



# AUGUSTA CAMPUS

115 Davis Road  
Martinez, Georgia 30907  
Telephone (706) 993-1123  
www.gmcaugusta.com

## SCHEDULE OF CLASSES

### Summer Term 2016: May 31<sup>st</sup>, 2016– July 15<sup>th</sup>, 2016 (July 24<sup>th</sup> for Online Classes)

#### ADMINISTRATIVE OFFICE HOURS

Monday – Thursday, 8:00 AM–5:00 PM  
Friday, 8:00 AM–12:00 PM

#### CAMPUS HOURS

Monday – Thursday, 7:00 AM–9:00 PM  
Friday–7:00AM–1:00PM  
Saturday–CLOSED

#### PLACEMENT TESTING

Please check with the Admissions office for a complete listing of placement testing times and dates or call (706) 993-2644.

#### REGISTRATION/ADVISING

- ❖ Academic advisement and registration is available: March 30<sup>th</sup> – May 20<sup>th</sup> 2016.  
\*Students should contact their advisor for details. No appointment is necessary.
- ❖ Advisement for late registration is available: May 23<sup>rd</sup>, 2016- May 27<sup>th</sup>, 2016.
- ❖ Late registration fees apply for both the Augusta Campus and Fort Gordon Campus. New students should contact Advising at (706) 993-2640 to speak with an advisor.
- ❖ Advising Center: Students are encouraged to complete advisement early and to verify all account holds have been removed before the start of registration.
- ❖ **NOTE: Once a student has completed the registration process, they are financially responsible for all classes. It is college policy that, should the student decide not to take the courses for that term, the student must officially drop the courses during the drop/add period. Collection fees may be applied to any outstanding balances.**

#### DROP/ADD (CHANGE IN REGISTRATION)

Drop/Add is available to all students May 31<sup>st</sup> and June 1<sup>st</sup> 2016. The hours are from 8:00 AM–5:00 PM. Drop/Add fees apply.

#### PAYMENT SCHEDULE

| Registration                                                               | Payment Schedule                    |
|----------------------------------------------------------------------------|-------------------------------------|
| Regular Registration: March 30 <sup>th</sup> – May 20 <sup>th</sup> , 2016 | May 20 <sup>th</sup> , 2016 by noon |
| Late Registration May 23 <sup>rd</sup> , 2016–May 27 <sup>th</sup> , 2016  | May 27 <sup>th</sup> , 2016 by noon |
| Drop/Add –May 31 & June 1 <sup>st</sup>                                    | Due at registration                 |

#### HOLIDAYS: WE WILL BE CLOSED ON THESE DAYS:

- May 30<sup>th</sup>, 2016 – Memorial Day
- July 4<sup>th</sup>, 2016 – Independence Day

#### ADVISOR CONTACT INFORMATION

| Advisor      | Phone          | <a href="mailto:chodges@gmc.edu">chodges@gmc.edu</a> | Room |
|--------------|----------------|------------------------------------------------------|------|
| Manning, C.  | (706) 993-2640 | <a href="mailto:chodges@gmc.edu">chodges@gmc.edu</a> | 151  |
| Parker, A.   | (706) 993-2640 | <a href="mailto:aparker@gmc.edu">aparker@gmc.edu</a> | 151  |
| Schwartz, L. | (706) 993-2640 | <a href="mailto:lpaulus@gmc.edu">lpaulus@gmc.edu</a> | 151  |



Visit facebook.com and search for "Georgia Military College Augusta"

#### \*\*\*\*\*REMINDER\*\*\*\*\*

**DROP/ADD IS MAY 31<sup>st</sup> AND JUNE 1<sup>st</sup> ONLY! THESE ARE THE FIRST TWO DAYS OF WEEKLY CLASSES. IF YOU FAIL TO WITHDRAW, OR WITHDRAW AFTER THESE DATES, YOU WILL BE CHARGED FOR THE FULL PRICE OF THE CLASS.**



## AUGUSTA CAMPUS

115 Davis Road  
Martinez, Georgia 30907  
Telephone (706) 993-1123  
www.gmcaugusta.com

### SCHEDULE OF CLASSES

#### Summer Term 2016: May 31<sup>st</sup>, 2016– July 15<sup>th</sup>, 2016 (July 24<sup>th</sup> for Online Classes)

##### TUITION

Tuition is \$110.00 per credit hour, or \$550.00 per five-hour course. There is no extra charge for non-residents.

