

DIRECTORY FOR CORRESPONDENCE

ACADEMIC PROGRESS OF STUDENTS

Office of the Dean of Academic Affairs (706) 272-4420

ACTIVITIES AND STUDENT LIFE

Office of the Dean of Student Affairs (706) 272-4546

ADMISSIONS

Office of the Director of Admissions (706) 272-4436

ALUMNI ASSOCIATION

Student Center (706) 272-4572

ADULT EDUCATION - Literacy

Office of Adult Literacy (706) 226-3761

BOOKSTORE

Student Center (706) 272-4548

CAMPUS SECURITY

Student Center (706) 272-4461

EVENING PROGRAM AND EXTENDED CAMPUS OFFERINGS

Office of the Assistant to the Dean of Academic Affairs (706)
272-2490

Coosa Valley Technical Institute Coordinator (706) 624-1280

Pickens Technical Institute Coordinator (706) 692-4711

Walker Technical Institute Coordinator (706) 764-3737

INFORMATION OF A CONFIDENTIAL NATURE

Office of the President (706) 272-4438

LIBRARY (706) 272-4575

PUBLIC RELATIONS, GIFTS, BEQUESTS

Office of the President (706) 272-4438

SCHOLARSHIPS, FINANCIAL AID, AND VETERAN SERVICES

Director of Financial Aid (706) 272-4544

SHORT COURSES AND CONFERENCES

Center for Business and Community Development (706) 272-4454

TECHNICAL INFORMATION

Division of Technical Education (706) 272-4434

TRANSCRIPTS OF RECORDS

Office of the Registrar (706) 272-4472

Dalton College

213 North College Drive

Dalton, Georgia 30720

Toll Free 1-800-829-4436

Fax 706-272-4588

Internet address: <http://www.dalton.peachnet.edu>

DALTON COLLEGE
A Two-Year Unit of the University
System of Georgia
1998-99 CATALOG
and
STUDENT HANDBOOK

Vol. 26. No. 1

Member of:

Southern Association of Colleges and Schools

Georgia Association of Colleges

Georgia Association of Collegiate Registrars
and Admissions Officers

Georgia Association of Two-Year Colleges

American Association of Collegiate Registrars
and Admissions Officers

Southern Association of Collegiate Registrars
and Admissions Officers

National League for Nursing

Southern Association of College and University
Business Officers

National Association of College and University
Business Officers

Dalton College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number 404-679-4501) to award the Associate Degree.

An application for admission and a certificate of immunization are attached in the back of the catalog.

**FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT
OF 1974
NOTICE TO STUDENTS**

Dalton College guarantees any student, regardless of age, who is or has been in attendance the right of access to inspect and review any and all official records, files, documents, and other materials created during the period of enrollment which relate directly to him or her, subject only to certain specific exceptions. Each student is guaranteed an opportunity to challenge the accuracy of information contained in any file or record to which he or she may have access, including the right to a hearing if so requested.

With limited exceptions, including "directory information," no personally identifiable information from the education records of a student will be disclosed to any third party by any official or employee of the University without written consent of the student or as required by law. "Directory Information" includes the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, date of attendance, degrees and awards received and the most recent previous educational agency or institution attended by the student. A student has the right to prohibit the release of his or her own "directory information" by, advising the Registrar in writing.

Each student also has the right to file a complaint directly with the United States Department of Education whenever the student believes that the rights afforded him or her by the College policy or the Family Educational Rights and Privacy Act have been violated.

Copies of the complete policy statement on student education may be obtained at the Office of the Registrar, the Office of the Dean of Student Affairs, and the Office of the Dean of Academic Affairs.

Equal Opportunity

Admissions policies, activities, services, and facilities of the College do not exclude any person on the basis of race, color, age, sex, religion, national origin or disability. Dalton College is an Affirmative Action Program Institution.

Any individual who requires assistance for admission to or participation in any program, service, or activity of Dalton College under Title II of the Americans with Disabilities Act should contact the Office of Admissions (706/272-4436), the Office of the Dean of Academic Affairs (706/272-4421), the Center for Continuing Education (706/272-4454), or the Office of the Dean of Student Affairs (706/272-4423).

