial/Mechanical Specialization

AMCA 2110—CNC Fundamentals	4
AUMF 1210— Flexible Manufacturing Systems II	5
IDSY 1160—Mechanical Laws and Principles	4
IDSY 1260—Machine Tool for Industrial Repairs	4
MCHT 1020—Heat Treatment and Surface Grinding	4
MEGT 1010—Manufacturing Processes	3
MEGT 2100—Manufacturing Quality Control	3
Occupational Elective(s)—AMCA, AUMF, ELCR, IDSY, MCHT, MEGT	3

Customized Training Specialization

AUMF 1130—Applied Hydraulics, Pneumatics, and Mechanics 2	
AUMF 1580—Automated Manufacturing Skills	3
IDSY 1110—Industrial Motor Controls I	4
IDSY 1120—Basic Industrial PLCs	4
IDSY 1160—Mechanical Laws and Principles	4
IDSY 1220—Intermediate Industrial PLCs	4
WELD 1330—Metal Welding and Cutting Techniques	2

Mechatronics Specialization

Choose one of the following:	
AUMF 1120—Programmable Controllers OR	5
IDSY 1120—Basic Industrial PLCs	4
AUMF 1150—Introduction to Robotics	3
AUMF 1580—Automated Manufacturing Skills	3
IDSY 1005—Introduction to Mechatronics	4
IDSY 1230—Industrial Instrumentation	4
IDSY 2830—Networking Industrial Equipment	4

DET4 Diesel Equipment Technology

Diploma

Offered at the Flint River Campus and Butts Site

Program Entrance Term: Fall, Spring

Minimum Length of Program: 4 terms

Minimum Credit Hours for Graduation: 47

Program Description

The Diesel Equipment Technology diploma program is a sequence of courses designed to prepare students for careers in the diesel equipment service and repair profession. Learning opportunities enable students to develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of truck, heavy equipment, or emergency power generator repair theory and practical application necessary for successful employment depending on the specialization area a student chooses to complete. Program graduates receive a Diesel Equipment Technology diploma that qualifies them as entry-level diesel equipment technicians.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term

DIET 1000—Intro to Diesel Tech., Tools, and Safety (Required)	3
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DIET 1010—Diesel Electrical and Electronic Systems OR	7
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(Continued next page)

DET4 Diesel Equipment Technology

Diploma, continued

DIET 1011 - Diesel Electrical and Electronic Systems I AND	(4)
DIET 1012 - Diesel Electrical and Electronic Systems II	(3)
Choose One: (Required)	
COLL 1500—Student Success OR	3
COMP 1000—Introduction to Computer Literacy	
Second Term	
DIET 1030—Diesel Engines OR	6
DIET 1031 - Diesel Engine Repair AND	(3)
DIET 1032 - Diesel Engine Support Systems	(3)
DIET 1040—Diesel Truck and Heavy Equipment HVAC Systems	3
MATH 1012—Foundations of Mathematics	3
Third Term	
DIET 2010—Truck Brake Systems	4
DIET 2020—Truck Drivetrains	4
EMPL 1000—Interpersonal Relations and Prof Development	2
Fourth Term	
DIET 1020—Preventive Maintenance	5
DIET 2000—Truck Steering and Suspension Systems	4
ENGL 1010—Fundamentals of English I	3

DE21 Diesel Engine Service Technician

Technical Certificate of Credit

Offered at the Flint River Campus and Butts Site

Program Entrance Term: Fall, Spring

Minimum Length of Program: 1 term

Minimum Credit Hours for Graduation: 16

Program Description

The Diesel Electrical and Electronic Systems Technician certificate program provides the student with training for becoming an entry level diesel electrical/electronics systems technician. The topics presented include diesel shop safety and tool use, basic electrical and electronics theory, starting and charging systems, and electronic controls and accessory systems.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

DIET 1000—Intro to Diesel Tech., Tools, and Safety	3
DIET 1010—Diesel Electrical and Electronic Systems OR	7
DIET 1011 - Diesel Electrical and Electronic Systems I AND	(4)
DIET 1012 - Diesel Electrical and Electronic Systems II	(3)
DIET 1030—Diesel Engines OR	6
DIET 1031 - Diesel Engine Repair AND	(3)
DIET 1032 - Diesel Engine Support Systems	(3)

ES12 Electrical Systems Technology

Diploma

Offered at the Griffin Campus

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 4 terms

Minimum Credit Hours for Graduation: 46

Program Description

The Electrical Systems Technology program provides instruction in the inspection, maintenance, installation, and repair of electrical systems in the residential, commercial, and industrial industries. A combination of theory and practical application is emphasized to develop academic, technical, and professional knowledge and skills. Program graduates receive a diploma in Electrical Systems Technology with a specialization in Residential or Industrial Applications.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

Electrical Construction and Maintenance Specialization

First Term

MATH 1012—Foundations of Mathematics	3
IDFC 1007—Industrial Safety Procedures	2
IDFC 1011—Direct Current I	3
ELTR 1020—Alternating Current Fundamentals	3

Choose One: (Required)

COLL 1500—Student Success OR	3
COMP 1000—Introduction to Computer Literacy	

Second Term

EMPL 1000—Interpersonal Relations and Prof Development	2
ENGL 1010—Fundamentals of English I	3
ELTR 1060—Electrical Prints, Schematics, and Symbols	2
ELTR 1080—Commercial Wiring I	5

Third Term

ELTR 1180—Electrical Controls	4
ELTR 1090—Commercial Wiring II	3
ELTR 1205—Residential Wiring I	3
Occupational Elective	4

Fourth Term

ELTR 1210—Residential Wiring II	3
Occupational Elective	3

Industrial Electrical Technology Specialization

First Term

MATH 1012—Foundations of Mathematics	3
IDFC 1007—Industrial Safety Procedures	2
IDFC 1011—Direct Current I	3
ELTR 1020—Alternating Current Fundamentals	3

