

DIRECTORY FOR CORRESPONDENCE

ACADEMIC PROGRESS OF STUDENTS

Office of Academic Affairs (706) 272-4420

ACTIVITIES AND STUDENT LIFE

Office of Student Affairs (706) 272-4546

ADMISSIONS

Office of Admissions and Records (706) 272-4436

ALUMNI ASSOCIATION

Office of Institutional Advancement (706) 272-4473

ADULT EDUCATION - Literacy

Office of Adult Literacy (706) 226-3761

BOOKSTORE

Student Center (706) 272-4548

CAMPUS SECURITY

Student Center (706) 272-4461

DSC FOUNDATION

. (706) 272-4473

EVENING PROGRAM AND EXTENDED CAMPUS OFFERINGS

Office of Evening and Extended Campus Programs . . . (706) 272-2490
Coosa Valley Technical Institute Coordinator (706) 624-1280
Northwestern Technical Institute Coordinator (706) 764-3737
Pickens Technical Institute Coordinator (706) 692-4711

FOUR YEAR DEGREE PROGRAMS

Division of Business and Technology (706) 272-2567

INFORMATION OF A CONFIDENTIAL NATURE

Office of the President (706) 272-4438

LIBRARY

. (706) 272-4575

PUBLIC RELATIONS

Office of Public Relations (706) 272-4469

SCHOLARSHIPS, FINANCIAL AID, AND VETERAN SERVICES

Director of Financial Aid (706) 272-4544

SHORT COURSES AND CONFERENCES

Center for Continuing Education (706) 272-4454

TECHNICAL PROGRAM INFORMATION

Division of Technical Education (706) 272-4434

TRANSCRIPTS OF RECORDS

Office of Admissions and Records (706) 272-2557

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Dalton, Georgia 30720
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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 State 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 Bachelor's 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 State 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 Office of Admissions and Records 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 Vice President for Admissions and Records, the Office of the Vice President for Student Affairs, and the Office of the Vice President for 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 State 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 State College under Title II of the Americans with Disabilities Act should contact the Office of the Vice President for Admissions and Records (706/272-4436), the Office of the Vice President for Academic Affairs (706/272-4421), the Center for Continuing Education (706/272-4454), or the Office of the Vice President for Student Affairs (706/272-4423).

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Program Accreditation

Automotive Technology Program	- Accredited by The National Institute for Automotive Service Excellence
Emergency Medical Technology Program	- Approved by The Department of Technical and Adult Education and The Georgia Department of Human Resources
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
Medical Laboratory Technology Program	- Accredited by The National Accrediting Agency for Clinical Laboratory Sciences
Paramedic Technology Program	- Approved by The Department of Technical and Adult Education and The Georgia Department of Human Resources
Phlebotomy Program	- Accredited 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

ACADEMIC CALENDAR 1999 - 2000

Orientation and Registration for New Students

All new students are required to participate in New Student Orientation. Orientation sessions are scheduled during 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.

Class Session Legend

“A” Session	Full Semester
“B” Session	First Half of Semester
“C” Session	Second Half of Semester
“D” Session	First Third of Semester
“E” Session	Second Third of Semester
“F” Session	Third Third of Semester

SUMMER SEMESTER 1999

April 19 - 22	Mon. - Thurs.	Academic Advisement and Advance Registration for Summer 1999--8:00 a.m. - 6:00 p.m.
April 26	Monday	Last Day for Completing Application Requirements to be Assured of Acceptance
May 17	Monday	Day and Evening Registration for all Sessions-- Monday & Wednesday night classes meet
May 18	Tuesday	First Day of Classes for all other A Session & B Session
May 18 - 19	Tues. & Wed.	Late Registration
May 19	Wednesday	Last Day to Add Classes for A Session and B Session
May 31	Monday	Memorial Day Holiday-- for students only
June 3	Thursday	Mid-Term for B Session
June 21	Monday	Last Day of Classes for B Session
June 21	Monday	Mid Term and Last Day to Drop A Session Classes Without Evaluation
June 22	Tuesday	Final Exams for B Session
June 22	Tuesday	Registration for C Session
June 23	Wednesday	First Day of Classes for C Session Classes
June 23-24	Wed.- Thurs.	Late Registration for C Session Classes
June 24	Thursday	Last Day to Add C Session Classes
July 5	Monday	Independence Day Holiday--College Closed
July 6	Tuesday	Regents' Testing Program Exam--7:30 a.m. & 6:00 p.m.
July 12	Monday	Mid Term for C Session Classes
July 26	Monday	Last Day of Classes for A Session
July 27	Tuesday	Reading Day for A Session Classes
July 27	Tuesday	Last Day of Classes for C Session
July 28 -29	Wed. & Thurs.	Final Exams
July 29	Thursday	End of Semester
July 30	Friday	All Grades Due to Registrar's Office by 1:00 p.m.