##### FEES

- ❖ Application Fee – \$35.00 (Non-Refundable)
- ❖ Science Lab Fee – \$45.00
- ❖ Book Fee – \$13.00 per credit hour
- ❖ CIS 100 Level Classes – \$10.00
- ❖ CIS 200 Level Classes – \$20.00
- ❖ Technology Fee – \$8.00 per credit hour\*
- ❖ Drop/Add Fee – \$15.00 per form processed\*\*
- ❖ Late Registration Fee – \$25.00\*\*
- ❖ Student Activity Fee – \$3.00 per credit hour\*
- ❖ Common Area Maintenance (CAM) Fee - \$1.00 per credit hour
- ❖ A \$25 fee is charged for returned checks
- ❖ A \$25 late fee is charged for books not returned by the published deadline.
- ❖ A \$100 replacement fee is charged for books not returned by the published deadline.

\*Fees are not charged to active duty military students.

\*\*Any course changes after the regular registration period will result in a late registration or drop/add charge.

##### FINANCIAL AID HOURS

Financial Aid Office hours are: 8:00 AM to 5:00 PM Monday through Thursday, and Friday from 8:00 AM to 12:00 PM. Students should contact the Financial Aid Office at (706) 993-2699.

##### MILITARY TUITION ASSISTANCE

Those students receiving military tuition assistance should contact Financial Aid or the GMC Fort Gordon Base regarding Veteran's Benefits, Pell Grants, Loans, etc.

##### VA BENEFITS

A GMC Financial Aid Specialist in the Financial Aid office can assist with Veteran's benefits processing. Documentation must be presented from the VA Regional Office, otherwise the student is responsible for all tuition/fees.

##### PELL GRANT

Any student entering college may apply for the Federal PELL Grant. Awards are based on a determination of need by the Federal Department of Education, taking into account the financial status of the student and parents. PELL Grant forms are available in the GMC Financial Aid office and the Education Center at Fort Gordon. PELL Grant may be used in addition to other financial aid. All students should apply for the PELL Grant to assist with tuition and fees. Students are responsible for providing any documentation requested by the Financial Aid office.

##### HOPE SCHOLARSHIP

The HOPE Scholarship is available to all Georgia residents who meet the criteria set by the state. Please contact the Financial Aid office for specific rules and policies.

##### SECOND CHANCE HOPE

Second Chance HOPE is available to Georgia residents who meet qualifying criteria. Please contact the Financial Aid office for specific rules and policies.

##### STUDENT LOANS

Federal guaranteed student loans are available. See a GMC Financial Aid specialist for information and appropriate forms.

##### STATUS LETTERS

Status letters will be processed by the Registrar after the Drop/Add period ends.

##### ADVISING CENTER

Students are encouraged to complete advisement early and to verify that all account holds have been removed before the start of registration.

##### STUDENT RESOURCE CENTER (SRC) - LIBRARY

The SRC-library is a Wi-Fi enabled area in the main building that provides students a quiet place to do homework, study, print assignments via WEPA as well as to sign up for and receive tutoring in all academic disciplines. Please utilize tutoring resources as they are available for students at no additional cost.



## AUGUSTA CAMPUS

115 Davis Road  
Martinez, Georgia 30907  
Telephone (706) 993-1123  
[www.gmcaugusta.com](http://www.gmcaugusta.com)

## SCHEDULE OF CLASSES

### Summer Term 2016: May 31<sup>st</sup>, 2016– July 15<sup>th</sup>, 2016 (July 24<sup>th</sup> for Online Classes)

#### WITHDRAWAL/DROP POLICY

Students are responsible for completion of all steps required to withdraw from a class. When students miss deadlines, policies apply that may penalize them. When students register for classes, they have entered into a contractual agreement and are obligated to pay Georgia Military College for any courses on that contract at the time of registration. After students have registered, they must complete a Change in Registration form to remove/change that contract. After the drop/add period ends, students may only withdraw from class and are financially responsible for that class. Collection fees may be applied to all outstanding balances.