Choose One: (Required)

COLL 1500—Student Success OR	3
COMP 1000—Introduction to Computer Literacy	

Second Term

EMPL 1000—Interpersonal Relations and Prof Development	2
ENGL 1010—Fundamentals of English I	3
ELTR 1060—Electrical Prints, Schematics, and Symbols	2
ELTR 1080—Commercial Wiring I	5

Third Term

ELTR 1090—Commercial Wiring II	3
ELTR 1180—Electrical Controls	4
ELTR 1220—Industrial PLCs	4

Fourth Term

ELTR 1250—Diagnostic Troubleshooting	2
ELTR 1270—National Electrical Code Industrial Applications	4
Occupational Elective	3

Occupational Electives—Choose one

Any course from the following with a minimum of three (3) credit hours

IDSY
ELTR
AIRC

CT12 CNC Technology

Diploma

Offered at the Griffin Campus

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 3 terms

Minimum Credit Hours for Graduation: 54

Program Description

The CNC Technology program is a sequence of courses that prepares students for careers in the CNC technology field. Learning opportunities develop academic, technical, and professional knowledge and skills for job acquisition, retention, and advancement. The program emphasizes a combination of CNC theory and practical application necessary for successful employment. Program graduates receive a CNC Technology diploma and have the qualifications of a CNC technician.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

New Program-Ready Fall and Spring Semester CNC Technology Students:

- MCHT 1011, MCHT 1012, AND MATH 1012
- Students who wish to enroll in additional classes are encouraged to contact the program coordinator for further advisement.

New Program-Ready Summer Semester CNC Technology Students:

- First Semester Summer students are advised to enroll in core (general education) classes only. This schedule should include MATH 1012 when applicable. Student should be aware of the compressed nature of the summer semester (8 weeks) compared to the Fall and Spring (16 weeks).

Subsequent to the first semester, students are asked to first meet with the program advisor for recommended enrollment.

An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term

ENGL 1010—Fundamentals of English I	3
MATH 1012—Foundations of Mathematics	3
MCHT 1011—Introduction to Machine Tool	4
MCHT 1012—Print Reading for Machine Tool	3

Second Term

Choose a minimum of 3 credits from 1 of the following Math Options

MCHT 1013—Machine Tool Math OR	3
<i>MATH 1013/1015 Cluster</i> (3 credits each)	
MATH 1013—Algebraic Concepts AND	
MATH 1015—Geometry and Trigonometry	(6)

MCHT 1120—Mill Operations I	4
MCHT 1119—Lathe Operations I	4
MCHT 1020—Heat Treatment and Surface Grinding	4

Third Term

AMCA 2110—CNC Fundamentals	4
AMCA 2130—CNC Mill Manual Programming	5
Specific Occupational elective(s)	3

Fourth Term

AMCA 2150—CNC Lathe Manual Programming	5
AMCA 2190—CAD/CAM Programming	4
EMPL 1000—Interpersonal Relations and Prof Development	2
Specific Occupational elective(s)	3

Specific Occupational Electives (Must have 3 or more credit hours)

Choose any course using the following course headings

MCHT
AMCA
WELD
IDSY
DFTG

You may also choose

COLL 1500—Student Success	3
COMP 1000—Introduction to Computer Literacy	3
MATH 1112—College Trigonometry	3
MATH 1113—Precalculus	3

MTT2 Precision Machining and Manufacturing

Diploma

Offered at the Griffin Campus

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 4 terms

Minimum Credit Hours for Graduation: 48

Program Description

The Precision Machining and Manufacturing diploma program is a sequence of courses that prepares students for careers in the machine tool technology field. Learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of machine tool theory and practical applications necessary for successful employment. Program graduates receive a Precision Machining and Manufacturing diploma and have the qualifications of a machine tool technician.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

New Program-Ready Fall and Spring Semester Machine Tool Students:

- MCHT 1011, MCHT 1012, AND MATH 1012
- Students who wish to enroll in additional classes are encouraged to contact the program coordinator for further advisement.

New Program-Ready Summer Semester Machine Tool Students:

- First Semester Summer students are advised to enroll in core (general education) classes only. This schedule should include MATH 1012 when applicable. Student should be aware of the compressed nature of the summer semester (8 weeks) compared to the Fall and Spring (16 weeks).

Subsequent to the first semester, students are asked to first meet with the program advisor for recommended enrollment.

An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term

ENGL 1010—Fundamentals of English I	3
MATH 1012—Foundations of Mathematics	3
MCHT 1011—Introduction to Machine Tool	4
MCHT 1012—Print Reading for Machine Tool	3

Second Term

MCHT 1120—Mill Operations I	4
MCHT 1220—Mill Operations II	4
MCHT 1020—Heat Treatment and Surface Grinding	4

Choose a minimum of 3 credits from the following Math Options:

MCHT 1013—Machine Tool Math OR	(3)
<i>MATH 1013/1015 Cluster</i> (3 credits each)	
MATH 1013—Algebraic Concepts AND	
MATH 1015—Geometry and Trigonometry	6

Third Term

MCHT 1119—Lathe Operations I	4
MCHT 1219—Lathe Operations II	4
AMCA 2110—CNC Fundamentals	4

Fourth Term

EMPL 1000—Interpersonal Relations and Prof Development	2
Specific Occupational elective(s)	6

Specific Occupational Electives (Must have 3 or more credit hours)

Choose any course using the following course headings

MCHT
AMCA
WELD
IDSY
DFTG

You may also choose

COLL 1500—Student Success	3
COMP 1000—Introduction to Computer Literacy	3
MATH 1112—College Trigonometry	3
MATH 1113—Precalculus	3

