

# ATLANTA METROPOLITAN COLLEGE

*A University System of Georgia Institution*



University System of Georgia

## *Summer Session 2009*

# Schedule Of Classes

*The courses printed in this booklet are those that Atlanta Metropolitan College plans to offer for the 2009 Summer Session.  
However, since the schedule is prepared well in advance of the time offered, some changes may be necessary.*

# TABLE OF CONTENTS

Calendar .....	3
Registration Schedule .....	4
Tuition and Fees.....	5
Refund Policy & Schedule.....	9
College Bookstore.....	12
College Preparatory Curriculum .....	13
Regents' Test .....	14
Compass Test Dates.....	14
Alcohol and Drug Policies .....	15
Course Offerings Legend.....	16
Schedule of Classes .....	17
First Mini-Mester Classes .....	17
Evening Classes .....	20
Weekend Classes .....	21
Online Classes.....	22
34 Peachtree Classes .....	23
Mini Campus Directory .....	24
Online Registration Instructions .....	25
Registration Course Selection Form .....	26

# SUMMER SEMESTER 2009 ACADEMIC CALENDAR

---

<b>April</b>	<b>6 – 24</b>	<b>Early Registration</b> - currently enrolled students - <b>Fees MUST be paid by 5:00 pm on May 15</b>
May	7	Early Registration - currently enrolled Learning Support Students - 10:00am -2:00 pm & 4:00pm – 6:30pm
May	14 - 15	<b>Regular Registration A</b> – 1 <sup>st</sup> Mini-Mester, Full Term and 2 <sup>nd</sup> Mini-Mester - 9:00 am – 5:00pm
May	15	<b>Fee Payment for Summer 2009 Early and Regular Registration A due by 5:00 pm</b>
<b>May</b>	<b>18</b>	Classes Begin 1 <sup>st</sup> Mini-Mester
May	18-19	Late Registration and Drop/Add Period - 1 <sup>st</sup> Mini-Mester
<b>May</b>	<b>25</b>	<b>Memorial Day Holiday (College Closed)</b>
<b>May</b>	<b>27</b>	No Shows (NS) for <b>1<sup>st</sup> Mini-Mester</b> due to the Registrar’s Office by 12:00 pm
<b>May</b>	<b>27 - June 2</b>	Mid-Term Assessments for <b>1st Mini-Mester</b>
May	29	<b>Regular Registration B</b> – Full Term and 2 <sup>nd</sup> Mini-Mester - 9:00 am to 5:00 pm
May	30	<b>Regular Registration B</b> – Full Term and 2 <sup>nd</sup> Mini-Mester - 10:00 am to 3:00 pm
June	1	<b>Regular Registration B</b> – Full Term and 2 <sup>nd</sup> Mini-Mester - 9:00 am to 7:00 pm
<b>June</b>	<b>2</b>	Classes Begin - <b>FULL TERM</b>
June	2 - 3	Late Registration and Drop/Add Period - <b>FULL TERM – Late Fee Applies</b>
June	3	Mid-Term 1 <sup>st</sup> Mini-Mester ( <b>Last day to Withdraw without penalty</b> )
June	15	Summer 2009 Graduation Applications Due
June	15 - 17	Late Registration – <b>2<sup>nd</sup> Mini-Mester – Late Fee Applies</b>
June	16	No Shows (NS) for <b>FULL TERM</b> due to the Registrar’s Office by 12:00 pm
June	17	Last day of Class - <b>1<sup>st</sup> Mini-Mester</b>
June	18 - 23	<b>Final Exam Period Begins – 1<sup>st</sup> Mini-Mester – June 18 – 23</b>
June	24	Grades due for <b>1<sup>st</sup> Mini-Mester</b> by 5:00 pm
June	24 - 29	Mid-Term Assessments for <b>FULL TERM</b>
June	25	First Day of Class - <b>2<sup>nd</sup> Mini-Mester</b>
<b>June</b>	<b>25–26</b>	Late Registration and Drop/Add Period - <b>2<sup>nd</sup> Mini-Mester - Late Fee Applies</b>
June	30	Mid -Term <b>FULL TERM (Last day to Withdraw without penalty)</b>
July	1	No Shows (NS) for <b>2nd Mini-Mester</b> due to the Registrar’s Office by 12:00 pm
July	2 - 9	Mid-Term Assessments for <b>2nd Mini-Mester</b>
<b>July</b>	<b>3 - 4</b>	<b>Independence Day Holiday (College Closed)</b>
July	6 - 24	Early Registration for Fall Semester 2009
July	10	Mid - Term 2 <sup>nd</sup> Mini-Mester ( <b>Last day to Withdraw without penalty</b> )
July	11 & 13	Regents’ Examination
July	27	Last Day of Class for <b>FULL TERM and 2<sup>nd</sup> Mini-Mester</b>
July	28	<b>Final Exam Period Begins – FULL TERM and 2<sup>nd</sup> Mini-Mester – July 28- August 3</b>
August	4	Final Grades due from Faculty by 5:00 pm
August	5	Official Graduation Date – Commencement Ceremony May 2010
August	7	Early Registration - currently enrolled Learning Support Students - 10:00am -2:00 pm & 4:00pm – 6:30pm
August	7	<b>Grades Viewable Online</b>

# SUMMER 2009 REGISTRATION REPORTING TIMES

## REGULAR REGISTRATION A

May 14 Library -3 <sup>rd</sup> Floor 9:00 a.m. – 5:00 p.m.	May 15 Library -3 <sup>rd</sup> Floor 9:00 a.m. – 5:00 p.m.	May 18 Advisement in Division Offices 9:00 a.m. – 7:00 p.m.	May 19 Advisement in Division Offices 9:00 a.m. – 5:00 p.m.
---	---	---	---

## REGULAR REGISTRATION B

May 29 Library -3 <sup>rd</sup> Floor 9:00 a.m. – 5:00 p.m.	May 30 Library -3 <sup>rd</sup> Floor 10:00 a.m. – 3:00 p.m.	June 1 Library – 3 <sup>rd</sup> Floor 9:00 a.m. – 7:00 p.m.
---	--	--

## LATE REGISTRATION DATES & LOCATIONS: (\$25 LATE FEE)

Students who are unable to register by the end of registration on **June 1, 2009** may register during the **Late Registration Period** and pay a **\$25 LATE FEE**. The late registration dates and locations are listed below.

**Fee payment must be completed on the day of course selection in order for a student to be officially enrolled.**

### 8 week – FULL TERM

June 2 Library -3 <sup>rd</sup> Floor 9:00 a.m. – 7:00 p.m.	June 3 Library -3 <sup>rd</sup> Floor 9:00 a.m. – 7:00 p.m.
---	---

### 2<sup>nd</sup> Mini-Mester

June 15 – 17 Advisement in Division Offices Bring signed Registration Form to Registrar’s Office 9:00 a.m. – 5:00 p.m.	June 25 – 26 Advisement in Division Offices Bring signed Registration Form to Registrar’s Office 9:00 a.m. – 5:00 p.m.
---	---

**In order to add/drop a course, the following steps must be followed:**

1. **Complete** a "Registration Form," which may be obtained from your academic division.
2. **Obtain** approval for each course adjustment from your academic advisor.
3. **Present** the Change of Schedule Form to the designated registration site as indicated by the Office of the Registrar. Once you have submitted your paperwork for data entry, you are asked to wait to receive a new schedule reflecting the appropriate adjustment(s). If you are not satisfied with the change or if a problem occurs because the course is closed or cancelled, you are encouraged to return to speak with the individual who advised you.
4. **Proceed** to the Cashier’s Station to make payment if required provided there are no problems with your new schedule.  
 Attention Financial Aid Students and Veterans: You must follow the above procedures to drop or replace cancelled classes, or to add or drop classes on your schedule. Such schedule changes must be cleared through the Financial Aid and/or Veterans Office.

### ATTENTION STUDENTS:

- **Your registration is complete when you have paid for your courses.**
- I.D. photos are required for all students. The Atlanta Metropolitan College student I.D. card will allow registered students access to campus resources.
- **If you register during the Early Registration Period, the fee payment deadline is May 15, 2009.** Failure to pay your fees will result in your registration being cancelled, and you will have to start the course selection process over.
- **Students who expect to receive financial aid to pay for their courses must have their class schedule stamped by the Office of Fiscal Affairs.** Failure to follow this procedure will result in your registration being cancelled.
- Please keep in mind that it is the student’s responsibility to withdraw from any course for which he/she registers, but fails to attend. Failure to withdraw from such course will result in the student receiving a failing grade.

*NOTE: Atlanta Metropolitan College reserves the right to cancel classes with insufficient enrollment and to modify the schedule as circumstances may dictate.*

# SUMMER 2009 TUITION AND FEES

## TUITION AND FEES

EFFECTIVE SUMMER SEMESTER 2009

FOR FY2009 ENTERING FRESHMEN COHORT CLASS (Fall 2008)

FIXED FOR NINE CONSECUTIVE SEMESTERS, INCLUDING FALL, SPRING, AND SUMMER

RESIDENT TUITION AND FEES						NON-RESIDENT TUITION AND FEES					
Credit Hours	Resident Tuition	Activity	Athletic	Technology	Total	Credit Hours	Non-Resident Tuition	Activity	Athletic	Technology	Total
1	\$ 77.00	\$60.00	\$55.00	\$40.00	<b>\$232.00</b>	1	\$306.00	\$60.00	\$55.00	\$40.00	<b>\$461.00</b>
2	\$ 154.00	\$60.00	\$55.00	\$40.00	<b>\$309.00</b>	2	\$612.00	\$60.00	\$55.00	\$40.00	<b>\$767.00</b>
3	\$ 231.00	\$60.00	\$55.00	\$40.00	<b>\$386.00</b>	3	\$918.00	\$60.00	\$55.00	\$40.00	<b>\$1,073.00</b>
4	\$ 308.00	\$60.00	\$55.00	\$40.00	<b>\$463.00</b>	4	\$1,224.00	\$60.00	\$55.00	\$40.00	<b>\$1,379.00</b>
5	\$ 385.00	\$60.00	\$55.00	\$40.00	<b>\$540.00</b>	5	\$1,530.00	\$60.00	\$55.00	\$40.00	<b>\$1,685.00</b>
6	\$ 462.00	\$60.00	\$55.00	\$40.00	<b>\$617.00</b>	6	\$1,836.00	\$60.00	\$55.00	\$40.00	<b>\$1,991.00</b>
7	\$ 539.00	\$60.00	\$55.00	\$40.00	<b>\$694.00</b>	7	\$2,142.00	\$60.00	\$55.00	\$40.00	<b>\$2,297.00</b>
8	\$ 616.00	\$60.00	\$55.00	\$40.00	<b>\$771.00</b>	8	\$2,448.00	\$60.00	\$55.00	\$40.00	<b>\$2,603.00</b>
9	\$ 693.00	\$60.00	\$55.00	\$40.00	<b>\$848.00</b>	9	\$2,754.00	\$60.00	\$55.00	\$40.00	<b>\$2,909.00</b>
10	\$ 770.00	\$60.00	\$55.00	\$40.00	<b>\$925.00</b>	10	\$3,060.00	\$60.00	\$55.00	\$40.00	<b>\$3,215.00</b>
11	\$ 847.00	\$60.00	\$55.00	\$40.00	<b>\$1,002.00</b>	11	\$3,366.00	\$60.00	\$55.00	\$40.00	<b>\$3,521.00</b>
12	\$ 919.00	\$60.00	\$55.00	\$40.00	<b>\$1,074.00</b>	12	\$3,670.00	\$60.00	\$55.00	\$40.00	<b>\$3,825.00</b>
or more						or more					

In addition and where applicable, students will be charged the following fees:

1. Applied Music Fee - \$50.00 per Credit Hour
2. Annual Vehicle Registration - \$15.00
3. Late Registration - \$25.00
4. Lab Fee - \$25.00