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Program Accreditation

Automotive Technology Program	-	Accredited by The National Institute for Automotive Service Excellence
Medical Laboratory Technology Program	-	Accredited by The National Accrediting Agency for Clinical Laboratory Sciences
Registered Nursing Program	-	Approved by The Georgia Board of Nursing Accredited by The National League of Nursing

Dalton College and the other institutions of the University System of Georgia will convert to semester calendar effective Fall Term 1998.

(Georgia Tech will convert in Fall Term 1999.)

ACADEMIC CALENDAR 1998 - 99

SUMMER QUARTER 1998

May 18 - 21	Mon. - Thurs.	Academic Advisement and Advance Registration for Summer 1998 8:00 a.m. - 6:30 p.m.
May 25, 26	Mon. & Tues.	Schedule Adjustment for Summer 1998 8:00 a.m. - 6:30 p.m.
June 1	Monday	Last Day for Completing Application Requirements to be Assured of Acceptance
June 22	Monday	Day and Evening Registration (Monday Evening classes meet)
June 23	Tuesday	First Day of Classes
June 23 & 24	Tues. & Wed.	Late Registration
June 25	Thursday	Last Day to Add Classes
July 3	Friday	Independence Day Holiday
July 13	Monday	Mid Term, Last Day to Drop Classes Without Evaluation
July 20	Monday	Regents' Testing Program Exam 7:30 a.m. and 6:00 p.m.
July 31	Friday	Last Day of Classes
August 3, 4	Mon., Tues.	Final Exams
August 4	Tuesday	End of Quarter

Testing Dates for Summer 1998

SAT Test Dates

April 7	Tuesday	8:30 a.m. & 5:30 p.m.
May 5	Tuesday	8:30 a.m. & 5:30 p.m.

Placement Test Dates

May 25	Monday	Coosa Valley Tech. 5:45 p.m.
	May 26	Tuesday Pickens Tech. 5:45 p.m.
May 26	Tuesday	Walker Tech. 5:45 p.m.

Check the Summer Quarter 1998 Class Schedule for Placement test dates and times.

Orientation and Registration for New Students

All new students are required to participate in New Student Orientation. Orientation sessions are scheduled during June and July for new Fall students, December for new Spring students, and April for new Summer students. As soon as new students complete admission requirements, they will receive written notification of the specific dates and times for New Student Orientation (see pages ## - ## for admission requirements). New Student Orientation gives students an opportunity to become acquainted with staff, learn about campus services, meet with an academic advisor, and register for classes.

Note: Students who complete their admission requirements early will be eligible to attend the earliest orientation sessions which have a greater selection of classes.

FALL SEMESTER 1998

July 20 - 23	Mon. - Thurs.	Academic Advisement and Advance Registration for Fall 1998 8:00 a.m. - 6:30 p.m.
July 20 - 23	Mon. - Thurs.	Schedule Adjustment for Fall 1998 8:00 a.m. - 6:30 p.m.
July 30	Thursday	Last Day for Completing Application Requirements to be Assured of
Acceptance	August 20	Thursday Academic Advisement and Registration of Returning Students
August 21	Friday	New Student Orientation, Advisement and Registration
August 24	Monday	First Day of Classes
August 24, 25	Mon.& Tues.	Late Registration
August 26	Thursday	Last Day to Add Classes
September 7	Monday	Labor Day Holiday
October 16	Friday	Mid Term, Last Day to Drop Classes Without Evaluation
November 9	Monday	Regents' Testing Program Exam 7:30 a.m. and 6:00 p.m.
November 25	Wednesday	Classes End at 5:30 p.m.
November 26, 27	Thurs., Fri.	Thanksgiving Holidays
December 10	Thursday	Last Day of Classes
December 11	Friday	Reading Day
December 14 - 18	Mon. - Fri.	Final Exams
December 18	Friday	End of Semester

Testing Dates for Fall 1998

SAT Test Dates

May 26	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.
June 30	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.
July 21	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.

