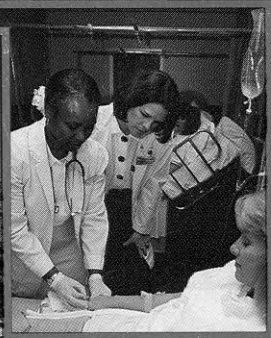
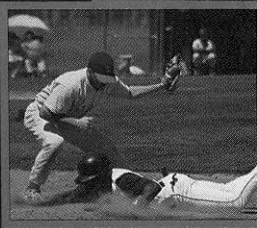
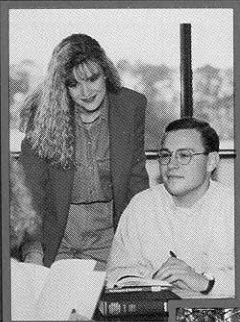


# Abraham Baldwin



1996-98 CATALOG

# Angie Rutland

## DIRECTORY FOR CORRESPONDENCE

Write the persons listed below at  
2802 Moore Highway  
Tifton, GA 31794-2693

President	Dr. Harold J. Loyd	(912) 386-3242
Vice President and Dean of Academic Affairs	Dr. Bettie Horne	386-3238
Vice President of Fiscal Affairs	Floyd E. Wright	386-3240
Vice President and Dean of Student Affairs	Dr. Timothy G. Wise	386-3232
Director of College Services	Dr. Homer A. Day	386-7232
Director of Public Relations	Michael D. Chason	386-3264
Director of Development	Melvin L. Merrill	386-3265
Chair, Division of Agriculture and Forest Resources	Dr. Larry D. Allen	386-3255
Chair, Division of Business Administration	Dr. Jeff D. Gibbs	386-3245
Chair, Division of Health, Physical Education, and Recreation	Wayne L. Cooper	386-3272
Chair, Division of the Humanities	Dr. Oscar Patton	386-3250
Chair, Division of Nursing	R. Joy Conger	386-3262
Chair, Division of Science and Mathematics	Dr. Leon W. Benefield	386-3260
Chair, Division of Social Science	Dr. Caroline S. Helms	386-3257
Chair, Division of Developmental Studies	Dr. William T. Wheeler	386-3488
Director of Admissions	Garth L. Webb	386-3230
Registrar	Thomas B. Call	386-3236
Director of Continuing Education/ Enrichment Program	Diane P. Kilgore	386-3267
Director of Evening and Off-Campus Programs	Merle M. Baker	386-3245
Director of Financial Aid and Veteran Affairs	Kay L. Freeland	386-3235
Associate Dean of Student Life		386-3233
Director of Counseling, Testing, Career Development, and Job Placement	Dr. Margaret A. Martin	386-3231
Coordinator of Job Placement	Julia Roberts	386-7111
Director of Alumni Relations	Nancy C. Coleman	386-3321
Director of Institutional Research	Dr. Donna E. Miller	386-7231
FAX Number		386-7006
Toll Free Number	1-800-733-3653	



# BULLETIN

## ABRAHAM BALDWIN AGRICULTURAL COLLEGE

A TWO-YEAR UNIT OF THE UNIVERSITY  
SYSTEM OF GEORGIA

2802 MOORE HIGHWAY  
TIFTON, GEORGIA 31794-2601

---

Volume LVIII, No. 1

July 1, 1996

---



*A comprehensive coeducational college,  
Abraham Baldwin is an Affirmative Action/Equal  
Employment and Educational Opportunity Institution*

## THE COLLEGE CATALOG

The statements set forth in this catalog are for informational purposes only and should not be construed as the basis of a contract between a student and this institution.

While the provisions of this catalog will ordinarily be applied as stated, Abraham Baldwin Agricultural College reserves the right to change any provision listed in this catalog, including but not limited to academic requirements for graduation, without actual notice to individual students. Every effort will be made to keep students advised of any such changes. Information regarding changes will be available in the Office of the Registrar. It is especially important that each student note that it is his/her responsibility to stay apprised of current graduation requirements for any particular program.

### FAILURE TO MEET FINANCIAL OBLIGATIONS

College expenses are payable in advance. Abraham Baldwin Agricultural College has reserved and intends to exercise the right to withhold copies of educational records and/or to disenroll students who owe the institution money.

### CIVIL RIGHTS COMPLIANCE

Abraham Baldwin Agricultural College subscribes fully to a policy of nondiscrimination with regard to all employees, students, and services to the community. Specifically, the College has given assurance of compliance with the provisions of the Civil Rights Act of 1964 and of Executive Order 11246 as amended. All members of the College's faculty, staff and student body are expected to subscribe to this assurance of compliance and to assist in making such assurance valid in fact.

### DISCRIMINATION PROHIBITED AGAINST INDIVIDUALS WITH DISABILITIES

Abraham Baldwin Agricultural College complies with Section 504 of the Rehabilitation Act of 1973 and the Americans With Disabilities Act of 1990 which prohibits discrimination against individuals with disabilities. In its efforts to comply with these regulations, Abraham Baldwin Agricultural College has designated the Vice President and Dean of Student Affairs, J. Lamar Branch Student Center (second floor), 912-386-3232; and the Director of Human Resources, Weltner Hall, 912-386-3491, as the individuals responsible in the areas of students with disabilities and employment related disabilities, respectively.

### SEX DISCRIMINATION PROHIBITED

Abraham Baldwin Agricultural College complies with Title IX of the Education Amendments of 1972 which prohibits discrimination in education programs and activities on the basis of gender. This prohibition extends to employment and admissions. The individual responsible for compliance with Title IX is the Director of Human Resources, Weltner Hall, 912-386-3491.

### EQUAL OPPORTUNITY EMPLOYER

Abraham Baldwin Agricultural College is an equal opportunity employer for all employees and applicants for employment without regard to race, color, gender, religion, national origin or disability of the individual.

### STUDENT RESPONSIBILITY

It is the responsibility of a student to read this catalog, official announcements, official bulletin boards, the *Student Handbook*, and otherwise inform himself/herself completely regarding his/her program of studies, credits, degree requirements, quality points and other facts relating to life at the College.

A student is requested to retain this catalog and to bring it at the time set for academic advisement with the academic advisor and subsequent registration.

# TABLE OF CONTENTS

General Information.....	4
Admissions.....	18
Expenses and Fees.....	28
Financial Aid.....	34
Student Services.....	57
Academic Regulations.....	67
College Transfer Programs.....	84
Career and Technological Programs.....	118
Description of Courses.....	165
Faculty and Administration.....	191
Glossary.....	202
Index.....	205

Here is the "OFFICIAL" list of courses that can be used to satisfy the computer competency requirement for graduation (applicable only to students graduating under the 1996-98 catalog):

1. All courses with a CIS prefix
2. CSC 140
3. FOR 155
4. A letter from Drs. Gibbs or Ross certifying that the student has passed the exemption test for CIS 110.

No student can graduate under the current catalog without meeting one of the above criteria for computer competency.

Thomas B. Call

Registrar

Abraham Baldwin College

ABAC 3, 2802 Moore Hwy.

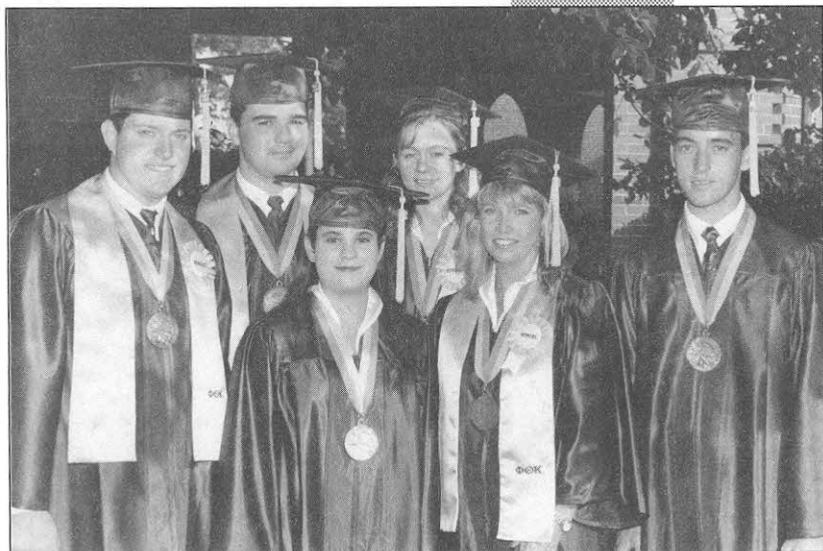
Tifton, GA 31794

TEL: (912) 386-3236

FAX: (912) 386-3913

tcall@c.abac.peachnet.edu

# General Information







# CALENDAR

## FALL QUARTER 1996 (972)

September 10	Moultrie orientation
September 16	Moultrie registration
September 17	SGMC/VSU registration
September 18	New faculty members report
September 19-20	Fall Preview and Planning Conference
September 22-24	New student orientation
September 22	Evening on-campus orientation
September 23	Evening on-campus registration
September 23	Last day for filing application for admission
September 24	Last day for filing readmission application
September 24	Registration for new students
September 24	BHIT registration
September 25	Registration for returning students
September 26	Classes begin
September 27	Last day for late registration
September 27	Last day for change of schedule
October 29	Deadline for withdrawal without penalty
October 29	Deadline for posting mid-quarter grades
November 28-29	Thanksgiving holidays
December 4	Classes end
December 5-7	Final examinations
December 9	Grades due in Registrar's office by noon

## WINTER QUARTER 1997 (973)

December 10	Moultrie orientation
January 2	Last day for filing application for admission
January 5	Evening on-campus orientation
January 6-7	New student orientation
January 6	Evening on-campus registration
January 6	Last day for filing readmission application
January 7	Registration
January 7	Moultrie registration
January 8	Classes begin
January 8	BHIT registration
January 9	Last day for late registration
January 9	Last day for change of schedule
January 20	Martin Luther King holiday
February 11	Deadline for withdrawal without penalty
February 11	Deadline for posting mid-quarter grades
March 17	Classes end
March 18-20	Final examinations
March 21	Grades due in Registrar's office by noon

### SPRING QUARTER 1997 (974)

March 11	Moultrie orientation
March 20	SGMC/VSU registration
March 27	Last day for filing application for admission
March 30	Evening on-campus orientation
March 31-April 1	New student orientation
March 31	Last day for filing readmission application
March 31	Evening on-campus registration
April 1	Registration
April 1	Moultrie registration
April 2	Classes begin
April 2	BHIT registration
April 3	Last day for late registration
April 3	Last day for change of schedule
May 5	Deadline for withdrawal without penalty
May 5	Deadline for posting mid-quarter grades
June 6	Classes end
June 9-11	Final examinations
June 12	Grades due in Registrar's office by noon
June 14	Graduation

### SUMMER QUARTER 1997 (981)

June 12	SGMC/VSU registration
June 17	Moultrie orientation
June 18	Last day for filing application for admission
June 22	Evening on-campus orientation
June 23-24	New student orientation
June 23	Evening on-campus registration
June 23	Last day for filing readmission application
June 24	Registration
June 24	Moultrie registration
June 25	Classes begin
June 25	BHIT registration
June 26	Last day for late registration
June 26	Last day for change of schedule
July 3-4	Independence Day holiday
July 24	Deadline for withdrawal without penalty
July 24	Deadline for posting mid-quarter grades
August 25	Classes end
August 26-27	Final examinations
August 28	Grades due in Registrar's office by 5 P.M.

## FALL QUARTER 1997 (1998)

- August 28 SGM/VSU registration
- September 9 Moultrie orientation
- September 17-18-9 New faculty members report
- September 18-19 Fall Preview and Planning Conference
- September 21-23 New student orientation
- September 21 Evening on-campus orientation
- September 22 Last day for filing application for admission
- ✓ September 22 Evening on-campus registration
- September 23 Last day for filing readmission application
- ✓ September 23 Registration for new students
- ✓ September 23 Moultrie registration
- ✓ September 24 Registration for returning students
- ✓ September 24 BHIT registration
- ✓ September 25 Classes begin
- ✓ September 26 Last day for late registration
- ✓ September 26 Last day for change of schedule
- ✓ October 28 Deadline for withdrawal without penalty
- October 28 Deadline for posting mid-quarter grades
- ✓ November 27-28 Thanksgiving holidays
- ✓ December 3 Classes end
- ✓ December 4-6 Final examinations
- ✓ December 8 Grades due in Registrar's office by noon

## WINTER QUARTER 1998 (1999)

- ✓ December 9 Moultrie orientation
- January 2 Last day for filing application for admission
- ✓ January 4 Evening on-campus orientation
- ✓ January 5-6 New student orientation
- ✓ January 5 Evening on-campus registration
- January 5 Last day for filing readmission application
- ✓ January 6 Registration
- ✓ January 6 Moultrie registration
- ✓ January 7 Classes begin
- ✓ January 7 BHIT registration
- ✓ January 8 Last day for late registration
- ✓ January 8 Last day for change of schedule
- ✓ January 19 Martin Luther King holiday
- ✓ February 10 Deadline for withdrawal without penalty
- February 10 Deadline for posting mid-quarter grades
- ✓ March 16 Classes end
- ✓ March 17-19 Final examinations
- ✓ March 20 Grades due in Registrar's office by 5 P.M.

**SPRING QUARTER 1998 (984)**

✓ March 17	Moultrie orientation
✓ March 19	SGMC/VSU registration
<del>✓ March 27</del>	Last day for filing application for admission
✓ March 29	Evening on-campus orientation
✓ March 30-31	New student orientation
✓ March 30	Evening on-campus registration
<del>✓ March 30</del>	Last day for filing readmission application
✓ March 31	Registration
✓ March 31	Moultrie registration
✓ April 1	Classes begin
✓ April 1	BHIT registration
✓ April 2	Last day for late registration
✓ April 2	Last day for change of schedule
✓ May 4	Deadline for withdrawal without penalty
<del>✓ May 4</del>	Deadline for posting mid-quarter grades
✓ June 5	Classes end
✓ June 8-10	Final examinations
✓ June 11	Grades due in Registrar's office by noon
✓ June 13	Graduation

## HISTORY OF THE COLLEGE

The name, role, and scope of Abraham Baldwin Agricultural College have been subject to change since its founding in 1908 as the Second District A & M School. In 1924 the South Georgia Agricultural and Mechanical College was organized, and the physical property of the Second District A & M School was adapted for college use. Change occurred again in 1929 when the institution became Georgia State College for Men and again in 1933 when it became Abraham Baldwin Agricultural College, named for Abraham Baldwin, signer of the United States Constitution and the first president of the University of Georgia.

Throughout these years and these changes, the school has experienced steady growth from its first enrollment of 150 students to the 2,592 students enrolled in the fall quarter of 1995. Today the College reaches approximately 12,000 people annually through its college transfer programs, career technological programs, continuing education and short courses, and special services. Students are enrolled each quarter from each of the state's counties and from adjoining states and foreign countries. While the College has many features of a community college, its role is far broader because the range of operations is statewide in nature and scope.

In 1933 when the College became Abraham Baldwin Agricultural College, instructional emphasis was placed on programs in agriculture, forestry, and home economics. Emphasis on these programs continues. With a worldwide population explosion and a looming food shortage, the College expects to play an even larger role in the production of needed manpower for food production, marketing and distribution, and in the total agricultural revolution.

The uniqueness of Abraham Baldwin lies in its dedication and service to all the people in Georgia. In addition to offering specialized programs in agricultural and environmental sciences, forest resources and family and consumer sciences, the College also features comprehensive offerings in other two-year career and transfer programs.

## ACCREDITATION AND MEMBERSHIPS

Abraham Baldwin Agricultural College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia, Telephone (404)679-4501) to award Certificates and Associate Degrees.

The College is accepted by the Veterans Administration for the training of veterans under the G.I. Bill of Rights.

The College and its personnel are affiliated with numerous national, regional, and state associations, including:

- American Association of Community Colleges
- Georgia Association of Colleges
- Georgia Association of Junior Colleges
- Georgia Collegiate Press Association
- National League for Nursing
- National Junior College Athletic Association

## MISSION STATEMENT

Abraham Baldwin Agricultural College (ABAC), established in 1908 as the Second District A&M School, became South Georgia A&M College in 1924



and Georgia State College for Men in 1929. Named for a signer of the United States Constitution and the first president of the University of Georgia, the college assumed its present name in 1933 when it became a unit of the University System of Georgia. At that time ABAC embarked on a mission devoted primarily to associate-level studies in agriculture, home economics, and related fields. ABAC's role later expanded to include a diverse educational program.

As a unit of the University System of Georgia, ABAC shares the following characteristics with other two-year units in the System.

- a commitment to excellence and responsiveness within a scope of influence defined by the needs of a local area and by particularly outstanding programs or distinctive characteristics that have a magnet effect throughout the region or state;
- a commitment to a teaching/learning environment, both inside and outside the classroom, that sustains instructional excellence, functions to provide University System access for a diverse student body, and promotes high levels of student learning;
- a commitment to a high quality general education program that supports a variety of well-chosen associate programs and prepares students for transfer to baccalaureate programs, learning support programs designed to insure access and opportunity for a diverse student body, and a limited number of certificate or other career programs to complement neighboring technical institute programs;
- a commitment to public service, continuing education, technical assistance, and economic development activities that address the needs, improve the quality of life, and raise the educational level within the college's scope of influence;
- a commitment to scholarship and creative work to enhance instructional effectiveness and meet local needs.

In addition, campus life at ABAC shares the following characteristics with all other units in the system.

- a supportive campus climate, necessary services, and leadership and development opportunities, all to educate the whole person and meet the needs of the students, faculty, and staff;
- cultural, ethnic, racial, and gender diversity in the faculty, staff, and student body, supported by practices and programs that embody the ideals of an open, democratic, and global society;
- technology to advance educational purposes, including instructional technology, student support services, and distance education;
- collaborative relationships with other System institutions, state agencies, local schools and technical institutes, and business and industry, sharing physical, human, information, and other resources to expand and enhance programs and services available to the citizens of Georgia.

ABAC, a two-year college, is a community-based residential institution offering programs in the natural and physical sciences, the liberal arts, the social sciences, business, physical education and recreation, and health occupations as well as a specialized institution serving a unique role through programs in agriculture and related disciplines. This dual emphasis, together with on-campus housing, gives the college its distinctive character and enables it to attract traditional and

nontraditional students from throughout Georgia, other states, and other countries, creating a culturally diverse student body.

ABAC provides high quality academic programs that allow employment upon completion of two-year career programs of fulfillment or the core curriculum requirements and an opportunity for successful transfer into baccalaureate programs.

Off-campus and evening programs provide educational opportunities for individuals who are unable to attend classes in the traditional setting. Public service programs include special-interest activities and courses, occupation-enhancing short courses, youth enrichment courses, and performing and visual arts events. The college also provides administrative services and facilities that enable community and state organizations as well as other units of the University System of Georgia to bring seminars, meetings, and upper-level and graduate instruction to the region.

ABAC's vision for the future includes placing student learning foremost; having an outstanding diverse faculty, staff, and administration; valuing and encouraging lifelong learning; and ensuring continuous leadership and improvement. The college supports its mission through a participatory planning process involving all aspects of the campus community. Key components of the vision include additional outreach in Colquitt County through the development of the Moultrie Center; expanded use of distance education technologies; and collaborative efforts with technical institutes, public schools, and business and professional organizations. Another dimension of the vision is the continued development of agriculturally related programs of study and applied research partnerships with Fort Valley State College and the University of Georgia. Furthermore, the vision includes meeting the changing needs for programs other than those in agriculture.

The open admissions nature of ABAC continues to require refinement of services that enhance student development and academic success.

## ASSESSMENT PROGRAM

Abraham Baldwin Agricultural College is committed to helping each student realize his/her potential. For this reason, student assessment is part of the college's educational program. From the time a student applies until leaving, participation is expected in a series of tests and surveys designed to assist college personnel in accurate advisement and course placement, to gather information on satisfaction with college programs and services, and to measure academic and personal achievements. These tests and surveys will be used to help a student achieve individual goals and to improve college programs and services.

A student's earnest and sincere participation on tests, learning tasks, exit exams and surveys will provide the college with accurate information to be used in planning effective programs and services. Students should take seriously their participation in these activities.

## CONTINUING EDUCATION, YOUTH CONNECTION, AND PUBLIC SERVICE

Abraham Baldwin Agricultural College is committed to the idea and practice of lifelong learning and provides public service to achieve this goal. Established in 1940, the Continuing Education Office provides a link between the college

and the communities it serves. Continuing education activities are an extension of the traditional on-campus learning process and have been established to encourage lifelong learning of all of Georgia's citizens. Continuing education programs are developed in response to educational demands and requests of citizens, professional and business groups, governmental agencies, and civic groups. Instructional services consist of non-degree work primarily designed for the purpose of upgrading skills for career/professional development, personal interest, and enrichment.

Entrance to non-credit programs is not based on educational background, and no grades are given in most classes. The only requirement for enrolling in most classes is interest and a desire to learn.

The Youth Connection program, an important part of the continuing education program at Abraham Baldwin Agricultural College, was established in 1987 as an outreach to young people of the community. Year-round programming provides a wide range of activities and special events for youth ages six months to 18 years.

The Office of Continuing Education and the Youth Connection program are located on the first floor of the Baldwin Library. Additional information may be obtained by calling either 386-3267 or 386-3815 between 8:00 AM and 5:00 PM on weekdays.

## THE ARTS EXPERIMENT STATION

The Arts Experiment Station (AES) is located in Tift Hall on the Abraham Baldwin campus. It represents another aspect of the college's commitment to continual learning and public service by seeking to broaden the cultural perspectives of South Georgians through a variety of programs and activities. The AES has developed a multi-county arts alliance through which it presents arts in education programs, professional performances, festivals, arts camps, and residencies by professional dance and theater groups. In addition, the Arts Experiment Station has launched a program to recognize and sustain the folk life of South Georgia. The Station attracts participants from virtually all walks of life.

## REGIONAL POLICE ACADEMY

The Regional Police Academy is located in Bowen Hall on the ABAC campus and operates as an integral part of the college's Division of Social Science. Its activities are funded by the Georgia Peace Officers Standards and Training Council, which oversees the operation of other regional and departmental training academies located in the state. The Academy's overall mission is to serve the training needs of peace officers within its 39 county service region representing 131 local law enforcement agencies in South Georgia. The Academy currently offers courses in four areas: (1) Basic Law Enforcement and Corrections Officer Training; (2) Refresher Training; (3) Career Development Training; and, (4) Specialized Training.

## ALLIED STATE AGENCIES

The work of Abraham Baldwin is complemented by the continual, informal cooperation of other state-level agencies and institutions located in Tifton. Together, they assist the college in providing work experience, internships, and job placement for students, additional expertise in agricultural research, coordina-

tion of conferences and seminars, facilities, and research and writing opportunities for faculty members.

One of these agencies is the Rural Development Center (RDC), an educational unit of the Cooperative Extension Service of the University of Georgia. The program of the RDC is directed toward full development and utilization of the social and economic potential of the region and the state. Its objectives include 1) increasing agricultural and forest production through continued research and the application of research findings; 2) advancing developments in marketing and utilization of farm and forest products; 3) aiding community development and solving problems related to lifestyles and social interaction; 4) furthering labor training and utilization to provide more skilled workers in the various areas of agribusiness and to help general farm workers in coping productively with increasing farm technology.

Another state agency that works closely with the college is the University of Georgia's Coastal Plain Experiment Station. The Station has approximately 100 scientists in various specialized areas who are engaged in research and development in the plant and animal sciences. The proximity of the Experiment Station's personnel to the college contributes to an invigorating climate of inquiry and study for students, faculty, and staff. Many college students find part-time employment at the Station, and some ventures are shared jointly by the two institutions.

A third allied state agency is the State Museum of Agriculture, popularly known as the Georgia Agrirama. Its aim is to preserve and exhibit the culture of South Georgia through a restored settlement of the late nineteenth century. The two dozen restored buildings at the Agrirama range from an 1896 farmhouse to a steam-powered cotton gin and provide a living history museum for the people of the state. Abraham Baldwin and the Agrirama cooperate throughout the year in presenting special social and cultural events that celebrate the rural life of a century ago.

Two other state offices, the Georgia Department of Labor and the Department of Natural Resources, contribute to the college's efforts to provide job placement and work experience for Abraham Baldwin students. The Department of Labor, in cooperation with the college, provides employment assistance for students whose education has prepared them for direct entry into the job market. The Department of Natural Resources works with faculty members in the forestry and wildlife programs of the Division of Agriculture and Forest Resources and helps provide work experience for students in the areas of game and forest management.

## ABRAHAM BALDWIN ALUMNI ASSOCIATION

Anyone who has completed a minimum of 15 quarter hours of education credit is eligible for membership in the ABAC Alumni Association. Only those who have earned 45 or more hours are considered active alumni. The Ag Alumni Council, a special interest group of the Association, consists of alumni from agriculture, family and consumer sciences (home economics), forest resources and veterinary medicine.

The purpose of the Association is to promote activities designed to strengthen and enrich the education and extracurricular programs of ABAC so the college can make a maximum contribution to the economic, social, cultural, and spiritual life of Georgia and the surrounding area.

Homecoming, which includes the annual meeting of the Association, is held in

April of each year and continues to grow in number and enthusiasm. Eight awards are presented to alumni annually who have excelled in various professions.

The alumni newspaper, ABAC Today, is published three times a year, keeping alumni and friends abreast of happenings of the college. It is mailed to all active alumni and donors.

There are no dues, but financial requests are made through the ABAC Foundation. Contributions to the Foundation fund alumni activities including the alumni newspaper, homecoming, the awards program and two alumni scholarships as well as other campus activities.

## ABRAHAM BALDWIN FOUNDATION

In 1954 businessmen in Tifton and Tift County organized the Greater Baldwin Association to advance the cause of education by supporting programs and activities of the College which cannot be funded through the budget allocated by the state. In 1974, in order to achieve closer identification with the College, the name of the organization was changed to the Abraham Baldwin Agricultural College Foundation. The purpose remains the same. Funds made payable to the Foundation are used for purchasing any needed equipment and property, providing academic and athletic scholarships, campus improvement, and other projects and activities which the board of directors may deem appropriate.

The Foundation accepts gifts of cash, securities, trusts, real estate, gifts-in-kind, life insurance, bequests or a combination thereof. All gifts to the Foundation are tax deductible.

## LOCATION OF THE COLLEGE

ABAC is located in south central Georgia on a 390-acre tract of land on the north side of the city of Tifton alongside highway I-75.

The college is also readily accessible via U.S. highway 41, which lies close to the campus. Abraham Baldwin is approximately 55 miles from the Florida state line via I-75 and 110 miles from the Alabama state line via highway 82.

Tifton is served by major airlines through airports at Albany, Macon, and Tallahassee, Florida.

## BUILDINGS AND GROUNDS

*(See map on inside back cover for exact location of buildings.)*

**ALUMNI-DEVELOPMENT HOUSE**—Located on the northern side of the campus, this building houses the Office of Development and Alumni Relations, the ABAC Foundation, and the ABAC Alumni Association. This building was built in 1967 and was renovated for its present use in 1990. It is complemented by formal gardens and overlooks Lake Baldwin, a recreational area for faculty, staff, and students.

**BALDWIN LIBRARY**—Completed in 1990, this facility of 42,000 square feet serves as a central learning resources center for the college. Its collections include approximately 67,000 volumes, 450 periodical subscriptions, and a varied assortment of audio-visual materials and equipment. Microcomputer laboratories, media production facilities, and a large meeting room are located on the ground floor. The building is designed to serve the needs of students, faculty, and the community.



**BOWEN HALL**—This building, at the center of the campus, houses the Division of Social Science, the Home Economics Program, Regional Police Academy and faculty offices.

**BRITT HALL**—Located on the northern side of the campus, this two-story building contains a part of the Science-Math Division, three biology laboratories, a chemistry laboratory, three classrooms, and six faculty offices.

**CONGER HALL**—This three-story building houses the Business Administration Division and the Office of Student Support Services, which occupy the first two floors, and the Humanities Division, which is located on the third floor. Facilities include offices, flexible classroom space and an auditorium. The college's Computer Center, situated on the first floor, holds records vital to the operation of the college.

**CENTRAL DISTRIBUTION PLANT**—This building provides heating and cooling for most of the campus.

**DONALDSON DINING HALL**—This, the largest dining facility in South Georgia, provides a seating capacity in excess of 950. In addition to providing dining services for the student body, the dining hall is frequently used for large banquets by groups throughout Tiftarea.

**DRIGGERS LECTURE HALL-CHAPEL**—This non-denominational chapel is used for weddings, recitals, and lectures.

**ENGINEERING TECHNOLOGY BUILDING**—Containing 45,000 square feet, the center houses the faculty/staff of Agricultural Engineering, Agricultural Equipment Technology, Horticulture, and Animal Science. Classrooms and a wide variety of laboratories are located in the center which are used by students in many different programs of study.

**GAINES HALL**—This building houses part of the Nursing Department. It is adjacent to the Moore Building which also houses part of the nursing program.

**GRAY HALL**—This building is located adjacent to Britt Hall. It contains laboratories for physics and chemistry, classrooms and faculty offices.

**GRESSETTE PHYSICAL EDUCATION CENTER**—This 42,000 square feet physical education building contains faculty offices, classrooms, special rooms for weight lifting and personal contact sports, and a large basketball court with seating capacity for approximately 2,500. Adjacent to the complex is an olympic-sized swimming pool.

**HEALTH CENTER**—The E. L. Evans Health Center has a ten-bed capacity and contains separate wards for males and females.

**HOWARD AUDITORIUM-THRASH GYM**—Equipped with a large stage and a capacity of over 500 people, the auditorium is the center of many college and community activities, including concerts, plays, movies, and assembly programs. Located at a right angle to the auditorium, and connected with it by an arcade-rotunda, the gymnasium is used for classes in physical education, intramural sports, and other student activities.

**J.G. WOODROOF FARM**—The college's farm contains over 200 acres and is used in such academic programs as agronomy, agricultural engineering, animal husbandry, wildlife, forestry, horticulture, and veterinary medicine.

**J. L. BRANCH STUDENT CENTER**—Located directly behind Tift Hall, the J. Lamar Branch Student Center contains the administrative offices of Student Affairs and the student offices of the Student Government Association, Student Union, Student Judicial Council, and the student communications media. The building also houses the Bookstore, Post Office, Snack Bar, and Recreation Center.

**KING HALL**—This building, containing general classrooms and laboratories, houses the Division of Developmental Studies.

**MOORE BUILDING**—This structure houses part of the Nursing Department and contains classrooms, an audio-tutorial laboratory, faculty offices, a student lounge, and a conference room.

**MUSIC BUILDING**—Centrally located on campus, the music building houses classrooms, laboratories, practice rooms, rehearsal areas and offices of the vocal and instrumental programs of the college.

**PHYSICAL EDUCATION OUTDOOR FACILITIES**—Situated along the east side of the campus is a forty acre physical education outdoor sports complex. It features a baseball field, tennis courts, archery range, and a field for soccer and intramural sports. In addition, a putting green and driving range are located near Lake Baldwin. These facilities are open to college students, faculty, and staff.

**PHYSICAL PLANT WAREHOUSE**—This facility houses the supply center for the college. It contains a warehouse storage area and offices for the administrative staff of Plant Operations.

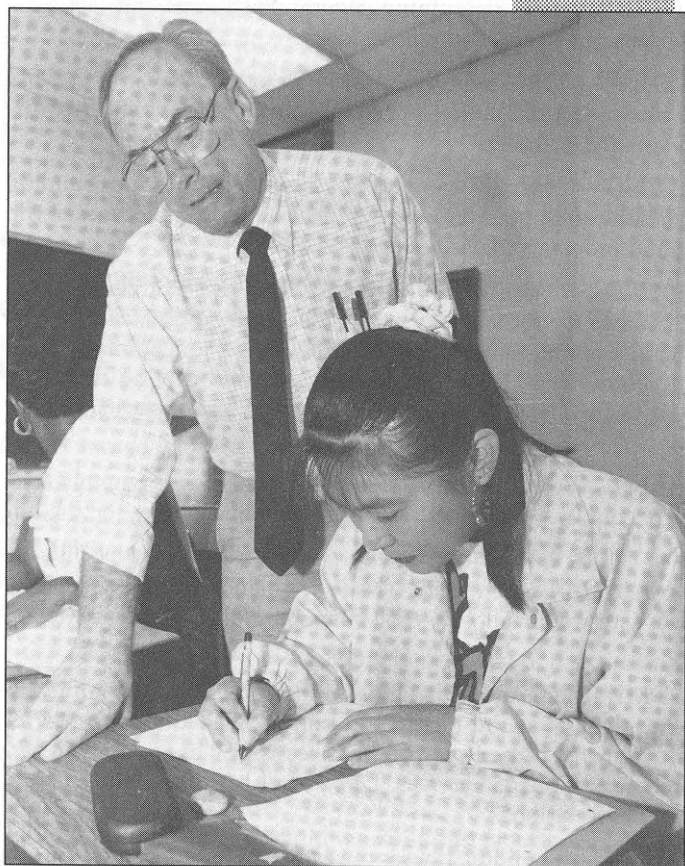
**RESIDENCE HALLS**—Branch Hall (Male); Chandler Hall (Female); Comer Hall (Male); Creswell Hall (Co-ed); Fulwood Hall (Co-ed); Mitchell Hall (Male).

**TIFT HALL-ADMINISTRATION**—This building houses the administrative offices of the President, Vice President and Dean of Academic Affairs, Vice President for Fiscal Affairs, and the Registrar's Office, as well as the Arts Experiment Station, Director of College Services, Director of Institutional Research, and the Office of Public Relations.

**WELTNER HALL**—This building houses the Office of Public Safety, the Office of Admissions, and the Human Resources Office. In addition, Georgia Department of Education Supervisors of Vocational Agriculture and Home Economics are located in this building.

**YOW FORESTRY AND WILDLIFE BUILDING**—This 20,000 square foot facility provides classroom, laboratory, and faculty office space for the Division of Agriculture and Forest Resources, including facilities for forest and wildlife management, agronomy and agricultural economics.

# Admissions



## GENERAL POLICIES AND PROCEDURES

The Admissions Office, located on the first floor of Weltner Hall, can be reached by telephone at (912) 386-3230 and by mail at ABAC 4, 2802 Moore Highway, Tifton, Georgia 31794-2601. The Toll Free number is 1-800-733-3653.

The Office of Admissions at Abraham Baldwin is responsible for providing information to prospective students, evaluating their applications, and notifying them of admissions status.

The College admits persons of good moral character who possess the physical and emotional health to meet the challenges of the academic program they will pursue. The Director of Admissions may refer any application to the Curriculum Committee for further study and advice. The Director of Admissions, however, has the right to make a final decision on applications. This decision may be appealed by the applicant under provisions set forth by the College and the Board of Regents of the University System of Georgia.

Applicants for admission should submit the necessary forms and fees, and other information no later than twenty days prior to the registration date for the quarter they expect to enroll. An application form may be found in the back of this catalog. The calendar at the front of this catalog provides the registration dates for each quarter.

The forms necessary for making an official application for admission are:

1. A completed application (this form is in the back of the catalog) and a non-refundable application fee of \$5.00. (The payment of an application fee entitles the applicant to have his or her application form reviewed according to normal admissions procedures at the institution; however, admission is not guaranteed by payment of the application fee.)
2. A high school transcript and/or GED scores.
3. Scholastic Aptitude Test Score (SAT) or the American College Test Score (ACT). Students may enroll in career/technological programs without SAT or ACT scores. Placement tests, however, will be administered routinely.
4. A certification of immunization and report of medical history prior to enrollment. Failure to submit the required health data may result in the student's being withdrawn from the College without refund. This information will not affect the student's status at the College and will be held in strict confidence by the staff of the Health Center. (The medical form is in the back of the catalog.)
5. A hand-written narrative by the student describing his/her educational goals and objectives. This statement can be written on the application form.

The applications and records submitted to the College become the property of the College and will not be returned to the applicant or sent to another institution. The records of applicants who do not actually enroll within twelve months after completing an application will be destroyed, and a new application and fee will be required.

## BEGINNING FRESHMEN

All first-time-entering freshmen will be admitted to the College based upon the following minimum requirements and conditions:

1. Graduate from an accredited high school or a high school approved by the College, or
2. Submit diploma and/or scores showing successful completion of the General Education Development (GED) Test.
3. Submit SAT or ACT scores (Board of Regents policy requires that in order for an applicant to be eligible for admission to an institution of the University System, he must meet minimal requirements of a verbal SAT score of 250 (330 recentered) or a mathematical SAT score of 280 (320 recentered) or a high school average of 1.8 (on a 4.0 scale) as calculated by the College. Minimum ACT enhanced requirements are a verbal score of 13 or a mathematical score of 14).

All beginning freshmen will be required to attend one of the Student Orientation Sessions in the summer or the one immediately preceding the opening of each quarter. During this time freshmen will be administered a series of placement tests. On the basis of the results of these tests, a student may be placed in the Division of Developmental Studies, in regular college-level work, or in a combination of the two. (The Division of Developmental Studies is described in another section of this catalog.) A fee will be charged for the orientation session.

In order to exempt the placement tests in reading and English, an entering student must have an SAT verbal score of 350 (430 recentered) or higher or an ACT English score of 18 or higher, and must have completed four years of high school English. In order to exempt the placement test in mathematics, an entering student must have an SAT math score of 350 (400 recentered) or higher or an ACT math score of 16 or higher, and must have completed two years of high school algebra and one year of geometry.

All students admitted to the nursing program (career program) must meet additional entrance requirements outlined in the appropriate section of the catalog under Career and Technological Programs. Applicants must complete all college requirements before being admitted to this program; however, admission to the College does not in any way guarantee formal admission to this program.

### **ADMISSION TO A PROGRAM OF STUDY LEADING TO A BACHELOR'S DEGREE FOR STUDENTS GRADUATING FROM HIGH SCHOOL SPRING 1988 OR LATER**

Students who graduate from high school in the spring of 1988, or later, must complete the following high school courses in order to pursue a program of study leading to a bachelor's degree:

1. English—4 units with emphasis in grammar and usage; literature and advanced composition skills.
2. Mathematics—3 units (Two courses in Algebra and one in Geometry).
3. Science—3 units (One course in Physical Science and a minimum of two laboratory courses in Biology, Chemistry, Physics or related courses.)
4. Social Science—3 units (American History, World History and Economics and Government.)
5. Foreign Language—Two units in one language.

Students not meeting the course requirements of the pre-college curriculum may be admitted on a conditional basis and will be required to take one or more



courses in which there is a deficiency. These courses will require a "C" grade or better or credit by examination and will not count as degree credit.

The pre-college curriculum is not required for students who enroll in two-year career/technological programs. However, students who transfer into baccalaureate programs must satisfy all pre-college curriculum deficiencies.

## READMISSION OF FORMER STUDENTS

Any student not enrolled at the College for four or more consecutive quarters must apply for readmission to the College. Readmission requires that the student complete a readmission application obtained from the Registrar's Office. For more information contact the Registrar's Office, ABAC 3, 2802 Moore Highway, Tifton, GA 31794-2601. The telephone number is (912) 386-3236.

## TRANSFER STUDENTS

A transfer student is one who has terminated enrollment at one institution and seeks admissions to another. Failure to report previous college attendance is considered to be sufficient cause for expulsion from Abraham Baldwin and cancellation of any credits earned.

The transfer applicant must submit the following information in order to be considered for admission:

1. A completed application for admission and a \$5 non-refundable application fee.
2. Official copies of transcripts from all colleges previously attended.
3. Applicants who have completed fewer than 20 transferable quarter credit hours shall complete all the requirements for freshman admission.
4. A certification of immunization and report of medical history prior to enrollment. Failure to submit the required health data may result in the student's being withdrawn from the College without refund. This information will not affect the student's status at the College and will be held in strict confidence by the staff of the Health Center. (The medical form is in the back of the catalog.)

All transfer students must be in good academic and social standing at the institutions from which they are transferring.

A grade of D is acceptable for courses taken from a University System of Georgia institution with the exception of English 101 which requires a grade of C or better. Courses from institutions which are not accredited must be validated by examination or by passing advanced courses with a grade of C or better. A maximum of 45 quarter hours can be accepted in transfer. It should be noted that while D grades as stipulated above may be accepted in transfer, ABAC requires a 2.0 GPA on all work presented for graduation. See the "Requirements for Graduation" section elsewhere in this catalog.

---

•The College Entrance Examination Board (CEEB) recentered the SAT effective with the April, 1995, test. The University System of Georgia averages SAT scores for a year (Summer quarter through spring quarter). Consequently, each college/university will convert recentered scores to the original scale for students who enter before summer quarter 1996. Beginning with applicants for summer quarter, 1996, all SAT scores will be converted to the recentered scale.

An applicant transferring from an institution or program that did not require the College Preparatory Curriculum shall submit a transcript of secondary school credits unless the applicant has completed a minimum of 45 hours of accepted transfer Core Curriculum credits or graduated from high school before spring, 1988. Transfer students who have not met all College Preparatory Curriculum requirements and who have not completed 45 credit hours may be admitted only as provisional students under the Provisional Admission Procedures established by the University System of Georgia.

An applicant shall not be considered for admission unless he or she is academically eligible to return to the college or university last attended or unless the officials of the institution last attended recommend the applicant's admission. If, however, two or more calendar years have elapsed since the applicant's dismissal from the last college or university attended, the admitting institution may review the application through established procedures to determine whether or not admission should be granted. Students with uncompleted Developmental Studies requirements at another System institution shall be admitted only in accordance with the receiving institution's approved Developmental Studies guidelines.

## TRANSIENT STUDENTS

A transient student is one who is regularly enrolled at another institution but who seeks temporary registration at Abraham Baldwin for one quarter only. Credits earned during the quarter will be forwarded to the institution where the transient is regularly enrolled. Transient students must file a transcript request form in the Registrar's office prior to leaving the campus.

A transient must complete the following requirements for admission:

1. A completed application for admission and a \$5 non-refundable fee.
2. A letter of recommendation from the registrar of the institution where the student is regularly enrolled, giving the applicant permission to take certain specified courses.
3. A certification of immunization and report of medical history prior to enrollment. Failure to submit the required health data may result in the student's being withdrawn from the College without refund. This information will not affect the student's status at the College and will be held in strict confidence by the staff of the Health Center. (The medical form is in the inside back cover of the catalog.)

Transient students wishing to continue their enrollment after one quarter must apply as transfer students through the Office of Admissions and comply with the regulations described in the "Transfer Students" section above.

## AUDITORS

Students who submit evidence of graduation from an accredited high school or a GED certificate which satisfies the minimum score requirement of the State of Georgia may register as "auditors." Under extraordinary circumstances, the President may waive the requirement of a high school diploma or equivalent. Students registered as "auditors" shall be required to pay the regular fees for enrollment and shall be prohibited from receiving credit at any later time for course work that they completed as "auditors." Faculty members in an institution may

attend classes offered by other faculty members in the same institution without registering as auditors, but no credit shall be awarded for such attendance.

## ADMISSION OF VETERANS

A veteran must meet all requirements for admission in whatever category he wishes to enroll as outlined in this catalog. For the convenience of those veterans just returning from service who have not taken the SAT, an Institutional SAT will be given at the College about two weeks prior to the beginning of each quarter.

An eligible veteran, as well as children and widows of veterans, must make application for VA benefits, either at their local Veterans Administration Office or the Veterans Affairs Office at Abraham Baldwin. After being accepted at the College, he/she will be certified by the Director of Veterans Affairs and Financial Aid at the College prior to registration.

## JOINT ENROLLMENT

This program is designed to serve unique needs of a high school student who wishes to earn college credit while completing high school studies. Each applicant under the Joint Enrollment program must submit the following for admission:

1. A completed application and a \$5 non-refundable application fee.
2. A certification of immunization and report of medical history (found in the back of this catalog).
3. A high school transcript with an academic average of 3.0 or better (on a 4.0 scale).
4. A composite score of the Scholastic Aptitude Test (SAT) of 850 (970 re-centered) or a composite score of 21 on the ACT.
5. A letter from the high school principal or counselor recommending the applicant for admission to the Joint Enrollment Program.
6. A letter of consent from the parents or guardian.

A Joint Enrollment student will be restricted to 5-10 hours per quarter depending upon his or her high school load.

Upon graduation from high school a student will be given full credit toward graduation from Abraham Baldwin or may submit these credits to other colleges if he/she choose to enroll elsewhere. Whether the student's high school accepts these credits toward high school graduation will be left up to the high schools and Boards of Education.

Every student enrolled in the Joint Enrollment Program must achieve a minimum grade point average of 2.0 each quarter in order to remain in the program.

## EARLY ADMISSION

A high school student who has completed the junior year but has not begun the senior year may be admitted to the College on a full-time, regular basis if the student can meet the following requirements:

1. Complete all forms required by the Admissions Office.
2. Have completed the junior year of high school with at least 15 units (225 quarter hours) and an average of at least a 3.0 (on a 4.0 scale).
3. Submit a composite score of 850 (970 recentered) or better on the Scholastic Aptitude Test (SAT) or a composite score of 21 on the ACT.

4. Furnish a letter from his/her high school principal or counselor recommending him/her for admission to the program.
5. Provide a letter of parental or guardian consent.

This program is for a student who wishes to enter college a year early. However, it is possible for a student to attend ABAC during the summer quarter between the junior and senior year and then finish the senior year in high school. Credit earned can be used at ABAC or transferred to another college of the student's choice.

## POSTSECONDARY OPTIONS PROGRAM

The Postsecondary Options Program provides for a student at least 16 years of age or older or who is classified as a junior or senior in Georgia public schools to take courses full-time or part-time at Georgia public colleges, universities or technical institutions where he/she has been accepted to receive high school Carnegie unit credit(s) and postsecondary credit hours.

Under the Postsecondary Options Program, the tuition for classes taken at the postsecondary institution is paid for with funds generated by the Quality Basic Education funding formula. The monies generated for the high school classes that the student would have been enrolled in are used to pay the tuition for the postsecondary classes for which the student seeks joint credit.

Postsecondary Options is a voluntary program. A student who participates in the program shall be jointly enrolled to complete the high school diploma, the vocational seal of endorsement or the college preparatory seal of endorsement and earn postsecondary credit hours. Completion of the graduation requirements for the high school diploma and/or the seal(s) is required for graduation.

A student admitted under the Postsecondary Options Program must meet the minimum admissions standards of either the joint enrollment program or the early admissions program as listed elsewhere in this catalog. A student who has not completed the College Preparatory Curriculum requirements may be admitted if he or she is enrolled in the necessary high school courses and scheduled to complete the requirements by the end of the senior year. With the exception of English and social studies, courses taken by a student with a SAT verbal score of at least 450 (530 recentered) or an ACT English score of at least 24, a college course may not be used to fulfill both high school College Preparatory Curriculum requirements and college degree requirements.

## ADMISSION AS A SENIOR CITIZEN AGE 62 OR OLDER

Pursuant to the provisions of an amendment to the Georgia Constitution adopted on November 2, 1976, the Board of Regents established rules with respect to the enrollment of eligible persons 62 years of age or older in institutions of the University System of Georgia, effective with the Fall Quarter 1977.

An eligible person may audit or enroll in a course for resident credit on a space available basis without payment of fees except for supplies and laboratory fees.

To be eligible for admission and enrollment under the provisions of this amendment a person must:

1. Meet all requirements for admission as either an auditor, beginning freshmen, transfer student, or re-entering student, as outlined elsewhere in this catalog.

2. Be a legal resident of the State of Georgia.
3. Be 62 years of age or older at the time of registration. (A birth certificate or other comparable written documentation of age must be submitted with the application for admission.)

## ADMISSION OF INTERNATIONAL STUDENTS

An applicant from outside the United States should complete the requirements for beginning students as outlined in this catalog, using the application for international students in lieu of the regular application form in the back of this catalog. In addition, he must meet the following requirements which are established by the Curriculum Committee. Exceptions to these requirements can be made only by the Director of Admissions who may seek the advice and consent of the Foreign Student Advisor.

1. An official English translation must accompany the transcript. An overall C average is required in academic course work.
2. The applicant may be required to deposit with the Comptroller \$2,000 to cover all fees for his first quarter, of which \$75 is non-refundable. Since all fees are payable in advance at the beginning of each quarter and since international students are not eligible for financial assistance, each student should make provisions to meet all financial obligations during his/her entire stay at the College prior of leaving his country.
3. All international students are required to complete the following:
  - a. The applicant whose first language is other than English is required to submit the results of the Test of English as a Foreign Language (TOEFL). A minimum score of 500 is required for admission from outside the United States.
  - b. Prior to registration all admitted students will take placement examinations in the areas of English grammar, reading, and mathematics. Students scoring below the minimum required must take the appropriate developmental courses designed to teach the skills needed to pass college level work. These courses must be taken promptly, since an international student who has not completed developmental courses after two quarters will be placed on probation and one failing to make satisfactory progress in developmental studies after three quarters will not be permitted to continue at Abraham Baldwin.
  - c. Until the student completes the required courses in developmental studies, the International Student Advisor will also serve as his academic advisor. When the developmental courses have been completed, the student will be reassigned to an academic advisor in the major area.
4. The application of a student who does not report to the College at the appointed time will be canceled unless notification of change of quarters is received.
5. In order to secure a permit which authorizes a student to park and operate a motor vehicle on the campus, the student must:
  - a. Secure a valid Georgia driver's license.
  - b. Show proof of liability insurance from a U.S. company which meets requirements of the State of Georgia.

---

\*The College reserves the right to request funds for one year from countries in which students experience unusual difficulty in obtaining funds.

- c. Obtain permission from the Assistant Dean of Student Affairs to own or operate a motor vehicle.
6. The applicant is required to reside on campus unless special permission is granted by the Director of Residence Life.
  - a. During quarter breaks and holidays, students will move to a designated hall for temporary housing. An additional charge is made for those requesting temporary housing.
  - b. During quarter breaks and holidays, college dining facilities are closed. Students are responsible for their own meal arrangements.
7. The applicant is required to purchase health insurance from a U.S. company or college approved agency before being allowed to register. This insurance must include minimal coverage of \$1,000 basic medical, \$10,000 major-medical, and \$2,000 in death benefits (repatriation).
8. The applicant is required to obtain a Social Security number during the first quarter of enrollment.

## ENGLISH LANGUAGE STUDY CENTER

The English Language Study Center (ELSC) is a private school located on the campus of Abraham Baldwin College. The ELSC serves international students who need to improve basic English skills.

A TOEFL score is not required for a student to enroll in the ELSC. All students are administered the University of Michigan English Placement Test upon arrival for placement into proficiency levels.

Students who score 470 on the TOEFL are allowed to apply for one five-hour course at ABAC. Those who achieve 75 or higher on the Michigan Test (or 480 TOEFL) are allowed to apply for two or more regular credit courses at ABAC. Students who achieve 78 or higher (or 500 TOEFL) qualify for application to become full-time ABAC students.

Classes are provided from 9 a.m. to 3 p.m. Monday through Thursday and 9 a.m. to noon Friday. Classes include grammar, reading, writing, conversation/pronunciation and essentials (culture, listening comprehension, idioms and active skills).

## PROVISIONAL ADMISSION

An applicant who has not attended high school or college within the previous five years and has earned fewer than 20 transferable quarter hours of college credit is not required to take the SAT or ACT. However, a student admitted in this category must take a University System of Georgia placement examination and complete any Developmental Studies requirements.

## NON-DEGREE STUDENTS

An applicant with no degree objective may be admitted as a non-degree student. A non-degree student will be required to submit the application, certification of immunization and report of medical history, appropriate transcripts and a non-refundable application fee of \$5. No student will be allowed to enroll for more than 20 quarter hours under this classification.

## DIVISION OF DEVELOPMENTAL STUDIES

A beginning freshman whose placement tests and SAT or ACT scores reveal serious weaknesses in basic academic skills will be accepted into the Program of Developmental Studies. On the basis of further testing, he may be placed in developmental work, in regular college-level courses, or in a combination of the two. Credit earned in developmental courses is not transferable.

A student must exit developmental studies status within four academic quarters in order to continue enrollment at Abraham Baldwin or at any other institution within the University System of Georgia.

Complete information pertaining to the Program of Developmental Studies will be found in the "Academics" section of this catalog.

## ADDITIONAL ADMISSIONS INFORMATION

In addition to the general Admissions Policies described in the catalog, each unit of the University System may increase the requirements, entry levels, and/or testing procedures for programs at the undergraduate or graduate levels, provided they are in agreement with University System of Georgia Policies and are published in official college publications. As part of its Admissions Policies, each unit of the System may also develop such reasonable rules and regulations as may be necessary to protect the health and safety for its students, faculty and staff.

Each unit of the University System reserves the right to refuse admission to a non-resident of Georgia, to an applicant whose admission would cause the institution to exceed its maximum capacity, to an applicant whose request for admission is only to a program that is already filled, to an applicant whose transcript(s) are from an unaccredited institution or who is otherwise ineligible for admission.



## Expenses and Fees



College expenses are payable in advance. **All charges are subject to change at the end of the fiscal year.**

For the purpose of paying fees, twelve or more quarter hours are considered a full-time load, and eleven or fewer quarter hours are considered a part-time load. There are separate fee schedules for each. Below is a schedule of costs by quarter.

**Matriculation Fee (tuition):**

Georgia Resident, Full-time	\$ 463.00	
Georgia Resident, Part-time	\$ 30.00	per quarter hour
Non-Resident, Full-time	\$1431.00	(includes \$968.00 non-resident tuition)
Non-resident, Part-time	\$ 81.00	per quarter hour
Student Activity Fee	\$ 27.00	
Athletic Fee	\$ 38.00	
Clinical Fee	\$ 38.00	

All students residing in a residence hall **must** purchase one of the two available meal plans as indicated below. Room and board represents a package plan and a single cost is shown according to the residence hall and meal plan options. Students who do not live on campus but eat in the dining hall may want to purchase a commuter ticket for 27 meals for \$105.00 per quarter.

**Branch Hall, Chandler Hall, Creswell Hall, Mitchell Hall**

7 day 19 meal plan	\$ 915.00	per quarter
7 day 15 meal plan	\$ 900.00	per quarter

**Fulwood Hall**

7 day 19 meal plan	\$ 965.00	per quarter
7 day 15 meal plan	\$ 950.00	per quarter

**Mitchell Hall (third floor)**

7 day 19 meal plan	\$1155.00	per quarter
7 day 15 meal plan	\$1140.00	per quarter

Private Room—add \$250.00

The estimated cost for books and supplies is \$150.00-\$200.00 per quarter.

## Refund Policy

A student who formally withdraws from the college within the first 50% of the quarter following the first official day of classes is refunded a percentage of fees paid. The amount refunded is based upon the time of withdrawal during the quarter.

<sup>1</sup>A student taking 5 or fewer hours is not required to pay the student activity, athletic, or clinical fees, but may do so in order to receive the services provided.

Formal WithdrawalRefund

Withdrawal on or before the first official day of classes .....	100%
Withdrawal after the first day but before the end of the first 10% (in time) of the period of enrollment.....	90%
Withdrawal after the first 10% (in time) of the period of enrollment but before the end of the first 25% (in time) of the period of enrollment.....	50%
Withdrawal after the first 25% (in time) of the period of enrollment but before the end of the first 50% (in time) of the period of enrollment.....	25%
Withdrawal after the first 50% (in time) of the period of enrollment.....	0%

After the **published** drop/add period of each quarter, a student who drops below 12 credit hours or who registered for fewer than 12 quarter hours and further reduces the load is not entitled to any refund of tuition.

Refunds of room and board will be calculated on a prorated basis according to the number of days in actual attendance at the College. The College does not make refunds of room and board unless the student officially withdraws from College.

When the dining hall is closed for official school holidays, such as Thanksgiving, no meals will be served.

## REGENTS' POLICIES GOVERNING THE CLASSIFICATION OF STUDENTS FOR TUITION PURPOSES

The following policies have been adopted by the Board of Regents for the purpose of determining the tuition status of a student:

1. (a) If a person is 18 years of age or older, he or she may register as an in-state student only upon a showing that he or she has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.
- (b) No emancipated minor or other person 18 years of age or older shall be deemed to have gained or acquired in-state status for tuition purposes while attending any educational institution in this State, in the absence of a clear demonstration that he or she has in fact established legal residence in this State.
2. If a person is under 18 years of age, he or she may register as an in-state student only upon a showing that his or her supporting parent or guardian has been a legal resident of Georgia for a period of at least twelve months immediately preceding the date of registration.
3. If a parent or legal guardian of a minor changes his or her legal residence to another state following a period of legal residence in Georgia, the minor may continue to take courses for a period of twelve consecutive months on the payment of in-state tuition. After the expiration of the twelve-month

period, the student may continue his or her registration only upon the payment of fees at the out-of-state rate.