LP11 Lathe Operator

Technical Certificate of Credit
Offered at the Griffin Campus

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 2 term

Minimum Credit Hours for Graduation: 15

Program Description

The Lathe Operator certificate program prepares students to use lathes, lathe set up, and lathe tool grinding. Emphasis is placed on cutting threads, boring holes to precise measurements, and cutting tapers. Topics include an introduction to machine tool technology, blueprint reading for machine tool, and basic and advanced lathe operations.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

<u>Program Courses</u>	<u>Credits</u>
First Term	
MCHT 1011—Introduction to Machine Tool	4
MCHT 1012—Print Reading for Machine Tool	3
Second Term	
MCHT 1119—Lathe Operations I	4
MCHT 1219—Lathe Operations II	4

MP11 Mill Operator

Technical Certificate of Credit
Offered at the Griffin Campus

Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 2 terms

Minimum Credit Hours for Graduation: 15

Program Description

The Mill Operator certificate program teaches students to effectively operate milling machinery. Students become proficient in blueprint reading, general mathematical operations, and are provided the necessary knowledge and skills to obtain employment as a milling machinist.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

<u>Program Courses</u>	<u>Credits</u>
First Term	
MCHT 1011—Introduction to Machine Tool	4
MCHT 1012—Print Reading for Machine Tool	3
Second Term	
MCHT 1120—Mill Operations I	4
MCHT 1220—Mill Operations II	4

MF71 Manufacturing Engineering Technician

Technical Certificate of Credit
 Offered at the Griffin and Flint River Campuses
 and Henry Campus
 Program Entrance Term: Fall, Spring, Summer
 Minimum Length of Program: 2 terms
 Minimum Credit Hours for Graduation: 12

Program Description

Students completing the Manufacturing Engineering Technician TCC should expect to perform entry level work within a manufacturing environment. This would include working with plant maintenance personal and plant engineers to solve automation and manufacturing issues.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

<u>Program Courses</u>	<u>Credits</u>
First Term	
ENGT 1000—Introduction to Engineering Technology	3
MEGT 1010—Manufacturing Processes	3
AUMF 1580—Automated Manufacturing Skills	3
MEGT 2100—Manufacturing Quality Control	3

WQT1 Water Quality Technician

Technical Certificate of Credit
 Offered at the Henry Site
 Program Entrance Term: Fall, Spring, Summer
 Minimum Length of Program: 1 term
 Minimum Credit Hours for Graduation: 12

Program Description

The Water Quality Technician technical certificate of credit program offers specialized training to those who are interested in becoming water quality technicians whether working for city, county, state governments or business and industry. Credit courses count toward the Environmental Technology associate degree. Courses are recognized by the Secretary of State toward licensure requirements.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- High school diploma or GED are NOT required
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

<u>Program Courses</u>	<u>Credits</u>
ESCI 1010—Occupational Safety and Health Regulations	3
ESCI 1120—Introduction to Water Treatment Processes	3
ESCI 1140—Wastewater Treatment	3
ESCI 1260—Water Supply	3

WA12 NCCER Welding and Joining Technician

Diploma

Offered at the Griffin and Flint River Campuses
 Program Entrance Term: Fall, Spring, Summer

Minimum Length of Program: 3 terms

Minimum Credit Hours for Graduation: 41

Program Description

The NCCER Welding and Joining Technician diploma prepares students for careers in the welding industry. Program learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. Program graduates receive a Welding Technology diploma, have qualifications of a welding technician, and are prepared to take qualification tests required by industry. The program emphasizes welding theory and practical application necessary for successful employment.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

First Term

COFC 1080—Construction Trades Core	4
WELD 1015—Shielded Metal Arc Welding I	4
WELD 1025—Shielded Metal Arc Welding II	3

Choose one of the following course clusters

WELD 1005/1035 Cluster*

WELD 1005—Welding and Cutting Fundamentals*AND 3

WELD 1035—Gas Metal and Flux-Cored Arc Welding* 4

OR

WELD 1007/1037 Cluster

WELD 1007—Welding Technology Fundamentals AND	3
WELD 1037—GMAW and FCAW Welding	4

Second Term

WELD 1045—Gas Tungsten Arc Welding I	3
WELD 1085—SMAW Stainless Steel Groove Welds	3
MATH 1012—Foundations of Mathematics	3
ENGL 1010—Fundamentals of English I	3

Third Term

EMPL 1000—Interpersonal Relations and Prof. Development	2
WELD 1125—GMAW and GTAW Aluminum Plate Welds	3
Specific Occupational Elective	3-4
Specific Occupational Elective	3-4

Specific Occupational Electives:

WELD 1055—Shielded Metal Arc Welding Pipe Welds	3
WELD 1065—GMAW and FCAW Pipe Welds	4
WELD 1075—Gas Tungsten Arc Welding Pipe Welding	4
WELD 1151—Fabrication Processes	3

*The WELD 1005/WELD1035 Cluster may not be taught at SCTC, but courses will be accepted when transferred in from another institution, pending advisor approval.

GM21 NCCER Gas Metal Arc Welding

Technical Certificate of Credit
Offered at the Griffin and Flint River Campuses
and Jasper Site
Program Entrance Term: Fall, Spring, Summer
Minimum Length of Program: 1 term
Minimum Credit Hours for Graduation: 11

Program Description

The NCCER Gas Metal Arc Welding certificate program prepares students for welding careers in the MIG process. Topics include welding and cutting fundamentals, oxyfuel cutting techniques, and MIG welding techniques and processes.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

Program Courses Credits

COFC 1080—Construction Trades Core 4

Choose one of the following course cluster

WELD 1005/1035 Cluster*

WELD 1005—Welding and Cutting Fundamentals* AND 3

WELD 1035—Gas Metal and Flux-Cored Arc Welding* 4

OR

WELD 1007/1037 Cluster

WELD 1007—Welding Technology Fundamentals AND 3

WELD 1037—GMAW and FCAW Welding 4

*The WELD 1005/WELD1035 Cluster may not be taught at SCTC, but courses will be accepted when transferred in from another institution, pending advisor approval.