Revised 04/08/09

<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Applied Music Fee is \$50.00 per one credit hour.</li> <li><input checked="" type="checkbox"/> Lab Fee is \$25.00 per one-hour laboratory science course.</li> <li><input checked="" type="checkbox"/> Non-Refundable Late Registration Fee is \$25.00.</li> <li><input checked="" type="checkbox"/> All students parking a vehicle on campus are required to obtain a parking decal. Students may purchase up to two decals at a cost of \$15.00 each. The decals will be available in the College Library lobby during registration or in the Campus Safety Office in Room 205 of the Academic Building, following registration. The vehicle registration fee is non-refundable.</li> <li><input checked="" type="checkbox"/> Fees must be paid in full at registration by cash, personal check, money order, certified check, or MasterCard/VISA. If MasterCard/VISA is used, the individual whose name appears on the card must be present.</li> <li><input checked="" type="checkbox"/> AMC welcomes your payment of tuition and fees by check. Your check must be made payable to Atlanta Metropolitan College with the student's name and social security number on the face of the check. AMC does not accept <u>two-party checks</u>, <u>payroll checks</u>, <u>starter checks</u>, <u>counter checks</u>, <u>post dated checks</u> or <u>checks which must be sent for collection</u>. If the check you present for payment of your tuition and</li> </ul>	<p>and fees is not honored by the bank and is returned to the College unpaid, a financial hold will be placed on your records, you will be assessed a \$30.00 returned check fee, and you will be required to make all future payments to the college by cash, cashier's check, traveler's check or money order. Your check will be immediately forwarded to Certegy Check Services, the College's guarantee service. Certegy will reimburse the College for the amount of the check and charge the student a service fee. If for any reason Certegy cannot honor the check, the student must clear the returned check in full, including the returned check fee within 10 calendar days following a written notification by the Business Office.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The college reserves the right to cancel classes with insufficient enrollment, and to modify the schedule as circumstances may dictate.</li> <li><input checked="" type="checkbox"/> Parking Decals and I.D. Cards must be picked up lobby of the College Library after fees are paid or in Room 205 of the Academic Building.</li> </ul>
---	--

**ATLANTA METROPOLITAN COLLEGE**  
**TUITION AND FEES**  
**EFFECTIVE SUMMER SEMESTER 2009**  
**FOR FY2008 ENTERING FRESHMEN COHORT CLASS (Fall 2007)**  
**FIXED FOR NINE CONSECUTIVE SEMESTERS, INCLUDING FALL, SPRING, AND SUMMER**

RESIDENT TUITION AND FEES						NON-RESIDENT TUITION AND FEES					
Credit Hours	Resident Tuition	Activity	Athletic	Technology	Total	Credit Hours	Non-Resident Tuition	Activity	Athletic	Technology	Total
1	\$ 73.00	\$60.00	\$55.00	\$40.00	<b>\$228.00</b>	1	\$292.00	\$60.00	\$55.00	\$40.00	<b>\$447.00</b>
2	\$ 146.00	\$60.00	\$55.00	\$40.00	<b>\$301.00</b>	2	\$584.00	\$60.00	\$55.00	\$40.00	<b>\$739.00</b>
3	\$ 219.00	\$60.00	\$55.00	\$40.00	<b>\$374.00</b>	3	\$876.00	\$60.00	\$55.00	\$40.00	<b>\$1,031.00</b>
4	\$ 292.00	\$60.00	\$55.00	\$40.00	<b>\$447.00</b>	4	\$1,168.00	\$60.00	\$55.00	\$40.00	<b>\$1,323.00</b>
5	\$ 365.00	\$60.00	\$55.00	\$40.00	<b>\$520.00</b>	5	\$1,460.00	\$60.00	\$55.00	\$40.00	<b>\$1,615.00</b>
6	\$ 438.00	\$60.00	\$55.00	\$40.00	<b>\$593.00</b>	6	\$1,752.00	\$60.00	\$55.00	\$40.00	<b>\$1,907.00</b>
7	\$ 511.00	\$60.00	\$55.00	\$40.00	<b>\$666.00</b>	7	\$2,044.00	\$60.00	\$55.00	\$40.00	<b>\$2,199.00</b>
8	\$ 584.00	\$60.00	\$55.00	\$40.00	<b>\$739.00</b>	8	\$2,336.00	\$60.00	\$55.00	\$40.00	<b>\$2,491.00</b>
9	\$ 657.00	\$60.00	\$55.00	\$40.00	<b>\$812.00</b>	9	\$2,628.00	\$60.00	\$55.00	\$40.00	<b>\$2,783.00</b>
10	\$ 730.00	\$60.00	\$55.00	\$40.00	<b>\$885.00</b>	10	\$2,920.00	\$60.00	\$55.00	\$40.00	<b>\$3,075.00</b>
11	\$ 803.00	\$60.00	\$55.00	\$40.00	<b>\$958.00</b>	11	\$3,212.00	\$60.00	\$55.00	\$40.00	<b>\$3,367.00</b>
12	\$ 875.00	\$60.00	\$55.00	\$40.00	<b>\$1,030.00</b>	12	\$3,495.00	\$60.00	\$55.00	\$40.00	<b>\$3,650.00</b>
<b>or more</b>						<b>or more</b>					

In addition and where applicable, students will be charged the following fees:

1. Applied Music Fee - \$50.00 per Credit Hour
2. Annual Vehicle Registration - \$15.00
3. Late Registration - \$25.00
4. Lab Fee - \$25.00

Revised 04/08/09

<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Applied Music Fee is \$50.00 per one credit hour.</li> <li><input checked="" type="checkbox"/> Lab Fee is \$25.00 per one-hour laboratory science course.</li> <li><input checked="" type="checkbox"/> Non-Refundable Late Registration Fee is \$25.00.</li> <li><input checked="" type="checkbox"/> All students parking a vehicle on campus are required to obtain a parking decal. Students may purchase up to two decals at a cost of \$15.00 each. The decals will be available in the College Library lobby during registration or in the Campus Safety Office in Room 205 of the Academic Building, following registration. The vehicle registration fee is non-refundable.</li> <li><input checked="" type="checkbox"/> Fees must be paid in full at registration by cash, personal check, money order, certified check, or MasterCard/VISA. If MasterCard/VISA is used, the individual whose name appears on the card must be present.</li> <li><input checked="" type="checkbox"/> AMC welcomes your payment of tuition and fees by check. Your check must be made payable to Atlanta Metropolitan College with the student's name and social security number on the face of the check. AMC does not accept <u>two-party checks, payroll checks, starter checks, counter checks, post dated checks</u> or <u>checks which must be sent for collection</u>. If the check you present for payment of your tuition and</li> </ul>	<p>and fees is not honored by the bank and is returned to the College unpaid, a financial hold will be placed on your records, you will be assessed a \$30.00 returned check fee, and you will be required to make all future payments to the college by cash, cashier's check, traveler's check or money order. Your check will be immediately forwarded to Certegy Check Services, the College's guarantee service. Certegy will reimburse the College for the amount of the check and charge the student a service fee. If for any reason Certegy cannot honor the check, the student must clear the returned check in full, including the returned check fee within 10 calendar days following a written notification by the Business Office.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The college reserves the right to cancel classes with insufficient enrollment, and to modify the schedule as circumstances may dictate.</li> <li><input checked="" type="checkbox"/> Parking Decals and I.D. Cards must be picked up lobby of the College Library after fees are paid or in Room 205 of the Academic Building.</li> </ul>
---	--

**ATLANTA METROPOLITAN COLLEGE  
TUITION AND FEES  
EFFECTIVE SUMMER SEMESTER 2009  
FOR FY2007 ENTERING FRESHMEN COHORT CLASS (Fall 2006)  
FIXED FOR NINE CONSECUTIVE SEMESTERS, INCLUDING FALL, SPRING, AND SUMMER**

RESIDENT TUITION AND FEES						NON-RESIDENT TUITION AND FEES					
Credit Hours	Resident Tuition	Activity	Athletic	Technology	Total	Credit Hours	Non-Resident Tuition	Activity	Athletic	Technology	Total
1	\$ 68.00	\$60.00	\$55.00	\$40.00	<b>\$223.00</b>	1	\$268.00	\$60.00	\$55.00	\$40.00	<b>\$423.00</b>
2	\$ 136.00	\$60.00	\$55.00	\$40.00	<b>\$291.00</b>	2	\$536.00	\$60.00	\$55.00	\$40.00	<b>\$691.00</b>
3	\$ 204.00	\$60.00	\$55.00	\$40.00	<b>\$359.00</b>	3	\$804.00	\$60.00	\$55.00	\$40.00	<b>\$959.00</b>
4	\$ 272.00	\$60.00	\$55.00	\$40.00	<b>\$427.00</b>	4	\$1,072.00	\$60.00	\$55.00	\$40.00	<b>\$1,227.00</b>
5	\$ 340.00	\$60.00	\$55.00	\$40.00	<b>\$495.00</b>	5	\$1,340.00	\$60.00	\$55.00	\$40.00	<b>\$1,495.00</b>
6	\$ 408.00	\$60.00	\$55.00	\$40.00	<b>\$563.00</b>	6	\$1,608.00	\$60.00	\$55.00	\$40.00	<b>\$1,763.00</b>
7	\$ 476.00	\$60.00	\$55.00	\$40.00	<b>\$631.00</b>	7	\$1,876.00	\$60.00	\$55.00	\$40.00	<b>\$2,031.00</b>
8	\$ 544.00	\$60.00	\$55.00	\$40.00	<b>\$699.00</b>	8	\$2,144.00	\$60.00	\$55.00	\$40.00	<b>\$2,299.00</b>
9	\$ 612.00	\$60.00	\$55.00	\$40.00	<b>\$767.00</b>	9	\$2,412.00	\$60.00	\$55.00	\$40.00	<b>\$2,567.00</b>
10	\$ 680.00	\$60.00	\$55.00	\$40.00	<b>\$835.00</b>	10	\$2,680.00	\$60.00	\$55.00	\$40.00	<b>\$2,835.00</b>
11	\$ 748.00	\$60.00	\$55.00	\$40.00	<b>\$903.00</b>	11	\$2,948.00	\$60.00	\$55.00	\$40.00	<b>\$3,103.00</b>
12	\$ 802.00	\$60.00	\$55.00	\$40.00	<b>\$957.00</b>	12	\$3,206.00	\$60.00	\$55.00	\$40.00	<b>\$3,361.00</b>
<b>or more</b>						<b>or more</b>					

In addition and where applicable, students will be charged the following fees:

1. Applied Music Fee - \$50.00 per Credit Hour
2. Annual Vehicle Registration - \$15.00
3. Late Registration - \$25.00
4. Lab Fee - \$25.00

Revised 04/08/09

<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Applied Music Fee is \$50.00 per one credit hour.</li> <li><input checked="" type="checkbox"/> Lab Fee is \$25.00 per one-hour laboratory science course.</li> <li><input checked="" type="checkbox"/> Non-Refundable Late Registration Fee is \$25.00.</li> <li><input checked="" type="checkbox"/> All students parking a vehicle on campus are required to obtain a parking decal. Students may purchase up to two decals at a cost of \$15.00 each. The decals will be available in the College Library lobby during registration or in the Campus Safety Office in Room 205 of the Academic Building, following registration. The vehicle registration fee is non-refundable.</li> <li><input checked="" type="checkbox"/> Fees must be paid in full at registration by cash, personal check, money order, certified check, or MasterCard/VISA. If MasterCard/VISA is used, the individual whose name appears on the card must be present.</li> <li><input checked="" type="checkbox"/> AMC welcomes your payment of tuition and fees by check. Your check must be made payable to Atlanta Metropolitan College with the student's name and social security number on the face of the check. AMC does not accept <u>two-party checks, payroll checks, starter checks, counter checks, post dated checks</u> or <u>checks which must be sent for collection</u>. If the check you present for payment of your tuition and</li> </ul>	<p>and fees is not honored by the bank and is returned to the College unpaid, a financial hold will be placed on your records, you will be assessed a \$30.00 returned check fee, and you will be required to make all future payments to the college by cash, cashier's check, traveler's check or money order. Your check will be immediately forwarded to Certegy Check Services, the College's guarantee service. Certegy will reimburse the College for the amount of the check and charge the student a service fee. If for any reason Certegy cannot honor the check, the student must clear the returned check in full, including the returned check fee within 10 calendar days following a written notification by the Business Office.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The college reserves the right to cancel classes with insufficient enrollment, and to modify the schedule as circumstances may dictate.</li> <li><input checked="" type="checkbox"/> Parking Decals and I.D. Cards must be picked up lobby of the College Library after fees are paid or in Room 205 of the Academic Building.</li> </ul>
---	--