FALL SEMESTER 1999

June 21-24	Mon. - Thurs.	Academic Advisement and Advance Registration for Fall 1999 8:00 a.m. - 6:00 p.m.
July 27	Tuesday	Last Day for Completing Application Requirements to be Assured of Acceptance
August 13	Friday	Division Meetings (a.m.) New Faculty Orientation (p.m.)
August 16	Monday	Faculty Retreat at Cohutta Springs
August 17-18	Tues. & Wed.	Academic Advisement and Registration
August 19	Thursday	First Day of Classes for A Session, B Session, & D Session
August 19 - 24	Thurs., Fri., Mon., Tues.	Late Registration
August 24	Tuesday	Last Day to Add Classes
September 6	Monday	Labor Day Holiday
September 7	Tuesday	Mid-Term for D Session
September 15	Wednesday	Mid-Term for B Session
September 23	Thursday	End of Classes and Final Exam for D Session
September 24	Friday	Begin E Session
October 11	Monday	End B Session
October 12	Tuesday	Mid-Term for A Session & E Session, Final Exams for B Session
October 13	Wednesday	Begin C Session
October 14 & 15	Thurs. & Fri.	Fall Break
November 1	Monday	End E Session
November 1	Monday	Regents' Testing Program Exam 7:30 a.m. & 6:00 p.m.
November 2	Tuesday	Begin F Session
November 10	Wednesday	Mid-Term for C Session
November 18	Thursday	Mid-Term for F Session
November 24	Wednesday	Classes End at 5:30 p.m.
November 25, 26	Thurs., Fri.	Thanksgiving Holidays
December 8	Wednesday	Last Day of Classes for A Session, C Session, & F Session
December 9-10 & 13-15	Thurs.-Fri. & Mon.-Wed.	Final Exams
December 15	Wednesday	End of Semester
December 16	Thursday	Grades Due to Registrar's Office by 1:00 p.m.
December 22-28	Wed.- Tues.	Christmas Holidays--College Closed

Testing Dates for Fall 1999

SAT Test Dates

May 25	Tuesday	8:30 a.m. & 5:30 p.m.
June 30	Wednesday	8:30 a.m. & 5:30 p.m.
July 22	Thursday	8:30 a.m. & 5:30 p.m.

CPE Test Dates

June 8	Tuesday	9:00 a.m & 6:00 p.m.
July 6	Tuesday	6:00 p.m.
July 13	Tuesday	9:00 a.m
July 20	Tuesday	6:00 p.m.
July 27	Tuesday	9:00 a.m
August 5	Thursday	9:00 a.m & 6:00 p.m.

CPP Test Dates

June 1	Tuesday	9:00 a.m.
June 14	Monday	6:00 p.m.
June 30	Wednesday	11:00 a.m.
July 14	Wednesday	6:00 p.m.
July 22	Thursday	9:00 a.m.
August 2	Monday	6:00 p.m.