MGW1 NCCER Dual Enrollment Gas Metal Arc Welding

Technical Certificate of Credit
Offered at the Griffin and Flint River Campuses,
GRCCA and Jasper Sites
Program Entrance Term: Fall, Spring, Summer
Minimum Length of Program: 1 term
Minimum Credit Hours for Graduation: 17

Program Description

The NCCER Dual Enrollment Gas Metal Arc Welding certificate program prepares students for welding careers in the MIG process. Topics include welding and cutting fundamentals, oxyfuel cutting techniques, and MIG welding techniques and processes.

Admission Requirements

- Submit completed application and application fee
- Be at least 16 years of age
- Submit official high school transcript or GED transcript with test scores and ALL post-secondary transcripts in an official sealed envelope
- Meet assessment requirements

Enrollment in this program is restricted to Dual Enrollment students. For more information about Dual Enrollment, please speak to the Recruitment Services office at (770)229-3065.

The following is a suggested path to complete this program in a timely manner. An individual's path to completion may be different based on institutional and personal factors affecting his/her academic progress.

Note: While all courses are offered, they may vary by term and campus. See the program advisor for any questions.

(Continued next page)

MGW1 NCCER Dual Enrollment

Gas Metal Arc Welding

Technical Certificate of Credit, continued

<u>Program Courses</u>	<u>Credits</u>
ENGL 1010—Fundamentals of English I	3
MATH 1012—Foundations of Mathematics	3
COFC 1080—Construction Trades Core	4
Choose one of the following course cluster	
WELD 1005/1035 Cluster*	
WELD 1005—Welding and Cutting Fundamentals*	3
AND	
WELD 1035—Gas Metal and Flux-Cored Arc Welding*	4
OR	
WELD 1007/1037 Cluster	
WELD 1007—Welding Technology Fundamentals	3
AND	
WELD 1037—GMAW and FCAW Welding	4

***The WELD 1005/WELD1035 Cluster may not be taught at SCTC, but courses will be accepted when transferred in from another institution, pending advisor approval.**

The following courses include revisions or additions to the course titles, course descriptions, credit hours, pre-requisites and or co-requisites.

COURSE DESCRIPTIONS

Opposite each course title is printed the number of term credit hours awarded for the successful completion of the course.

Specified courses in degree/diploma/technical certificate of credit programs of study may require a grade of C or higher as stated in the program description or course description sections of the College catalog. A grade of C or higher is required for a specific course that is a pre-requisite to a more advanced course. A minimum of a 2.0 grade point average in the program curriculum is required to graduate.

Pre-requisites must be taken before the listed course. Co-requisites may be taken with the listed course.

ACCT 1100 - Financial Accounting I (4)
(Pre-requisites: MATH and COMP 1000 - Introduction to Computer Literacy with a grade of "C" or better; Program Admission)
Introduces the basic financial accounting concepts of the complete accounting cycle and provides the student with the necessary skills to maintain a set of books for a sole proprietorship. Topics include: accounting vocabulary and concepts, the accounting cycle for a personal service business, the accounting cycle for a merchandising business, inventory, cash control and receivables. Laboratory work demonstrates theory presented in class.

ACCT 2120 - Business Tax Accounting (3)
(Pre-requisites: ACCT 1100 - Financial Accounting with a grade of "C" or better AND ACCT 1105 - Financial Accounting II with a grade of "C" or better)
Provides instruction for preparation of both state and federal partnership, corporation and other business tax returns. Topics include: organization form, overview of taxation of partnership, special partnership issues, corporate tax elections, adjustments to income and expenses, tax elections, forms and schedules, tax credits, reconciliation of book and tax income, tax depreciation methods and tax calculations.

CSSP 1022 - Central Sterile Supply Proc. Tech Practicum II (5)
(Pre-requisites: Advisor Approval)
This course complements CSSP 1010 Central Sterile Supply Processing Technician, and together with CSSP 1020 Central Sterile Processing Supply Practicum II, providing the practica hours necessary to meet the International Association of Healthcare Central Service Material Management (IAHCSMM) requirements to sit for the certification examination.

CUUL 1000 - Fundamentals of Culinary Arts (4)
(Pre-requisites: Program Admissions
Co-requisites: MATH 1012 - Foundations of Mathematics and MATH 0090 - Learning Support Mathematics with a grade of "C" or better)
Provides an overview of the professionalism in culinary arts, culinary career opportunities, Chef history, pride, and esprit d corp. Introduces principles and practices necessary to food, supply, and equipment selection, procurement, receiving, storage, and distribution. Topics include: cuisine, food service organizations, career opportunities, food service styles, basic culinary management techniques, professionalism, culinary work ethics, quality factors, food tests, pricing procedures, cost determination and control, selection, procurement, receiving, storage, and distribution. Laboratory demonstration and student experimentation parallel class work.

DIET 1011 - Diesel Electrical and Electronic Systems I (4)
(Pre-requisites: None
Co-requisites: DIET 1000 - Introduction to Diesel Technology, Tools, and Safety)
This course introduces students to diesel electrical and electronic systems used on medium/heavy duty trucks and heavy equipment. Topics include: general electrical systems diagnosis; battery diagnosis and repair; starting system diagnosis and repair; and basic lighting diagnosis and repair.

DIET 1012 - Diesel Electrical and Electronic Systems II (3)
(Pre-requisites: None
Co-requisites: DIET 1011 - Diesel Electrical and Electronic Systems I)

This course continues the study of electrical and electronic systems used on medium/heavy duty trucks and heavy equipment. Topics include: advanced lighting diagnosis; charging system diagnosis and repair; gauges and warning devices; and related electrical systems and diagnosis.