4. In the event that a legal resident of Georgia is appointed as guardian of a nonresident minor, such minor will not be permitted to register as an in-state student until the expiration of one year from the date of court appointment, and then only upon a proper showing that such appointment was not made to avoid payment of the out-of-state fees.
5. Aliens shall be classified as nonresident students, provided, however, that an alien who is living in this country under an immigration document permitting indefinite or permanent residence shall have the same privilege of qualifying for in-state tuition as a citizen of the United States.
6. **Waivers:** An institution may waive out-of-state tuition for:
  - (a) a nonresident student financially dependent upon a parent, parents, or spouse who has been a legal resident of Georgia for at least twelve consecutive months immediately preceding the date of registration; provided, however, that such financial dependence shall have existed for at least twelve consecutive months immediately preceding the date of registration;
  - (b) an international student, selected by the institutional president or his authorized representative, provided, however, that the number of the equivalent full-time students enrolled at the institution in the fall quarter immediately preceding the quarter for which the out-of-state tuition is to be waived;
  - (c) a full-time employee of the University System, spouses, and dependent children;
  - (d) a medical and dental resident and interns at the Medical College of Georgia;
  - (e) a full-time teacher in the public schools of Georgia or in the programs of The State Board of Technical and Adult Education and dependent children. A teacher employed full-time on military bases in Georgia shall qualify for this waiver;
  - (f) a career consular officer and dependents who are citizens of the foreign nation which their consular office represents, and who is stationed and living in Georgia under orders of the respective governments. This waiver shall apply only to those consular officers whose nations operate on the principle of educational reciprocity with the United States;
  - (g) military personnel and their dependents stationed in Georgia and on active duty unless such military personnel are assigned to System institutions for educational purposes;
  - (h) a student who is a legal resident of an out-of-state county bordering on Georgia counties in which an institution of the University System is located and who is enrolled in said institution.

All appeals regarding residency status are made directly to the President.

## SPECIAL FEES AND CHARGES

**A non-refundable fee of \$5 must accompany each application for admission.**

The college may provide a residence hall to be used for boarding students who desire to stay on campus between quarters. A prorated rent will be charged.

The **clinical fee** of \$38 does not cover a physician's bill but is used instead to defray supplies and nursing services for first aid care. All first aid services must originate at the Health Center.

A **late registration fee** is charged students who enter the college after the regular registration day each quarter. The fee for the first and second days after registration day is \$10; thereafter, the fee is \$25. The maximum charge for late registration is \$25. If a student is unable to enter the College because of illness, he must present a physician's statement confirming his affliction. Failure to meet application deadlines or unmet obligations will not be adequate cause for a waiver.

The **graduation fee** of \$15 covers the cost of the diploma. A disposable cap and gown may be purchased at a charge of \$15. These costs are non-refundable and subject to change without notice.

An **automobile registration fee** of \$10 for the academic year is required for each vehicle operated on campus or parked in the college lots. This fee is non-refundable.

Each **returned check** given to the College by an individual will result in a service charge of \$20. If two checks are returned for the same student or family, no other checks will be accepted by the College.

An **orientation fee** of \$30 will be charged each full-time student entering ABAC for the first time. Part-time evening students may attend an abbreviated orientation session at no cost.

## ROOM RESERVATION/DAMAGE DEPOSIT

To secure housing at Abraham Baldwin, all students who plan to live in a residence hall must submit a room reservation/damage fee of \$75 along with the housing application and terms of agreement. This deposit covers the entire period of residency and will be automatically transferred from quarter to quarter unless the student cancels the reservation in writing ten (10) days prior to the first day of classes each quarter. The deposit is refundable as outlined in the terms of agreement.

Residents are responsible for damage to college property. If there are outstanding damage assessments to college property, the reservation/damage deposit will be forfeited. Should the damage cost exceed the deposit, transcripts will be withheld until the debt is cleared.

A refund of the reservation/damage deposit will be made if the college Housing Office receives notice that the student has canceled his plans to attend or to live on campus. This notice must be received in writing by the Housing Office at least ten (10) days prior to the beginning of the quarter. Academic exclusion is not cause for an automatic refund of the deposit. A student on academic probation is cautioned to choose a guaranteed reservation or a refund before the ten-day limit. Withdrawal from a residence hall during a quarter is not reason for a refund of room and board charges for the quarter unless the student withdraws from the college altogether.

If a student does not report to the house director of his/her assigned residence hall by 9 a.m. on the day classes begin, or if he/she does not officially notify the director of a delay in arrival, the college may cancel the reservation. A student's failure to check into the residence hall or to live there long enough to complete registration will result in loss of the housing deposit.

## BREAKAGE FEES

A student is responsible for property in the residence hall rooms, lobbies, and halls. Periodic inspections are made to determine possible damage to buildings. The cost of the damage is charged to the occupants of the room. Where the guilty party cannot be determined, all occupants may be assessed for the damage.

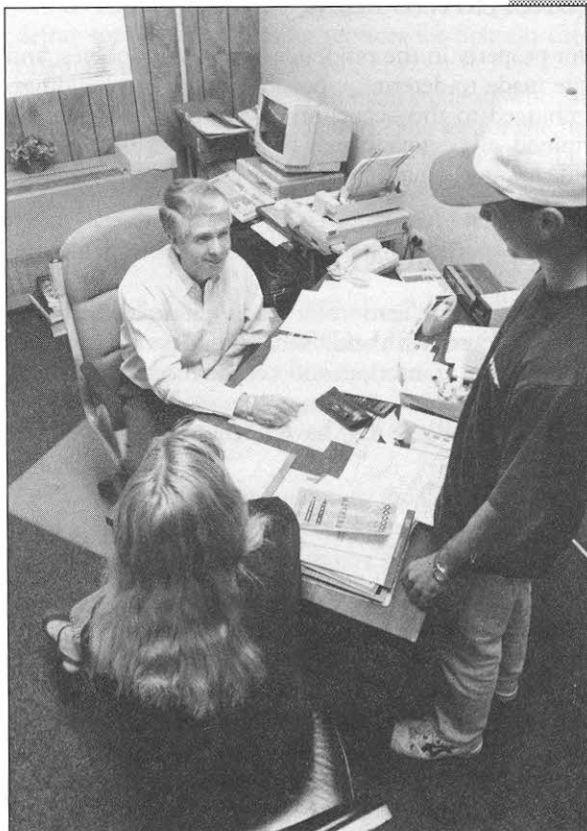
A student is also responsible for any damage he/she may cause to other college property.

## UNMET OBLIGATIONS

A student who has not met financial obligations or who violates institutional regulations will have educational records withheld. Records subject to this regulation include, but are not limited to, transcripts and certifications of students achievement and performance.

A student who owes money to the college may have his/her registration canceled.

# Financial Aid





## STUDENT FINANCIAL AID

The Financial Aid Office is located on the second floor of the J. Lamar Branch Student Center. Correspondence should be addressed to the Financial Aid Office, ABAC 23, Moore Highway, Tifton, Georgia 31794-2601.

Through a program of institutional, state and federal aid, Abraham Baldwin can assist a qualified student in obtaining a college education. A student with limited resources can be offered a package which will help further his/her education beyond the high school level. Financial aid is awarded on the basis of financial need and scholastic achievement. The college uses the *Free Application for Federal Student Aid* (FAFSA) to determine financial need. No action can be taken on an application until the applicant has been accepted for admission to the college.

Each financial aid student is required to comply with the selective service registration procedure. Each student must certify that he/she is not in default on any Title IV educational loans, does not owe a repayment on any Title IV educational grants, and has not borrowed in excess of loan limits.

An applicant for financial aid is requested to have the results from the FAFSA in the Financial Aid Office by May 1 for fall quarter. Applications received after this date will be considered as long as funds are available, in the order of the date of receipt. A student enrolled less than full-time will receive full consideration for financial aid. A student must be working toward a degree to receive federal financial aid.

## STANDARDS OF ACADEMIC PROGRESS

The Higher Education Act of 1965, as amended by Congress, mandated institutions of higher education to establish minimum standards of "satisfactory progress" for students receiving financial aid. The College makes these standards applicable to all institutionally-awarded Federal and State funds to include Federal Pell Grant, Federal Supplemental Educational Grants, Federal Work-Study, Georgia Incentive Grants, HOPE Scholarships, Federal Perkins Loans, Federal Stafford Student Loans, and Federal Parent Loans (PLUS) to Undergraduate Students, for the purpose of maintaining a consistent policy for all students receiving assistance.

Effective with the beginning of Summer Quarter, 1996, the following standards will apply to any student receiving any type of financial aid outlined above.

### A. First Quarter Recipients

To receive Federal financial assistance for the first time, each eligible person will have met the admission requirements of the college and, by his/her signature, acknowledged awareness and acceptance of the standards set forth in the remainder of this document.

### B. Continuing Recipients

A student will be expected to achieve certain minimum levels of progress toward the successful academic completion of course requirements for a degree or certificate. Progress toward the credential is measured both quantitatively and qualitatively. There is also a maximum allowable time frame for completion of the credential. At Abraham Baldwin Agricultural College (ABAC), standards for maintaining such progress are as follows:

#### Qualitative Standard

A student must maintain the following minimum cumulative adjusted grade point average (AdGPA), depending upon the number of hours attempted:

<u>Hours Attempted</u>	<u>Minimum AdGPA</u>
1-29	1.50
30-44	1.60
45-59	1.70
60-74	1.80
75-89	1.90
90+	2.00

### Quantitative Standard

A student enrolled in six (6) or more credit hours must satisfactorily complete at least 67% of the credit hours attempted, and on which financial aid was based. A student enrolled in less than six (6) credit hours must satisfactorily complete all hours attempted, and on which financial aid was based. Satisfactory completion is defined as a letter grade of A, B, C, D, or IP. Unsatisfactory completion is defined as a letter grade of F, I, W, or WF.

### Time-Frame

Federal regulations limit receipt of federal financial aid to no more than 150% of the coursework required for any particular degree or certificate. The average certificate program at ABAC requires 45 credit hours, 150% of which is 84. The average degree program at ABAC requires 96 credit hours, 150% of which is 144. Therefore, no further aid will be awarded when a student has attempted 84 credit hours in the one-year certificate program or 144 credit hours in the associate degree program. Developmental/remedial courses will not be included in the hourly limitation. Transfer credit accepted toward the credential will be included in the hourly limitation.

The Financial Aid Office will evaluate satisfactory progress once each academic year. At the end of each Spring Quarter any student who has attempted 24 or more hours, and is failing to make satisfactory progress, will be informed, in writing, of the ineligibility to receive future financial aid at the college.

### **C. Withdrawal from the College**

A student who withdraws, or is withdrawn, from ABAC will not receive further financial aid, except under documented mitigating circumstances.

### **D. Reinstatement Provisions**

A student whose aid has been discontinued in accord with these standards may have aid reinstated subject to the following conditions.

**Deficient GPA:** A student may enroll without financial aid, attain the appropriate GPA as specified above, and regain his/her eligibility status.

**Withdrawals:** A student may be reinstated, at the discretion of the Director of Student Financial Aid, if mitigating circumstances, that were beyond normal and immediate control, can be documented.

**Appeals:** A student with mitigating circumstances who is notified of in-

eligibility for federal aid for any of the above reasons, may appeal such decisions in writing and in person, using the following channels, in the following order:

1. Director of Student Financial Aid: A student may submit a written appeal, including any appropriate third-party documentation of the circumstances. The Director will inform the student in writing of his/her decision. The Director will read only one appeal per student per circumstance.
2. Student Financial Aid Committee: A student may make appointments to appeal in person, and must also submit a written letter of appeal. He or she is encouraged to present at least one letter of support from the academic advisor or faculty member familiar with their situation. The Committee will notify the student in writing of the decision. The Committee reserves the right to advise a student regarding course loads and the possible need for counseling and/or academic advisement. The Committee will hear only one appeal per student per circumstance. If the appeal is denied, the student may enroll using his/her own resources. If the appeal is granted and the student subsequently fails to maintain progress, no further appeal will be heard.
3. Vice President and Dean of Student Affairs: Appeals must reasonably show that one of the following has occurred:
  - a) The student has not received due process.
  - b) The student has been discriminated against.
  - c) The student has not been treated in an equitable manner.
  - d) The decision of the Student Financial Aid Committee was arbitrary and capricious.

If granted, the student will be given one last administrative hearing as designated by the Vice President and Dean of Student Affairs.

**Availability of Funds:** The Financial Aid Office may have reawarded any forfeited funds; consequently, receipt of originally awarded funds following reinstatement depends upon whether funds are available and uncommitted to other students.

#### **E. HOPE Scholarship Recipients:**

All of the above rules for satisfactory progress apply to HOPE recipients. Degree-seeking HOPE scholars have the following GPA additional requirements, as set forth by the State of Georgia: Degree-seeking HOPE recipients will be required to demonstrate a minimum cumulative GPA of 3.00, when they have attempted 45, 90, and 135 hours, in order to maintain eligibility for the HOPE Scholarship.

The Director of Student Financial Aid reserves the right to examine and issue a post-facto judgement on any financial aid recipient who fails to maintain satisfactory academic progress.

## GRANTS

### Georgia Student Incentive Grant

The qualifications are (1) legal resident of Georgia, (2) financial need, and (3) full-time student. The maximum award is \$600 per academic year. Application is made by filling out Abraham Baldwin's Institutional Application for Financial Aid and the FAFSA.

### Federal Pell Grant

This federal aid program is designed to assist undergraduate students who cannot attend college without financial assistance. This is a grant with no repayment required. An applicant must be enrolled at Abraham Baldwin in a degree program and be a citizen or permanent United States resident. The amount of the grant is governed by financial need and the cost of attending Abraham Baldwin for an academic year. The duration of the student's eligibility for a Pell Grant is limited to the time the student is enrolled in an undergraduate degree or certificate program of four years or less and is making satisfactory academic progress. Application is made by filling out Abraham Baldwin's Institutional Application for Financial Aid and the FAFSA.

### Federal Supplemental Educational Opportunity Grant (SEOG)

Grants are available through this federally funded program, ranging from \$100 to \$4,000 per academic year. These grants are awarded to a student who has demonstrated financial need. Grants are renewable each year during undergraduate study provided the student shows satisfactory academic progress and financial need. Application is made by filling out Abraham Baldwin's Institutional Application for Financial Aid and the FAFSA.

### Helping Outstanding Pupils Educationally (HOPE) Grant

This is a state scholarship for Georgia residents funded through Georgia Lottery proceeds. HOPE covers mandatory fees, \$100 per quarter for books and the cost of tuition not covered by Pell Grant or other federal grants and scholarships. It is available to a college freshman who graduated from a Georgia high school June 1993 or later. The student must have earned a 3.00, or better, high school grade point average (GPA), and be seeking a degree. HOPE is also available to a student seeking a certificate, regardless of date of high school graduation or high school GPA. HOPE also provides a \$500 one-time incentive for a student earning the GED on or after July 1993. This student will receive a voucher from the Georgia Department of Technical and Adult Education. A GED recipient applies using the institutional application for financial aid. All other HOPE applicants must apply using the FAFSA as well as the institutional application for financial aid. After attempting 45 hours, a student may renew the HOPE Scholarships if he/she has earned a GPA of 3.00 or better and continues to meet all other requirements.

## LOANS

To apply for the following loans, complete the FAFSA which may be obtained at your high school counselor's office or the College Financial Aid Office:

### Federal Perkins Loan (formerly National Direct Student Loan)

The Perkins Loan program is for a student who is enrolled in a degree or certificate program in a participating postsecondary institution and who needs a loan to

meet education expenses. Abraham Baldwin participates in this loan program established under the National Defense Education Act of 1958. Funds jointly provided by Abraham Baldwin and the federal government are used to make long-term, low-interest loans to a qualified student. Awards range up to a maximum of \$4,500 for the first two years of undergraduate study. Interest at the rate of 5% and repayment over a period up to ten years begins six or nine months (depending upon when the student received his/her first Perkins Loan) after a student ceases to be enrolled at least half-time in any college or university. During repayment a student will be required to make \$30/40 minimum payments monthly. There is no penalty for prepayment or accelerated payments. To assist with timely repayment, a student will be billed monthly. The college contracts with Academic Financial Services Association (AFSA) for billing of these loans. Payments should be made as instructed in each statement. Special circumstances, such as active military duty or Peace Corps assignment, may defer interest and repayment for an additional period. Portions of a Perkins Loan may also be canceled if the student borrower teaches in a school designated as one with a concentration of low-income students, is employed as a teacher of handicapped children, and in some cases is a full-time staff member of a Head Start Program. Cancellation of these loans is also possible for service as a law enforcement officer. The student must file the required forms with AFSA to qualify for such deferments. To qualify for the Perkins awards, the student must be a permanent resident or a citizen of the United States, register at Abraham Baldwin, show financial need and satisfactory progress.

### **Federal Stafford Loans (formerly GSL)**

A student may qualify for a "subsidized" Federal Stafford Loan which is based on financial need. The federal government will pay the interest on the subsidized loan while the student is in college. The student may qualify for an "unsubsidized" Federal Stafford Loan, regardless of need. Interest will accrue on unsubsidized loans during the in-school and repayment periods. A dependent undergraduate student can borrow up to \$2,625 as a freshman and up to \$3,500 as a sophomore. An independent undergraduate student can borrow up to \$6,625 as a freshman (at least \$4,000 of this amount must be unsubsidized) and up to \$7,500 as a sophomore. At least \$4,000 of this amount must be unsubsidized. An applicant will complete the FAFSA and institutional application to determine eligibility. Stafford Loans for first-time borrowers carry a variable interest rate, capped at 8.25%. The current rate, as of July 1, 1995 is 8.25%. A 3% origination fee and 1% guarantor fee will be deducted from the student's loan proceeds. Repayment is not required as long as the student is enrolled at least half-time. A student will have a six-month grace period after he ceases to be enrolled before repayment must begin. The total outstanding loans that a dependent undergraduate may have cannot exceed \$23,000. An independent undergraduate may borrow up to a total of \$46,000.

### **Federal Parents Loan to Undergraduate Students (PLUS)**

A parent may borrow up to the cost of attendance minus any other financial aid per academic year on behalf of an eligible dependent student. The applicant does not have to demonstrate financial need.

### **State Direct Nursing Loan**

Up to \$2,000 is available to nursing students. These loans are repayable by service in the State of Georgia at the rate of one year of service for each year of as-

sistance received. They are available to a student who is enrolled in the nursing program and is a legal resident of Georgia. Closing date for application is May 1.

**Application for the following loan may be secured from the Pickett and Hatcher Educational Fund, P.O. Box 8169, Columbus, Georgia 31908:**

### **Pickett and Hatcher Education Loan**

Available to worthy students enrolled in courses in broad liberal college training, excluding students of law, medicine, and the ministry. Must apply two months prior to the quarter needed.

## **WORK**

### **Federal Work-Study Program (FWSP)**

Students who qualify may work on campus or at an approved off-campus location to help earn money to meet educational expenses. To qualify for FWSP, the student must be a permanent resident or a citizen of the United States, registered at Abraham Baldwin, show financial need, and make satisfactory academic progress. Application is made by filling out Abraham Baldwin's Institutional Application for Financial Aid and the FAFSA.

### **Regular Work Program**

A few jobs are also available to students under the regular program of work. Information concerning these opportunities is provided by the College. Application should be made through the Job Placement Office.

## **SCHOLARSHIPS**

The following scholarships will be granted on the basis of prior academic achievement. Economic need is not a criterion for the selection of recipients except where specifically stated. One-third of each scholarship is payable quarterly unless specifically stated otherwise. In the case of scholarships that carry awards for more than one quarter, the recipient must maintain a 2.0 current grade point average unless otherwise stated throughout the period of the award and must not drop below a full load during the quarter. Transfer to another institution will result in the termination of the scholarship. Withdrawal will result in termination unless withdrawal was for circumstances beyond the student's control. Unused portions of a scholarship resulting from withdrawal during a quarter, failure to maintain the prescribed GPA, or suspension, will revert to the scholarship fund. Reinstatement of the scholarship after withdrawal must be initiated by the student. Any deviation from this regulation requires written approval from the academic dean.

## **GENERAL**

**Abraham Baldwin Alumni Scholarships:** Two \$1,000 awards will be presented annually to qualified recipients. One third of each scholarship is payable quarterly. The recipients must have a minimum current grade point average of 2.5. The recipients must maintain a 2.5 grade point average in order to receive the scholarship the following quarter. Scholarships will be presented to students who have completed a minimum of 30 quarter hours of degree credit. Recipients must

be a full-time students, must plan to attend ABAC for three additional quarters, and must plan to graduate. The students' need for financial assistance will be given priority when other factors are approximately equal. Priority will be given to children of alumni. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be submitted to the Office of Academic Affairs by April 1.

**ABAC FFA Scholarship:** Awarded annually to a Georgia State FFA Officer (preference will be given to state president). Equivalent to three quarters' matriculation, clinical, and student activity fees. Qualifications: (1) student must be an entering freshmen, (2) student must plan to enroll full time toward a degree and (3) student must have a 750 minimum SAT or its equivalent and a 2.5 high school grade point average. Applications are available in the Office of Academic Affairs and must be returned by May 1.

**Abraham Baldwin's Incentive Program:** Available to persons who have been out of high school for five years or more and have not attended college within the past five years. Qualified recipients can take one five-hour credit course at ABAC at no charge by meeting the Incentive Grant Program criteria. Classes are available in Tifton, Moultrie, and Fitzgerald. For more information, contact the Office of Admissions.

**ABAC Migrant Scholarship:** This scholarship is awarded to migrant students or dependents of migrant workers and covers three quarters' matriculation, clinical, and student activity fees. An applicant must have engaged in agriculturally-related work; have been in the field for a minimum of 75 days each year and whose work requires him/her to relocate with the changes in seasons; must be a United States citizen; must have a 2.0 grade point average in high school, and must enrolled in at least six credit hours per quarter. Applications are available at high schools and in the Office of Academic Affairs. Closing date is May 1.

**ABAC Staff Forum Scholarship:** Awarded annually to entering freshmen and/or enrolled Abraham Baldwin College students. This scholarship pays matriculation, clinical, and student activity fees for three quarters. Qualifications: (1) student must be a dependent of an ABAC staff employee; (2) student must have a 750 minimum combined SAT or its equivalent, and a 2.0 high school grade point average as determined by the ABAC Admissions Office. Applications may be obtained from the Office of Academic Affairs. Closing date is May 1.

**Abraham Baldwin Foundation Scholars Scholarships:** Pays matriculation, clinical, and student activity fees for three quarters. These scholarships will be awarded to three of the top five honor graduates of the following schools: Berrien High School, Colquitt County High School, Cook County High School, Fitzgerald High School, Irwin County High School, Tift County High School, Tiftarea Academy, Turner County High School, Worth County High School, and Worth Academy. The scholarships will be offered in descending order to the top five honor graduates of each school until all three scholarships have been accepted or until all five graduates have been offered the scholarships. In order for a student to receive the scholarship, he/she must enroll at Abraham Baldwin within one calendar year after his/her high school graduation date and carry a full academic load each quarter. To retain the scholarship for its duration he/she must complete the three quarters within one calendar year from the date of initial ma-



triculation at Abraham Baldwin and must achieve a 3.0 current academic grade point average.

**Abraham Baldwin Opportunity Scholarship:** Pays matriculation, clinical, and student activity fees for three quarters. The scholarship will be awarded on the basis of the following academic criteria. The recipient must 1) have a 2.0 or higher cumulative GPA on last high school grade report; 2) be an entering freshman; 3) be planning to attend Abraham Baldwin full time, and 4) maintain a minimum GPA of 2.5 to receive the scholarship the following quarter. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by May 1.

**Baldwin Sophomore Scholarship:** Awarded to a rising sophomore who has completed 30 quarter hours of academic work with a 3.0 average or higher. The amount of the scholarship(s) will vary depending on the money available from the corpus earnings. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1.

**E. P. And Iliene Bowen, Jr. Memorial Scholarship:** The amount and number of scholarships awarded each year will depend in part on earnings of the endowment. Available to an entering freshmen, rising sophomore, full-time non-traditional and/or part-time students. Entering freshmen must have a 2.5 average or higher; rising sophomores must have completed 30 quarter hours or 20 semester hours of academic work with a 2.5 average or higher, must be currently enrolled and plan to return the following year. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1.

**Britt Scholarships:** The recipient(s) must be a student at Abraham Baldwin who shows potential for success in his/her chosen academic field while also demonstrating a real need for financial assistance. The recipient must use the scholarship over a period of three quarters and must make a "C" (2.0) average each quarter to be eligible for the next quarter's allotment. The scholarship(s) will be available to either an entering freshman or student who has completed one or more quarters at the college. The amount of the scholarship(s) will vary depending on the money available from the corpus earnings. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs for freshmen by May 1 and for sophomores by April 1.

**Carlton Scholarships:** Five scholarships each year. Awards are based primarily on academic achievement.

Two scholarships (full tuition and fees) will be given to entering freshmen with a 3.0 or higher grade point average with SAT scores of 1,000 or higher or the equivalent. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by May 1.

One scholarship (full tuition and fees) will be given to freshmen who have earned at least 30 quarter hours of degree credit with a 3.75 or higher cumulative

academic grade point average and will enroll a minimum of three more quarters at ABAC after the award.

Two scholarships (full tuition and fees) will be given to sophomores who graduate during the school year with a 3.75 or higher cumulative academic grade point average. Evidence of enrollment or intent to enroll full-time in a senior institution must be provided with the application.

Application forms may be obtained from the Office of Academic Affairs and returned by April 1.

**Katherine Rountree Christian Scholarships:** Scholarship equivalent to three quarters' matriculation, clinical, athletic, and activity fees will be awarded annually to first-time entering freshmen at Abraham Baldwin. To be considered for this scholarship, a student must have a composite SAT of 1000 or higher and a high school grade point average of 3.0 or higher as calculated by the Abraham Baldwin admissions office. A student must also show exceptional performance in science as judged by the Scholarship and Awards Committee. Preference will be given to a student whose declared college majors is: general science, biology, chemistry, computer science, dentistry, medicine, veterinary medicine, or pharmacy. Secondary consideration will be given to students majoring in the following areas: allied health, agriculture, and forestry/wildlife. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by May 1.

**Josephine L. Cloudman Scholarships:** Each scholarship is equivalent to three quarters' matriculation, clinical, and student activity fees. The number of scholarships is dependent on the corpus earnings. Open to entering freshmen and rising sophomores. Qualifications: (1) predicted academic success, and (2) financial need. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs for freshmen by May 1 and for sophomores by April 1.

**George Conger Scholarship:** Scholarship is equivalent to three quarters' matriculation, clinical, and student activity fees. The number of scholarships are dependent on the corpus earnings. Open to rising sophomores. Qualifications: (1) predicted academic success, and (2) financial need.) Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1.

**Agnes Davis Donaldson Scholarships:** Each scholarship will cover matriculation, clinical, and student activity fees for three quarters at Abraham Baldwin. The number of scholarships is dependent on the corpus earnings. The recipient must have attended ABAC for two quarters as a full-time student, earned 30 quarter hours of degree credits and have a cumulative academic grade point average of 3.3 or higher. The student's need for financial assistance and residents of Tift County will be given priority when other factors are approximately equal. The recipients must plan to attend ABAC for three additional quarters and plan to graduate. Application forms may be obtained from the Office of Academic Affairs and returned by April 1.

**Eastman Scholarship:** Scholarship covers matriculation, clinical, and student activity fees. The number and amount of scholarships are dependent on the corpus earnings. Open to entering freshmen and rising sophomores. Qualifications:

(1) applicants must have a 2.5 average or higher and (2) financial need. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1 for rising sophomores and May 1 for entering freshmen.

**Georgia Feed and Grain Association Scholarship:** A \$500 scholarship will be awarded annually. Strong preference will be given to students who intend to continue their education at the University of Georgia, College of agriculture, in Animal Science, Dairy Science, poultry Science or Agronomy Science. Student must be a rising sophomore with a cumulative grade point average of 2.5 or higher. Closing date is April 1.

**James Perry Gleaton Scholarship:** This scholarship will pay tuition, health, athletic and activity fees for one academic year. The scholarship must be used within four quarters from the time of initial enrollment; unused funds will revert to the scholarship fund. Awarded to an entering freshman or a currently enrolled freshman with a 2.0 or higher grade point average. Recipient must be planning to enroll at Abraham Baldwin with the intention of remaining at the college until graduation. Priority will be given to the employees or children of the employees of Plant Telephone Company. A student awarded this scholarship must maintain at least a 2.5 grade point average in order to continue receiving the funds. Applications are available in the Office of Academic Affairs and must be returned by May 1.

**Fredrick William Kinard, Jr. Scholarship:** Open to an entering freshman or a rising sophomore with a 2.5 average or higher. Scholarship will be given to an academically qualified student who needs financial assistance. Contact the Office of Academic Affairs for applications. Closing dates are April 1 for a rising sophomore and May 1 for an entering freshman. The amount and number of scholarships awarded each year will depend in part on earnings of the endowment.

**George H. King Scholarship:** Available to an entering freshman or a rising sophomore with a 2.5 average or higher. Scholarship will be given to an academically qualified student who needs financial assistance. Contact the Office of Academic Affairs for applications. Closing dates are April 1 for rising sophomores and May 1 for entering freshmen. The amount and number of scholarships awarded each year will depend in part on earnings of the endowment. Closing dates are April 1 for a rising sophomore and May 1 for an entering freshman.

**Charles Kemp, Jr. Scholarship:** Available to an entering freshman or a rising sophomore with preference given to a freshman. The amount and number of scholarships awarded will depend in part on earnings of the endowment. Freshmen criteria: Must have a 2.5 average or higher and sophomores must have completed 30 hours or 20 semester hours of academic work with a 2.5 or higher grade point average. Closing dates are April 1 for a rising sophomore and May 1 for an entering freshman.

**Clarence Robert Lang Scholarship:** The amount and number of scholarships awarded each year will depend in part on earnings of the endowment. Criteria: Freshmen must have a 2.5 average or higher; rising sophomores must have completed 30 hours of academic work with a 2.5 average or higher with plans to return the following year. In order to continue to receive the scholarship, the student(s) must earn a quarterly grade point average of 2.5 or higher and main-

tain a full class load. Applications may be obtained from the Office of Academic Affairs. Closing dates: Rising Sophomores—April 1; Freshmen—May 1.

**S. L. Lewis Scholarship:** Scholarship is equivalent to three quarters' matriculation, clinical, and student activity fees. The number of scholarships is dependent on the corpus earnings. Open to rising sophomores. Qualifications: (1) predicted academic success, and (2) financial need.) Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1.

**J. P. Short Scholarship:** A full scholarship awarded to a Short and Paulk employee or employee's dependent with preference given employees. May be awarded to an entering freshman or rising sophomore with a 2.5 or higher grade point average. Applications are available at the Office of Academic Affairs. Closing date for sophomores is April 1 and for freshmen is May 1.

**Star Student Scholarships:** Available to an entering freshman who has been designated a Star Student through the State Chamber of Commerce Student-Teacher Achievement Recognition Program. This scholarship pays matriculation, clinical, and student activity fees for one quarter to each Star student who enrolls with the intention of completing one year's study at Abraham Baldwin College. No closing date for application. Contact the Office of Academic Affairs.

**John W. Strickland Scholarship:** Scholarship equivalent to three quarters' matriculation, clinical, athletic, and activity fees will be awarded annually to a rising sophomore who has completed two or more quarters at Abraham Baldwin with a cumulative academic grade point average of 3.2 and who plans to attend the college for three quarters the following year. Student must show evidence of leadership as demonstrated through extracurricular activities on the campus. When all factors are nearly equal, preference will be given (although not required) to an agriculture major and/or a student with a background of achievement in 4-H Club. Apply to the Office of Academic Affairs. Closing date for application is April 1.

**Lewis Taylor Scholarship:** A full scholarship awarded to an employee or employee's dependent of Lewis Taylor Farms with preference given employees. May be awarded to an entering freshman or rising sophomore with a 2.5 or higher grade point average. Applications are available at the Office of Academic Affairs. Closing dates are May 1 for a rising sophomore and April 1 for an entering freshman.

**Larry W. (Buck) Wheeler Memorial Scholarship:** An award of \$1,500 awarded annually based primarily on scholarship. Recipient must be a rising sophomore who has attended Abraham Baldwin at least two quarters, has a cumulative academic grade point average of 3.2 or higher, and plans to complete the sophomore year at the college. Apply to the Office of Academic Affairs. Closing date for application is April 1.

**Muryl Yow Memorial Scholarship:** Three grants each to cover matriculation, clinical, and student activity fees for one quarter awarded during the year by the Baldwin Woman's Club. Qualifications: (1) financial need, and (2) available to any student who has completed at least one quarter or more with a 2.0 grade

point average or higher. Closing date is six weeks prior to registration for the quarter. Apply through the Office of Academic Affairs.

**James E. Zorn Memorial Scholarship:** Scholarship covers matriculation, clinical, and student activity fees. The number and amount of scholarships are dependent on the corpus earnings. Open to entering freshmen and rising sophomores. Qualifications: (1) applicants must have a 2.5 average or higher and (2) financial need. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1 for rising sophomores and May 1 for entering freshmen.

## RESTRICTED TO CURRICULUM

**Russell A. Acree Nursing Scholarship:** Equivalent to three quarters' matriculation, clinical, and student activity fees. This scholarship will be awarded to an entering freshman in the nursing program with a cumulative grade point average of 2.5 or higher. Applications may be obtained from the Office of Academic Affairs. Closing date is May 1.

**Affinity Health Group Scholarship:** Awarded annually to an entering freshman or rising sophomore. Criteria: Must have a 3.0 average or higher on academic work, and a minimum SAT score of 1000. Student must be a pre-medicine major. Preference will be given to a) residents of Tift county or b) residents of contiguous counties.

**CareOne Home Health Nursing Scholarship:** A \$2,000 nursing scholarship to be awarded each year to an entering freshman and a rising sophomore. Sophomores must have completed 30 or more hours of core course work at ABAC with a grade point average of 2.5 or higher. A student must be a resident of Berrien, Ben Hill, Colquitt, Cook, Irwin, Tift, Turner or Worth counties. To continue receiving the scholarship, the student must earn a quarterly grade point average of 2.5 or higher each quarter while enrolled in the nursing program. Applications may be obtained from the Office of Academic Affairs. Closing dates are April 1 for rising sophomores and May 1 for entering freshmen.

**ASSIST:** Matriculation fees each quarter for a maximum of six quarters. Available exclusively to first-time entering freshmen fall quarter. Restricted to students majoring in agriculture, humanities or a closely related field. Scholarship requirement is 860 minimum combined SAT score. High school record and SAT score are the primary factors for determining award; however, financial need and moral character are secondary factors for consideration. Georgia residents will be given preference. To maintain eligibility for the maximum number of quarters the student must meet a graduated minimum academic requirement each quarter. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1.

**Louis Beard Nursing Scholarship:** \$2,000 awarded to worthy nursing student in the Thomasville area. Apply to the Administrator of Archbold Memorial Hospital, Thomasville, Georgia. No closing date for application.

**Beckham Nursing Scholarship:** Equivalent to three quarters' matriculation, clinical, and student activity fees. The number of scholarships are dependent on

the corpus earnings. Open to rising sophomores. Qualifications: (1) predicted academic success, and (2) financial need.) Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1.

**J. L. Branch Memorial Scholarship:** A Student must study in the Division of Agriculture and Forest Resources. Preference will be given student studying Ag Education, Forestry or Home Economics. Must have a 2.5 grade point or higher. Application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by May 1.

**Brightwell Horticulture Scholarship:** Maximum \$500 scholarship awarded to a worthy student in Ornamental Horticulture Technology. The recipient must have completed two quarters at Abraham Baldwin with a 2.0 or higher grade point average with plans to attend ABAC for three additional quarters. Recipient must be actively involved in the Horticulture Club and interested in and involved with campus beautification projects as certified by the horticulture faculty. When all factors are nearly equal, preference will be given to students with financial need. Application forms may be obtained from the Office of Academic Affairs. Closing date for application—April 1.

**Jesse and Dolly Chambliss Scholarship:** The Jesse and Dolly Chambliss Scholarships are made available to students majoring in Agricultural and Industrial Equipment Technology and/or Agricultural Engineering. In order to apply for one of these \$500 scholarships a student should have attained an average minimum grade point average of 2.5 by completing a minimum of 12 quarter hours per quarter and have completed at least 30 quarter hours of academic work toward a degree. Other factors to be considered include participation in divisional organizations and activities, leadership abilities, and personal growth as attested by peers and faculty. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1.

**J. E. (Pat) and Annie Lou Connor Forestry Scholarship:** The amount and number of scholarships awarded each year will be determined by the Scholarship and Awards Committee. Available to a rising sophomore(s) forest technology major who have completed 30 hours of academic work with a 3.0 average or higher. Students must be currently enrolled and plan to return the following year. In the event a sophomore student is not available, a freshman forest technology students with a 3.0 high school average or higher will be considered. Completed forms must returned to the Office of Academic Affairs by April 1 for a rising sophomore and May 1 for an entering freshman.

**J. Baldwin Davis Scholarship:** A \$500 scholarship to be awarded to a worthy student in agriculture at Abraham Baldwin. Student must have earned a 3.2 cumulative academic grade point average at the college; have attended ABAC two or more quarters; be a rising sophomore and attend the college for three quarters during the following year; and be of high moral character and exhibit leadership potential. Financial need and participation in organized college sanctioned activities will be considered. Apply to the Office of Academic Affairs. Closing date for application—April 1.

**Dairymen, Incorporated Scholarship:** A \$300 scholarship will be given to a student who meets the following requirements: (1) son or daughter of a Dairymen,



Inc. member residing in Georgia, and (2) freshman or sophomore majoring in dairying or agricultural economics. No closing date. Apply through the Office of Academic Affairs.

**Eason Agricultural Studies Scholarship:** \$1,000 scholarship awarded to a student studying in the Division of Agriculture and Forest Resources. Preference will be given students studying Agri Business or Agronomy and who remains in that area in order to continue receiving the scholarship. Must have a 2.5 or higher grade point average. Recipient may be an entering freshman or rising sophomore at ABAC. Applications may be obtained from the Office of Academic Affairs and returned by May 1.

**Family and Consumer Sciences Scholarship:** A \$500 scholarship awarded to a student majoring in Family and Consumer Sciences. May be awarded to an entering freshman or a rising sophomore. Freshman criteria: Must have a 2.5 average or higher; Sophomore criteria: Must have completed 30 hours of academic work with a 2.5 average or higher and plan to return the following year. Application Deadline is April 1.

**Elsie and Paul Gaines Applied Music Scholarship:** The scholarships will pay for the quarterly lab fees for students enrolled in piano, organ or voice. Preference will be given to those students enrolled in piano and who have attended the college for one quarter and have a minimum grade point average of 3.0. The scholarship is renewable for up to five quarters. The Chairman of the Division of Humanities will determine eligible recipients. For further information, please contact the Division of Humanities.

**Georgia State Golf Scholarship:** Scholarships are awarded to students majoring in Golf Turfgrass Management. Recipients are selected by a panel of Georgia State Golf Association officials. For further information, please contact the Division of Agriculture and Forest Resources.

**Holly Donaldson Scholarship:** Awarded annually to entering freshmen and/or enrolled Abraham Baldwin College student majoring in art, English, foreign language, journalism, liberal arts, music, or speech-drama. Awards are based on SAT scores, high school or college average as calculated by ABAC's admissions office, active participation in co-curricular activities or occupation related to the major area of study. Students must have the recommendation of their high school or college teachers, be of high moral character, exhibit leadership potential, plan to attend ABAC for three or more quarters, and maintain a 2.5 cumulative grade point average at the college. Financial need will be considered. The Scholarship and Awards Committee will select the recipient from applications submitted. The amount of the scholarship will depend on the earnings of the endowment. Applications may be obtained from the Office of Academic Affairs. Closing date is May 1.

**Warren Bruce Donaldson, Jr. Journalism Scholarship:** Scholarship will pay tuition, including health, athletic and activity fees for one academic year. Scholarship must be used within four quarters following the date of the award. Allocations usually will be divided over three quarters. Strong preference will be given to Tift County students. The scholarship is to be awarded to a student majoring in journalism and possessing the following criteria: (1) a 3.3 cumulative grade point average at Abraham Baldwin with at least 30 hours of degree credit (2) two or more quarters of attendance at Abraham Baldwin; (3) continued at-



tendance at Abraham Baldwin for three quarters with plans to graduate. Student must maintain a minimum current academic average of 2.5 to receive the scholarship the following quarter.

**J. H. Dorminy Nursing Scholarships:** Three scholarships, \$1,000 each awarded annually.

Two scholarships are available to students entering the sophomore year in Abraham Baldwin's nursing program who have a 3.0 or higher grade point average at the college. Closing date—April 1.

One scholarship is available to an LPN entering the freshman class of Abraham Baldwin's nursing program who has at least two years, full-time work experience during the immediate past three years, a combined SAT score of 750 or higher, and/or must have earned a 3.0 or higher GPA on all previous college courses taken within the immediate past three years, and have documented financial need. A scholarship not awarded to a student in the designated class above due to lack of qualified applicants will be awarded in the other class provided qualified applicants are on file. Application forms and detailed criteria are available in the office of the academic dean. Closing date is April 1.

**John Henry Dorminy Scholarships:** Four scholarships each equivalent to three quarters, matriculation, clinical, athletic, and activity fees.

Two scholarships will be awarded annually to entering freshmen who plan to major in forestry, pre-med, pre-vet, pre-dentistry, pre-law, nursing, accounting, or music (piano). The award of these scholarships will be based on academic ability as measured by SAT scores, high school average as calculated by ABAC's admissions office, and active participation in high school co-curricular activities which enhance leadership ability. Apply to the Office of Academic Affairs. Closing date is May 1.

Two scholarships will be awarded annually to freshmen who have completed 30 quarter hours of degree credits with cumulative academic grade point averages of 3.5 and plans to complete the sophomore year at ABAC. Recipient must be in the field of forestry, pre-med, pre-vet, pre-dentistry, pre-law, nursing, accounting, or music (piano). Award will be based primarily on scholarship. Apply to the Office of Academic Affairs. Closing date for application is April 1.

**Oren H. Harden, Sr. Scholarship:** The amount and number of scholarships awarded each year will depend in part on earnings of the endowment. Available to an entering freshman or rising sophomore with preference given to a freshman. Criteria: Student must be studying in the area of agriculture and must have a 2.5 or higher grade point average. Apply to the Office of Academic Affairs. Closing date for applications are April 1 for sophomores and May 1 for freshmen.

**Langdale Company Forestry Scholarship:** One tuition and fees scholarship awarded annually to a sophomore Forest Technology student at ABAC with a grade point average of 2.5 or higher. Contact the Office of Academic Affairs for further information.

**Mary M. LeMar Scholarship:** A scholarship covering matriculation, clinical, athletic, and activity fees for three quarters will be awarded to an entering freshman with a 3.0 high school average or higher. Apply at the Office of Academic Affairs. Closing date is May 1.

**Robert L. Miles Scholarship:** Awarded to a recipient majoring in agriculture or an agriculturally related field. Preference will be given to a student with a farm background. Student may be an entering freshman or a rising sophomore with a 2.5 average or higher and have proven financial need. Closing dates: April 1 for rising sophomores and May 1 for entering freshmen.

**Ernest Edwards Music Scholarship:** Scholarship to be awarded to a worthy students enrolled in music at Abraham Baldwin. The recipient must be an entering freshman and must plan to major in music. The award of these scholarships will be based on musical talent as evaluated in auditions, leadership in high school music activities, financial need, and grade point average. The recipient must maintain a 2.5 grade point average each quarter while attending Abraham Baldwin. Change of major, withdrawal, or inability to maintain the required grade point average will result in termination of the scholarship. Contact the Humanities Division for details on application. Closing date is May 1.

**Georgia Association of Nursing Students Scholarship:** A \$500 scholarship will be awarded annually. An applicants for the Georgia Association of Nursing Students (GANS) Scholarship must be an active member of the ABAC Chapter of GANS and must have a cumulative grade point average of at least a 2.0. Preference will be given to the student who has the highest grade point average and is highly active in GANS and community activities. Applications may be obtained from the Office of Academic Affairs. Closing date is April 1.

**Marian Jones Girtman Scholarship:** Awarded to a worthy student in the Visual Art Program and/or area of Humanities. At the discretion of the scholarship and Awards Committee, the \$1000 scholarship may be given as one or equally divided into two scholarships. A student must submit a portfolio of at least three examples of art work; plan to attend ABAC for three or more quarters; maintain a 2.5 cumulative grade point average at ABAC and be of high moral character and exhibit leadership potential. Financial need and participation in organized high school or college sanctioned activities will be considered. First priority will be given to a major in the visual arts but if there are not qualified applicants in this area, the scholarship will be open to Journalism, Music, Speech/Drama and English majors. Applicants in these areas must show evidence of creative work and have the recommendation of their high school or college advisor. Application forms may be obtained from the Office of Academic Affairs. Deadlines will vary depending on availability.

**John L. Herring Scholarship:** Awarded to a student majoring in accounting and other business majors. May be awarded to an entering freshman or a rising sophomore with preference given to freshmen. Students must have a 2.5 average or higher. The amount and number of scholarships awarded each year will depend in part on earnings of the endowment. Applications may be obtained from the Office of Academic Affairs. Closing dates: April 1 for rising sophomores and May 1 for an entering freshman.

**E. Ray Jensen Turf Grass Scholarship:** \$1500 awarded annually to a rising sophomore majoring in Golf Turf Management, Commercial Turf Management, or Golf Club Management with a 3.0 grade point average or higher. Others factors considered for selection in addition to scholastic ability, are integrity, honesty, dependability, leadership ability, and cooperativeness and consideration of

others. Applications may be obtained from the Office of Academic Affairs. Closing date is May 1.

**Janice C. Payne/Baldwin Woman's Club Scholarship:** A recipient must be a rising sophomore nursing student who has completed 30 hours of academic work at ABAC with a grade point average of 3.25 or higher. The amount of the scholarship will vary depending on the money available from the corpus earnings. Application forms may be obtained from the Office of Academic Affairs and must be returned by April 1.

**Mary Lee Vitage Payne Scholarship for Business Administration Students:** Awarded to a rising sophomore or an entering freshman. A recipient must be a business administration major with a minimum score of 1,000 on their SAT. A freshman must have a 2.5 high school grade point average and a rising sophomore must have earned 30 hours of academic work with a 2.5 average or higher and plan to return the following year. Allocations will depend upon the earnings from the endowment. Closing dates for an entering freshman is April 1 and for a rising sophomore is May 1.

**David W. Mullis Memorial Scholarship:** Scholarship equivalent to three quarters' matriculation, clinical, athletic, and activity fees will be awarded to a rising sophomore in the Wildlife Technology Curriculum. Applications will be reviewed by a screening committee as designated by the Abraham Baldwin's Wildlife Technology faculty and subsequently submitted to the Abraham Baldwin Scholarship and Awards Committee for final selection. The recipient must have completed a minimum of 30 hours credit in the Wildlife Technology Curriculum and have a minimum academic grade point average of 2.5. The recipient must maintain a 2.5 academic grade point average each quarter for the duration of the scholarship. Applications may be obtained from the Office of Academic Affairs or the Agriculture and Forest Resources Division office. Closing date is April 1.

**Carlton Smith Scholarship:** Awarded to a worthy student in agriculture and/or forestry. At the discretion of the Scholarship and Awards Committee, the \$1,000 may be given as one scholarship or equally divided into two scholarships. A student must have earned a 3.2 cumulative academic grade point average at Abraham Baldwin; attended the college two or more quarters; be a rising sophomore; attend the college for three quarters during the following year; and be of high moral character and exhibit leadership potential. Financial need and participation in organized, college sanctioned activities will be considered. Apply at the Office of Academic Affairs. Closing date for application is April 1.

**Ethel H. Slatter Memorial Scholarship:** Applicants must be a rising sophomore who has completed 30 quarter hours earned in the Wildlife Technology or Forest Technology curricula at ABAC, with a minimum academic grade point average of 3.2. The amount of the scholarship will vary depending on the money available from the corpus earnings. Application forms may be obtained from the Office of Academic Affairs and must be returned by April 1.

**B. L. Southwell Scholarship:** Awarded annually to a student majoring in any phase of agriculture or home economics with preference given to animal science majors. The amount of the scholarship will depend on the earnings from the endowment. The scholarship may be awarded to an entering freshman with a minimum of 750 combined SAT score and 2.5 high school average or to a college

student who has earned 25 or more degree credit hours and a 2.5 or higher cumulative grade point average. The award will be divided over a three quarter period and must be used within 12 months from date of initial award. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by April 1.

**J. Murray Turner, Jr. Scholarship:** Awarded annually to an entering freshman or rising sophomore. Criteria: Must have a 3.0 average or higher on academic work and a minimum SAT score of 1000. Student must be a pre-medicine major. Preference will be given to a) residents of Tift county or b) residents of contiguous counties.

**Vernon Yow Forestry Scholarships:** Two scholarships, maximum of \$500 each, awarded to worthy students in the two or four-year forestry program. The recipient must have completed three quarters of academic credit (preference given to students who have completed three quarters credit at Abraham Baldwin) with a 3.0 or higher grade point average and plans to attend the college for three additional quarters. Application forms may be obtained from the Office of Academic Affairs. Closing date for application is April 1.

## GEOGRAPHICAL RESTRICTIONS

**American Legion Auxiliary Post No. 21 Scholarships:** Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: (1) child of Tift County veteran, (2) financial need, and (3) scholastic ability. Apply through Guidance Department of the high school.

**American Legion Post No. 21 Scholarships:** Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: (1) child of Tift County veteran, (2) financial need, and (3) scholastic ability. Apply through Guidance Department of the high school.

**American Legion Multi-State High School Rodeo Scholarship:** This scholarship will be awarded annually when funded. The American Legion Rodeo Committee will select the recipient. Recipient must be an entering freshman at ABAC with a grade point average of 2.5 or higher; must have been a contestants from one of the States that participated in the American Legion Multi-State High School Rodeo in Tifton. Applicants should contact their State Director for further information.

**O.V. Barkuloo Memorial Scholarship:** Awarded to an entering freshman from Tift County High School or Tiftarea Academy. Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: Student must have a background of achievement in 4-H Club work in the sophomore, junior and/or senior years of high school. Student need and academic potential shall be considered equally. Student must maintain a 2.8 current grade point average with a full load (minimum 12 credit hours) each quarter to be eligible for the succeeding quarter's allocation. Applications forms may be obtained from the Office of Academic Affairs. Closing date for application is May 1.

**Citizens Bank of Tifton Scholarship:** Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: (1) resident of Tift County, (2) rank in upper ten percent of class, (3) financial need. Apply through Guidance Department of the high school.

**Louis Beard Nursing Scholarship:** \$2,000 awarded to a worthy nursing student in the Thomasville area. Apply to the Administrator of Archbold Memorial Hospital, Thomasville, Georgia. No closing date for application.

**Dolly W. Bearden Forestry Scholarship:** The amount of \$1500 will be awarded annually. To be eligible one must meet the following criteria: must be a resident of Thomas County, must be enrolled in either the two-year or four-year forestry curricula, and must have completed 30 hours of academic work with a 2.0 grade point average or higher. Apply to the Office of Academic Affairs. Closing date is April 1.

**Belk Hudson Scholarships:** Two \$1,000 scholarships awarded to students in the Tifton area. Strong preference will be given to full-time employees or children of full-time employees of Belk Hudson, Tifton. Other criteria include: student must be a resident of Tift County and a graduate of Tift County High School or Tiftarea Academy; student must be an entering freshman at ABAC, and must have a high school grade point average of 2.5 or higher. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by May 1.

**4-H Scholarship:** Applicants must be an active 4-H'er. Contact local high school 4-H advisor for further information.

**Cato Knight Memorial Scholarship:** An award of one quarter's tuition and fees to an entering freshman for a fall quarter. The scholarship will be paid at the beginning of the student's first quarter of enrollment at Abraham Baldwin. Qualifications for eligibility include the following: (1) Tift County student, (2) student must have a 750 minimum SAT or its equivalent and a 2.5 high school grade point average, and (3) student must have applied for admission to ABAC and plan to enroll full time toward a degree or certificate. Priority will be given to students demonstrating solid academic potential. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be submitted by May 1.

**Colquitt Electric Membership Corporation Scholarship:** Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: (1) predicted academic success, (2) financial need, and (3) must be a member of Colquitt County EMC cooperative which covers portions of Berrien, Brooks, Colquitt, Cook, Lowndes, Tift and Worth counties. A student may be awarded scholarship for one year only. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by May 1.

**H. Gordon Davis Nursing Scholarship:** Two \$1,000 scholarships will be awarded to entering freshmen at ABAC declaring nursing as a major. A student must have earned a high school grade point average of 2.5 or higher, must be a resident of Worth County, and a graduate of Worth County High School. Applications may be obtained from the Worth County High School counselor's office or from the Office of Academic Affairs. Closing date is May 1.

**John H. Davis/First Community Bank of Tifton Scholarship:** Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: (1) resident of Tift County, (2) rank in upper ten percent of class, and (3) financial need. Apply through Guidance Department of the high school.

**Allen & Lelia Garden Scholarship:** Qualifications: May be an entering freshman or a rising sophomore with a grade point average of 2.5 or higher. Preference will be given to non-traditional and/or part-time students from Ben Hill, Irwin, or Wilcox counties. Deadline is April 1 for rising sophomores and April 1 for entering freshman.

**Joseph A. Haley, Sr. Scholarship:** Awarded to a worthy entering freshman or rising sophomore. Qualifications: Student must be from Tift or contiguous counties; entering freshman must have a 2.5 average or higher; rising sophomore must have completed 30 hours of academic work with a 2.5 average or higher. The amount of the scholarships will vary depending on the money available from the corpus earnings. Application forms may be obtained from the Office of Academic Affairs and returned by April 1 for sophomores and May 1 for freshmen.

**John and Julie Hunt Scholarship:** A graduate of Tiftarea Academy will be awarded a \$500 scholarship to attend Abraham Baldwin. The money will be divided over a three quarter period. To qualify for the second and third quarter's grant, the student must maintain a 2.2 or higher grade point average each quarter.

**NationsBank of Tifton Scholarship:** Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: (1) resident of Tift County, (2) rank in upper ten percent of class, and (3) financial need. Apply through Guidance Department of the high school.

**John P. O'Connor Memorial Scholarship:** The amount and number of scholarship will depend in part on earnings of the endowment. Criteria: Student must have a 3.0 high school grade point average and maintain a minimum current academic average of 2.5 to continue receiving the scholarship; Student must be a graduate from Manatee County High School, Bayshore High School, Palmetto High School, and Southeast High School. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be submitted by May 1.

**Prince Automotive Group Scholarship:** This scholarship will be awarded annually and will only cover tuition and fees. Criteria: Recommended by Mr. John Prince or his representative; must be an employee of Prince Chevrolet-Oldsmobile, Inc. Or employee's dependent with preference given employees; must be a resident of Berrien, Ben Hill, Colquitt, Cook, Tift, Turner, or Worth Counties. Recipient may be a freshman or sophomore and must have a 2.5 grade point average or higher.

**Weetie and Homer Rankin Scholarships:** Young Georgia high school graduates with academic potential as judged by SAT scores, high school records and possibly other tests, who have demonstrated leadership potential and possess financial need are encouraged to apply for these entering freshmen scholarships. To be eligible, a student must pursue full-time study toward an associate degree and not have previously attended college. (Joint Enrollment students are eligible.) Recipients are paid \$200 per quarter with a maximum of \$1,600 per student. Specific criteria for these scholarships and application forms may be obtained from the Financial Aid Office or the Office of Academic Affairs. Completed forms must be returned to the Office of Academic Affairs by June 1.

**Regents' Scholarships:** Qualifications: (1) a high prediction of academic success, (2) financial need, (3) Georgia resident, and (4) agreement to serve in



Georgia after completion of education. Information and application forms may be secured from the high school counselor or the Financial Aid Office at Abraham Baldwin College. Priority date for application is April 1.

**Rotary Club of Tifton Scholarship:** Two scholarships in the amount of \$650 each, with the funds to be divided equally over three quarters. A eligible students must be a Tift County resident enrolled at Tift County High School or Tiftarea Academy, must plan to enroll full time at Abraham Baldwin, and must show evidence of scholastic ability and financial need. Application forms may be obtained from the Office of Academic Affairs. Completed forms must be returned to the dean's office by May 1.

**Shoney's Scholarship:** Scholarship will pay matriculation, clinical, athletic, and activity fees for one academic year. The scholarship recipient will be chosen by John and Julie Hunt from among employees and families of employees of Shoney's of Tifton, Inc. The recipient must have a 2.0 or higher high school or college cumulative grade point average. Student may be either an entering freshman or an enrolled ABAC student, must be planning to attend ABAC for three additional quarters to graduate within the next three quarters, and student must maintain a 2.2 or higher GPA each quarter to be eligible for each succeeding quarter.

**South Georgia Banking Company Scholarships:** One \$1,000 scholarship to be applied to tuition, clinical, athletic, and activity fees for three quarters. Qualifications: (1) resident of Tift County, (2) rank in upper 10% of class, and (3) financial need. Apply through Guidance Department of Tift County High School or Tiftarea Academy.

**Jessie Lee Stephens Scholarship:** A \$500 scholarship will be awarded annually to a Tift County 4-H member graduating from Tift County High School or Tiftarea Academy during the year of application. The candidate must have a: 2.5 high school average or higher and a SAT score of 750 or higher; must earn a quarterly or semester grade point average of 2.5 or higher, and enroll in at least 12 or more house in any field at ABAC.

**Tifton Junior Woman's Club Scholarships:** Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: (1) female, (2) graduating senior from Tift County High School, (3) upper ten percent of class, and (4) financial need. Apply through Guidance Department of the high school.

**Turner County School Superintendent Scholarship:** Awarded annually to a Turner County High School graduate. For further information, contact the Turner County Public Schools Superintendent's Office.

