

Academic Advisement	83	Proctored Exams	30
Academic Calendar	1	WorkKeys	30
Academic Freedom and		Associate Degree Arts and	
Intellectual Property	73	Sciences Courses	24
Academic Integrity	73	Associate of Applied Science in Health 81, 87	
Academic Status	74	Attendance Policy	75
Academic Dismissal	74	Absence	75
Academic Probation	74	Administrative Withdrawal	75
Academic Warning	74	Appeal of Administrative Withdrawal	75
Academic Support Services	68	No Show	75
College Study Skills	68	Tardy	75
Learning Success Center	68	Audit Status	24
Open Computer Labs	68		
SCT 100 Computer Lab	68	Bookstore	46
Smart Thinking	68		
Accreditation, Institutional	7	Career Services	31
Accreditation/Certifications/		Change of Major	25
Agency Approvals	84	Approval of Second Major	25
Admission Requirements, General	15	Competency-Based Courses	76
Age	16	Competitive Admissions Program	
Provisional Admission	16	Entrance Requirements	18
Readmission after Absence or Graduation	17	Computer Use Policy	46
Required Academic Criteria	15	Contact/Clock Hours	40
Test Scores	16	Continuing Education	9
Admissions Counseling	13	Customized Training	9
Admissions Policy	14	Economic Development	10
Admissions Procedures, General	17	Quick Start Programs	10
Foreign Transcripts	17	Cosmetology Salon Services	47
Admissions Procedures,		Counseling Services	47
Home Schooled Applicants	18	Course Cancellation and	
Home School Accreditation	18	Instructor Changes	76
Admissions Process	14	Course Credit	21, 76
Continuing Education Students	15	Advanced Placement Credit	21
General Studies Students	14	College Level Examination	
Joint/Dual Enrollment/		Placement Credit (CLEP)	21
Move on When Ready Students	14	Credit by Examination	87
Program Students	14	Credit by Transfer	22
Senior Citizen Waiver	26, 36	Exemption Exam	21
Special Admit Students	14	Secondary Articulation Credit	21
Transfer Students	14	Course Descriptions	277
Transient Students	15	Accounting	277-278
Admissions Requirements	13	Air Conditioning	278
Adult Education	68	Art	279
Adult Basic Education/Adult Secondary		Automotive - Chrysler	279-280
(ABE/ASE) Program	69	Automotive - Toyota	280-281
Contracted Workplace Programs	69	Automotive Technology	281-283
English as a Second Language (ESL)		Biology	283
and EL/Civics Programs	69	Bioscience	283-285
GED Testing Program	69	Botany	283
Gwinnett Advancement Program	69	Business	285-286
Advisement Information/Instructor		Carpentry	286-287
Office Hours	83	Chemistry	289-290
Articulation Agreements	82	College Study Skills	295
Assessment, Advisement and Educational		Computers	290-294, 336
Planning Services	30	Construction	287-289, 294-295
Academic Advisement	31	Cosmetology	295-296
CLEP Test	30	Criminal Justice	298-300
COMPASS Test	30	Culinary	300-301
Personality/Career Assessments	30	Dental Assisting	302-304

Dental Laboratory	305	Federal Subsidized Stafford Loan	42
Diesel/Heavy Equipment	304	Federal Supplemental Education Opportunity Grant (SEOG)	41
Drafting	301-302	Federal Unsubsidized Stafford Loans	43
Early Childhood Education	305-307	Georgia HOPE Book Award	42
Economics	307-308	Georgia HOPE Grant	42
Electrical	310-311, 321	Georgia HOPE Scholarship	41
Electronics	310	Georgia LEAP Grant (Leveraging Educational Assistance Partnership)	42
Emergency Medical Tech	311-315	Other Financial Aid Information	40
English	315	PLUS (Parent Loan for Undergraduate Students)	43
Environmental Horticulture	308-310	Scholarships	43
Fashion Merchandising	319	Service Cancelable Student Loan	43
Fire Science	315-319	Steps for Checking Your Financial Aid Status	45
Health	278-279	Title IV Funding	44
History	319	Veteran's Education Benefits/ GI Bill/Institutional Support	43
Hotel/Restaurant/Tourism	319-321	First Aid Emergency Services	50
Humanities	321	Food Court	50
Interiors	321-323	Fund-raising Activities	51
Machine Tool	325-326	Soliciting On or Off Campus	51
Magnetic Resonance Imaging	328-329	Development	329-330
Management & Supervisory Development	329-330	Marketing	326-328
Marketing	326-328	Math	324-325
Math	324-325	Medical Assisting	323-324
Medical Assisting	323-324	Music	330-331
Music	330-331	Nursing	331-332
Nursing	331-332	Photography	296-298
Photography	296-298	Physical Science	332
Physical Science	332	Physics	332
Physics	332	Political Science	332