DIET 1031 - Diesel Engine Repair (3)
(Pre-requisites: None
Co-requisites: DIET 1010 - Diesel Electrical and Electronic Systems)

This course introduces diesel engines used in medium/heavy duty trucks and heavy equipment. Topics include: general engine diagnosis; cylinder head and valve trains; engine block; engine lubrication systems; basic fuel system diagnosis; and engine brakes. Using and interpreting measuring equipment is highly emphasized.

DIET 1032 - Diesel Engine Support Systems (3)
(Pre-requisites: DIET 1031 - Diesel Engine Repair)
This course introduces the remaining diesel engine support systems used in medium/heavy duty trucks and heavy equipment. Topics include: engine cooling systems; air induction and exhaust; fuel supply systems; and fuel management systems. Using and interpreting test equipment is highly emphasized.

ESCI 1010 - Occupational Safety and Health Regulations (3)
(Pre-requisites: None)
This course is designed to provide an overview of regulatory agencies involved in occupational health and safety and their functions in the enforcement of regulation and/or compliance of safety laws. Specific Georgia/OSHA laws will be discussed. Tools to effectively access the work place environment and strategies to achieve compliance and safety will be emphasized. Introduction of potential hazards and safety concerns will be reviewed.

ESCI 1120 - Introduction to Water Treatment Processes (3)
(Pre-requisites: None)
This course provides an introduction to water and wastewater operations and the basic skills and knowledge needed to advance in this industry. The course will provide an overview of water and wastewater treatment processes and distribution systems, as well as terminology and equipment used in the wastewater and water industries. Regulations, licensing, and the certification process will be discussed as a part of this course. Laboratory techniques used in the analysis of water in water/wastewater treatment plants will be discussed.

ESCI 1140 - Wastewater Treatment (3)
(Pre-requisites: None)
This course focuses on the operation of industrial wastewater pre-treatment facilities and industrial wastewater treatment facilities discharging directly to the environment (with NPDES permits). An introduction to industrial wastewater variables, components, effects and generation is included. Treatment processes, including preliminary treatment (flow equalization, screen, pH adjustment) and physical treatment (air stripping, carbon adsorption), are covered. Topics include basic chemistry and related mathematical analyses involved in the operation of water/wastewater treatment plants; various tests necessary to maintain process control for wastewater treatment plants and to monitor sewage and industrial wastes prior to disposal; and proper methods for collection and handling of samples.

ESCI 1260 - Water Supply (3)
(Pre-requisites: None)
This course provides an overview of water resources planning and management including basic principles of hydrology and hydrogeology; the social, economic and policy framework for water resources management; causes and resolutions of water resource conflicts; the application of environment criteria for water supply projects; regional water supply planning issues; and emerging technical and policy issues related to national, state, and local water resources management. Other topics include erosion, damage, land reclamation, and basic chemical principles of water and water pollution.

IDSY 1160 - Mechanical Laws and Principles (4)
(Pre-requisites: None)
Introduces the student to fundamental laws and principles of mechanics. Topics include: Mechanical Principles of Simple Machines; Force, Torque, Velocity, Acceleration, and Inertia; Rotational Motion; Work, Power, and Energy; Matter; Gases; Fluid Power; and Heat. The course emphasizes understanding terminology and using related problem solving skills in everyday physical applications of mechanical technology. Competencies are reinforced with practical hands on lab exercises.

MGMT 1110 - Employment Rules & Regulations (3)
(Pre-requisites: ENGL 1010 - Fundamentals of English I with a grade of "C" or better and ENGL 1101 - Composition and Rhetoric with a grade of "C" or better)

Develops a working knowledge of the laws of employment necessary for managers. Topics include: Employment Law, the Courts, Alternative Dispute Resolution (ADR), Discrimination Law, Selecting Applicants under the Law, OSHA and Safety, Affirmative Action, At-Will Doctrine, Right to Privacy, Fair Labor Standards Act (FLSA), Family Medical Leave Act (FMLA), Worker's Compensation, Unemployment Compensation, and National Labor Relations Act.

WELD 1035 - Gas Metal and Flux-Cored Arc Welding (4)
(Pre-requisites: None)

Co-requisites: COFC 1080 - Construction Trades Core)
This course covers the fundamentals of Gas Metal Arc Welding (GMAW) and Flux Cored Arc Welding (FCAW). Topics include Equipment and filler metals and plate welding. This course aligns with select modules found in NCCER Level II welding curricula.

Terminated Programs and Courses

Respiratory Care

2018-2019 Course Catalog

Removed Program

- **(PT61) Polysomnography Technician (TCC)** - pages 4, 12, and 51.

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Administrative Assistant to the Executive Vice President

