

# INDEX

SUBJECT	PAGE
Academic Advising . . . . .	108
Academic Calendar . . . . .	4
Academic Progress . . . . .	103
Academic Renewal . . . . .	101
Academic Resources . . . . .	58
Administration . . . . .	364
Admission Requirements . . . . .	15
Advance Placement . . . . .	113
Alcohol, Drug, and Tobacco Use Policy . . . . .	80
Audit Students . . . . .	27
Bookstore . . . . .	63
Calendar . . . . .	4
Campus Map . . . . .	Inside Back Cover
Center for Continuing Education . . . . .	355
Children on Campus . . . . .	96
Class Attendance . . . . .	100
Class Load . . . . .	98
Classification of Student . . . . .	98
College Preparatory Curriculum . . . . .	35
Cooperative Education . . . . .	107
Core Curriculum . . . . .	112
Counseling . . . . .	59
Course Descriptions	
Accounting (ACCT) . . . . .	276
Allied Health Technology (ALHT) . . . . .	277
Anthropology (ANTH) . . . . .	278
Astronomy (ASTR) . . . . .	278
Biology (BIOL) . . . . .	278
Business Administration (BUSI) . . . . .	282
Carpet (CRPT) . . . . .	291
Certified Customer Service Specialist (CCSS) . . . . .	286
Certified Nursing Assistant (CNAS) . . . . .	286
Chemistry (CHEM) . . . . .	287
Communications (COMM) . . . . .	289
Computer Applications/Systems (CAPS) . . . . .	283
Computer Science (CMPS) . . . . .	288
Cooperative Education (COOP) . . . . .	289
Criminal Justice (CRJU) . . . . .	291
Drafting (DRFT) . . . . .	292
Economics (ECON) . . . . .	293
Education (EDUC) . . . . .	294
Electronics and Computer Technology (ELCT) . . . . .	299
Engineering (ENGR) . . . . .	304
English (ENGL) . . . . .	302
English Speakers of Other Languages (ESOL) . . . . .	305
Finance (FINC) . . . . .	305

First Year Experience Seminar (FYES) . . . . .	306
French (FREN) . . . . .	305
Geology (GEOL) . . . . .	306
Geography (GEOG) . . . . .	306
History (HIST) . . . . .	307
Humanities (HUMN) . . . . .	308
Industrial Electrical (See Electronics and Computer Technology) . . . . .	299
Integrated Science (ISCI) . . . . .	309
Licensed Practical Nursing (LPNS). . . . .	309
Machine Shop (MSHP) . . . . .	326
Management (MGMT Technical). . . . .	320
Management (MNGT Bachelors). . . . .	323
Management Information Systems (MGIS) . . . . .	318
Manufacturing (MFGT) . . . . .	317
Marketing (MARK - Bachelor) . . . . .	311
Marketing (MRKT - Technical) . . . . .	326
Mathematics (MATH). . . . .	312
Medical Laboratory Technology (MLTS). . . . .	321
Medical Office Assistant (MOAS) . . . . .	325
Music (MUSC) . . . . .	327
Nursing (NURS) . . . . .	327
Office Administration (OADM) . . . . .	328
Operations Management (OPMT) . . . . .	330
Philosophy (PHIL) . . . . .	333
Physical Education (PHED) . . . . .	332
Physics (PHYS). . . . .	334
Political Science (POLS) . . . . .	334
Psychology (PSYC) . . . . .	335
Radiologic Technology (RADT) . . . . .	335
Reading (READ) . . . . .	340
Regents' Skills (RGTE and RGTR) . . . . .	345
Respiratory Therapy (RESP) . . . . .	324
Social Work (SOWK) . . . . .	346
Sociology (SOCL) . . . . .	345
Spanish (SPAN) . . . . .	350
Speech (See Communications). . . . .	289
Theatre (THEA). . . . .	351
Welding (WELD) . . . . .	352
College Level Examination Program (CLEP) . . . . .	113
Credit by Examination . . . . .	113
Cumulative Average . . . . .	102
Degree and Certificate Requirements . . . . .	104
Directory for Correspondence . . . . .	Inside Front Cover
Disability Support Services. . . . .	59
Disruptive and Obstructive Behavior . . . . .	83
Dropping or Changing Classes. . . . .	99
Exclusion . . . . .	103
Expenses. . . . .	37