**ATLANTA METROPOLITAN COLLEGE**  
**TUITION AND FEES**  
**EFFECTIVE SUMMER SEMESTER 2009**  
**FOR ALL STUDENTS ENTERING PRIOR TO FY2007 (Prior to Fall 2006)**

RESIDENT TUITION AND FEES						NON-RESIDENT TUITION AND FEES					
Credit Hours	Resident Tuition	Activity	Athletic	Technology	Total	Credit Hours	Non-Resident Tuition	Activity	Athletic	Technology	Total
1	\$ 73.00	\$60.00	\$55.00	\$40.00	<b>\$228.00</b>	1	\$289.00	\$60.00	\$55.00	\$40.00	<b>\$444.00</b>
2	\$ 146.00	\$60.00	\$55.00	\$40.00	<b>\$301.00</b>	2	\$578.00	\$60.00	\$55.00	\$40.00	<b>\$733.00</b>
3	\$ 219.00	\$60.00	\$55.00	\$40.00	<b>\$374.00</b>	3	\$867.00	\$60.00	\$55.00	\$40.00	<b>\$1,022.00</b>
4	\$ 292.00	\$60.00	\$55.00	\$40.00	<b>\$447.00</b>	4	\$1,156.00	\$60.00	\$55.00	\$40.00	<b>\$1,311.00</b>
5	\$ 365.00	\$60.00	\$55.00	\$40.00	<b>\$520.00</b>	5	\$1,445.00	\$60.00	\$55.00	\$40.00	<b>\$1,600.00</b>
6	\$ 438.00	\$60.00	\$55.00	\$40.00	<b>\$593.00</b>	6	\$1,734.00	\$60.00	\$55.00	\$40.00	<b>\$1,889.00</b>
7	\$ 511.00	\$60.00	\$55.00	\$40.00	<b>\$666.00</b>	7	\$2,023.00	\$60.00	\$55.00	\$40.00	<b>\$2,178.00</b>
8	\$ 584.00	\$60.00	\$55.00	\$40.00	<b>\$739.00</b>	8	\$2,312.00	\$60.00	\$55.00	\$40.00	<b>\$2,467.00</b>
9	\$ 657.00	\$60.00	\$55.00	\$40.00	<b>\$812.00</b>	9	\$2,601.00	\$60.00	\$55.00	\$40.00	<b>\$2,756.00</b>
10	\$ 730.00	\$60.00	\$55.00	\$40.00	<b>\$885.00</b>	10	\$2,890.00	\$60.00	\$55.00	\$40.00	<b>\$3,045.00</b>
11	\$ 803.00	\$60.00	\$55.00	\$40.00	<b>\$958.00</b>	11	\$3,179.00	\$60.00	\$55.00	\$40.00	<b>\$3,334.00</b>
12	\$ 868.00	\$60.00	\$55.00	\$40.00	<b>\$1,023.00</b>	12	\$3,468.00	\$60.00	\$55.00	\$40.00	<b>\$3,623.00</b>
<b>or more</b>						<b>or more</b>					

In addition and where applicable, students will be charged the following fees:

1. Applied Music Fee - \$50.00 per Credit Hour
2. Annual Vehicle Registration - \$15.00
3. Late Registration - \$25.00
4. Lab Fee - \$25.00

Revised 04/08/09

<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Applied Music Fee is \$50.00 per one credit hour.</li> <li><input checked="" type="checkbox"/> Lab Fee is \$25.00 per one-hour laboratory science course.</li> <li><input checked="" type="checkbox"/> Non-Refundable Late Registration Fee is \$25.00.</li> <li><input checked="" type="checkbox"/> All students parking a vehicle on campus are required to obtain a parking decal. Students may purchase up to two decals at a cost of \$15.00 each. The decals will be available in the College Library lobby during registration or in the Campus Safety Office in Room 205 of the Academic Building, following registration. The vehicle registration fee is non-refundable.</li> <li><input checked="" type="checkbox"/> Fees must be paid in full at registration by cash, personal check, money order, certified check, or MasterCard/VISA. If MasterCard/VISA is used, the individual whose name appears on the card must be present.</li> <li><input checked="" type="checkbox"/> AMC welcomes your payment of tuition and fees by check. Your check must be made payable to Atlanta Metropolitan College with the student's name and social security number on the face of the check. AMC does not accept <u>two-party checks, payroll checks, starter checks, counter checks, post dated checks</u> or <u>checks which must be sent for collection</u>. If the check you present for payment of your tuition and</li> </ul>	<p>and fees is not honored by the bank and is returned to the College unpaid, a financial hold will be placed on your records, you will be assessed a \$30.00 returned check fee, and you will be required to make all future payments to the college by cash, cashier's check, traveler's check or money order. Your check will be immediately forwarded to Certegy Check Services, the College's guarantee service. Certegy will reimburse the College for the amount of the check and charge the student a service fee. If for any reason Certegy cannot honor the check, the student must clear the returned check in full, including the returned check fee within 10 calendar days following a written notification by the Business Office.</p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> The college reserves the right to cancel classes with insufficient enrollment, and to modify the schedule as circumstances may dictate.</li> <li><input checked="" type="checkbox"/> Parking Decals and I.D. Cards must be picked up lobby of the College Library after fees are paid or in Room 205 of the Academic Building.</li> </ul>
---	--

## REFUND POLICY

Students who withdraw completely from the college prior to completing 60% of the current semester are refunded a percentage of tuition and mandatory fees charged. The late fee is non-refundable. It is the student's responsibility to complete the withdrawal form within the refund period. The percentage of the refund is based on the date the completed withdrawal form is signed by the student and submitted by the student to the Business Office in Room 121 of the Library/Administration Building.

Withdrawal forms may be obtained from the student's Academic Division Office or from the Office of the Registrar. See the Financial Information Section-Refunds of the current catalog for other details of the refund policy. Refund checks will be mailed every other Friday after the Business Office receives the completed withdrawal form.

### REFUND SCHEDULE - 1<sup>st</sup> MINI-MESTER SUMMER 2009 - 1st Mini-Mester - WITHDRAWAL POLICY

<u>DATE OF COMPLETED WITHDRAWAL</u>	<u>DAYS COMPLETED</u>	<u>NO OF CALENDAR DAYS IN SEMESTER</u>	<u>PERCENTAGE COMPLETED</u>	<u>REFUND PERCENTAGE</u>
18-May-09	1	37	3%	97%
19-May-09	2	37	5%	95%
20-May-09	3	37	8%	92%
21-May-09	4	37	11%	89%
22-May-09	5	37	14%	86%
23-May-09	6	37	16%	84%
24-May-09	7	37	19%	81%
25-May-09	8	37	22%	78%
26-May-09	9	37	24%	76%
27-May-09	10	37	27%	73%
28-May-09	11	37	30%	70%
29-May-09	12	37	32%	68%
30-May-09	13	37	35%	65%
31-May-09	14	37	38%	62%
1-Jun-09	15	37	41%	59%
2-Jun-09	16	37	43%	57%
3-Jun-09	17	37	46%	54%
4-Jun-09	18	37	49%	51%
5-Jun-09	19	37	51%	49%
6-Jun-09	20	37	54%	46%
7-Jun-09	21	37	57%	43%
8-Jun-09	22	37	59%	41%

\*Based on 37 calendar days in the Summer 1st Mini-Mester 2009  
Classes begin May 18, 2009 - Last day of Final Exams June 23, 2009



#### **WITHDRAWALS**

Failure to withdraw from classes that you do not attend means that you will earn a grade of **F** in the course.

**Please remember that it is the student's  
responsibility to initiate the withdrawal process.**

# REFUND SCHEDULE – FULL TERM

## SUMMER 2009 - WITHDRAWAL POLICY

<u>DATE OF COMPLETED WITHDRAWAL</u>	<u>DAYS COMPLETED</u>	<u>NO OF CALENDAR DAYS IN SEMESTER</u>	<u>PERCENTAGE COMPLETED</u>	<u>REFUND PERCENTAGE</u>
2-Jun-09	1	63	2%	98%
3-Jun-09	2	63	3%	97%
4-Jun-09	3	63	5%	95%
5-Jun-09	4	63	6%	94%
6-Jun-09	5	63	8%	92%
7-Jun-09	6	63	10%	90%
8-Jun-09	7	63	11%	89%
9-Jun-09	8	63	13%	87%
10-Jun-09	9	63	14%	86%
11-Jun-09	10	63	16%	84%
12-Jun-09	11	63	17%	83%
13-Jun-09	12	63	19%	81%
14-Jun-09	13	63	21%	79%
15-Jun-09	14	63	22%	78%
16-Jun-09	15	63	24%	76%
17-Jun-09	16	63	25%	75%
18-Jun-09	17	63	27%	73%
19-Jun-09	18	63	29%	71%
20-Jun-09	19	63	30%	70%
21-Jun-09	20	63	32%	68%
22-Jun-09	21	63	33%	67%
23-Jun-09	22	63	35%	65%
24-Jun-09	23	63	37%	63%
25-Jun-09	24	63	38%	62%
26-Jun-09	25	63	40%	60%
27-Jun-09	26	63	41%	59%
28-Jun-09	27	63	43%	57%
29-Jun-09	28	63	44%	56%
30-Jun-09	29	63	46%	54%
1-Jul-09	30	63	48%	52%
2-Jul-09	31	63	49%	51%
3-Jul-09	32	63	51%	49%
4-Jul-09	33	63	52%	48%
5-Jul-09	34	63	54%	46%
6-Jul-09	35	63	56%	44%
7-Jul-09	36	63	57%	43%
8-Jul-09	37	63	59%	41%
9-Jul-09	38	63	60%	40%

\*Based on 63 calendar days in the Summer Semester 2009  
Classes begin June 2, 2009 - Last day of Final Exams August 3, 2009



### **WITHDRAWALS**

Failure to withdraw from classes that you do not attend means that you will earn a grade of **F** in the course.

**Please remember that it is the student's responsibility to initiate the withdrawal process.**

## REFUND SCHEDULE – 2<sup>nd</sup> MINI-MESTER

SUMMER 2009 - 2nd Mini-Mester - WITHDRAWAL POLICY

<u>DATE OF COMPLETED WITHDRAWAL</u>	<u>DAYS COMPLETED</u>	<u>NO OF CALENDAR DAYS IN SEMESTER</u>	<u>PERCENTAGE COMPLETED</u>	<u>REFUND PERCENTAGE</u>
25-Jun-09	1	40	3%	98%
26-Jun-09	2	40	5%	95%
27-Jun-09	3	40	8%	93%
28-Jun-09	4	40	10%	90%
29-Jun-09	5	40	13%	88%
30-Jun-09	6	40	15%	85%
1-Jul-09	7	40	18%	83%
2-Jul-09	8	40	20%	80%
3-Jul-09	9	40	23%	78%
4-Jul-09	10	40	25%	75%
5-Jul-09	11	40	28%	73%
6-Jul-09	12	40	30%	70%
7-Jul-09	13	40	33%	68%
8-Jul-09	14	40	35%	65%
9-Jul-09	15	40	38%	63%
10-Jul-09	16	40	40%	60%
11-Jul-09	17	40	43%	58%
12-Jul-09	18	40	45%	55%
13-Jul-09	19	40	48%	53%
14-Jul-09	20	40	50%	50%
15-Jul-09	21	40	53%	48%
16-Jul-09	22	40	55%	45%
17-Jul-09	23	40	58%	43%
18-Jul-09	24	40	60%	40%

\*Based on 40 calendar days in the Summer 2nd Mini-Mester 2009  
Classes begin June 25, 2009 - Last day of Final Exams August 3, 2009



### **WITHDRAWALS**

Failure to withdraw from classes that you do not attend means that you will earn a grade of **F** in the course.