Director of Economic Development

Economic Development Coordinator

Regional Training Center Coordinator

Receptionist

ADMINISTRATIVE SERVICES

Miriam Caslin

Dawn Powers

Mary Hankinson

Tami Bell

Rebecca Cobb

Diane Blankenship

Stacy Acey

Kathy Pitts

Kristy Lowery

Monique Flowers

Rachel Johnson

Errica Diggs

Roschell Guss

Barbara Johnson

Melissa Smith

Terri George

Brannen Wall

Sharon K. Hill

Elizabeth Ogletree

Teresa Keel

Vickie Brezee

Angela Moore

Michelle Davis

Callie Kelly

Alan Stanfield, DBA

DeeGee Gassett

Ken Troisi

Mark Butler

Erica Whitaker

Michael Duck

Heather May

Michael Chandler

Scott Floyd

Vice President, Administrative Services

Administrative Assistant to the Vice President

Director of Accounting

Account Specialist

Account Specialist

Accounting Technician

Director of Administrative Services

Accounting Technician

Purchasing Technician

Director of Student Accounts

Accounting Specialist

Accounting Technician

Accounting Technician

Accounting Technician

Bookstore Manager

Bookstore Coordinator

Bookstore Coordinator

Director of Human Resources

Human Resources Coordinator

Human Resources Technician

Payroll Coordinator

Director of Tender Tech - a Child Development Center

Child Enrichment Center Instructor

Child Enrichment Center Instructor

Associate Vice President, Facilities and Operations

Administrative Operations Specialist

Campus Police Chief

Campus Police Sergeant-Griffin Campus

Campus Police Sergeant-Flint River Campus

Campus Police Officer-Griffin Campus

Campus Police Officer- Henry County Center

Facilities and Operations Manager

Maintenance Supervisor

ADMINISTRATIVE SERVICES, continued

Brad Colquitt	Maintenance Technician
Danny Ford	Maintenance Technician
Marty Helms	Maintenance Technician
Brian Hopkins	Maintenance Technician
Kevin Purser	Maintenance Technician
Carlton Alston	Custodian
Jackie Davis	Custodian
Terry Henry	Custodian
Charles Murphy	Custodian
Rafael Nazario	Custodian
Morris Powers	Custodian
Jesse Smith	Custodian
Dexter Waller	Custodian
Michael Bowman	Groundskeeper
Fred McCullough	Maintenance Coordinator – Flint River Campus
Lonnie Atwater	Custodian
Robert Hardman	Custodian
Quinitha Searcy	Custodian
Millicent Wright	Custodian
Clinton Harwell	Groundskeeper

INSTITUTIONAL ADVANCEMENT

Barbara Jo Cook	Vice President, Institutional Advancement
Linda Kennedy	Administrative Assistant to the Vice President
Katheryne Fields	Director of Institutional Advancement

INSTITUTIONAL EFFECTIVENESS

Chris Daniel, Ed.D	Vice President, Institutional Effectiveness
Paul Scott	Director, Institutional Effectiveness
Judy Hicks	Administrative Assistant to Vice President
Michael Shiver	Chief Information Officer
Jason Brown	Systems Administrator
Thomas Rogers	Information System Administrator
Niki Copeland	Help Desk Coordinator
Cammie Hubbard	Technology Support Specialist
Tyler Jacob	Technology Support Specialist
Brandon Price	Technology Support Specialist
Rodney Risper	Technology Support Specialist
Jose Rojas	Technology Support Specialist

STUDENT AFFAIRS

Xenia Johns, D.P.A	Vice President, Student Affairs
Robin Swain	Administrative Assistant to the Vice President
Drew Todd	Director of Recruitment Services
Raquel Gutierrez	Admissions Coordinator
Joseph Echols	High School Coordinator
Deidra Dugger	Recruiter/Admission Counselor
Sonya Lawrence	Recruiter/Admission Counselor
Leah Santerre	Recruiter/Admission Counselor
Jasper Foust, Ph.D.	Director of Enrollment Management
	Jasper County Center Coordinator

STUDENT AFFAIRS, continued

Jada Thrash

Shirley Rieger
LaRaysha Mobley
Jennifer Richardson
Tamara Jackson
Persephone Jones
Aeriel Maxwell
Jose Pena
SanJuana Rosales
Alexis Byrd

Susan Murray

Selethia Gregory
Andrea Willingham
Sharon Craft
Tyreece Echols
Breanna Sidney
Annita White
Bridgette H. Worst
Colandra Taylor

Michelle Bedford, Ed.D

Melodie Pirone

Carl Harris
Kennisha Carter
Joanna Gibson
Latrice Jones
Brianna Moore
Savannah Sweatmon
Gail Daniel

Kathlyn Strozier

Robin Burns
Nathan Bell
Ashley Stout
Monica Green
Anita Jackson-Evans

Cherryl Burks

Toni Doaty

Calvin Sinkfield
Teresa Brooks
Mary Jackson
Joel C. Bishop

Admissions Coordinator

Receptionist, Flint River Campus
Student Affairs Specialist
Student Affairs Specialist
Admissions Assistant
Admissions Assistant
Admissions Assistant
Admissions Assistant
Admissions Assistant, Butts County Center
Student Affairs Specialist

Director of Career Placement & Academic Advisement

Assessment Specialist II-Griffin Campus
Assessment Specialist I-Griffin Campus
Career Advisor
Career Advisor
Career Advisor
Career Advisor
Career Advisor
Special Services Coordinator-Graduation Coach-Griffin Campus

Director of Financial Aid

Assistant Director of Financial Aid

Financial Aid Specialist
Financial Aid Technician-Griffin Campus
Financial Aid Technician-Flint River Campus
Financial Aid Technician-Griffin Campus
Financial Aid Technician-Griffin Campus
Financial Aid Technician-Griffin Campus
Student Affairs Coordinator

Registrar

Registrar Office Assistant
Assistant Registrar-Griffin Campus
Assistant Registrar-Griffin Campus
Assistant Registrar-Flint River Campus
Data Entry Specialist

Director of Student Support Services

Assistant Director, Student Support Services

Athletics Coordinator
Special Services Coordinator-Interpreter/Disabilities-Griffin Campus
Special Services Coordinator-Special Populations-Flint River Campus
Student Activities Coordinator

ACADEMIC AFFAIRS

Stephen Pearce, Ed.d

Jean Cash

Vice President, Academic Affairs

Administrative Assistant to the Vice President

Ed.D., Valdosta State University

ACADEMIC AFFAIRS, continued

ALLIED HEALTH AND PARA-MEDICINE

Kimberly Register

Annie Tucker

Lisa Soares

Christopher Booth, R.T.(R)(CT)

Tiffany Purmort

Luz Marina Ibarra CDA

Christy Smith

Mettie Hogan, RMA

Diana Kendrick, RN

Kimberly Crawley, LPN

Wendy Jackson, LPN

Vicky Mack, RN

Joann Middlebrooks, LPN

Charquela Sebede, LPN

Christy Coker

Rasheeda McNeal

Lisa Soares, CPhT, M.H.R.M.