**Western Auto Scholarship:** An Award of \$300 to an entering freshman for a fall quarter. The scholarship will be paid at the beginning of the student's first quarter of enrollment at Abraham Baldwin College. Qualifications for eligibility include the following: (1) Tift County student, (2) student must have a 750 minimum SAT or its equivalent and a 2.5 high school grade point average, and (3) student must have applied for admission to ABAC and plan to enroll full time toward a degree or certificate. Priority will be given to students demonstrating solid academic potential. Applications are available in the Office of Academic Affairs. Closing date for application is May 1.

**Wine and Spirits Wholesalers of Georgia Foundation:** Qualifications: Georgia resident, attending an institution in the University System of Georgia, academic



excellence, and financial need. Priority date for application, May 1. Contact Financial Aid Office.

**Ernest Yates Memorial Scholarship (Tifton Kiwanis Club):** Pays matriculation, clinical, athletic, and activity fees for three quarters. Qualifications: (1) full-time college student, (2) scholastic ability, (3) financial need, and (4) preference given to Tift County students, but others considered. Apply through Guidance Department of the high schools.

## OUTSIDE SCHOLARSHIPS

Located within the Office of Student Financial Aid is a computer program called Scholarships 101. This is a self-directing software package for all ABAC students to use in locating outside scholarships for which to apply. For further information on this service, contact the Financial Aid Office.

## STATE DEPARTMENT OF VOCATIONAL REHABILITATION

Students who have a physical or an emotional handicap may receive financial assistance to attend college through their nearest vocational rehabilitation office. For details, students may contact the Financial Aid Office or their local rehabilitation office.

## VETERANS SERVICES OFFICE

The Veterans Services Office is located on the second floor of the Student Center. All Veterans, members of the Reserves, and the dependents of disabled or deceased Veterans, should contact the office immediately upon deciding to enroll in the College so that proper administrative procedures can be initiated.

Veterans experiencing academic difficulty may be eligible for additional benefits to help defray the costs of tutoring services. Such Veterans should consult with the personnel in the Veterans Service Office to determine the proper procedure to obtain these additional benefits.

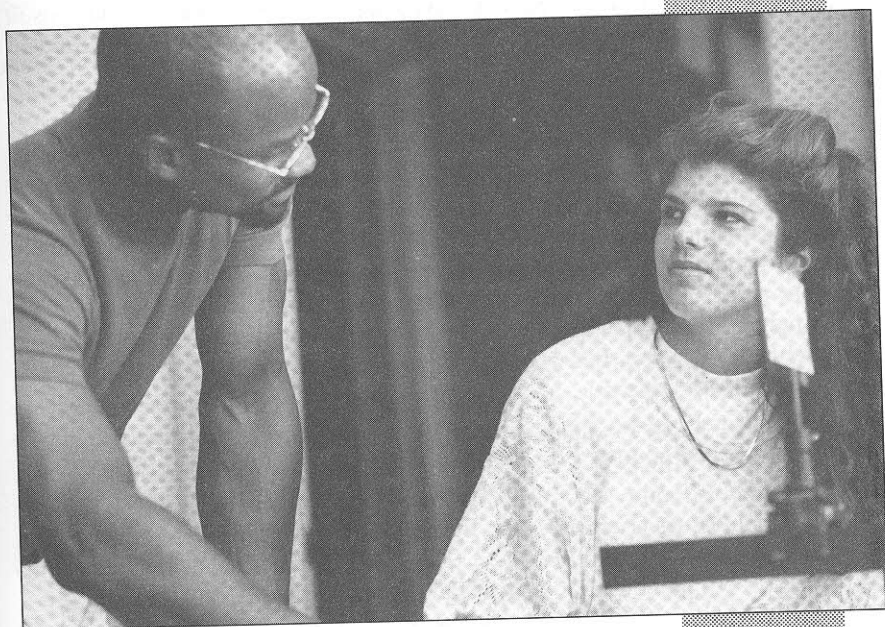
## REFUND POLICY

A student who withdraws from college may be entitled to a refund depending on his/her date of withdrawal. Any refund, to which a student receiving financial aid may be entitled, will be first applied against accounts in the following priority:

Student Accounts Receivables  
Unsubsidized Federal Stafford Loan  
Subsidized Federal Stafford Loan  
Federal PLUS Loans  
Federal Perkins Loan  
Federal Pell Grant

Federal Supp. Edu. Opportunity Grant  
Other Student Financial Aid Programs  
Other Federal, State, private, or  
instructional sources of aid  
The "student"

## Student Services



## POLICY ON SEXUAL HARASSMENT

Federal law provides that it shall be an unlawful, discriminatory practice for any employer, because of the sex of any person, to discharge without just cause, to refuse to hire, or otherwise discriminate against any person with respect to any matter directly or indirectly related to employment or academic standing. Harassment of an employee on the basis of sex violates this federal law.

Sexual harassment of employees or students in the University System is prohibited and shall subject the offender to dismissal or other sanctions after compliance with procedural due process requirements. Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitutes sexual harassment when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of an individual's employment or academic standing; or
2. Submission to or rejection of such conduct by an individual is used as a basis for employment or academic decisions affecting an individual; or
3. Such conduct unreasonably interferes with an individual's work or academic performance or creates an intimidating, hostile, or offensive working or academic environment.

A student who feels subjected to any type of sexual harassment should consult with the Director of the Health Center or Vice President and Dean of Student Affairs.

## POLICY ON RACIAL HARASSMENT

It is the policy of Abraham Baldwin College to conduct and provide programs, activities and services to students, faculty, and staff in an atmosphere free from racial harassment. Racial harassment is any behavior that would verbally or physically threaten, torment, badger, heckle, or persecute an individual because of his/her race. Racial harassment of college faculty, staff, students, or visitors is prohibited and shall subject the offender to appropriate disciplinary action.

Students, faculty and staff who feel they have been subjected to racial harassment can seek advice from:

Civil Rights Issues (Students)—Dr. Timothy G. Wise, Vice President and Dean of Student Affairs, J. Lamar Branch Student Center (second floor), 912-386-3232 **and/or** Tammy Groover, Director of Health Center, 912-386-3224.

Civil Rights Issues (Faculty)—Dr. Bettie Horne, Vice President and Dean of Academic Affairs, Tift Hall, room 27, 912-386-3238 **and/or** Dr. Bobbie Robinson, Division of Humanities, Conger Hall, Room 320, 912-386-7216.

Civil Rights Issues (Staff)—Mr. Hubert Wood, Director of Human Resources, Tift Hall, room 23, 912-386-3491 **and/or** Ms. Mary Self, Housing Coordinator, J. Lamar Branch Student Center (second floor), 912-386-3234.

## **COUNSELING/TESTING/CAREER DEVELOPMENT/JOB PLACEMENT OFFICE**

The Counseling, Testing, Career Development & Job Placement Center's services are available without charge to any student to facilitate achieving maximum educational development. In addition, services are available to the College's faculty and staff. Priority is given to a currently enrolled student. Dependent upon time and space availability, alumni, employers and the community are allowed to use the counseling, testing, career development and job placement services.

The Counseling, Testing, and Career Development offices are located on the second floor of the Student Center. Direct correspondence to The Director of Counseling, Testing, Career Development & Job Placement; ABAC 48, 2802 Moore Highway; Abraham Baldwin College; Tifton, GA 31794. The telephone number is (912) 386-3231. The FAX number is (912) 386-3458. The e-mail address is mmartin@c.abac.peachnet.edu.

### **Counseling and Testing**

The Counseling and Testing offices provide a wide variety of services to promote personal growth and development and to help students address problems of daily living. These services include personal individual or group counseling, career exploration, academic counseling, study skills assessments and guidance, group programs, crisis intervention, and interpersonal skills training. Other educational opportunities such as leadership training, human relations skill building, assertiveness training, decision making, acquaintance rape prevention and alcohol education are provided. In addition, group workshops, programs and outreach services are available. Consultation and referral services are also available. National and college-wide test administration are offered. Individual testing services are provided by the counselors when appropriate.

### **Career Development**

The Career Center office assists students in assessing academic majors and career alternatives and making these choices through individual career counseling, utilizing interest, skills, values and abilities inventories, and other testing. The Career Center also offers the use of the computerized career planning program, DISCOVER. Information about other colleges and universities is available for students desiring to transfer to a four-year institution.

### **Job Placement**

The Job Placement Office is staffed by a full-time Coordinator of Job Placement. The Job Placement office also helps a career program student maximize the benefits of education by providing assistance with all aspects of the job search process. A career oriented student close to graduation may take advantage of one-on-one assistance workshops on topics such as networking procedures, resume writing, completing applications, honing interview skills, follow-up procedures after interviews, and more. A student should register three quarters prior to graduation to establish a placement file to become eligible for career placement services.

The Job Placement Office also has an employment interviewer from the Georgia Department of Labor who provides a wide range of services, including em-

ployment referral opportunities for all college work study students and for all other enrolled students seeking employment.

The Job Placement Office is located on the third floor of the Student Center. Direct correspondence to Coordinator of Job Placement; ABAC 48, 2802 Moore Highway; Abraham Baldwin College; Tifton, GA 31794. The telephone number is (912) 386-3231 or 386-7111. The FAX number is (912) 386-3458.

### **Student Medical Withdrawals**

A student may be administratively withdrawn from the college when in the judgement of the Vice President and Dean of Student Affairs in consultation with the Director of Counseling, Testing, Career Development & Job Placement and/or the College Physician, it is determined that the student suffers from a physical, mental, emotional, or psychological health condition which (a) poses significant danger or threat of physical harm to the student or to the person or property of others or (b) causes the student to interfere with the rights of other members of the college community or with the exercise of any proper activities or functions of the college or its personnel or (c) causes the student to be unable to meet institutional requirements for admission and continued enrollment, as defined in the student conduct code and other publications of the college.

Except in emergency situations, a student shall, upon request, be accorded an appropriate hearing prior to final decision concerning his/her continued enrollment at the College. (Complete medical withdrawal policies and procedures and appeal procedures may be obtained from the Counseling, Testing, Career Development & Job Placement Office.)

## **ORIENTATION**

Each quarter first-time entering students are required to attend an orientation session prior to entering the college. Special orientation sessions are arranged for part-time and night students.

The orientation programs are designed to assist the student in making the transition into college a rewarding educational experience. The program at these sessions includes placement testing, group and individual counseling, academic advising, and general orientation to college life.

Three orientation sessions are held during the summer for new students who enter fall quarter. The student is given an opportunity to select the session to attend. Additional sessions are held prior to winter, spring, and summer quarters.

A non-refundable orientation fee is charged for each student to cover the costs of housing, meals, and other services.

## **FRESHMAN ORIENTATION COURSE**

In conjunction with the student orientation sessions described above, the college offers for first-time entering students two-credit hour orientation courses. Intended for the full-time student not classified as developmental, these orientation courses are required of all first-time entering freshmen and cover information considered essential for the transition to a college environment as well as providing an orientation to the student's major field of study. Among the topics considered are study skills, cultural diversity, career development and identification of various college resources.

## ACADEMIC ASSISTANCE CENTER

The Academic Assistance Center provides tutoring assistance free-of-charge to anyone enrolled in a college course. A student may use the service on a one-time basis or regularly throughout the stay at ABAC. Located on the second floor of Baldwin Library, the center offers tutoring in math and English, as well as in a variety of other subjects. Hours of operation vary each quarter according to tutors' class schedules.

## HEALTH SERVICES

The institution provides a student with health services and educational programs consistent with its purpose and reflecting the needs of its constituents. Health Services is located in the E.L. Evans Health Center. The mailing address is ABAC 29, 2802 Moore Highway, Tifton, GA 31794-2601 and the telephone number is 912-386-3224.

**REQUIRED IMMUNIZATIONS:** Each student must submit a medical history form and certificate of immunization to the Admissions Office prior to admission to the college. This information is held in strict confidence by the Health Center staff. Every precaution is taken to ensure a healthy student population.

- MMR: If born before 1957, Rubella immunity certificate only. Any other student must have two MMR (measles, mumps, rubella).
- TB: Tuberculin skin test, required prior to admission.
- Tetanus: Recommended within the last ten years.

The Health Center provides a student with nursing care and physician care to handle minor illnesses and injuries. First Aid and limited emergency care are also available. Some over-the-counter medication and prescriptions are available during pharmacy hours.

The Health Center will provide written confirmation for a student receiving medical care from the Health Center.

## FOOD SERVICE

The college dining hall furnishes well-balanced meals three times a day to all boarding students; meals are also provided as an option to those students living off-campus. A snack bar and a vending area are located on the second floor of the J. Lamar Branch Student Center. The snack bar and vending area are available to anyone on campus on a cash only basis.

## STUDENT HOUSING

The Office of Residence Life is located on the second floor of the J. Lamar Branch Student Center. The mailing address is ABAC 24, 2802 Moore Highway, Tifton, Georgia 31794-2601 and the telephone number is (912) 386-3234.

Approximately one-third of the student population resides on campus. A professional hall director holding a masters degree lives in each residence hall. Male students are housed in Comer Hall, Branch Hall, and Mitchell Hall. Female students are housed in Chandler Hall. Fulwood and Creswell Halls are coed. Because of the implementation of Title IX by the Department of Education, it is illegal for any college or university receiving federal funds to impose curfew on



any student on the basis of sex. Residence halls do not have enforced curfew regulations. Outside doors are locked 24 hours per day. Residents are issued keys and come and go at their own discretion.

Normally, two students share a room. Under special circumstances, however, private room accommodations may be available in designated residence halls. All private room requests will be handled by the Housing Coordinator based on the availability of space and the student's individual circumstances. An additional charge will be made for private rooms.

A student residing in college residence halls should furnish a study lamp, iron, bed linens, towels, mattress cover, waste basket, and other personal items. A student with less than 45 quarter hours of college credit is required to live in a residence hall, except those who are (1) married; (2) can show proof of financial independence; (3) living at home with parents or guardians. Other exceptions are made only if room is not available in a residence hall, and each exception must be approved by the Associate Dean of Student Life.

The college's residence halls close during the Thanksgiving break and between quarters. A student who wants to stay on campus during those times may make special arrangements with the Housing Coordinator for available space at a small fee.

## CONDUCT INFORMATION AND REGULATIONS

An Abraham Baldwin College student is expected to show proper respect for order, morality, and the rights of others. Conduct which is normally reprehensible or which is of a disorderly nature and in violation of written policy shall subject the student to disciplinary action.

Anyone registered as a student at the college is subject to the regulations outlined in the Student Handbook. He/she is also subject to city, state, and federal law. The college will not intervene nor will it ask special treatment for a student who has violated any law.

College regulations apply to both on- and off-campus students.

The college reserves the right to apply the code of conduct to a student's actions which occur off-campus when the student's behavior and conduct pose a risk or threat to the ABAC community and/or the normal operation of the college.

## VIOLATIONS

A student who violates college regulations regarding conduct may be punished by warning, social probation, probated suspension, restitution, curfew, special sanction, suspension, or expulsion. The nature of the offense will determine the severity of the punishment.

The procedure for suspending or expelling a student is the same. A student who has broken a regulation may be referred to the Student Judiciary by the Associate Dean of Student Life. The student will be given written notification of a hearing at least three days before the hearing is scheduled. He/she will also be informed of the charges against him/her and of his/her right to legal counsel. The Judiciary will hold a hearing and make its recommendations regarding disciplinary action. Appeals may be made in accordance with the Student Handbook and the published policy of the Board of Regents.

Any student who is charged with or indicted for a violation of state or federal



law is subject to disciplinary action by the college while the case is pending. When very severe violations of state or federal law occur, a student may be administratively suspended until the trial is concluded.

Any student who is guilty of violating college regulations or who is financially indebted to the college will not be eligible for readmission until he/she receives the appropriate clearance. Under these circumstances, a student's ineligibility for readmission will become a part of his/her record.

In addition to the Student Code of Conduct, which may be found in the Student Handbook, the following stipulation exists:

Notwithstanding any provision of this Code, the President is authorized to review any student discipline case and take such action as he deems appropriate with respect thereto. His review may be based upon (1) the record made before the Student Judiciary; (2) oral or written arguments made to him by the parties or their representatives; (3) a *denovo evidentiary* hearing before him substantively following the procedures set out herein for hearings before the Student Judiciary; or (4) any combination of the foregoing methods. A student defendant may appeal the decision of the President in writing to the Executive Secretary of the Board of Regents within a period of twenty days after the President's decision and shall cite all reasons for dissatisfaction with the previous decision.

## BOARD OF REGENTS' STATEMENT ON DISRUPTIVE BEHAVIOR

The following is the policy of the Board of Regents regarding disruptive behavior in any institution of the University System:

The Board of Regents of the University System of Georgia reaffirms its policies to support fully freedom of expression by each member of the academic community and to preserve and protect the rights and freedom of its faculty members and students to engage in debate, discussions, peaceful and non-disruptive protest and dissent. The following statement relates specifically to the problem described below. It does not change or in any way infringe upon the Board's existing policies and practices in support of freedom of expression and action. Rather, it is considered necessary to combat the ultimate effect of irresponsible disruptive and obstructive actions by students and faculty which tend to destroy academic freedom and the institutional structures through which it operates.

In recent years, a new and serious problem has appeared on many college and university campuses in the nation. Some students, faculty members, and others have on occasion engaged in demonstrations, sit-ins, and other activities that have clearly and deliberately interfered with the regular and orderly operation of the institution concerned. Typically, these actions have been the physical occupation of a building or campus area for a protracted period of time or the use of display of verbal or written obscenities involving indecent or disorderly conduct.

These actions have gone beyond all heretofore recognized bounds of meetings for discussion, persuasion, or even protest, in that: (1) acquiescence to demands of the demonstrators is the conditioning for dispersal, and (2) the reasonable and written directions of institutional officials to disperse have been ignored. Such activities thus have become clearly recognizable as an action of force, operating

outside all established channels on the campus, including that in intellectual debate and persuasion which are at the very heart of education.

The Board of Regents is deeply concerned by this new problem. Under the Constitution of the State of Georgia, under all applicable court rulings, and in keeping with the tradition of higher education in the United States, the Board is ultimately responsible for the orderly operation of the several institutions of the University System and the preservation of academic freedom in these institutions. The Board cannot and will not divest itself of this responsibility.

Of equal or even greater importance, such action of force as has been described above destroys the very essence of higher education. The essence is found in the unhampered freedom to study, investigate, write, speak, and debate on any aspect or issue of life. This freedom, which reaches its full flowering on college and university campuses, is an essential part of American democracy, comparable to the jury system or the electoral process.

For these reasons and in order to respond directly and specifically to this new problem, the Board of Regents stipulates that any student, faculty member, administrator, or employee, acting individually or in concert with others, who clearly obstructs or disrupts, or attempts to obstruct or disrupt any teaching, research, administrative, disciplinary or public service activity, or any other activity authorized to be discharged or held on any campus of the University System of Georgia is considered by the Board to have committed an act of gross irresponsibility and shall be subject to disciplinary procedures, possibly resulting in dismissal or termination of employment.

The Board reaffirms its belief that all segments of the academic community are under a strong obligation and have a mutual responsibility to protect the campus community from disorderly, disruptive, or obstructive actions which interfere with academic pursuits of teaching, learning, and other campus activities.

The Board of Regents understands that this policy is consistent with resolutions adopted by the American Association of University Professors in April, 1968, and by the Executive Committee of the Association for Higher Education in March, 1968, condemning actions taken to disrupt the operations of institutions of higher education.

## DRUG FREE SCHOOLS POLICY STATEMENT

In order to comply with the Drug Free Schools and Communities Act Amendments of 1989, (Public Law 101-226) signed by President George Bush on December 12, 1989, Abraham Baldwin Agricultural College hereby prohibits the unlawful possession, use, or distribution of drugs and alcohol by students and employees on the properties of Abraham Baldwin Agricultural College and will impose sanctions on students and employees which are consistent with local, state, and federal law. (See Student Handbook, and the Policy Manual.)

## STUDENT ACTIVITIES

Abraham Baldwin is committed to the philosophy that in a total educational process the student activity program should supplement the academic program and that such a program should be student oriented. Faculty and staff members act as advisors but students plan and implement the programs. The College provides a variety of extra-curricular activities that not only supplement the academic program but provide training and leadership opportunities as well as

entertainment. In order to keep the student activity program one of the best in the state, each student is personally encouraged to take part in one or more of the programs offered. The Student Handbook contains more detailed information about the student activity program.

## STUDENT GOVERNMENT ASSOCIATION

**SENATE**—The Senate is made up of student-elected representatives from on and off-campus, two representatives from the Inter-Activity Council, Residence Hall Presidents, Freshman and Sophomore Class officers, and officers of the Student Government Association. The body meets one night each week to plan and discuss activities and other matters which concern the student body. This group tries to maintain and strengthen the bonds among students, faculty, and administration, recognizing that a characteristic of an educated person is the ability to cooperate with colleagues. The Vice President and Dean of Student Affairs is the administrative advisor for the Senate and faculty advisors are selected by the Senate.

**INTER-ACTIVITY COUNCIL**—The Inter-Activity Council is made up of one representative from each of the chartered clubs. The purpose of this council is to coordinate activities among the clubs and to bring about quicker, more effective action concerning these organizations. The Associate Dean of Student Life shall serve as the administrative advisor for the Inter-Activity Council and a faculty advisor may be selected by the council.

Listed below are the clubs and activities on campus that are dependent upon student participation for their existence: ABAC Cattlemen's Association; AET Club (Agricultural Equipment Technology); Alpha Beta Gamma; Art Students League; Baptist Student Union; Black Student Fellowship; Campus-Wide Bible Study; Circle K; Criminal Justice Majors; Family and Consumer Sciences; Forestry Wildlife Club; Future Farmers of America; Georgia Association of Nursing Students; Health, Physical Education and Recreation; Horticulture Club; International Club; The Link; MASDA (Minority Academic Social Development Association); Mu Alpha Theta; Music Educators National Conference (MENC); Pre-Vet Club; Phi Theta Kappa; Radio Club; Rodeo Club; Science Club; Student Georgia Association of Educators (SGAE). A more complete description of each club can be found in the Student Handbook.

## STUDENT COMMUNICATIONS MEDIA

Student communications media on the Abraham Baldwin Agricultural College campus include the following:

**STALLION**—The campus newspaper is published biweekly to provide news and features focused on campus events as well as present opinion and comment. For several years, the newspaper has earned national recognition and has been named Georgia's top junior college paper.

**PEGASUS**—This annual literary magazine provides a means for creative expression among students, faculty, and alumni. The magazine features poetry, essays, fiction, articles, art, and photography.

**HAPPENING**—A calendar of events which lists regularly scheduled activities, special events, and club meetings is published quarterly by the Student Life Office.

**WPI H.F.M.**—The College radio station, located at 103.1 on the FM dial, has

## INTRAMURAL ACTIVITIES

Through a program of intramural sports including basketball, softball, flag football, and volleyball, the Department of Health, Physical Education and Recreation and the Student Activity Program offer to every student the opportunity to engage in sports and recreational activities. Participation is entirely voluntary; however, varsity athletes are not allowed to play intramural in the sport in which they participate. The desire for fun, exercise, social contact, and friendly competition in a wholesome, satisfying atmosphere furnishes the stimulation for the activities and tournaments offered.

## ATHLETICS PROGRAMS

Intercollegiate athletics, both male and female, are an integral part of both the Department of Health, Physical Education and Recreation and the student activity program. The college participates in six intercollegiate sports—men's basketball, baseball, men's and women's tennis, women's softball and volleyball. Each full-time student is invited and strongly encouraged to try out for collegiate athletic teams.

The college is a member in good standing of Region 17 of the Georgia Junior College Athletic Association and the National Junior College Athletic Association. The "Golden Stallions" and "Fillies" are always strong competitors against the best junior college competition available, and successful academic endeavors are stressed to athletes. All home athletic contests are free to full-time students.

Supporting the athletics program and college recruitment through the Student Activities Program are the Golddusters. A full-time student is eligible to try out for this group.

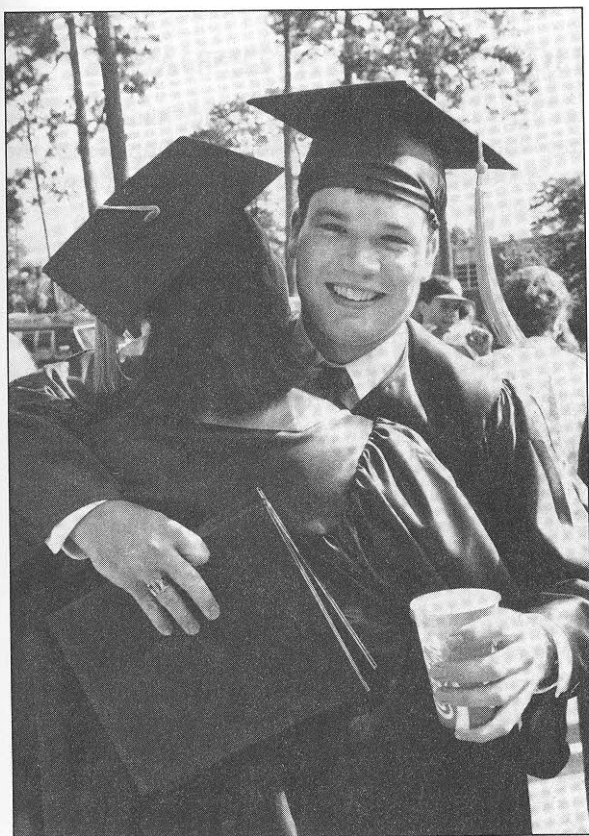
## FINE ARTS GROUPS

Musical groups on the Abraham Baldwin College campus are open to all students and include the following groups: Jazz Ensemble, Concert Band, Concert Choir and Jazz Choir. These groups perform at various high schools, civic group events and community festivals.

The Art Students League sponsors student art exhibits, craft shows, demonstrations, field trips to art museums, and lectures. As part of their learning experience, league students provide drawings and graphics for campus and community publications.

The Baldwin Players, consisting of students from throughout the college who are interested in theatre, stage two major productions each year, present one-act plays and other small-scale productions, and encourage attendance at other theatre performances.

# Academic Regulations



## CLASSIFICATION OF STUDENTS

Students are classified as freshmen or sophomores on the basis of quarter of work successfully completed, as follows:

1. Freshmen: A student who has fewer than 45 quarter hours credit.
2. Sophomore: A student who has 45 or more quarter hours credit.

## COURSE LOAD AND ATTENDANCE

The normal course load for a full-time student is 15 quarter hours per quarter plus physical education as required. Ordinarily this course load will consist of three courses of five quarter hours each, which meet daily. Each student is encouraged to take a full-time load.

A student with an average grade of 3.0 or better may carry additional courses of work. The upper limit for any quarter, however, is 20 quarter hours, plus physical education.

A part-time student is expected to limit enrollment to the number of courses he can successfully complete. A regularly employed local citizen is encouraged to take courses at the college.

## COLLEGE POLICY ON CLASS ATTENDANCE

Abraham Baldwin College expects each student to conduct himself in a responsible manner as an adult who understands that he is accountable for the choices he made as a student. A student is expected to attend all class meetings scheduled in the courses for which he is registered. Instructors are expected to maintain an accurate written record of student attendance in class. At the end of each quarter, instructors will record absences for all students on the official grade sheets. Absence from class for whatever reason does not excuse a student from full responsibility for class work or assignments missed. A student will not be allowed to make up work only if the instructor excuses the absences. Class attendance and grades are directly correlated, and a student must understand the importance of regular participation in classroom and laboratory activities. The college believes that all class meetings are important and requires that a student abide by the attendance policies adopted for individual classes by instructors in all divisions. The attendance policy will be presented in writing to the student at the beginning of the quarter. A student missing more than ten percent (10%) of the scheduled meetings may be withdrawn by the Registrar upon recommendation by the instructor. One withdrawn before the conclusion of one-third of a course(s) will receive the grade of "W;" one withdrawn between the one-third point and midterm will receive either the "W" or "WF;" at the instructor's discretion; one withdrawn after midterm will receive the "WF."

## INSTITUTIONAL ABSENCE

A student who serves as an official representative of the college is defined as one who:

is authorized to use the college name in public relationships outside the institution;



regularly interacts with non-college individuals and groups over an extended period of time (at least one quarter);

represents the college as a part of a group and not as an individual;

represents the college under the direct supervision of a college faculty or staff member; and

is authorized in writing, in advance, by the President of the college.

Such a student is in no way released from the obligations and responsibilities of all students, but will not be penalized with unexcused absences when absences result from regularly scheduled activities in which he/she represents the college.

As a professional courtesy, any staff or faculty member taking a group of students away from the campus during regularly scheduled classes will notify the instructors involved of pending absences far enough in advance to allow the students and instructors involved to make alternative arrangements for the work missed.

Further, it is the responsibility of each student to contact instructors prior to the absence and to make arrangements to make up any work that will be missed, in a manner acceptable to the instructor. Advisors of activities will schedule off-campus activities in a manner that does not unduly disrupt the learning process for a student.

## WITHDRAWALS

**Dropping Classes:** If a student needs to reduce his/her course load during a particular quarter, that student may officially withdraw from a class with a grade of "W," provided he takes this action before the mid-point in the quarter (see the college calendar) or if very unusual circumstances require the withdrawal after the mid-point. After midterm, a student may withdraw only with the permission of the Instructor and the Division Chairperson. If permission is granted, the student will be assigned the grade of "W" or "WF," according to the average at the time of withdrawal. The student who wants to "drop" one course must first see his academic advisor for permission to withdraw. At that point the advisor completes a drop form and the student follows the steps outlined on the form and submits it to the Registrar's Office. Official withdrawals can be made only if the student has not already "abandoned" the course and been dropped from the course with a penalty. A student who simply abandons classes may be withdrawn by the instructor according to the following schedule: between the beginning of the quarter and the conclusion of one-third of the quarter, a student will be withdrawn by the instructor with a grade of "W." Between the one-third point and mid-quarter, the grade will be a "W" or "WF" at the instructor's discretion. After mid-quarter, the grade will be a "WF." See the "Change of Schedule" section below for further information.

**Withdrawal from the College:** Any student who voluntarily withdraws from the college must first consult a counselor in the Office of Counseling, Testing, Career Development, and Job Placement. A student who withdraws from the college prior to mid-quarter will receive a "W" in all classes in which he/she is enrolled. A student who withdraws from the College after mid-quarter will receive a "W" or "WF," at the discretion of the instructor.

**Withdrawal from Developmental Studies:** A student who wishes to withdraw from a required developmental course must also withdraw from any college-level



courses in which he or she is enrolled. This requirement does not apply to Regents' remediation courses.

**Medical Withdrawals:** For policy relative to medical withdrawals initiated by college officials, see Counseling and Advisement.

## CHANGE OF SCHEDULE (DROP/ADD)

A student is discouraged from changing schedules after classes get underway. However, consideration is given to every request for a change in a student's program, and recommendations are made in accordance with the educational goals and the individual needs of the student.

If, after registration, a change in schedule becomes necessary, all changes should be made at the beginning of the quarter during the period set aside for that purpose. **No refund will be made for a dropped course after the official two-day drop period.** The student must first confer with his academic advisor to secure drop or add forms. Changes in an original registration by additions or withdrawals require the permission of the student's advisor, the instructor, and the division chair.

A change in schedule is not officially recorded until the drop or add form has been completed and is on file in the Registrar's Office. The student must attend all classes in which he originally enrolled until the requested change is officially authorized.

See the college calendar for change of schedule days at the beginning of each quarter.

## ACADEMIC DISHONESTY

Academic dishonesty (in any of its forms) among students at the college will not be tolerated by the faculty or administration. Academic dishonesty is defined as knowingly taking information from another student or source during the course of completing any requirements in which these additional sources are not allowed by the instructor. Examples include but are not limited to the following: plagiarism, use of another student's work, cheating on tests and examinations by looking at another person's work or bringing cheat sheets, and the like into the test room, and falsifying homework or out-of-class assignments.

In cases involving academic dishonesty where the cheating relates to a routine assignment or examination, the penalty will be imposed at the instructor's discretion and may include a "WF" for the course. If a matter of academic dishonesty is contested, the division chair responsible for the course in question will convene a panel of three other faculty members to render a decision. Appeals from that point will be taken to the Vice President and Dean of Academic Affairs and, if necessary, to the Student Judiciary under the provisions of the Student Code of Conduct. The Student Code of Conduct can be found in the *Student Handbook*. The president of the college will be the final level of appeal.

In cases involving academic dishonesty where the cheating relates to a departmental exam, a standardized exam, the Regents' Test, or where the dishonesty is part of a conspiracy or involves repeated acts of dishonesty by the same person(s), the penalty may include expulsion from the college. In matters of such magnitude, contested cases will be subject to a hearing by the Academic Review Committee for discovery purposes and then referred to the Student Judiciary under the provisions of the Student Code of Conduct. The Student Code of

Conduct can be found in the *Student Handbook*. The president of the college will be the final level of appeal.

## PHYSICAL EDUCATION REQUIREMENTS

All first-time entering students will be required to take three one-hour activity courses and one three-hour Health & Wellness class (PED 100C). The Health & Wellness class will be a graduation requirement for all students entering Summer Quarter, 1994 or later, even those exempted from activity courses. A student should select three different activity courses to fulfill the physical education requirement.

Veterans with 180 days or more active military duty may receive three (3) hours of physical education activity course credit by filing a copy of their DD 214 with the office of the Registrar.

Most physical education courses (labeled PED) meet twice a week and are assigned one (1) hour credit.

Physical education course grades are calculated in all grade point averages.

## COMPETENCY REQUIREMENT IN HISTORY AND CONSTITUTION

Every student who receives an associate degree from a University System of Georgia institution is required by the Georgia legislature to show competency in United States and Georgia history and a knowledge of the constitutions of the United States and Georgia. POL 201 fulfills the constitution requirements for both career-technology and college-transfer students. Successful completion of HIS 251 or HIS 252 fulfills the history competency requirements. The student who chooses to take HIS 211 and 212, Western Civilization, must take an examination in US and Georgia History in order to fulfill the legislative requirement. A student who transfers American History and/or Political Science courses from institutions outside the state must also fulfill the legislative requirements by examination.

## COMPUTER COMPETENCY

A computer competent person understands the capability of computers, as well as the computer-related peripherals, and is able to apply that knowledge to solve problems (personal and professional) and to further his overall knowledge. Specifically, a person of minimal computer competency has a basic working knowledge of operating systems, word processing and information retrieval, which includes but is not limited to, use of the Internet, e-mail, on-line library services, and/or other remote services. In addition to level-one competencies, a person of moderate computer competence will have some mastery of the use of spreadsheets, database management, telecommunications, multimedia, and graphic applications. In addition to levels one and two, a person of advanced computer competence will also be proficient in the use and manipulation of specialized software such as statistical analysis packages and computer assisted drafting (CAD) programs, familiar with network concepts, and knowledgeable of a programming language such as Pascal.

Minimum computer competency, which is a requirement for graduation from the College, can be demonstrated through successful completion of, or exemp-

tion from, CIS 110 or equivalent. For exemption information, contact the Director of Technology at (912)386-3245.

## PLACEMENT BY EXAMINATION

Each entering freshman will be given placement tests in English. The results of these tests in addition to high school averages, SAT/ACT verbal scores, and scores on the standardized reading test given during orientation will determine in which English course a student may be placed. The student will be placed in ENG 101 or one of the Developmental English courses which seems most appropriate to his/her needs. One or more of the Developmental English courses is required of a first time entering student who is entering on probation.

Each entering freshman is required to take a mathematics examination to determine competence in the subject. A student scoring sufficiently high and having high SAT/ACT math scores may exempt College Algebra. This enables him to begin in Pre-Calculus or Trigonometry if he exempts College Algebra. Trigonometry may be exempted by acceptable scores on CLEP or departmental examination. A student who scores poorly on the placement examination and who has poor SAT/ACT math scores may be required to take MAT 098 and/or MAT 099 before attempting College Algebra or other math courses.

## PROFICIENCY EXAMINATION PROGRAM

A regularly enrolled student may earn credit for any course offered by the college, at the discretion of his academic advisor and the division chair, by successfully completing a comprehensive proficiency examination. Application for such examination must be made to the student's academic advisor. Proficiency credit cannot be earned for any course which has been previously attempted by the student. Credit earned by examination will be entered on the student's record, will be counted as credit for graduation, and is transferable to other institutions in the University System of Georgia. Credits earned by examination are not included in computing grade point averages since a letter grade is not assigned.

## COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

A student enrolled at Abraham Baldwin may earn full credit for certain of the College's courses by achieving acceptable scores on the College Level Examination Program's tests. With few exceptions, adequate test scores will match and substitute for specific courses in the current catalog. A student wishing to earn credit by examination should first check with the Registrar's Office to determine eligibility for this program. CLEP Tests are administered by the Counseling and Testing Office and require approximately one hour each. All test results are evaluated by the Registrar's Office, and if credit is earned, the results are recorded by course, course number, and quarter hours earned. Successful CLEP tests are credited toward graduation but do not carry grades or quality points. CLEP credit is transferable within the University System of Georgia.

The general conditions for awarding credit by examination through CLEP are as follows:

1. Only Abraham Baldwin College students are eligible to participate in the program.
2. A maximum of forty-five (45) quarter hours will be accepted from the com-

combined sources of correspondence work, transfer credit, and credit by examination.

3. The College Level Examination Program's General Examination and Subject Examinations may not be retaken in order to earn college credit without permission of the Vice President and Dean of Academic Affairs.

## **ADVANCED PLACEMENT PROGRAM (AP)**

Abraham Baldwin participates in the Advanced Placement (AP) Program of the College Entrance Examination Board. Through this program a high school student who plans to enroll at Abraham Baldwin can take AP examinations in several subject areas. Generally, if a student scores a "3" or higher on one or more examinations, the college will provide regular college credit in the subject areas of the exam(s), provided that the subject area(s) are taught by the college. In this way a high school student can get college credit and/or advanced placement at Abraham Baldwin before actually beginning the college freshman year. At present, AP exams are available in the following fields: art, biology, chemistry, English, American history, mathematics, music, physics, and Spanish.

Persons desiring further information about the Advanced Placement Program should contact the high school counselors or Abraham Baldwin's Office of Counseling and Testing.

## **INTERNATIONAL STUDIES PROGRAM**

Abraham Baldwin College students have an opportunity to participate in an international studies program. A student can register for ABAC credit for classes offered through a summer study program sponsored by the European Council of the University System of Georgia or can arrange other study-abroad opportunities through the campus International Coordinator. Financial aid is available for many of the programs. For further information, an interested student should contact the International Coordinator in the Division of Humanities office at (912) 386-3250.

## **AIR FORCE ROTC**

A joint program between ABAC and Valdosta State University's Air Force Reserve Office Training Course (AFROTC) offers male and female students a course of study designed to complement their academic major. AFROTC is designed to commission young men and women as second lieutenants into the active duty Air Force upon completion of a bachelor's degree. The first two years of AFROTC training are available to ABAC students. Students take one academic aerospace studies course and a leadership laboratory each quarter during the program. For more information on this program, contact the Office of Evening and Off-campus Programs at (912) 386-7154.

## **GRADES AND FINAL EXAMINATIONS**

Grades are based on performance by the student in the classroom and laboratory as shown through tests, oral responses, and other class work, outside assignments, experiments, term papers, other acceptable academic procedures and final examinations. The grade is intended to reflect student progress toward objectives of the course.

Each student, including a candidate for graduation, is required to take final examinations in courses each quarter in accordance with the published final exam schedule. No instructor shall deviate from the published schedule of final exams for a class or individual student without the written approval of the division chair.

## THE GRADING SYSTEM

All institutions of the University System of Georgia shall use a 4.0 grade point average system. The following grades are approved for use in institutions of the University System of Georgia and are included in the determination of the grade point average:

A	.....excellent (4.0)
B	.....good (3.0)
C	.....satisfactory (2.0)
D	.....passing (1.0)
F	.....failure (0.0)
WF	.....withdrew failing (0.0)

The following symbols are approved for use in the cases indicated, but will not be included in the determination of the grade point average.

- I — This symbol indicates that a student was producing satisfactory work, but for non-academic reasons beyond his control, was unable to meet the full requirements of the course. If an "I" is not satisfactorily removed after twelve months, the Registrar will change the symbol "I" to the grade "F." "I's" cannot be removed by re-enrolling in and completing a course.
- W — This symbol indicates that a student was permitted to withdraw without penalty. Withdrawals without penalty will not be permitted after the mid-point of the quarter except in cases of hardship as determined by the Registrar in consultation with the advisor and/or counselor.
- S — This symbol indicates that credit has been given for completion of degree requirements other than academic course work. The use of this symbol is approved for dissertation and thesis hours, student teaching, clinical practicum, internship, and proficiency requirements in graduate programs. Exceptions to the use of this symbol for academic course work must be submitted to the Chancellor for approval.
- U — This symbol indicates unsatisfactory performance in an attempt to complete degree requirements other than academic course work. The use of this symbol is approved for dissertation and thesis hours, student teaching, clinical practicum, internship, and proficiency requirements in graduate programs. Exceptions to the use of this symbol for academic course work must be submitted to the Chancellor for approval.
- V — This symbol indicates that a student was given permission to audit the course. Students may not transfer from audit to credit status.
- K — This symbol indicates that a student was given credit for the course via a credit-by-examination program approved by the respective institution's faculty. (CLEP, AP, Proficiency, etc.)

## GRADE POINT AVERAGES

The cumulative academic grade point average (AGPA) in each institution of

the University System of Georgia will be calculated by dividing the number of hours scheduled in all courses attempted in which a grade of A, B, C, D, F, or WF has been received into the number of grade points earned on those hours scheduled. Institutional credit shall in no way affect the cumulative academic grade point average. Only courses numbered below 100 at ABAC carry institutional credit.

**Institutional Credits.** These are courses which are numbered below 100 and are, therefore, not bound by the Uniform Grading System. The main difference is that a non-punitive grade of "IP" may be assigned if a student strives but fails to progress sufficiently enough to earn a "C" or higher grade. An "IP" indicates considerable progress was made but not sufficient for a "C" or better. A "D" or "F" is appropriate if the student fails to put forth sufficient effort through lack of class attendance and participation.

The adjusted grade point average (AdGPA) is similar to the AGPA except that all credits, including institutional (Developmental) credits, are included and only the most recent grade earned for repeated courses will be used in the AdGPA calculation. The AdGPA will be used to determine academic standing at ABAC. However, other institutions may use AGPA for determining the admission status for transfer students. In addition, only the AGPA will be utilized for determining academic Honors status at the College.

## THE REPORTING OF GRADES

**Mid-quarter deficiencies** are reported to a student who has a "D" or "F" in any class. Faculty members are required to make all deficiency grades of "D" or "F" at midquarter available to students. These grades are not entered on the student's permanent record. Mid-term reports are intended to inform the student of problems prior to midquarter.

**Final grades** are reported by the instructor to the Office of the Registrar within twenty-four hours following the end of the examination schedule. The Registrar's Office then mails a list of final quarterly grades to the student.

Final grades submitted by the instructor cannot be changed subsequently except when special circumstances merit. A formal grade change request must be submitted to the Registrar by the instructor and approved by the chair of his/her division. The Registrar may accept the proposed change, or he may request that it be reviewed and approved by another college authority.

## ACADEMIC RENEWAL

The Academic Renewal policy allows ABAC degree-seeking students who have experienced academic difficulty to make a fresh start after an absence of five calendar years from any postsecondary institution. A student returning after the break will be able to start with a new Academic Renewal Grade Point Average (ARGPA). No grades earned prior to the break will be included in the ARGPA, but courses in which a grade of "C" or better was earned will count toward the degree and will not have to be repeated. For more information regarding the Academic Renewal policy, contact the Registrar's Office.

## APPEAL OF GRADES

A student who wishes to appeal or contest a grade assigned in a course must first appeal the matter in writing to the instructor(s) who taught the course. The



instructor(s) will respond to the student in writing within ten working days of the date of the appeal. Should this response not satisfy the appeal, the student will appeal in writing within ten working days from the date of the instructor's response to the chair of the academic division or department in which the course was taught. The chair may conduct a conference including the chair, the student, and the instructor. The Chair may convene an impartial committee in the discipline to review pertinent documents. Within ten working days from the date of the student's appeal to the chair, the chair will respond to the student in writing. Should this procedure fail to resolve the appeal, the student must provide a written appeal to the Vice President and Dean of Academic Affairs within ten working days from the date of the division chair's response. The Vice President and Dean of Academic Affairs will then take the appeal to the Academic Review Committee, where further hearings may be conducted. Should this procedure fail to resolve the appeal, the student must provide a written appeal to the President of the college within ten working days of the Academic Dean's response. The judgment of the President will be considered the final and binding decision on the matter.

The appeals process is intended to provide a venue whereby a student may voice a claim of discrimination, capricious or unfair dealings, or denial of due process.

### ACADEMIC PROBATION

The college recognizes three categories of academic standing: Good Academic Standing, Academic Probation, and Academic Suspension. Each student's academic standing will be determined by academic performance as reflected in the adjusted grade point average, calculated quarterly. Transfer students' AdGPA will be calculated only on coursework taken at ABAC.

A student is required to maintain a minimum adjusted grade point average (AdGPA) to remain in good academic standing. Minimum standards are related to total credit hours attempted by the student. These minimum standards are as follows:

<u>Total Hours Attempted</u>	<u>Minimum Cumulative AdGPA</u>
0-29	1.5
30-44	1.6
45-59	1.7
60-74	1.8
75-89	1.9
90+	2.0

A student with a cumulative AdGPA below the minimum standard will be placed on Academic Probation. A student on Academic Probation is restricted in a maximum of 13 quarter hours and is strongly urged to seek assistance through the Academic Intervention Management program. Students on Academic Probation may be in jeopardy of losing financial aid.

### ACADEMIC SUSPENSION

A student not attaining minimum academic standards subsequent to being placed on Academic Probation will be suspended from the college. The mini-



num standards for avoiding Academic Suspension are related to total hours attempted by the student. These standards are:

<u>Total Hours Attempted</u>	<u>Minimum Cumulative AdGPA</u>
0-29	No minimum
30-44	1.4
45-59	1.5
60-74	1.6
75-89	1.7
90+	1.8

Any student with an AdGPA below the above minimum levels will be suspended from the college. The first suspension will be for one quarter; subsequent suspensions will be for three quarters. Any student suspended a third time will not be allowed to re-enroll at the college. A student may appeal suspension by notifying in writing the Vice-President and Dean of Academic Affairs. Appeals must be filed no later than 12:00 noon on the day prior to registration day for the quarter in which the student wishes to re-enroll.

## DEVELOPMENTAL STUDIES SUSPENSION

After four quarters of full-time enrollment, or the equivalent in part-time enrollment, a student who has failed to complete all required developmental course work with a C or higher will be suspended from the College for one quarter. Upon returning, the student will have one full-time quarter in which to satisfy all remaining developmental requirements. If these requirements are not met, the student will be suspended for three quarters and may re-enroll only upon the written permission of the president of the college. Any subsequent suspensions will be for three quarters and readmission will be contingent upon the president's permission.

## INSTITUTIONAL POLICY UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT OF 1974

Abraham Baldwin College guarantees any student, regardless of age, who is or has been in attendance at the college 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 college without written consent of the student. "Directory Information" includes the student's name, address, telephone listing, date and place of birth, major field of study, full-time or part-time status, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates 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 "directory information" pertaining to himself or herself by completing a form in the

Registrar's Office during the first two weeks of each term. The form will be honored for one year.

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 college policy statement on student education records may be obtained at the Registrar's Office or the Vice President and Dean of Academic Affairs's Office.

## TRANSCRIPTS AND TRANSFER OF RECORDS

A transcript is a photocopy of a student's permanent academic record. It contains a minimum amount of personal data about the student and a chronological account of the student's academic achievements.

Any student or former student who wishes to have a transcript of his record at the college released must make the request in writing to the Registrar's Office one week prior to the date the transcript is needed. This request may be submitted by mail or in person and must include complete name and address of the individual or agency to receive the transcript. The request must be signed and dated by the student. A statement giving the purpose for which the transcript is to be used may save the student time and money, since some agencies have special regulations for receiving transcripts.

A student cannot be enrolled jointly or as a transient student at another institution while attending Abraham Baldwin without written permission from the Registrar.

## PRESIDENT'S HONOR LIST

Superior achievement in academics is recognized each quarter by the publication of a President's Honor List, which includes those students who complete 15 or more academic hours (non-developmental) with a grade point average of 4.0.

The President's Honor List is posted on the college bulletin board at the end of each quarter, and a copy is provided to the hometown newspapers of those students whose names appear on the list.

## DEAN'S HONOR LIST

Excellence in scholastic achievement is recognized each quarter by the publication of a Dean's Honor List naming those students who complete all academic work for which they are registered during the quarter with a minimum grade point average of 3.3, and who carry at least 15 hours of academic work. Courses numbered below 100 do not apply toward credit hours or grades required.

The Dean's Honor List is posted on the college bulletin board at the close of each quarter and a copy of it is provided the honor students' hometown newspapers.

## DISTINGUISHED ACHIEVEMENT LIST

The Distinguished Achievement List, published at the end of each quarter, recognizes excellence in scholastic achievement among part-time students. To be included on the Distinguished Achievement List, a student must have com-

pleted between five and fourteen quarter hours of academic course work with a quarterly average of 3.3 or higher.

## HONORS PROGRAM

The Abraham Baldwin Honors Program is a combination of special experiences during the freshman and sophomore years which together provide a more meaningful college career for academically talented students than would otherwise be the case.

The Honors Program consists of six Honors Seminar courses and six specifically modified Core Curriculum courses. Honors Program students take three of the Seminar courses and three of the Core courses each year. These courses are scheduled alongside other courses required for completion of the student's degree.

Upon completion of the Honors Program, a student should be better prepared to undertake junior and senior level work at institutions to which he or she transfers after leaving ABAC.

Normally, membership in the Honors Program is gained only by invitation from the Honors Coordinator. However, a student with excellent academic background may petition the Honors Program Committee, through the Coordinator, for membership.

For further information, contact the Honors Program Coordinator at 912-386-3250.

## HONORS DAY

Honors Day was introduced to give public recognition to students who achieve high scholastic records. A student is selected for honors on the basis of the following criteria:

1. Completing 30 quarter hours at Abraham Baldwin with a 3.2 cumulative grade point average qualifies a student as an Honor Student.
2. Completing 30-74 quarter hours at Abraham Baldwin with a 3.75 cumulative grade point average qualifies a student as a Superior Honor Student.
3. Completing 75 quarter hours at Abraham Baldwin with a 3.75 cumulative grade point average qualifies a student as a Distinguished Honor Student.

## REQUIREMENTS FOR GRADUATION

Associate degrees in Arts, in Science, and in Applied Science are awarded in a graduation ceremony at the end of the Spring Quarter to those students meeting requirements. Participation in the graduation ceremony is encouraged.

In order to meet the graduation requirements at Abraham Baldwin, a student must:

1. have completed the required courses and credit hours outlined in this catalog for the degree and major for which he/she is a candidate.
2. have a 2.0 or higher graduation average and have completed a minimum of 90 quarter hours of academic work plus physical education courses.
3. have earned at least 45 quarter hours at Abraham Baldwin which are applicable to the degree for which he is a candidate. Thirty of these hours must have been earned in residence after classification as a sophomore. Courses numbered less than 100 **do not** count toward graduation requirements.
4. have satisfactorily completed all parts of the Regents' Exam.

5. have satisfied minimum computer competency through successful completion of, or exemption from, CIS 110 or equivalent.
6. have complied with the Georgia law which requires a minimum level of competence in Georgia and U.S. History and in Georgia and U.S. Constitution. Compliance may be established through examinations in history and constitution or through specified courses.
7. have completed required physical education or have a specifically approved exemption filed with the Registrar (see PHYSICAL EDUCATION REQUIREMENTS section).
8. have met all financial and other obligations to the college.
9. file for graduation with the Registrar two quarters in advance of expected graduation.
10. pay graduation fee one quarter in advance for June graduation.

A student who is a candidate for a certificate must:

1. have completed the required courses prescribed in the catalog for the certificate for which he is a candidate.
2. have a 2.0 or higher graduation average.
3. have completed the physical education requirements or have a specifically approved exemption on file with the Registrar.
4. have earned at Abraham Baldwin a minimum of 30 quarter credit hours applicable to the certificate.
5. have met all financial and other obligations to the College.
6. file for the certificate with the Registrar two quarters in advance of expected completion.
7. pay graduation fee one quarter in advance for participation in the June graduation ceremony.
8. have complied with the Georgia law which requires a minimum level of competence in Georgia and U.S. History and in Georgia and U.S. Constitution through examination or through specified courses.

A student may fulfill the graduation requirements of the ABAC catalog which was in effect at the time of initial enrollment or the catalog in effect during the quarter of graduation. A student may not choose from among the degree requirements from both catalogs but rather must meet all of one or all of the other. There will be no exceptions unless specifically approved by the appropriate division chair, the Registrar, and the Vice-President and Dean of Academic Affairs.

## STATUS OF GRADUATES

The Associate Degree is awarded to students who fulfill a two-year organized curriculum of college work either in a career program or in a parallel or transfer program. The degree, however, does not in itself entitle a student to transfer to advanced standing in a four year college or university. Each institution prescribes its own admission requirements. A student who wishes to transfer to a higher-level institution must satisfy the course, unit, and grade requirements of the college to which he/she intends to transfer.

## REGENTS' TESTING PROGRAM

An examination to assess the competency level in reading and writing of each student enrolled in undergraduate degree programs in University System institu-

tions shall be administered. The following statement shall be the policy of the Board of Regents of the University system of Georgia on this examination.

Each institution of the University System of Georgia shall assure the other institutions, and the system as a whole, that students obtaining a degree from that institution possess literacy competence, that is, certain minimum skills of reading and writing.

The Regents' Testing Program has been developed to help in the attainment of this goal. The objectives of the Testing Program are: (1) to provide Systemwide information on the status of student competence in the areas of reading and writing; and (2) to provide a uniform means of identifying those students who fail to attain the minimum levels of competence in the areas of reading and writing.

Passing the Regents' Test is defined as having passed all components of the Test by scoring above the cutoff score specified for each component. The Test may be administered either in its entirety or as one or more components depending on the needs of the students. If one component of the test is passed, that component need not be retaken; this provision is retroactive to all students who have taken the test in any form since the inception of the program.

The intent of this policy is that passing the Regents' Test occur before the end of the students' sophomore year, that is, before the completion of 105 hours of degree credit. Students who fail the test must retake and pass the Test. Each institution shall provide an appropriate program of remediation and shall require deficient students to participate in that program prior to retaking the test.

A student holding a baccalaureate or higher degree from a regionally accredited institution of higher education will not be required to complete the Regents' Test in order to receive a degree from a University System institution.

In order to implement effectively the goals of the testing Program:

1. Students enrolled in undergraduate degree programs shall pass the Regents' Test as a requirement for graduation. Students, including transfer students and/or readmitted students, may take the Test after they have completed the required basic core English courses. They may be required to take the Test in the quarter after they have earned 45 hours of degree credit if the Test has not been passed previously. Institutions, however, may not delay initial testing beyond the student's having earned the 60th hour of degree credit.
2. All students who have not passed the Regents' Test during the quarter in which they will have earned 75 hours of credit shall take the appropriate non-degree credit course or courses in remedial reading and/or remedial writing in each quarter of attendance until they have passed all components of the Test.
3. Passing the Regents' Test shall not be a condition of transfer into an institution. All transferring students from within the System shall be subject to all provisions of this policy. Students from institutions outside the System who transfer into a System institution with 60 or more degree credit hours shall take the Test during the initial quarter of enrollment and in subsequent quarters shall be subject to all provisions of this policy.

4. Students whose native language is other than English may be exempted from taking the Regents' Test by the institution provided appropriate local procedures are employed to certify the literacy competence of those students earning a degree.
5. For extraordinary situations, each institution shall develop special procedures for certifying the literacy competence of students. A written description of those procedures shall be submitted to the Chancellor for approval. A record of the action shall be reported by the Chancellor to the Education Committee of the Board of Regents. Such procedures shall include provision for remediation, if needed, and formal examination prior to certifying competency. Such examination shall equal or exceed the standards of the Regents' Testing Program.
6. A student may request a formal review of his/her failure on the essay component of the Regents' Test if that student's essay received at least one passing score among the three scores awarded and if the student has successfully completed the courses in English composition required by the local institution. This review will be conducted in accordance with the Board-approved procedures.
7. These revised procedures shall be followed by all students effective January 1, 1980.
8. Remedial work as required under the above policy shall be in keeping with regulations in satisfaction of federal and state student financial assistance and such other eligibility programs.
9. These regulations shall not prohibit institutions from increasing requirements affecting the Regents' Testing Program, provided such increased requirements are authorized by the Chancellor, and provided further that such requirements are published in the official catalog of the institution prior to implementation. Such additional requirements shall in no way affect the transfer of students from one institution to another or the readmission of students to University System institutions. (Minutes, April, 1972, pp. 554-55; November, 1972, p. 166; June, 1973, pp. 481-85; November, 1978, pp. 88-9).
10. A student who fails both parts of the Regents' Test and who is required to participate in remediation shall be allowed to take the reading and essay portions of the test in separate quarters.

