

Gordon State College Advising



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Introduction

The goal of this handbook is to provide information for advisement in one easily accessible place. It is not intended to supplant the Academic Catalogue, but rather to supplement it. We are pleased to provide this advisory handbook to the Gordon State College Community. If you become aware of needed updates or corrections, please forward them to Academic Affairs.

Gordon State College Advising

Mission Statement

Gordon State College considers academic advising to be an essential part of successful efforts to educate and retain students. Our academic advising mission is to help students to identify and achieve their goals as well as develop their talents and abilities. The end result of this process is academic progress, achievement, and obtaining a degree, whether at our institution or another.

Quality advising has always been important at Gordon. We recognize it as a key to student success and student success is our highest priority. Now it also has a key relationship to Gordon State College's funding. The University System of Georgia has moved to a funding formula based, in part, on an institution's ability to retain and graduate students. We will not lower academic standards, but we will help students overcome obstacles to learning and to completing their degrees or transferring successfully. Advising is the first step in this process.

Fulfilling the Mission

Academic advising takes place during a scheduled, structured meeting on the campus; and this affords each student a private consultation with an advisor. The Advisors at Gordon State College will:

- Answer questions and provide accurate registration information
- Help clarify each student's academic and career goals
- Maintain an awareness of each student's academic progress
- Help each student progress from advisor-based to student based registration decisions
- Help each student utilize campus resources and connect with co-curricular activities

Mission Success

Effective academic advising will result in:

- Student pursuit of degrees appropriate to their goals, talents and abilities
- Appropriate course selection each semester
- Accurate tracking of student progress
- Self-directed learners who take ownership of their academic careers
- Utilization of appropriate campus resources
- Students who are engaged and active in their educational experience

Section 1: The Advising Process

Advisees:

Each full time faculty is assigned a group of advisees in his/her own or an allied discipline. The list of advisees can be accessed on Banner Web→Faculty Services→Advisors Menu→Students by Advisor. Each Faculty Advisor should be familiar with the Core Curriculum and Learning Support Procedures and Requirements.

The Advising Process

1. Exploration of life goals
2. Exploration of career/educational goals
3. Selection of an educational program (major)
4. Selection of courses
5. Scheduling of classes

Degree Works

Degree Works is a web-based tool that is integrated with Banner to help students and advisors with schedule planning and degree audits. This tool tracks degree progress, assists students and faculty in preparing for registration as well as graduation. Degree Works is a tool which is intended to assist faculty members in advising but is not intended to replace face to face advising sessions. Training material for Degree Works can be found at <http://www.gordonstate.edu/departments/computerservices/degreeworks/>. In addition, Degree Works training sessions are held each semester. Please watch your email each semester for notification of the scheduled training dates and times. All questions or concerns regarding Degree Works should be sent to degreeworks@gordonstate.edu.

Advising Strategies

- Acquaint yourself with the student in as many aspects as possible
- Explore objectives, interests, and motivations of the student
- Develop a rapport with the student
- Know institutional rules, policies, and procedures as they affect the student
- Evaluate student motivation
- Be aware of the limits of responsibility in the advising process, which places the burden of responsibility on the shoulders of the student. In the end, the students are responsible for their academic path. That does not mean, however, that you cannot be a sympathetic listener and offer various alternatives for their consideration.

Advising Responsibilities: General

- Post office hours on door and notify advisees by email of your available hours and procedures for advising. You can email the entire list from "Students by Advisor" on Banner Web.
- Provide accurate information
- Clarify academic and career goals
- Remain aware of student growth and development
- Move from advisor-based to student-based decisions
- Connect the student to the campus

Advising Responsibilities: Specific

- Selection of appropriate courses (keep a copy of the advisement checklist for each student)
- Awareness of student academic status
- Awareness of both departmental and institutional policies and procedures
- Awareness of campus resources

Family Educational Rights and Privacy Act (FERPA)

- FERPA helps protect the privacy of student information by restricting access to academic records
- Colleges cannot disclose academic information to parents without student consent, with one exception: parents of high school students earning dual credit.

- Colleges can make academic information available to college employees with “need to know.” Those employees, however, are responsible for maintaining the confidentiality of student information
- Further information is available at: <http://www.gordonstate.edu/departments/registrar/ferpa.asp>

Section 2: The Core Curriculum

The core curriculum is defined by the Board of Regents and is described in the chart on the next page. There are two core curricula at Gordon State College.