#### IN SEAT COURSES - BOOK PICK-UP/DROP-OFF

Book pick-up for the Spring 2016 term will begin on May 25<sup>th</sup>, 2016. Students are required to bring course schedule and student ID to the bookstore to obtain textbooks. Books must not be marked in with ink or highlighters. All books must be returned to the bookstore by 5 PM on July 18<sup>th</sup>, 2016.

#### ONLINE COURSES – BOOK PURCHASING

Online students should shop for all course materials at the GMC Online Bookstore. Textbooks and course materials for online classes are not available in the Augusta Campus Bookstore. Shop the Online Bookstore at: [GMC.TextbookX.com](http://GMC.TextbookX.com).

#### BOOKSTORE VOUCHERS

Bookstore vouchers for both in-seat or online classes will be available beginning May 20<sup>th</sup>, 2016 and must be used by June 3<sup>rd</sup>, 2016. Vouchers will be sent to your GMC e-mail.

#### IMPORTANT INFORMATION ABOUT ATTENDANCE

Students are responsible for knowing and abiding by the attendance policy for each class in which they are enrolled. Failure to attend class may result in an instructor-initiated withdrawal and the grade of IU.

#### IDENTIFICATION BADGES

**Please be reminded that ID badges must be visible at ALL times while the student is on the GMC-Augusta campus. Student IDs are required to attend classes as well as receive service in all departments.**

#### VEHICLE PASSES

GMC students registered for classes at Fort Gordon may obtain an entry pass by completing the proper forms available at the front office of the Augusta Campus. A valid driver's license, tag receipt, and proof of insurance must be presented at the Main Gate. Access to the base is at the discretion of Fort Gordon. Students with questions should contact Ms. Marilyn Miller, the On-Post Coordinator, at (706) 793-8577.

#### PARKING PERMITS

Students are required to have displayed in their vehicles at all times, a Georgia Military College Parking Permit. If you do not have one then you must come to see the front desk receptionist to obtain one. Students are not allowed to park in the faculty/staff parking lot in the front of the building, nor are they allowed to park in the visitor's parking spaces in front of the glass doors in the back of the building. However, students may park in our main parking lot between the main building, Brenau building and the Science and Technology building. There is extra parking on the side of the Brenau building and we have an over-flow parking lot located directly across the street from this parking area by Brenau.

#### GRADUATION

Students may complete degree requirements during any term of the academic year. Students finishing degree requirements during the Winter quarter must complete a graduation application package during the Fall term. See your advisor in the Advising Center, room 151, for details.

Regardless of the term in which the degree is completed, all students are eligible and encouraged to participate in the official graduation ceremony which takes place in the Spring of each year. There is no application fee for graduation. The tentative date for this year's ceremony is May 21, 2016.