### **Stipulation Relating to Procedure for the Essay Review Process—Regents' Testing Program**

1. The review will be initiated at the campus level, with procedural matters to be determined by the institution. The on-campus review, however, will be conducted by the three (3) faculty members designated by the institution as a review panel.
2. The on-campus review panel may (1) sustain, by majority opinion, the essay's failing score, thus terminating the review process, or (2) recommend, by majority opinion, the re-scoring of the essay by the Regents' Testing Program central office. The student will be notified concerning the results of the on-campus review.
3. If the on-campus panel recommends a re-scoring of the essay, that recommendation will be transmitted in writing, along with a copy of the essay, to

the office of the System's Director of the Regents' Testing Program. The Director will utilize the services of three (3) experienced Regents' essay scorers other than those involved in the original scoring of the essay to review the essay, following normal scoring procedures for the essay component of the Regents' Test. The decision of this panel on the merits of the essay will be final, thus terminating the review process. The student will be notified, through the institution, concerning the results of the review.

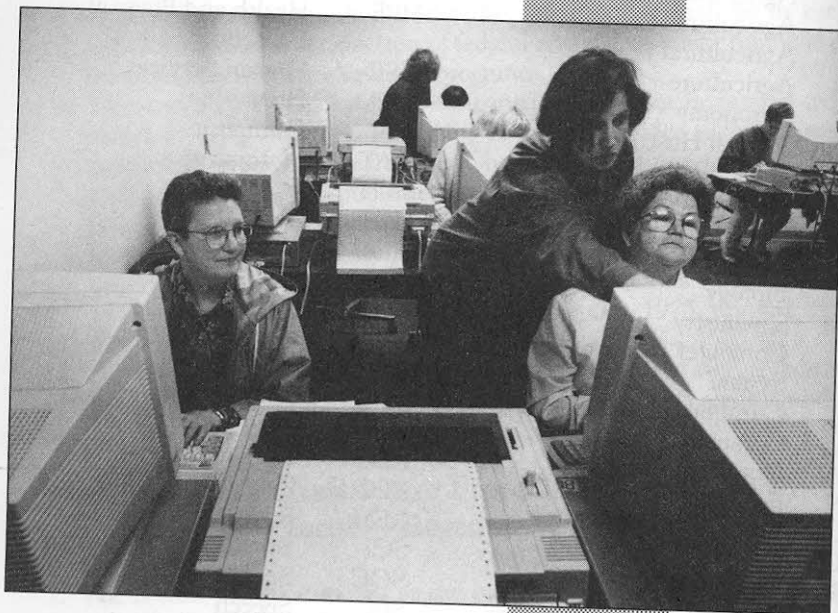
For details of the review process at Abraham Baldwin College, contact the Vice President and Dean of Academic Affairs or the Office of Counseling, Testing, and Career Development.

## COLLEGE-WIDE COURSE DESIGNATION ABBREVIATIONS

ABA	Associate Business Administration	HMT	Hospitality Management
AEC	Agricultural Economics	HNR	Honors
AEN	Agricultural Engineering	HOR	Horticulture
AGP	Agricultural Pests	HPE	Health and Physical Education
AGR	Agriculture	HSR	Human Services
AGY	Agronomy	HUM	Humanities
AHY	Animal Husbandry	JRN	Journalism
ART	Art	MAT	Mathematics
AST	Astronomy	MGT	Management
BBA	Bachelor Business Administration	MKT	Marketing
BIO	Biology	MUS	Music
CHM	Chemistry	NUR	Nursing
CIS	Computer Information System	PCS	Physics
CRJ	Criminal Justice	PED	Physical Education
CSC	Computer Science	POL	Political Science
DRA	Drama	PSC	Physical Science
ECN	Economics	PSY	Psychology
EDU	Education	RDG	Reading
ENG	English	REC	Recreation
FCS	Family and Consumer Sciences	REM	Remedial
FOR	Forestry	SCI	Science and Mathematics
FRN	French	SOC	Sociology
GGY	Geography	SPC	Speech
GST	Gender Studies	SPN	Spanish
HIS	History	SSC	Social Science
		WIN	Orientation/Study Skills



# College Transfer Programs



The college has eight academic divisions through which the total academic instructional program is conducted. The division faculty work under the guidance of a chair who is responsible to the Vice President and Dean of Academic Affairs. The faculty and chairs are responsible for initiating new programs and changing existing programs.

College transfer programs and career programs of study are available to the student. The college transfer studies are designed to prepare the student to enter a senior institution as a junior. Some courses prescribed are common to both the career and transfer programs; therefore, if a student decides to change from a career to a transfer program, or vice versa, credits earned in such courses are not lost.

The college offers two associate degrees in the college transfer program: the Associate in Science and the Associate in Arts. Under one of these two degrees comes the program of study which the student chooses. An Associate in Science Degree is offered in all divisions except Humanities. The college transfer curricula which lead to this degree prepare the student to transfer and continue a program leading to the Bachelor of Science Degree in the elected major. The Associate in Arts Degree offered in the Humanities and Social Science Divisions prepares the student who seeks to earn the Bachelor of Arts Degree in the elected major.

Regardless of the program of study chosen, each student in the transfer program must complete the requirements of the college-wide core curriculum. Physical Education course requirements are in addition to 90 hours required in the Core Curriculum.

1. The Division of Agriculture and Forest Resources
  - a. Agriculture
  - b. Biological and Agricultural Engineering
  - c. Forestry
  - d. Wildlife Management
  - e. Family and Consumer Sciences
2. The Division of Business Administration
  - a. Business Administration
3. The Division of Health, Physical Education, and Recreation
  - a. Physical Education
  - b. Recreation
4. The Division of the Humanities
  - a. Art
  - b. English
  - c. Foreign Language
  - d. Journalism
  - e. Liberal Arts
  - f. Music
  - g. Speech-Drama
5. The Division of Nursing
  - a. Nursing
6. The Division of Science and Mathematics
  - a. Biology
  - b. Chemistry
  - c. Computer Science
  - d. Dental Hygiene

- e. Mathematics
- f. Pharmacy
- g. Physics
- h. Medical Technology
- 7. The Division of Social Science
  - a. Elementary, Middle Grades, Special Education
  - b. Secondary Education
  - c. Criminal Justice
  - d. Economics
  - e. Human Services
  - f. History
  - g. Political Science
  - h. Psychology
  - i. Sociology
- 8. Pre-Professional Courses of Study
  - a. Dentistry
  - b. Medicine
  - c. Veterinary Medicine
  - d. Law
  - e. Engineering

## The Core Curriculum

A student who graduates under the Core Curriculum must be accepted, without loss of credit, at four-year colleges/universities of the University System of Georgia. He/She normally will also be accepted by all other fully accredited colleges and universities in the nation. The following four areas constitute the College's core curriculum.

### AREA I: HUMANITIES

A minimum of 20 quarter hours is required in the Humanities, including, but not limited to, grammar and composition and literature. The following courses fulfill the requirement:

✓ ENG	101	Composition and Rhetoric.....	5 hours
✓ ENG	102	Composition and Literature .....	5 hours
✓ SPC	108	Fundamentals of Speech.....	5 hours

Choose one of the following:

ART	213	Art Appreciation
DRA	200	Introduction to Theatre
ENG	250	World Literature I
ENG	251	World Literature II
ENG	260	American Literature
HUM	221	Western World Humanities I
HUM	222	Western World Humanities II
MUS	101	Music Appreciation
MUS	122	Introduction to Music Literature

One course in a foreign language.....5 ho

TOTAL 20 HOU

## AREA II: MATHEMATICS AND THE NATURAL SCIENCES

A minimum of twenty quarter hours is required in mathematics and the natural sciences including, but not limited to, mathematics and a ten-hour sequence of laboratory courses in the biological or physical sciences.

MAT 110 College Algebra or other math  
(excluding MAT 102 or 104) .....5 hours

Laboratory Science: (sequence)

BIO 103 and BIO 104; BIO 107 and BIO 108;  
CHM 121 and CHM 122; PSC 101 and PSC 102;  
PCS 227 and PCS 228; PCS 237 and PCS 238 .....10 hours

Laboratory science or mathematics (excluding MAT 102  
and 104 and BIO 211, BIO 212 and BIO 250) .....5 hours

*MAT 109 can be used*

TOTAL 20 HOURS

## AREA III: THE SOCIAL SCIENCES

A minimum of 20 quarter hours is required in the Social Sciences, including, but not limited to, history and American Government. The following courses fulfill the requirement:

HIS 211-  
212\* Western Civilization I-II or

HIS 251-  
252 United States History I-II .....10 hours

POL 201 American Government .....5 hours

ECN 105 Macro-Economics or

ECN 106 Micro-Economics or

GGY 101 World Geography or

PSY 101 Introduction to Psychology or

SOC 105 Introduction to Sociology .....5 hours

TOTAL 20 HOURS

## AREA IV: ACADEMIC MAJOR AREAS

A minimum of 30 quarter hours is required in the major field. The course requirements for each program of study are listed on the following pages under the division responsible for the major. The student is required to follow elected major subject area in order to graduate and be assured that courses will transfer without loss of credit.

A student who has not decided on a program of study or whose program of study is not listed in one of the following programs is encouraged first to complete the 60 hours required in Areas I, II, and III of the Core Curriculum. That student needs to work closely with the advisors in selecting 30 hours of electives from Area IV. It is suggested that the Area IV courses be confined to the offerings in any one of the B.A., B.S., or professional majors. A student who has not chosen a program of study upon registering as a second quarter sophomore may lengthen the time necessary to earn the bachelor's degree.

**Courses taken in fulfillment of Areas I, II and III may not be used again in Area IV of the Core Curriculum.**

\*History 251 or 252 meets the Georgia Legislative requirement for American History and Georgia History. This legislative requirement may also be met by passing an examination but this does not exempt the core curriculum requirements. A student desiring to include History 211-212 in the core curriculum may satisfy the legislative requirement by examination.

# The Division of Agriculture and Forest Resources

## AGRICULTURE

The curriculum for the freshman and sophomore years has been designed to provide core courses in introductory agricultural sciences and general education. A student who completes this curriculum will receive the Associate in Science degree and will be prepared to enter a program of study in one of the following fields of interest:

Agribusiness Agronomy	Agribusiness
Agricultural Economics	Agricultural Education
Agronomy/Plant Science	Animal Science
Dairy Science	Horticulture
Pest Management	Plant Pathology
Poultry Science	Soil Science
Turf Management	

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20

Courses Related to Major:  
These courses should be chosen in accordance with the requirements of the desired major.

Select 5 to 10 hours from the following:	
BIO 103/BIO 104 or BIO 107/BIO 108 .....	5-10
Select 20 to 25 hours from the following:	
AEC 258, AGY 201, AEN 207, AHY 101, AHY 203, BBA 110, BIO 211, BIO 212, CHM 240, CHM 261, CIS 100, CSC 140, ECN 106, FOR 294, HOR 201, JRN 101, JRN 260, MAT 111 or MAT 116, MAT 200, MAT 203, MAT 253 .....	20-25

Physical Education as required	
	TOTAL    90

## BIOLOGICAL AND AGRICULTURAL ENGINEERING

Agricultural engineering is that branch of engineering which is concerned with problems of agriculture that are engineering in nature. Agriculture of today and the future has and will have its emphasis on diversity, automation, efficiency, quality and abundant production.

The expansion in the field of agricultural engineering has created an increasing need for individuals trained as professionals in basic science, agricultural and engineering subjects. These professionals will be engaged in industry with machinery companies, feed manufacturers, electric power suppliers, building material suppliers, government service with the Soil Conservation Service, Agricultural Research Service, Agricultural Marketing Service, activities of the United States Department of Agriculture, teaching, research, or extension at colleges and universities, or self-employed as consultants, contractors, or sales engineers. A student who completes this curriculum will receive the Associate in Science degree. A student interested in Agricultural Mechanical Management should pursue the Biological and Agricultural Engineering Curriculum.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
BIO 107 .....	5
Select 10-15 hours from the following:	
MAT 253, MAT 254, MAT 255 .....	10-15
Select 5-10 hours from the following:	
PCS 237, PCS 238 .....	5-10
Select 0-5 hours from the following:	
AEN 109, AEN 121 .....	0-5
Physical Education as required	
	<b>TOTAL 90</b>

## FORESTRY AND/OR WILDLIFE MANAGEMENT

The education preparation for professionals in forest resources is necessarily diversified and demanding. The quality of our physical environment and, ultimately, the quality of human life, rests to a great extent in the hands of forest resources personnel. The graduate in forest resources must be capable of making sound natural resources policy decisions which contribute so heavily to social and economic well-being.

The curriculum prepares students to transfer to the University of Georgia as juniors. Although courses satisfactorily completed in meeting the core curriculum at Abraham Baldwin are accepted in transfer to the University of Georgia, completion of the prescribed pre-forest resources curriculum is required for admission to the professional program of the School of Forest Resources at the University of Georgia. If the student plans to transfer to a senior college other than the University of Georgia, he should advise his faculty advisor of such intentions. Students completing this curriculum will receive the Associate in Science degree.



Core Curriculum (see p. ??)	Hours
Humanities .....	20
Science & Mathematics* .....	*20
Social Science .....	20
Program of Study	
CIS 100.....	5
Select 5 hours from the following:	
MAT 111, MAT 116 .....	5
MAT 253 .....	5
BIO 107 .....	5
BIO 108 .....	5
Select 5 hours from the following:	
CHM 261, PCS 227, BIO 226 .....	5
Physical Education as required	
	<b>TOTAL 90</b>

\*Area II Science & Mathematics: Select MAT 110, MAT 200, CHM 121 and CHM 122.

NOTE: Selected Forestry or Wildlife Management courses offered at Abraham Baldwin College may be transferred to the University of Georgia in addition to the 90 hours listed above.

## FAMILY AND CONSUMER SCIENCES

The Family and Consumer Sciences curriculum has been designed for a student who plans to pursue the B.S. in Family and Consumer Sciences at a senior institution. A student who completes this curriculum will receive the Associate in Science Degree. Upon transfer to a senior college or university within the University System of Georgia, no loss of time or credit should occur.

A student who majors in Family and Consumer Sciences has a wide variety of concentrations to choose from at senior colleges and universities. Some of the various concentrations that this curriculum would prepare the student for are:

Child and Family Development	Fashion Merchandising
Early Childhood Education	Foods and Nutrition
Clothing and Textile	Food Service Management
Consumer Economics	Home Economics Education
Family and Children Services	Interior Design/Home Furnishings
Dietetics	

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
FCS 115, FCS 120, FCS 275 .....	15
Select 15 hours from the following:	
ART 120, ART 130, ART 213, BBA 110, BIO 107, BIO 108, CHM 121, CHM 122, CHM 261, ECN 105, ECN 106, MAT 111, MAT 116 or MAT 200, PSY 101, PSY 221, SOC 293 or FCS 293 .....	15
Physical Education as required	
	<b>TOTAL 90</b>

## The Division of Business Administration

This program is designed to prepare a student for the first two years of a four year degree in business. The major part of this program for the freshman and sophomore years consists of courses that provide a sound foundation in the humanities, natural and behavioral sciences and mathematics as well as the basic courses in business. These courses are designed to transfer to a senior college or university. The junior and senior years would consist of an intensive study in one of the selected areas of business (some of which are listed below.) If the student plans to transfer outside the University System of Georgia, he should contact the college or university and obtain a catalog or curriculum guide from the School of Business to determine whether different requirements for that school can be accommodated in the Abraham Baldwin curriculum.

### BUSINESS ADMINISTRATION

A student who completes the Business Administration Curriculum will receive the Associate in Science Degree.

A student who chooses this program has a wide variety of majors to choose from at senior colleges and universities. Some of the various majors that this curriculum would prepare the student for are:

Accounting	Logistics and Transportation Management
Advertising	Management Services
Banking and Finance	Management Information Systems
Business Administration	Marketing
Business Systems	Management
Economics	Office Administration
Fashion Merchandising	Organizational Management
General Business	Human Resource Management
Industrial Relations	Public Administration
Information Systems	Pre-Law
Insurance and Risk Management	Real Estate
International Business	Secretarial Administration

#### Core Curriculum (see p. 86)

Humanities .....	20
Science & Mathematics (MAT 110 and MAT 203 are required for Business Administration majors) .....	20
Social Science .....	20

#### Program of Study

CIS 100.....	5
BBA 110 .....	5
BBA 111 .....	5
ECN 105* .....	5
ECN 106.....	5
Select 5 hours from the following:	
BBA 108, BBA 210 .....	5

Physical Education as required

TOTAL 90

*Needs to  
be MAT 203  
per T. C. C.  
11-17-99*

Hours

\*A student may not simultaneously enroll in ECN 105 and ECN 106.

## The Division of Health, Physical Education and Recreation

The curriculum for the freshman and sophomore years has been designed to provide core courses in the areas of humanities, mathematics, natural and behavioral sciences, and introductory courses in the area of Physical Education and Recreation. If the student plans to transfer outside the University System, he should contact the appropriate school or guidance officers to determine whether there are variations required in the program he should follow.

### PHYSICAL EDUCATION

A student completing the physical education curriculum will receive the Associate in Science degree. This degree will allow a student to major in either Physical Education or Sports Medicine.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
 Program of Study	
BIO 211 .....	5
BIO 212 .....	5
EDU 204 .....	5
PSY 221 .....	5
CIS 100 .....	5
Select 5 hours from the following:	
SOC 105, SOC 260, SOC 293, PSY 101, PSY 201 .....	5

Physical Education as required

TOTAL 90

## RECREATION

A student completing the recreation curriculum will receive the Associate in Science degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics.....	20
Social Science .....	20
 Program of Study	
REC 127, REC 132 .....	5
Select 10 hours from the following:	
ART 120, ART 130, ART 211, ART 213, DRA 103, DRA 200, MUS 101 .....	10
Select 5 hours from the following:	
PSY 101, PSY 201, PSY 221, SOC 105, SOC 260, SOC 293     5	
Select 10 hours from the following:	
HPE 250, HPE 255, REC 231, REC 232, REC 233 .....	10
 Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## The Division Of Humanities

The Division of the Humanities offers freshman and sophomore programs in art, English, foreign language, journalism, music, speech-drama, and liberal arts leading to the Associate in Arts Degree and to further study at a senior college. These programs provide sufficient general education and basic major courses for a student to enter a four-year college at the junior level. Career options for students in these programs include fine and commercial art; advertising, photography, and graphics; newspaper, periodical, radio, TV, or technical writing; broadcasting; speech writing; public relations; theatre; music directing and teaching, musical instrument repair and sales, music recording; management and other careers dependent on excellent communication skills.

A student augments humanities course work by extensive practical experience, by co-curricular activity, and by participating in the programs of the unique and nationally-recognized Abraham Baldwin Arts Experiment Station.

A student interested in pursuing a general arts program should consult with advisors and the division chair, as should a student who plans to transfer to a senior college which is not a unit of the University System of Georgia.

### ART

A student completing the art curriculum will receive the Associate in Arts degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20

#### Program of Study

Select 20 hours from the following:

ART 120, ART 130, ART 211, ART 216, ART 217, ART 240, ART 240, ART 241 .....	20
---	----

Select 10 hours from the following:

Foreign Language 103-104, MUS 101, DRA 200, JRN 101, ART 213, HUM 221, HUM 222, ENG 250, ENG 251, ENG 260, ART 240.....	10
---	----

Physical Education as required

TOTAL 90

## ENGLISH

A student completing the English curriculum will receive the Associate in Arts degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
 Program of Study	
Foreign Language 103-104 .....	10
Select 20 hours from the following:	
ART 213, DRA 200, HIS 211, HIS 212, HUM 221, HUM 222, ENG 250, ENG 251, ENG 260, JRN 101, JRN 260, MUS 101, SPC 250.....	20
 Physical Education as required	
	<b>TOTAL 90</b>

## FOREIGN LANGUAGE

A student completing the foreign language curriculum will receive the Associate in Arts degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
 Program of Study	
Select 10 hours from the following:	
Foreign Language 103-104 .....	10
Select 10 hours from the following:	
GGY 101, HIS 211, HIS 212.....	10
Select 10 hours from the following:	
ART 213, HUM 221, HUM 222, ENG 250, ENG 251, ENG 260,.....	10
 Physical Education as required	
	<b>TOTAL 90</b>



## JOURNALISM

A student completing the journalism curriculum will receive the Associate in Arts degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics.....	20
Social Science .....	20

### Program of Study

Select 10 hours from the following:

JRN 101 *, JRN 215 *, JRN 260* .....	10
--------------------------------------	----

Select 15 hours from the following:

Foreign language through 104 .....	15
------------------------------------	----

Select 5 hours from the following:

ART 213, DRA 200, MUS 101, SOC 105, SOC 260, ENG 250, ENG 251, ENG 260, HUM 221, HUM 222, ECN 105, ECN 106.....	5
---	---

Physical Education as required

TOTAL 90

---

\*JRN 100 is a corequisite and must be taken concurrently with these courses.

## LIBERAL ARTS

A student completing the liberal arts curriculum will receive the Associate in Arts degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics.....	20
Social Science .....	20

### Program of Study

Select 15 hours from the following:

ART 213, ART 216-217*, ART 240, ART 211, DRA 200, HUM 221, HUM 222, JRN 101, JRN 215, JRN 260, MUS 100*, MUS 100N, MUS 101, MUS 122, MUS 134*, MUS 135*, MUS 136*, MUS 234*, MUS 235*, MUS 236*, SPC 250, Foreign Language 101-104 .....	15
--	----

Select 10 hours from the following:

HIS 211-212, SOC 105, ECN 105, PSY 101, HIS 255 .....	10
---	----

Select 5 hours from the following:

HUM 221, HUM 222, ENG 250, ENG 251, ENG 260, .....	5
--	---

Physical Education as required

TOTAL 90

---

\*Entrance by permission of instructor.

## MUSIC

A student completing the music curriculum will receive the Associate in Arts degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
<b>Program of Study</b>	
Select 9 hours from the following:	
MUS 134**, MUS 135**, MUS 136** .....	9
Select 9 hours from the following:	
MUS 234**, MUS 235**, MUS 236** .....	9
Select 6 hours from the following:	
MUS 182A, MUS 182B, MUS 182C, MUS 282A, MUS 282B, MUS 282C .....	6
Select 6 hours from the following:	
MUS 181a, MUS 181b, MUS 181c, MUS 281a, MUS 282b, MUS 281c, MUS 187a, MUS 187b, MUS 187c, MUS 188a, MUS 188b, MUS 188c, MUS 189a, MUS 189b, MUS 189c, MUS 190a, MUS 190b, MUS 190c, MUS 191a, MUS 191b, MUS 287a, MUS 287b, MUS 287c, MUS 288a, MUS 288b, MUS 288c, MUS 289a, MUS 289b, MUS 289c, MUS 290a, MUS 290b, MUS 290c, MUS 291a, MUS 291b .....	6
Physical Education as required	
<b>TOTAL</b>	<b>90</b>

\*\*Music 100 or Applied Music (Piano) is a corequisite and must be taken concurrently with these courses. Music majors take MUS 100 each quarter or satisfy the requirement via a proficiency exam.

## SPEECH AND DRAMA

A student completing the speech-drama curriculum will receive the Associate in Arts degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
<b>Program of Study</b>	
Foreign Language 103-104 .....	10
DRA 200* .....	5
Select 5 hours from the following:	
DRA 103*, SPC 250 .....	5
Select 15 hours from the following:	
ART 213, ENG 250, ENG 251, ENG 260, JRN 101, JRN 215, MUS 101, HUM 221, HUM 222 .....	15
Physical Education as required	
<b>TOTAL</b>	<b>90</b>

\*DRA 101 is a corequisite and must be taken concurrently with these courses.

## The Division of Science and Mathematics

A student completing the college-wide core curriculum along with thirty additional hours from one of the programs of study listed below will be granted an Associate in Science Degree. He/she is then prepared to transfer to a senior institution as a junior. A student desiring to transfer to an institution outside the University System of Georgia or desiring a major in engineering, computer science, allied health, or a science not listed can, with the approval of the advisor, obtain an Associate in Science Degree by selecting thirty hours of appropriate courses from the areas listed below.

### BIOLOGY

A student interested in biology can obtain an Associate in Science Degree with a program of study in biology by taking the prescribed course work at Abraham Baldwin College. A student would then transfer to a four-year college or university where after completion of the junior and senior requirements the Bachelor of Science Degree with a major in biology may be received. A great diversity of employment opportunities exists in biology. Biologists are involved in research which seeks to discover ways of curing disease, eliminating famine, controlling climate, increasing life expectancy, and improving our lives. Biologists are employed by the Department of Agriculture, the Fish and Wildlife Service, the National Park Service, and NASA. Job opportunities are also available for biologists as teachers. The major private industries employing biologists are those related to food and drug production where individuals are employed in research and sales. The military service provides many jobs for biologists both in uniform and as civilian employees.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
Select 10 hours from the following:	
BIO 107, BIO 108, BIO 226, BIO 250 .....	10
Select 20 hours from the following:	
CHM 121, CHM 122, CHM 123, CHM 240, CHM 241,	
CHM 261, Foreign Language 101, 102, 103, 104,	
MAT 111, MAT 116, MAT 253, MAT 254, PCS 227,	
PCS 228 .....	20
Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## CHEMISTRY

A student interested in chemistry can obtain an Associate in Science Degree with a program of study in chemistry by taking the prescribed course work at Abraham Baldwin College. A student would then transfer to a four-year college or university to complete course work at the junior and senior level. A chemistry graduate is qualified for employment in research and development work in commercial or government laboratories, in the teaching profession, or in chemical industries in production and inspection or sales.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
 Program of Study	
CHM 121, CHM 122, CHM 123 .....	15
Select 15 hours from the following:	
MAT 253, MAT 254, MAT 255, MAT 256, PCS 227, PCS 228, PCS 229, PCS 237, PCS 238, PCS 239 .....	15
 Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## COMPUTER SCIENCE

A student interested in computer science can obtain an Associate in Science Degree with a program of study in Computer Science by taking the prescribed course work at Abraham Baldwin College. This curriculum prepares a student to transfer to a senior institution where, after completion of the junior and senior requirements, a B.S. degree with a major in Computer Science may be earned. A degree in computer science leads to a career as a programmer/analyst, systems analyst, or systems programmer.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
 Program of Study	
CSC 140, CSC 141, CSC 142, MAT 253, MAT 254 .....	25
Select 5 hours from the following:	
BBA 110, MAT 200, MAT 255 .....	5
 Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## DENTAL HYGIENE

A student interested in dental hygiene can obtain an Associate in Science Degree with a program of study in Dental Hygiene by taking the prescribed course work at Abraham Baldwin College. A student would then transfer to a four-year college or university where, after completion of the junior and senior requirements, the Bachelor of Science Degree with a major in Dental Hygiene may be received. A dental hygienist, working under the direction of a dentist, provides direct patient care, removes deposits and stains from patients' teeth, exposes and develops dental X-ray films, and performs various other preventive and therapeutic services. He/she may also be employed in research, teaching, and in public or school health programs.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Mathematics .....	20
Social Science .....	20

### Program of Study

Select 10 hours from the following:

BIO 107 & BIO 108 or BIO 211 & BIO 212.....10

Select 10 hours from the following 10

CHM 121 & CHM 122 or CHM 240 & CHM 241

Select 10 hours from the following:

PSY 101, PSY 201, PSY 221, SOC 105 .....10

Physical Education as required

TOTAL 90

## MATHEMATICS

A student interested in mathematics can obtain an Associate in Science Degree with a program of study in mathematics by taking the prescribed course work at Abraham Baldwin College. A student would then transfer to a four-year college or university to complete course work at the junior and senior level. A student holding a Bachelor of Science degree with a major in mathematics is qualified as a mathematician for employment by governmental agencies, private industries, insurance companies, institutions of higher learning, computer centers and engineering firms.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20

### Program of Study

MAT 253, MAT 254, MAT 255, MAT 256.....20

Select 10 hours from the following:

PCS 227 and PCS 228 or PCS 237, PCS 238

and PCS 239 or CSC 140 and MAT 200,

Foreign Language (French, German or Russian)10

Physical Education as required

TOTAL 90

## PHARMACY

A student\* interested in receiving either the Bachelor of Science in pharmacy or the Doctor of Pharmacy Degree can obtain an Associate in Science Degree with a program of study in pharmacy by taking the prescribed course work at Abraham Baldwin College. A student who graduates from Abraham Baldwin (with the addition of MAT 253) will have completed all necessary requirements for applying for admission to a college of pharmacy.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics.....	20
Social Science .....	20
Program of Study	
BIO 107, BIO 108 .....	10
PCS 227, PCS 228 .....	10
CHM 240, CHM 241 .....	10
Physical Education as required	
	<b>TOTAL 90</b>

## PHYSICS

A student interested in physics and any of its sub-disciplines like solid state, atomic, nuclear or elementary particle physics can obtain an Associate of Science with a program in physics by taking the prescribed course work at Abraham Baldwin College. A physics major can then transfer to a four-year college or university to complete a bachelor's degree in physics. Double majors in physics and some engineering disciplines are also possible at the bachelor's level. Physicists are employed, for example, in research and development, engineering technology, and the manufacture of modern devices.

Core Curriculum (see p. 86)	
Humanities .....	20
Mathematics & Science (see recommended elective) .....	20
Social Science .....	20
Program of Study	
PCS 237, PCS 238, PCS 239.....	15
MAT 254, MAT 255, MAT 256.....	15
Recommended elective in Area II:	
CHM 121, CHM 122	
Physical Education as required	
	<b>TOTAL 90</b>

## MEDICAL TECHNOLOGY

A student interested in medical laboratory technology can obtain an Associate in Science Degree with a program of study in Medical Technology by taking the prescribed course work at Abraham Baldwin College. A student would then transfer to a four-year college or university to complete course work at the junior and senior level. A student holding a Bachelor of Science degree with a major in Medical Technology graduates is qualified to attempt certification as a medical technologist. The primary function of a medical technologist is to help diagnose and treat disease by reliably performing and interpreting clinical laboratory tests. He/she should be skilled in analysis of blood or other specimens, problem identification, and solution with confirmation of results. Employment is available in a variety of medical facilities as well as industry, consulting, research, and education.

### Core Curriculum (see p. 86)

Humanities .....	20
Mathematics & Science .....	20
Social Science .....	20

### Program of Study

MAT 200 .....	5
BIO 211, BIO 212 .....	10
CHM 240 .....	5
Select 10 hours from the following:	
CSC 140, CHM 123, CHM 241, BIO 107, BIO 108,	
BIO 250, PSC 227, PCS 228, any math higher	
than MAT 110 .....	10

Physical Education as required

TOTAL 90



# The Division of Nursing

## NURSING (BSN)

A student interested in nursing can obtain an Associate in Science Degree with a program of study in Nursing by taking the prescribed course work at Abraham Baldwin College. A student would then transfer to a four-year college or university where, after completion of the junior and senior requirements, would receive the Bachelor of Science in Nursing. This program should not be confused with the two-year career associate degree program in nursing described on page ???.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
BIO 250 .....	5
BIO 211, BIO 212 .....	10
Select 5 to 15 hours from the following:	
BIO 107, BIO 108, CHM 121, CHM 122 .....	5-15
Select 0 to 10 hours from the following:	
PSY 101, PSY 201, PSY 221, SOC 105 .....	0-10
Physical Education as required	
	TOTAL 90

## The Division of Social Science

### EARLY CHILDHOOD, MIDDLE GRADES, SPECIAL EDUCATION

The Elementary Education Program is designed for the student who intends to transfer to a senior college or university for the bachelor's degree in elementary education. A student completing the curriculum in early childhood, middle grades, and special education will receive the Associate in Science Degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20

#### Major Field of Study

EDU 204* .....	5
PSY 221 .....	5
CIS 100 .....	5

Select 15 hours from the following:

ART 213, ECN 105, ECN 106, GGY 101, HIS 201	
HIS 211, HIS 212, HIS 251, HIS 252, HIS 255	
HUM 221, HUM 222, MUS 101, POL 202, POL 203	
PSY 101, PSY 201, SOC 105, SOC 260, SOC 293,	
SPN 102, SPN 103, SPN 104 .....	15

Physical Education as required

TOTAL 90

---

\* A minimum grade of "C" in EDU 204 is required of each Education major.

### SECONDARY EDUCATION

The Secondary Education Program is designed for the student who intends to transfer to a senior college or university for the bachelor's degree in secondary education fields. The student who plans to major in business education, social studies education, or other secondary teaching areas may plan study for the first two years that will lead to the Associate Degree. Careful planning of the electives should be made to meet the requirements of the senior college to which the student plans to transfer, and the area of specialty in which the student plans to teach.

A student completing the secondary education curriculum will receive the Associate in Science Degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20

Major Field of Study	
EDU 204.....	5
PSY 221 .....	5
CIS 100.....	5
Select 15 hours from the following fields of concentration:	
ART: ART 120, ART 130, ART 211, ART 213, ART 216, ART 217, HUM 222, Foreign Language (10 hours)	
BIOLOGY: BIO 107, BIO 108, BIO 222, BIO 226, CHM 121, CHM 122	
BUSINESS EDUCATION: BBA 100, BBA 108, BBA 110, BBA 111, BBA 210, ECN 105, ECN 106	
CHEMISTRY: BIO 107, BIO 108, CHM 121, CHM 122, CHM 123, CHM 240, CHM 241, CHM 261	
ENGLISH: ART 213, DRA 200, HUM 221, HUM 222, JRN 101, JRN 260, MUS 101	
FOREIGN LANGUAGE: Foreign Language 101, 102, 103, 104, HUM 221, HUM 222	
HISTORY: ECN 105, ECN 106, GGY 101, HIS 201, HIS 211, HIS 212, HIS 232, HIS 251, HIS 252, HIS 255, PSY 101, POL 202, SOC 105, SOC 260, SOC 293	
INDUSTRIAL ARTS: AEN 207 plus three courses from AEN 109, AEN 120, AEN 213, AEN 214, AEN 280	
MATHEMATICS: MAT 110, MAT 111, MAT 116, MAT 253, MAT 254, MAT 255, MAT 256, PSC 101, PCS 227, PCS 228	
MUSIC: Foreign Language (10 hours), HUM 221, HUM 222, MUS 101, MUS 122, MUS 134, MUS 135, MUS 136, MUS 181, MUS 182, MUS 234, MUS 235, MUS 236, MUS 281, MUS 282	
PHYSICAL EDUCATION: HPE 238, HPE 250, HPE 255, REC 132, REC 231, REC 232	
PHYSICS: CHM 121, CHM 122, MAT 110, MAT 111, MAT 116, MAT 253, PSC 101, PCS 227, PCS 228	
SCIENCE: BIO 107, BIO 108, BIO 222, BIO 226, CHM 121, CHM 122, PCS 227, PCS 228, PSC 101, PSC 102	
SOCIAL SCIENCE: ECN 105, ECN 106, GGY 101, HIS 201, HIS 211, HIS 212, HIS 232, HIS 251, HIS 252, HIS 255, PSY 101, POL 202, POL 203, SOC 105, SOC 260, SOC 293	
SPEECH: DRA 103, DRA 200, HUM 221, HUM 222, MUS 101, SPC 250	

Physical Education as required

TOTAL 90

## CRIMINAL JUSTICE

A student completing the curriculum in criminal justice will receive the Associate in Science Degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
 Program of Study	
CRJ 200 .....	5
CRJ 215 or CRJ 155 .....	5
Select 10 hours from the following:	
ECN 105, HUM 221, HUM 222, MAT 105, MAT 110, SOC 260 .....	10
Select 2 of the following courses:	
CRJ 100, CRJ 110, CRJ 115, CRJ 120, CRJ 125, CRJ 135, CRJ 145, CRJ 150, CRJ 155, CRJ 210, CRJ 220, CRJ 225, CRJ 230 .....	10-15
 Physical Education as required	
<b>TOTAL</b>	<b>90-95</b>

## ECONOMICS

A student completing the curriculum in economics will receive the Associate in Arts Degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
 Program of Study	
ECN 105 .....	5
ECN 106 .....	5
MAT 200 .....	5
Select 10 hours from the following:	
SPN 101, SPN 102, SPN 103, SPN 104 MAT 253, MAT 254, MAT 255 .....	10
Select 5 hours from the following:	
HIS 252, HIS 212, SOC 105 .....	5
 Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## HUMAN SERVICES (Social Work)

A student completing the curriculum in social work will receive the Associate in Science Degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
Select 30 hours from the following:	
CRJ 100, CRJ 115, CRJ 120, CRJ 210, ECN 105,	
HIS 201, PSY 101, PSY 201, PSY 221, SOC 105,	
SOC 115, SOC 260, SOC 293, Spanish (10 hours) .....	30
Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## HISTORY

A student completing the curriculum in history will receive the Associate in Arts Degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
Select 15 hours from the following:	
HIS 211, HIS 212, HIS 251, HIS 232, HIS 252,	
HIS 255 .....	15
Select 15 hours from the following:	
ECN 105, ECN 106, GGY 101, HIS 201, POL 202,	
POL 203, PSY 101, SOC 105, SOC 260, Foreign	
Language (10 hours) .....	15
Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## POLITICAL SCIENCE

A students completing the curriculum in political science will receive the Associate in Arts Degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
Select 10 hours from the following:	
Spanish 101-104, MAT 200, CIS 100 .....	10
Select 20 hours from the following:	
CRJ 200, CRJ 215, ECN 105, ECN 106, GGY 101,	
HIS 201, HIS 211, HIS 212, HIS 232, HIS 251,	
HIS 252, HIS 255, POL 202, POL 203, PSY 101,	
PSY 201, PSY 221, SOC 105, SOC 260 .....	20
Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## PSYCHOLOGY

A student completing the curriculum in psychology will receive the Associate in Arts Degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
PSY 101 .....	5
PSY 221 .....	5
PSY 201 or PSY 258 .....	5
Select 15 hours from the following:	
BIO 107, BIO 108, CHM 121, CHM 122, CIS 100	
ECN 105, ECN 106, HIS 211, HIS 212, HIS 251,	
HIS 252, HUM 221, HUM 222, MAT 111, MAT 116,	
MAT 200, PSC 101, PSC 102, PSY 201, PSY 258,	
SOC 105, SOC 260, SOC 293 .....	15
Physical Education as required	
<b>TOTAL</b>	<b>90</b>

## SOCIOLOGY

A student completing the curriculum in sociology will receive the Associate in Arts degree.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics.....	20
Social Science .....	20
Program of Study	
SOC 105.....	5
Select 25 hours from the following:	
ECN 105, ECN 106, HIS 232, MAT 105, MAT 110,	
MAT 111, MAT 116, MAT 200, POL 202, POL 203,	
PSY 101, PSY 201, PSY 221, SOC 260, SOC 293 .....	25
Physical Education as required	
TOTAL	90



## Pre-Professional Courses of Study

A student interested in attending Schools of Dentistry, Medicine, Veterinary Medicine or Law should work toward one of the following curricula while at Abraham Baldwin. The following courses fall within the suggestions of the University of Georgia and the Medical College of Georgia for freshman and sophomore students who plan to pursue Dentistry, Medicine, Veterinary Medicine, or Law.

### DENTISTRY

A student interested in becoming a dentist can obtain an Associate in Science degree by taking the prescribed course work at Abraham Baldwin College. Most students take four years (2 years at Abraham Baldwin and 2 years at a senior institution) to complete their programs and usually graduate with a Bachelor of Science degree before being accepted into a school of dentistry.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
BIO 107, BIO 108 .....	10
CHM 240, CHM 241 .....	10
PCS 227, PCS 228 .....	10
Physical Education as required	
	<b>TOTAL 90</b>

### MEDICINE

A student interested in receiving the MD degree can obtain an Associate in Science degree by taking the prescribed course work at Abraham Baldwin College. Most students take four years (2 years at Abraham Baldwin and 2 years at a senior institution) to complete their program and usually graduate with a Bachelor of Science degree before being accepted into medical school.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
BIO 107, BIO 108 .....	10
BIO 226, CHM 123, PCS 227, PCS 228 .....	20
Physical Education as required	
	<b>TOTAL 90</b>

## VETERINARY MEDICINE

A student interested in receiving the Doctor of Veterinary Medicine degree can obtain an Associate in Science degree by taking the prescribed course work at Abraham Baldwin College. Most students take four years (2 years at Abraham Baldwin and 2 years at a senior institution) to complete the requirements for admission to this professional school and usually graduate with a Bachelor of Science Degree before being accepted into veterinary college. A student with an exceptionally good college record may be accepted into veterinary college after only 3 years of college work. Depending upon the state of residency, a student at Abraham Baldwin usually attends the Veterinary College at the University of Georgia, Auburn University, or the University of Florida.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
 Program of Study*	
Select 30 hours from the following:	
CHM 121, CHM 122, CHM 240, CHM 241	
BIO 226, BIO 250	
PCS 227, PCS 228, PCS 229 .....	30
 Physical Education as required	
<b>TOTAL</b>	<b>90</b>

---

\*In addition to these requirements for graduation, CHM 240, CHM 241 and BIO 250 are strongly recommended.

## LAW

A student interested in pursuing a career in law can obtain an Associate in Arts degree in Political Science by taking the prescribed course work at Abraham Baldwin College. Most students take four years (2 years at Abraham Baldwin and 2 years at a senior institution) to complete their programs and usually graduate with the Bachelor of Arts degree before being accepted into law school. A student with an exceptionally good academic record may be accepted into law school after only 3 years of college work. Other programs of study which can serve as appropriate pre-law curricula include such fields as history, English, and business administration.

Core Curriculum (see p. 86)	Hours
Humanities .....	20
Science & Mathematics .....	20
Social Science .....	20
Program of Study	
Select 10 hours from the following:	
Spanish 101-104, MAT 200, CIS 100 .....	10
Select 20 hours from the following:	
CRJ 200, CRJ 215, ECN 105, ECN 106, GGY 101,	
HIS 201, HIS 211, HIS 212, HIS 251, HIS 252,	
POL 202, POL 203, PSY 101, PSY 201, PSY 221,	
SOC 105, SOC 260 .....	20
Physical Education as required	

TOTAL 90

## ENGINEERING

(A student interested in agricultural engineering should see p. 89)

A student interested in engineering, including aeronautical, architectural, biomedical, chemical, civil, electrical, industrial, mechanical, and nuclear, can obtain an Associate in Science degree at Abraham Baldwin College. The engineering major may then transfer to a four-year college or university to complete a bachelor's degree in engineering. The prescribed course work at Abraham Baldwin prepares an engineering major to begin work in the chosen area of engineering at the senior college level.

Core Curriculum (see p. 86)

	Hours
Humanities .....	20
Science & Mathematics (see recommended electives).....	20
Social Science .....	20

Program of Study

Select 15 hours from the following:

MAT 253, MAT 254, MAT 255, MAT 256.....15

Select 15 hours from the following:

PCS 237, PCS 238, PCS 239.....15

Recommended electives in Area II:

CHM 121, CHM 122 or BIO 107, BIO 108

Suggested electives:

To be established by the engineering advisors based upon student's background and time available. (Note: Most engineering programs require more than 180 hours of credit for a bachelor's degree. More than 90 hours may be obtained at Abraham Baldwin College.)

Physical Education as required

TOTAL 90

## The Division of Developmental Studies

The Division of Developmental Studies offers courses in English, reading, mathematics, and study skills; provides counseling for developmental students; and provides special services for students from low income families meeting the criteria of the Special Services Project. All courses numbered below the 100 level are taught in this division of the College and carry institutional credit only.

Students are admitted into Developmental Studies any quarter of the year. Any entering freshman who scores below the College's minimum levels for the SAT or ACT must take placement tests in English, reading, and mathematics as a part of the orientation process at Abraham Baldwin. Placement test scores, ACT or SAT scores, and high school records are used to determine whether a student is placed in developmental courses, regular college courses, or advanced college courses. A student scoring below the minimum score in English, reading, or mathematics must take the appropriate developmental courses since these courses are designed to teach skills needed to pass college level work. However, a student demonstrating a weakness in only one or two of these areas may take college level courses while taking developmental courses in their areas, provided that the college-level courses selected do not require the completion of the required developmental courses as a prerequisite. Faculty in the Division will assist a student and work with faculty advisors to ensure correct placement of entering freshmen. A non-punitive grading system is utilized in developmental courses with emphasis on academic progress during the quarter.

In addition to assisting first time entering students, the Division of Developmental Studies offers remedial courses in English (ENG 096) and reading (RDG 096) for a student who takes the Regents Test and fails either one or both of the sections of the test. Remediation is required before the student can retake the Regents Test, so a student should take the test at the earliest possible time in case remediation is necessary.

No student may earn more than 30 quarter credit hours of degree credit before exiting all developmental studies requirements. A student who has not completed developmental courses after two quarters will be placed on probation and counseling by members of the division. Students who do not complete requirements for a developmental area (English, reading, math) within four attempts will be excluded from Abraham Baldwin and all other institutions of the University System of Georgia for one quarter.

The major objective of the Division of Developmental Studies is to assist a student in accomplishing their goals for attending Abraham Baldwin.

## Evening and Off-Campus Programs

### GENERAL INFORMATION

Abraham Baldwin's Evening and Off-Campus Programs seek to accommodate both traditional and non-traditional students through flexible programming designed to provide educational opportunities when and where students need them. Through the on-campus evening program a student may obtain one of ten different associate degrees entirely by attending classes at night. Three off-campus locations offer evening associate degree programs as well.

A student may attend classes at the Moultrie off-campus location (Tel. No. (912) 891-7235) and earn an associate degree either in education or business. In addition, through a cooperative agreement with the Moultrie Area Technical Institute, a Moultrie area student may acquire an associate in applied science degree in one of twenty-six different technical fields. Through a cooperative agreement with Ben Hill-Irwin Technical Institute, a student may earn an associate in applied science degree in one of ten different areas by attending classes in Fitzgerald. At yet another off-campus location, an Abraham Baldwin student in Valdosta may obtain an associate degree in nursing at the South Georgia Medical Center and become eligible for licensing as a registered nurse.

An Associate degree program graduate may take advantage of cooperative programs with three senior colleges in the University System (Albany State College, Georgia Southwestern College, and Valdosta State University) which lead to bachelor's and master's degrees in business, education, and nursing. These programs permit area residents to receive four-year and graduate degrees without leaving the ABAC campus.

### NON-TRADITIONAL STUDENTS

Abraham Baldwin has long been known as an academic institution that is willing to help those who are willing to help themselves. This is evidenced by a rapidly growing segment of the student body, non-traditional students, who wholeheartedly embrace both the work ethic and a creed of self-improvement. In turn, the college endorses their efforts, believing that those who are willing to help themselves add a special dimension to the learning process and should be encouraged to do so.

Approximately 20% of the ABAC student body is made up of non-traditional students. Many of these non-traditional students deferred or interrupted their academic goals after high school for reasons of work, family, and other commitments; others were not ready for college when they were younger; and many have found that lifelong learning is required for professional development, active citizenship, and personal satisfaction.

Abraham Baldwin is committed to accommodating the needs of the non-traditional students by offering college, career, and developmental programs at times and places which are convenient. It acknowledges that most non-traditional students are adult learners who have family and work responsibilities. Because of this, many have special needs but quite often possess unique strengths and experiences which enhance the classroom environment.

Due to its commitment to the non-traditional student, ABAC has established the Office of Evening and Off-Campus Programs (102 Conger Hall, (912) 386-7154) to coordinate and administer the college's evening and off-campus credit

programs. The Director serves under the Vice-President and Dean of Academic Affairs as chief administrator for the planning, improvement, development, implementation, marketing, and management of these programs. The Office of Evening and Off-Campus Programs works to foster an environment which enhances the partnership among administrators, faculty, staff, and non-traditional students, recognizing that achievement can accrue on a part-time schedule, that there is more than one way to achieve a degree other than the traditional path from high school student directly to day full-time college student, and that learning is often enhanced by the richer context of experience that adults bring to their studies.

## ON-CAMPUS EVENING DEGREE PROGRAMS

Through Abraham Baldwin College's Evening Program a student may take advantage of ten different degree programs available during the evenings on-campus or may choose to take courses to satisfy a personal interest or a job-related need. The degree programs available through night classes are as follows:

Associate in Arts—Liberal Arts  
 Associate in Arts—Law  
 Associate in Arts—Political Science  
 Associate in Arts—Psychology  
 Associate in Arts—Sociology  
 Associate in Science—Business Administration  
 Associate in Science—Criminal Justice  
 Associate in Science—Education  
 Associate in Science—Human Services (Social Science)  
 Associate in Science—Nursing

In addition to these, all core curriculum course required in each of the 34 college parallel (transfer) programs at Abraham Baldwin are offered through the evening program. Also, because of a unique agreement with senior colleges of the University System in this area, ABAC offers cooperative programs leading to four-year and graduate degrees in business, education, and nursing.

## THE ENROLLMENT PROCESS

All evening and off-campus degree programs are administered as integral parts of the college as a whole. Admissions procedures are no different than those that apply to regular, full-time day students. The enrollment process is summarized below:

1. An admissions application form is completed and returned with a non-refundable application fee of \$5 to the Admissions Office. This form is located in the back of the ABAC catalog, or application will be sent if one calls (912) 386-3230 or toll free 1-800-733-3653.
2. A copy of the student's high school transcript or GED certificate is provided to the Admissions Office.
3. A certificate of immunization and a medical history is provided to the Admissions Office. A form will be provided for this purpose.
4. The Admissions Office is provided with copies of either the student's Scholastic Aptitude Test Score (SAT) or the American College Test Score (ACT.) If the student has taken neither the SAT nor ACT and graduated



from high school over five years prior to admission, he is not required to have an SAT or ACT score but will be required to take the Collegiate Placement Exam (CPE) during a special orientation session for evening students.

5. A student must attend one of the orientation sessions held for evening students prior to the start of the first quarter of enrollment. During orientation, the student will be provided with specific information about advisement and registration process.

Please note that, if a student has attended Abraham Baldwin in the past, a readmissions application (no charge) must be completed through the Registrar's Office. A readmission form may be obtained by calling the Registrar's Office at (912) 386-3236.

## FINANCIAL AID

Financial aid is available to an evening and off-campus student who qualifies and enrolls in at least six quarter hours of college credit. Special scholarship opportunities are available for a deserving non-traditional, part-time student as well. For specific information on financial aid, contact the Financial Aid Office by calling (912) 386-3235.

# Career and Technological Programs



The Career and/or Technological Programs are designed to prepare a student for employment immediately after completion of the prescribed courses of study. These programs are under the direction of the various academic divisions listed in the College Transfer programs section of this catalog. Many courses listed in Career programs are approved for College Transfer programs.

1. The Division of Agriculture and Forest Resources
  - a. Agricultural Management Technology
  - b. Agricultural Marketing Technology
  - c. Agricultural Technology
    1. Plant Science
    2. Animal Science
    3. Livestock Health
    4. Poultry Technology
  - d. Agricultural Engineering Technology
    1. Agricultural Engineering Technology
  - e. Forest Technology
  - f. Wildlife Technology
  - g. Family and Consumer Sciences Technology
    1. Children and Family Services
    2. Interior Design
    3. Fashion Merchandising
    4. Hospitality Management
  - h. Environmental Horticulture Technology
    1. Golf Turf Management
    2. Golf Club Management
    3. Commercial Turf Management
    4. Landscape Design and Grounds Management
    5. Ornamental Production
    6. Floral Management and Design
2. The Division of Business Administration
  - a. Business Information Technology
    1. Microcomputer Programming
    2. Microcomputer Business Applications
    3. Certificate in Business Information Technology
  - b. General Business
    1. General Business
    2. Concentration in Business
  - c. Management and Marketing
    1. Management and Marketing
    2. Fashion Merchandising
    3. Golf Club Management
    4. Certificate in Management and Marketing
3. The Division of Nursing
  - a. Nursing Education
4. The Division of Social Science
  - a. Criminal Justice
    1. Criminal Justice
    2. Law Enforcement
  - b. Human Services Technology
    1. General
    2. Children and Family Services
    3. Social and Legal Services

## The Division of Agriculture and Forest Resources

### AGRICULTURAL MANAGEMENT TECHNOLOGY

The two-year program is designed to prepare a student for employment in occupations in agricultural management and mid-management which require an agricultural college education but not necessarily a senior college degree. One receives a general education core, an agribusiness and business base, plus choices of subjects from which one may design a special purpose major. Upon completion of graduation requirements, a graduate is awarded an Associate of Applied Science degree in Agricultural Management.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
CIS	100	Introduction to Computer Information Systems .....	5
AEC	150	Farm Organization and Management .....	5
AEC	258	Agricultural Economics .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communication .....	5
BBA	110	Accounting I .....	5
MAT	102	Technical Mathematics .....	5

Select 10 hours from the following:

AEN	110	Farm Machinery and Equipment .....	5
AEN	120	Agricultural Power I .....	5
AEN	207	Metal Technology .....	5
AEN	220	Drainage, Irrigation and Erosion Control ...	5
AEN	280	Farm Electrification .....	5
AGY	110	Forage Crops and Pastures .....	5
AGP	125	Fundamentals of Plant Protection .....	5
AGY	230	Field Crop Production .....	5
AHY		Elective .....	5
FOR	294	Farm Forestry .....	5

Physical Education as required

TOTAL 45

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
SPC	108	Fundamentals of Speech .....	5
HIS	251	United States History I .....	5
POL	201	American Government .....	5
AGR	206*	Internship .....	15
AEC	260	Agricultural Marketing .....	5

Select 10 hours from the following:

MGT	202	Business Organization and Management .....	5
MGT	251	Fundamentals of Management .....	5
MGT	290	Human Resource Management .....	5
BBA	111	Accounting II .....	5
BBA	270	Business Law .....	5
Electives		.....	10
Physical Education as required			

TOTAL 55

GRAND TOTAL 100

\*A student must complete 45 hours of course work before taking AGR 206.

## AGRICULTURAL MARKETING TECHNOLOGY

This two-year program is designed to prepare a student for employment in occupations in agricultural marketing which require an agricultural college education but not necessarily a senior college degree. One receives a general education core, an agribusiness and business base, plus choices of courses from which one may design a special purpose major. Upon completion of graduation requirements, a graduate is awarded an Associate of Applied Science degree in Agricultural Marketing.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
CIS	100	Introduction to Computer Information Systems .....	5
AEC	150	Farm Organization and Management .....	5
AEC	258	Agricultural Economics .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature or .....	
BBA	108	Business Communications .....	5
BBA	110	Accounting I .....	5
MAT	102	Technical Mathematics .....	5

Select 10 hours from the following:

AEN	110	Farm Machinery and Equipment .....	5
AEN	120	Principles of Engines .....	5
AEN	207	Metal Technology .....	5
AEN	280	Farm Electrification .....	5
AHY	Elective	.....	5
AGY	220	Fertilizer and Soils .....	5
AGP	125	Fundamentals of Plant Protection .....	5
AGY	230	Field Crop Production .....	5
FOR	294	Farm Forestry .....	5

Physical Education as required

TOTAL 45

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
SPC	108	Fundamentals of Speech.....	5
HIS	251	United States History I .....	5
POL	201	American Government .....	5
AGR	206*	Internship .....	*15
AEC	260	Agricultural Marketing.....	5

Select 10 hours from the following:

MKT	171	Personal Selling.....	5
MKT	172	Sales Promotion .....	5
BBA	111	Accounting II .....	5
BBA	270	Business Law.....	5
Electives		.....	10

Physical Education as required

TOTAL 55

GRAND TOTAL 100

\*A student must complete 45 hours of course work before taking AGR 206.

## AGRICULTURAL TECHNOLOGY

### Plant Science

The Plant Science curriculum is designed for a student desiring preparation in the crop production sector of agriculture. This training affords the student knowledge of immediate value on the crop-production farm. A student completing this course work will receive the Associate of Applied Science degree in Agricultural Technology.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
AEC	150	Farm Organization and Management .....	5
AEN	110	Farm Machinery and Equipment .....	5
AGP	125	Fundamentals of Plant Protection .....	5
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications.....	5
SPC	108	Fundamentals of Speech.....	5
MAT	102	Technical Mathematics .....	5
AHY	101	Introduction to Animal Science.....	5
Elective*		.....	5
Physical Education as required			
			TOTAL 45

<i>Courses</i>		<i>Summer</i>	<i>Hours</i>
AGR	207**	Internship .....	**15

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
AGY	220	Fertilizers and Soils.....	5
AGY	230	Field Crop Production.....	5
AGY	110	Forage Crops and Pasture.....	5
AEC	258	Agricultural Economics.....	5
AEN	207	Metal Technology.....	5
AEN	220	Drainage, Irrigation, and Erosion Control.....	5
HIS	251	United States History I.....	5
POL	201	American Government.....	5
Elective*		.....	5
Physical Education as required			
			<b>TOTAL 45</b>
			<b>GRAND TOTAL 105</b>

\*Elective credit must be outside the Division of Agricultural and Forest Resources.

\*\*A student must complete 45 hours of course work must be completed before taking AGR 207.

## Animal Science

The Animal Science curriculum is designed for a student desiring training in the livestock production sector of agriculture. Emphasis is upon selection, feeding, health, reproduction, and marketing of livestock. A student completing this course work will receive the Associate of Applied Science degree in Agricultural Technology.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
AHY	101	Introduction to Animal Science.....	5
AHY	110	Livestock Evaluation.....	5
AHY	115	Livestock Production.....	5
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications.....	5
HIS	251	United States History I.....	5
POL	201	American Government.....	5
SPC	108	Fundamentals of Speech.....	5
MAT	102	Technical Mathematics.....	5
Physical Education as required			
			<b>TOTAL 45</b>

<i>Courses</i>		<i>Summer</i>	<i>Hours</i>
AGR	208*	Internship.....	*15



<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
AHY	120	Herd Health.....	5
AHY	215	Feeding Farm Animals .....	5
Select 20 hours from the following:			
	CIS	100 Introduction to Computer Information Systems .....	5
	CIS	110 Microcomputers.....	2
	BBA	100 Introduction to Business .....	5
	BBA	270 Business Law.....	5
	FCS	293 Family Relations or	
	SOC	293 Family Relations.....	5
	AHY	203 Elements of Dairying.....	5
	AHY	205 Beef Cattle Production.....	5
	AHY	210 Swine Production.....	5
Electives in General Agriculture .....			15
Physical Education as required			
			<b>TOTAL 45</b>
			<b>GRAND TOTAL 105</b>

\*A student must complete 45 hours of course work before taking AGR 208.