Students planning to earn an Associate of Arts Degree or an Associate of Science Degree and then transfer to complete a four-year degree at another USG institution take the Transfer Core Curriculum described below. Students planning to receive an Associate of Science in Nursing Degree complete a modified core curriculum described immediately after.

An Associate of Arts Degree or an Associate of Science Degree at Gordon State College is awarded upon completion of 64 semester hours.

Completion of a degree consists of 42 hours in Core Areas A through E and 18 hours in Core Area F (courses related to the specific program of study) and, at Gordon State College, 4 hours in Area G, Physical Education.

More information about the core curricula is available at:

http://www.usg.edu/academic_affairs_handbook/section2/C738

<http://www.usg.edu/policymanual/section3/policy/C338/>

Transfer Core Curriculum Defined by University System of Georgia Board of Regents

Policy 303.01 CORE CURRICULUM

Each institution's core curriculum shall follow a common set of principles and framework. The System principles and framework were developed with the goal of allowing institutions some flexibility in defining learning outcomes while ensuring that the core curriculum completed at one System institution is fully transferable to another System institution

Each institution's core curriculum shall consist of 60 semester hours as follows:

Area	Area Name	Description	Hours Required
A1	Communication Outcomes	Courses that address learning outcomes in writing in English	At least 6 hours
A2	Quantitative Outcomes	Courses that address learning outcomes in quantitative reasoning	At least 3 hours
B	Institutional Options	Courses that address general education learning outcomes of the institution's choosing	At least 3 hours
C	Humanities, Fine Arts, and Ethics	Courses that address learning outcomes in humanities, fine arts, and ethics	At least 6 hours
D	Natural Science, Mathematics, and Technology	Courses that address learning outcomes in the natural sciences, mathematics, and technology.	At least 7 hours. At least 4 of these hours must be in a lab science course.
E	Social Sciences	Courses that address learning outcomes in the social sciences	At least 6 hours
F	Lower-Division Major Requirements	Lower division courses required by the degree program and courses that are prerequisites to major courses at higher levels.	18 hours

In addition, Gordon State College has an Area G, Health and Physical Education, any student completing at least one semester of full-time enrollment must complete three credit hours from Group I (Health and Wellness for Living or Physical Fitness for Life). Students who complete four or more semesters of full-time enrollment must also

complete one hour from Group II (physical activity course) *(Note: PHED 1015 First Aid-is an activity course for Area G).*

Course Selection and Important Notes for Each Core Area

CORE CURRICULUM FOR ALL STUDENTS EXCEPT ASN NURSING STUDENTS

(See page 12 of this document for Nursing Core Curriculum)

Calendar Year:

Specific courses required in each area may change from time to time. Students may follow the curriculum in place when they began their studies, or the newest curriculum. However, returning students who have had an absence from Gordon State College of a year (three semesters) or longer must meet requirements of one of the Academic Catalogs in effect subsequent to their return.

Area A: (9 credit hours)

Area A1	
ENGL 1101 and ENGL 1102	English Composition I and English Composition II must be passed with a "C" or better to graduate
Area A2 (Choose one of the following)	
MATH 1001 Quantitative Skills & Reasoning MATH 1111 College Algebra MATH 1113 Pre-Calculus MATH 1501 Calculus I	By taking any one of these four courses, students are able to satisfy their Area A requirement in mathematics. There are two exceptions: 1. Students who are science majors (as defined on page 104) must take MATH 1113 or MATH 1501 in Area A(2). 2. Students who are middle grades education majors with concentration in mathematics must take MATH 1113 or MATH 1501 in Area A(2). The following comments will help advise students in their selection.
MATH 1111 College Algebra	Is recommended before taking accounting and economic classes. Is suitable for some non-science majors and a MUST for Science majors is recommended before taking accounting and economic classes. Students intending to major in the sciences or business will take college algebra in Area A unless they place out of college algebra into MATH 1113—Pre-Calculus by entering Gordon State College with a MATH SAT of 480. College algebra is also a good course for students who • are undecided majors but are considering a quantitatively oriented major <i>or</i> • desire to build on their high school curriculum to enhance their abilities in mathematics If the student is required to take MATH 1111 to qualify for MATH 1113, MATH 1111 serves as an elective course in their program.
MATH 1001 is not easier than MATH 1111 but: May be used to satisfy Area A, but as of 2009-2010 neither one may be used to satisfy Area D.	It is less dependent on previous knowledge of algebra. Hence it is often the choice of students with weaker algebra backgrounds. It is a good course for students who • desire a broad understanding of mathematics rather than the specific knowledge of algebra • have experienced difficulty with algebra before and do not have curricular needs to improve algebra skills • have tried college algebra and been unsuccessful
MATH 1113 Pre-Calculus	Students who major in a science or in middle grades education with a mathematics concentration must take MATH 1113 (or MATH 1501) in Area A (2). Pre-Calculus provides a rich set of mathematical tools for students in many disciplines. It is required of science and other quantitative majors

and is recommended for business majors. It is also a good choice for students who