SPRING SEMESTER 2000

November 15-18	Mon. - Thurs.	Academic Advisement and Advance Registration for Spring 2000 8:00 a.m. - 6:00 p.m.
December 20	Monday	Last Day for Completing Application Requirements to be Assured of Acceptance
January 10	Monday	Academic Advisement and Registration
January 11	Tuesday	First Day of Classes for A Session, B Session, & D Session
January 11-14	Tues.-Fri.	Late Registration
January 14	Friday	Last Day to Add Classes
January 17	Monday	Martin Luther King Holiday
January 28	Friday	Mid-Term for D Session
February 7	Monday	Mid-Term for B Session
February 15	Tuesday	End D Session
February 16	Wednesday	Begin E Session
March 2	Thursday	End B Session
March 3	Friday	Mid-Term for A Session & E Session, Final Exams for B Session
March 6-10	Mon. - Fri.	Spring Break
March 13	Monday	Begin C Session
March 27	Monday	Regents' Testing Program Exam 7:30 a.m., 1:45 p.m. & 6:00 p.m.
March 28	Tuesday	End E Session
March 29	Wednesday	Begin F Session
April 6	Thursday	Mid-Term for C Session
April 14	Friday	Mid-Term for F Session
May 2	Tuesday	Last Day of Classes for A Session, C Session, & F Session
May 3	Wednesday	Reading Day
May 5	Friday	Graduate Grades Due by 4:00 p.m.
May 4-5 & 8-10	Thurs.-Fri. & Mon.-Wed.	Final Exams
May 10	Wednesday	End of Semester
May 11	Thursday	All Grades Due to Registrar's Office by 1:00 p.m.
May 12	Friday	Graduation

Testing Dates for Spring 2000

SAT Test Dates

November 4	Tuesday	8:30 a.m. & 5:30 p.m.
December 7	Tuesday	8:30 a.m. & 5:30 p.m.
January 4	Tuesday	8:30 a.m. & 5:30 p.m.

CPE Test Dates

November 16	Tuesday	9:00 a.m & 6:00 p.m.
December 16	Tuesday	9:00 a.m & 6:00 p.m.
January 11	Tuesday	9:00 a.m & 6:00 p.m.

CPP Test Dates

October 7	Thursday	9:00 a.m.
October 20	Wednesday	6:00 p.m.
November 3	Wednesday	9:00 a.m.
November 4	Thursday	6:00 p.m.
November 22	Monday	6:00 p.m.
December 8	Wednesday	12:00 p.m.

SUMMER SEMESTER 2000

April 17 - 20	Mon. - Thurs.	Academic Advisement and Advance Registration for Summer 2000 8:00 a.m. - 6:00 p.m.
May 1	Monday	Last Day for Completing Application Requirements to be Assured of Acceptance
May 22	Monday	Day and Evening Registration
May 23	Tuesday	First Day of Classes for A Session & B Session
May 23-24	Tues.-Wed.	Late Registration
May 24	Wednesday	Last Day to Add Classes for A Session & B Session
June 6	Tuesday	Mid-Term for B Session
June 21	Wednesday	Last Day of Classes for B Session
June 22	Thursday	Final Exams for B Session Registration for C Session Mid Term and Last Day to Drop A Session Classes Without Evaluation
June 23	Friday	First Day of Classes for C Session
June 23 & 26	Fri. & Mon.	Late Registration for C Session
June 26	Monday	Last Day to Add C Session
July 3-4	Mon.-Tues.	Independence Day Holiday
July 5	Wednesday	Regents' Testing Program Exam 7:30 a.m. and 6:00 p.m.
July 11	Tuesday	Mid Term for C Session
July 26	Wednesday	Last Day of Classes for A Session & C Session
July 27-28	Thurs. & Fri.	Final Exams
July 28	Friday	End of Semester
July 31	Monday	All Grades Due to Registrar's Office by 1:00 p.m.

Testing Dates for Summer 2000

SAT Test Dates

March 28	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.
May 2	Tuesday	SAT - 8:30 a.m. & 5:30 p.m.

CPE Test Dates

April 6	Thursday	9:00 a.m & 6:00 p.m.
May 11	Thursday	9:00 a.m & 6:00 p.m.

CPP Test Dates

February 8	Tuesday	6:00 p.m.
March 1	Wednesday	9:00 a.m.
March 21	Tuesday	6:00 p.m.
April 13	Thursday	6:00 p.m.
April 25	Tuesday	9:00 a.m.
May 3	Wednesday	6:00 p.m.