James Anderson

Donald Bartlett

Lynette S. McCullough

Donald Musgrave

Dana Breeser, R.T.(R)

Tiffany Whitley, R.T. (R)(MR)

Riedetta M. McCreary

Duane Reed

Santedra Wright

Tammy Hatcher

Angie Anderson Ballard

Angie Anderson Ballard, RN

Samantha Bell, RN

Ngoc-mai Nguyen, RN

Stephanie Hammack, RN

Kayla Boyt, RN

Tracylyn Browne, RN

Susan Harp, RN

LyChannel Head, RN

Dixie Miller, RN

Allison Rogers, RN

Candace Wertz, RN

Laura Watson, RN

Dean, Allied Health and Para-Medicine

Administrative Assistant II

Department Chair, Allied Health

Computed Tomography

Dental Assisting

Dental Assisting

Hemodialysis/Phlebotomy

Medical Assisting

Medical Assisting

Nurse Aide/Patient Care Assistant

Nurse Aide/Patient Care Assistant

Nurse Aide/Patient Care Assistant

Nurse Aide/Patient Care Assistant

Nurse Aide/Patient Care Assistant

Orthopedic Technology

Pharmacy Technology

Pharmacy Technology

Para-medicine

Para-medicine

Para-medicine

Para-medicine

Radiologic Technology

Radiologic Technology/MRI

Respiratory Technology

Respiratory Technology

Surgical Technology

Central Sterile Supply

Department Chair, Nursing

Associate Degree Nursing

Associate Degree Nursing

Associate Degree Nursing

Associate Degree Nursing

Practical Nursing

Practical Nursing

Practical Nursing

Practical Nursing

Practical Nursing

Practical Nursing

Practical Nursing

Practical Nursing

M.S.N., Walden University

M.S., DeVry University

A.S., Griffin Technical College

B.S., Medical College of Georgia

Universidad Central de Venezuela

B.B.A, American Intercontinental University

Diploma, Southern Crescent Technical College

A.S.N., Gordon College

Diploma, Griffin Technical College

Diploma, Griffin Technical College

M.S.N., South University

Diploma, Griffin Technical College

Diploma, Griffin Technical College

B.S., Columbus State University

A.S., Southern Crescent Technical College

M.S., DeVry University

A.S., Southern Crescent Technical College

A.A.S., Georgia Perimeter College

M.S., California College Health Sciences

M.B.A, University of Phoenix

M.H.A./ED, University of Phoenix

M.S.R.S., Midwestern State University

Ed.D., Cambridge College

Ed.D., Walden University

A.S., Southern Crescent Technical College

B.S., Point University

M.S.N, Clayton State University

M.S.N., Clayton State University

M.S.N., Grand Canyon University

M.S.N., Clayton State University

M.S.N., Walden University

B.S.N., Walden University

M.S.N., University of Texas, Arlington

B.S.N., Western Governors University

B.S.N, Gordon State College

A.S.N., Gordon State College

B.S.N., Gordon State College

A.S.N., Valencia Community College

A.S.N., Gordon State College

ARTS AND SCIENCES

Rebecca Johnson

Linda Henley

Sean Brumfield

Karen Burke

Jerry Hubbard

Vyhyahn Maloof

Celeste Matthews

James Williamson

Sean Brumfield

Dean, Arts and Sciences

Administrative Assistant II

Department Chair, Arts and Science

Biology

Biology

Biology

Biology

Biology

English

M.S.Ed., Northern Illinois University

E.Ed., University of Georgia

Ph.D., Tennessee State University

M.D., St. Matthew's University School of Medicine

M.D., Belize Medical School

D.V.M., University of Georgia

D.V.M., University of Georgia

Ed.D., University of Georgia

ACADEMIC AFFAIRS, continued

Daniel Hartley	English	Ph.D., University of Maryland
RaeAnna Hogle	English	M.A., University of West Georgia
John "Will" Hurst	English	M.A., Clayton State University
J. Joel Stancliff	English	A.B.D., University of Georgia
Brittany Varga	English	M.A., Georgia College and State University
Casey Bindas	Mathematics	M.S., Michigan Technological University
Ervin China	Mathematics	M.A., Eastern Michigan University
Pierre J. Dolcine	Mathematics	Ed.S., Piedmont College
Nam K. Lee	Mathematics	M.S., Long Island University at C.W. Post Campus
Margaret Wilson	Mathematics	M.S., Clayton State University
Debra D. King	Psychology	M.S., University of Georgia
Damon McCoy	Psychology	Ed.D., Argosy Univeristy
Gregory O'Neal	Psychology	M.Ed., University of Georgia
Brad Jester	Speech	M.S., Ball State University

BUSINESS AND COMPUTER INFORMATION SERVICES

Tempie Kitchens	Dean, Business & Computer Information Services	M.S. CIS., University of Phoenix
Miranda Frazier	Administrative Assistant II	
Tahesha Wade	Department Chair, Business	M.Ed., University of Phoenix
Curtis Crocker	Accounting	D.B.A., Nova Southeastern University
Kwabena Banahene	Accounting	D.B.A., Argosy University
Karla Weaver	Business Technology	M.A., University of Phoenix
Kimberly B. Yevak	Business Technology	M.Ed., University of West Georgia
Frank Amaro	Business Management	Ph.D., Capella University
Michael S. Cook	Business Management	Ed.D., University of Georgia
Christi S. Ellington	Business Management	Ph.D., Northcentral University
Tahesha Wade	Business Management	M.Ed., University of Phoenix
C. Joseph Taylor	Logistics	M.S., Auburn University
Steven White	Department Chair, Computer Information Systems	M.S., Capella University
Mark S. Avery	Introduction to Computers	M.B.A., Walden University
Gordon Carns	Computer Information Services	B.S., Mercer University
Charles Cash	Computer Information Services	M.S., Mercer University
Caren Smith	Computer Information Services	M.Ed., Troy University
Steven G. White	Computer Information Services	M.S., Cappella University