| <b>Course Number</b> | <b>Course Title</b>                      | <b>Days</b> | <b>Start Time</b> | <b>End Time</b> | <b>Credit Hrs</b> |
|----------------------|------------------------------------------|-------------|-------------------|-----------------|-------------------|
| ACC-201              | Principles of Accounting I               | TTh         | 5:20PM            | 8:20PM          | 5                 |
| BIO-123              | General Biology I                        | MWTh        | 5:20PM            | 8:35PM          | 6                 |
| BIO-123              | General Biology I                        | MTWThF      | 9:55AM            | 11:45AM         | 6                 |
| BIO-124              | General Biology II                       | MTWThF      | 8:00AM            | 9:50AM          | 6                 |
| BIO-207              | Anatomy & Physiology I                   | MTWThF      | 8:00AM            | 9:50AM          | 6                 |
| BIO-207              | Anatomy & Physiology I                   | MTWTh       | 12:40PM           | 2:55PM          | 6                 |
| BIO-208              | Anatomy & Physiology II                  | MTWThF      | 9:55AM            | 11:45AM         | 6                 |
| BIO-211              | Principles of Biology I                  | MTWTh       | 12:40PM           | 2:55PM          | 6                 |
| BIO-211              | Principles of Biology I                  | MTWTh       | 5:20PM            | 7:35PM          | 6                 |
| BIO-299              | Microbiology                             | MTWThF      | 9:55AM            | 11:45AM         | 6                 |
| CHE-101              | Chemistry I                              | MTWTh       | 12:40PM           | 2:55PM          | 6                 |
| CRJ-100              | Introduction to Criminal Justice         | MW          | 5:20PM            | 8:20PM          | 5                 |
| ECO-201              | Macroeconomics                           | MW          | 5:20PM            | 8:20PM          | 5                 |
| ECO-202              | Microeconomics                           | MTWTh       | 11:10AM           | 12:40PM         | 5                 |
| ENG-097              | LSS English I                            | MW          | 8:00AM            | 11:00AM         | 5                 |
| ENG-097              | LSS English I                            | TTh         | 5:20PM            | 8:20PM          | 5                 |
| ENG-099              | LSS English II                           | MW          | 8:00AM            | 11:00AM         | 5                 |
| ENG-099              | LSS English II                           | Th          | 5:20PM            | 8:20PM          | 5                 |
| ENG-101              | Composition 101                          | MTWTh       | 8:00AM            | 9:30AM          | 5                 |
| ENG-101              | Composition 101                          | MTWTh       | 9:35AM            | 11:05AM         | 5                 |
| ENG-101              | Composition 101                          | MW          | 5:20PM            | 8:20PM          | 5                 |
| ENG-102              | Composition 102                          | MTWTh       | 11:10AM           | 12:40PM         | 5                 |
| ENG-102              | Composition 102                          | TTh         | 5:20PM            | 8:20PM          | 5                 |
| ENG-201              | World Literature I                       | MW          | 5:20PM            | 8:20PM          | 5                 |
| HIS-101A             | World Civilization                       | TTh         | 5:20PM            | 8:20PM          | 5                 |
| HIS-121              | American History I                       | MTWThF      | 8:00AM            | 9:30AM          | 5                 |
| HIS-122              | America History II                       | MTWThF      | 9:35AM            | 11:05AM         | 5                 |
| HSE-101              | Homeland Security & Emergency Management | MTWTh       | 9:35AM            | 11:05AM         | 5                 |
| MAT-094              | College Prep Algebra I                   | MTWTh       | 8:00AM            | 9:30AM          | 5                 |
| MAT-094              | College Prep Algebra I                   | MTWTh       | 11:10AM           | 12:40PM         | 5                 |
| MAT-095**            | College Prep Algebra II                  | TTh         | 5:20PM            | 8:20PM          | 5                 |
| MAT-095              | College Prep Algebra II                  | MTWTh       | 9:35AM            | 11:05AM         | 5                 |
| MAT-095              | College Prep Algebra II                  | MTWTh       | 11:10AM           | 12:40PM         | 5                 |
| MAT-109              | College Algebra                          | MTWTh       | 9:35AM            | 11:05AM         | 5                 |
| MAT-109              | College Algebra                          | MTWTh       | 11:10AM           | 12:40PM         | 5                 |
| MAT-109              | College Algebra                          | TTh         | 5:20PM            | 8:20PM          | 5                 |
| MAT-109**            | College Algebra                          | MW          | 5:20PM            | 8:20PM          | 5                 |
| MAT-112              | Precalculus                              | TTh         | 5:20PM            | 8:20PM          | 5                 |
| MAT-200              | Applied Statistics                       | MTWTh       | 9:35AM            | 11:05AM         | 5                 |