Faculty . . . . .	366
Fees . . . . .	38
Family Educational Rights and Privacy Act (FERPA). . . . .	10
Financial Aid . . . . .	48
Fitness Center . . . . .	65
Food Services . . . . .	63
Foundation . . . . .	363
Executive Committee. . . . .	363
Trustees . . . . .	363
Grade Point Average (G.P.A.) . . . . .	102
Grade Reports . . . . .	101
Grades and Symbols . . . . .	100
Graduation Application. . . . .	106
Average . . . . .	102
Fees. . . . .	45
Requirements . . . . .	104
Grievance Policy . . . . .	87
History of the College . . . . .	8
Honors . . . . .	102
HOPE GPA . . . . .	102
Institutional GPA . . . . .	102
International Students . . . . .	29
International Baccalaureate (IB). . . . .	113
Intramurals . . . . .	65
Learning Support. . . . .	27
Library . . . . .	63
Notice of Nondiscrimination . . . . .	11
Official Notices . . . . .	9
Orientation . . . . .	99
Physical Education Exemption . . . . .	114
Program Accreditation . . . . .	386
Programs of Study	
A+ Certification (Mini-Certificate). . . . .	230
Accounting (BBA) . . . . .	124
Agricultural and Environmental Sciences (AS). . . . .	156
Architectural Drafting Specialist (Mini-Certificate). . . . .	231
Basic Industrial Welding and Machining (Mini-Certificate). . . . .	232
Basic Machinist (Mini-Certificate) . . . . .	233
Biology (BS). . . . .	146
Biological Sciences (AS) . . . . .	157
Business, General (AAS) . . . . .	158
Business Administration (AS). . . . .	159
Certified Customer Service Specialist (Mini-Certificate) . . . . .	234
Certified Nursing Assistant (Mini-Certificate). . . . .	235
Chemistry (AS) . . . . .	160
Cisco Professional (Mini-Certificate). . . . .	236
Cisco Specialist (Mini-Certificate). . . . .	237
Communication Studies (AA) . . . . .	161

Computer-Aided Drafting (Mini-Certificate) . . . . .	238
Computer Networking and Service Technology (AAS) . . . . .	162
Computer Networking and Service Technology (Certificate) . . . . .	239
Computer Operations (AAS) . . . . .	163
Computer Operations (Certificate) . . . . .	240
Computer Science (AS) . . . . .	164
Cooperative Degree (AAS) . . . . .	165
Criminal Justice (AS) . . . . .	166
Dental Hygiene (AS) . . . . .	167
Drafting and Design Technology (AAS) . . . . .	169
Drafting and Design Technology (Certificate) . . . . .	241
Economics (AA) . . . . .	170
Education, Early Childhood/Elementary (AS) . . . . .	171
Education, Middle Grades/ Secondary (AS) . . . . .	172
Education, Teacher Education (BSEd) . . . . .	136
Emergency Services Management (AAS) . . . . .	173
Engineering (See Physics) . . . . .	210
English (AA) . . . . .	174
Family and Consumer Science (AS) . . . . .	175
Foreign Language (AA) . . . . .	176
Forestry (AS) . . . . .	177
Gas Metal Arc Welding (Mini-Certificate) . . . . .	242
General Studies (AA) . . . . .	178
General Studies (AS) . . . . .	179
Geography (AA) . . . . .	180
Geology (AS) . . . . .	181
Health and Physical Education (AS) . . . . .	182
Health Information Management (AS) . . . . .	183
Health Unit Coordinator (Mini-Certificate) . . . . .	243
History (AA) . . . . .	184
Industrial Electrical and Electronic Technology (AAS) . . . . .	185
Industrial Electrical and Electronic Technology (Certificate) . . . . .	244
Industrial Electrical Technology (Mini-Certificate) . . . . .	246
Industrial Safety (Mini-Certificate) . . . . .	247
Information Technology (IT) Plus Specialist (Mini-Certificate) . . . . .	248
Information Systems (AS) . . . . .	187
iSeries 400 Application Development (Mini-Certificate) . . . . .	249
Licensed Practical Nursing (Certificate) . . . . .	250
Management (BBA) . . . . .	126
Management (AAS) . . . . .	188
Management (Certificate) . . . . .	252
Management (Mini-Certificate) . . . . .	253
Management Information Systems (BBA) . . . . .	128
Marketing (AAS) . . . . .	189
Marketing (Certificate) . . . . .	254
Marketing (Mini-Certificate) . . . . .	255
Marketing (BBA) . . . . .	130
Mathematics (BS) . . . . .	150