***Please remember that it is the student's responsibility to initiate the withdrawal process.***

# CAMPUS BOOKSTORE

## SUMMER 2009 BOOKSTORE EXTENDED HOURS

### SUMMER SEMESTER FULL TERM

May 29, 2009	8:30am – 5:30pm	Friday
May 30, 2009	10:00am – 3:30pm	Saturday
June 1, 2009	8:30am-7:30pm	Monday

### REGULAR HOURS OF OPERATION:

Monday-Friday	8:30 am - 6:15 pm
Saturday & Sunday	CLOSED

### REFUND POLICY:

Textbooks may be returned for a refund during the first 14 days of Spring and Fall semester and **THE FIRST 7 DAYS FOR THE SUMMER SEMESTER**, provided a valid receipt is presented. Books must be in the same condition as they were purchased, including wrapped, no highlighting, no marks, no opened CD's or signs of wear ... etc. Please attend class first before writing in or opening wrapped textbooks.

**Refunds can only be made in instances where the class in which the student enrolled has been officially cancelled by the College or if a student has officially dropped the class. Dropped classes will require the student's old and new schedule. Wrong textbooks purchased for any given course can only be exchanged for the correct course textbook.** Trade books (general reading books) are non refundable. All other **unopened/unused** merchandise is refundable within 5 days of purchase.

### ALL REFUNDS REQUIRE A CURRENT SALES RECEIPT AND IDENTIFICATION

### **MINI-MESTERS:**

Students are strongly encouraged to go to class first before making a textbook purchase for any Mini-Mester. A course schedule must be presented for all Mini-Mester textbook purchases. Returns will not be allowed for Mini-Mesters.

### **FINAL REFUND DATE:**

After the final refund date, textbooks may be sold back to the bookstore during the buyback period.

### **BUYBACK:**

The Bookstore will buyback books at the end of each Spring Fall and Summer Semesters, during the last week of final exams, excluding Saturday and Sunday. The bookstore will purchase books on an as needed basis for the upcoming term as well as for a national wholesale company. 50% of the retail price will be given for textbooks purchased for the upcoming term. Up to 30% will be given for whole sale purchases. Wholesale books are books that will not be used on campus or the bookstore has reached the quantity limit needed for the bookstore.

### **THE AMC BOOKSTORE DOES NOT GUARANTEE THAT IT WILL BUYBACK ALL TEXTBOOKS.**

### **BUYBACK OPERATING HOURS:** July 27, 2009 – Aug. 4, 2009

Monday-Thursday	8:30 am - 6:00pm
Friday	8:30 am - 5:00 pm
Saturday & Sunday	Closed

### **TEXTBOOK RESERVATION:**

Textbooks can be reserved during Early Registration and Buyback periods for the upcoming semester.

**BOOKSTORE PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE**

## COLLEGE PREPARATORY CURRICULUM (CPC)

Students graduating from high schools in the past 5 years are required to meet College Preparatory Curriculum (CPC) requirements when enrolling in University System of Georgia institutions to take regular college courses leading to the bachelor's degree.

### Requirements include:

- 4 units of English (American Literature, Advanced Composition)
- 4 units of Math (two in algebra, one in geometry and the fourth math course must be higher than Algebra I & II)
- 3 units of Science (Physical, two lab courses from Biology, Chemistry, or Physics)
- 3 units in Social Science (American and World History, Economics & Government)
- 2 units of Foreign Language (skills building courses – speaking, listening, reading and writing)

### ENGLISH:

~Students who do not have the required units in English must take the COMPASS English and the COMPASS Reading Tests. An English deficiency can be satisfied by scoring 60 on the COMPASS English and a 74 on the COMPASS Reading Tests.

### MATHEMATICS:

- ~Students who do not have the required units in mathematics must take the COMPASS Mathematics Test. A mathematics deficiency can be removed by scoring at least a 37 on the COMPASS Mathematics Test.
- ~Students scoring below the minimum COMPASS Test cut offs must register for the appropriate Learning Support course in English, reading and/or mathematics. **This procedure is necessary regardless of the student's SAT or ACT score.**
- ~Students must sign up for CPC courses through their academic advisor.

### SCIENCE, SOCIAL SCIENCE AND FOREIGN LANGUAGE:

Students with CPC requirements in science, social science and/or foreign language who have exempted or satisfied appropriate Learning Support requirements may choose from the following CPC courses to meet any deficiencies:

### SUMMER 2009 CPC COURSES FULL TERM – June 2, 2009 – August 5, 2009

#### SCIENCE:

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg/Rm</u>	<u>Instructor</u>
50053	BIOL 1100	CPC General Biology I	3	M W	0800 am – 1035 am	Science Lecture 216	Ibim, S
50013	BLAB 1100	CPC General Biology I Lab	1	F	0800 am – 1245 pm	Science Lecture 227	Ibim, S
50198	GSCI 1100	CPC General Science I	3	T R	1140 am – 0215 pm	34 Peachtree 5505	Ibim, S
50038	GSCI 1100	CPC General Science I	3	M W	0530 pm - 0805 pm	Science Lecture 228	Watkins, M
50199	GSCL 1100	CPC General Science Lab I	1	T R	0520 pm - 0720 pm	34 Peachtree 5505	Ibim, S
50040	GSCL 1100	CPC General Science Lab I	1	M W	0830 pm – 1030 pm	Science Lecture 228	Watkins, M

#### SOCIAL SCIENCE:

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg/Rm</u>	<u>Instructor</u>
50272	HIST 0111	CPC World Civilization I	3	T R	0800 am - 1035 am	34 Peachtree 5506	Fuller, G
50061	HIST 0112	CPC World Civilization II	3	T R	0230 pm - 0445 pm	Science Lecture 213	Akoh, H

#### FOREIGN LANGUAGE:

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg/Rm</u>	<u>Instructor</u>
50174	SPAN 1000	CPC Elementary Spanish I	3	T R	0230 pm - 0505 pm	Academic 364	Preddie-Dale, A

*Students taking CPC courses in Science, Social Science and Foreign Language MUST make a "C" or better to remove the CPC deficiency in that area. Any grade less than a "C" will result in the need to retake the course. CPC requirements MUST be satisfied before completion of 30 semester hours.*

# REGENTS' EXAM

## What is the Regents' Test?

The Regents' Test is a two-part test that measures competency in reading and composition. All students enrolled in undergraduate degree programs leading to the baccalaureate degree must pass the Regents' Test as a requirement for graduation.

## Who Should Take the Regents' Test?

All students enrolled in undergraduate degree programs leading to the baccalaureate degree. Student who are enrolled in Learning Support English or Reading are **not** required to register for the exam until they have satisfied their Learning Support requirement(s).

**All students will have a Regents Exam hold until they have satisfied their Regents' Test Requirements.**

If you have questions regarding your Regents' Test status, contact the Registrar's station during registration.

Students who are eligible to take the Regents' Test must register for the test during the registration dates posted on [page 4](#) of this document. The test(s) will be administered on **July 11<sup>th</sup> and 13<sup>th</sup>**. Students must sign up for the Test and prep class(es), if required, as they do for any other course, except that that **there is no charge for the Test**. The registration schedule for the Regents' Exam is listed below:

## REGENTS' EXAM SCHEDULE

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Days</u>	<u>Time</u>	<u>Bld.</u>	<u>Rm</u>	<u>Instructor</u>
50274	RGEX 0011	Regents' Both Parts 10:00 am	S	1000 am – 1200 pm	500	TBA	Staff
50275	RGEX 0011E	Intl Stu Both Parts 9:00 am	S	0900 am – 0100 pm	500	TBA	Staff
50276	RGEX 0012	Regent's Reading ONLY 10:00 am	S	1000 am – 1200 pm	500	TBA	Staff
50277	RGEX 0012E	Intl Stu Reading ONLY 9:00 am	S	0900 am – 0100 pm	500	TBA	Staff
50278	RGEX 0013	Regent's Essay ONLY 10:00 am	S	1000 am – 1200 pm	500	TBA	Staff
50279	RGEX 0013E	Intl Stu Essay ONLY 9:00 am	S	0900 am – 0100 pm	500	TBA	Staff
50280	RGEX 0014	Regents BOTH PARTS 6:00 pm	M	0600 pm – 0800 pm	500	TBA	Staff
50281	RGEX 0014E	Intl Stu Both Parts 4:00 pm	M	0400 pm – 0800 pm	500	TBA	Staff
50282	RGEX 0015	Regents' Reading Only 6:00 pm	M	0600 pm – 0800 pm	500	TBA	Staff
50285	RGEX 0015E	Intl Stu Reading ONLY 4:00 pm	M	0400 pm – 0800 pm	500	TBA	Staff
50283	RGEX 0016	Regents' Essay ONLY 6:00 pm	M	0600 pm – 0800 pm	500	TBA	Staff
50284	RGEX 0016E	Intl Stu Essay ONLY 4:00 pm	M	0400 pm – 0800 pm	500	TBA	Staff

**Students must arrive and check-in 45 minutes prior to taking their Regents' examination. The check-in location is in the lobby of Academic Building directly in front of room A-210. Also, you must be prepared to present a current photo I.D. You may bring a dictionary.**

### COMPASS Test



For COMPASS TEST dates and times contact  
Counseling and Testing Services  
Academic Building - Room 255  
404-756-4016

# **ATLANTA METROPOLITAN COLLEGE**

## **DRUG AND ALCOHOL PREVENTION PROGRAM**

### **FEDERAL REQUIREMENT**

The 1987 authorization of the Higher Education Act states that Title IV Program (Student Aid) participation agreements will require an institution to certify that it has a viable institution-wide drug abuse prevention program as determined by the institution.

Section 22 of the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-116) requires the institution to submit certification of a drug and alcohol prevention program on campus.

### **INSTITUTION POLICY**

The major thrust of activities at Atlanta Metropolitan College to implement the Drug Free Schools Campus Act, PL101-226, 1989 is toward the prevention of drug and alcohol abuse for our faculty, staff and students.

1. Statement – The possession, sale, purchase, furnishing or use of alcohol and/or drugs controlled by federal or Georgia law without valid medical or dental prescription is prohibited on campus and at any activity sponsored by the College or a recognized student organization off campus. The policy applies to individual students and recognized organizations.
2. Students will be informed of the applicable legal sanctions under local, state, and federal law for unlawful possession, use, or distribution of illicit drugs and alcohol.
3. Educational programs and materials will be provided for students which will inform them of the health risks associated with the use of illicit drugs and the abuse of alcohol.
4. Information will be provided for the students pertaining to drug and alcohol counseling, treatment and/or rehabilitation programs that are available to students in the metro Atlanta area. Our counselors and faculty will be able to assist students who may have need for the services of these referral agencies.
5. Any student(s) charged with violating the institutional policy on drugs and alcohol which is stated in our Code of Conduct, will be subjected to the institution's Disciplinary Due Process for disposition of the case. Any student found guilty of charges will be disciplined in accordance with the disciplinary measures outlined for an infraction of the Student Code of Conduct.