- are undecided majors but are considering a quantitatively oriented major *or*
- desire to build on their high school curriculum/college algebra to enhance their abilities in mathematics

MATH 1501 Calculus I

Area B: (4 credit hours)

Each department offers a 3 credit hour Colloquium consisting of a special topic interest. The topics change each semester. Students are required to take Colloquia, although any college level core curriculum course (Area A-E) above 1000 will satisfy the additional hour requirement for Area B (except courses with PHED prefix).

COLQ 2991	Humanities Colloquium
COLQ 2992	Natural Science and Math Colloquium
COLQ 2993	Social Science Colloquium
COLQ 2994H	Honors Colloquium
COLQ 2995	Global Perspectives Colloquium
For topics in these courses please refer to the current schedule of classes.	

Area C: (6 credit hours)

Students must choose one course from each of two distinct groups of courses.

Choose one (3 credit hours)	Choose one (3 credit hours)
ARTS 1100 (3-0-3)	ENGL 2111 (3-0-3)
ARTS 1101 (3-0-3)	ENGL 2112 (3-0-3)
ARTS 1102 (3-0-3)	ENGL 2121 (3-0-3)
COMM 1100 (3-0-3)	ENGL 2122 (3-0-3)
COMM 1110 (3-0-3)	ENGL 2131 (3-0-3)
COMM 1500 (3-0-3)	ENGL 2132 (3-0-3)
FREN 1001 (3-0-3)	PHIL 2010 (3-0-3)
FREN 1002 (3-0-3)	PHIL 2020 (3-0-3)
HUMN 1501 (3-0-3)	
HUMN 1502 (3-0-3)	
MUSC 1100* (3-0-3)	
SPAN 1001** (3-0-3)	
SPAN 1002** (3-0-3)	
SPAN 1060 (6-0-6)	
THEA 1000 (3-0-3)	
THEA 1100 (3-0-3)	

*MUSC 1100 Music Appreciation- is the only Music course open to all students as an elective in Area C. Students who wish to take other courses that are open to non-music majors should contact the music department.

** SPAN 1001 and SPAN 1002 may not be taken for credit with SPAN 1060

Area D:

Advise that students refer to the Academic Catalog to ensure appropriate Area D courses are chosen. Not all science and math courses meet Area D requirements!

Area D for Science Majors:

12 Hours/11 Hours applied to Area D* (Area D for **non-science** majors follows).

For the purpose of determining course requirements in Area D, the following transfer programs of study are considered science majors:

- Astronomy
- Biological Sciences and Biology
- Chemistry
- Computer Science
- Environmental Resource Science
- Forestry
- Mathematics
- Physics
- Engineering Transfer
- Occupational Therapy Transfer
- Pharmacy Transfer
- Physical Therapy Transfer
- Physician Assistant Transfer
- Respiratory Therapy Transfer

All other majors are Non-Science Majors.

Required Courses for Science Majors:

CHEM 1211K (3-3-4)

CHEM 1212K (3-3-4)

MATH 1501* (4-0-4)

Science Majors may use excess Area D credit hours to satisfy Area F requirements.

*Any MATH course for which MATH 1501 is a pre-requisite may be substituted.

Biological Sciences, Biology, Environmental Resource Science, and Forestry majors may substitute MATH 2101 (3-0-3) for MATH 1501 in Area D.

Respiratory Therapy, Occupational Therapy and Physical Therapy majors must take and substitute MATH 2101 (3-0-3) for MATH 1501 in Area D.