Political Science	332	Psychology	332
Psychology	332	Radiography	332-334
Radiography	332-334	Reading	334
Reading	334	Recreation Management	335, 336-337, 338
Recreation Management	335, 336-337, 338	Respiratory Therapy	335-336
Respiratory Therapy	335-336	Sociology	336
Sociology	336	Speech	336
Speech	336	Surgical Technology	337-338
Surgical Technology	337-338	Veterinary Technology	338-339
Veterinary Technology	338-339	Welding Technology	339-341
Welding Technology	339-341	Course Fees	34
Course Fees	34	Course Load	24
Course Load	24	Disability Services	48
Disability Services	48	Disciplinary Sanctions	60
Disciplinary Sanctions	60	Discrimination and Sexual Harassment	48
Discrimination and Sexual Harassment	48	Drug, Alcohol, and Weapon Free Campus	49
Drug, Alcohol, and Weapon Free Campus	49	Elective Courses	77
Elective Courses	77	Faculty/Staff Directory	342
Faculty/Staff Directory	342	Fees & Financial Aid	33
Fees & Financial Aid	33	Fees and Expenses	33
Fees and Expenses	33	Fees Paid by Outside Agencies	36
Fees Paid by Outside Agencies	36	Other Expenses	37
Other Expenses	37	Refund/Return Check Policies	37
Refund/Return Check Policies	37	Financial Aid	38
Financial Aid	38	Accel Program	42
Accel Program	42	Alternative/Credit-Based/Private Loans	43
Alternative/Credit-Based/Private Loans	43	FAFSA	38
FAFSA	38	Federal Academic Competitiveness Grant (ACG)	41
Federal Academic Competitiveness Grant (ACG)	41	Federal College Work Study (FWS)	42
Federal College Work Study (FWS)	42	Federal Pell Grant	41
Federal Pell Grant	41		

Programs of Study/Majors	85	Computer Simulation/ Game Developer (diploma)	147
Second Program of Study/Major	85	Computerized Accounting Specialist	111
Student Changes of Program Major	85	Cosmetology (diploma)	195
Student Learning Outcomes	86	Criminal Justice Technology (AAS)	250
Programs of Study	89	Criminal Justice Technology (diploma)	252
Accounting (diploma)	110	Culinary Arts (AAS)	197
Accounting Technology (AAS)	108	Culinary Arts (diploma)	199
Advanced CAD Technician	192	Cyber Crime Specialist	161
Advanced Dental Assisting	218	Data Center Specialist	162
Air Conditioning Electrical Technician	171	Dental Assisting (diploma)	215
Air Conditioning System Maintenance Technician	172	Dental Laboratory (diploma)	219
Air Conditioning Technology (diploma)	169	Digital Imaging Specialist	268
Automotive Engine Performance Technician	106	Drafting Aide	194
Automotive Fundamentals (diploma)	102	Drafting Technology (AAS)	188
Automotive Service Electrical Systems Assistant	99	Drafting Technology (diploma)	190
Automotive Suspension and Steering Technician	105	E-Commerce Marketer	130
Automotive Technology (AAS)	100	Early Childhood Care and Education (AAS)	136
Automotive Technology (diploma)	103	Early Childhood Care and Education (diploma)	138
Banking and Finance Fundamentals	128	Electrical Construction & Maintenance (diploma)	170
Basic Automotive Service Technician	104	Emergency Medical Technician - Basic	260
Basic Dental Assisting	217	Emergency Medical Technician - Intermediate (EMT-I)	261
Basic Machining Operator	243	Emergency Medical Technician - Plus	262
Basic Pastry/Baker	200	Entrepreneurship	129
Bioscience Environmental Laboratory Technologist	213	Environmental Horticulture (AAS)	236
Bioscience Regulatory Assurance Technologist	214	Environmental Horticulture (diploma)	238
Bioscience Technology (AAS)	210	Finish Carpenter	181
Business Administrative Technology (AAS)	112	Fire Fighter I	263
Business Administrative Technology (diploma)	114	Fire Fighter II	264
Business Management (AAS)	119	Fire Science (AAS)	253
Business Management (diploma)	121	Firefighter/EMT (diploma)	255
CAD Operator	193	Floral Designer	269
Carpentry - Residential (diploma)	177	Flux Cored Arc Welder	246
Certified Construction Worker	180	Food and Beverage Director	206
Child Development Associate I	139	Framing Carpenter	179
Chrysler College Automotive Program (CAP) (AAS)	93	Gas Metal Arc Welder	247
Cisco Network Specialist CCNA	157	Gas Tungsten Arc Welder	248
Cisco Specialist CCNP	158	General Office Assistant	116
Clinical Research Professional	212	Health (AAS)	276
CNC Setup and Programmer	244	Healthcare Assistant	222
CNC Technology (diploma)	242	Healthcare Science	220
Commercial Construction Building Inspector	185	Heavy Diesel Service Technician	107