### **Activities**

The following activities are actions by the institution to provide information and educational experiences that will address the issues of prevention. A description of health risks associated with the use and abuse of illegal drugs and alcohol are incorporated in the following:

1. Provide literature in the Library and the Information Library of the Counseling Center for faculty, students and staff to become more aware of the medical, emotional and psychological hazards of drug and alcohol abuse.
2. Provide visual charts, displays, guides and kits that will help faculty, students and staff to identify alcohol and abused drugs in their basic forms and consequences of their abuse.
3. Use slides and filmstrips in group guidance sessions, workshops and classrooms that reveal the facts and realities of the effect of commonly abused drugs and alcohol including the impact on jobs, families, and academic work.
4. Sponsor group guidance sessions involving law enforcement officials to emphasize the legal problems attendant to drug and alcohol abuse.
5. Sponsor special weeks, days or health fairs with activities designed to stress prevention as the best solution to the drug and alcohol abuse problems among college faculty, staff and students.
6. Sponsor frequent workshops and seminars for administrators, counselors and supervisory personnel to assist them in their efforts to counsel faculty, students, and staff who may have need for agency services.
7. Distribute copies of the institution's Alcohol and Drug Prevention Program and Policy Statement to all faculty, staff and students.
8. Share drug and alcohol prevention and abuse information from professional journals and the American College Health Association through campus publications.
9. Sponsor speakers on campus from local agencies, public and private, that specialize in the prevention of drug and alcohol abuse.
10. Provide individual counseling for faculty, students or staff seeking further information or assistance with potential drug and alcohol abuse problems. Referrals will be made to rehabilitation and treatment centers and programs in the metro Atlanta area.
11. Place posters on strategically located bulletin boards that remind faculty and staff of the positive advantages of alcohol and drug prevention activities behavior.
12. Encourage, and require in some instances, faculty, students and staff to watch television specials on drug and alcohol abuse. This may also involve required reading of newspaper and magazine articles/series.
13. Distribute a summary of federal and state anti-drug and alcohol legislation to each employee and student, and print the materials in Staff and Faculty Handbook and the Student Handbook.
14. Engage the assistance of the Learning Resources Center staff in purchasing materials and information on alcohol and drug abuse.

## RESOURCES

The following resources will be utilized in the institution's drug and alcohol prevention activities:

- A. Materials
1. Pamphlets, posters and leaflets
  2. Scriptographic booklets on drug and alcohol abuse
  3. Commercial charts, guides, displays and identification kits with many uses, street names, related paraphernalia, symptoms and hazards of abuse
  4. Institution's Student Code of Conduct and Drug and Alcohol Prevention Program
  5. Films, Slides and Filmstrips
  6. Television, newspaper and/or magazine specials and/or series
  7. Student essays and news articles in student newspaper
  8. "Student Times" – institutional publication
- B. Personnel
1. Special law enforcement personnel – state, local and federal
  2. Counselors, faculty, administrators, and peer counselors
  3. Speakers and consultants from public and private agencies, medical facilities and private physicians
  4. Faculty committees and the Student Government Association
  5. Interested clubs, organizations and advisors
  6. Professional staff of alcohol and drug rehabilitation and treatment centers and programs

## COUNSELING, TREATMENT AND REHABILITATION

Information will be provided for faculty, students and staff pertaining to drug and alcohol counseling, treatment and rehabilitation programs that are available in the metro Atlanta area. Administrative staff, counselors and peers will be able to assist faculty, students and staff who may have a need for the services of these agencies.

<b>COURSE OFFERINGS LEGEND</b>
--------------------------------

CRN	COURSE #	COURSE NAME	CREDIT	DAYS	TIME	BUILDING	ROOM	INSTRUCTOR(S)
1	2	3	4	5	6	7	8	9

- 1) **CRN.** Course Reference Number. Five-digit designation for a specific course being offered. This is the number you must use to register.
- 2) **COURSE #.**
- 3) **COURSE NAME.** Often abbreviated.
- 4) **CREDIT.**
- 5) **DAYS.** M=Monday; T=Tuesday; W=Wednesday; R= Thursday; F=Friday; S=Saturday; U=Sunday; TBA= To Be Arranged.\*
- 6) **TIME.** Time course is offered.
- 7) **BUILDING.** Location of course being taught.
- 8) **ROOM.** Room number of course
- 9) **INSTRUCTOR.** Last name
- 10) **PART OF TERM** - **1** = FULL TERM, **2** = First Mini-Mester, **3** = Second Mini-Mester

**\*See division offering course for more information about days/times/rooms shown as TBA.**

## ACADEMIC BUILDINGS

CODE	NAME	BUILDING NUMBER
L =	LIBRARY/ADMINISTRATION BUILDING	0600
S =	SCIENCE-LECTURE BUILDING	0100
A =	ACADEMIC BUILDING	0500
P =	PHYSICAL EDUCATION BUILDING	0700
SC =	STUDENT CENTER	0800
34 =	34 PEACHTREE	201201

# SCHEDULE OF CLASSES

## FIRST MINI – MESTER – May 18, 2009 – June 23, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg./Room</u>	<u>Instructor</u>
50155	ACCT 2101	Principles of Accounting I	3	T RF	0530 pm - 0825 pm	Science Lecture 244	Staff
				F	0530 pm - 0830 pm	Science Lecture 216	Blasingame, M
50051	BIOL 1101	General Biology I	3	S	0900 am - 0100 pm	Science Lecture 216	Blasingame, M
				U	0200 pm - 0505 pm	Science Lecture 216	Blasingame, M
50052	BLAB 1101	General Biology I Lab	1	F	0845 pm - 1045 pm	Science Lecture 227	Blasingame, M
				S	0115 pm - 0645 pm	Science Lecture 227	Blasingame, M
50163	CSCI 1135	Introduction to Computers	3		<b>ONLINE</b>		Staff
50158	ECON 2106	Principles of Microeconomics	3	TRF	0530 pm - 0825 pm	Science Lecture 216	Staff
50246	ENGL 1102	English Composition II	3	MTR	1100 am - 0145 pm	Academic 320	Rafi, I
50069	HIST 2112	United States History II	3	MTR	0530 pm - 0825 pm	Science Lecture 241	Akoh, H
50247	HUMA 1102	African American Culture	3	MTR	0800 am - 1045 am	Academic 320	Rafi, I
50157	MATH 0099	Introductory Algebra II	4	MTWR	0800 am - 1050 am	34 Peachtree 5515	Staff
50161	MATH 2201	Analytic Geometry & Calculus I	4	MTWR	1105 am - 0155 pm	Academic 352	Staff
50162	MATH 2203	Calculus III	4	MTWR	0800 am - 1050 am	Academic 222	Staff
50232	POLS 1101	American Government	3	MTR	0800 am - 1055 am	Science Lecture 217	Haynes-Belizaire, A

*NOTE: Atlanta Metropolitan College reserves the right to cancel classes with insufficient enrollment and to modify the schedule as circumstances may dictate.*

## FULL TERM – June 2, 2009 – August 5, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg./Room</u>	<u>Instructor</u>
50111	ACCT 2102	Principles of Accounting II	3	T R	1140am - 0215pm	34 Peachtree 5515	Staff
50110	ACCT 2102	Principles of Accounting II	3	M W	1140am - 0215pm	Science Lecture 242	Ananaba, A
50248	AMIR 1001	Thinking, Learning & Comm.	4	T R	0800am - 1125am	Academic 260	Green, M
50057	AMIR 1001	Thinking, Learning & Comm.	4	M W F	0800am - 1015am	Academic 352	Todd, C
50058	AMIR 1001	Thinking, Learning & Comm.	4	M W F	1100am - 0115pm	Science Lecture 241	Todd, C
50060	AMIR 1001	Thinking, Learning & Comm.	4	M W F	0230pm - 0445pm	34 Peachtree 5506	Green, M
50164	ARTS 1100	Art Appreciation	3	T R	1140am - 0215pm	Science Lecture 211	Sweet, J
50053	BIOL 1100	CPC General Biology I	3	M W	0800am - 1035am	Science Lecture 216	Ibim, S
50003	BIOL 1101	General Biology I	3	T R	0800am - 1035am	Science Lecture 227	Kardar, S
50001	BIOL 1101	General Biology I	3	M W	0800am - 1035am	Science Lecture 216	Staff
50005	BIOL 1104	Intro to Environmental Science	3	T R	1140am - 0215pm	Science Lecture 227	Baskerville, J
50006	BIOL 1107	Principles of Biology I	3	M W	1140am - 0215pm	Science Lecture 227	Mitchell, B
50007	BIOL 1108	Principles of Biology II	3	T R	0800am - 1035am	Science Lecture 211	Carney, O
50009	BIOL 2215	Fundamentals of Microbiology	3	S	1015am - 0110pm	Science Lecture 239	Halliman, D
50008	BIOL 2215	Fundamentals of Microbiology	3	T R	0800am - 1055am	Science Lecture 228	Mitchell, B
50011	BIOL 2241	Human Anatomy and Physiology I	3	T R	0800am - 1035am	Science Lecture 216	Harmon, A
50012	BIOL 2242	Hum Anatomy and Physiology II	3	M W	1105am - 0200pm	Science Lecture 216	Demons, S
50013	BLAB 1100	CPC General Biology I Lab	1	F	0800am - 1245pm	Science Lecture 227	Ibim, S
50014	BLAB 1101	General Biology I Lab	1	F	0800am - 1245pm	Science Lecture 227	Ibim, S
50238	BLAB 1101	General Biology I Lab	1	T R	1100am - 0100pm	Science Lecture 234	Kardar, S
50016	BLAB 1102	General Biology II Lab	1	T R	1100am - 0100pm	Science Lecture 228	Staff
50299	BUSA 1101	Keyboard Mastery	3	T R	1140am - 0215pm	34 Peachtree 5504	Staff
50230	BUSA 2105	Communicat in the Bus Environ	3	M W	0800am - 1035am	Science Lecture 242	Thornton, C
50024	CHEM 1151	Survey of Chemistry I	3	M W	1140am - 0215pm	Science Lecture 210	Daphney, C
50025	CHEM 1152	Survey of Chemistry II	3	M W	0800am - 1035am	Science Lecture 210	Daphney, C
50026	CHEM 1211	General Chemistry I	3	T R	0800am - 1035am	Science Lecture 210	Wright, T
50028	CHEM 1212	General Chemistry II	3	T R	1140am - 0215pm	Science Lecture 210	Wright, T
50030	CHEM 2242	Organic Chemistry II	3	M W F	1100am - 1250pm	Science Lecture 228	Ojo, A