Area D for Non-Science Majors: (11 credit hours)

Please alert students who are self-registering to check the Area D requirements in the Academic Catalog. Non-Science majors MUST choose ONE course from each of three lists as follows:

Choose ONE (4 credits)	Choose One (4 credits)	Choose One (3-4 credits)
ASTR 1010K (3-2-4)	ASTR 1010K (3-2-4)	ASTR 1010K (3-2-4)
BIOL 1107** (3-2-4)	ASTR 1020K (3-2-4)	ASTR 1020K (3-2-4)
BIOL 1111** (3-2-4)	BIOL 1107** (3-2-4)	BIOL 1011 (3-0-3)
BIOL 2225 (3-2-4)	BIOL 1108** (3-2-4)	BIOL 1050 (3-0-3)
BIOL 2235 (3-2-4)	BIOL 1111** (3-2-4)	BIOL 1107** (3-2-4)
CHEM 1151K (3-2-4)	BIOL 1112** (3-2-4)	BIOL 1108** (3-2-4)
CHEM 1211K (3-3-4)	BIOL 2225 (3-2-4)	BIOL 1111** (3-2-4)
GEOL 1121K (3-2-4)	BIOL 2235 (3-2-4)	BIOL 1112** (3-2-4)
GEOL 1122K (3-2-4)	CHEM 1151K (3-2-4)	BIOL 2225 (3-2-4)
ISCI 11212K (3-3-4)	CHEM 1152K (3-2-4)	BIOL 2235 (3-2-4)
PHYS 1111K (3-3-4)	CHEM 1211K (3-3-4)	CHEM 1151K (3-2-4)
	CHEM 1212K (3-3-4)	CHEM 1152K (3-2-4)
	GEOL 1121K (3-2-4)	CHEM 1211K (3-3-4)
	GEOL 1122K (3-2-4)	CHEM 1212K (3-3-4)
	ISCI 1121K (3-3-4)	CHEM 2200 (3-0-3)
	PHYS 1111K (3-3-4)	CSCI 1101 (3-0-3)
	PHYS 1112K (3-3-4)	CSCI 2102 (3-0-3)
		GEOL 1121K (3-2-4)
		GEOL 1122K (3-2-4)
		ISCI 1121K (3-3-4)
		MATH 1113 (4-0-4)
		MATH 1401 (3-0-3)
		MATH 1501 (4-0-4)
		MATH 1502 (4-0-4)
		MATH 2101 (3-0-3)

		PHSC 1011 (3-0-3)
		PHYS 1111K (3-3-4)
		PHYS 1112K (3-3-4)
The following do NOT meet Area D requirements: BIOL 2210K, BIOL 2211K, BIOL 2250, ISCI 2001, ISCI 2002 (ISCI 2001 and ISCI 2002 courses are for Education Majors)		
**Only ONE of BIOL 1111K/BIOL 1107K will count for Area D. The other may be used In Area B.		
**Only ONE of BIOL 1112K/BIOL 1108K will count for Area D. The other may be used in Area B		
If students accumulate more than 11 semester hours taking courses that satisfy Area D requirements, they can use one excess semester hour in Area B and one or more in Area F.		

Area E: (12 credit hours)

Students must take one American History and one Western Civilization course.

HIST 1121 (3-0-3)	HIST 2111 (3-0-3)	Choose two of the following courses (6 hours)
HIST 1122 (3-0-3)	HIST 2112 (3-0-3)	
1. Completing HIST 2111 or 2112 Satisfies U.S. and Georgia History and Constitution Requirement.		ANTH 1102 (3-0-3)
a. Transfers from private or out of state colleges will satisfy the requirement by passing a special exam on the history and constitution of Georgia.		ECON 2105 (3-0-3)
b. Advise student to contact Dr. Don Butts in (Russell 213) to schedule the exam and receive a study guide.		ECON 2106 (3-0-3)
2. History courses do not have pre-requisites and are stand alone.		HIST 1121 (3-0-3)
		HIST 1122 (3-0-3)
		HIST 2111 (3-0-3)
		HIST 2112 (3-0-3)
		POLS 1101 (3-0-3)
		POLS 2301 ² (3-0-3)
		POLS 2401 ² (3-0-3)
		PSYC 1101 (3-0-3)
		SOCI 1101 (3-0-3)

Area F: (18 credit hours)

See Academic Catalog for requirements of each discipline.

Area G: (4 credit hours)

In addition to Areas A - F, any student completing at least one semester of **full-time** enrollment must complete three credit hours from Group I. Students who complete four or more semesters of **full-time** enrollment must also complete one hour from Group II.

Choose one of the following lecture courses: 3 hours

PHED 1001 (3-0-3)

PHED 1010 (2-1-3)

Choose from the following: 0-1 hours

Any PHED class except PHED 1001, PHED 1010, and PHED 1040.

A course may not be used to satisfy requirements in more than one Area.