## Livestock Health

The Livestock Health Technology curriculum is designed for a student desiring training in the livestock management and health sector of agriculture. The courses will emphasize all aspects of dealing with and maintaining healthy, productive livestock. This includes knowing how healthy animals function, how to manage them to maintain a good level of health, and how to recognize problems when they occur. A student completing this course work will receive the Associate of Applied Science degree in Agricultural Technology with an option in Livestock Health.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
AHY	101	Introduction to Animal Science .....	5
AHY	110	Livestock Evaluation .....	5
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications.....	5
HIS	251	United States History I .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech.....	5
MAT	102	Technical Mathematics .....	5
Elective .....			5
Physical Education as required			
			<b>TOTAL 45</b>

<i>Courses</i>		<i>Summer</i>	<i>Hours</i>
AGR	209*	Internship .....	*15

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
PSY	101	Introduction to Psychology or	
FCS	293	Family Relations or	
SOC	293	Family Relations .....	5
AHY	120	Herd Health.....	5

Select 10 hours from the following:

AGY	110	Forage Crops.....	5
AEC	258	Agricultural Economics.....	5
ABA	211	Microcomputer Spreadsheet	
		Applications .....	5
BBA	270	Business Law.....	5

Select 25 hours from the following:

AHY	115	Livestock Production .....	5
AHY	203	Elements of Dairying.....	5
AHY	205	Beef Cattle Production.....	5
AHY	210	Swine Production.....	5
AHY	215	Feeding Farm Animals .....	5
AHY	220	Horse Production .....	5
AHY	225	Reproduction of Livestock .....	5

Physical Education as required

**TOTAL 45**

**GRAND TOTAL 105**

\*A student must complete 45 hours of course work before taking AGR 209.

## Poultry Technology

The Poultry Technology Option is designed for a student desiring training for entry-level management positions in the poultry industry. Emphasis will be on the animal science, business, and communications courses in preparation for these careers. A students completing this coursework will receive the Associate of Applied Science degree in Agricultural Technology with a poultry technology option.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
AHY	101	Introduction to Animal Science .....	5
AHY	120	Livestock Evaluation .....	5
AHY	125	Introduction to Poultry Science.....	5
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communication .....	5
HIS	251	United States History I .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech.....	5
MAT	102	Technical Mathematics .....	5
			<b>TOTAL 45</b>

<i>Courses</i>		<i>Summer</i>	<i>Hours</i>
AGR	208	Internship .....	15

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
AEC	260	Agricultural Marketing.....	5
AHY	228	Poultry Production & Management.....	5
AHY	215	Feeding Farm Animals .....	5
BBA	100	Introduction to Business.....	5
BBA	110	Accounting I.....	5
CIS	100	Intro. to Computer Information Systems .....	5
AEN	113	Power Equipment .....	5
General Animal Science electives (over 200 level) .....			10
Physical Education as required			

TOTAL 45

GRAND TOTAL 105

## AGRICULTURAL ENGINEERING TECHNOLOGY

The Agricultural Engineering Technology Program is designed to educate a student in the repair, service, operation, and marketing of equipment used in agricultural production, industrial applications, and turfgrass management.

### Academic Rules and Regulations

A grade of less than C indicates a level of knowledge that is unacceptable in a professional field. A student is required to maintain a C or better in all AEN courses.

### Agricultural Engineering Technology

This program of study is intended to provide young men and women with the education needed for entry-level positions in both the agricultural and industrial equipment areas. A student will also have received sufficient courses in the general education area to allow rising to middle management level positions. Typical employment opportunities include parts manager, service manager, or service representative. Upon completion of the program of study, the student is eligible for the Associate of Applied Science degree in Agricultural Engineering Technology.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications.....	5
SPC	108	Fundamentals of Speech.....	5
MAT	102	Technical Mathematics .....	5
HIS	251	United States History I .....	5
POL	201	American Government .....	5
AEN	113	Power Equipment .....	5
AEN	120	Principles of Engines .....	5
AEN	207	Metal Technology.....	5
Physical Education as required			

TOTAL 45

Courses		Summer	Hours
AEN	269*	Internship .....	*15

Courses		Sophomore Year	Hours
AEN	213	Principles of Hydraulics.....	5
AEN	280	Farm Electrification .....	5
AEC	258	Agricultural Economics or	
ECN	106	Micro-Economics.....	5
CIS	100	Introduction to Computer Information Systems .....	5
BBA	100	Introduction to Business.....	5
Elective		.....	5

Depending on a student's particular interest he/she will choose one of the following groups of electives:

AEC	150	Farm Organization and Management .....	5
AGY	201	Plant Science.....	5
AGP	125	Fundamentals of Plant Protection .....	5

or

FOR	120	Forest Ecology.....	5
FOR	190	Natural Resource Conservation.....	5
FOR	192	Forest Wildlife Management.....	5

or

AEN	210	Surveying.....	5
AEN	220	Drainage, Irrigation and Erosion Control .....	5
HOR	215	Landscape Design .....	5

or

AHY	101	Introduction to Animal Science.....	5
AHY	110	Livestock Evaluation and Selection .....	5
AHY	115	Livestock Production .....	5

Physical Education as required

TOTAL 45

GRAND TOTAL 105

\*A student must complete 45 hours of course work before taking AEN 269.

## FOREST TECHNOLOGY

The objective of this major is to educate a student in the basic concepts and practical techniques of forestry. It is intended that a graduate will function in a supporting capacity to professional foresters in private, state, and federal organizations.

To receive the Associate of Applied Science degree in Forestry, a student must complete the following courses. A grade of C or better is required in ENG 101, MAT 102, and all courses with an FOR prefix.

Courses		Freshman Year	Hours
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications.....	5
MAT	102	Technical Mathematics.....	5
AEN	113	Power Equipment.....	5
BBA	100	Introduction to Business or	
BBA	270	Business Law.....	5
FOR	140	Forest Measurements I.....	3
FOR	145	Introduction to Mapping.....	2
FOR	150	Forest Soils.....	2
FOR	155	Microcomputers in Forest Resources.....	3
FOR	160	Forest Surveying.....	5
FOR	190	Natural Resource Conservation.....	5
Physical Education as required			
			TOTAL 45

Courses		Sophomore Year	Hours
HIS	251	United States History I.....	5
POL	201	American Government.....	5
SPC	108	Fundamentals of Speech.....	5
FOR	170	Dendrology.....	5
FOR	200	Aerial Photography and Mapping.....	5
FOR	275	Principles of Supervision.....	2
Physical Education as required			

### Sophomore Spring Quarter

FOR	240	Forest Measurements II.....	7
FOR	246	Forest Safety.....	1
FOR	250	Forest Ecology.....	5
FOR	265	Silviculture.....	5

### Sophomore Summer Quarter

FOR	210	Forest Industries.....	3
FOR	220	Forest Harvesting.....	3
FOR	230	Forest Protection.....	3
FOR	270	Forestry Seminar.....	1
FOR	280	Timber Management.....	6

TOTAL 61

GRAND TOTAL 106

NOTE: Courses in spring and summer quarters of the second year are taken together as a unit. A Wildlife Technology student who desires to continue on for the Forestry Technology degree should not take FOR 265 during the winter quarter as it will be taken as part of the spring quarter block of forestry courses.

## WILDLIFE TECHNOLOGY

The objective of this major is to educate a student in the basic concepts and techniques of Wildlife Management. It is intended that a student who graduates under this program will function in a supporting capacity to professionals employed by private, state, and federal organizations. To receive the Associate of Applied Science degree in Wildlife Technology, a student must complete the following courses. A grade of C or better is required in ENG 101, MAT 102, and all courses with an FOR prefix.

<i>Courses</i>	<i>Freshman Year</i>	<i>Hours</i>
AEN 113	Power Equipment .....	5
ENG 101	Composition and Rhetoric.....	5
MAT 102	Technical Mathematics.....	5
FOR 130	Herbaceous Vegetation.....	2
FOR 140	Forest Measurements I.....	3
FOR 145	Introduction to Mapping.....	2
FOR 160	Forest Surveying .....	5
FOR 170	Dendrology .....	5
FOR 190	Natural Resource Conservation .....	5
FOR 192	Forest Wildlife Management.....	5
BIO 107	Principles of Biology.....	5
Physical Education as required.		
		TOTAL 47

<i>Courses</i>	<i>Summer</i>	<i>Hours</i>
FOR 246	Forest Safety .....	1
FOR 260	Conservation Law Enforcement.....	5
FOR 261	Forest Game Management .....	5
FOR 262	Aquatic Resource Management .....	5
FOR 266	Aquatic Habitat Management (elective) .....	5
		TOTAL 16-21

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
FOR	135	Nongame Wildlife .....	2
FOR	150	Forest Soils.....	2
FOR	155	Microcomputers in Forest Resources .....	3
FOR	263	Advanced Wildlife Technology .....	5
FOR	264	Wildlife Seminar .....	1
FOR	265	Silviculture .....	5
FOR	275	Principles of Supervision.....	2
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications.....	5
BIO	108	Principles of Biology II .....	5
CRJ	155	Criminal Evidence and Procedures <b>or</b>	
CRJ	200	Criminal Law I .....	5
SPC	108	Fundamentals of Speech.....	5
HIS	251	United States History I .....	5
POL	201	American Government .....	5
Physical Education as required			
			<b>TOTAL 50</b>
			<b>GRAND TOTAL 113 (118)*</b>

\* if student takes FOR 226 elective

## FAMILY AND CONSUMER SCIENCES TECHNOLOGY

The two-year Family and Consumer Sciences program offers three programs of study designed to prepare students for employment in Family and Consumer Sciences related occupations. Upon completion of the selected option, the student is eligible to receive the Associate of Applied Science degree in Family and Consumer Sciences.

### Children and Family Services

This curriculum is appropriate for a student wishing to prepare for work with young children in public nursery schools, day care centers, child-serving agencies, nanny positions, children's clinics and hospitals, and agencies dealing with family adjustment.

<i>Courses</i>			<i>Hours</i>
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications.....	5
SPC	108	Fundamentals of Speech.....	5
MAT	102	Technical Mathematics <b>or</b>	
MAT	105	Basic Ideas of Mathematics <b>or</b>	
MAT	110	College Algebra.....	5
PSY	101	Introduction to Psychology .....	5
SOC	105	Introduction to Sociology .....	5
FCS	103	Child Development.....	5
FCS	151	Wellness Nutrition .....	5
FCS	211	Group Care of Young Children.....	5



CIS	100	Introduction to Computer Information Systems .....	5
HIS	251	United States History I .....	5
POL	201	American Government .....	5
PSY	221	Human Growth and Development <b>or</b> .....	
SOC	295	Behavioral Science Laboratory in Field Work.....	5
FCS	293	Family Relations <b>or</b> .....	
SOC	293	Family Relations .....	5
FCS	206	Internship .....	5
GST	101	Gender Studies .....	3
Physical Education as Required.			

Select 25 hours from the following:

BBA	100	Introduction to Business .....	5
EDU	204	Introduction to Education .....	5
FCS	212	Nursery School and Day Care Management .....	5
FCS	220	Personal and Family Finance .....	5
FCS	225	Professional Development.....	5
FCS	115	Foods.....	5
PSY	201	Introduction to Abnormal Behavior .....	5
SOC	115	Human Services and Social Policy .....	5
SOC	260	Social Problems .....	5

**GRAND TOTAL 103**

### Interior Design

This curriculum is appropriate for a student wishing to prepare for work as an interior decorating consultant, kitchen plans consultant, or home furnishings buyer or coordinator.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
FCS	100	Home Economics Career Exploration .....	1
SPC	108	Fundamentals of Speech.....	5
ENG	101	Composition and Rhetoric.....	5
MAT	102	Technical Mathematics .....	5
FCS	215	Housing.....	5
FCS	161	Household Equipment.....	5
FCS	225	Professional Development.....	5
ART	120	Art Structure <b>or</b>	
ART	130	Art Structure .....	5
HIS	251	United States History I .....	5
POL	201	American Government .....	5
FCS	293	Family Relations.....	5
Physical Education as Required.			

**TOTAL 51**

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
FCS	220	Personal and Family Finances .....	5
FCS	224	Textiles.....	5
FCS	275	Home Furnishings.....	5
FCS	279	Special Problems in Home Furnishings .....	5
FCS	290	Interior Environment .....	5
HOR	218	Interior Landscapes .....	5
HOR	211	Floral Design.....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications.....	5
FCS	120	Clothing.....	5
FCS	206	Internship .....	5
PSY	101	Introduction to Psychology or	
SOC	105	Introduction to Sociology .....	5
Physical Education as Required.			

TOTAL 55

GRAND TOTAL 106

### Fashion Merchandising

This option consists of organized subject matter and learning experience related to the variety of sales, fashion coordination, and sales-supporting tasks performed by marketing employees and management personnel in retail or wholesale establishments where employees are primarily engaged in selling clothing of all kinds, related articles for personal wear and adornment, and/or home furnishings and decorations.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications.....	5
FCS	225	Professional Development .....	5
FCS	120	Clothing.....	5
HIS	251	United States History I .....	5
MKT	171	Personal Selling .....	5
MKT	172	Sales Promotion.....	5
MKT	205	Studies in Distribution .....	5
POL	201	American Government .....	5
PSY	101	Introduction to Psychology or	
SOC	105	Introduction to Sociology .....	5
Physical Education as Required			

TOTAL 50

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting.....	5
MKT	201	Principles of Marketing.....	5
MGT	202	Small Business Management.....	5
MGT	290	Human Resource Management.....	5
FCS	101	Basic Fashions.....	5

FCS	214	Clothing Selection .....	5
FCS	224	Textiles.....	5
FCS	275	Home Furnishings.....	5
MAT	105	Basic Ideas of Mathematics <b>or</b>	
MAT	110	College Algebra.....	5
SPC	108	Fundamentals of Speech.....	5

Select 5 hours from the following:

ART	130	Art Structure .....	5
BBA	100	Introduction to Business .....	5
CIS	100	Introduction to Computer Information Systems.....	5
FCS	206	Internship .....	5
ECN	105	Macro-Economics.....	5
ABA	100	Keyboarding and Document Formatting .....	5
FCS	293	Family Relations <b>or</b>	
SOC	293	Family Relations.....	5

Physical Education as Required.

TOTAL 55

GRAND TOTAL 105

### Hospitality Management

This option prepares a student for entry-level positions in administration and operation of hotels, motels and restaurants, and for other positions in the tourism industry.

Courses			Hours
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications.....	5
SPC	108	Fundamentals of Speech.....	5
HIS	251	U.S. History I <b>or</b>	
HIS	252	U.S. History II .....	5
POL	201	American Government .....	5
MAT	102	Technical Mathematics .....	5
PSY	101	Introduction to Psychology .....	5
FCS	115	Foods Management and Nutrition.....	5
BBA	110	Principles of Accounting.....	5
BBA	270	Business Law .....	5
MKT	201	Principles of Marketing .....	5
MGT	202	Small Business Management.....	5
MGT	290	Human Resource Management.....	5
HMT	250	Internship .....	15
TOTAL			80

Select 25 hours from the following:

HMT 201 Commercial Food Management.....	5
HMT 202 Food and Labor Cost Control.....	5
HMT 203 Merchandising for Food Service.....	5
HMT 204 Restaurant Management.....	5
HMT 205 Catering and Beverage Management.....	5
HMT 208 Food Service Layout and Equipment.....	5
HMT 209 Hospitality Microcomputer Applications ...	5
HMT 210 Hotel Management .....	5

Physical Education as required

**GRAND TOTAL 105**

## ENVIRONMENTAL HORTICULTURE TECHNOLOGY

Golf Turf Management  
Golf Club Management  
Landscape Design and  
Grounds Management

Commercial Turf Management  
Floral Management and Design  
Ornamental Production

Environmental Horticulture Technology offers education in these specialized areas for men and women. As highly skilled technicians and supervisory personnel, graduates obtain employment in one of these highly specialized ornamental and environmental industries. This program provides the individual with a detailed understanding of the technical requirements of the industry and helps the student develop skills needed as a commercial environmental horticulturalist. Also, the program allows a student the opportunity to further develop critical thinking and problem-solving skills needed in the work place. A student educated in this program will find employment with golf courses, commercial properties, contract maintenance, garden centers, floral shops, athletic and recreational areas, production and retail nurseries, schools, colleges, lawn maintenance and landscape companies, and related horticultural and agronomic service and/or production careers. The Golf Club Management option prepares a student to become an assistant clubhouse manager at golf courses.

To be eligible to receive the Associate of Applied Science degree in Environmental Horticulture, each student must complete the required courses of one specific management area. A grade of C or better is required in ENG 101, MAT 102 and all classes with AEN, AGP, AGY and HOR prefixes.

Many students earn at least two of the above degrees to better prepare them for the work force and improve their employability. The program is a mix of traditional and nontraditional students. Many non-traditional students enter the program with a previous degree and complete the technical classes within a year. A student lacking sufficient job experience is encouraged to participate in a minimum of two internship (on-the-job training) programs. Also, a student is encouraged to become a student member of the state and/or national professional trade organizations (i.e., Golf Course Superintendents Association of America, Georgia Golf Course Superintendents Association, Professional Lawn Care Association of America, Club Managers Association of America, American Association of Nurserymen, Southern Nurserymen Association, Georgia Green Industry Association, etc.) as applicable to the chosen major. Scholarships are available to specific majors from industry and professional organizations.

## Golf Turf Management

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting I <b>or</b>	
MGT	290	Personnel Management .....	5
CIS	100	Introduction to Computer Information Systems .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications .....	5
HIS	251	United States History I .....	5
MAT	102	Technical Mathematics .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech .....	5
HOR	270	Woody Ornamental Plant Identification .....	5
Physical Education as required.			
			TOTAL 45

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
AEN	114	Turfgrass Equipment <b>or</b>	
AEN	220	Drainage, Irrigation and Erosion Control <b>or</b>	
AGP	125	Plant Pest Control <b>or</b>	
AGY	220	Soils and Fertilizers .....	15
HOR	230*	Internship .....	*15
HOR	231	Turfgrass Science and Technology .....	5
HOR	232	Turf Pest Management .....	5
HOR	233	Golf Course Design and Management .....	5

Select 15 hours from the following with advisor approval:

- HOR 201 Principles of Horticulture **or**
- HOR 202 Grounds Maintenance Equipment **or**
- HOR 208 Special Problems in Turfgrass **or**
- HOR 215 Landscape Design **or**
- HOR 235 Computerized Grounds Maintenance **or**
- HOR 236 Environmental Issues **or**
- HOR 239 Grounds Irrigation Systems **or**
- HOR 241 Grounds Management **or**
- HOR 243 Urban Tree Maintenance **or**
- HOR 244 Ornamental Pest Management **or**
- HOR 291 Golf Club Operations.....15

Physical Education as required

TOTAL 60

GRAND TOTAL 105

\*A student must complete 45 hours of course work and receive advisor approval before taking HOR 230. HOR 250 is available for a student lacking experience and needing a second internship.

## Golf Club Management

This option consists of a combination of basic business, turfgrass management, golf club management, and general education courses designed to prepare a graduate to enter a golf club as an assistant manager or other entry-level management training position. The internship offers extensive training experiences needed to prepare a graduate for entry-level management positions. A student who completes this curriculum will receive an Associate of Applied Science in Golf Club Management degree.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting I .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature <b>or</b> .....	
BBA	108	Business Communications .....	5
FCS	225	Professional Development .....	5
HIS	251	United States History I .....	5
MAT	102	Technical Mathematics .....	5
HOR	291	Golf Club Operations .....	5
HOR	292	Golf Club Management .....	5
MKT	172	Sales Promotion .....	5
Physical Education as required			

**TOTAL 45**

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
BBA	270	Business Law .....	5
CIS	100	Introduction to Computer Information Systems .....	5
HOR	231	Turfgrass Identification .....	5
HOR	233	Golf Course Design and Management .....	5
MGT	251	Fundamentals of Management .....	5
HOR	290*	Internship .....	*15
HOR	293	Special Problems in Golf Club Management .....	5
MGT	290	Human Resource Management .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech .....	5
Physical Education as required			

Total 60

**GRAND TOTAL 105**

---

\*A student must complete 45 hours of course work and receive advisor approval before taking HOR 290.

## Commercial Turf Management

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting I <b>or</b>	
MGT	290	Human Resource Management .....	5
CIS	100	Introduction to Computer Information Systems .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications .....	5
HIS	251	United States History I .....	5
MAT	102	Technical Mathematics .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech .....	5
HOR	270	Woody Ornamental Plant Identification .....	5
Physical Education as required			
			<b>TOTAL 45</b>

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
AEN	114	Turfgrass Equipment <b>or</b>	
AEN	220	Drainage, Irrigation and Erosion Control <b>or</b>	
AGP	125	Plant Pest Control <b>or</b>	
AGY	220	Soils and Fertilizers .....	15
HOR	230*	Internship .....	*15
HOR	231	Turfgrass Science and Technology .....	5
HOR	232	Turf Pest Management .....	5
HOR	234	Commercial Turf Management .....	5

Select 15 hours from the following with advisor approval:

- HOR 201 Principles of Horticulture **or**
- HOR 202 Grounds Maintenance Equipment **or**
- HOR 208 Special Problems in Turfgrass **or**
- HOR 215 Landscape Design **or**
- HOR 235 Computerized Grounds Maintenance **or**
- HOR 236 Environmental Issues **or**
- HOR 239 Grounds Irrigation Systems **or**
- HOR 241 Grounds Management **or**
- HOR 243 Urban Tree Maintenance **or**
- HOR 244 Ornamental Pest Management .....15

Physical Education as required

**TOTAL 60**

**GRAND TOTAL 105**

\*A student must complete 45 hours of course work and receive advisor approval before taking HOR 230. HOR 250 is available to a student lacking experience and needing a second internship.



## Landscape Design and Grounds Management

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting I <b>or</b>	
MGT	290	Human Resource Management .....	5
CIS	100	Introduction to Computer Information Systems .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications .....	5
HIS	251	United States History I .....	5
MAT	102	Technical Mathematics .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech .....	5
HOR	270	Woody Ornamental Plant Identification .....	5
Physical Education as required			
			TOTAL 45

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
AEN	210	Surveying <b>or</b>	
AEN	220	Drainage, Irrigation and Erosion Control <b>or</b>	
AGP	125	Plant Pest Control <b>or</b>	
AGY	220	Soils and Fertilizers .....	15
HOR	215	Landscape Design .....	5
HOR	240*	Internship .....	*15
HOR	241	Grounds Management .....	5
HOR	242	Landscape Contracting .....	5

Select 15 hours from the following with advisor approval:

HOR	201	Principles of Horticulture <b>or</b>	
HOR	202	Grounds Maintenance Equipment <b>or</b>	
HOR	207	Special Problems in Landscaping <b>or</b>	
HOR	216	Computerized Landscape Design <b>or</b>	
HOR	218	Interior Plantscapes <b>or</b>	
HOR	231	Turfgrass Science and Technology <b>or</b>	
HOR	235	Computerized Grounds Maintenance <b>or</b>	
HOR	236	Environmental Issues <b>or</b>	
HOR	239	Grounds Irrigation Systems <b>or</b>	
HOR	243	Urban Tree Maintenance <b>or</b>	
HOR	244	Ornamental Pest Management <b>or</b>	
HOR	251	Garden Center/Floral Management <b>or</b>	
HOR	271	Herbaceous Ornamental Plant Identification .....	15

Physical Education as required

TOTAL 60

GRAND TOTAL 105

\*A student must complete 45 hours of course work and receive advisor approval before taking HOR 240. HOR 250 is available to a student lacking experience and needing a second internship.

## Ornamental Production

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting I <b>or</b>	
MGT	290	Human Resource Management.....	5
CIS	100	Introduction to Computer Information Systems.....	5
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications.....	5
HIS	251	United States History I.....	5
MAT	102	Technical Mathematics.....	5
POL	201	American Government.....	5
SPC	108	Fundamentals of Speech.....	5
HOR	270	Woody Ornamental Plant Identification.....	5
Physical Education as required			
			<b>TOTAL 45</b>

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
AGP	125	Plant Pest Control.....	5
AGY	220	Soils and Fertilizers.....	5
HOR	201	Principles of Horticulture.....	5
HOR	220*	Internship.....	15
HOR	222	Bedding Plant Production.....	5
HOR	245	Plant Propagation.....	5

Select 20 hours from the following with advisor approval:

HOR	206	Special Problems in Production <b>or</b>	
HOR	218	Interior Landscapes <b>or</b>	
HOR	221	Greenhouse Operations and Management <b>or</b>	
HOR	223	Floriculture <b>or</b>	
HOR	236	Environmental Issues <b>or</b>	
HOR	239	Grounds Irrigation Systems <b>or</b>	
HOR	244	Ornamental Pest Control <b>or</b>	
HOR	251	Garden Center/Floral Management <b>or</b>	
HOR	261	Nursery Crop Production <b>or</b>	
HOR	271	Herbaceous Ornamental Plant Identification.....	20

Physical Education as required

**TOTAL 60**

**GRAND TOTAL 105**

\*A student must complete 45 hours of course work and receive advisor approval before taking HOR 220. HOR 250 is available to a student lacking experience and needing a second internship.

## Floral Management and Design

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting I <b>or</b>	
MGT	290	Personnel Management .....	5
CIS	100	Introduction to Computer Information Systems .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications .....	5
FCS	225	Professional Development .....	5
HIS	251	United States History I .....	5
MAT	102	Technical Mathematics .....	5
MGT	251	Fundamentals of Management .....	5
MKT	172	Sales Promotion .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech .....	5
Physical Education as required			
			TOTAL 55

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
HOR	210*	Internship .....	*15
HOR	211	Floral Design .....	5
HOR	218	Interior Plantscapes .....	5
HOR	251	Garden Center/Floral Management .....	5
HOR	270	Woody Ornamental Plant Identification .....	5

Select 15 hours from the following with advisor approval:

HOR	201	Principles of Horticulture <b>or</b>	
HOR	205	Special Problems in Floral Management <b>or</b>	
HOR	221	Greenhouse Operations and Management <b>or</b>	
HOR	222	Bedding Plant Production <b>or</b>	
HOR	223	Floriculture <b>or</b>	
HOR	245	Plant Propagation <b>or</b>	
HOR	271	Herbaceous Ornamental Plant Identification .....	15

Physical Education as required

TOTAL 50  
60

GRAND TOTAL 105  
115

\*A student must complete 45 hours of course work and receive advisor approval before taking HOR 210. HOR 250 is available to a student lacking experience and needing a second internship.

## The Division of Business Administration

### BUSINESS INFORMATION TECHNOLOGY Microcomputer Programming

This program is designed to offer the student a concentrated program in utilizing microcomputers to perform business applications and in programming and operating microcomputers. Employment demand has greatly increased for persons who have specific knowledge of microcomputer applications which includes operating systems, mini and mainframe operations, and programming. A student majoring in this option may choose from a number of electives, emphasizing various programming languages, depending on each student's own employment intentions. Each student majoring in this option is required to earn a grade of C or better in all CIS, CSC, ABA, and MAT courses. A student completing this course work will receive the Associate of Applied Science degree in Business Information Technology.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
ABA	100	Keyboarding and Document Formatting .....	5
BBA	110	Principles of Accounting I .....	5
CIS	100	Introduction to Computer Information Systems .....	5
CIS	200	Microcomputer Office Automation .....	5
CIS	211	Microcomputer Spreadsheet Applications.....	5
ENG	101	Composition and Rhetoric.....	5
HIS	251	United States History I .....	5
PSY	101	Introduction to Psychology or	
SOC	105	Introduction to Sociology .....	5
Physical Education as required			
			<b>TOTAL 40</b>

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
CIS	105	Introduction to Microcomputer Operating Systems .....	5
CIS	120	Introduction to Microcomputer Programming .....	5
CIS	224	Database Management .....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications.....	5
MAT	110	College Algebra.....	5
MAT	200	Statistics or	
MAT	203	Calculus for Management .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech.....	5

Select 15 hours from the following:

CIS	150	Computer Networks and Data Communications .....	5
CIS	222	COBOL .....	5
CIS	230	"C" Programming Language .....	5
CSC	140	Principles of Programming I .....	5
CSC	141	Principles of Programming II .....	5
CSC	142	File Processing .....	5

Physical Education as required

TOTAL 55

GRAND TOTAL 95

### Microcomputer Business Applications

This program is designed to prepare a student as a microcomputer operator in today's automated offices. Emphasis is placed on software applications and business courses that provide extensive computer application skills in areas such as electronic spreadsheets, word processing, desktop publishing and database management. A student majoring in this option may also select electives which will tailor the program toward individual needs. Each student majoring in this option is required to earn a grade of C or better in all CIS, CSC, ABA, and MAT courses. A student completing this course work will receive the Associate of Applied Science degree in Business Information Technology.

Courses		Freshman Year	Hours
ABA	100	Keyboarding and Document Formatting .....	5
ABA	200	Automated Accounting .....	2
BBA	110	Principles of Accounting I .....	5
CIS	100	Introduction to Computer Information Systems .....	5
CIS	105	Introduction to Microcomputer Operating Systems .....	5
CIS	211	Microcomputer Spreadsheet Applications .....	5
CIS	220	Word Processing Using WordPerfect .....	5
ENG	101	Composition and Rhetoric .....	5
MAT	102	Technical Mathematics .....	5
PSY	101	Introduction to Psychology or	
SOC	105	Introduction to Sociology .....	5
Physical Education as required			
			TOTAL 47

Courses		Sophomore Year	Hours
ENG	102	Composition and Literature or	
BBA	108	Business Communications .....	5
CIS	200	Microcomputer Office Automation .....	5
CIS	224	Database Management .....	5
HIS	251	United States History I .....	5
MGT	290	Human Resource Management .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech .....	5

Select 15 hours from the following:

ABA	205	Business Problems.....	5
ABA	230	Income Tax.....	5
BBA	111	Principles of Accounting II.....	5
BBA	270	Business Law.....	5
CIS	120	Intro to Microcomputer Programming.....	5
ECN	105	Macro-Economics.....	5
ECN	106	Micro-Economics.....	5

Physical Education as required

TOTAL 50

GRAND TOTAL 97

### Certificate in Business Information Technology

Successful completion of this program enables the student to gain employment in a business which uses microcomputers to perform its business operations in such positions as a data entry operator, word processing operator, or microcomputer operator. A graduate can expect to find employment in business, industry, civil service or state merit positions. Each student majoring in this option is required to earn a grade of C or better in all CIS and ABA courses. A student completing this course of study will receive the Certificate in Business Information Technology.

Courses		Hours
ABA	100	Keyboarding and Document Formatting.....5
ABA	200	Automated Accounting.....2
BBA	110	Principles of Accounting I.....5
CIS	100	Introduction to Computer Information Systems.....5
CIS	105	Introduction to Microcomputer Operating Systems.....5
CIS	200	Microcomputer Office Automation.....5
CIS	211	Microcomputer Spreadsheet Applications.....5
CIS	220	Word Processing Using WordPerfect.....5
ENG	101	Composition and Rhetoric.....5
HIS	251	United States History I.....5

Select 10 hours from the following:

CIS	120	Introduction to Microcomputer Programming.....	5
CIS	150	Computer Networks and Data Communications.....	5
CIS	224	Database Management.....	5
CIS	230	"C" Programming Language.....	5
CSC	140	Principles of Programming I.....	5

Physical Education as required

TOTAL 57

## GENERAL BUSINESS

The General Business Program is offered for students of widely varying needs. Business has come to appreciate the importance of increasing opportunities for a student who does not expect to attend a four-year institution or who expects to work while attaining the four year and graduate degrees. A student who completes this option will receive the Associate of Applied Science degree in General Business.

### General Business

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
ABA	100	Keyboarding and Document Formatting .....	5
CIS	105	Microcomputer Operating Systems.....	5
BBA	110	Principles of Accounting I .....	5
CIS	100	Introduction to Computer Information Systems .....	5
ECN	105	Macro-Economics.....	5
ENG	101	Composition and Rhetoric.....	5
HIS	251	United States History I .....	5
MAT	105	Basic Ideas of Mathematics <b>or</b>	
MAT	110	College Algebra.....	5
POL	201	American Government .....	5
PSY	101	Introduction to Psychology <b>or</b>	
SOC	105	Introduction to Sociology .....	5
Physical Education as required			
			<b>TOTAL 50</b>

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
ABA	230	Income Tax.....	5
BBA	111	Principles of Accounting II.....	5
BBA	270	Business Law .....	5
CIS	211	Microcomputer Spreadsheet Applications.....	5
ECN	106	Micro-Economics.....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications.....	5
MGT	202	Small Business Management <b>or</b>	
MGT	251	Fundamentals of Management <b>or</b>	
MGT	290	Human Resource Management .....	5
MKT	171	Personal Selling.....	5
SPC	108	Fundamentals of Speech.....	5
Physical Education as required			
			<b>TOTAL 45</b>
			<b>GRAND TOTAL 95</b>



## CONCENTRATION IN BUSINESS

A student can earn an Associate of Applied Science degree with a Concentration in Business upon the completion of 30 hours of additional credit in business courses beyond that required in another associate degree program. This option is designed to provide the student who receives an associate degree in a non-business area from Abraham Baldwin the ability to complete an additional 30 hours of credit in business courses and receive a second associate degree. The content of this 30 hours will be arranged to meet the individual needs and interests of the student. If the degree is from another institution, an additional 15 hours beyond the Concentration in Business will be required to satisfy residency requirements.

## MANAGEMENT AND MARKETING

The Management and Marketing Program at Abraham Baldwin College is a two-year career technical program designed to prepare students for entry-level management and marketing positions or for management or marketing training programs in retail, wholesale, service and manufacturing companies. A student in this program also receives the well-rounded training necessary to initiate and run his/her own businesses.

Employment opportunities for marketing and management personnel exist in every industry. Through formal education on campus, students acquire the knowledge and skills necessary for employment and advancement.

A student who complete the requirements in one of the two-year Management and Marketing program options will be awarded the Associate of Applied Science degree in Management and Marketing.

### Management and Marketing

This option consists of a well-rounded curriculum of business study with an emphasis on management and marketing skills sufficient to qualify a graduate for an entry-level position in management or marketing or admission to management or marketing training programs. The broad-based nature of this option also provides sound basic training in entrepreneurial skills.

<i>Courses</i>	<i>Freshman Year</i>	<i>Hours</i>
BBA 110	Principles of Accounting I .....	5
BBA 270	Business Law .....	5
ENG 101	Composition and Rhetoric .....	5
HIS 251	United States History I .....	5
MAT 105	Basic Ideas of Mathematics <b>or</b>	
MAT 110	College Algebra .....	5
MKT 171	Personal Selling .....	5
MKT 172	Advertising and Sales Promotion .....	5
POL 201	American Government .....	5
PSY 101	Introduction to Psychology <b>or</b>	
SOC 105	Introduction to Sociology .....	5
SPC 108	Fundamentals of Speech .....	5
Physical Education as required		

TOTAL 50

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
ABA	230	Income Tax .....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications .....	5
CIS	100	Introduction to Computer Information Systems .....	5
MGT	202	Small Business Management .....	5
MGT	251	Fundamentals of Management .....	5
MGT	290	Human Resource Management .....	5
MKT	201	Principles of Marketing .....	5

Select 10 hours from the following:

ABA	100	Keyboarding and Document Formatting ....	5
ABA	205	Business Problems .....	5
BBA	100	Introduction to Business .....	5
BBA	111	Principles of Accounting II .....	5
CIS	200	Microcomputer Office Automation .....	5
ECN	105	Macro-Economics .....	5

Physical Education as required

**TOTAL 45**

**GRAND TOTAL 95**

## Fashion Merchandising

This option consists of organized subject matter and learning experiences related to the variety of sales, fashion coordination, and sales-supporting tasks performed by marketing employees and management personnel in retail or wholesale establishments primarily engaged in selling clothing of all kinds, related articles for personal wear and adornment, and/or home furnishings and decorations.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
CIS	100	Introduction to Computer Information Systems .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature <b>or</b>	
BBA	108	Business Communications .....	5
FCS	225	Professional Development .....	5
FCS	120	Clothing .....	5
HIS	251	United States History I .....	5
MKT	171	Personal Selling .....	5
MKT	172	Advertising and Sales Promotion .....	5
POL	201	American Government .....	5
PSY	101	Introduction to Psychology <b>or</b>	
SOC	105	Introduction to Sociology .....	5

Physical Education as required

**TOTAL 50**

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting.....	5
MKT	201	Principles of Marketing .....	5
MGT	202	Small Business Management.....	5
MGT	290	Human Resource Management.....	5
FCS	101	Basic Fashions.....	5
FCS	214	Clothing Selection .....	5
FCS	224	Textiles.....	5
FCS	275	Home Furnishings.....	5
MAT	105	Basic Ideas of Mathematics or	
MAT	110	College Algebra.....	5
SPC	108	Fundamentals of Speech.....	5

Select 5 hours from the following:

ABA	100	Keyboarding and Document Formatting ....	5
ART	130	Art Structure .....	5
BBA	100	Introduction to Business .....	5
CIS	200	Microcomputer Office Automation.....	5
CWE	101	Cooperative Work Experience.....	5
ECN	105	Macro-Economics.....	5
SOC	293	Family Relations.....	5

Physical Education as required

TOTAL 55

GRAND TOTAL 105

### Golf Club Management

This option consists of a combination of basic business, club management, turfgrass management, and general education courses designed to prepare a graduate to enter a golf club as an assistant manager or other entry level management training position. The internship must be completed between the freshman and sophomore years at a location approved by the educational advisor. This location must offer extensive training experiences needed to prepare a graduate for an entry-level management position. A student who completes this curriculum will receive an Associate of Applied Science degree in Management and Marketing.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
BBA	110	Principles of Accounting I .....	5
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications.....	5
FCS	225	Professional Development .....	5
HIS	251	United States History I .....	5
MAT	102	Technical Mathematics .....	5
HOR	291	Golf Club Operations.....	5
HOR	292	Golf Club Management .....	5
MKT	172	Sales Promotion.....	5

Physical Education as required

TOTAL 45

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
BBA	270	Business Law .....	5
CIS	100	Introduction to Computer Information Systems .....	5
HOR	231	Turfgrass Identification .....	5
HOR	233	Golf Course Design and Management .....	5
MGT	251	Fundamentals of Management .....	5
HOR	290*	Golf Club Internship .....	15
MGT	273	Special Problems in Golf Club Management .....	5
MGT	290	Human Resource Management .....	5
POL	201	American Government .....	5
SPC	108	Fundamentals of Speech .....	5
Physical Education as required			
			<b>TOTAL    60</b>
			<b>GRAND TOTAL    105</b>

\*A student must complete 45 hours of course work before taking HOR 290.

### **Certificate in Management and Marketing**

The objective of the certificate option is to give a student the foundation needed for obtaining a sales or service position in a merchandising firm. Cooperative work experience will be required. A student who completes the requirements under this option will receive a Certificate in Management and Marketing.

<i>Courses</i>			<i>Hours</i>
ABA	205	Business Problems .....	5
ENG	101	Composition and Rhetoric .....	5
ENG	102	Composition and Literature or	
BBA	108	Business Communications .....	5
BBA	100	Introduction to Business .....	5
BBA	270	Business Law .....	5
MGT	202	Small Business Management .....	5
MKT	171	Personal Selling .....	5
MKT	172	Advertising and Sales Promotion .....	5
MKT	201	Principles of Marketing .....	5
CIS	100	Introduction to Computer Information Systems .....	5
HIS	251	United States History I .....	5
Physical Education as required			
			<b>TOTAL    55</b>

# The Division of Nursing

## ASSOCIATE DEGREE PROGRAM

The Division of Nursing is an integral part of the college and offers educational opportunities to qualified individuals who seek a career in nursing. A student pursues a planned course of study which will help him/her develop intellectually, emotionally, and socially in preparation for nursing practice as a registered nurse (RN.)

The nursing program provides a curriculum which assists an individual to give safe, effective nursing care for clients in diverse health care settings. The registered nurse functions as a member of the health care team in promoting and restoring of optimal health.

Abraham Baldwin College provides an on-campus nursing program and an off-campus evening nursing program in Valdosta, Georgia. In addition, an LPN to RN Career Mobility program is offered on-campus. In recognition of prior nursing knowledge and experience, the LPN to RN Career Mobility program provides the licensed practical nurse with the opportunity for advanced placement. A student successfully completing NUR 103 Transition to Associate Degree Nursing may enroll in the sophomore nursing sequence.

Because of the academically demanding program of study in the nursing curriculum, it is recommended that a student who anticipate enrolling in the nursing program complete several required general education courses prior to admission.

The College offers many extra-curricular activities which supplement the academic program and provide leadership and diversional opportunities. A nursing student is encouraged to be active in the Abraham Baldwin College Chapter of the Georgia Association of Nursing Students (GANS) and to participate in other college related activities.

Upon graduation the student receives the Associate in Science in Nursing Degree and is eligible to take the examination for licensure as a registered nurse (RN.)

### Program Outcomes

The graduate of this program will:

1. demonstrate a knowledge of nursing practice necessary for performance as a registered nurse.
2. demonstrate the ability to function in the various roles of the associate degree nurse.
3. demonstrate critical thinking skills in the utilization of the nursing process to meet client needs.
4. demonstrate the ability to practice in diverse environments.
5. participate in activities which support the value of life-long learning.

### Standards for Admission and Retention

To enter the nursing program, a student must be eligible for admission to the college. Admission to the college, however, does not guarantee admission into the nursing program. A separate letter from the Department of Nursing will be

sent to the student upon acceptance into the program. A candidate for the Associate Degree in Nursing must possess assessment, communication, psychomotor, and behavioral skills. Reasonable accommodations may be made for some disabilities. However, each candidate is expected to perform in a safe and reasonably independent manner as demonstrated by:

1. **ASSESSMENT**—A candidate must be able to assess a client accurately. Examples of assessment include: listening to heart and breath sounds, visualizing the appearance of a surgical wound, detecting the presence of a foul odor, and palpating an abdomen.
2. **COMMUNICATION**—A candidate must be able to interact therapeutically with clients and to communicate effectively with other members of the health care team. Candidate must be able to obtain and record information, describe client situations, and perceive non-verbal communication.
3. **PSYCHOMOTOR**—A candidate must have adequate psychomotor function to work effectively with nursing problems and issues and carry out related nursing care. Examples of nursing care include: assisting clients with daily hygiene care; moving, ambulating, and positioning clients; performing invasive procedures such as venipuncture and urinary catheterization; administering intravenous, intramuscular, subcutaneous, and oral medications; applying pressure to stop bleeding.
4. **BEHAVIORAL**—A candidate must have the emotional health required to maximize his/her intellectual abilities. A candidate must be able to tolerate physically demanding work loads and to function effectively during stressful situations. A candidates must be able to adapt to ever-changing environments which require flexibility, interaction skills, and ability to function in the case of uncertainty that is inherent in clinical situations involving clients. \*

(\*Adapted from Medical College of Georgia catalog )

A student is admitted to the nursing sequence of the various nursing programs at the beginning of different quarters. These quarters are as follows:

- a) On-campus two-year program—fall quarter.
- b) On-campus LPN to RN career mobility program—summerquarter.
- c) Off-campus two-year evening program—spring quarter.

Deadline dates for application to the nursing programs are as follows: a) on-campus two-year program: February 1; b) on-campus LPN to RN Career Mobility program: January 1; c) off-campus two-year program: November 1. Applications received after these dates will be considered only if vacancies remain.

Admission to the nursing program is academically competitive and will be based on academic qualifications. Minimum requirements for consideration for admission are as follows:

1. A minimum composite SAT score of 850 or a composite ACT score of 18-19 or a 2.3 college cumulative academic grade point average on a minimum of 30 quarter hours of general education courses to include BIO 211 and BIO 212. Courses must be applicable to the nursing curriculum.
2. A student who is not required to take the SAT or ACT by the College (a student who has been out of high school for five years or more) may elect

to take one of these tests in an effort to achieve the minimum score required for nursing or may elect to take the 30 quarter hours as described above.

3. A student must achieve the minimal scores required to exempt developmental studies. If scores are not met, all developmental courses must be successfully completed before the student is eligible for admission into the nursing program.
4. A candidate for the LPN to RN Career Mobility program must meet all of the above admission requirements plus the following additional requirements:
  - a. Hold current LPN licensure in the state of Georgia.
  - b. Have completed a minimum of 41 hours of general education courses including: BIO 211, BIO 212, MAT104 and PSY 101.
  - c. Have successfully passed the NLN Nursing Mobility Profile I Examination. The score on this examination is valid for two years.
5. A student applying for admission to the nursing program will be required to adhere to the admission regulations of the nursing program as stated in the College Catalog in effect at the time of admission.
6. In addition to the immunizations required for admission to the college, a student must be in the process of completing the HBV series of immunizations before they will be allowed to begin clinical laboratory. A student choosing not to take the HBV series must sign a disclaimer.
7. Each nursing student must have had a PPD skin test and/or chest x-ray within the year prior to entering the nursing program. The PPD skin test or chest x-ray must be updated annually until graduation.

### Academic Regulations

1. A licensed practical nurse may obtain credit for NUR 100 Fundamentals of Nursing by achieving a minimum score of 75 on a challenge examination. This examination must be taken prior to the beginning of NUR 100 in the fall quarter (on-campus program) and prior to the beginning of NUR 100 in the spring quarter (off-campus program).
2. A licensed practical nurse may obtain credit for NUR 100 Fundamentals of Nursing, NUR 101 Medical-Surgical Nursing I, and NUR 102 Psychiatric Nursing by successfully completing NUR 103 Transition to Associate Degree Nursing with a minimum course grade of 75 (C).
3. A student must achieve a minimum theory grade of 75, and a satisfactory grade in the clinical laboratory, nursing skills laboratory, and designated class activities in each nursing course in order to proceed in the nursing sequence.
4. A student must attain a grade of **C** or higher in the following general education courses: BIO 211, BIO 212, BIO 250, PSY 101, PSY 221 and SOC 105. A student must attain a grade of **B** or higher in MAT 104.
5. A student must score 100% on the Pharmacology Examination given in NUR 101, NUR 103, and NUR 201. If unsuccessful on the third attempt, the student may withdraw from the nursing course without penalty. If the student elects to remain in the course, he/she will receive a failing grade at the end of the quarter.
6. A student is required to take a National League for Nursing (NLN) Test in NUR 102, NUR 201, NUR 202 and NUR 204.



7. A student who has been unsuccessful in the nursing program and wishes to be readmitted must apply to the Division of Nursing for readmission three (3) months before the anticipated return to the nursing sequence and must have a minimum cumulative academic grade point average of 2.3. Individual readmission will be based on academic qualifications and availability of space.
8. The two year nursing sequence must be completed within four years from the beginning of the quarter in which NUR 100, Fundamentals of Nursing, is successfully completed. The LPN to RN Career Mobility program must be completed within three years from the beginning of the quarter in which NUR 103, Transition to Associate Degree Nursing, is successfully completed.
9. A student may repeat any given nursing course only once and may repeat a total of only two nursing courses during the completion of the two-year nursing sequence.
10. A student applying for readmission to the nursing program will be required to adhere to the readmission and academic regulations of the nursing program as stated in the College Catalog in effect at the time of readmission.
11. A student must maintain current American Heart Association Basic Cardiac Life Support (BCLS) certification and current malpractice insurance while enrolled in the nursing program. Proof of BCLS certification and malpractice insurance must be provided to the Division of Nursing office.
12. A student will be required to adhere to the Hepatitis B and HIV-AIDS policies as stated in the Division of Nursing Policy and Procedure Manual for Nursing students. The PPD skin test and/or chest x-ray must be updated annually until graduation.
13. A student must adhere to the policies and procedures as outlined in the Division of Nursing Policy and Procedure Manual for Nursing students.

### **Cost of the Program**

College fees are itemized in the College Catalog in the section on Expenses and Fees. Scholarships and loans are available to nursing students and are described in the College Catalog in the section on Financial Aid. In addition to the fees applicable to each student in the College, approximate costs for nursing students include the following:

1. Textbooks: \$400 for the first nursing course and \$150 or less for each subsequent nursing course.
2. Nurse Pack: \$80-\$100
3. Uniforms and Accessories: \$150
4. National League for Nursing Examinations: \$47
5. Malpractice Insurance: \$20 per year
6. Transportation to clinical agencies (Tifton and surrounding areas) must be arranged by each student
7. Membership in the Abraham Baldwin College Chapter of the Georgia Association of Nursing Students (GANS)-optional: \$35 per year
8. Graduate Nurse Pin (optional): \$50-150 depending upon selection
9. Hepatitis B vaccine (optional): \$90-150

## ADVISEE INFORMATION FOR NURSING STUDENTS

Questions have been raised regarding the following items. I have checked the catalog and with the Registrar and we hope this will help make this confusing issue less problematic..

NOTE           Catalog changes come into effect summer quarter.

*Students admitted under the 1992-94 catalog*

*Regular core classes including Speech 108*

*Chm 105 pre or coreq to A & P I*

*His 251 or His 252*

*One PE activity course for each quarter of full time enrollment up to six activity courses or an exemption on file to cover the activity courses*

*PED 100 not required.*

*Students admitted under the 1994-96 catalog*

*Regular core classes including Speech 108*

*Chm 105 pre or coreq to A&P I*

*His 251 or His 252*

NOTE

*Beginning Summer quarter 1994 all first time entering students must take PED 100 and 3 activity courses ( hours enrolled is no longer a consideration ). This includes evening and off-campus students.*

*Students admitted under the 1996-98 catalog*

*Regular core classes*

*Speech 108 no longer required*

*Chm 105 pre or coreq to A&P I*

*His 251 not His 252*

*PED 100 and 3 activity courses or an exemption on file to cover the activity courses*

*Beginning Fall 1998*

*Human Growth and Development - PSY 221 will be dropped from the list of core classes*

*Math 104 will also be dropped and Math Modeling will be the required math course*

*His 252 will be required for graduation*

*Chm 105 will not be required*

*No other classes will be changed*

*Please remember that with the History requirement we can ( and have ) signed waivers to accept either His 251 or His 252 for graduation.*

10. Georgia Board of Nursing application and NCLEX-RN: \$128 at completion of program

### Curriculum for LPN to RN Career Mobility Program

This program begins summer quarter of each year and is taught in Tifton during regular class hours.

<i>Courses</i>		<i>Fall Quarter</i>	<i>Hours</i>
BIO	211	Human Anatomy and Physiology I.....	5
PSY	101	Introduction to Psychology .....	5
CIS	110	Introduction to Word Processing .....	2

<i>Courses</i>		<i>Winter Quarter</i>	<i>Hours</i>
BIO	212	Human Anatomy and Physiology II .....	5
ENG	101	Composition and Rhetoric.....	5
PED	100	Health and Wellness .....	3

<i>Courses</i>		<i>Spring Quarter</i>	<i>Hours</i>
BIO	250	Principles of Microbiology .....	5
ENG	102	Composition and Literature .....	5
MAT	104	Mathematics for Health Professions .....	3

<i>Courses</i>		<i>Summer Quarter</i>	<i>Hours</i>
NUR	103	Transition to Associate Degree Nursing .....	10
SOC	105	Introduction to Sociology .....	5

<i>Courses</i>		<i>Fall Quarter</i>	<i>Hours</i>
NUR	201	Medical-Surgical Nursing II .....	10
PSY	221	Human Growth and Development .....	5

<i>Courses</i>		<i>Winter Quarter</i>	<i>Hours</i>
NUR	202	Maternal-Child Nursing.....	10
HIS	251	U. S. History I .....	5

<i>Courses</i>		<i>Spring Quarter</i>	<i>Hours</i>
NUR	204	Advanced Nursing.....	12
POL	201	American Government .....	5

**TOTAL 100**

Physical Education as required

NOTE: A student enrolling in Anatomy and Physiology at ABAC is required to have completed CHM 105 or an acceptable substitute. A student must enroll in three Physical Education courses or qualify for an exemption.

## Curriculum for On-Campus Nursing Program

This program begins in the fall quarter of each year and is taught in Tifton during regular class hours.

### Freshman Year

<i>Courses</i>		<i>Summer Quarter</i>	<i>Hours</i>
SOC	105	Introduction to Sociology .....	5
PSY	101	Introduction to Psychology .....	5
CIS	110	Introduction to Word Processing .....	2
PED	100	Health and Wellness .....	3

<i>Courses</i>		<i>Fall Quarter</i>	<i>Hours</i>
NUR	100	Fundamentals of Nursing I .....	7
BIO	211	Human Anatomy and Physiology I .....	5
MAT	104	Mathematics for Health Professions .....	3

<i>Courses</i>		<i>Winter Quarter</i>	<i>Hours</i>
NUR	101	Medical-Surgical Nursing I .....	7
BIO	212	Human Anatomy and Physiology II .....	5
ENG	101	Composition and Rhetoric .....	5

<i>Courses</i>		<i>Spring Quarter</i>	<i>Hours</i>
NUR	102	Psychiatric Nursing .....	7
BIO	250	Principles of Microbiology .....	5
ENG	102	Composition and Literature .....	5

<i>Courses</i>		<i>Fall Quarter</i>	<i>Hours</i>
NUR	201	Medical-Surgical Nursing II .....	10
PSY	221	Growth and Development .....	5

### Sophomore Year

<i>Courses</i>		<i>Winter Quarter</i>	<i>Hours</i>
NUR	202	Maternal-Child Nursing .....	10
HIS	251	U. S. History I. ....	5

<i>Courses</i>		<i>Spring Quarter</i>	<i>Hours</i>
NUR	204	Advanced Nursing .....	12
POL	201	American Government. ....	5

TOTAL 111

\* NOTE: A student enrolling in Anatomy and Physiology at ABAC is required to have completed CHM 105 or an acceptable substitute. A student must enroll in three Physical Education courses or qualify for an exemption.

## Curriculum for Off-Campus Nursing Program

This program begins in the spring quarter of each year and is taught in Valdosta at South Georgia Medical Center during evening hours. This degree plan includes core courses taught at Valdosta State University.

Courses		Fall Quarter	Hours
ENG 101		Composition and Rhetoric .....	5
BIO 101		Elements of Biological Science I .....	5
BIO 102		Elements of Biological Science Lab .....	
MAT 104		Mathematics for Health Professions .....	3

Courses		Winter Quarter	Hours
ENG 102		Composition and Literature .....	5
BIO 103		Elements of Biological Science II .....	5
BIO 104		Elements of Biological Science Lab .....	
PSY 250		General Psychology .....	5

Courses		Spring Quarter	Hours
NUR 100		Fundamentals of Nursing .....	7
BIO 265		Human Anatomy and Physiology I .....	5

Courses		Summer Quarter	Hours
NUR 101		Medical-Surgical Nursing I .....	7
BIO 266		Human Anatomy and Physiology II .....	5

Courses		Fall Quarter	Hours
NUR 102		Psychiatric Nursing .....	7
BIO 250		Microbiology .....	5

Courses		Winter Quarter	Hours
SOC 200		Introduction to Sociology .....	5
POS 200		American National Government .....	5
PED 100		Health and Wellness (at ABAC) .....	3

Courses		Spring Quarter	Hours
NUR 201		Medical-Surgical Nursing II .....	10
PSY 270		Developmental Psychology .....	5

Courses		Summer Quarter	Hours
NUR 202		Maternal-Child Nursing .....	10
HIS 200		U. S. History .....	5

Courses		Fall Quarter	Hours
NUR 204		Advanced Nursing .....	12
TOTAL			119

NOTE: A student enrolling in Anatomy and Physiology at ABAC is required to have completed CHM 105 or an acceptable substitute. A student enrolling in BIO 250 at VSU will be required to enroll in CHM 105 & 106. A student enrolling in BIO 250 at ABAC will not need any chemistry.

# The Division of Social Science

## CRIMINAL JUSTICE

### General

The Criminal Justice Curriculum is designed to prepare a student for careers in the criminal justice system. Courses taken in the two-year Associate Degree program have been designed to include courses in general education and to provide a minimum of 60 quarter hours in the specialized field of law enforcement.