Mathematics (AS) . . . . .	190
Medical Assisting (Certificate) . . . . .	256
Medical Laboratory Technology (AAS) . . . . .	191
Medical Office Administration (AAS) . . . . .	193
Medical Technology (AS) . . . . .	195
Medical Transcription (AAS) . . . . .	196
Medical Transcription (Certificate) . . . . .	258
Medicine (Pre-Med)- See General Studies (AS) . . . . .	179
Microsoft Windows Networking (Mini-Certificate) . . . . .	259
Multicultural Office Specialist (Mini-Certificate) . . . . .	260
Nuclear Medicine Technology (AS) . . . . .	197
Nursing - ASN, (RN) . . . . .	199
Nursing - (AS) . . . . .	198
Office and Business Technology (AAS) . . . . .	205
Office and Business Technology (Certificate) . . . . .	261
Office Technology (Mini-Certificate) . . . . .	262
Operations Management (BBA) . . . . .	132
Personal Computer Applications (Mini-Certificate) . . . . .	263
Philosophy (AA) . . . . .	207
Phlebotomy (Mini-Certificate) . . . . .	264
Physical Education (See Health and Physical Education) . . . . .	182
Physics/Pre-Engineering (AS) . . . . .	210
Plate and Pipe Welding (Mini-Certificate) . . . . .	265
Political Science (AA) . . . . .	211
Pre-Dental Hygiene . . . . .	168
Pre-Occupational Therapy (AS) . . . . .	204
Pre-Pharmacy (AS) . . . . .	206
Pre-Physical Therapy (AS) . . . . .	208
Pre-Physician Assistant (AS) . . . . .	209
Psychology (AA) . . . . .	212
Radiation Therapy Technology (AS) . . . . .	213
Radiography (AS) . . . . .	214
Radiologic Technology (AAS) . . . . .	215
Radiologic Technology (Certificate) . . . . .	266
Respiratory Therapy (AAS) . . . . .	221
Respiratory Therapy (AS) . . . . .	225
Small Business Record Keeping (Mini-Certificate) . . . . .	268
Social Work (AA) . . . . .	226
Social Work (BSW) . . . . .	144
Sociology (AA) . . . . .	227
Technology, General Studies (AAS) . . . . .	228
Technology Management (BAS) . . . . .	134
Telecommunications (Mini-Certificate) . . . . .	269
T.I.G. Welding (Mini-Certificate) . . . . .	270
Welding (Certificate) . . . . .	271
Refunds . . . . .	41
Regents Engineering Transfer Program (RETP) . . . . .	117
Regents of the University System . . . . .	362