**FULL TERM CONTINUED – June 2, 2009 – August 5, 2009**

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg./Room</u>	<u>Instructor</u>
50116	CISM 2101	Fund of Computer Applications	3	T R	1140am - 0215pm	Science Lecture 244	Nwaogu, E
50117	CISM 2101	Fund of Computer Applications	3	M W	1140am - 0215pm	34 Peachtree 5506	Staff
50032	CLAB 1152	Survey of Chemistry Lab II	1	M W	1100am - 0200pm	Science Lecture 229	Wright, T
50035	CLAB 1212	General Chemistry Lab II	1	T R	0800am - 1100am	Science Lecture 229	Daphney, C
50167	COMM 1110	Public Speaking	3	M W	1140am - 0215pm	Academic 366	Berry, K
50122	CSCI 1135	Introduction to Computers	3	T R	1140am - 0215pm	Science Lecture 206	Onabanjo, B
50123	CSCI 1135	Introduction to Computers	3	M W	1140am - 0215pm	Science Lecture 206	Onabanjo, B
50126	CSCI 1135	Introduction to Computers	3	M W	0800am - 1035am	34 Peachtree 5504	Onabanjo, B
50118	ECON 2105	Principles of Macroeconomics	3	S	0800am - 0115pm	Science Lecture 244	Mirza, F
50121	ECON 2106	Principles of Microeconomics	3	T R	1140am - 0215pm	34 Peachtree 5516	Mirza, F
50120	ECON 2106	Principles of Microeconomics	3	M W	0800am - 1035am	Science Lecture 241	Mirza, F
50214	ENGL 0097	Intro to Expository Writing	4	T R	1140am - 0305pm	Academic 246	Roberts, L
50245	ENGL 0099	Writers' Workshop	4	T R	0800am - 1125am	34 Peachtree 5503	Humanities, S
50216	ENGL 0099	Writers' Workshop	4	M W	0800am - 1125am	Academic 256	Capers, K
50218	ENGL 0099	Writers' Workshop	4	M W	1140am - 0305pm	Academic 310	Capers, K
50219	ENGL 0099	Writers' Workshop	4	M W	0800am - 1125am	Academic 134	Roberts, L
50270	ENGL 1101	English Composition I	3	FS	0750am - 1045am	Academic 366	Staff
50182	ENGL 1101	English Composition I	3	T R	1140am - 0215pm	Academic 362	Manget-Johnson,
50184	ENGL 1101	English Composition I	3	T R	0800am - 1035am	Academic 362	Manget-Johnson,
50257	ENGL 1101	English Composition I	3	T R	0800am - 1035am	34 Peachtree 5516	Staff
50169	ENGL 1101	English Composition I	3	M W	0800am - 1035am	Academic 354	Staff
50181	ENGL 1101	English Composition I	3	M W	1140am - 0215pm	Academic 354	Mallory, L
50241	ENGL 1101	English Composition I	3	M W	1140am - 0215pm	34 Peachtree 5503	Staff
50243	ENGL 1102	English Composition II	3	T R	1140am - 0215pm	34 Peachtree 5503	Staff
50208	ENGL 1102	English Composition II	3	M W	1140am - 0215pm	Academic 362	Staff
50239	ENGL 1102	English Composition II	3	M W	0800am - 1035am	34 Peachtree 5503	Staff
50198	GSCI 1100	CPC General Science I	3	T R	1140am - 0215pm	34 Peachtree 5505	Ibim, S
50202	GSCI 1102	General Science II	3	T R	1140am - 0215pm	34 Peachtree 5505	Ibim, S
50272	HIST 0111	CPC World Civilization I	3	T R	0800am - 1035am	34 Peachtree 5506	Fuller, G
50061	HIST 0112	CPC World Civilization II	3	T R	0230pm - 0445pm	Science Lecture 213	Akoh, H
50271	HIST 1111	World Civilization I	3	T R	0800am - 1035am	34 Peachtree 5506	Fuller, G
50062	HIST 1112	World Civilization II	3	T R	0230pm - 0445pm	Science Lecture 213	Akoh, H
50063	HIST 2111	United States History I	3	M W	0800am - 1035am	Science Lecture 213	Fuller, G
50249	HIST 2112	United States History II	3	T R	0800am - 1035am	Science Lecture 213	Staff
50066	HIST 2112	United States History II	3	M W	1140am - 0215pm	Science Lecture 213	Fields, A
50068	HIST 2112	United States History II	3	M W	1140am - 0215pm	34 Peachtree 5505	McCray, K
50042	ISCI 2002	Integrated Science II	3	M W	1140am - 0215pm	Science Lecture 234	Williams, K
50129	MATH 0097	Introductory Algebra I	4	S	0800am - 1045am	Academic 244	Mims, J
50130	MATH 0097	Introductory Algebra I	4	T R	0800am - 1125am	Academic 256	Johnson, A
50131	MATH 0097	Introductory Algebra I	4	T R	1140am - 0305pm	Academic 258	Conic, F
50128	MATH 0097	Introductory Algebra I	4	M W	1140am - 0305pm	Academic 326	Delamar, T
50133	MATH 0097	Introductory Algebra I	4	M W	1140am - 0305pm	Academic 254	Hutchinson, K
50263	MATH 0097	Introductory Algebra I	4	MTWR	0800am - 0945am	Academic 258	Williams, V
50137	MATH 0099	Introductory Algebra II	4	T R	1140am - 0305pm	Academic 256	Bailey, C
50134	MATH 0099	Introductory Algebra II	4	M W	1140am - 0305pm	34 Peachtree 5516	Dowdell, J
50136	MATH 0099	Introductory Algebra II	4	M W	0800am - 1125am	Academic 254	Morrell, J
50135	MATH 0099	Introductory Algebra II	4	MT R	1200pm - 0215pm	Academic 244	Lalani, A
50142	MATH 1111	College Algebra	3	S	0800am - 1045am	Science Lecture 211	Mitchell, K
50140	MATH 1111	College Algebra	3	T R	1140am - 0215pm	Academic 308	Woods, J
50145	MATH 1111	College Algebra	3	T R	0800am - 1035am	Academic 308	Bailey, C
50143	MATH 1111	College Algebra	3	M W	1140am - 0215pm	Academic 258	Staff
50144	MATH 1111	College Algebra	3	M W	0800am - 1035am	34 Peachtree 5516	Dowdell, J

**FULL TERM CONTINUED – June 2, 2009 – August 5, 2009**

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg./Room</u>	<u>Instructor</u>
50150	MATH 1114	Elementary Statistics	3	M W	1140am - 0215pm	Academic 256	Morrell, J
50152	MATH 2201	Analytic Geometry & Calculus I	4	M W	0800am - 1125am	Academic 308	Manare, Z
50154	MATH 2202	Calculus II	4	T R	1140am - 0305pm	Academic 326	Choi, G
50292	MATH 2203	Calculus III	4	M W	1140am - 0305pm	Science Lecture 211	Manare, Z
50269	MUSC 1100	Music Appreciation	3	M W	0800am - 1035am	Academic 344	Lee, A
50273	MUSC 1106	Class Piano	2	M W	1100am - 1245pm	Academic 236	Emmel, A
50073	ORNT 1100	Seminar in Personal & Academic	1	S	0200pm -0400pm	Science Lecture 218	Duhart, S
50254	ORNT 1100	Seminar in Personal & Academic	1	S	1100am - 0100pm	Science Lecture 218	Staff
50072	ORNT 1100	Seminar in Personal & Academic	1	F	0800am - 1000am	Science Lecture 218	Maxwell, C
50075	ORNT 1100	Seminar in Personal & Academic	1	R	1100am - 1245pm	Science Lecture 218	Wilson, V
50077	ORNT 1100	Seminar in Personal & Academic	1	R	0200pm - 0345pm	Academic 352	Wilson, V
50236	ORNT 1100	Seminar in Personal & Academic	1	R	1100am - 1245pm	34 Peachtree 5506	Duhart, S
50071	ORNT 1100	Seminar in Personal & Academic	1	W	0800am - 0945am	Science Lecture 218	Maxwell, C
50074	ORNT 1100	Seminar in Personal & Academic	1	T	1100am - 1245pm	Science Lecture 218	Wilson, V
50076	ORNT 1100	Seminar in Personal & Academic	1	T	0200pm - 0345pm	Academic 352	Wilson, V
50235	ORNT 1100	Seminar in Personal & Academic	1	T	1100am - 1245pm	34 Peachtree 5506	Duhart, S
50070	ORNT 1100	Seminar in Personal & Academic	1	M	0800am - 0945am	Science Lecture 218	Maxwell, C
50080	PHED 1101	Wellness	3	T R	0800am - 1035am	Physical Education 229	Kowal, J
50082	PHED 1114	Tennis for Beginners	2	T R	0800am - 0945am	Physical Education 229	Pritchett, R
50083	PHED 1122	Bodybuilding	2	T R	1140am - 0125pm	Physical Education 229	Pritchett, R
50084	PHED 1123	Dance	2	M W	0800am - 0945am	Physical Education 230	Catchings, A
50085	PHED 1126	Physical Fitness I	2	M W	1140am - 0125pm	Physical Education 229	Pritchett, R
50255	PHED 2105	Concepts of Health and Safety	3	M W	0800am - 1035am	34 Peachtree 5506	Frank, R
50044	PHYS 1112	General Physics II	3	T R	1140am - 0215pm	Science Lecture 203	Lowder, M
50206	PHYS 2212	Principles of Physics II	3	M W	1140am - 0215pm	Science Lecture 203	Lowder, M
50047	PLAB 1011	Physical Science I Lab	1	F	1200pm - 0400pm	Science Lecture 203	Patterson, J
50090	POLS 1101	American Government	3	T R	1140am - 0215pm	Science Lecture 217	Wilkes, R
50253	POLS 1101	American Government	3	T R	0800am - 1035am	34 Peachtree 5514	Jones, L
50252	POLS 1101	American Government	3	M W	0800am - 1035am	Academic 226	Wilkes, R
50096	PSYC 1101	Intro to General Psychology	3	T R	0800am - 1035am	Science Lecture 218	Green, A
50287	PSYC 1101	Intro to General Psychology	3	M W	1140am - 0215pm	34 Peachtree 5515	Green, A
50221	READ 0097	Reading Foundation I	4	M W	0800am - 1125am	Academic 144	Hunter, N
50262	READ 0099	Reading Foundations II	4	FS	0800am - 1150am	Academic 362	Stokes, C
50223	READ 0099	Reading Foundations II	4	T R	0800am - 1125am	Academic 142	Hunter, N
50242	READ 0099	Reading Foundations II	4	M W	0800am - 1125am	34 Peachtree 5514	Clay, B
50213	RGTE 0199	Regents' Test REMED: Essay	3	T R	1140am - 0215pm	Academic 310	Staff
50099	SOCI 1101	Introduction to Sociology	3	M W	0800am - 1035am	Academic 260	Geisert, M
50102	SOSC 1101	Intro to the Social Sciences	3	T R	0800am - 1035am	Science Lecture 241	Baldwin, L
50267	SPAN 1002	Elementary Spanish II	3	M W	0800am - 1035am	Academic 364	Staff
50268	SPAN 2001	Intermediate Spanish I	3	T R	0800am - 1035am	Academic 364	Staff
50179	SPAN 2002	Intermediate Spanish II	3	T R	1140am - 0215pm	Academic 364	Preddie-Dale, A

***NOTE:** Atlanta Metropolitan College reserves the right to cancel classes with insufficient enrollment and to modify the schedule as circumstances may dictate.*