The student who completes the curriculum listed below will receive the Associate of Applied Science degree in Criminal Justice.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
ENG	101	Composition and Rhetoric.....	5
MAT	102	Technical Mathematics (or higher) .....	5
ENG	102	Composition and Literature .....	5
SPC	108	Fundamentals of Speech.....	5
SOC	105	Introduction to Sociology <b>or</b> .....	
PSY	101	Introduction to Psychology .....	5

Select 5 of the following courses:

CRJ	100	Introduction to Criminal Justice .....	5
CRJ	110	Police Administration.....	5
CRJ	115	Introduction to Corrections.....	5
CRJ	120	Juvenile Delinquency .....	5
CRJ	125	Police Patrol and Services.....	10
CRJ	145	Traffic Crash Investigation.....	5
CRJ	155	Criminal Evidence and Procedures .....	5

Physical Education as required

**TOTAL 50-55**

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
HIS	251	United States History I .....	5
CRJ	200	Criminal Law I .....	5
CRJ	215	Criminal Law II .....	5
POL	201	American Government .....	5

Select 25 hours from the following:

CRJ	130	Firearms .....	5
CRJ	135	Police Field Services Program .....	5
CRJ	140	Defense Techniques.....	3
CRJ	150	Narcotics and Dangerous Substances .....	5
CRJ	160	Police Photography .....	2
CRJ	165	Homicide Investigation.....	3
CRJ	210	Juvenile Procedures .....	5
CRJ	220	Criminal Investigation .....	5
CRJ	225	Probation and Parole.....	5
CRJ	230	Police Role in Deviant Behavior .....	5
SOC	260	Social Problems.....	5

Physical Education as required

**TOTAL 45**

**GRAND TOTAL 95-100**

## Law Enforcement

The Criminal Justice—Law Enforcement curriculum is an ideal choice for the student intending to pursue employment in the area of law enforcement upon graduation. This curriculum is designed to meet the 11-week minimum curriculum standards as mandated by the Peace Officers Standards and Training Council of Georgia. A student completing this program will have met the minimum standards taught in the Basic Training Course for peace officer training and should be eligible for Georgia peace officer certification upon successful completion of the P.O.S.T. exit exam and for employment with a law enforcement agency.

The student who completes the curriculum listed below will receive the Associate of Applied Science degree in Criminal Justice—Law Enforcement.

<i>Courses</i>		<i>Freshman Year</i>	<i>Hours</i>
ENG	101	Composition and Rhetoric.....	5
ENG	102	Composition and Literature.....	5
MAT	102	Technical Mathematics (or higher).....	5
CRJ	100	Introduction to Criminal Justice.....	5
CRJ	130	Firearms.....	5
CRJ	140	Defense Techniques.....	3
CRJ	155	Criminal Evidence and Procedures.....	5
CRJ	200	Criminal Law I.....	5
CRJ	210	Juvenile Procedures.....	5
CRJ	215	Criminal Law II.....	5

Physical Education as required

TOTAL 48

<i>Courses</i>		<i>Sophomore Year</i>	<i>Hours</i>
SPC	108	Fundamentals of Speech.....	5
SOC	105	Introduction to Sociology <b>or</b>	
PSY	101	Introduction to Psychology.....	5
HIS	251	United States History I.....	5
POL	201	American Government.....	5
CRJ	110	Police Administration.....	5
CRJ	125	Police Patrol and Service.....	10
CRJ	135	Police Field Services Program <b>or</b>	
SOC	260	Social Problems.....	5
CRJ	145	Traffic Crash Investigation.....	5
CRJ	150	Narcotics and Dangerous Substances.....	5
CRJ	165	Homicide Investigation.....	3
CRJ	220	Criminal Investigation.....	5
CRJ	230	Police Role and Deviant Behavior.....	5

Physical Education as required

TOTAL 63

GRAND TOTAL 111



## HUMAN SERVICES TECHNOLOGY

### General

The Human Services program is designed to serve the following objectives:

1. To contribute to the enrichment of general education by helping a student know and understand social welfare needs, services, and issues.
2. To prepare a student for immediate employment in social welfare positions not requiring the bachelor's degree or graduate work in Human Services.
3. To prepare a student for immediate employment in one of the other human services occupations.

The Human Services curriculum is a seven quarter program with cooperative work experience being required as indicated. The student who completes the curriculum listed below will receive the Associate of Applied Science degree in Human Services.

<i>Courses</i>		<i>Hours</i>
BIO	107	Principles of Biology .....5
BIO	108	Principles of Biology .....5
HSR	101 and	
HSR	102 and	
HSR	103	Cooperative Work Experience .....15
ENG	101	Composition and Rhetoric .....5
ENG	102	Composition and Literature .....5
HUM	222	Western World Literature.....5
HIS	211-212	Western Civilization I-II or
HIS	251-252	United States History I and II.....10
MAT	102	Technical Mathematics or
MAT	105	Basic Ideas of Mathematics or
MAT	110	College Algebra .....5
POL	201	American Government.....5
PSY	101	Introduction to Psychology .....5
PSY	201	Introduction to Abnormal Behavior or
PSY	258	Psychology of Adjustment .....5
SOC	105	Introduction to Sociology.....5
SOC	115	Human Services and Social Policy.....5
SOC	260	Social Problems.....5
SOC	293	Family Relations .....5
PSY	221	Human Growth and Development or
CIS	100	Introduction to Computer Information Systems or
SOC	295	Behavioral Science Laboratory in Field Work .....5
SPC	108	Fundamentals of Speech.....5
GST	101	Introduction to Gender Studies .....3
Physical Education as required		
		TOTAL 103

## Children and Family Services Option

This curriculum is appropriate for a student wishing to prepare for work with young children in public nursery schools, day care centers, child-serving agencies, children's clinics and hospitals, and agencies dealing with family adjustment. The student who completes the curriculum listed below will receive an Associate of Applied Science degree in Human Services.

Courses	Hours
ENG 101	Composition and Rhetoric.....5
BBA 108	Business Communication or
ENG 102	Composition and Literature.....5
SPC 108	Fundamentals of Speech.....5
MAT 102	Technical Mathematics or
MAT 105	Basic Ideas of Mathematics or
MAT 110	College Algebra.....5
PSY 101	Introduction to Psychology.....5
SOC 105	Introduction to Sociology.....5
FCS 103	Child Care.....5
FCS 151	Wellness Nutrition.....5
FCS 211	Group Care of Young Children.....5
CIS 100	Introduction to Computer Information Systems.....5
HIS 251	United States History I.....5
POL 201	American Government.....5
PSY 221	Human Growth and Development or
SOC 295	Behavioral Science Laboratory in Field Work.....5
FCS 293	Family Relations or
SOC 293	Family Relations.....5
FCS 206	Internship.....5
GST 101	Introduction to Gender Studies.....3

Select 25 hours from the following:

BBA 100	Introduction to Business.....5
EDU 204	Introduction to Education.....5
FCS 212	Nursery School and Day Care Management.....5
FCS 220	Personal and Family Finance.....5
FCS 225	Professional Development.....5
FCS 115	Foods.....5
PSY 201	Introduction to Abnormal Behavior.....5
PSY 258	Psychology of Adjustment.....5
SOC 115	Human Services and Social Policy.....5
SOC 260	Social Problems.....5

25

Physical Education as required

TOTAL 103

## Social and Legal Services Option

This curriculum is appropriate for a student wishing to prepare for work with clients of all ages needing services from social work agencies or the criminal law system. The student who completes the curriculum listed below will receive an Associate of Applied Science degree in Human Services.

Courses		Hours
ENG	101	Composition and Rhetoric .....5
ENG	102	Composition and Literature.....5
SPC	108	Fundamentals of Speech .....5
MAT	105	Basic Ideas of Mathematics or
MAT	110	College Algebra .....5
PSY	101	Introduction to Psychology.....5
SOC	105	Introduction to Sociology.....5
CRJ	100	Introduction to Criminal Justice .....5
SOC	115	Human Services and Social Policy.....5
CIS	100	Introduction to Computer Information Systems.....5
HIS	251	United States History I.....5
POL	201	American Government.....5
PSY	221	Human Growth and Development.....5
SOC	295	Behavioral Science Lab/Field Work .....5
SOC/FCS	293	Family Relations.....5
GST	101	Gender Studies.....3
		TOTAL 73

Select 25 hours from the following :

CRJ	115	Introduction to Corrections.....5
CRJ	210	Juvenile Procedures .....5
PSY	258	Psychology of Adjustment .....5
CRJ	135	Police Field Services Program .....5
PSY	201	Abnormal Behavior.....5
CRJ	120	Juvenile Delinquency .....5
SOC	260	Social Problems .....5
CRJ	200	Criminal Law.....5
CRJ	225	Probation and Parole.....5

25

Physical Education as required

GRAND TOTAL 98

# Cooperative Degree Program Abraham Baldwin College and Ben-Hill Irwin Technical Institute

Accounting  
Advanced Air Conditioning Technology  
Advanced Telecommunications Technology  
Business and Office Technology  
Culinary Arts  
Industrial Maintenance Technology  
Information and Office Technology  
Machine Tool Technology  
Practical Nursing and Medical Assisting  
Telecommunications

Under a cooperative arrangement with the Ben Hill-Irwin Technical Institute, Abraham Baldwin offers a joint program leading to the Associate of Applied Science degree in the seven areas listed above. These programs educate a student in areas leading to immediate employment.

The technical component of these joint programs is completed at Ben Hill-Irwin Tech's campus in Fitzgerald. These courses of study typically require four to eight academic quarters of work and range from 1248 to 2496 hours of classroom instruction. In addition, the following academic courses are taught at Ben Hill-Irwin Tech by regular Abraham Baldwin faculty. A student who completes one of the ten programs at Ben Hill-Irwin Tech listed above, the 35 hours listed below, and other graduation requirements (developmental studies,) listed elsewhere in this catalog will receive the Associate of Applied Science degree from Abraham Baldwin College.

1. Developmental Studies as required
2. Career Core Curriculum required:

CLASS		HOURS
ENG	101 Composition and Rhetoric.....	5
HIS	251 United States History I .....	5
POL	201 American Government .....	5
Five hours from the following .....		5
MAT	105 Basic Ideas of Mathematics	
MAT	110 College Algebra	
Five hours from the following .....		5
PSC	101 Survey of Physics	
PSC	102 Survey of Chemistry	
BIO	103 Principles of Biology	
CHM	121 Inorganic Chemistry	

Ten hours from the following.....10

ENG	102	Composition and Literature
SPC	108	Fundamentals of Speech
PSY	101	Introduction to Psychology
SOC	105	Introduction to Sociology
ECN	105	Macro-economics
HIS	252	Unites States History II
CIS	100	Introduction to Computer Information Systems

3. Block transfer credit for successful completion of an approved technical program with Ben Hill-Irwin Tech .....55

**TOTAL FOR DEGREE 90 HRS**

REGENTS' EXAMINATION REQUIRED

## Cooperative Degree Program Abraham Baldwin College and Moultrie Area Technical Institute

Accounting	Electronics Technology
Advanced Air Conditioning Technology	Drafting
Advanced Drafting	Heavy Equipment Mechanic
Advanced Drafting and Design	Industrial Maintenance Technology
Advanced Machine Tool Technology	Information and Office Technology
Air Conditioning Technology	Marketing Management
Automotive Collision Repair	Masonry
Automotive Technology	Medical Assisting
Business and Office Technology	<del>Medical Laboratory Technology</del>
Cabinet Making	Microcomputer Specialist
Commercial Carpentry	Radiologic Technology
Computer Programming	Residential Carpentry
	Plumbing
	Practical Nursing

Under a cooperative arrangement with the Moultrie Area Technical Institute, Abraham Baldwin offers a joint program leading to the Associate of Applied Science degree in the twelve areas listed above. These programs educate a student in areas leading to immediate employment.

The technical component of these joint programs is completed at Moultrie Tech's campus in Moultrie. These courses of study typically require four to eight academic quarters of work, and range from 1248 to 2496 hours of classroom instruction. In addition, the following academic courses are taught at the Moultrie-Colquitt County Library or Moultrie Tech by regular Abraham Baldwin faculty. A student who completes one of the twenty-six programs at Moultrie Area Technical Institute listed above, the 35 hours listed below, and other graduation requirements (developmental studies) listed elsewhere in this catalog will receive the Associate of Applied Science degree from Abraham Baldwin.

1. Developmental Studies as required
2. Career Core Curriculum required:

CLASS	HOURS
ENG 101 Composition and Rhetoric.....	5
HIS 251 United States History I .....	5
POL 201 American Government .....	5

Five hours from the following .....5

MAT 105 Basic Ideas of Mathematics

MAT 110 College Algebra

Five hours from the following .....5

PSC 101 Survey of Physics

PSC 102 Survey of Chemistry

BIO 103 Principles of Biology

CHM 121 Inorganic Chemistry

Ten hours from the following .....10

ENG 102 Composition and Literature

SPC 108 Fundamentals of Speech

PSY 101 Introduction to Psychology

SOC 105 Introduction to Sociology

ECN 105 Macro-economics

HIS 252 Unites States History II

CIS 100 Introduction to Computer Information Systems

3. Block Transfer Credit for successful completion of an approved technical program with Moultrie Tech .....55

**TOTAL FOR DEGREE 90 HRS**

REGENTS' EXAMINATION REQUIRED



# Description of Courses



**ABA 100 KEYBOARDING AND DOCUMENT FORMATTING:** 5 hours. An introductory course focusing on developing basic touch keyboarding skills. Emphasis is placed on basic operating techniques, as well as skill, speed and accuracy. Business writing, editing and formatting skills are also covered. As needed

**ABA 200 AUTOMATED ACCOUNTING:** 2 hours. Prerequisite: BBA 110 with a grade of C or better. A microcomputer user-oriented course that provides practical experience with automated accounting software covering the general ledger, accounts payable, accounts receivable, payroll, inventory control and related topics. As needed

**ABA 205 BUSINESS PROBLEMS:** 5 hours. Prerequisite: A score of 60 or higher on the Basic Skills Exam or MAT 098. The course covers the use of electronic calculators in solving business problems. Some topics are percentages, interest, markup, bank reconciliation, payroll, taxes, commissions, proration, financial statement analysis, depreciation and depletion of assets. Winter

**ABA 230 INCOME TAX:** 5 hours. Interpretation of federal and state income tax with practice materials requiring application of these laws to the return of individuals and companies. Winter

**AEC 150 FARM ORGANIZATION AND MANAGEMENT:** 5 hours. Five discussions. A study of farm management with major emphasis upon decision-making and efficient use of farm resources. Fall

**AEC 258 AGRICULTURAL ECONOMICS:** 5 hours. Five discussions. A study of the economic principles of Agricultural Economics and the application of these principles to the solution of agricultural and farm business problems. Winter, Summer

**AEC 260 AGRICULTURAL MARKETING:** 5 hours. Five discussions. A technical course of marketing methods, practices and policies in agriculture. Practical management applications are emphasized. Spring

**AEN 109 ENGINEERING GRAPHICS:** 5 hours. Use of drawing instruments, lettering, detailing, orthographic and pictorial methods of presentation; and the representation of geometrical magnitudes by means of points, lines, planes and solids and their application in the solution of problems. Fall

**AEN 110 FARM MACHINERY AND EQUIPMENT:** 5 hours. Three discussions and two laboratory periods. The study of basic farm machinery including the assembly, operation, repair and care of machinery used on the farms. Actual field operation. Fall, Spring

**AEN 113 POWER EQUIPMENT:** 5 hours. Three one-hour lectures and two two-hour laboratory periods. This course covers operation and maintenance of various equipment used in agricultural and forest production. Fall, Winter, Spring, Summer

— **AEN 114 TURFGRASS EQUIPMENT:** 5 hours. Three discussions and two two-hour laboratory periods. A study of the operation and maintenance of power equipment used in golf course and recreational park construction and maintenance. Topics include assembling, operating, servicing, welding, hydraulics, lapping and grinding, and small engine management. Winter, Summer, as needed

**AEN 120 PRINCIPLES OF ENGINES:** 5 hours. This course covers the theory of engines along with practical application of power units and the associated components. Winter

**AEN 121 ENGINEERING MEASUREMENTS:** 3 hours. Three two-hour laboratory periods. Prerequisites: MAT 111 and AEN 109. Surveying methods, instruments and computations related to field problems in taping, leveling, directions, curves, and land surveying. Spring

**AEN 200 AGRICULTURAL EQUIPMENT PROJECTS:** 5 hours. A conference and practical experience course directed toward the Agricultural Equipment Technology student. A project selected by the student and his advisor will form the basis of this course. Fall, Winter, Spring, Summer

**AEN 207 METAL TECHNOLOGY:** 5 hours. Two discussions and three two-hour laboratory periods. Development of basic understanding and skill in metal work; selection, care, and use of materials, hand tools, and power equipment; cold and hot metal work; gas and arc welding; plumbing; soldering; surface finishing; and service centers. Winter

**AEN 210 SURVEYING:** 5 hours. Five two-hour periods. Prerequisite: MAT 111. Surveying methods, instruments, and computations related to field problems in taping, leveling, directions, curves, and land surveying. Fall, Winter, Spring

**AEN 213 PRINCIPLES OF HYDRAULICS:** 5 hours. Three one-hour discussions and two two-hour laboratory periods. This course covers the hydraulic theory of transmission of power. Analysis of hydraulic systems by mathematical means and testing. Fall

**AEN 220 DRAINAGE, IRRIGATION AND EROSION CONTROL:** 5 hours. Four lectures and one laboratory period. The course includes many of the practical aspects and field techniques of soil and water conservation with emphasis in those aspects important in Georgia. A study is made of the nature of the erosion processes and the need for conservation practices. Design and construction of terraces, waterways, drainage systems, irrigating systems and farm ponds are covered. Spring

**AEN 269 INTERNSHIP:** 15 hours. Prerequisite: AEN 130. For students in Agricultural Equipment Technology. As needed

**AEN 280 FARM ELECTRIFICATION:** 5 hours. Three one-hour discussions and two two-hour laboratory periods. This course covers basic A-C electrical principles along with some elementary design. It also covers D-C systems as used on mobile equipment. Spring

**AES 101 THE UNITED STATES AIR FORCE AND OFFICERSHIP:** 1 hour. Introduction to the history, mission, organization, and doctrine of the United States Air Force. Includes military customs and courtesies, communication, officership, and Air Force specialties. Fall, even years

**AES 102 AIR FORCE COMMANDS:** 1 hour. A study of the various specific, unified, and joint commands which make up the structure of the Air Force. Focuses upon the mission, organization, capabilities, and weapon systems of each. Winter, odd years

**AES 103 THE AIR FORCE TODAY:** 1 hour. Introduction to flight, geopolitics, the military balance, and terrorism. Survey of relations with other branches of the Armed Services. Spring, odd years.

**AES 201 GROWTH OF AIR POWER:** 1 hour. Traces the events and elements in the history of air power that provided a significant impact on U.S. strategy. Fall, odd years

**AES 202 CONCEPTS OF AIR POWER:** 1 hour. Traces the development of concepts for the employment of air power to support national objectives. Winter, even years.

**AES 203 AIR POWER TECHNOLOGY:** 1 hour. Focus upon factors which prompted research and technological change to improve the effectiveness of air power. Spring, even years.

**AGP 125 FUNDAMENTALS OF PLANT PROTECTION:** 5 hours. Four lectures and one two-hour laboratory period. A combined course embracing the principles of insect disease and weed control in the production of field and horticultural crops with special emphasis upon practical applications and methods of control. Fall, Winter, Spring

**AGR 200 AGRICULTURAL PROJECTS:** 5 hours. A conference and practical-experience course directed to the technology student. A project selected by the student and advisor will form the basis of this course. Individual and group problems related to projects will be discussed. Fall, Winter, Spring, Summer

**AGR 201 SPECIAL PROBLEMS IN AGRICULTURE:** 3 hours. The course will be conducted in informal manner with no regularly scheduled classes. Assignments and work will depend upon project and staff member involved. A written report will be required. Objectives are to the student an opportunity to become acquainted with research and problem solving in all areas of agriculture and to give each student an opportunity to broaden his education by working with outstanding researchers in his primary areas of interest. As needed

**AGR 202, 203, 204 INTERNSHIP:** 5 hours each. For students in Agriculture and Horticulture Technology desiring to enroll for 5 hours credit in one quarter. As needed

**AGR 205 INTERNSHIP:** 10 hours. For students in Agriculture and Horticulture Technology desiring to enroll for 10 hours credit in one quarter. As needed

**AGR 206 INTERNSHIP:** 15 hours. For students in Agribusiness Option of the Agricultural Technology program.

**AGR 207 INTERNSHIP:** 15 hours. For students in Crop Production Option of the Agricultural Technology program.

**AGR 208 INTERNSHIP:** 15 hours. For students in Livestock Production Option of the Agricultural Technology program.

**AGY 110 FORAGE CROPS AND PASTURES:** 5 hours. Four discussions and one two-hour laboratory period. Designed to study in greater detail those crops pertaining to livestock farming. Special emphasis to be given to grasses and grain crops emphasizing kinds of seed, fertilizer treatment, land preparation and expected returns. Fall

**AGY 201 PLANT SCIENCE:** 5 hours. Prerequisite: BIO 107. Four discussions and one two-hour laboratory period. Basic introductory course designed to familiarize students interested in agriculture with some of the basic principles and theories involved in field crop production. Spring

✓ **AGY 220 SOILS AND FERTILIZERS:** 5 hours. Four classroom presentations and one two-hour laboratory per week. Subject matter designed to complement and support course work in Agri-Science Technology, Agri-Business Technology, Agricultural and Industrial Equipment Technology, and Environmental Horticulture Technology Programs. Special emphasis on the practical approach to soils properties and nutrient requirements relating to the growth of agricultural plants rather than the scientific considerations of chemical and physical aspects of soils necessary for transfer course credit to senior colleges and universities. Fall, Winter, Spring

**AGY 230 FIELD CROP PRODUCTION:** 5 hours. Four discussions and one two-hour laboratory period. Basic course designed to familiarize students interested in agriculture with some of the basic principles and theories involved in field crop production. Study of major field crops of Georgia with special study on varieties, adaptation, fertilizer, rate of seeding, spacing; cultivation, disease and insect control, harvesting and marketing. Fall

**AHY 101 INTRODUCTION TO ANIMAL SCIENCE:** 5 hours. Four discussions and one two-hour laboratory period. A study of basic principles of animal genetics, selection, nutrition, growth, reproduction and lactation. Economic importance of livestock and poultry are emphasized. Winter

**AHY 110 LIVESTOCK EVALUATION AND SELECTION:** 5 hours. Prerequisite: A grade of C or better in AHY 101 or AHY 115. Four discussions and one two-hour laboratory period. Evaluation of livestock for carcass composition and selection for the breeding herd. Emphasis on cattle, swine, and sheep. Winter

**AHY 115 LIVESTOCK PRODUCTION:** 5 hours. Introductory course in animal husbandry designed to acquaint the student with fundamental problems of livestock, its place in farming emphasis on marketing requirements, marketing methods, processing, feeding, management and breeding. Fall

✓ **AHY 120 HERD HEALTH:** 5 hours. Prerequisite: A grade of C or better in AHY 115. An introductory study of the more common infectious and non-infectious diseases affecting farm livestock. Emphasis is upon disease, disease prevention and development of herd health programs. Winter

✓ **AHY 125 INTRODUCTION TO POULTRY SCIENCE:** 5 hours. Prerequisite: AHY 101 or AHY 115. Four lectures and one two-hour laboratory. An introductory course designed to cover the basics of the poultry industry including breeds, basic nutrition, and the biology of domestic fowl and the application of these factors to the poultry industry. Winter

✓ **AHY 203 ELEMENTS OF DAIRYING:** 5 hours. Prerequisite: A grade of C or better in AHY 101 or AHY 115. Four discussions and one laboratory period. An elementary course dealing with dairying and its relation to agriculture as well as problems and opportunities of dairying in Georgia. A study of the types of dairy production and how this production fits into various farming types in Georgia. Spring

✓ **AHY 205 BEEF CATTLE PRODUCTION:** 5 hours. Prerequisite: A grade of C or better in AHY 101 or AHY 115. Four discussions and one two-hour laboratory period. A study in breeding, feeding, and managing of beef cattle. Spring

✓ **AHY 210 SWINE PRODUCTION:** 5 hours. Prerequisite: A grade of C or better in AHY 101 or AHY 115. Four discussions and one two-hour laboratory period. A study in breeding, feeding, and managing swine. Fall

✓ **AHY 215 FEEDING FARM ANIMALS:** 5 hours. Prerequisites: A grade of C or better in AHY 115 or AHY 101 and MAT 102. Four discussions and one two-hour laboratory period. General course in livestock feeding and management with emphasis on nutrients and feedstuffs. Fall

✓ **AHY 220 HORSE PRODUCTION:** 5 hours. Prerequisite: A grade of C or better in AHY 101 or AHY 115. Four discussions and one two-hour laboratory period. A general introductory course which covers the basics of the horse industry such as breeds, selection, form-to-function, care and management, soundness, health, reproduction, feeding and facilities. Spring odd years

✓ **AHY 225 REPRODUCTION OF LIVESTOCK:** 5 hours. Prerequisites: A grade of C or better in AHY 101 or AHY 115 plus AHY 120 and at least one production course. Four discussions and one two-hour laboratory period. A study of anatomy and physiology of reproduction, mating systems, and breeding techniques. Spring

- ✓ **AHY 228 POULTRY PRODUCTION AND MANAGEMENT:** 5 hours. Prerequisite: AHY 125 or permission of instructor. Four lectures and one two-hour laboratory. A study of the production and management practices used in the production of poultry meat and eggs. Spring
- ✓ **ART 120 ART STRUCTURE:** 5 hours. Prerequisites: Five periods each week involving audiovisual lectures and laboratory applications. An elementary course teaching problems of design and an introduction to two-dimensional materials and techniques. Required for all art majors. Winter, as needed
- ✓ **ART 130 ART STRUCTURE:** 5 hours. Five periods each week involving audiovisual lectures and laboratory applications. An elementary course in two and three dimensional design and an exploration of visual art media. Recommended for non-art and art students. Fall, as needed
- ✓ **ART 211 ART HISTORY SURVEY I:** 5 hours. A survey of world art from prehistoric through medieval times. The formal characteristics of the painting, sculpture, architecture, and some of the minor arts will be analyzed in their stylistic and symbolic development which will be discussed in relation to the changing cultural backgrounds. Spring
- ✓ **ART 213 ART APPRECIATION:** 5 hours. Five recitations each week. Presented as an introduction to the basic knowledge necessary for understanding and appreciating the visual arts. A study of outstanding examples of painting, sculpture, and the related arts. Fall, Spring, Summer
- ✓ **ART 216 DRAWING AND PAINTING:** 3 hours. Prerequisites: ART 120 and ART 130 or permission of the instructor. One lecture and four laboratory periods each week. Beginning course in drawing and painting involving experimental studio problems based on the figure and natural forms. Various media including charcoal, pen and ink, tempera and acrylics will be used. Winter
- ✓ **ART 217 DRAWING AND PAINTING:** 2 hours. Prerequisite: ART 216. Continuation of ART 216. Five laboratory periods each week. Problems associated with abstract and non-representational art and experimental techniques. Winter
- ✓ **ART 240 CERAMICS:** 5 hours. An introduction to the materials and processes used in designing, constructing, glazing, and firing earthenware and stoneware clays. Emphasis will be placed upon hand-built rather than wheel-thrown pottery. Spring, as needed
- ✓ **ART 241 CERAMICS II:** 5 hours. Prerequisite: ART 240 with a grade C or better. Advanced study in ceramics. A continuation of ART 240. As needed
- ✓ **ART 242 CERAMICS III:** 5 hours. Prerequisite: ART 241 with grade C or better. Advanced study in ceramics. A continuation of ART 241. As needed
- ✓ **BBA 100 INTRODUCTION TO BUSINESS:** 5 hours. Basic principles of management, ownership, accounting, marketing, transportation, personal finance, insurance, law and international trade, as they affect the operation of American business and industry. Fall, Winter, Spring
- ✓ **BBA 108 BUSINESS COMMUNICATIONS:** 5 hours. Prerequisite: ENG 101 with a grade of C or better. A study of effective oral and written communication in business using the human relations approach. Includes the study of the fundamental principles and standard practices in effective business letters and reports, and their application to the creation of original letters and reports. Fall, Winter, Spring
- ✓ **BBA 110 PRINCIPLES OF ACCOUNTING I:** 5 hours. An introduction to the fundamental principles of accounting; analysis of business transactions; completion of the accounting cycle; preparation of various business forms and statements; construction and interpretation of financial statements and reports; receivables, payables, and inventories; deferrals, accruals, and long-lived assets; accounting systems; accounting concepts of competition. Fall, Winter, Spring, Summer
- ✓ **BBA 111 PRINCIPLES OF ACCOUNTING II:** 5 hours. Prerequisite: BBA 110 with C grade or better. Applications of accounting principles to problems of business; partnerships and corporations; control accounting of departments and branches, manufacturing cost systems; standard cost systems, decision making in regard to taxes, cost and revenue relationships for management; funds statement and cash flow; financial statement analysis. Fall, Winter, Spring, Summer
- ✓ **BBA 210 THE LEGAL ENVIRONMENT OF BUSINESS:** 5 hours. A study of Constitutional Law, Administrative Law, Antitrust Law, Securities Regulation, the Law of Employment, Labor Law, Environmental Law, Consumer Protection, Jurisprudence, the legal process, regulation of competition. As needed
- ✓ **BBA 270 BUSINESS LAW:** 5 hours. A general study of law and its relationship to business. Special emphasis is upon the Law of Contracts as related to sales, property, negotiable instruments, and business organization. Fall, Spring

- ✓ **BIO 103 PRINCIPLES OF BIOLOGY:** 5 hours. Five lectures and one two-hour laboratory period. An introduction to biology intended for non-science majors. General topics to be covered include cell structure and function, cell division, evolution, plant and animal energy pathways, genetics, and diversity of viruses and bacteria. This course is intended for non-science majors only. Fall, Winter, Spring, Summer
- ✓ **BIO 104 PRINCIPLES OF BIOLOGY:** 5 hours. Prerequisite: BIO 103. Five lectures and one two-hour laboratory period. A continuation of BIO 103. General topics to be covered include plant and animal classification, structure and function of major plant and animal systems, genetics, and ecology. This course is intended for non-science majors only. Fall, Winter, Spring, Summer
- ✓ **BIO 107 GENERAL BIOLOGY:** 5 hours. Five lectures and one two-hour laboratory period. An integrated introduction to modern biology from atomic particles to ecology. General topics to be considered include chemical, molecular and cellular basis of life, photosynthesis, cell metabolism, energy and division, genetics. **For science majors.** Fall, Winter, Spring, Summer
- ✓ **BIO 108 GENERAL BIOLOGY:** 5 hours. Prerequisite: BIO 107. Four lectures, one two-hour laboratory. A continuation of BIO 107. General topics to be considered include evolution, reproduction, regulation of the internal environment, responsiveness and coordination. **For science majors.** Fall, Winter, Spring, Summer
- ✓ **BIO 211 HUMAN ANATOMY AND PHYSIOLOGY:** 5 hours. Prerequisite: Concurrent enrollment in CHM 105 or successful completion of BIO 107-108. Four lectures and one three-hour laboratory period. A detailed, integrated study of the structure and function of the human body including study of the cell; tissues; and the integumentary, skeletal, muscular, nervous, and endocrine systems. Fall, Winter, Spring, Summer as needed
- ✓ **BIO 212 HUMAN ANATOMY AND PHYSIOLOGY:** 5 hours. Prerequisite: BIO 211. Four lectures and one three-hour laboratory period. A continuation of BIO 211 including study of the cardiovascular, lymphatic, respiratory, digestive, urinary, and reproductive systems. Winter, Spring, Summer as needed
- ✓ **BIO 226 VERTEBRATE ZOOLOGY:** 5 hours. Prerequisite: BIO 108 or BIO 212 with a grade of C or better. Three lectures and two three-hour laboratory periods. A study of the classification, evolution, development, structure and function, and life histories of vertebrate animals. Spring
- ✓ **BIO 250 PRINCIPLES OF MICROBIOLOGY:** 5 hours. Prerequisite: BIO 107 or BIO 211. Four lectures, one two-hour laboratory period and one one-hour laboratory. A study of the basic micro-organism including pathogens, culturing, methods of staining, disinfection, and disease. Spring, as needed
- ✓ **CHM 105 CHEMISTRY FOR THE HEALTH SCIENCES:** 3 hours. An introductory course in chemistry beginning with basic concepts and extending through chemical reactions, acids and bases, organic functional groups, large organic molecules, and cellular metabolism. Three lecture demonstrations per week. As needed
- ✓ **CHM 121 INORGANIC CHEMISTRY:** 5 hours. Four one-hour discussions and one three-hour laboratory period. A general course in the chemistry including dimensional analysis, atomic and molecular structures, chemical and physical properties and gas laws. Fall, Winter, Spring, Summer
- ✓ **CHM 122 INORGANIC CHEMISTRY:** 5 hours. Prerequisite: CHM 121. Four one-hour discussions and one three-hour laboratory period. Continuation of CHM 121 including thermodynamics, kinetics, equilibrium and descriptive chemistry. Fall, Winter, Spring, Summer
- ✓ **CHM 123 QUALITATIVE INORGANIC ANALYSIS:** 5 hours. Prerequisite: CHM 122. Two lectures and three three-hour laboratory periods. The fundamental theories of qualitative analysis and analysis of common cations and anions by semi-micro methods. Spring
- ✓ **CHM 240 FUNDAMENTAL ORGANIC CHEMISTRY:** 5 hours. Prerequisite: CHM 122 with a grade of C or better. Four lecture periods and one three-hour laboratory period. This course is designed for a pre-professional student required to take biochemistry in the professional curricula. Includes basic descriptive phases of both aliphatic and cyclic compounds. Fall, Winter if needed
- ✓ **CHM 241 FUNDAMENTAL ORGANIC CHEMISTRY:** 5 hours. Prerequisite: CHM 240 with a grade of C or better. This course is a continuation of CHM 240. Winter, Spring if needed
- ✓ **CHM 261 ORGANIC CHEMISTRY:** 5 hours. Prerequisite: CHM 121. Four one-hour discussions and one three-hour laboratory period. A brief terminal integrated discussion of introductory organic chemistry with materials of special interest to a student of agriculture, home economics, forestry, and nursing. Spring, Winter if needed



- ✓ **CIS 100 INTRODUCTION TO COMPUTER INFORMATION SYSTEMS:** 5 hours. An introduction into computer concepts, terminology, and data networks with an emphasis on microcomputer software application programs. A student will utilize a variety of application software including, but not limited to, word processing, spreadsheet, and database management programs. Fall, Winter, Spring, Summer
- ✓ **CIS 105 INTRODUCTION TO MICROCOMPUTER OPERATING SYSTEMS:** 5 hours. Prerequisite: A basic knowledge of computer applications. This course is designed for the student who has a very basic knowledge of computer applications yet needs to develop a more thorough understanding of microcomputer operating systems and commands. DOS functions and uses of the operating system will be covered. IBM compatible computers will be used to provide instruction using various operating systems such as Windows and DOS. As needed
- ✓ **CIS 110 INTRODUCTION TO WORD PROCESSING:** 2 hours. An introductory microcomputer class focusing on developing basic word processing skills using WordPerfect. The course will cover creating, saving, retrieving and basic formatting of documents to include setting margins, line spacing, page numbering, boldfacing, underlining, text aligning and spell checking. This class is suggested for all first-time entering students. Fall, Winter, Spring, Summer
- ✓ **CIS 120 INTRODUCTION TO MICROCOMPUTER PROGRAMMING:** 5 hours. Prerequisite: CIS 100 with a grade of C or better or consent of instructor. A programming course using the BASIC language will be taught on the microcomputer. Emphasis will be on the logic programming to include structured programming concepts and modular program design. BASIC language concepts included will be input/output operations, control statements, looping, decisions, functions, arrays, and file processing. Winter quarter odd years, as needed
- ✓ **CIS 150 COMPUTER NETWORKS AND DATA COMMUNICATIONS:** 5 hours. An introductory course in the concepts and terminology related to computer networks and data communications with an emphasis on communications requirements and compatibility. Topics covered include connectivity, protocols, topologies, network strategy, and administration.
- ✓ **CIS 200 MICROCOMPUTER OFFICE AUTOMATION:** 5 hours. Prerequisite: CIS 100 with a grade of C or better or consent of the instructor. A user-oriented course that provides an introduction to telecommunications, presentation graphics, electronic mail, desktop publishing, and local area networks. The course will provide practical experience in performing various business applications which require the use of telecommunications software, presentation graphics software, electronic mail, and desktop publishing software. Fall quarter even years
- ✓ **CIS 211 MICROCOMPUTER SPREADSHEET APPLICATIONS:** 5 hours. Prerequisite: CIS 100 with a C or better or a working knowledge of an electronic spreadsheet. A "hands-on" microcomputer course covering the use of an electronic spreadsheet package. All basic commands will be covered including graphics, data tables, data management, macros, labels, ranges, if statements, plus an introduction to spreadsheets in Windows. As needed
- ✓ **CIS 220 WORD PROCESSING—WORD PERFECT:** 5 hours. Prerequisite: CIS 100 with a C or better or a working knowledge of WordPerfect. An intermediate to advanced class in WordPerfect covering the basic functions of creating, printing and saving documents advancing to merging documents, tables, macros, graphics, desktop publishing, advanced tab settings, plus an introduction to WordPerfect in Windows. As needed
- ✓ **CIS 222 COBOL:** 5 hours. Prerequisite: CIS 100 with a grade of C or better. An introduction to the COBOL programming language, including solving a wide variety of business problems using COBOL programming. Winter quarter odd years
- ✓ **CIS 224 DATA BASE MANAGEMENT:** 5 hours. Data storage media, file organization and manipulation techniques using sequential, indexed, and direct files. Use of a query language. Winter quarter odd years
- ✓ **CIS 230 "C" PROGRAMMING LANGUAGE:** 5 hours. Prerequisite: CIS 100 with a grade of C or better. This course provides a thorough introduction to algorithms, programs and programming methodology using "C" Program Language. As needed
- ✓ **CRJ 100 INTRODUCTION TO CRIMINAL JUSTICE:** 5 hours. An examination of the structure, functions, and decision processes of agencies that deal with the management and control of crime and criminal offenders—the police, courts, and corrections. Fall
- ✓ **CRJ 110 POLICE ADMINISTRATION:** 5 hours. An examination of the principles of organization, administration and functions of police departments. An evaluation of correctional facilities and programs; survey of career opportunities. Winter

- ✓ **CRJ 115 INTRODUCTION TO CORRECTIONS:** 5 hours. Philosophical and historical background of corrections; European antecedents and the American evolution of correctional facilities and programs; survey of career opportunities. Winter
- ✓ **CRJ 120 JUVENILE DELINQUENCY:** 5 hours. The development of delinquent and criminal behavior; initial handling and proper referrals, preventive police techniques, and special police problems with juveniles. Spring
- ✓ **CRJ 125 POLICE PATROL AND SERVICES:** 10 hours. Organization, administration, and supervision of the patrol function. Responsibilities, techniques, and methods of police patrol. Various services and public assistance offered by police organizations. Spring (2 hr. lab)
- ✓ **CRJ 130 FIREARMS:** 5 hours. An introduction to the rules of safety and operation of the handgun. A joining of classroom lecture and range firing to instruct the student in the fundamentals of basic marksmanship. Open to all students. Required for Criminal Justice students under the Career Program. As needed. (2 hr. lab)
- ✓ **CRJ 135 POLICE FIELD SERVICES PROGRAM:** 5 hours. Prerequisites: CRJ 100, CRJ 115. Closed to in-service police officers. Provides supervised observation and participation in uniform patrol duty, investigation, communications, records, correction, or crime laboratory work. This course, which bridges the gap between theory and practice, requires twenty-four (24) hours of field work experience and a two hour seminar per week. As needed
- ✓ **CRJ 140 DEFENSE TECHNIQUES:** 3 hours. Designed to acquaint the in-service and pre-service Criminal Justice student with the necessary defensive and offensive physical processes needed in self protection and fulfilling an arrest. Open to all students. As needed.
- ✓ **CRJ 145 TRAFFIC CRASH INVESTIGATION:** 5 hours. This is a study of the principles of traffic safety and design. It is also an in-depth study of traffic crash investigation regarding techniques and methods, reconstruction, witness interviewing, photography, obtaining evidence for prosecution, and follow-up enforcement. (2 hr. lab). As needed.
- ✓ **CRJ 150 NARCOTICS AND DANGEROUS SUBSTANCES:** 5 hours. This is an introduction into the characteristics, effects, and history of selected narcotics and drugs. This course will examine the drug abuse problem as well as drug identification and abuse prevention. As needed.
- ✓ **CRJ 155 CRIMINAL EVIDENCE AND PROCEDURES:** 5 hours. The course will offer constitutional procedural considerations affecting arrest, search and seizure, post conviction treatment, origin, development, philosophy, constitutional basis of evidence, kinds and degrees of evidence, rules governing admissibility, judicial decisions, and interpreting individual rights and case studies. As needed.
- ✓ **CRJ 160 POLICE PHOTOGRAPHY:** 2 hours. The course will include an introduction into the photographic processes and their use in the police and fire service and instruction concerning basic camera usage as well as specific crime detection techniques. As needed.
- ✓ **CRJ 165 HOMICIDE INVESTIGATION:** 3 hours. The student will examine techniques and methods used in the medicolegal investigation of death due to specific causes. The course will explore such topics as death by asphyxiation, gunshot wounds, poisoning and others. As needed.
- ✓ **CRJ 200 CRIMINAL LAW:** 5 hours. A study of the definition and classification of crimes. The course gives consideration to criminal intent, acts of omission and commission, offenses against the person and property. The elements of some of the more common offenses are studied in depth; defenses to criminal acts are considered. Fall
- ✓ **CRJ 210 JUVENILE PROCEDURES:** 5 hours. A course in organization, function, and jurisdiction of juvenile agencies; the processing and detention of juveniles; case disposition; and juvenile status and court procedures. Fall
- ✓ **CRJ 215 CONSTITUTIONAL LAW:** 5 hours. This course will include a study of the origin of the constitution and judicial review to include the infrastructure and the practices of the Courts in interpreting the Constitution and the development of laws as they relate to the rationales and impact of the Supreme Court and its decisions. Winter
- ✓ **CRJ 220 CRIMINAL INVESTIGATION:** 5 hours. Fundamentals of criminal investigation, crime scene search and recording, collection and preservation of evidence, scientific aids, modus operandi, sources of information, interviews and interrogation, follow-up and case presentation. Winter
- ✓ **CRJ 225 PROBATION AND PAROLE:** 5 hours. History and philosophy of probation and parole; function and operation of parole boards; modern trends; examination of pre-sentence investigation, selection, supervision of probationers and parolee. Spring



- ✓ **CRJ 230 POLICE ROLE IN DEVIANT BEHAVIOR:** 5 hours. The development of criminal behavior will be studied to provide an insight into causal factors, precipitating factors and opportunities for the commission of criminal or delinquent acts. The techniques, responsibilities and capabilities of police organizations in the area of prevention will be developed. Spring
- ✓ **CSC 140 PRINCIPLES OF COMPUTER PROGRAMMING I:** 5 hours. Prerequisites: MAT 110 with a C or better. This course must be completed with a C or higher. Problem solving, algorithm design, and structured problem solving using the Pascal programming language. Topics include data representation, computer system organization, simple data types, control structures, procedures, functions, arrays, records, files, sets and pointer data types. Fall, as needed
- ✓ **CSC 141 PRINCIPLES OF COMPUTER PROGRAMMING II:** 5 hours. Prerequisite: CSC 140. This course must be completed with a C or higher. A continuation of CSC 140 with an emphasis on advanced data types: arrays, records, files, sets and pointer data types. Winter
- ✓ **CSC 142 FILE PROCESSING:** 5 hours. Prerequisite: CIS 222 or CSC 140 or consent of instructor. This course must be completed with a C or higher grade. File processing techniques will be taught using the syntax of the COBOL programming language. Topics to be covered will include record and file organization, data representation and validation, error detection and reporting techniques, sorting, report preparation techniques, including control breaks and tables, sequential file processing and random-access file processing. Spring
- ✓ **DRA 101 DRAMA WORKSHOP:** 3 hours. Practical application of techniques of acting and scene design and construction in the preparation of the Baldwin Players' dramatic productions. Open to all students, regardless of major area of study. Fall, Winter, Spring
- ✓ **DRA 103 STAGECRAFT:** 5 hours. Corequisite: DRA 101. A broad study of technical theatre, with emphasis on scene construction and painting, lighting methods, set design and sound systems. Required participation in the productions of the Baldwin Players. As needed
- ✓ **DRA 200 INTRODUCTION TO THEATRE:** 5 hours. Corequisite: DRA 101. Introduction to the art of the theatre emphasizing its historical development. Survey of the basic elements and theories of theatrical production with special consideration of theatre as an artistic experience. Spring
- ✓ **ECN 105 MACRO-ECONOMICS:** 5 hours. An introductory course in principles of economics with major emphasis upon macro-economic features of our economic system. Course covers the basic foundations of capitalism to include demand, supply and price determination, alternative economic systems, measurement of aggregate economic output, and fiscal and monetary policy. A student cannot simultaneously enroll in ECN 105 and ECN 106. Fall, Winter, Spring, Summer
- ✓ **ECN 106 MICRO-ECONOMICS:** 5 hours. An introductory course in principles of economics with major emphasis upon micro-economic features of the market system. Special emphasis upon supply and demand theory as applied to competition, and cost and revenue analysis as applied to the different forms of competition for business firms. A student cannot simultaneously enroll in ECN 105 and ECN 106. Fall, Winter, Spring, Summer
- ✓ **EDU 204 INTRODUCTION TO EDUCATION:** 5 hours. Prerequisite: ENG 101 with a C or better; MAT 105 (or higher level math) with a C or better; and at least thirty hours of academic credit with a 2.0 AGPA. Exceptional cases will be reviewed by a committee composed of all Education advisors. An introduction to the historical, philosophical and sociological foundations of education with emphasis on the current organization and scope of American education. Practical experience in a school setting is an integral part of the course and has the objective of providing sufficient understanding of teaching as a profession so that students may make a wise vocational choice and better plan their subsequent preparation for teaching. Fall, Winter, Spring
- ✓ **ENG 096 REGENTS' ESSAY REVIEW:** 3 hours institutional credit. Intensive classroom instruction and individualized conferences in English composition skills and strategies designed for the student who fails to meet the essay requirements of the University System Regents' Test. Fall, Winter, Spring, Summer
- ✓ **ENG 098 DEVELOPMENTAL ENGLISH:** 5 hours institutional credit. Five recitations each week. Work outside class in computer lab required. For a student who exhibits marked deficiencies in the basic skills of written communication and grammar. The course will concentrate on fundamental sentence elements and paragraphing strategies to provide a student with an adequate background for creating successful compositions. The final grade will be determined by completion of all assigned course work and lab work, culminating in a final exam testing both grammar and composition skills. A student will progress from ENG 098 to ENG 099. Fall, Winter, Spring, Summer

- ✓ **ENG 099 DEVELOPMENTAL ENGLISH:** 5 hours institutional credit. Prerequisite: ENG 098 with a C or better or placement through CPE. Five recitations each week. Work outside class in computer lab required. For a student whose writing deficiencies require work with paragraph and essay structure and development, as well as a grammar review. To exit ENG 099 a student must complete all assigned course work and lab work and receive a passing grade on the divisional Writing Proficiency Exam. Students earning an A, B or C in the course are cleared to take the placement exam. Passing this exam exits a student from the remedial English program. Fall, Winter, Spring, Summer
- ✓ **ENG 101 COMPOSITION AND RHETORIC:** 5 hours. Prerequisite: Placement through Collegiate Placement Examination or grade of C or better in ENG 099. Five recitations per week. Classes are devoted to the study and practice of composition. A minimum of six essays is required. Fall, Winter, Spring, Summer
- ✓ **ENG 102 COMPOSITION AND LITERATURE:** 5 hours. Prerequisite: ENG 101 with a grade of C or better or exemption of ENG 101 by examination. Five recitations per week. Designed to refine the communication skills learned in ENG 101 and to develop a basic analytical knowledge of the literary genres of poetry, drama, the short story, and the novel. As a whole, the essays written by the student will be of an analytical nature in relation to these literary types. Fall, Winter, Spring, Summer
- ✓ **ENG 250 WORLD LITERATURE I:** 5 hours. Prerequisites: ENG 101 and ENG 102. A survey of world literature through the seventeenth century. Lectures, discussions, and research will be devoted to major literary works, figures, and movements in historical context, with attention to recurrent themes, archetypes, and techniques of literary analysis as well as to the influence of philosophical and religious views on literature. At the option of the division.
- ✓ **ENG 251 WORLD LITERATURE II:** 5 hours. Prerequisites: ENG 101 and ENG 102. A survey of world literature from the late seventeenth century to modern times. Lectures, discussions, and research will be devoted to major literary works, figures, and movements in historical context, with attention to recurrent themes, archetypes, and techniques of literary analysis as well as to the influence of philosophical and religious views on literature. At the option of the division.
- ✓ **ENG 260 AMERICAN LITERATURE:** 5 hours. Prerequisites: ENG 101 and ENG 102. A survey of American literature from the sixteenth century to the present. Lectures, discussions, and research will focus on major figures, works, and movements in historical context, with special attention to themes, to techniques of literary analysis, and to the influence of philosophical and religious views on the literature. At the option of the division.
- ✓ **FCS 100 CAREER EXPLORATION:** 1 hour. One period per week. A study of the various fields of Family and Consumer Sciences designed to orient freshmen in the opportunities, preparation and personal qualities important for the various fields of Family and Consumer Sciences. Required for all Family and Consumer Science majors in technology programs and Consumer Sciences majors. Fall
- ✓ **FCS 101 BASIC FASHIONS:** 5 hours. A study of fashions as a social, economic, and merchandising force; designers, markets, fashion cycles. Spring even years
- ✓ **FCS 103 CHILD DEVELOPMENT:** 5 hours. Five discussions. A study of the development and needs of the infant and pre-school child and how these needs may be met by the various members of family and child care workers. Spring even years
- ✓ **FCS 115 FOODS:** 5 hours. Two discussions and three two hour laboratory periods. Basic principles of food preparation, meal management and meal service for family groups. Spring
- ✓ **FCS 120 CLOTHING:** 5 hours. Two discussions and three two-hour laboratory periods. A course teaching the fundamentals of clothing based on wardrobe planning, purchase and use of fabrics as well as garment construction. Emphasis upon intellectual reasoning, problem-solving, managing, communicating and manual dexterity. Fall
- ✓ **FCS 151 WELLNESS NUTRITION:** 5 hours. Five discussions. A study of the basic principles of nutrition and selection of foods to maintain health at various stages of the life cycle. Fall even years
- ✓ **FCS 161 HOUSEHOLD EQUIPMENT:** 5 hours. Five discussions. A study of the selection, care and efficient use of small household equipment and large appliances. Developing and understanding of the different types of fuel used for operation of equipment and heating of homes. As needed
- ✓ **FCS 206 INTERNSHIP:** 5 hours. For students in Home Economics Technology. Fall, Winter, Spring, Summer
- ✓ **FCS 211 GROUP CARE OF YOUNG CHILDREN:** 5 hours. Five discussions with additional out of class observation periods. Planning experiences appropriate to age, interest and background of the

young child. Includes increasing responsibility for guiding groups of children in preschool situations. Fall odd years

- ✓ **FCS 212 NURSERY SCHOOL AND DAY CARE MANAGEMENT:** 5 hours. Instruction and observation in the basic principles of group management of infants and preschoolers, guidance in selection of equipment and play materials, time and space management and business management with special emphasis on health and safety, licensing, staffing, program development and general organization. Spring odd years
- ✓ **FCS 214 CLOTHING SELECTION:** 5 hours. A study of the selection of clothing and accessories during various life stages based on aesthetic, economic, psychological, and sociological aspects. Includes personal grooming, clothing care, repair and storage. Spring even years
- ✓ **FCS 215 HOUSING:** 5 hours. Five discussions. A basic course in housing focusing on family housing needs in relation to the selection of types of dwellings and the planning of the interior environment. As needed
- ✓ **FCS 220 PERSONAL AND FAMILY FINANCE:** 5 hours. Five discussions. Management of personal income in relation to individual needs and desires; investigation of consumer information sources, current financial aid consumer credit problems which the individual or family may have to face. Winter odd years
- ✓ **FCS 224 TEXTILES:** 5 hours. Four discussions and one two-hour laboratory period. A study of textile fibers, yarns, and fabrics; their properties and identification. Selection and care of textiles including their use in home furnishings and wearing apparel. Winter odd years
- ✓ **FCS 225 PROFESSIONAL DEVELOPMENT:** 5 hours. Five discussions. This course is designed to equip the student with contemporary etiquette appropriate for business and social situations. Winter even years
- ✓ **FCS 275 HOME FURNISHINGS:** 5 hours. Three discussions and two laboratory periods. The planning, selection and placing of household furnishings in the home from the artistic, economic and practical viewpoints. Planning and evaluating electrical wiring systems in relation to the furnishings used in the home. Winter
- ✓ **FCS 279 SPECIAL PROBLEMS IN HOME FURNISHINGS:** 5 hours. Two discussions and three two-hour laboratory periods. Individualized projects in the construction of specific household furnishings, including draperies and slipcovers, furniture re-upholstery, and other household accessories. As needed
- ✓ **FCS 290 INTERIOR ENVIRONMENTS:** 5 hours. Five discussions. An in-depth study of the principles of design applied to different types of interior environments and the furnishings and accessories used in them. The course also includes the adaptation of period and modern furnishings to contemporary interiors. Spring odd years
- ✓ **FCS 293 FAMILY RELATIONS:** 5 hours. Five discussions periods. Open to men and women. A study of the problems and adjustments confronting young people, both before and after marriage. Same as SOC 293. Fall, Winter, Spring
- ✓ **FOR 130 HERBACEOUS VEGETATION:** 2 hours. One lecture and one three-hour laboratory period. An introduction to non-woody plant identification. Emphasis will be placed on species important as wildlife food sources, site indicator species, and threatened or endangered species. Spring
- ✓ **FOR 135 NONGAME WILDLIFE:** 2 hours. Prerequisite: FOR 190 or FOR 192 or consent of the instructor. One lecture and one three-hour laboratory period. This course is designed to acquaint a student with wildlife management directed at species whose value lies in nonconsumptive use. Emphasis will be placed on terrestrial and aquatic species important as indicators, or categorized as threatened or endangered. Winter
- ✓ **FOR 140 FOREST MEASUREMENTS I:** 3 hours. Prerequisite: MAT 102. Two lectures and one two-hour laboratory period. Provides a basic understanding of the following areas: the reasons for measuring forest resources, measuring standing trees, log scaling practices, forest products measurements, timber inventory techniques, log rules and volume tables, and growth measurement. Fall, Winter, Spring
- ✓ **FOR 145 INTRODUCTION TO MAPPING:** 2 hours. Prerequisite: MAT 102. One lecture and one two-hour laboratory period. This course is designed to provide the student with a basic understanding of map reading, the use of map symbols, basic drafting and plotting techniques, as well as to

provide experience in freehand lettering and mapping of forestry and wildlife areas for acreage determination. Fall, Winter, Spring

- ✓ **FOR 150 FOREST SOILS:** 2 hours. Prerequisite: FOR 190. One lecture and one two-hour laboratory period. A study of basic soil properties and their effects on timber growth and wildlife habitat. Soil classification and use of soil surveys are included. Fall, Winter
- ✓ **FOR 155 MICROCOMPUTERS IN FOREST RESOURCES:** 3 hours. Prerequisite: MAT 102. Two lectures and one two-hour laboratory period. An introduction to the use of microcomputers for data computations in forestry and wildlife management. The course will include elementary programming techniques as well as use of spreadsheet software. Fall, Winter
- ✓ **FOR 160 FOREST SURVEYING:** 5 hours. Prerequisite: MAT 102 or equivalent. Three lectures and two two-hour laboratory periods. An introduction to surveying which includes a discussion of survey methods, units and methods of linear and area measurement, leveling, and major surveying systems. Equipment familiarization includes use of compasses, steel tapes, transits, and leveling instruments. Fall, Winter, Spring
- ✓ **FOR 170 DENDROLOGY:** 5 hours. Three lectures and two three-hour laboratory periods. An introduction to the plant kingdom, identification, and taxonomic processes. Specific diagnostic features of major forest species will be discussed with an emphasis on field identification. Fall, Spring
- ✓ **FOR 190 NATURAL RESOURCE CONSERVATION:** 5 hours. Five lectures per week dealing with renewable natural resources and basic concepts of their management and recreational use. Soil, water, range, forests, wildlife, and fisheries will be emphasized. Fall, Winter, Spring
- ✓ **FOR 192 FOREST WILDLIFE MANAGEMENT:** 5 hours. An introduction to the basic ecological principles which govern the management of wild animal populations. Emphasis will be placed on those concepts which have given rise to present day management principles. The relationships between wildlife species and other natural forest resources will be presented. Fall, Winter, Spring
- ✓ **FOR 200 AERIAL PHOTOGRAPHY AND MAPPING:** 5 hours. Prerequisite: FOR 145. Three lectures and two two-hour laboratory periods. Interpretation of aerial photographs and their uses in forestry, including applications to map construction by traditional methods and use of computer software and related equipment. Winter
- ✓ **FOR 210 FOREST INDUSTRIES:** 3 hours. Prerequisites: FOR 140 and FOR 145. One lecture and two two-hour laboratory periods. A survey of forest industries, including tours of woodlands operations and manufacturing facilities. Summer
- ✓ **FOR 220 FOREST HARVESTING:** 3 hours. Prerequisites: FOR 140 and FOR 145. One lecture and two two-hour laboratory periods. A study of timber harvesting techniques and equipment, including logging cost analysis. Summer
- ✓ **FOR 230 FOREST PROTECTION:** 3 hours. Prerequisites: FOR 140 and FOR 145. One lecture and two two-hour laboratory periods. This course encompasses fire control and use, as well as identification and control of forest insects and diseases. Summer
- ✓ **FOR 240 FOREST MEASUREMENTS II:** 7 hours. Prerequisite: FOR 140, FOR 145, FOR 155 and FOR 160. Three lectures and one eight-hour laboratory period per week. Study and implementation of procedures for determining standing timber volumes, including sampling statistics, field techniques and computational methods. Spring
- ✓ **FOR 246 FOREST SAFETY:** 1 hour. One hour discussion and demonstration. This course will provide the student with a general competency in basic first aid, with an understanding of safety guidelines for equipment use and field work, and provide information on the proper handling of hazardous chemicals. Spring, Summer
- ✓ **FOR 250 FOREST ECOLOGY:** 5 hours. Prerequisites: FOR 150 and FOR 170 or permission of the instructor. Three lectures and one four-hour laboratory per week. This course includes the basic concepts of forest ecology: vegetation classification; tree variability and diversity; site, weather and climatic influences; and the relationship of trees to other organisms. Spring
- ✓ **FOR 260 CONSERVATION LAW ENFORCEMENT:** 5 hours. Prerequisite: FOR 192. A summer program designed to acquaint the student with the modern techniques of game and fish law enforcement. Procedures concerned with the prosecution of game and fish law violations will be covered. Field techniques, gun safety, jurisdiction and legal authority will be included. Summer
- ✓ **FOR 261 FOREST GAME MANAGEMENT:** 5 hours. Prerequisite: FOR 130, FOR 140, FOR 145, and FOR 192. Three one-hour lectures and two three-hour laboratory periods. Classroom and

field instruction in game management, to include life histories, diseases, and study of natural habitats and their management throughout Georgia. Summer

**FOR 262 AQUATIC RESOURCE MANAGEMENT:** 5 hours. Three one-hour lectures and two three-hour laboratory periods. Classroom instruction plus field work under actual working conditions. This includes taking water temperature, O<sub>2</sub> samples, hardness readings, fish samples, working nets, seining, operating work boats, and fertilizing of ponds. Summer

**FOR 263 ADVANCED WILDLIFE TECHNOLOGY:** 5 hours. Prerequisites: FOR 192, BIO 107 suggested. Three one-hour lectures and two three-hour laboratory periods. Designed to give the student knowledge pertaining to the practical application of techniques necessary for the management of wildlife populations. Use of wildlife literature, basic physiology, necropsy, sex and age determination, etc. will be incorporated. Fall, Winter

**FOR 264 WILDLIFE SEMINAR:** 1 hour. Prerequisite: FOR 263. One hour of discussion and demonstration for second-year Wildlife Technology students pertaining to current wildlife management techniques, research, policy, etc. Winter, Spring

**FOR 265 SILVICULTURE:** 5 hours. Prerequisite: FOR 140 and FOR 150. FOR 170 suggested. Four lectures and one two-hour laboratory period. An introduction to the basic concepts of silvicultural methods and systems which includes all phases of stand management from nursery work to harvest/regeneration systems. Winter, Spring

**FOR 266 AQUATIC HABITAT MANAGEMENT:** 5 hours. Prerequisites: MAT 102, FOR 130, FOR 140, FOR 145, and FOR 192. This course will focus primarily on the identification and management of aquatic vegetation. Instruction will include training in selection and application of aquatic herbicides, water chemistry analysis, and manipulation of habitat to benefit desired fish species. Summer

**FOR 270 FORESTRY SEMINAR:** 1 hour. One hour per week of discussion and demonstration. Current research, policy issues, and employment opportunities will be discussed. Summer

**FOR 275 PRINCIPLES OF SUPERVISION:** 2 hours. Two one-hour lectures. This course is designed to provide the student with the basic concepts of supervision and human relations: motivation, leadership, planning, decision-making and evaluation. Winter

**FOR 280 TIMBER MANAGEMENT:** 6 hours. Prerequisites: FOR 155, FOR 240, FOR 250 and FOR 265. Four lectures and two three-hour laboratory periods per week. A course in forestry management principles and techniques, including measurement of site productivity, determination of timber stand growth and yield, valuation of forest land and timber stands, and forest investment analysis. Summer

**FOR 294 FARM FORESTRY:** 5 hours. Four discussions and one laboratory period. General forestry, silviculture, forest products, measurements and volumes, treatment and uses of woods, environment, growth, utilization and management are all treated from the standpoint of theory and practice. Course is dealt with on farm basis throughout. As needed

**FRN 101 INTRODUCTORY FRENCH:** 5 hours. Five recitations and two laboratory periods each week. Non-credit for a student presenting two or more high school units in French earned within the past three years. Work includes drill in fundamentals of grammar. Time is devoted to practice in hearing and speaking French. As needed

**FRN 102 INTRODUCTORY FRENCH:** 5 hours. Prerequisite: FRN 101 or the equivalent with a grade C or better. Five recitations and two laboratory periods each week. A continuation of FRN 101. As needed

**FRN 103 INTRODUCTORY FRENCH:** 5 hours. Prerequisite: FRN 102 or the equivalent with a grade C or better. Five recitations and two laboratory periods each week. A continuation of FRN 101 and FRN 102. As needed

**FRN 104 INTERMEDIATE FRENCH:** 5 hours. Prerequisite: FRN 103 or the equivalent with a grade C or better. A continuation of FRN 101, FRN 102, and FRN 103, with translations of selections from French literature and composition based on readings. As needed

**GGY 101 WORLD GEOGRAPHY:** 5 hours. A world survey emphasizing population characteristics, environmental factors, geopolitical problems, and economic activity within the major geographical regions. As needed

**GST 101 INTRODUCTION TO GENDER STUDIES:** 3 hours. A survey course designed to in-



roduce a student to the social, cultural, and intellectual concepts of the gender roles and sex stratification in society today. Fall, Spring

**HIS 201 AFRICAN AMERICAN HISTORY:** 5 hours. An introduction of the history of African-Americans in the United States, emphasizing their African heritage and their unique historical evolution in American society. This study also includes an analysis of the institutions and personalities which influenced and shaped the social, economic, political and cultural developments of the African-American community and American civilization.