Regents' Testing Program . . . . .	106
Registration . . . . .	99
Release of Student Information . . . . .	101
Residency Requirements . . . . .	45
Scholarships, Loans, and Financial Aid . . . . .	48
Special Fees . . . . .	45
Statement of Purpose . . . . .	9
Student Activities . . . . .	62
Student Conduct Regulations . . . . .	78
Student Grievances . . . . .	87
Student Services . . . . .	57
Student Handbook . . . . .	68
Student ID Cards . . . . .	66
Studies Abroad . . . . .	118
Tech Prep Articulation . . . . .	29
Traffic Code . . . . .	93
Transcripts . . . . .	101
Transfer Students . . . . .	33
Transient Status . . . . .	34
Tuition and Fees . . . . .	38
Withdrawal from College . . . . .	99

## ***Program Accreditation***

- Certified Nursing Assistant Program** - Approved by the Georgia Medical Care Foundation
- Licensed Practical Nursing Program** - Approved by The Georgia Board of Examiners of Licensed Practical Nursing
- Medical Assisting Program** - Accredited by The American Association of Medical Assistants (AAMA) and by the Commission on Accreditation of Allied Health Education Programs (CAAHEP)
- Medical Laboratory Technology Program** - Accredited by The National Accrediting Agency for Clinical Laboratory Sciences
- Phlebotomy Program** - Approved by The National Accrediting Agency for Clinical Laboratory Sciences
- Radiologic Technology Program** - Accredited by The Joint Review Committee on Education in Radiologic Technology
- Registered Nursing Program** - Approved by The Georgia Board of Nursing
  - Accredited by The National League of Nursing Accrediting Commission
- Social Work Program** - Accredited by The Council on Social Work Education

Dalton State College is a member of the American Association of State Colleges and Universities.

Dalton State College is a member of the American Association of Colleges for Teacher Education.

## DIRECTORY

<b>Office of Academic Affairs</b> . . . . .	(706) 272-4420
Office of Extended Campus Programs . . . . .	(706) 272-2491
Catoosa Center Coordinator . . . . .	(706) 861-5089
School of Business Administration . . . . .	(706) 272-4507
School of Education . . . . .	(706) 272-2362
School of Liberal Arts . . . . .	(706) 272-4403
School of Natural Sciences and Mathematics . . . . .	(706) 272-4440
Learning Support . . . . .	(706) 272-4419
School of Nursing . . . . .	(706) 272-2457
School of Social Work . . . . .	(706) 272-2682
School of Technology . . . . .	(706) 272-4410
Office of Adult Education . . . . .	(706) 226-3761
Library . . . . .	(706) 272-4575
Center for Continuing Education . . . . .	(706) 272-4454

<b>Office of Enrollment and Student Services</b> . . . . .	(706) 272-4436
Academic Advising Center . . . . .	(706) 272-4458
Academic Resources . . . . .	(706) 272-4429
Financial Aid and Veteran Services . . . . .	(706) 272-4545
Fitness Center . . . . .	(706) 272-4443
Office of Computing and Information Services . . . . .	(706) 272-2611
Office of Student Activities . . . . .	(706) 272-4428

<b>Office of Fiscal Affairs</b> . . . . .	(706) 272-4435
Bookstore . . . . .	(706) 272-4548
Food Service . . . . .	(706) 272-4441
Plant Operations . . . . .	(706) 272-4446
Public Safety . . . . .	(706) 272-4461

<b>Office of Public Relations</b> . . . . .	(706) 272-4469
---	----------------

<b>DSC Foundation</b> . . . . .	(706) 272-4504
---------------------------------	----------------

Dalton State College  
650 College Drive  
Dalton, Georgia 30720  
Toll Free 1-800-829-4436  
Fax 706-272-2530  
Internet address: <http://www.daltonstate.edu>

# Dalton State

1. Westcott Building (President, Fiscal Affairs, Enrollment Services)

2. Roberts Library

3. Bandy Gymnasium

4. Sequoia Hall

5. Pope Student Center

6. Gignilliat Memorial Hall

7. Lorberbaum Liberal Arts Building

8. Technical Education Building

9. Maintenance Building (Plant Operations)

10. Brown Center for Continuing Education

11. Racquetball Courts

12. Tennis Courts

13. Athletic Field

Faculty/Staff Parking

Student Parking

Visitor Parking