## EVENING CLASSES - FULL TERM - June 2, 2009 – August 5, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg./Room</u>	<u>Instructor</u>
50105	ACCT 2101	Principles of Accounting I	3	T R	0530pm - 0805pm	Science Lecture 242	Staff
50059	AMIR 1001	Thinking, Learning & Communica	4	M W F	0530pm - 0745pm	Academic 352	Staff
50108	ARTS 1100	Art Appreciation	3	T R	0530pm - 0805pm	Science Lecture 211	Sweet, J
50002	BIOL 1101	General Biology I	3	T R	0530pm - 0805pm	Science Lecture 228	Carney, O
50009	BIOL 2215	Fundamentals of Microbiology	3	F	0530pm - 0825pm	Science Lecture 239	Halliman, D
50010	BIOL 2241	Human Anatomy and Physiology I	3	MT R	0530pm - 0725pm	Science Lecture 234	Harmon, A
50015	BLAB 1101	General Biology I Lab	1	T R	0830pm - 1030pm	Science Lecture 228	Carney, O
50020	BLAB 2215	Fund of Microbiology Lab	1	F	0830pm - 1030pm	Science Lecture 239	Halliman, D
50021	BLAB 2241	Hum Anatomy and Phys Lab I	1	T R	0730pm - 1030pm	Science Lecture 227	Harmon, A
50231	BUSA 2106	The Environment of Business	3	M W	0530pm - 0805pm	Science Lecture 213	Sellers, IV, W
50027	CHEM 1211	General Chemistry I	3	MT R	0530pm - 0720pm	Science Lecture 210	Staff
50033	CLAB 1211	General Chemistry Lab I	1	MT R	0800pm - 1000pm	Science Lecture 229	Ojo, A
50036	CLAB 2241	Organic Chemistry I Lab	1	M W	0530pm - 0940pm	Science Lecture 239	Ojo, A
50166	COMM 1100	Human Communication	3	M W	0530pm - 0805pm	Academic 366	Benson, S
50125	CSCI 1135	Introduction to Computers	3	M W	0530pm - 0805pm	Science Lecture 206	Tanner, R
50119	ECON 2105	Principles of Macroeconomics	3	M W	0530pm - 0805pm	Science Lecture 242	Staff
50215	ENGL 0097	Intro to Expository Writing	4	MTWR	0530pm - 0715pm	Academic 354	Frazier, R
50265	ENGL 0097	Intro to Expository Writing	4	MTWR	0730pm - 0915pm	Academic 134	Staff
50217	ENGL 0099	Writers' Workshop	4	MTWR	0730pm - 0915pm	Academic 246	Staff
50183	ENGL 1101	English Composition I	3	T R	0825pm - 1100pm	Academic 362	Staff
50185	ENGL 1101	English Composition I	3	M W	0530pm - 0805pm	Academic 362	Staff
50210	ENGL 1102	English Composition II	3	T R	0530pm - 0805pm	Academic 320	Staff
50260	ENGL 1102	English Composition II	3	M W	0825pm - 1100pm	Academic 366	Askew, T
50038	GSCI 1100	CPC General Science I	3	M W	0530pm - 0805pm	Science Lecture 228	Watkins, M
50039	GSCI 1102	General Science II	3	M W	0530pm - 0805pm	Science Lecture 228	Watkins, M
50199	GSCL 1100	CPC General Science Lab I	1	T R	0530pm - 0720pm	34 Peachtree 5505	Ibim, S
50040	GSCL 1100	CPC General Science Lab I	1	M W	0830pm - 1030pm	Science Lecture 228	Watkins, M
50203	GSCL 1102	General Science Lab II	1	T R	0530pm - 0720pm	34 Peachtree 5505	Ibim, S
50041	GSCL 1102	General Science Lab II	1	M W	0830pm - 1030pm	Science Lecture 228	Watkins, M
50064	HIST 2111	United States History I	3	T R	0530pm - 0805pm	Science Lecture 213	Fuller, G
50129	MATH 0097	Introductory Algebra I	4	F	0530pm - 0825pm	Academic 244	Mims, J
50132	MATH 0097	Introductory Algebra I	4	M W	0530pm - 0805pm	Academic 254	Walker, R
50264	MATH 0097	Introductory Algebra I	4	MTWR	0530pm - 0855pm	Academic 226	Conic, F
50138	MATH 0099	Introductory Algebra II	4	T R	0530pm - 0855pm	Academic 244	Jones, S
50139	MATH 0099	Introductory Algebra II	4	M W	0530pm - 0855pm	Academic 244	
50142	MATH 1111	College Algebra	3	F	0530pm - 0825pm	Science Lecture 211	Mitchell, K
50146	MATH 1111	College Algebra	3	T R	0530pm - 0805pm	Academic 308	Ricardo, R
50141	MATH 1111	College Algebra	3	M W	0530pm - 0805pm	Academic 326	Hollis, D
50148	MATH 1113	Precalculus	3	T R	0530pm - 0805pm	Academic 326	Choi, G
50151	MATH 1114	Elementary Statistics	3	M W	0530pm - 0805pm	Science Lecture 211	Patterson, J
50153	MATH 2201	Analytic Geometry & Calculus I	4	M W F	0530pm - 0825pm	Academic 308	Desai, S
50079	ORNT 1100	Seminar in Personal & Academic	1	R	0530pm - 0715pm	Academic 352	Maxwell, C
50078	ORNT 1100	Seminar in Personal & Academic	1	T	0530pm - 0715pm	Academic 352	Maxwell, C
50086	PHED 1127	Physical Fitness II	2	M W	0530pm - 0715pm	Physical Education 229	Taylor, C
50256	PHED 2105	Concepts of Health and Safety	3	T R	0510pm - 0745pm	34 Peachtree 5506	Walker, A
50089	PHED 2240	First Aid	3	T R	0530pm - 0805pm	Physical Education 230	Smith-Mitchell, G
50091	POLS 1101	American Government	3	M W	0530pm - 0805pm	Science Lecture 217	Sharrieff, J
50094	POLS 2401	Global Issues	3	T R	0530pm - 0805pm	Science Lecture 217	Sharrieff, J
50095	PSYC 1101	Intro to General Psychology	3	M W	0530pm - 0805pm	Science Lecture 218	Frazer, R

**NOTE:** Atlanta Metropolitan College reserves the right to cancel classes with insufficient enrollment and to modify the schedule as circumstances may dictate.

## EVENING CLASSES - FULL TERM CONTINUED- June 2, 2009 – August 5, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg.Room</u>	<u>Instructor</u>
50098	PSYC 2103	Intro to Human Development	3	T R	0530pm - 0805pm	TBA	Frazer, R
50266	READ 0097	Reading Foundation I	4	MTWR	0530pm - 0715pm	Academic 246	Woods, N
50212	RGTE 0199	Regents' Test REMED: Essay	3	M W	0530pm - 0805pm	Academic 310	Staff
50225	RGTR 0198	Regent's READING Skills	3	T R	0530pm - 0805pm	Academic 144	Staff
50100	SOCI 1101	Introduction to Sociology	3	T R	0530pm - 0805pm	Academic 260	Dorsey, W
50289	SOCI 1101	Introduction to Sociology	3	M W	0510pm - 0745pm	34 Peachtree 5506	Scales, J
50103	SOSC 2101	Intro to Afri-Amer Studies	3	M W	0530pm - 0805pm	Academic 260	Dorsey, W
50177	SPAN 2001	Intermediate Spanish I	3	M W	0530pm - 0805pm	Academic 364	DeSouza, P
50180	SPAN 2002	Intermediate Spanish II	3	T R	0530pm - 0805pm	Academic 364	Jones, S

## WEEKEND CLASSES - FULL TERM - June 2, 2009 – August 5, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg.Room</u>	<u>Instructor</u>
50009	BIOL 2215	Fundamentals of Microbiology	3	S	1015am - 0110pm	Science Lecture 239	Halliman, D
50020	BLAB 2215	Fund of Microbiology Lab	1	S	0130pm - 0555pm	Science Lecture 239	Halliman, D
50118	ECON 2105	Principles of Macroeconomics	3	S	0800am - 0115pm	Science Lecture 244	Mirza, F
50129	MATH 0097	Introductory Algebra I	4	S	0800am - 1045am	Academic 244	Mims, J
50142	MATH 1111	College Algebra	3	S	0800am - 1045am	Science Lecture 211	Mitchell, K
50073	ORNT 1100	Seminar in Personal & Academic	1	S	0200pm - 0400pm	Science Lecture 218	Duhart, S
50254	ORNT 1100	Seminar in Personal & Academic	1	S	1100am - 1100pm	Science Lecture 218	Staff
50251	PHED 1127	Physical Fitness II	2	SU	0530pm - 0715pm	Physical Education 230	Beliard, J
50250	PHED 2105	Concepts of Health and Safety	3	SU	0230pm - 0505pm	Physical Education 230	Beliard, J

## SECOND MINI- MESTER – June 25, 2009 – August 5, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg.Room</u>	<u>Instructor</u>
50186	ACCT 2102	Principles of Accounting II	3	M W F	0530pm - 0825pm	Science Lecture 244	Staff
50171	BIOL 1102	General Biology II	3	F	0530pm - 0830pm	Science Lecture 227	Blasingame, M
50171	BIOL 1102	General Biology II	3	S	0900am - 0100pm	Science Lecture 227	Blasingame, M
50171	BIOL 1102	General Biology II	3	U	0200pm - 0505pm	Science Lecture 227	Blasingame, M
50172	BLAB 1102	General Biology II Lab	1	F	0845pm - 1045pm	Science Lecture 227	Blasingame, M
50172	BLAB 1102	General Biology II Lab	1	S	0115pm - 0645pm	Science Lecture 227	Blasingame, M
50304	COMM 1100	Human Communication	3	MT R	1105am - 0200pm	34 Peachtree 5505	Benson, S
50188	CSCI 1135	Introduction to Computers	3	M W F	0220pm - 0515pm	Science Lecture 206	Sawyer, J
50295	CSCI 1137	Fund of Database Management	1	M	1100am - 0145pm	34 Peachtree 5504	Staff
50189	CSCI 1302	Computer Science II	3	T R S	0220pm - 0515pm	Science Lecture 206	Staff
50190	ECON 2105	Principles of Macroeconomics	3	MT R	0200pm - 0515pm	Science Lecture 217	Staff
50193	MATH 0099	Introductory Algebra II	4	MTWR	0530pm - 0855pm	Academic 258	Staff
50194	MATH 1111	College Algebra	3	MT R	0800am - 1040am	34 Peachtree 5515	Taylor, A
50196	MATH 2202	Calculus II	4	MTWR	0750am - 1050am	Academic 244	Staff
50195	MATH 2204	Calculus IV	3	M W F	0220pm - 0515pm	Academic 256	Staff
50303	ORNT 1100	Seminar in Personal & Academic	1	F	0800am - 1125am	34 Peachtree 5505	Shaw, N
50081	PHED 1101	Wellness	3	M W F	0530pm - 0825pm	Physical Education 230	Kowal, J
50301	PHED 2240	First Aid	3	MT R	0800am - 1055am	34 Peachtree 5505	Staff
50093	POLS 1101	American Government	3	MT R	0530pm - 0825pm	Science Lecture 241	Nobles, E

**NOTE:** Atlanta Metropolitan College reserves the right to cancel classes with insufficient enrollment and to modify the schedule as circumstances may dictate.

## ONLINE CLASSES

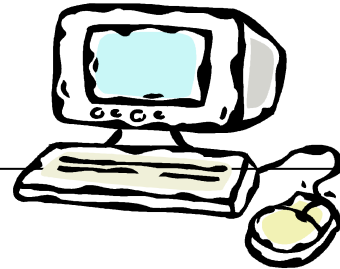
Students must have computer internet access, an e-mail address and must also contact the instructor, prior to beginning the course.

### 8-Week Full Term – June 2 – August 5, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Instructor</u>
50104	ACCT 2101	Principles of Accounting I	3	Online	Ananaba, A
50109	ACCT 2102	Principles of Accounting II	3	Online	Ananaba, A
50112	BUSA 1101	Keyboard Mastery	3	Online	Staff
50115	CISM 2101	Fund of Computer Applications	3	Online	Nwaogu, E
50065	HIST 2111	United States History I	3	Online	McCray, K
50067	HIST 2112	United States History II	3	Online	McCray, K
50149	MATH 1113	Precalculus	3	Online	Staff
50259	MUSC 1100	Music Appreciation	3	Online	Gailey, III, W
50258	MUSC 1100	Music Appreciation	3	Online	Gailey, III, W
50056	PHYS 1011	Physical Science I	3	Online	Patterson, J
50228	RGTE 0199	Regents' Test REMED: Essay	3	Online	Mallory, L
50229	RGTR 0198	Regent's READING Skills	3	Online	Woods, N

### 1<sup>st</sup> Mini-Mester - May 18 – June 23, 2009

50163	CSCI 1135	Introduction to Computers	3	Online	Staff
-------	-----------	---------------------------	---	--------	-------



## WEB CT

The use of AMC email account is recommended for all students registered in online course(s).

### Username and Passwords:

1. Continuing and current WebCT users:
  - Username and Password are still valid.
2. New students and new WebCT users:
  - **For Username:** Contact your Course Instructor
  - **For Password :** Use the 6 digit Pin number used during Course registration
3. Usernames are available to instructors through the Grade Book in WebCT Vista
4. Note: WebCT (**Username or User ID**) is the same as AMC email address's **Username**.