FILM, PROFESSIONAL SERVICES, PUBLIC SAFETY AND INDUSTRIAL TECHNOLOGY

Lemuel Mercado	Dean, Film, Professional Services/Public Safety Industrial Technology	M.P.A., Columbus State University
Douglas Bruce	Associate Dean, Film, Professional Services/Public Safety	B.S., University of Florida
Sandy Patterson	Administrative Assistant II	
Janis Phillips	Administrative Assistant II	
Lisa Mobley	Food Services Manager	A.S., Southern Crescent Technical College
Roslyn McCurry	Department Chair, Professional Services	Ed.D., Argosy University
Susan E. Allen	Cosmetology	Diploma, Flint River Technical College
Kelly Evans	Cosmetology	Diploma, Griffin Technical College
Jeannie Kimbell	Cosmetology	A.A.S., Gordon State College
Patricia Neal	Cosmetology	Diploma, Southern Crescent Technical College
Kimberly Rawlins	Cosmetology	A.A.S., Gordon State College
Patrick Boutier, Chef	Culinary Arts	B.S., Institute of Technology
Carolyn Fludd, Chef	Culinary Arts	B.S., Hampton University

ACADEMIC AFFAIRS Continued

Daniel Krinsky, Chef	Culinary Arts	A.A., Georgia Perimeter College
Barry Levey, Chef	Culinary Arts	A.A., Culinary Institute of America
Megan Graves	Early Childhood Education	M.S., Mercer University
James Peas	Early Childhood Education	M.Ed., Mercer University
Roslyn McCurry	Early Childhood Education	Ed.D., Argosy University
Diane McHughes	Early Childhood Education	Ed.S., West Georgia University
Kathryn Weber	Early Childhood Education	M.Ed., Slippery Rock University
Adam Grubbs	Paralegal Studies	J.D., Rutgers University
Rosanna Dove	Department Chair, Public Safety	M.P.A., Columbus State University
Michael Claman	Criminal Justice	M.P.A., Columbus State University
Rosanna Dove	Criminal Justice	M.P.A., Columbus State University
James Mitchell	Criminal Justice	M.S., Arizona State University
Reginald Sutton	Criminal Justice	M.P.A., Columbus State University
Jeffrey Hill	Fire Science	M.P.A., Columbus State University
Julie Gates	Forensic Science	B.A.S., Mercer University
Johnny Dodson	Department Chair, Industrial Technology	A.A.S., Georgia Southwestern State University
Daniel Merritt	Air Conditioning Technology	B.A.S., Georgia College & State University
Robert Hagen, ASE	Automotive Collision Repair	Diploma, Madison Area Technical College
Wade Finch, ASE	Automotive Technology	A.A.S., Clayton State University
Allen McChargue, ASE	Automotive Technology	
Monte McCraw, ASE	Automotive Technology	M.A., East Carolina University
William Pickett	Carpentry	B.A.S., Mercer University
Ronnie Portwood, CDL	Commercial Truck Driving	
John W. Balsler, ASE	Diesel Equipment	A.A.S., Griffin Technical College
Edward Boronkas	Diesel Equipment	
William T. Woodall	Electrical Systems Technology	Diploma, Griffin Technical College
Brian Morris	Environmental Horticulture	M.L.A., University of Georgia
Gary Pitts	Film Technology	B.S., University of South Florida
Merrell Denham	Industrial Systems	Upson Technical College
Belinda Bentoski	Water Quality	B.S., Northeastern University
Johnny Dodson	Industrial Systems	A.A.S., Georgia Southwestern State University
Galen Andrews	Industrial Systems	Diploma, Southern Crescent Technical College
Keith Smith	Machine Tool Technology	A.A.S., Gordon State College
Billy Elliott	Plumbing	Diploma, Southern Crescent Technical College
Chris Patterson, CAWI, CWE	Welding Technology	
David Wiley, CWI, CWE	Welding Technology	A.A.S., Griffin Technical College

LIBRARY AND ACADEMIC SUPPORT SERVICES

Kathleen Williams	Executive Director of Library and Academic Support Services	MLIS, University of North Carolina
Jennifer Edwards	Director of Distance Education	Ed.D., University of Georgia
C.J. Bowman	Distance Education Specialist	
Bonnie Parker	Director of Library and Media Services	MLIS, Valdosta State University
Sherry Brooks	Librarian	M.Ed., University of West Georgia
Tiia Kunnapas	Librarian	MLIS, Valdosta State University
Denise Morales-White	Librarian	MLIS, Valdosta State University
Elizabeth Jester	Director of Tutoring and Mentoring	M.A., Georgia State University
	Director of Quality Enhancement Plan & Curriculum	

ADULT EDUCATION

Murray Williams

Wendy Gladden
Brittany Odom
Marquita Traylor
Curtis Ward
Annetti Anderson
Monique Brown
Vickie Carter
Katie Dallas
Bryan Hill
Rhonda Jenkins
Elizabeth Thoms
Victoria Keller

Vice President, Adult Education

Administrative Operations Specialist
Administrative Assistant, Henry County Center
Administrative Assistant, Griffin Campus
Adult Education Teacher
Adult Education Teacher
Adult Education Teacher
Adult Education Teacher
Adult Education Teacher
Adult Education Teacher
Adult Education Teacher
Adult Education Teacher
Transition Specialist

Ed.D., Capella University

B.A., Columbus State University
M.B.A, Ohio Christian University
Ed.D., Oakland City University
Ed.S., University of West Georgia
B.S.E.D., University of Georgia
M.A., Webster University
B.S., Mercer University
B.S., Georgia Institute of Technology
Ed.D, Argosy University