**HIS 211 WESTERN CIVILIZATION I:** 5 hours. A survey history of human cultures and civilizations from prehistoric times to the 1660s. The course focal points are the progress of humankind, the ancient societies of the Near East and the Mediterranean, as well as the impact of Christianity on Western thought, the institutional life and thought of feudal Europe, the intellectual impact of the Renaissance, and the political and social forces which spawned the development of nation-states in Europe. Fall, Summer

**HIS 212 WESTERN CIVILIZATION II:** 5 hours. A survey of the development of Western Civilization from 1660 to the present. The rise of government, emergence of democracy, totalitarianism and nationalism, internationalism, and analysis of the principal social institutions with the factors and forces influencing them, and the economic aspects of society during the period. Winter, Spring

**HIS 232 CULTURAL DIVERSITY IN AMERICAN HISTORY:** 5 hours. Ethnic, socio-cultural, and economic perspectives will be employed in considering the essential pluralism of American society from colonial times to the present. Patterns of inclusion and exclusion of minorities throughout American history will be analyzed to give students a clear understanding of the significance of ethnic and cultural diversity in the evolution of modern American society.

**HIS 251 UNITED STATES HISTORY I, 1492-1877:** 5 hours. A study of the history of the United States from the exploration and settlement of the English colonies in North America through the era of Reconstruction. Included in this study are the development of colonial life through a blending of European backgrounds and American environment, the Revolution, the Constitutional period, the rise of nationalism, westward expansion, the political, economic, and social issues which led to the Civil War, and Reconstruction. The course includes a skills component designed to introduce students to the historical process itself. A particular emphasis will be placed on the role of Georgia in the development of the nation during the period covered by this course. Fall, Winter, Spring, Summer

**HIS 252 UNITED STATES HISTORY II, 1877-PRESENT:** 5 hours. Prerequisite: HIS 251. Beginning with the rise of big business, development of the West, and late Nineteenth Century imperialism, this study includes Progressivism, the nation's involvement in World War I, the Twenties, the Great Depression, New Deal reforms, and America's role in World War II. Also discussed are the Cold War, the Civil Rights Movement, and a survey of contemporary developments and the role of the nation as a world power. Building on skills acquired in HIS 251, this course requires a research paper from each student. A particular emphasis will be placed on the role of Georgia in the development of the nation during the period covered by this course. Fall, Winter, Spring, Summer

**HIS 255 INTRODUCTION TO GEORGIA AND LOCAL HISTORY:** 5 hours. An examination of Georgia History from colonial times to the present. By concentrated study of selected issues in state development, the course attempts to develop critical thinking and deeper appreciation of the historical process at the state and local level. Recommended for Social Science and Liberal Arts majors. On demand

**HMT 201 COMMERCIAL FOOD MANAGEMENT:** 5 hours. Introduction to the principles of quantity food production in commercial and institutional operations. Emphasis on culinary terminology, menu planning, recipe standardization, and costing. Overview of equipment and utensils used in commercial kitchens and the principles of sanitation and safety. As needed.

**HMT 202 FOOD AND LABOR COST CONTROL:** 5 hours. Analysis of fundamentals and techniques of cost control in food service, hotel and resort management. Management procedures to control costs from purchase through service are studied. Emphasis is placed on strategic planning, budgeting, efficiency, labor management and productivity, energy management, production, service and computers as they relate to controlling costs. As needed.

**HMT 203 MERCHANDISING FOR FOOD SERVICE:** 5 hours. Analysis of the marketing perspective in the hospitality industry. Segmentation, consumer preference, distribution and marketing methods are examined. Identifies the marketing plan and the role of marketing and sales and determines marketing operations and research. As needed.

**HMT 204 RESTAURANT MANAGEMENT:** 5 hours. The history, organization and development of modern food service concepts. Industry demographics, impact of location and menu, business entities, franchising, service delivery systems, equipment selection and layout, and career demands are explored. As needed.

**HMT 205 CATERING AND BEVERAGE MANAGEMENT:** 5 hours. Advanced quantity food production laboratory where students plan catered events to university staff and guests. Student management teams will plan, supervise and perform all aspects of the catered meal function. As needed.

**HMT 208 FOOD SERVICE LAYOUT AND EQUIPMENT:** 5 hours. Provides a general analysis of all the phases involved in the planning, execution, and maintenance of a Hotel or Restaurant. Emphasis will be placed on the preplanning stage of design development, blueprint information, installation factors, fire/safety code regulations, environmental controls, and facility maintenance. As needed.

**HMT 209 HOSPITALITY MICROCOMPUTER APPLICATIONS:** 5 hours. Hospitality and tourism management applications of word processing, spreadsheets and database software. Micro-computer hardware, graphics and communication software as it relates to the industry. Hospitality specific hardware and software used in the hotel and restaurant industry. Lecture with hands-on, out-of-class assignments. As needed.

**HMT 210 HOTEL MANAGEMENT:** 5 hours. An overview of the hotel industry, history and development, types of lodging facilities. Functions of the departments in the modern commercial hotel and a detailed understanding of front office operations. As needed.

**HMT 250 HOSPITALITY MANAGEMENT INTERNSHIP:** 15 hours. Relevant work experience for students in Hospitality Management. As needed.

**HNR 101, 102, 103 HONORS SEMINAR:** 2 hours each. Prerequisite: Admission to the Honors Program. Two lectures per week. Freshman level honors seminars which will include coverage of the nature of inquiry and other selected special topics. Fall, Winter, Spring

**HNR 201, 202, 203 HONORS SEMINAR:** 1 hour each. Prerequisite: Completion of HNR 101, 102 and 103 and permission of the Honors Coordinator. One lecture per week. Sophomore level honors seminars which will include selected special topics. Fall, Winter, Spring

**HOR 201 PRINCIPLES OF HORTICULTURE:** 5 hours. Four discussions and one two-hour laboratory period. Basic botany and principles of plant growth will be discussed. Plant responses to varying climatic, environmental and plant factors applicable to fruits, vegetables and ornamentals will be emphasized. Transfer credit to senior colleges. Fall

**HOR 202 GROUNDS MAINTENANCE EQUIPMENT:** 5 hours. Four discussions and one two-hour laboratory period. A study in the selection, operation and maintenance of power equipment used in various grounds maintenance programs. This course will acquaint students with the various types of mechanized equipment used in maintenance, production and planting operations and to teach respect for power while the student learns how to operate and use the equipment safely and to the best advantage. Cost analysis of equipment will be emphasized. Fall or Summer

**HOR 205 SPECIAL PROBLEMS IN FLORAL MANAGEMENT:** 5 hours. A conference and practical experience course directed to the floral management and design student. Projects selected by the student and the advisor will form the basis of this course. Individual and group problems related to the projects will be discussed. Fall, Winter, Spring

**HOR 206 SPECIAL PROBLEMS IN PRODUCTION:** 5 hours. A conference and practical experience course directed to the ornamental production student. Projects selected by the student and the advisor will form the basis of this course. Individual and group problems related to the projects will be discussed. Fall, Winter, Spring

**HOR 207 SPECIAL PROBLEMS IN LANDSCAPING:** 5 hours. A conference and practical experience course directed to the landscape student. Projects selected by the student and the advisor will form the basis of this course. Individual and group problems related to the projects will be discussed. Fall, Winter, Spring, Summer

**HOR 208 SPECIAL PROBLEMS IN TURFGRASS:** 5 hours. A conference and practical experience course directed to the turfgrass student. Projects selected by the student and the advisor will form the basis of this course. Individual and group problems related to the projects will be discussed. Fall, Winter, Spring, Summer

**HOR 210 INTERNSHIP:** 15 hours. On-the-job training for a student in Floral Management and Design. Fall, Winter, Spring, Summer



**HOR 211 FLORAL DESIGN:** 5 hours. Four discussions and one two-hour laboratory period. A study of the basic principles and development of the fundamental skills of floral design and arrangements used in flower shops. Laboratory practice in arranging flowers for home, banquets, holidays, weddings, funerals including novelties and gifts will be discussed. Fall odd years

**HOR 215 LANDSCAPE DESIGN:** 5 hours. Three discussions and two three-hour laboratory periods. This course is an introduction to the principles of landscape design as applied to residential properties. Emphasis is placed on the theory and principles of design and planning so that students are able to make effective use of plant materials to make a building more attractive and its surrounding more useful. Skills in on-the-job sketching and plan presentation will be stressed. Winter

**HOR 216 COMPUTERIZED LANDSCAPE DESIGN:** 5 hours. Three discussions and one three-hour laboratory period. This course is a further application of landscape design with special emphasis on plant selection and site analysis with the aid of computers. Specialty garden designs, landscape renovations and evaluations will be discussed. Spring

**HOR 218 INTERIOR PLANTSCAPES:** 5 hours. Four discussions and one two-hour laboratory period. Principles and practice of design; installation and maintenance of foliage plants in homes and commercial buildings. Interior planting plans will be developed showing the plants and their value to the decorating scheme. Identification and cultural requirements of the most commonly used foliage plants will be studied. Winter even years

**HOR 220 INTERNSHIP:** 15 hours. On job training for students in Ornamental Production. Fall, Winter, Spring, Summer

**HOR 221 GREENHOUSE OPERATIONS AND MANAGEMENT:** 5 hours. Four discussions and one two-hour laboratory period. The status of the flower-growing industry will be discussed with emphasis on the locations, plans, structures, and markets which are of importance to the commercial flower producer. The economics and practices of greenhouse operation are discussed including the effects of light, temperature, water humidity, and soil effects on growth of flower crops. Fall even years

**HOR 222 BEDDING PLANT PRODUCTION:** 5 hours. Four discussions and one two-hour laboratory period. The production of bedding plants (annuals and perennial) will be discussed with special emphasis on seed orders, scheduling seeding dates, transplanting and marketing dates. Programs will be studied for watering, fertilization and pest control. Winter as needed

**HOR 223 FLORICULTURE:** 5 hours. Four discussions and one two-hour laboratory period. All primary and secondary cultural practices will be discussed in proper greenhouse management. Different maintenance programs will be evaluated to determine specific needs under established production goals. A calendar schedule for production will be emphasized for maximum efficiency. Winter as needed

**HOR 230 INTERNSHIP:** 15 hours. On-job training for students in Golf and Commercial Turf Management. Fall, Winter, Spring, Summer

**HOR 231 TURFGRASS SCIENCE AND TECHNOLOGY:** 5 hours. Four discussions and one two-hour laboratory period. Turfgrass cultivar and seed identification, selection, and establishment will be discussed. The primary and secondary cultural practices will be identified and studied. Fall

**HOR 232 TURF PEST MANAGEMENT:** 5 hours. Four discussions and one two-hour laboratory period. Elements of planning, construction and maintenance of turfgrasses will be discussed. Weed, insect, disease, and nematode management will be emphasized. Winter

**HOR 233 GOLF COURSE DESIGN AND MANAGEMENT:** 5 hours. Four discussions and one two-hour laboratory period. Principles and practices in design, development, and management of golf courses will be emphasized. Selection and utilization of turfgrass materials, development of specifications for their nutritional, chemical, and mechanical maintenance, equipment, labor management, and public relations will be discussed. Spring

**HOR 234 COMMERCIAL TURF MANAGEMENT:** 5 hours. Four discussions and one two-hour lab. Site preparation and establishment of commercial production will be discussed. Basic and applied management programs, pricing, customer relations, scheduling, and human resource management will be emphasized. Spring

**HOR 235 COMPUTERIZED GROUNDS MAINTENANCE:** 5 hours. Five discussions. This course is designed to familiarize a student with computerized grounds and golf course management. The TRIMS Grounds Management software program will be basis of this course. Budgets and expenses, inventory and purchase orders, personnel and labor, equipment and maintenance, chemicals and calibrations, schedules and events, irrigation management, and graphics will be discussed. Winter

**HOR 236 ENVIRONMENTAL ISSUES:** 5 hours. Five discussions. This course is designed to familiarize students with the environmental issues in grounds construction and management, the role and conservation of water resources, environmental impacts of turfgrass and ornamental fertilization and pesticides, development of integrated management systems for turfgrasses and ornamentals, and the preservation of wildlife and wetlands areas. Fall

**HOR 239 GROUNDS IRRIGATION SYSTEMS:** 5 hours. Four discussions and one two-hour laboratory period. Turfgrass and landscape irrigation systems will be discussed. Basic installation, repairs and troubleshooting will be emphasized. As needed.

**HOR 240 INTERNSHIP:** 15 hours. On-the-job training for students in Landscape Design and Grounds Management. Fall, Winter, Spring, Summer

**HOR 241 GROUNDS MANAGEMENT:** 5 hours. Four discussions and one two-hour laboratory period. Principles in selection, establishment, and maintenance of ornamental trees, shrubs, groundcovers, lawns, and flower areas will be emphasized. Planting procedures, pruning, mulching, irrigating, fertilizing, pest management, bracing, cabling, and bark and cavity repair will be discussed. Winter

**HOR 242 LANDSCAPE CONTRACTING:** 5 hours. Four discussions and one two-hour laboratory period. Principles and practice of landscape contracting and maintenance will be discussed. Specific contract formats will be identified with specific maintenance specification sheets for the individual areas of the landscape. Spring

**HOR 243 URBAN TREE MAINTENANCE:** 5 hours. Four discussions and one two-hour laboratory period. This course is designed to familiarize a student with the planning and practice involving tree maintenance in urban landscapes and grounds, and arboriculture. Topics in the urban environment include vegetation ordinances; planning, planting and maintenance of street trees; urban greenscape managing; maintaining urban trees and pest control; and commercial and utility arboriculture. Winter

**HOR 244 ORNAMENTAL PEST MANAGEMENT:** 5 hours. Four discussions and one two-hour laboratory period. Ornamental pests will be identified and discussed. Weed, insect, disease, and nematode management programs will be emphasized. As needed

**HOR 245 PLANT PROPAGATION:** 5 hours. Four discussions and one two-hour laboratory period. Sexual and asexual propagation of ornamental plants will be emphasized. Propagation methods, equipment, and related subjects will be discussed from both the theoretical and applied points of view. Spring

**HOR 250 INTERNSHIP II:** 15 hours. Advanced on-the-job training for a student in Environmental Horticulture needing further industry experience. Fall, Winter, Spring, Summer

**HOR 251 GARDEN CENTER/FLORAL MANAGEMENT:** 5 hours. Five discussions. Planning, establishing, and operating a retail horticulture business will be emphasized. Display arrangements; lighting control; organization of plant materials, supplies, and garden equipment; and common business practices will be discussed. Fall

**HOR 261 NURSERY CROP PRODUCTION:** 5 hours. Four discussions and one two-hour laboratory period. Production, labor and sales management, retail and wholesale nurseries, locations, layout, culture, equipment, and facilities will be discussed. Winter odd years

**HOR 270 WOODY ORNAMENTAL PLANT IDENTIFICATION:** 5 hours. Two two-hour discussions and one-two hour laboratory period. A study of the cultural practices and landscape values of woody ornamental plant materials. Laboratory practices will include identification of plants commonly used in landscape planting. Fall, Spring

**HOR 271 HERBACEOUS ORNAMENTAL PLANT IDENTIFICATION:** 5 hours. Four discussions and one two-hour laboratory period. Identification of common and outstanding herbaceous ornamentals will be emphasized. Cultural practices and landscape values of herbaceous ornamentals will be discussed. As needed

**HOR 290 GOLF CLUB INTERNSHIP:** 15 hours. On-the-job training for a student in Golf Club Management. Fall, Winter, Spring, and Summer.

**HOR 291 GOLF CLUB OPERATIONS:** 5 hours. Five discussions. This course is designed to familiarize a student in golf club management with time, service, and human resource management including the training of new employees, avoiding overlapping functions, and balancing workloads.

Also, cost controls, foods, beverages, labor, insurance, securities, taxes, regulations, computers, communication marketing, telephone courtesy, and customer service will be emphasized. Winter

**HOR 292 GOLF CLUB MANAGEMENT:** 5 hours. Five discussions. This course is designed to further familiarize a student in golf club management with clubhouse planning, professional dining room management, swimming pool management, mobile refreshment management, and newsletter development and edition. Also, menu design merchandising and marketing, menu engineering (customer demand, menu mix analysis, and item contributions margin), perspectives, (delegating, food cost question, retaining managers, developing annual operational and capital budgets, and forecasting the club industry), preventing internal theft, club by-laws and contracts, and responsible beverage service will be emphasized. Spring

**HOR 293 SPECIAL PROBLEMS IN GOLF CLUB MANAGEMENT:** 5 hours. A conference and practical experience course directed to the golf club management student. Projects selected by the student and the advisor will form the basis of this course. Individual and group problems related to the projects will be discussed and presented in written and verbal format. As needed

**HPE 250 INTRODUCTION TO HEALTH, PHYSICAL EDUCATION AND RECREATION:** 5 hours. Introduction to the field of health, physical education and recreation. Emphasis is placed on abilities and personal characteristics, professional qualifications, and employment opportunities. Fall

**HPE 255 GENERAL SAFETY EDUCATION AND FIRST AID:** 5 hours. Designed to present facts and information concerning the cost in money and human suffering of accidents in home, industry, school, traffic on farms and ranches, and during recreational activity. Included is the establishment of knowledge and background conducive to the development of personal activities, a practice which reduces accidents. The First Aid phase is the Instructor's American Red Cross Course. Winter

**HSR 101, 102, 103 COOPERATIVE FIELDWORK EXPERIENCES IN HUMAN SERVICES:** 5 hours each. A student placed in work environment selected by the Coordinator of Human services will receive academic credits. These courses are not recommended for a student planning to transfer to a four-year college. The Coordinator will outline the educational objectives to be acquired by a student and have the co-op employers agree to provide the opportunity for the student to meet these objectives. Final grades will be assigned by the Coordinator.

**HUM 221 WESTERN WORLD HUMANITIES I:** 5 hours. Prerequisite: ENG 102 or permission of division chair. Five recitations each week. Designed to develop in the student some knowledge and appreciation of literature, music, painting, sculpture, and architecture in the following art periods: Greek, Roman, early Christian, Romanesque, Gothic, and Renaissance. Fall, Winter, Spring

**HUM 222 WESTERN WORLD HUMANITIES II:** 5 hours. Prerequisites: ENG 102 or permission of division chair. Five recitations each week. Designed to develop in the student some knowledge and appreciation of literature, music, painting, sculpture, and architecture in the following art periods: Baroque, Rococo, Classic, Romantic, and Twentieth Century. Fall, Winter, Spring, Summer

**JRN 100 JOURNALISM WORKSHOP (PRINT MEDIA OR BROADCASTING):** 1 hour. Practical application of journalistic techniques in (1) the operation of ABAC's student publications or (2) the operation of WPLH-FM and the preparation of special programs at ABAC's TV facilities. Open to all students regardless of major. Fall, Winter, Spring

**JRN 101 INTRODUCTORY JOURNALISM:** 5 hours. Corequisite: JRN 100. A survey of contemporary mass media focused on journalism history and current trends, particularly in the area of news gathering. A student is encouraged to gain practical experience by involvement in one or more of the student media on campus; off-campus media employment would also provide practical experience during the quarter. Fall

**JRN 215 RADIO-TELEVISION ANNOUNCING:** 5 hours. Corequisite: Non-dramatic performance before microphone and camera. Application of techniques of delivery in the interpretation of radio-television copy (news, feature scripts, continuity and commercials). A student will study ad-lib and interviewing techniques. Spring, odd years

**JRN 260 NEWS WRITING AND REPORTING:** 5 hours. A study and practical application of basic news reporting, writing, and editing. Involvement in and contribution to one or more of various communications media on campus required. Winter

**MAT 098 BEGINNING ALGEBRA:** 5 hours institutional credit only. Emphasis is placed on those

topics in beginning algebra and the fundamentals of basic algebra. Required of a student scoring below an established cut-off score on the placement exam. Fall, Winter, Spring, Summer

**MAT 099 INTERMEDIATE ALGEBRA:** 5 hours institutional credit only. A short review of beginning algebra followed by additional algebra topics including real number operations on algebraic expressions, algebraic fractions, exponents and radicals, graphing equalities and inequalities. Required of a student scoring below an established cut-off on the placement exam or a grade C or better in MAT 098. Fall, Winter, Spring, Summer

**MAT 102 TECHNICAL MATHEMATICS:** 5 hours. Prerequisite: Set by math placement test. A study of basic mathematical processes and concepts, metric conversion, simple geometry and trigonometry with applications, percent, ratio and proportion and simple algebraic operations. Fall, Winter, Spring, as needed

**MAT 104 MATHEMATICS FOR HEALTH PROFESSIONS:** 3 hours. Prerequisite: Set by math placement test. Designed for a student in medical programs. Major emphasis: Number system, metric and U.S. systems of measurement, ration and proportion, percentages, mixtures and solutions, dosages and elementary equations in algebra. The application of such topics is impressed upon the student. Fall, Spring, Summer

**MAT 105 BASIC IDEAS OF MATHEMATICS:** 5 hours. Prerequisite: Set by math placement test. A study of the basic logic underlying mathematical processes and the principles and terminology of the new approach to mathematical education. Emphasis on mathematical systems, theory of sets, logic, real number systems, probability and cartesian coordinate system. Fall, Winter, Spring, Summer

**MAT 110 COLLEGE ALGEBRA:** 5 hours. Prerequisite: Set by the mathematics placement test. Topics covered include set theory, the real numbers, basic operations on algebraic expressions and algebraic fractions, functions and relations, graphs and graphing, theory of equations, system of equations, ratio and proportion, variation, exponents and radicals, complex numbers, inequalities, logarithmic and exponential functions, matrices, and determinants. Fall, Winter, Spring, Summer

**MAT 111 TRIGONOMETRY:** 5 hours. Prerequisite: MAT 110 with a grade of C or better or exemption from MAT 110 by examination. A study of the trigonometric functions and their inverses, further study of complex numbers. Fall, Winter, Spring, Summer

**MAT 116 PRE-CALCULUS MATHEMATICS:** 5 hours. Prerequisite: Exemption by examination from college algebra. This course is taken in lieu of MAT 111. A study of the concept of functions, trigonometric functions, polynomials, exponential and logarithmic functions. As needed

**MAT 200 STATISTICS:** 5 hours. Five lectures per week. Prerequisite: MAT 110 or its equivalent. A basic course in elementary statistics dealing with fundamentals, frequency distributions, means, deviations, variances, analysis of variance, correlations and interpretations of statistical findings. Spring

**MAT 203 CALCULUS FOR MANAGEMENT:** 5 hours. Prerequisite: MAT 110 with a grade of C or better or exemption from college algebra. An overview of analytical geometry and an introduction to calculus with application to problems in business, economics, and social science. Among topics included are graphs of straight lines, slopes, introductory differentiation, matrix algebra, and exponential and logarithmic functions. The course is designed for business majors and is not acceptable for science or mathematics majors. Fall, Winter, Spring, As needed

**MAT 253 ANALYTIC GEOMETRY AND CALCULUS:** 5 hours. Prerequisite: MAT 111 or MAT 116 with a grade of C or better or exemption by examination from MAT 111 or MAT 116. A study of the graphs of the straight line, the circle, limits, continuity, introductory differentiation and applications. Winter, Spring, Summer

**MAT 254 CALCULUS II:** 5 hours. Prerequisite: MAT 253 with a grade of C or better. Topics include further study of applications of derivative, integral calculus, transcendental functions, analytic geometry and partial differentiation. Fall, Spring

**MAT 255 CALCULUS III:** 5 hours. Prerequisite: MAT 254 with a grade of C or better. Polar coordinates, conic sections, vector calculus, three-dimensional analytic geometry, partial differentiation and infinite series. Winter

**MAT 256 CALCULUS IV:** 5 hours. Prerequisite: MAT 255 with a grade of C or better. A study of linear algebra, vector spaces, three dimensional geometry, multiple integration and applications. Spring

**MGT 202 SMALL BUSINESS MANAGEMENT:** 5 hours. A study of various small-business patterns designed to acquaint students with the problems and procedures of starting a business venture. Strong emphasis will be placed on entrepreneurial opportunities and new venture processes, as well as coverage of managerial activities needed for successful operation of small firms. Fall

**MGT 251 FUNDAMENTALS OF MANAGEMENT:** 5 hours. This course is designed to give a student the knowledge of the applied management techniques, practices, and principles that are universally accepted in contemporary business. Emphasis is placed on the decision-making process and to solve management problems of planning, organizing, staffing, directing, and controlling. Winter

**MGT 290 HUMAN RESOURCE MANAGEMENT:** 5 hours. Includes an introduction to the nature of employer/employee relationships, a study of contemporary human relations techniques employed by business managers, as well as a survey of the primary functions of personnel administration including recruiting, selecting, interviewing, training, testing, and supervising. Spring

**MKT 171 PERSONAL SELLING:** 5 hours. Designed to develop persuasive oral communication skills and their practical application to the basic principles of selling. The study of product information and its presentation, determination of customer needs, buying motives, customer analysis, opportunities in selling and personality requirements of salespeople. Fall

**MKT 172 ADVERTISING AND SALES PROMOTION:** 5 hours. Designed to acquaint the student with all phases of sales promoting; displaying, advertising, direct mailing, radio, and TV. Actual practice in developing material in accordance with modern techniques. Winter

**MKT 201 PRINCIPLES OF MARKETING:** 5 hours. Principles and methods involved in the movement of goods and services from producer to consumer. Market institutions and functions are discussed. Special attention to problems encountered in managing the Marketing Mix. Spring

**MUS 100 BEGINNING KEYBOARDS (a,b,c,d,e,f)—Music Majors:** 2 hours. Basic instruction in keyboard instruments. A student who plans to enroll in applied music and MUS 134 must pass the course with a grade of C or better or they must exempt MUS 100. Music majors only or permission of the Chairman of the Division of Humanities. Fall, Winter, Spring

**MUS 100N BEGINNING KEYBOARDS (a,b,c,d,e,f)—Non Music Majors:** 2 hours. Basic instruction in keyboarding instruments. Designed for a student not majoring in music and who may not take MUS 100. A laboratory fee of \$50 per quarter will be charged. Fall, Winter, Spring

**MUS 101 MUSIC APPRECIATION:** 5 hours. An introduction into the basics of music and a study of masterpieces of music literature, as well as a brief overview of the history of music. This course is designed for a non-music majors who has little background or basic knowledge of music. Fall, Spring, Summer

**MUS 122 INTRODUCTION TO MUSIC LITERATURE:** 5 hours. Prerequisite: Consent of instructor. An introductory survey of the music history and literature from the Middle Ages to the present. This course is designed for a music major and for a student who has a musical background and a basic understanding of music. Fall, Spring, Summer

**MUS 134 ELEMENTARY MUSIC THEORY:** 3 hours. Prerequisite: MUS 100 with a grade of C or better or exemption by examination. Part-writing of triads, sight-singing, dictation, and keyboard harmony. Some creative work. Fall

**MUS 135 ELEMENTARY MUSIC THEORY:** 3 hours. Prerequisites: MUS 100 and MUS 134. Triads in inversions, dominant seventh chord, sight-singing, dictation, and keyboard harmony. Continuation of creative work. Winter

**MUS 136 ELEMENTARY MUSIC THEORY:** 3 hours. Prerequisites: MUS 100, MUS 134, MUS 135. Secondary seventh chords and inversions, sight-singing, dictation, and keyboard harmony. Continuation of creative work. Spring

**MUS 181 (a,b,c)- MUS 281 (a,b,c) APPLIED MUSIC:** 1 hour. (3 hours per year.) Prerequisite: MUS 100 or exemption by examination. One 30-minute lesson a week in piano, organ, other instrument or voice. Designed for a music major taking a second applied principal or a secondary applied. In order to enroll in this course, the student must also be enrolled in MUS 182-MUS 282. A lab fee of \$15 per quarter is charged. As needed

**MUS 182 (a,b,c)- MUS 282 (a,b,c) APPLIED MUSIC:** 2 hours. (6 hours per year.) Prerequisite: MUS 100 or exemption by examination. One 50-minute lesson a week in piano, organ, other instrument or voice. For a music major only. A lab fee of \$30 per quarter is charged. Fall, Winter, Spring



**MUS 187 (a,b,c)- MUS 287 (a,b,c) JAZZ CHOIR:** 1 hour. (3 hours per year.) A total of 6 hours credit may be earned. Open to any student who is a member of the chorus and who can qualify. Fall, Winter, Spring

**MUS 188 (a,b,c)- MUS 288 (a,b,c) CONCERT CHOIR:** 1 hour. (3 hours per year.) A total of 6 hours credit may be earned. Open to any student who can qualify. Fall, Winter, Spring

**MUS 189 (a,b,c)- MUS 289 (a,b,c) CONCERT BAND:** 1 hour. (3 hours per year.) A total of 6 hours credit may be earned. Open to any student who can qualify. Fall, Winter, Spring

**MUS 190 (a,b,c)- MUS 290 (a,b,c) JAZZ ENSEMBLE:** 1 hour. (3 hours per year.) A total of 6 hours credit may be earned. Open to any student who can suitably play a musical instrument. Gives a student the opportunity to experience all types of jazz musical styles (blues, swing, rock, and improvisation) through the actual playing of instruments in a small combo group. Fall, Winter, Spring, as needed

**MUS 191 (a,b,c)- MUS 291 (a,b,c) SMALL GROUP ENSEMBLES (Pep Band, Rock Band, Flag Corps, Brass and Woodwind Ensembles):** 1 hour. (3 hours per year.) A total of 6 hours credit may be earned. Open to any student who can suitably play a musical instrument in the groups listed above or who have has experience in corps marching. As needed

**MUS 234 ADVANCED MUSIC THEORY:** 3 hours. Prerequisite: MUS 136. Secondary dominant, modulation, melodic and harmonic material, analysis of small forms (binary and ternary), eartraining, keyboard harmony, and analyzation. Continuation of creative work. Fall

**MUS 235 ADVANCED MUSIC THEORY:** 3 hours. Prerequisite: MUS 234. Neapolitan and augmented chords, chromatic chord forms (chromatic mediant, altered dominant, and borrowed chords), advanced modulation, sight-singing, eartraining, keyboard harmony, and analyzation. Continuation of creative work. Winter

**MUS 236 ADVANCED MUSIC THEORY:** 3 hours. Prerequisite: MUS 235. Advanced form (rondo and sonata-allegro), contemporary techniques, including extended chords, quartal and secondal harmony, twelve-tone techniques, synthetic and exotic scale, modes and rhythmic devices, sight-singing, eartraining, keyboard harmony, and contemporary analyzation. Continuation of creative work. Spring

**NUR 100 FUNDAMENTALS OF NURSING:** 7 hours. Four lecture hours, six clinical laboratory hours, and three nursing skills laboratory hours. This course is a study of the concepts which provide the foundation for nursing theory and practice. A major focus is on the utilization of the nursing process to care for clients from young adulthood through later maturity who require assistance in meeting basic needs. Fall (Tifton), Spring (Valdosta)

**NUR 101 MEDICAL-SURGICAL NURSING I:** 7 hours. Prerequisites: NUR 100 and BIO 211 with a grade of C or better, and MAT 104 with a grade of B or better. Four lecture hours, six clinical laboratory hours and three nursing skills laboratory hours. Major focus of the course is on the utilization of the nursing process to care for adult clients experiencing common gastrointestinal, musculoskeletal, and neurological dysfunctions. Winter (Tifton), Summer (Valdosta)

**NUR 102 PSYCHIATRIC NURSING:** 7 hours. Prerequisites: NUR 101, BIO 212, and PSY 101 with a grade of C or better. Five lecture hours and six clinical laboratory hours. Major focus of the course is on the utilization of the nursing process to care for adult clients experiencing common mental dysfunctions. Spring (Tifton), Fall (Valdosta)

**NUR 103 TRANSITION TO ASSOCIATE DEGREE NURSING:** 10 hours. Prerequisites: BIO 211, BIO 212, and PSY 101 with a grade of C or better, and MAT 104 with a grade of B or better. Eight lecture hours and six clinical laboratory hours. Major focus of the course is on the utilization of the nursing process to care for clients from young adulthood through later maturity who are experiencing common gastrointestinal, musculoskeletal, neurological and mental dysfunctions. The course is designed to assist the Licensed Practical Nurse (LPN) to matriculate into the second-year of the Associate of Science in Nursing Program, thereby giving credit for previously learned nursing knowledge. Course content focuses on role transition and selected concepts from nursing courses offered during the first year of the program. Summer (Tifton)

**NUR 201 MEDICAL-SURGICAL NURSING II:** 10 hours. Prerequisites: NUR 102 or 103, BIO 250 and SOC 105 with a grade of C or better. Six lecture hours, eight clinical laboratory hours, and three nursing skills laboratory hours. Major focus of the course is on the utilization of the nursing process to care for adult clients experiencing common renal, cardiovascular, respiratory, and endocrine dysfunctions. Fall (Tifton), Spring (Valdosta)

**NUR 202 MATERNAL-CHILD NURSING:** 10 hours. Prerequisites: NUR 201 and PSY 221 with a grade of C or better. Seven lecture hours and eight clinical laboratory hours. Major focus of the course is on the utilization of the nursing process to care for maternity clients and newborn infants without dysfunctions and for maternity and pediatric clients experiencing common dysfunctions. Winter (Tifton), Summer (Valdosta)

**NUR 204 ADVANCED NURSING:** 12 hours. Prerequisites: NUR 202. Six lecture hours and sixteen clinical laboratory hours. Major focus of the course is on the utilization of the nursing process to care for pediatric and adult clients experiencing complex and/or multiple dysfunctions. Spring (Tifton), Fall (Valdosta)

*PHYS 111/112* **PCS 227 MECHANICS:** 5 hours. Prerequisite: MAT 111 or MAT 116. Four recitations and one two-hour laboratory period. Introductory course dealing with the fundamental laws of mechanics. Fall, Summer, as needed

**PCS 228 HEAT, ELECTRICITY AND MAGNETISM:** 5 hours. Prerequisite: PCS 227. Four lectures and one three-hour laboratory period. Introductory course dealing with the fundamental laws of heat, electricity and magnetism. Winter, Summer, as needed

**PCS 229 SOUND, LIGHT AND MODERN PHYSICS:** 5 hours. Prerequisite: PCS 228. Four lectures and one two-hour laboratory period. Introductory course dealing with wave motion, optics and modern physics. Spring

*PHYS 221/222* **PCS 237 MECHANICS:** 5 hours. Prerequisite: MAT 253; corequisite: MAT 254. Four lectures and one two-hour laboratory period. Introductory course dealing with fundamental laws of mechanics. Fall

**PCS 238 THERMODYNAMICS, ELECTRICITY AND MAGNETISM:** 5 hours. Prerequisite: PCS 237. Four lectures and one three-hour laboratory period. Fundamental laws of thermodynamics, electricity and magnetism. Winter

**PCS 239 SOUND, OPTICS AND MODERN PHYSICS:** 5 hours. Prerequisite: PCS 238. Four lectures and one two-hour laboratory period. Introductory course dealing with wave motion, optics and quantum physics. Some of the newest developments in the general field of physics are discussed. Spring

**PED 100C HEALTH AND WELLNESS:** 3 hours. Three class meetings per week. Designed to provide the student with knowledge of current health problems including physical fitness, nutrition, first aid, drugs, pollution and major diseases, and to encourage application of this knowledge for healthful living. MEN and WOMEN. Fall, Winter, Spring, Summer

**PED 103C BEGINNING SWIMMING:** 1 hour. Limited to the non-swimmer, course provides instruction in basic swimming skills and water safety. Included are breathing, floating, gliding, front crawl and elementary water safety. Spring

**PED 106C VOLLEYBALL I:** 1 hour. Designed to teach the basic skills, strategy and rules. Skills include the different volleys, serving, spiking and blocking. MEN and WOMEN. Fall, Winter, Spring

**PED 121M CONDITIONING I:** 1 hour. Designed for a male student who is particularly interested in gaining an understanding of physical fitness and improving personal physical condition. Included is a program of body exercise designed to develop muscular tone, coordination, and endurance as well as strength. MEN. Fall, Winter

**PED 123C WEIGHT TRAINING:** 1 hour. A course designed for a student interested in improving strength, power, and physical fitness by the use of the weight machines. MEN and WOMEN. Fall, Winter

**PED 125C FITNESS WALKING:** 1 hour. A coed class providing instruction in the skill of power walking and calisthenics to improve cardiovascular fitness. MEN and WOMEN. Fall, Winter, Spring

**PED 128W FITNESS OT:** 1 hour. Restricted to women age 25 and over. Light exercise for the older student. A course designed for a mature woman who wants to increase fitness. The course involves graded calisthenics and will aim at developing increased flexibility, balance, coordination, body control, rhythm, and endurance. FOR WOMEN 25 AND OVER. Fall, Winter

**PED 129W AQUATICIZE:** 1 hour. Designed to improve cardiovascular fitness, flexibility and strength through swimming and water calisthenics. WOMEN ONLY. Fall, Spring

**PED 130C FITNESS WALKING OT:** 1 hour. Restricted to a students 25 and over. A course designed to increase fitness, lessen stress, and improve health through the use of calisthenics and graded walking techniques. Fall, Spring



**PED 131W CONDITIONING I:** 1 hour. Designed for a female student who is particularly interested in gaining an understanding of physical fitness and improving personal physical condition. Included is a program of body exercise designed to develop muscular tone, coordination, and endurance as well as strength. **WOMEN.** Fall, Winter, Spring

**PED 132W FITNESS:** 1 hour. An exercise course for the college woman designed to increase cardiovascular endurance, muscular strength, flexibility, and agility. **WOMEN.** Fall, Winter

**PED 133W CONDITIONING OT:** 1 hour. Restricted to a student twenty-five and older. A course designed to meet the needs and skill level of the mature student. Included is a program of exercise which will develop muscle tone, coordination, and endurance as well as strength. **WOMEN.** Fall

**PED 134C WEIGHT TRAINING OT:** 1 hour. Restricted to a student 25 and older. A course designed to meet the needs and skill level of the mature student. A course for a student who is interested in improving strength, power, and physical fitness through the use of weight machines. **MEN and WOMEN.** Winter

**PED 135W SWIMMING OT:** 1 hour. Restricted to a student twenty-five and older. A course designed to meet the needs and skill level of the mature student. The course provides basic and intermediate instruction in swimming skills and water safety. **WOMEN.** Spring

**PED 141C GOLF I:** 1 hour. A course which covers basic fundamental skills in golf. Its purpose is to provide each student with a working knowledge of the game. Lecture classes will cover terminology, rules and etiquette. Practical classes will include driving, chipping and putting. **MEN and WOMEN.** Fall, Spring, Summer

**PED 151C COUNTRY/WESTERN LINE DANCE:** 1 hour. Designed to impart knowledge and skill in country/western line dancing. Classes cover terminology and movements used in various line dances. **MEN and WOMEN.** Fall, Winter, Spring

**PED 160C BOWLING I:** 1 hour. A course designed for a student interested in developing the basic fundamentals of bowling. Skill instruction will cover approach and delivery, strikes, and spares. Classroom instruction will cover scoring and rules. **Additional fee required.** **MEN and WOMEN.** Fall, Winter

**PED 200C ARCHERY:** 1 hour. The purpose of this course is to give basic knowledge and skill of archery as a sport to the student for personal use. This course may be used by the participant to advance techniques and skills in recreational archery. It may also be used by a student interested in the sport of bow-hunting. **MEN and WOMEN.** Fall, Spring, Summer

**PED 201C BADMINTON I:** 1 hour. Two class meetings per week. A beginning course which is designed to teach the basic fundamentals and techniques which will include grips, wristwork, footwork, body control and strokes. Rules and strategy will be emphasized. **The student will be required to furnish his/her own racquet.** **MEN and WOMEN.** Fall, Winter, Spring

**PED 202C TENNIS:** 1 hour. Two class meetings per week. This course emphasizes the basic skills; forehand drive, backhand drive, service, and the techniques involved in executing these fundamental skills. **The student will be required to furnish his/her own racquet.** **MEN and WOMEN.** Fall, Spring, Summer

**PED 221C TENNIS II:** 1 hour. Prerequisite: PED 202 with a grade of B or better. A continuation of PED 202. Offering the advanced player more practice in skills, strategy and techniques. **The student will be required to furnish his/her own racquet.** **MEN and WOMEN.** Spring, Summer

**PED 231W CONDITIONING II:** 1 hour. Prerequisite: PED 131W with a grade of B or better. An exercise class aimed at developing all five components of physical fitness through endurance, aerobic, and resistance exercise. **WOMEN.** Fall, Winter, Spring

**PED 232C INTERMEDIATE SWIMMING:** 1 hour. This class encompasses instruction in the crawls, side strokes, elementary back stroke, breast stroke, and basic safety and rescue skills. This course is not appropriate for the non-swimmer. Spring, Summer

**PED 233C VOLLEYBALL II:** 1 hour. Prerequisites: PED 106 with a grade of B or better and permission of instructor. A continuation of PED 106 in which a skilled player acquires the fundamentals of competitive team strategy through the game of power volley. Spring

**PED 241C GOLF II:** 1 hour. Intermediate Golf. Prerequisite: PED 141C with a grade of B or better or a 15 or less handicap. A course designed to help a student apply the basic skills learned in PED 141 for successful scoring and employment of the game. Further concentration in understanding rules and etiquette will be emphasized. Fall, Spring, Summer

**PED 251C BADMINTON II:** 1 hour. Prerequisite: PED 201 with a grade of B or better. A course designed to apply the basic fundamentals learned in PED 201. This class will include advanced strategies in singles and doubles competition. MEN and WOMEN. Winter

**PED 260C BOWLING II:** 1 hour. Prerequisite: PED 160C with a grade of B or better. An advanced skills and strategy class with tournament play. Additional fee required. MEN and WOMEN. Fall, Winter, Spring

**POL 201 AMERICAN GOVERNMENT:** 5 hours. The object of this course is to acquaint the student with the origins, Constitutional background, development, organization and practices of our national and state governments. Fall, Winter, Spring, Summer

**POL 202 STATE AND LOCAL GOVERNMENT:** 5 hours. A survey of the forms of government existing in the different states with particular inquiry as to the place of states with reference to both national and local governments. Problems posed by the growing complexities of the present period are considered. Emphasis is given to state and local government in Georgia. As needed

**POL 203 INTERNATIONAL RELATIONS:** 5 hours. Prerequisite: HIS 212 or HIS 252 with a grade of C or better for transfer students. Analytical introduction in international relations; nationalism; imperialism; racial, population, and economic factors; war, settlement of international disputes by methods other than war; foreign policies of the major powers. As needed

**PSC 101 SURVEY OF PHYSICAL SCIENCE I:** 5 hours. Four discussions and one two-hour laboratory period. A survey course dealing with elementary fundamentals of physical science, especially physics, with some study of the simpler applications. Fall, Spring, as needed

**PSC 102 SURVEY OF PHYSICAL SCIENCE II:** 5 hours. Four discussions and one three-hour laboratory period. A survey course dealing with elementary fundamentals of physical science, especially chemistry. Fall, Spring, Summer, as needed

**PSY 101 INTRODUCTION TO PSYCHOLOGY:** 5 hours. Five discussions or recitations. A course for the beginning student in psychology and designed to give an adequate foundation in the fundamental problems, techniques and vocabulary of psychology. Fall, Winter, Spring, Summer

**PSY 201 INTRODUCTION TO ABNORMAL BEHAVIOR:** 5 hours. Prerequisite: PSY 101 with a grade of C or better. This course introduces the student to clinical procedures involved with assessing, diagnosing, treating and anticipating treatment outcomes for persons with identifiable mental disorders. While the course is text-oriented and based in the vocabulary of the Diagnostic and Statistical Manual of Mental Disorders, a student will also be expected to apply theoretical constructs to pseudopatients found in novels, docu-novels and case studies. Winter

**PSY 221 HUMAN GROWTH AND DEVELOPMENT:** 5 hours. Prerequisite: PSY 101 with a grade of C or better. A study of the prenatal development of the child and the origins and principles of behavior in infancy and childhood; physical, intellectual, social, emotional, and language development in the normal child; influences of school, home and other environmental behavior; behavior patterns and problems of adolescents, adults, and the aging. Fall, Winter, Spring

**PSY 258 PSYCHOLOGY OF ADJUSTMENT:** 5 hours. Prerequisite: Psychology 101 with a grade of C or better. This course examines mental hygiene and adjustment problems associated with different stages of maturation and areas of social interaction (home, school, groups). Emphasizes identification, interaction, and application. Fall, Spring, as needed

**RDG 096 REGENTS READING REVIEW:** 3 hours institutional credit. This course is required of a student who fails the reading portion of the University System Regents Test. The course consists of intensive individualized instruction in vocabulary building and reading comprehension. Fall, Winter, Spring, Summer

**RDG 098 BUILDING READING SKILLS I:** 5 hours institutional credit. This course is required of a student who scores below the established cut-off score on the placement exam. A lecture/learning approach is utilized. A student must earn an A, B or C in this course before progressing to RDG 099. Fall, Winter, Spring, Summer

**RDG 099 BUILDING READING SKILLS II:** 5 hours institutional credit. This course is required of a student who scores below an established cut-off score on the placement exam or who has received a grade of A, B or C in RDG 098. This course is taught through both individualized instruction in a learning laboratory setting and a lecture/teaching approach that emphasizes reading/writing assignments. RDG 099 must be repeated until the student scores above the institutional placement exam exit score and exits developmental reading. Fall, Winter, Spring, Summer

**REC 127 INTRODUCTION TO RECREATION:** 2 hours. Designed to introduce the student to the basic concepts of recreation. Includes history of the recreation movement, theories of play and leisure, and philosophies of recreation. The economic importance of recreation and the social institutions providing recreation are emphasized. Fall

**REC 132 RECREATIONAL LEADERSHIP:** 3 hours. Deals with the philosophy of recreation program building, the development of leadership skills, and procedures in conducting the program. Fall

**REC 231 CAMPING AND OUTDOOR RECREATION:** 3 hours. Designed to train camp leaders, counselors, and park personnel in the techniques of outdoor activities related to camping. Includes camp craft, nature and wood lore, basic nature study, rainy day activities, and special occasion programs. Overnight camping trips will be a required part of this course. Spring

**REC 232 SOCIAL RECREATION:** 3 hours. A course of study devoted to planning and executing recreation programs and activities for groups and organizations whose primary objectives are not necessarily recreational in nature and scope. Winter

**REC 233 RECREATIONAL FISHING:** 1 hour. Two class meetings per week. Designed to familiarize the student with the aspects of fishing for recreation. This includes types of equipment, types of fish, good fishing locations, fish and game laws, and preparation of fish for consumption. Students will furnish some of their own equipment. MEN and WOMEN. Spring

**REM 090 REMEDIAL MATHEMATICS:** 5 hours institutional credit only. This course is designed to help the student with an understanding of the fundamental processes with whole numbers, fractions and decimals. The course will also increase the student's knowledge and competency in computational arithmetic and fundamental manipulations. Required of a student scoring below the minimum accepted score on the mathematics placement exam for career/technical students whose degree plan does not require college algebra. Fall, Winter, Spring, Summer

**SCI 101 INTRODUCTION TO COMPUTERS IN SCIENCE AND MATHEMATICS:** 2 hours. Prerequisite: MAT 110 with a grade of C or better. Introduction to the use of computers in the sciences and mathematics. Intended for students in the sciences and mathematics. Fall, Winter, Spring

**SCI 103 MEDICAL TERMINOLOGY:** 2 hours. Designed to teach the meaning of 300 Latin and Greek roots, suffixes, and prefixes. With the knowledge of these 300 elements, a student is able to interpret and understand more than 10,000 complex medical terms. Fall, Winter, Spring, Summer

**SOC 105 INTRODUCTION TO SOCIOLOGY:** 5 hours. An introduction to the scientific study of human social life. The course is designed to provide insights into the principles and concepts which enable the beginning student to understand human group behavior. Fall, Winter, Spring, Summer

**SOC 115 HUMAN SERVICES AND SOCIAL POLICY:** 5 hours. Prerequisite: SOC 105 with a grade of C or better. An introduction to the problems of social policy and human services professions. The course will include a study of various settings which offer social services; development of knowledge, values, and skills relevant to human services; and examination of the problems encountered in social delivery systems. This course is designed to contribute to the enrichment of general education for all students as well as those in the Human Services Program. Spring

**SOC 260 SOCIAL PROBLEMS:** 5 hours. Five discussion periods. A study of both general and special contemporary social problems in our times. The problems are considered in the social and cultural setting in which they occur. The emphasis is people and their behavior. Fall, Spring

**SOC 293 FAMILY RELATIONS:** 5 hours. Five discussion periods. Open to men and women. A study of the problems and adjustments confronting young people, both before and after marriage. Same as FCS 293. Fall, Winter, Spring

**SOC 295 BEHAVIORAL SCIENCE LABORATORY IN FIELD WORK:** 5 hours. Prerequisite: SOC 115 with a grade of C or better. Field experience supervised by faculty in a community setting which provides an opportunity for the student to integrate and apply knowledge, theory, and understanding derived from classroom learning. This opportunity to let the student learn by doing aids in the further development of the techniques and skills common to practice in the social welfare field, such as observation, data collecting and organizing, interviewing, and reporting and evaluating impressions. Fall, Spring

**SPC 108 FUNDAMENTALS OF SPEECH:** 5 hours. Prerequisite: ENG 101 with a grade of C or better, or permission of Division Chair. Designed to develop techniques in research, organization and delivery of different types of speeches; to develop communication skills including the clear, concise, effective oral presentation of ideas; and to develop an acceptable speaking voice. Fall, Winter, Spring, Summer

**SPC 250 PUBLIC SPEAKING:** 5 hours. Prerequisite: SPC 108 or special permission. A study of various forms of public address; practice in the preparation and delivery of several types of speeches. Designed for a student interested in performing advanced work in speech research and organization. As needed

**SPN 101 INTRODUCTORY SPANISH:** 5 hours. Five recitations and two laboratory periods each week. Non-credit for students presenting two or more high school units in Spanish earned within the past three years. Work includes drill in fundamentals of grammar. Time is devoted to practice in listening and speaking. Fall, as needed

**SPN 102 INTRODUCTORY SPANISH:** 5 hours. Prerequisite: SPN 101 or the equivalent with a grade of C or better. Five recitations and two laboratory periods each week. A continuation of SPN 101. Winter, as needed

**SPN 103 INTRODUCTORY SPANISH:** 5 hours. Prerequisite: SPN 102 or the equivalent with a grade of C or better. A continuation of SPN 101 and SPN 102. Spring—concurrently with SPN 104.