Commercial Construction Contract Administrator	186	Horticulture Installation Technician	240
Commercial Construction Estimator	187	Hospitality Events Specialist	208
Commercial Construction Management (AAS)	183	Hotel Management Specialist	207
Commercial Photography (AAS)	265	Hotel, Restaurant, and Tourism Management (AAS)	202
Commercial Photography (diploma)	267	Hotel, Restaurant, and Tourism Management (diploma)	204
Computer Programming (AAS)	142	Human Resource Management Specialist	122
Computer Programming (diploma)	144	Information Security Specialist	163
Computer Service and Electronics Technician	159	Information Security Specialist (AAS)	148
Computer Simulation/Game Developer	160	Information Security Specialist (diploma)	150
Computer Simulation/ Game Developer (AAS)	145	Interior Design Assistant	273
		Interiors (AAS)	270
		Interiors (diploma)	272
		Internet Specialist - Web Site Design (AAS)	151
		Internet Specialist - Web Site Design (diploma)	152

Internet Specialist - Web Site Designer . . .	164	Student Center/Student IDs	46
Java Programmer	165	Student Code of Conduct	54
Kitchen and Bath Designer.	274	Filing a Complaint	59
Landscape Design Technician	239	Student Complaint Policy	52
Linux/UNIX System Administrator	166	Student Email	46
Machine Tool Technology (diploma).	241	Student Honors and Awards.	63
Management and Leadership Specialist .	123	Award of Merit	63
Marketing Management (AAS).	124	Best Portfolio Award	63
Marketing Management (diploma)	126	Dean's List.	63
Marketing Specialist	131	Distinguished Student Award	63
Medical Assisting (diploma)	223	Georgia Occupational Award of Leadership (GOAL).	63
Microsoft Office Applications Professional	117	Honor Graduate	64
Network Administrator.	167	Outstanding Student for a Program	64
Networking Specialist (AAS).	153	Rad Tech Award of Excellence.	64
Networking Specialist (diploma).	155	Student Life	51
Nissan Dealership Technician Training Program (NDTTP)	104	Student Organizations and Clubs	64
Office Accounting Specialist	111	Association for Information Technology Professionals (AITP)	64
Overhead Shielded Metal Arc Welder	249	Association of Future Radiologic Technologists (AFRT)	64
Painted and Faux Finishes.	275	Circle K International Club	64
Paramedic Technology (AAS)	256	Commercial Construction Guild (CCG)	64
Paramedic Technology (diploma).	258	Delta Epsilon Chi	65
PC Repair and Network Technician	168	Hotel, Restaurant, and Tourism Travel Club	65
Photovoltaic Systems Installation & Repair Technician	174	National Technical Honor Society (NTHS). . . .	65
Prep Cook	201	Phi Theta Kappa (PTK)	65
Radiologic Technology (AAS).	227	Respiratory Care Club	65
Refrigeration Systems Service Technician	173	Skills USA-VICA	65
Registered Nursing Program (ADN)	225	Sport and Recreation Management Club	65
Residential Construction Management (AAS)	175	Student Leadership Council (SLC).	66
Residential Construction Management (diploma)	178	Surgical Technology Club	66
Residential Construction Manager	182	The Design Club	65
Respiratory Care (AAS)	229	Veterinary Technicians' Society	66
Small Business Marketing Manager	132	Voices of the World.	66
Sport and Recreation Management (AAS)	133	Student Orientation	13
Sport and Recreation Management (diploma)	135	Student Records	28
Surgical Technology (diploma)	231	Access	28
Technical Communications Specialist	118	Change in Address	29
Toyota T-TEN (AAS)	95	Change in Name.	29
Toyota T-TEN (diploma)	97	Release of Directory Information	29
Travel Agency Operations Specialist	209	Retention	29
Veterinary Assistant	235	Student Right to Know and Campus Security Act.	67
Veterinary Technology(AAS).	233	Student Rights	66
Welding and Joining Technology (diploma)	245	Technical Education Guarantee	ii, 81, 87
Public Safety	51	Telephone and Mail for Students	67
Recruitment Information Sessions	13	Transcripts.	29
Registration	23	Transfer Credit	81
Drop for Non-Payment	23	Veterans Affairs.	31
Drop/Add	24	Visitors on Campus	67
Late registration	23	Web Central	30
No shows.	24	Web Registration Instructions	355
Regular registration.	23	Withdrawal Policy	80
Withdrawal.	24		
Residency	34		
School Closing Notification Procedures. . . .	51		
Smoking Prohibition	50		
Standards of Academic Progress (SAP)	39		