Placement Test Dates

July 27	Monday	Coosa Valley Tech. 5:45 p.m.
July 28	Tuesday	Pickens Tech. 5:45 p.m.
July 28	Tuesday	Walker Tech. 5:45 p.m.

Check the Fall Semester 1998 Class Schedule for Placement test dates and times.

SPRING SEMESTER 1999

November 16 - 19	Mon. - Thurs.	Academic Advisement and Advance Registration for Spring 1999 8:00 a.m. - 6:30 p.m.
November 16 - 19	Mon. - Thurs.	Schedule Adjustment for Spring 1999 8:00 a.m. - 6:30 p.m.
December 15	Tuesday	Last Day for Completing Application Requirements to be Assured of Acceptance
January 5	Tuesday	Day and Evening Registration
January 6	Wednesday	First Day of Classes
January 6, 7	Wed., & Thurs.	Late Registration
January 8	Thursday	Last Day to Add Classes
January 18	Monday	Martin Luther King Holiday
March 2	Tuesday	Mid Term, Last Day to Drop Classes Without Evaluation
March 29	Monday	Regents' Testing Program Exam 7:30 a.m., 1:45 p.m., and 6:00 p.m.
	April 5-9	Mon. - Fri. Spring Break
April 28	Wednesday	Last Day of Classes
April 29	Thursday	Reading Day
April 30 - May 6	Fri. - Thurs.	Final Exams
May 6	Thursday	End of Semester
May 7	Friday	Graduation

Testing Dates for Spring 1999**SAT Test Dates**

November 3	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.
December 8	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.

Placement Test Dates

December 7	Monday	Coosa Valley Tech. 5:45 p.m.
December 8	Tuesday	Pickens Tech. 5:45 p.m.
December 8	Tuesday	Walker Tech. 5:45 p.m.

Check the Spring Semester 1999 Class Schedule for Placement test dates and times.

SUMMER SEMESTER 1999

April 19 - 22	Mon. - Thurs.	Academic Advisement and Advance Registration for Summer 1999 8:00 a.m. - 6:30 p.m.
April 19 - 22	Mon. - Thurs.	Schedule Adjustment for Summer 1999 8:00 a.m. - 6:30 p.m.
April 26	Monday	Last Day for Completing Application Requirements to be Assured of
Acceptance		
May 17	Monday	Day and Evening Registration
May 18	Tuesday	First Day of Classes
May 18 - 19	Tues. & Wed.	Late Registration
May 19	Wednesday	Last Day to Add Classes
May 31	Monday	Memorial Day Holiday
June 3	Thursday	Mid Term for 1st Session classes
June 18	Friday	Last Day of Classes for 1st Session classes
June 21 - 22	Mon. & Tues.	Final Exams for 1st Session classes
June 22	Tuesday	Mid Term and Last Day to Drop Full Session Classes Without Evaluation
June 23	Wednesday	Registration for 2nd Session classes
June 24	Thursday	First Day of Classes for 2nd Session classes
June 24 -25	Thursday	Late Registration for 2nd Session classes
June 25	Thursday	Last Day to Add 2nd Session classes
July 5	Monday	Independence Day Holiday
July 6	Tuesday	Regents' Testing Program Exam 7:30 a.m. and 6:00 p.m.
July 12	Monday	Mid Term for 2nd Session classes
July 27	Tuesday	Last Day of Classes
July 27	Tuesday	Last Day of Classes for 2nd Session classes
July 28	Wednesday	Reading Day
July 29 -30	Thurs. & Fri.	Final Exams
July 30	Friday	End of Semester

Testing Dates for Summer 1999

SAT Test Dates

March 30	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.
April 20	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.

Placement Test Dates

April 26	Monday	Coosa Valley Tech. 5:45 p.m.
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April 27

Tuesday

Pickens Tech. 5:45 p.m.

April 27

Tuesday

Walker Tech. 5:45 p.m.

Check the Summer Quarter 1999 Class Schedule for Placement test dates and times.