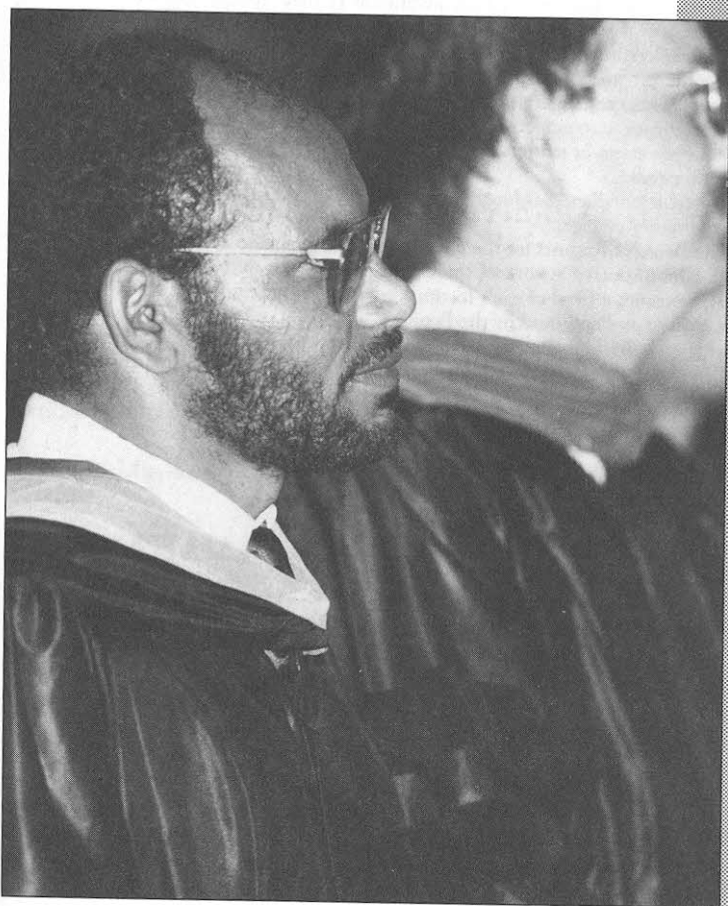
**SPN 104 INTERMEDIATE SPANISH:** 5 hours. Prerequisite: SPN 103 or the equivalent with a grade of C or better. A continuation of SPN 101, SPN 102, and SPN 103 with translations of selections from Spanish and Spanish-American literature and composition based on readings. Spring—concurrently with SPN 103

**SSC 098 FRESHMAN ORIENTATION:** 3 hours institutional credit. A course designed to provide orientation to the institution and to college living for an incoming freshman who is enrolled in two or more developmental courses.

**WIN 090 FRESHMAN ORIENTATION:** 1 hour institutional credit. A course designed to provide orientation to the institution and to college living that will aid the student in transition to the college campus. This class is required for each first-time entering freshman. Fall, Winter, Spring, Summer

**WIN 095 COLLEGE SURVIVAL SKILLS:** 3 hours institutional credit. A course designed for a student placed on probation or who is in Developmental Studies for the second quarter and has failed to exit either English or reading. The purpose of the course is to provide the student with the information necessary to make a successful adjustment to college life, work, and activities. The course offers group and individual study skills assistance, career guidance, personal counseling, and tutorial services. Fall, Winter, Spring, Summer

## Faculty and Administration



## THE UNIVERSITY SYSTEM OF GEORGIA

The University System of Georgia includes all state-operated institutions of higher education in Georgia—5 universities, 14 senior colleges, 15 two-year colleges. These 34 public institutions are located throughout the state.

A 15-member constitutional Board of Regents governs the University System, which has been in operation since 1932. Appointments of board members are made by the Governor, subject to confirmation by the State Senate. The regular term of Board members is seven years.

The Chairperson, the Vice Chairperson, and other officers of the board are elected by the members of the Board. The Chancellor, who is not a member of the Board, is the chief executive officer of the Board and the chief administrative officer of the University System.

The overall programs and services of the University System are offered through three major components: Instruction; Public Service/Continuing Education; Research.

INSTRUCTION consists of programs of study leading toward degrees, ranging from the associate (two-year) level to the doctoral level and certificate.

Requirements for admission of students to instructional programs at each institution are determined, pursuant to policies of the Board of Regents, by the institution. The Board establishes minimum academic standards and leaves to each institution the prerogative to establish higher standards. Applications for admission should be addressed in all cases to the institutions.

PUBLIC SERVICE/CONTINUING EDUCATION consists of non-degree activities, primarily, and special types of college-degree-credit courses.

The non-degree activities are of several types, including short courses, seminars, conferences, lectures, and consultative and advisory services, in a large number of areas of interest. These activities, typically of short duration, are designed by each institution to meet special educational, informational, and cultural needs of the people of the service area of that institution.

Typical college-degree-credit public service/continuing education courses are those offered through extension center programs and teacher education consortiums.

RESEARCH encompasses investigations conducted primarily for discovery and application of knowledge. These investigations, conducted on campuses and at many off-campus locations, cover a large number and a large variety of matters related to the educational objectives of the institutions and to general societal needs.

Most of the research is conducted through the universities; however, some of it is conducted through several of the senior colleges.

The policies of the Board of Regents for the governing, managing, and controlling of the University System and the administrative actions of the Chancellor provide autonomy of high degree for each institution. The executive head of each institution is the President, whose election is recommended by the Chancellor and approved by the Board.

State appropriations for the University System are requested by, made to, and allocated by the Board of Regents. The largest share of the state appropriations—approximately 52 percent—is allocated by the Board for Instruction.



# BOARD OF REGENTS OF THE UNIVERSITY SYSTEM OF GEORGIA

*244 Washington Street, SW, Fourth Floor, Atlanta, Georgia 30334*

## MEMBERS OF THE BOARD

John H. Anderson, Jr. ....	State at Large, Hawkinsville
J. Tom Coleman .....	State at Large, Savannah
Suzanne G. Elso .....	State at Large, Atlanta
Donald M. Leebern, Jr. ....	State at Large, Columbus
Charles H. Jones .....	State at Large, Macon
S. William Clark, Jr., M.D. ....	First Congressional District, Waycross
Elsie P. Hand .....	Second Congressional District, Pelham
William B. Turner .....	Third Congressional District, Columbus
A.W. "Bill" Dahlberg .....	Fourth Congressional District, Atlanta
Elridge W. McMillan .....	Fifth Congressional District, Atlanta
Kenneth W. Cannestra .....	Sixth Congressional District, Atlanta
Edgar L. Rhodes .....	Seventh Congressional District, Bremen
John Howard Clark .....	Eighth Congressional District, Moultrie
Edgar L. Jenkins .....	Ninth Congressional District, Jasper
Thomas F. Allgood, Sr. ....	Tenth Congressional District, Augusta
Juanita Powell Baranco .....	Eleventh Congressional District, Lithonia

## OFFICERS OF THE BOARD

Juanita Powell Baranco .....	Chairman
Thomas F. Allgood, Sr. ....	Vice Chairman
Stephen R. Portch .....	Chancellor
Arthur N. Dunning .....	Senior Vice Chancellor for Human and External Resources/Acting Deputy
Lindsey Desrochers .....	Senior Vice Chancellor for Capital Resources/ Treasurer
James R. Muyskens .....	Senior Vice Chancellor for Academic Affairs

## ABRAHAM BALDWIN AGRICULTURAL COLLEGE

### Officers of Administration 1994-95

Harold J. Loyd .....	President
Bettie R. Horne .....	Vice President and Dean of Academic Affairs
Floyd E. Wright .....	Vice President of Fiscal Affairs
Timothy G. Wise .....	Vice President and Dean of Student Affairs
Melvin L. Merrill .....	Director of Development
Homer A. Day .....	Director of College Services
Michael D. Chason .....	Director of Public Relations



# INSTITUTIONS OF THE UNIVERSITY SYSTEM OF GEORGIA

h—On-campus student housing facilities

Degrees awarded: A—Associate; B—Bachelor's; J—Juris Doctor;

M—Master's; S—Specialist in Education; D—Doctor's

cD—Doctor's, offered in cooperation with a University System university,  
with degree awarded by the university

## Universities

Athens 30602

University of Georgia—h; B,J,M,S,D

Atlanta 30332

Georgia Institute of Technology—h; B,M,D

Atlanta 30303

Georgia State University—A,B,J,M,S,D

August 30912

Medical College of Georgia—h; A,B,M,D

Statesboro 30460

Georgia Southern University—h; A,B,M,S,

Valdosta 31698

Valdosta State University—h; A,B,M,S,cD

## Senior Colleges

Albany 31705

Albany State College—h; B,M

Americus 31709

Georgia Southwestern College—h; A,B,M,S

Augusta 30910

Augusta College—A,B,M,S

Carrollton 30118

West Georgia College—h; A,B,M,S

Columbus 31993

Columbus College—A,B,M,S

Dahlonega 30597

North Georgia College—h; A,B,M

Fort Valley 31030

Fort Valley State College—h; A,B,M

Marietta 30061

Kennesaw College—A,B

Marietta 30060

Southern College of Technology—h; A,B

Milledgeville 31061

Georgia College—h; A,B,M,S

Morrow 30260

Clayton State College—A,B

Savannah 31406

Armstrong State College—A,B,M

Savannah 31404

Savannah State College—h; A,B,M

## Two-Year Colleges

Albany 31707

Darton College—A

Atlanta 30310

Atlanta Metropolitan College—A

Bainbridge 31717

Bainbridge College—A

Barnesville 30204

Gordon College—h; A

Brunswick 31523

Brunswick College—A

Cochran 31014

Middle Georgia College—h; A

Dalton 30720

Dalton College—A

Decatur 30334

Dekalb College—A

Douglas 31533

South Georgia College—h; A

Gainesville 30503

Gainesville College—A

Macon 31297

Macon College—A

Rome 31063

Floyd College—A

Swainsboro 30401

East Georgia College—A

Tifton 31794

Abraham Baldwin Agri. College—h; A

Waycross 31501

Waycross College—A

---

University System of Georgia  
244 Washington Street, S.W.  
Atlanta, Georgia 330334

## FACULTY

**LEW S. AKIN**, Professor of Speech and Drama. Ph.D. (Drama), University of Georgia; M.A. (Radio-TV), University of Denver; B.A. (Drama), Vanderbilt University. 1967

**LARRY D. ALLEN**, Associate Professor of Animal Science and Chair, Division of Agriculture and Forest Resources. Ph.D. (Agricultural Education), Louisiana State University; M.A. (Animal Science), University of Arkansas; B. S. (Agricultural Education), Louisiana Tech University. 1994

**MARSHA C. ANDERSON**, Adjunct Instructor and Counselor, Student Support Services. B.S. (Sociology) Georgia Southern University. 1994

**REBECCA ARNOLD**, Instructor of Nursing. M.S.N. and B.S.N (Nursing) Valdosta State University. 1994

**JERRI KAYE AULTMAN**, Temporary Part-time Instructor of Family and Consumer Science. M.S. (Foods & Nutrition Studies); B.F.C.S. (Dietetics/Human Nutritional Services, University of Georgia; A.S. (Home Economics) Abraham Baldwin Agricultural College. 1995

**MERLE M. BAKER**, Associate Professor of Social Science and Director of the Evening and Off-Campus Programs. M.ED.. (Education), Mercer University; A.B. (History), Valdosta State College. 1966

**PATRICIA S. BARBER**, Assistant Professor of Nursing. M.S.N. (Nursing), Medical College of Georgia; B.S. (Nursing), Georgia Southwestern College. 1980

**PATTI H. BARBER**, Temporary, Part-time Instructor of Biology. M.ED.. (Science Education), University of Georgia; B.A. (Biological Sciences), Auburn University. 1990

**RAY N. BARBER**, Associate Professor of Biology. Ed.D. (Science Education), University of Georgia; M.S. (Physiology) and B.S. (Biological Science, Zoology), Auburn University. 1977

**MERLE F. BASS**, Associate Professor of Mathematics. M.S. (Math Education), Auburn University; B.S. (Mathematics), Troy State University. 1988

**LEON W. BENEFIELD, JR.**, Professor of Biology and Chair, Division of Science and Mathematics. Ed.D. (Science Education), University of Georgia; M.A.C.T. (Botany) and B.S.ED.. (Science), Auburn University. 1973

**EARL M. BENNETT**, Associate Professor of Mathematics. Ph.D. (Mathematics Education), University of Georgia; M.ED.. (Secondary Education/Math Education) and B.S. (Secondary Education), Valdosta State College. 1980

**AMY J. BERKE**, Assistant Professor of English. Ph.D. (English Language & Literature) Florida State University; M.A. (English Language & Literature) University of West Florida; B.A. (English) Valdosta State University. 1995

**CHERYL BIGGS**, Adjunct Instructor and Counselor, Student Support Services. M.S. (Counseling Education), Slippery Rock State University; B.A. (History), Florida A & M University. 1992

**KEETRA C. BRANCH**, Assistant Professor of Biology. M.S. (Microbiology), University of Georgia; B.S. (Biology), Valdosta State College. 1992

**CYNTHIA BROWN**, Instructor of Nursing. M.S.N. & B.S.N. (Nursing) Medical College of Georgia. 1994

**RODNEY W. BROWN**, Associate Professor of Forestry. Ph.D., M.S. and B.S.F.R. (Forest Resources), University of Georgia. 1982

**DENNIS O. BUSH, JR.**, Associate Professor of Social Science. M.ED. (Secondary Education), West Georgia College; B.S.ED.. (Social Science), University of Georgia. 1972

**EDDIE M. BYERS**, Assistant Professor of Criminal Justice. M.S. (Criminal Justice), Eastern Kentucky University; B.S. (Criminology), Florida State University. 1973

**THOMAS B. CALL**, Registrar and Associate Professor of Agronomy. M.S. (Agronomy) and B.S.A. (Agronomy, Plant Pathology), University of Georgia. 1981

**DONNA C. CAMPBELL**, Instructor of Health and Physical Education. M.S., B.S., & A.A. (Health Education), Georgia State College. 1995

**J. LIBBY CAMPBELL, JR.**, Professor of English. D.A. (English), Middle Tennessee State University; M.A. (English Education), Florida State University; B.A. (English), Mississippi State University. 1966

**TIMOTHY W. CARTER**, Temporary Full-time Instructor of History. M.Div. (Divinity/Ministry) Southwestern Baptist Theological Seminary; B.A. (History), Mercer University; B.A. (Christian Education), Mercer University. 1993

**MICHAEL D. CHASON**, Adjunct Instructor and Director of Public Relations, A.B. (History), Valdosta State College. 1979

**BETTY C. CLAXTON**, Associate Professor of Business Administration. Ed.S. (Business Education), University of Georgia; M.A. (Business Education), Appalachian State University; B.S.ED. (Business Education), Georgia Southern College. 1963

- GEOFF F. CLEMENT**, Instructor of Mathematics. M.A. (Mathematics) Georgia State University; B.S. (Mathematics), Emory University. 1995
- DONALD B. COATES**, Assistant Professor of Music. M.M.E. (Music Education), Florida State University; B.M. (Music Education), Brigham Young University. 1974
- NANCY COLEMAN**, Adjunct Instructor and Director of Alumni Relations. M.S. & B.S. (Home Economics) University of Georgia; A.S. (Home Economics) Abraham Baldwin Agricultural College. 1985
- ROBBIE JOY CONGER**, Associate Professor of Nursing and Chair, Division of Nursing. M.S.N. (Nursing), Medical College of Georgia; B.S. (Nursing), Georgia Southwestern College. 1980
- WAYNE L. COOPER**, Assistant Professor of Physical Education and Chair, Division of Health, Physical Education, and Recreation. M.ED.. and B.S.ED.. (Physical Education), University of Georgia. 1967
- J. DAVID COWART**, Associate Professor of Developmental Studies Mathematics. M.ED.. and B.S. (Mathematics), Valdosta State College. 1981
- MICHAEL J. CURRY**, Assistant Professor of Mathematics. M.A. (Mathematics), Purdue University; M.S. (Mathematics), Georgia State University; B.S.ED. (Mathematics), Illinois State University. 1993
- BERTHA B. DANIEL**, Assistant Professor of Criminal Justice. M.S. (Criminal Justice Administration), Troy State University; B.S.C.J. (Criminal Justice), Valdosta State College. 1991
- JAMES R. DANIELL**, Temporary, Part-time Instructor of Psychology. M.S. (Psychology), Auburn University; B.S.ED. (Behavioral Science), Georgia Southwestern College. 1991
- JERRY B. DAVIS**, Associate Professor of Agricultural Engineering. Ph.D. (Engineering), Clemson University; M.S. and B.S.A.E. (Agricultural Engineering), University of Georgia. 1987
- HOMER A. DAY**, Director of College Services and Coordinator of Federal Programs. Ed.D. (Higher Education Administration and Supervision), Auburn University; M.S. (Guidance and Counseling), Fort Valley State College; B.S. (General Science), Savannah State College. 1972
- SANDRA J. DELK**, Instructor of Nursing. M.S.N. & B.S.N. (Nursing) Valdosta State University, A.S. (Nursing) Abraham Baldwin Agricultural College. 1993
- MARY ELLEN DICKENS**, Assistant Professor of Animal Science. D.V.M. (Veterinary Medicine), University of Georgia. 1989
- GAIL P. DILLARD**, Assistant Professor of English. Ph.D. (English), Florida State University. M.A. (English), University of North Carolina at Charlotte; B.A. (English), Georgia College. 1990
- ROSALYN R. DONALDSON**, Associate Professor of English. M.A. (English), George Peabody College for Teachers; B.A. (English), Mercer University. 1965
- TIMOTHY D. DORMINEY**, Instructor of Criminal Justice and Director of Regional Police Academy. M.A. (Criminal Justice Administration), Webster University; B.B.A. (Management), University of Georgia. 1989
- JEANIE D. DOSS**, Assistant Professor of Home Economics. M.ED. (Home Economics), University of Georgia; B.S.ED. (Home Economics), Georgia Southern College. 1976
- ANDREW DOWDLE**, Assistant Professor of Political Science. Ph.D. (Political Science) Miami University; M. A. (Political Science), University of Iowa; B.A. (Political Science) University of Tennessee. 1995
- JERRY J. EDWARDS**, Assistant Professor of Mathematics. M.S. (Management Information Systems), University of Southern California; B.S. (Engineering), U.S. Military Academy. 1993
- GAYE E. ELDER**, Professor of English. Ph.D. (English), University of Tennessee; M.A. and B.A. (English), Florida State University. 1967
- JOHN D. EVANS**, Associate Professor of English and Spanish. M.A. and A.B. (Spanish), University of Georgia. 1969
- RONALD W. FAIRCLOTH**, Professor of Social Science. Ph.D. (History), University of Georgia; M.A. (History), Auburn University; A.B. (History), Valdosta State College. 1965
- LORIE M. FELTON**, Assistant Professor of Environmental Horticulture. M.S. (Horticulture), Auburn University; B.S. (Ornamental Horticulture), Auburn University. 1993
- KAY L. FREELAND**, Director of Financial Aid. B.A. (Psychology and Sociology), Miami University. 1985
- PATTIE SUE GARRETT**, Associate Professor of Nursing. M.S.N. (Nursing), Medical College of Georgia; B.S. (Nursing and Psychology), Georgia Southwestern College. 1980
- JEFF D. GIBBS**, Associate Professor of Economics and Chair, Division of Business Administration. Ed.D. (Business Education), M.B.A. and B.B.A. (Economics), University of Georgia. 1991
- EMORY E. GILES**, Associate Professor of Social Science. M.ED. (Guidance and Counseling), University of Georgia; B.S.ED. (English), Georgia Southern College. 1969
- PATRICIA M. GILLILAND**, Career Counselor/Placement Officer. M.S. (Clinical Psychology), Valdosta State College; B.C.S. (Social Science), University of Georgia. 1992

**ELIZABETH C. GRAHAM**, Assistant Professor of English. M.A. (English Literature), University of Northern Iowa; B.S. (English Education), Albany State College. 1993

**SOPHRONIA GRANTHAM**, Instructor of English. M.A. and B.S. (English) University of South Florida. 1995

**WASDON GRAYDON, JR.**, Adjunct Assistant Professor and Director of Student Support Services and Minority Advising Program. M.ED.. (Secondary Education/History), Valdosta State College; B.S.ED.. (Social Science), Georgia Southern College. 1973

**EDDIE M. GRIGGS**, Professor of Social Science. Ed.D. (Curriculum and Instruction), University of Northern Colorado; M.A. (History), George Peabody College for Teachers; B.S. (Social Studies), Troy State University. 1974

**SAFAWO GULLO**, Assistant Professor of Biology. D.V.M. (Veterinary Medicine), Borisenko Zooveterinary Institute of Kharkov, Russia; M.S. (Microbiology), Northeast Louisiana University. 1993

**DIXIE R. HAGGARD**, Instructor of History. M.A. and B.A. (History), Georgia Southern College. 1991

**KIP ERROL HALL**, Assistant Professor of Forestry. M.S. (Forest Resources), Pennsylvania State University; B.S. (Biology), Marietta College. 1986

**B. SUE HAMMONS-BRYNER**, Associate Professor of Social Science. Ph.D. (Social Science Education), Florida State University; M.ED. (Secondary Education), West Georgia College; A.B. (History), University of Georgia. 1984

**DANNY L. HAMPTON**, Assistant Professor of Biology. Ph.D. (Animal Nutrition), University of Georgia; M.ED. (Secondary Education/Biology), Valdosta State College; B.S.A. (Agricultural Economics), University of Georgia. 1991

**ESTHER M. HANSON**, Assistant Professor of Psychology. M.A. (Psychology), Catholic University of America; B.S. (Psychology) Old Dominion University. 1992

**CAROLINE S. HELMS**, Professor of History and Chair, Division of Social Science. Ph.D. and M.A. (History), Auburn University; B.A. (History), Furman University. 1976

**HAROLD P. HENDERSON**, Professor of Political Science. Ph.D. (Political Science), University of Southern Mississippi; M.A. and A.B. (History), Georgia Southern College. 1970

**L. NORMAN HILL**, Assistant Professor of Physical Education and Director of Athletics and Men's Tennis Coach. M.ED. (Physical Education), Auburn University; B.S.ED. (Physical Education), University of Georgia. 1965

**STEPHANIE L. HOLCOMBE**, Associate Professor of Mathematics. M.ED. (Mathematics Education), and B.S. (Mathematics), University of Georgia. 1990

**BETTIE HORNE**, Vice President and Dean of Academic Affairs and Professor of English and Linguistics. Ph.D. (Linguistics), University of South Carolina; M.A. (English) Austin Peay University; B.S. (English) Campbellsville College. 1995

**DIANE H. JACKSON**, Temporary, Full-time Instructor of Reading. M.ED. (Early Childhood Education), Valdosta State College; B.A. (Early Childhood Education), Wesleyan College. 1987

**EDITH S. JOHNSON**, Assistant Professor of English. M.A. (English), University of Nevada at Reno; B.A. (Art), Valdosta State College. 1992

**WAYNE P. JONES**, Assistant Professor of Choral Music. M.M. (Voice), University of Cincinnati; B.M. (Voice), Shorter College. 1989

**SIGNE E. KASTBERG**, Assistant Professor of Mathematics. M.A. (Mathematics), University of Georgia; B.A. (Mathematics), Keene State College. 1990

**SHARON L. KELLY**, Assistant Librarian and Assistant Professor. M.S. (Library Science), Florida State University; A.B. (History), Valdosta State University. 1994

**DIANE P. KILGORE**, Adjunct Instructor and Director of Continuing Education. M.B.A. (Business Administration), Albany State College; B.S. (Business Administration & Management), Francis Marion College 1992

**JOHN D. KNOX**, Temporary Full-time Instructor of Environmental Horticulture. M.S. (Agronomy & Crop Science), University of Georgia; B.S. (Horticulture Science), Texas Tech University. 1994

**ALAN M. KRAMER**, Instructor in Physical Education and Women's Tennis Coach. M.S.ED. (Health, P.E., Recreation), Baylor University; B.S. (Exercise Science), Northeast Missouri State University. 1993

**YEUK MEI LI**, Assistant Professor of Nursing. M.S.N. (Nursing), Medical College of Georgia; B.S.N. (Nursing), Valdosta State College. 1989

**JOHN LINDSEY**, Temporary, Part-time Instructor of Criminal Justice. M.S. (Sociology), Valdosta State College; B.A. (Sociology), University of Georgia. 1991

**MARILYN R. LITMAN**, Temporary, Part-time Instructor of English. M.ED. (Secondary Education) and B.A. (English), Florida A and M University. 1991

**SANDRA C. LOWERY**, Assistant Professor of Nursing. M.S.N. and B.S.N. (Nursing), Valdosta State College. 1988

**HAROLD J. LOYD**, President and Professor of Economics. Ph.D. and M.S. (Agricultural Economics), University of Missouri; B.S. (Agriculture), Southwest Missouri State College. 1971

**JYOTSNA V. MAINKAR**, Temporary Part-time Instructor of Mathematics. M.S. (Physics), Indiana State University; M.S. (Physics) University of Bombay; B.S. (Physics) St. Xaviers College of Bombay. 1994

**KYLE L. MARTIN**, Temporary, Full-time Instructor in Mathematics. M.ED.. and B.S.ED.. (Mathematics Education), University of Georgia. 1992

**MARGARET MARTIN**, Director of Counselor and Assistant Professor. Ph.D. (Counseling Psychology), University of Georgia; M.S. & B.S (Psychology), University of Missouri-Columbia. 1995

**DONALD L. MASSEY**, Associate Professor of Mathematics. M.ED. and B.S.ED. (Mathematics), Georgia Southern College. 1968

**HARRIET E. MAYO**, Library Director and Associate Professor. M.Libr. (Library Science), Emory University; A.B. (History), Wesleyan College. 1974

**JANICE McGHIN**, Instructor of Nursing. M.S.N. & B.S.N. (Nursing), Valdosta State University; A.S. (Nursing), Abraham Baldwin Agricultural College. 1993

**LARRY McGRUDER**, Professor of Social Science. Ph.D. and M.A. (History), Miami University; B.S.ED. (History), Fort Valley State College. 1984

**BETTY J. MEALOR**, Assistant Professor of Business Administration. M.ED. and B.S.ED. (Business Education), University of Georgia. 1977

**MELVIN L. MERRILL**, Director of Development. M.B.A. (Business Administration) and B.S. (Animal Husbandry), Berry College. 1978

**DONNA E. MILLER**, Director of Institutional Research. Ph.D. (Higher Education Administration), University of Florida; M.ED. (Vocational Education), and B.S. (Home Economics), University of Georgia. 1993

**PAUL W. MILLER**, Assistant Professor of Marketing Management. M.B.A. and B.S. (Business Administration), Bradley University. 1988

**RICHARD T. MILLER**, Assistant Professor of English. M.A. (English), Northeast Missouri State University; B.A. (English Education), Northeast Missouri State University. 1995

**MAROLYN H. MIXON**, Associate Professor of Social Science. M.ED. (Elementary Education/Reading Specialist), Georgia Southwestern College; M.ED. (Guidance and Counseling), Valdosta State College; B.S.H.E. (Home Economics), University of Georgia. 1974

**DIANN MOFFETT**, Adjunct Instructor and Director of Business Services. B.A. (Accounting), Columbus College. 1994

**THOMAS K. MOODY**, Assistant Professor of Physical Education and Men's Golf Coach. M.S.T. (Physical Education), and B.S. (Health and Physical Education), Georgia Southern College. 1967

**KENNETH M. NEWKIRK**, Adjunct Assistant Professor and Director of Upward Bound. M.ED. (Guidance and Counseling), Valdosta State College; B.A. (Sociology), Morris Brown College. 1975

**SUSAN J. NUNN**, Assistant Professor of Reading. M.ED. (Special Education/Learning Disabilities), Valdosta State College; B.M. (Music), Wesleyan College. 1991

**OSCAR PATTON**, Associate Professor of English and Chair Division of Humanities. Ph.D. (English), Florida State University; M.A. (English), University of Tennessee; B.A. (English), Berry College. 1991

**RICHARD L. PAYNE**, Associate Professor of Wildlife. M.S. and B.S.F.S. (Wildlife Management), University of Georgia. 1983

**CHARLOTTE S. PFEIFFER**, Professor of English. Ph.D. (English), Georgia State University; M.A. (English), University of Georgia; A.B. (English), Wesleyan College. 1979

**J. KIM PITTCOCK**, Assistant Professor of Environmental Horticulture. M.S. (Ornamental Horticulture), University of Tennessee; B.S. (Horticulture), Texas Tech University. 1989

**CAROLYN S. POWELL**, Assistant Professor of Nursing. M.S.N. (Nursing), Valdosta State College; B.S.N. (Nursing), Albany State College. 1986

**RICHARD J. PYE**, Assistant Professor of Business Administration. M.S. (Computer Science), University of Mississippi; B.S. (Occupational Technology), Wayland Baptist College. 1990

**ALICE (KITTY) RAY**, Instructor of Nursing. M.S.N. (Nursing) Georgia Southwestern College, B.S.N. (Nursing), Albany State College; A.S. (Nursing), Abraham Baldwin Agricultural College. 1993

**GARY L. ROBERTS**, Professor of History. Ph.D. (History), University of Oklahoma; M.A. and A.B. (History), Georgia Southern College. 1969

**BOBBIE A. ROBINSON**, Associate Professor of English. Ph.D. (English), Baylor University; M.A. (History), M.A. (English), and B.A. (English), Valdosta State College. 1992

**CATHERINE E. ROGERS**, Assistant Professor of Reading. M.ED. (Reading), Auburn University; B.S. (Middle Grades), University of Southern Mississippi. 1990

**CHRYSTLE M. ROSS**, Associate Professor of Business Information Technology. Ed.D. (Higher Education Administration), Florida State University; M.ED. (Business Education) and B.B.A. (Secretarial Administration), Valdosta State College. 1979

**SHARRY M. SACKOR**, Assistant Professor of Reading. M.A. (Urban Affairs Studies), Jersey City State College; B.A. (Education), Fort Valley State College. 1992

**ANDREA H. SAVAGE**, Assistant Professor of Humanities. M.A. (English), Colorado State University; B.A. (English), Baylor University. 1992

**ELIZABETH M. SAXON**, Assistant Professor of Mathematics. M.ED. (Secondary Education-Mathematics), Valdosta State College; B.S. (Mathematics), Georgia State University. 1993

**NANCY M. SCOTT**, Assistant Professor of Business Administration. M.B.A. (Accounting), Valdosta State College; B.S. (Biology), Georgia State College. 1981

**EDDIE D. SEAGLE**, Associate Professor of Environmental Horticulture. M.S. (Ornamental Horticulture and Landscape Design), University of Tennessee; B.S.A. (Horticulture), University of Georgia. 1978

**JEFFREY L. SEELA**, Assistant Professor of Chemistry. Ph.D. (Inorganic Chemistry), Indiana University; B.S. (Chemistry), University of Iowa. 1991

**BRENDA A. SELLERS**, Assistant Librarian and Assistant Professor. M.S.L.S. (Library Service), Atlanta University; B.A. (History), Knoxville College. 1972

**ABUL K. SHEIKH**, Assistant Professor of Business Information Technology. M.S. (Computer Science), North Dakota State University; B.S. (Agricultural Engineering), Bangladesh Agricultural University. 1990

**HERBERT P. SHIPPEY**, Associate Professor of English. Ph.D. (English), University of South Carolina; M.A. (English), Emory University; B.A. (English), Georgia Southern College. 1992

**JOY B. SHURLEY**, Assistant Professor of Mathematics. M.ED. (Mathematics Education), University of Georgia; B.A. (Mathematics), Mercer University. 1991

**STACY D. SMITH**, Temporary Part-time Instructor of Speech. M.A. (Performing Arts) Oklahoma City University; B.A. (Theatre & Speech\English) Tarleton State University. 1995

**KAREN W. SPIVEY**, Assistant Professor of Nursing. M.S.N. (Nursing), Albany State College; B.S.N. (Nursing), Medical College of Georgia. 1984

**CHARLES R. STARK**, Temporary Part-time Instructor of Agricultural Economics. Ph.D. (Agricultural Economics), University of Illinois; M.A. & B.S. (Vocational Agriculture), University of Kentucky. 1995

**HELEN L. STRICKLAND**, Associate Professor of Journalism and Director of Publications. M.A. and A.B.J. (Journalism), University of Georgia. 1968

**JOANN T. SUMNER**, Associate Professor of Nursing. M.S.N. (Nursing), University of Washington; B.S.N. (Nursing), Goshen College. 1973

**LYNN D. THORNHILL**, Assistant Professor of Business Administration. M.B.A. (Business Administration) and B.B.A. (Finance), University of Georgia. 1989

**MARY E. (BETH) THORNTON**, Temporary Full-time Instructor of Biology. M.ED. (Education), University of Georgia; B.S. (Zoology), University of Georgia; A.S. (Biology), Abraham Baldwin Agricultural College. 1990

**L. PAUL TOMPKINS**, Adjunct Assistant Professor of Criminal Justice. M.S. (Criminal Justice), Albany State College; M.A.T. (Social Studies), Rollins College; B.A. (Criminal Justice), Florida Technological University. 1978

**DONALD G. VEAL**, Assistant Professor of Physical Education and Men's Basketball Coach. M.ED. (Social Studies and Physical Education), Georgia College; B.A. (Social Studies and Physical Education), Mercer University. 1977

**RITA WADE**, Adjunct Instructor and Counselor, Student Support Services, M. A. (Education) Hampton Institute; B.H. (History) Langston University. 1995

**DOUGLAS D. WAID**, Assistant Professor of Wildlife and Forestry. Ph.D. and M.S. (Wildlife Science Management), Texas Tech University; B.S. (Wildlife and Biology), University of Wisconsin at Stevens Point. 1991

**VICKI L. WALKER**, Instructor of Reading. M.ED.. (Reading), Valdosta State College; B.A. (English), LaGrange College. 1993

**FREDDIE C. WALTZ**, Temporary Part-time Instructor of Vocational Agriculture. Ph.D. (Animal Sciences), University of Missouri-Columbia; M.A. (Animal Sciences), Clemson University, B.S. (Agricultural Engineering) Clemson University. 1995



**GARTH L. WEBB, JR.**, Adjunct Instructor and Director of Admissions. M.ED. (Administration and Supervision), Valdosta State College; B.S.ED. (Spanish Education), Georgia Southern College. 1974

**JAMES M. WEEKS, JR.**, Assistant Professor of Physics. M.S. (Operations Research-Mathematics), North Carolina State University; M.S. (Physics), University of Minnesota; B.S. (Physics), University of Liberia. 1991

**KAY D. WEEKS**, Assistant Professor of Speech/English. M.A. (English), Valdosta State College; B.A. (Theater), Doane College. 1979

**WILLIAM T. WHEELER**, Professor of Mathematics and Chairman, Division of Developmental Studies. Ph.D. (Higher Education), Florida State University; M.ED. (Mathematics), Mercer University; B.S. (Secondary Education), Valdosta State College. 1967

**VIRGINIA E. WIDSTROM**, Professor of Chemistry. Ph.D. (Chemistry), University of Georgia; M.S. and B.S. (Chemistry), South Dakota State University. 1966

**ANDREA P. WILLIS**, Assistant Professor of Health, Physical Education, and Recreation. M.S.T. and B.S.ED. (Physical Education), Georgia Southern College. 1974

**TIMOTHY WISE**, Assistant Professor and Vice President of Student Affairs. Ed.D. (Higher Education & Administration), Florida State University; M.S. (Counseling & Guidance Education); B.A. (Psychology), Florida State University. 1995

**HUBERT WOOD**, Adjunct Instructor and Director of Human Resources. M.B.A. (Business and Management), Albany State College; B.A. (Accounting), Valdosta State College. 1975

**FLOYD E. WRIGHT**, Adjunct Instructor and Vice President of Fiscal Affairs. M.B.A. (Management Science), Georgia College; B.B.A. (Accounting), University of Georgia. 1988

**EUGENE H. WYLES**, Temporary, Part-time Instructor of Music. M.M.E. (Music), Vandercook College of Music; B.F.A. (Fine Arts), University of Florida. 1991

**CRAIG L. YOUNG**, Assistant Professor of Health and Physical Education and Men's Baseball Coach. M.ED. and B.S. (Physical Education), Georgia Southwestern College. 1991

## CONSULTING FACULTY

**RAYMOND FULP**, Consulting College Pharmacist. B.S.Ph., University of Georgia.

**DENNIS RHOADES**, Consulting College Physician. D.O., Philadelphia College of Osteopathic Medicine.

**DAVID C. JOHNSON**, Consulting College Physician. M.D., Medical College of Georgia.

**DON T. SMITH**, Consulting College Physician. M.D., Medical College of Georgia.



## FACULTY EMERITI

Dr. Stanley R. Anderson	President Emeritus
Ms. Florence A. Baxter	Associate Professor Emerita of Humanities
Dr. W. Worth Bridges, Jr.	Vice President & Dean and Associate Professor Emeritus
Mr. Jesse G. Chambliss	Professor Emeritus of Agricultural Engineering
Mr. Joseph J. Day, Jr.	Professor Emeritus of Mathematics
Dr. Ernest A. Edwards	Professor Emeritus of Humanities
Mr. O. Gerald Fletcher	Associate Professor Emeritus of Physics
Mr. Paul Gaines	Professor Emeritus of Agronomy and Registrar Emeritus
Mr. James H. Grimes	Associate Professor Emeritus of Physical Science
Ms. Annie R. Hammons	Associate Professor Emerita of Social Science
Dr. Rosemary Johnson	Director and Associate Professor Emerita
Mr. Robert E. Keith	Director Emeritus of Continuing Education
Dr. Thomas R. Milam	Professor and Chairperson Emeritus of Social Science
Dr. Earl S. Parker	Professor Emeritus of Biology
Mrs. Mary Lee Vitange Payne	Associate Professor Emerita of Business Administration
Mr. James P. Rowe	Associate Professor Emeritus of Chemistry
Mr. Martin M. Sibbet	Associate Professor Emeritus of Agriculture
Mr. Lester T. Simpson	Associate Professor Emeritus of Business Administration
Mr. J. Sidney Smith	Associate Professor Emeritus of Chemistry
Dr. Frank H. Thomas	Academic Dean and Professor Emeritus of Chemistry
Mr. J. Talmadge Webb	Comptroller Emeritus

## PRESIDENTS

W. W. Driskell, Second District A & M School	1908-09
W. G. Acree, Second District A & M School	1909-10
S. L. Lewis, Second District A & M School	1910-12
J. E. Hart, Second District A & M School	1912-14
S. L. Lewis, Second District A & M School	1914-25
S. L. Lewis, South Georgia A and M College	1925-29
F. G. Branch, Georgia State College for Men	1929-33
J. G. Woodroof, Abraham Baldwin Agricultural College	1933-34
George H. King, Abraham Baldwin Agricultural College	1934-47
George P. Donaldson, Abraham Baldwin Agricultural College	1947-61
J. Wilson Comer, Abraham Baldwin Agricultural College	1961-63
J. Clyde Driggers, Abraham Baldwin Agricultural College	1964-75
Stanley R. Anderson, Abraham Baldwin Agricultural College	1975-85
Wayne C. Curtis, Abraham Baldwin Agricultural College	1986-88
Harold J. Loyd, Abraham Baldwin Agricultural College	1989-88

# Glossary



**ACADEMIC ADVISOR**—A faculty member, usually in the student's major area of study. Each student is assigned to an advisor. The advisor helps the student plan a course of study, aids in registration each quarter, assists in changes of schedule, and provides advice and help when a student has problems or concerns.

**ACADEMIC OVERLOAD**—A student enroll in more than the normal course load of fifteen credit hours plus physical education. Usually seventeen or more hours represents an overload.

**ACCREDITATION**—Approval of a college or university's programs and operations by an accrediting agency (such as the Southern Association of Colleges and Schools). An accredited college is one which has met certain minimum requirements and has been judged to be academically sound.

**ADMISSION**—Acceptance of a student into the College, based on his previous academic record and Scholastic Aptitude Test (SAT) scores.

**CAREER AND TECHNOLOGICAL PROGRAMS**—Those areas of study which terminate with the two-year associate degree. For students who want a two-year, but not four-year, program of study.

**COLLEGE PARALLEL PROGRAMS**—Those areas of study which, when completed, transfer to a senior college and eventually lead to a bachelor's degree. Basically, the first two years of a four-year degree.

**CORE CURRICULUM**—A basic course of study required of all college parallel students. It is divided into four areas: humanities, mathematics and the natural sciences, social science, and academic major area.

**COURSE LOAD**—The number of credit hours a student carries each quarter. The normal course load is fifteen hours plus physical education.

**CREDIT BY EXAMINATION**—Credit for courses earned by divisional examination or through College Level Examination Program (CLEP). If successfully passed, these examinations offer proof of a student's knowledge of a particular subject, and credit for that subject is awarded.

**DEAN'S HONOR LIST**—Recognizes students who have distinguished themselves scholastically. A list published each quarter with the names of those who achieved a 3.3 grade point average or higher with fifteen or more hours of regular college credit.

**DEVELOPMENTAL STUDIES**—A program of studies in such subjects as English, reading, and mathematics. Entering students who are shown through testing to be deficient in certain areas are enrolled in one or more developmental studies courses. These courses do not count toward graduation, but must be successfully completed before a student can take regular college-level work. Students with recentered SAT scores less than 430 verbal and 430 math are automatically assigned to Developmental Studies.

**DIVISION**—An academic unit of the College which is presided over by a chairperson. ABAC has eight academic divisions and all courses offered for regular credit are organized within them, e.g., Division of Business Administration.

**DROP AND ADD (CHANGE OF SCHEDULE)**—A period of two days at the beginning of each quarter when a student may change his schedule by dropping one class and adding another in its place. A student who wants to make a schedule change must see their advisor to begin the process. While a student may drop and add only during the first two days of class each quarter, he/she may drop a course without adding any other course in its place up to the mid-point of the quarter. Again, however, by seeing the advisor first.

**ELECTIVE**—A course within the student's curriculum that is chosen with a degree of freedom, as opposed to a required course. The elective is accepted toward the completion of a degree, but the student has the opportunity of choosing it from among several alternatives.

**SUSPENSION**—A student may be barred from enrolling in the College, because of inadequate academic performance or violation of the College code of conduct.

**FRESHMAN**—A student who has earned fewer than forty-five hours of credit.

**FULL-TIME STUDENT (FOR FEE PAYMENT ONLY)**—A student who is enrolled for twelve or more credit hours.

**GRADE POINT AVERAGE (GPA) (ACADEMIC)**—Computed numerically by dividing the number of grade points earned by the number of hours of course work attempted over any given period. Only those courses numbered 100 or higher (regular college-level courses) are counted.

**GRADE POINT AVERAGE (GPA) (ADJUSTED)**—Computed from all courses attempted, including those numbered below 100 (developmental studies courses). It will include only the most recent attempt in any course that has been repeated. The student must maintain a minimum adjusted GPA depending on total hours attempted in order to avoid academic probation or suspension.

**GRADE POINT AVERAGE (GPA) (GRADUATION)**—Computed by dividing the hours of credit presented for graduation into the grade points earned in courses presented for graduation.

**GRADE POINTS**—Points given for attainment of a certain letter grade (A=4, B=3, C=2, D=1, F=0). Used in determining the grade point average.

**HONORS DAY**—Designed to recognize publicly those students who have distinguished themselves academically. An Honors Day program each spring quarter includes the announcement of awards to superior students and other forms of reward and recognition.

**ID CARD**—An identification card issued to each student identifying him as a student of the College. It also provides admission to various college functions and is required to cash checks and to check out books from the Library. It is also required to obtain transcripts and academic information from the Registrar's Office. ID cards are validated during registration each quarter.

**MAJOR**—The academic area in which a student specializes. New students are encouraged to declare a major when they first enroll but may be classified "undeclared" if they wish.

**MATRICULATION**—Enrollment in the College.

**MID-TERM**—The mid-point of the quarter. The last day students may withdraw from a course or courses without penalty. Consult the College calendar for mid-term dates.

**ORIENTATION**—Designed to help a new student become familiar with the College. It is also a period of testing, the results of which provide the faculty with information needed to better advise the student and help plan a course of study.

**PART-TIME STUDENT**—A student who is enrolled for eleven or fewer credit hours.

**PREREQUISITE**—A course which must be completed prior to another. Some of the College's courses are prerequisites for following course, i.e., English 101 is a prerequisite for English 102. See the "Description of Courses" section of this catalog for course prerequisites.

**PROBATION (ACADEMIC)**—A result of unsatisfactory scholarship. A student who has attended the College for two quarters or more and who has less than a 1.5 institutional grade point average is placed on probation.

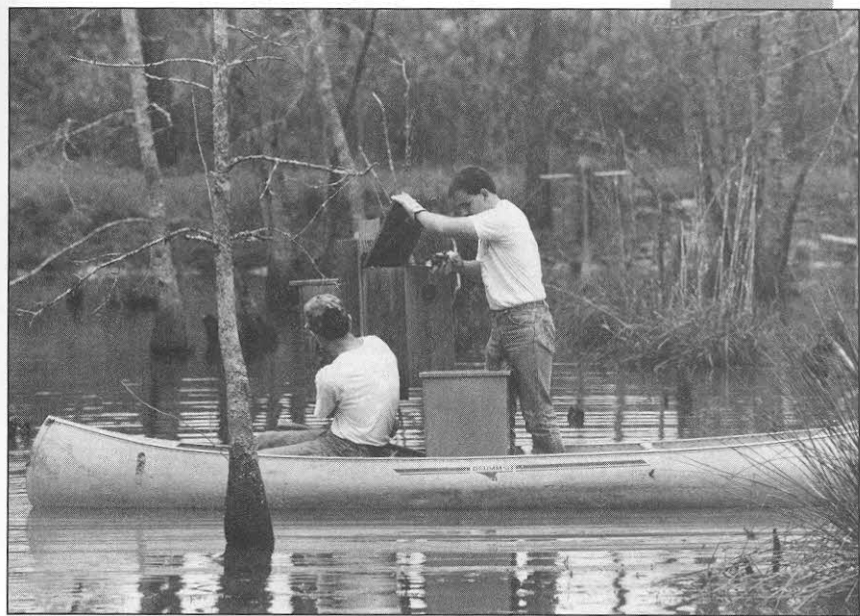
**QUARTER CREDIT HOURS**—A unit of academic credit. Each course offered by the College carries such credit. The number of hours earned in a given quarter is the measure of that student's academic load. The normal load is fifteen quarter hours plus physical education.

**QUARTER SYSTEM**—The scheduling of four periods of academic study within a fiscal year, summer, fall, winter, and spring quarters constitute the fiscal year.

**REGENTS' TEST**—A competency test in reading and writing. It is required of all students enrolled in the College and throughout the University System of Georgia. It must be passed before the student can graduate from ABAC and is normally taken during the sophomore year. See the "Regents' Testing Program" section of this catalog.

**SOPHOMORE**—The student who has completed forty-five or more credit hours.

# Index



ABAC Foundation .....	15
Absence Policy .....	68
Academic Probation .....	76
Academic Progress .....	35
Academic Regulations .....	67
Academic Renewal .....	75
Academic Standing .....	76
Academic Suspension .....	76
Accounting .....	91
Accreditation and Memberships .....	10
Add/Drop (see Schedule, Change of) .....	70
Admissions .....	18
Advanced Placement Program .....	73
Agricultural Engineering Technology .....	126
Agricultural Management Technology .....	120
Agricultural Marketing Technology .....	121
Agricultural Technology .....	122
Agriculture (Transfer Program) .....	88
Allied State Agencies .....	13
Alumni Association .....	14
Animal Science .....	123
Appeal of Grades .....	75
Art .....	94
Arts Experiment Station .....	13
Athletic Programs .....	66
Auditing Classes .....	22
Biological and Agricultural Engineering .....	89
Biology .....	98
Buildings and Grounds .....	15
Business Administration .....	91
Business Information Technology .....	141
Calendar, 1996-98 .....	6

## CAREER AND TECHNOLOGICAL

<b>PROGRAMS .....</b>	<b>118</b>
Agricultural Engineering Technology .....	126
Agricultural Management Technology .....	120
Agricultural Marketing Technology .....	121
Agricultural Technology .....	122
Plant Science .....	122
Animal Science .....	123
Livestock Health .....	124
Poultry Technology .....	125
Business Information Technology .....	141
Microcomputer Programming .....	141
Microcomputer Business Applications .....	142
Certificate in Business	
Information Technology .....	43
Concentration in Business .....	145
Cooperative Degree Program .....	161
Ben Hill-Irwin Technical Institute .....	161
Moultrie Area Technical Institute .....	163
Criminal Justice	
Criminal Justice .....	156
Law Enforcement .....	157
Forest Technology .....	128
Environmental Horticulture Technology .....	134
Floral Management and Design .....	140
Ornamental Production .....	139
Landscape Management .....	138
Golf Turf Management .....	135
Commercial Turf Management .....	137

Golf Club Management .....	136
General Business	
General Business .....	144
Family and Consumer Sciences Technology .....	130
Children and Family Services .....	130
Interior Design .....	131
Fashion Merchandising .....	132
Hospitality Management .....	133
Human Services Technology .....	158
General .....	158
Children and Family Services .....	159
Social and Legal Services .....	160
Management and Marketing .....	145
Management and Marketing Option .....	145
Fashion Merchandising .....	146
Golf Club Management .....	147
Certificate in Management and	
Marketing .....	148
Nursing Education .....	149
LPN to RN Career Mobility Program	
(Tifton) .....	153
Off-campus Nursing Program	
(Valdosta) .....	154
On-campus Nursing Program	
(Tifton) .....	154
Wildlife Technology .....	129
Certificate in Business Information	
Technology .....	143
Certificate in Management and Marketing .....	148
Chemistry .....	99
Children and Family Services .....	130
Class Attendance Policy .....	68
Classification of Students .....	68
College Level Examination Program (CLEP) .....	72

## COLLEGE TRANSFER PROGRAMS .....

Agriculture .....	88
Art .....	94
Biological and Agricultural Engineering .....	89
Biology .....	98
Business Administration .....	91
Chemistry .....	99
Computer Science .....	99
Criminal Justice .....	106
Dental Hygiene .....	100
Economics .....	106
Elementary Education .....	104
English .....	95
Family and Consumer Sciences .....	90
Foreign Language .....	95
Forestry and/or Wildlife Management .....	89
History .....	107
Human Services (Social Work) .....	107
Journalism .....	96
Liberal Arts .....	96
Mathematics .....	100
Medical Technology .....	102
Middle Grades Education .....	104
Music .....	97
Nursing .....	103
Pharmacy .....	101
Physical Education .....	92

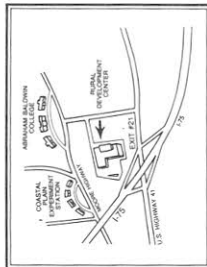
Physics.....	101	Family Educational Rights and Privacy Act of 1974.....	77
Political Science.....	108	Fashion Merchandising.....	132
Psychology.....	108	Fees.....	29
Recreation.....	93	Financial Aid.....	34
Secondary Education.....	104	Floral Management and Design Option.....	140
Sociology.....	109	Food Service.....	61
Special Education.....	104	Foreign Language.....	95
Speech and Drama.....	97	Foreign Students.....	25
Sports Medicine.....	92	Forest Technology.....	128
Commercial Turf Management.....	137	Forestry and/or Wildlife Management.....	89
Communication Media.....	65	Freshman.....	68
Computer Competency Requirement.....	71	Freshman Orientation Course.....	60
Computer Science.....	99	General Business.....	144
Conduct Information and Regulations.....	62	General Information.....	4
Constitution and History Competency Requirement.....	71	Georgia Coastal Plain Experiment Station.....	14
Continuing Education and Public Services.....	12	Glossary.....	202
Cooperative Degree Program— Ben Hill-Irwin Tech. Institute.....	161	Golf Club Management.....	136
Cooperative Degree Program— Moultrie Area Tech. Institute.....	163	Golf Club Management (Management and Marketing).....	147
Core Curriculum.....	86	Golf Turf Management.....	135
Counseling/Testing/Career Development/Job Placement.....	59	Grades, Changes of.....	75
Course Descriptions.....	165	Grade Point Averages.....	74
Course Description Abbreviations.....	83	Grading System.....	74
Course Load and Attendance.....	68	Graduation Requirements.....	79
Criminal Justice.....	106	Health Services.....	61
Curriculum for Off-Campus Degree Nursing Program (Valdosta).....	154	History.....	107
Curriculum for On-Campus Program.....	154	History and Constitution Competency Requirement.....	71
Dean's Honor List.....	78	History of the College.....	10
Dental Hygiene.....	100	Honors Day.....	79
Dentistry.....	110	Honors Program.....	79
Description of Courses.....	165	Hospitality Management.....	133
Developmental Studies.....	114	Housing.....	61
Developmental Studies Suspension.....	77	Human Services (Social Work).....	107
Directory for Correspondence.....	ii	Human Services Technology.....	158
Disruptive Behavior.....	63	Institutions of University System of Georgia.....	194
Distinguished Achievement List.....	78	Interior Design.....	131
Division of Agriculture and Forest Resources.....	88	International Studies Program.....	73
Division of Business Administration.....	91	International Students Admission.....	25
Division of Health, Physical Education and Recreation.....	92	Intramural Activities.....	66
Division of Humanities.....	94	Irregular Students.....	26
Division of Nursing.....	103	Joint Enrollment.....	23
Division of Science and Mathematics.....	98	Journalism.....	96
Division of Social Science.....	104	Landscape Management.....	138
Division of Developmental Studies.....	114	Law.....	112
Drop/Add (see Schedule, Change of).....	70	Law Enforcement.....	157
Early Admission.....	23	Liberal Arts.....	96
Educational Opportunity Grants.....	38	Livestock Health.....	124
Elementary Education.....	104	Loans.....	38
English.....	95	Location of College.....	15
English Language Study Center.....	26	Management and Marketing.....	145
Environmental Horticulture.....	134	Mathematics.....	100
Evening and Off-Campus Programs.....	115	Medicine.....	110
Expenses and Fees.....	28	Members of the Board.....	193
Faculty.....	195	Microcomputer Programming Option.....	141
Family and Consumer Sciences.....	90	Microcomputer Business Applications Option.....	142
Family and Consumer Sciences Technology.....	130	Mission Statement.....	10
		Music.....	97
		Musical Groups.....	66
		Non-Degree Students.....	26



Nursing (BSN).....	103	Secondary Education .....	104
Nursing Education .....	149	Senior Citizen Admission.....	24
Officers of Administration .....	193	Sexual Harassment Policy .....	58
Officers of the Board.....	193	Sociology.....	109
Orientation .....	60	Special Education .....	104
Ornamental Production.....	139	Special Fees and Charges .....	31
Pell Grants .....	38	Speech and Drama.....	97
Pharmacy.....	101	Standards of Academic Progress.....	35
Physical Education.....	92	State Department of Labor.....	14
Physical Education Requirements .....	71	State Department of Natural Resources.....	14
Placement by Examination.....	72	State Department of Vocational Rehabilitation .....	56
Plant Science .....	122	State Museum of Agriculture .....	14
Policies and Procedures .....	19	Status of Graduates.....	80
Policy on Racial Harassment.....	58	Student Activities.....	64
Political Science .....	108	Student Communications Media .....	65
Post-Secondary Option.....	24	Student Financial Aid .....	34
Poultry Technology.....	125	Student Government Association .....	65
Pre-Professional Courses of Study .....	110	Student Housing.....	61
President's Honor List.....	78	Student Publications.....	65
Privacy Act of 1974.....	77	Student Responsibility.....	2
Proficiency Examination Program.....	72	Student Services .....	57
Provisional Admission.....	26	Table of Contents .....	3
Psychology.....	108	Transcript of Student Record .....	78
Readmission .....	21	Transfer Students .....	21
Recreation.....	93	Transient Students.....	22
Refund Policy.....	29	University System of Georgia.....	192
Regents' Testing Program .....	80	Veterans .....	23
Regents, University System of Georgia.....	193	Veterans Services Office.....	56
Regional Police Academy.....	13	Veterinary Medicine .....	111
Repeated Courses.....	75	Violations.....	62
Resident Status .....	30	Vocational Rehabilitation .....	56
ROTC.....	73	Wildlife Technology .....	129
Rural Development Center .....	14	Withdrawals.....	69
Schedule, Change of.....	70	Work Opportunities.....	40
Scholarships .....	40		

**Abraham Baldwin**  
COLLEGE • TIFTON, GEORGIA

*A Two-Year Unit of the University System of Georgia*



1. Gressette Gym
2. Swimming Pool
3. Thrash Gym
4. Howard Auditorium
5. Weltner Hall - Admissions
6. Corner Hall
7. Herring Hall
8. Tift Hall - Information, Registrar, Administration

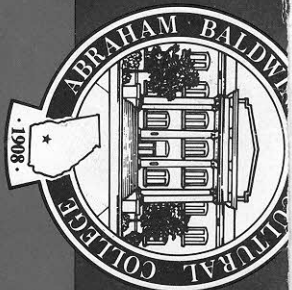
9. Lewis Hall
10. J. L. Branch Student Center
11. Bowen Hall - Social Science, Family & Consumer Sciences, Police Academy
12. Evans Health Center
13. Plant Operations Warehouse
14. Plant Operations Building
15. Donaldson Dining Hall

16. Chandler Hall
17. Baldwin Library
18. King Hall - Developmental Studies
19. Conger Hall - Business/Humanities
20. Music Building
21. Britt Hall - Science-Math
22. Gray Hall - Science-Math
23. Driggers Lecture Hall - Chapel
24. Baldwin Memorial Gardens

25. Creswell Hall
26. Moore Building - Nursing
27. Gaines Hall - Nursing
28. Fulwood Hall
29. Mitchell Hall
30. Branch Hall
31. Agriculture Building - AET/Horticulture
32. Yow Forestry-Wildlife Building

33. Development/Alumni House
34. Torbett-Dobrosky Golf Facility
35. Picnic Pavilion
36. Baseball Field
37. Arena
38. Stables
39. Tennis Center
40. Intramural Field & Track

COASTAL PLAIN  
EXPERIMENT  
STATION



# Abraham Baldwin Agricultural College

*A Two-Year Unit of the University System of Georgia*

2802 Moore Highway  
Tifton, GA 31794-2601

Nonprofit Org.

U.S. Postage

PAID

Tifton, GA 31794-2601

Permit No. 26