Technical support (Faculty/Staff/Students): <http://help.view.usg.edu/>

#### ▪ Password Reset

- Contact our 24/7 Online Support Center with your **Username**.  
at 1-877-708-2910 OR
- **Email** the AMC WebCT Vista Administrator with your **Username**  
Email: [enwaogu@atlm.edu](mailto:enwaogu@atlm.edu)

## 34 PEACHTREE STREET

### First Mini-Mester - May 18 – June 23, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg.Room</u>	<u>Instructor</u>
50294	CSCI 1136	Fund of Electronic Spreadsheets	1	M	1100am - 0245pm	34 Peachtree 5504	Staff
50157	MATH 0099	Introductory Algebra II	4	MTWR	0800am - 1050am	34 Peachtree 5515	Marshall, A
50302	ORNT 1100	Seminar in Personal & Academic	1	F	0800am - 1125am	34 Peachtree 5505	Shaw, N
50300	PSYC 1101	Intro to General Psychology	3	MT R	0800am - 1055am	34 Peachtree 5505	Staff

### Full Term – June 2 – August 5, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg.Room</u>	<u>Instructor</u>
50107	ACCT 2101	Principles of Accounting I	3	M W	0455pm - 0730pm	34 Peachtree 5516	Ananaba, A
50111	ACCT 2102	Principles of Accounting II	3	T R	1140am - 0215pm	34 Peachtree 5515	Staff
50060	AMIR 1001	Thinking, Learning & Communica	4	M W F	0230pm - 0445pm	34 Peachtree 5506	Green, M
50240	ARTS 1100	Art Appreciation	3	M W	0230pm - 05055pm	34 Peachtree 5503	Campbell, D
50299	BUSA 1101	Keyboard Mastery	3	T R	1140am - 0215pm	34 Peachtree 5504	Staff
50114	BUSA 2106	The Environment of Business	3	M W	0230pm - 05055pm	34 Peachtree 5515	Sellers, IV, W
50117	CISM 2101	Fund of Computer Applications	3	M W	1140am - 0215pm	34 Peachtree 5506	Staff
50244	COMM 1100	Human Communication	3	T R	0230pm - 05055pm	34 Peachtree 5503	Benson, S
50127	CSCI 1135	Introduction to Computers	3	T R	0455pm - 0730pm	34 Peachtree 5504	Sawyer, J
50126	CSCI 1135	Introduction to Computers	3	M W	0800am - 1035am	34 Peachtree 5504	Onabanjo, B
50121	ECON 2106	Principles of Microeconomics	3	T R	1140am - 0215pm	34 Peachtree 5516	Mirza, F
50290	EDUC 2120	Exp Socio-Cultural	3	T R	0230pm - 05055pm	34 Peachtree 5506	Smith, S
50245	ENGL 0099	Writers' Workshop	4	T R	0800am - 1125am	34 Peachtree 5503	Staff
50257	ENGL 1101	English Composition I	3	T R	0800am - 1035am	34 Peachtree 5516	Staff
50241	ENGL 1101	English Composition I	3	M W	1140am - 0215pm	34 Peachtree 5503	Staff
50243	ENGL 1102	English Composition II	3	T R	1140am - 0215pm	34 Peachtree 5503	Staff
50239	ENGL 1102	English Composition II	3	M W	0800am - 1035am	34 Peachtree 5503	Staff
50198	GSCI 1100	CPC General Science I	3	T R	1140am - 0215pm	34 Peachtree 5505	Ibim, S
50202	GSCI 1102	General Science II	3	T R	1140am - 0215pm	34 Peachtree 5505	Ibim, S
50199	GSCL 1100	CPC General Science Lab I	1	T R	0520pm -0720pm	34 Peachtree 5505	Ibim, S
50203	GSCL 1102	General Science Lab II	1	T R	0520pm -0720pm	34 Peachtree 5505	Ibim, S
50272	HIST 0111	CPC World Civilization I	3	T R	0800am - 1035am	34 Peachtree 5506	Fuller, G
50271	HIST 1111	World Civilization I	3	T R	0800am - 1035am	34 Peachtree 5506	Fuller, G
50068	HIST 2112	United States History II	3	M W	1140am - 0215pm	34 Peachtree 5505	McCray, K
50204	ISCI 2001	Integrated Science I	3	T R	0230pm - 05055pm	34 Peachtree 5505	Williams, K
50134	MATH 0099	Introductory Algebra II	4	M W	1140am 0305pm	34 Peachtree 5516	Dowdell, J
50288	MATH 1111	College Algebra	3	T R	0230pm - 05055pm	34 Peachtree 5516	Johnson, A
50144	MATH 1111	College Algebra	3	M W	0800am - 1035am	34 Peachtree 5516	Dowdell, J
50286	MATH 1114	Elementary Statistics	3	T R	0230pm - 05055pm	34 Peachtree 5515	Rast, J
50236	ORNT 1100	Seminar in Personal & Academic	1	R	1100am 1245pm	34 Peachtree 5506	Duhart, S
50235	ORNT 1100	Seminar in Personal & Academic	1	T	1100am 1245pm	34 Peachtree 5506	Duhart, S
50256	PHED 2105	Concepts of Health and Safety	3	T R	0510pm - 0745pm	34 Peachtree 5506	Walker, A
50255	PHED 2105	Concepts of Health and Safety	3	M W	0800am - 1035am	34 Peachtree 5506	Frank, R
50253	POLS 1101	American Government	3	T R	0800am - 1035am	34 Peachtree 5514	Jones, L
50092	POLS 1101	American Government	3	M W	0230pm - 05055pm	34 Peachtree 5505	Staff
50287	PSYC 1101	Intro to General Psychology	3	M W	1140am - 0215pm	34 Peachtree 5515	Green, A
50242	READ 0099	Reading Foundations II	4	M W	0800am - 1125am	34 Peachtree 5514	Clay, B
50289	SOCI 1101	Introduction to Sociology	3	M W	0510pm - 0745pm	34 Peachtree 5506	Scales, J

**NOTE:** Atlanta Metropolitan College reserves the right to cancel classes with insufficient enrollment and to modify the schedule as circumstances may dictate.

## 34 PEACHTREE STREET CONTINUED

Second Mini-Mester – June 25 – August 5, 2009

<u>CRN</u>	<u>Course</u>	<u>Course Name</u>	<u>Credit</u>	<u>Days</u>	<u>Time</u>	<u>Bldg.Room</u>	<u>Instructor</u>
50304	COMM 1100	Human Communication	3	MT R	1105am - 0200pm	34 Peachtree 5505	Benson, S
50295	CSCI 1137	Fund of Database Management	1	M	1100am - 0145pm	34 Peachtree 5504	Staff
50194	MATH 1111	College Algebra	3	MT R	0800am - 1040am	34 Peachtree 5515	Taylor, A
50303	ORNT 1100	Seminar in Personal & Academic	1	F	0800am - 1125am	34 Peachtree 5505	Shaw, N
50301	PHED 2240	First Aid	3	MT R	0800am - 1055am	34 Peachtree 5505	Staff

*NOTE: Atlanta Metropolitan College reserves the right to cancel classes with insufficient enrollment and to modify the schedule as circumstances may dictate.*

## BRIEF CAMPUS TELEPHONE DIRECTORY

---

<u>AREA</u>	<u>CONTACT</u>	<u>TELEPHONE NUMBER</u>	<u>LOCATION</u>
Academic Affairs	Dr. B. Morgan	756-4443	L 215
Academic Advisement	Ms. C. Maxwell	756-4784	A132
Academic Support Center	Mr. H. Barber	756-5690	L313
Admissions	Mrs. A. Reid	756-4004	L112
Bookstore	Ms. B. Smith	756-4900	SC108
Business, Math & Computer Science Division	Dr. W. Heyliger	756-4006	SC128
COMPASS Examinations	Dr. N. Shaw	756-4016	SC216
Counseling and Testing	Dr. N. Shaw	756-4016	A255
Disability Services	Ms. C. Byrd	756-4783	A130
Evening/Weekend Coordinator	Mr. J. Wilson	756-4009	S128
Fee Payments	Mr. J. Altemus	756-4442	L119
Financial Aid/Veterans Affairs	Ms. A. Scott	756-4002	A165
Fiscal Affairs	Ms. T. Cook-Robinson	756-4445	L120
Humanities/Fine Arts Division	Dr. B. Head	756-4013	A303
International Student Services	Mr. B. Olive	756-4488	SC217
Library	Mr. R. Quarles	756-4010	L206
Natural Science Division	Dr. S. Demons	756-4025	S166
Office of the Registrar	Mrs. C. Perry	756-4001	L115
Social Science Division	Dr. G. Culpepper	756-4033	S126
Student Affairs	Mr. B. Olive	756-4488	SC217
Student Activities	Mrs. I. Shanklin	756-4485	SC208
Vending Machine Problems	Business Office	756-4099	L119

# ONLINE REGISTRATION INSTRUCTIONS



- Step 1:** From the AMC Web Page [www.atlm.edu](http://www.atlm.edu) click **STUDENT PORTAL**
- Step 2:** Enter your **AMCUID** and **PIN** - which is your six-digit BIRTHDATE (MMDDYY, if you have not changed it) click **LOGIN**
- ⇒ If you are unable to log onto the Student Portal, your PIN may be disabled or you are not an active student for the semester.
  - ⇒ If you key in the PIN incorrectly three consecutive times, your PIN will be disabled and you must contact the REGISTRAR'S OFFICE.
- Step 3:** Click **STUDENT SERVICES AND FINANCIAL AID**
- Step 4:** Click **REGISTRATION**
- ⇒ If you have a hold – click **View Holds**. Then contact the office that has placed the hold on your registration.
  - ⇒ If you get an error message such as a Pre-Requisite and/or Co-Requisite error, you should contact the Office of the Registrar by email at [registrar@atlm.edu](mailto:registrar@atlm.edu).
- Step 5:** Click **ADD/DROP CLASSES**
- Step 6:** **SELECT TERM** and click **SUBMIT CHANGES**
- Step 7:** Enter **CRNs (Five-digit Course Reference Number)** onto the ADD/DROP worksheet.
- Step 8:** Click **SUBMIT CHANGES**
- Step 9:** Select **\*\*REGISTERED\*\*** from the pull down menu for each course, then click **SUBMIT CHANGES**.
- Step 10:** To delete a course, click **\*\*WEB DROPPED COURSE\*\*** from the pull down menu then click **SUBMIT CHANGES**.
- Step 11:** Once you have completed the Course Selection Process, you should print your Student Detail Schedule. **TO PRINT SCHEDULE:** Scroll to the bottom of the screen. Click **STUDENT DETAIL SCHEDULE**, then **PRINT**. (use your web browser's print button)
- Step 12:** **TO PRINT BILL:** Scroll to the bottom of the screen. Click **VIEW FEE ASSESSMENT**, then **PRINT**. Close your browser when done.
- Step 13:** **YOU ARE REQUIRED TO SATISFY YOUR FINANCIAL OBLIGATIONS OR YOUR SCHEDULE WILL BE PURGED.**
- ⇒ You may pay for your classes online using a credit card by clicking on **“Credit Card Payment”** at the bottom of the **FEE ASSESSMENT**.
  - ⇒ If you receive Financial Aid, you may check the status by clicking on the **“FINANCIAL AID”** tab located under **“STUDENT SERVICES AND FINANCIAL AID”**.
  - ⇒ If your Financial Aid has been awarded, you may proceed to the Business Office to have your Student Detail Schedule stamped.

**REGISTRATION IS NOT COMPLETE UNTIL FEES ARE PAID**  
**YOUR STUDENT DETAIL SCHEDULE MUST HAVE THE OFFICIAL STAMP OF THE BUSINESS OFFICE**

REVISED 3/5/09

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Student #ID \_\_\_\_\_  
 Term = Summer \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Date \_\_\_\_\_ Daytime Phone \_\_\_\_\_

CRN \_\_\_\_\_ SUBJ \_\_\_\_\_ NUM \_\_\_\_\_ SEC \_\_\_\_\_ Credit Hrs. \_\_\_\_\_ Course \_\_\_\_\_ Action \_\_\_\_\_ DAYS and TIMES \_\_\_\_\_ Major: \_\_\_\_\_  
 Please Circle

# Registration Form

CRN	SUBJ	NUM	SEC	Credit Hrs.	Course Action	DAYS and TIMES Please Circle	Major:	Beg Time	End Time
					Add	M T W R F S U			
					Drop				
					Add	M T W R F S U			
					Drop				
					Add	M T W R F S U			
					Drop				
					Add	M T W R F S U			
					Drop				
					Add	M T W R F S U			
					Drop				
					Add	M T W R F S U			
					Drop				



Student's Signature \_\_\_\_\_

Advisor \_\_\_\_\_

Please return to:  
 Atlanta Metropolitan College  
 Registrar's Office  
 Library Building  
 Room 115