Revised 4/14/2016 9:27 AM

\*\*denotes a Fort Gordon Class

Schedule is Subject to change without notice

|                |                               |        |         |         |   |
|----------------|-------------------------------|--------|---------|---------|---|
| <b>MAT-200</b> | Applied Statistics            | MW     | 5:20PM  | 8:20PM  | 5 |
| <b>MAT-201</b> | Calculus                      | MTWTH  | 8:00AM  | 9:30AM  | 6 |
| <b>PER-101</b> | College Success               | TWTH   | 9:35AM  | 10:50AM | 3 |
| <b>PER-101</b> | College Success               | TWTH   | 11:10AM | 12:45PM | 3 |
| <b>PER-101</b> | College Success               | TWTH   | 1:15PM  | 2:30PM  | 3 |
| <b>PER-101</b> | College Success               | MW     | 5:20PM  | 8:20PM  | 3 |
| <b>PER-102</b> | Critical Thinking & Character | TTH    | 11:10AM | 1:00PM  | 3 |
| <b>PER-102</b> | Critical Thinking & Character | MW     | 5:20PM  | 7:10PM  | 3 |
| <b>PLS-101</b> | Intro to American Government  | MTWTH  | 9:35AM  | 11:05AM | 5 |
| <b>PLS-101</b> | Intro to American Government  | TTH    | 5:20PM  | 8:20PM  | 5 |
| <b>PSC-101</b> | Physical Science I            | MTWTHF | 8:00AM  | 9:50AM  | 6 |
| <b>PSC-102</b> | Physical Science II           | MTWTHF | 9:55AM  | 11:45AM | 6 |
| <b>PSY-200</b> | Intro to Psychology           | TTH    | 11:05AM | 2:05PM  | 5 |
| <b>PSY-203</b> | Human Growth & Development    | TTH    | 5:20PM  | 8:20PM  | 5 |
| <b>PSY-203</b> | Human Growth & Development    | MTWTH  | 8:00AM  | 9:30AM  | 5 |
| <b>RDG-099</b> | LSS Reading II                | MTWTH  | 9:35AM  | 11:05AM | 5 |
| <b>RDG-099</b> | LSS Reading II                | TTH    | 5:20PM  | 8:20PM  | 5 |
| <b>SOC-200</b> | Intro to Sociology            | MTWTH  | 8:00AM  | 9:30AM  | 5 |
| <b>SOC-200</b> | Intro to Sociology            | MTWTH  | 9:35AM  | 11:05AM | 5 |
| <b>SOC-200</b> | Intro to Sociology            | MTWTH  | 11:10AM | 12:40PM | 5 |
| <b>SOC-200</b> | Intro to Sociology            | MTWTH  | 12:45PM | 2:15PM  | 5 |

Revised 4/14/2016 9:27 AM

\*\*denotes a Fort Gordon Class

Schedule is Subject to change without notice



# GRADUATION 2016

**BIGGER AND BETTER THAN EVER!**  
**MAY 21, 2016 AT THE BELL AUDITORIUM**



**Be part of our biggest and best graduation ever.**  
**Graduation application deadline: March 25, 2016**  
**Watch for details later on our graduation party with the**  
**GreenJackets!**

DEAR STUDENT,

*Revised 4/14/2016 9:27 AM*

*\*\*denotes a Fort Gordon Class*

*Schedule is Subject to change without notice*

CONGRATULATIONS! CELEBRATIONS ARE IN ORDER!

HERE ARE A FEW IMPORTANT FACTS ABOUT YOUR UPCOMING 2016 GRADUATION CEREMONY:

**DATE OF THE CEREMONY:** MAY 21, 2016 – 10:00 AM

**DATE OF REHEARSAL:** SAME DAY, 8:00 AM (WEAR REGALIA)

**COSTS:** THERE ARE NO FEES ASSESSED TO PARTICIPATE. YOU HAVE ONLY TO SECURE YOUR REGALIA, SEE BELOW.

**LOCATION OF THE REHEARSAL AND CEREMONY:**

THE BELL AUDITORIUM  
712 TELFAIR STREET  
AUGUSTA, GA 30901

**LENGTH OF THE CEREMONY:** THE ACTUAL CEREMONY SHOULD TAKE APPROXIMATELY 60 MINUTES.

**APPLYING FOR YOUR DEGREE:** YOU MUST APPLY FOR YOUR DEGREE NLT MARCH 25<sup>TH</sup>, 2016. REMEMBER, YOU MUST PASS THE CLASSES YOU NEED TO GRADUATE TO BE ELIGIBLE FOR PARTICIPATION.

**CAP AND GOWN:**

INFORMATION IS AVAILABLE IN THE CAMPUS STORE. WE HAVE A SPECIAL PACKAGE AVAILABLE FOR YOU WITH CAP, GOWN, TASSEL, GEORGIA MILITARY COLLEGE STOLE AND THE APPROPRIATE CORDS. SEE MS. KENDRA KINLOW FOR ASSISTANCE (706) 993-1104.

**YOUR DIPLOMA:** WHEN YOU WALK ACROSS THE STAGE YOU WILL RECEIVE A GENERIC DIPLOMA FOLDER WHICH YOU WILL RETURN AFTER THE CEREMONY. IF YOU ALREADY HAVE YOUR DIPLOMA, PLEASE LEAVE IT AT HOME.

**GRADUATION ANNOUNCEMENTS:** AVAILABLE TO YOU AT NO COST IN THE BOOKSTORE.

**PICTURES:** THERE WILL BE A PHOTOGRAPHER TO TAKE A GRADUATING CLASS PHOTO AS WELL AS INDIVIDUAL PHOTOS. THOSE PICTURES WILL BE AVAILABLE FOR PURCHASE – INFORMATION FORTHCOMING.

A MEMBER OF YOUR FAMILY OR A FRIEND MAY ALSO MOVE TO THE FRONT OF THE AUDITORIUM TO TAKE YOUR PICTURE. PLEASE ASK THEM NOT TO INTERFERE WITH THE PHOTOGRAPHER. THEY CAN MOVE TO THE FRONT AS YOU GET NEAR THE STAGE AND LEAVE THE AREA ONCE YOU HAVE RECEIVED YOUR DIPLOMA TO ALLOW SOMEONE ELSE TO USE THE LOCATION

**STUDENT CELEBRATION:** THIS YEAR, WE PLAN TO HOST A GRADUATION PARTY FOR STUDENTS, FAMILY, FRIENDS, FACULTY AND STAFF AT THE AUGUSTA GREENJACKETS. THE TENTATIVE DATE IS SATURDAY, MAY 14<sup>TH</sup>. MORE INFO COMING SOON.

**3 x 5 CARDS:** WHEN YOU ARRIVE AT THE CEREMONY, YOU WILL RECEIVE A 3 x 5 CARD WITH YOUR NAME, DEGREE AND HONORS LISTED. YOU WILL HAND IT TO THE PERSON ANNOUNCING YOUR NAME JUST PRIOR TO BEING AWARDED YOUR DEGREE AND WALKING ACROSS THE STAGE.

IT LOOKS TO BE A LARGE GROUP THIS YEAR! WE ARE TRULY EXCITED FOR THE 2016 GRADUATING CLASS. SHOULD YOU HAVE ANY FURTHER QUESTIONS, PLEASE CONTACT MS. ALICIA SMITH, ACADEMIC DEAN'S OFFICE (706) 955-0486.

*Revised 4/14/2016 9:27 AM*

*\*\*denotes a Fort Gordon Class*

*Schedule is Subject to change without notice*

# GRADUATION 2016

## SATURDAY, MAY 21<sup>ST</sup>

**IF YOU HAVE GRADUATED OR PLAN TO GRADUATE BY THE END OF THE SPRING QUARTER, WE WANT YOU TO PARTICIPATE IN THE GRADUATION CEREMONY!**

APPLY FOR YOUR DEGREE BY MARCH 25, 2016!

MARCH 25 BY 12 NOON: COMPLETE THE GRADUATION APPLICATION WITH MS. CATHY SIMPKINS, REGISTRAR

MARCH 25 BY 12 NOON: CONFIRM WITH MS. SMITH, IN THE ACADEMIC DEAN'S OFFICE, THAT YOU INTEND TO PARTICIPATE IN THE CEREMONY

APRIL 22 BY 12 NOON: DEADLINE TO ARRANGE FOR YOUR CAP / GOWN (SEE MS. KINLOW IN THE BOOKSTORE)

MAY 2 BY 12 NOON: DEADLINE TO PICK UP GMC SUPPLIED GRADUATION ANNOUNCEMENTS (BOOKSTORE)

MAY 21 @ 8:00 AM SHARP: GRADUATION REHEARSAL IN CAP AND GOWN / CLASS PHOTO (STUDENTS ONLY)

MAY 21 @ 10:00 AM: GRADUATION CEREMONY (DOORS OPEN TO GUESTS AT 9:30AM)

*Revised 4/14/2016 9:27 AM*

*\*\*denotes a Fort Gordon Class*

*Schedule is Subject to change without notice*