U.S Perspectives, Global Perspectives and Critical Thinking

In addition, as students complete Areas A – E, they should also address three other learning goals: U.S. Perspectives, Global Perspectives, and Critical Thinking. At Gordon State College, students can address these goals in the following ways:

U.S. Perspectives Learning Goal: Students will automatically address this goal while completing the required course in United States history included in Area E.

Global Perspectives Learning Goal: Students will address this goal by completing two steps:

Step 1: Complete the required course in history of Western Civilization in Area E

Step 2: Complete at least one of the following courses in Areas A – F:

ARTS 1101	HUMN 1501
ARTS 1102	HUMN 1502
COLQ 2995	POLS 2301
ECON 2105	POLS 2401
ENGL 2111	THEA 1100
ENGL 2112	

(Note: If a student fails to take one of these courses as they complete Areas A-F, the student will need to take the course as an elective).

Critical Thinking Learning Goal: Students will automatically address this goal by completing the colloquium required in Area B.

Nursing Core Curriculum

Most ASN students are best served by completing Nursing Core courses before entering the nursing program. Students contemplating a Bachelor's of Nursing should be encouraged to take the BIOL 1111 and BIOL 1112 sequence.

Core Requirements		
Course	Prerequisites	Course Description
MATH 1001 or MATH 1111	Exemption from or completion of Learning Support Mathematics	Quantitative Skills and Reasoning or College Algebra
BIOL 2210K**	*See Catalog : SATM450/ACTM19 or One of :BIOL 1111K; CHEM 1151K; BIOL 1107K; CHEM 1211K	Anatomy & Physiology - Part I
BIOL 2211K**	BIOL 2210K	Anatomy & Physiology - Part II
BIOL 2250K**	BIOL 2210K	Microbiology
ENGL 1101	Exemption from or completion of Learning Support English & Reading	English Composition I
ENGL 1102	ENGL 1101	English Composition II
PSYC 2103	Exemption from or completion of Learning Support English & Reading	Human Growth & Development
HIST 2111/2112	Exemption from or completion of Learning Support English & Reading	American History – part I or part II
Approved Humanities Elective (3hr.)	Choose ONE of the following courses	
ARTS 1100		Art Appreciation
ARTS 1101		Survey of Art History I
ARTS 1102		Survey of Art History II
ENGL 2111		World Literature I
ENGL 2112		World Literature II
ENGL 2121		British Literature I
ENGL 2122		British Literature II
ENGL 2131		American Literature I
ENGL 2132		American Literature II
HUMN 1501		Humanities I
HUMN 1502		Humanities II
MUSC 1100		Music Appreciation
PHIL 2010		Introduction to Philosophy
PHIL 2020		Introduction to Ethics
THEA 1100		Theatre Appreciation

All CORE classes must be completed with a grade of C or better.

Beginning Spring Semester 2008, BIOL 2210K, BIOL 2211K, and BIOL 2250K can be no more than 5 years old upon entry into the Nursing Program.

College Preparatory Curriculum requirements do not apply to students in two-year terminal degree or one-year certificate programs. However, students in these programs who transfer into programs leading to the baccalaureate degree will be required to meet CPC requirements if they have not completed 30 semester hours.

Section 3: Learning Support Advising

Introduction to the Learning Support Program

In the University System of Georgia, the term “learning support” refers to college courses that focus on pre-college level skills in three academic disciplines: reading, mathematics, and/or English (writing). (Some systems use the term “developmental studies.”) The goal of Learning Support is to assist students in achieving entry-level college proficiencies. For information about specific Learning Support policies and practices, please consult the current Academic Catalog.

A student’s Learning Support requirements are determined on the basis of SAT/ACT scores, Required High School Curriculum deficiencies, and/or college placement exam scores. The college placement exam, COMPASS, is a computerized placement exam that tests reading, English (writing), and math skills.

Gordon State College is an access point for higher education in Georgia, and part of our mission is to “strengthen the academic skills of students otherwise unprepared for entry-level college work through the Learning Support Program.” In recent years, about 30% of matriculating students at Gordon State College have had learning support requirements, and about that same percentage of all students enrolled are taking learning support classes.

As an advisor to students with learning support requirements, your work can be critical. Your advisees will usually need your help in understanding policies, course placement, and registration for classes. The first six months of a student’s college experience can affect whether or not that student stays in school the next semester and the one following that. Accurate information and thoughtful guidance can mean the difference. Following the steps below and being familiar with full policy information provided in the catalog will help your effectiveness as an advisor.

Advising Process and Important Policy Information

There are specific rules that apply to Learning Support students, including those students for whom English is a Second Language (ESL), and the following steps will help to ensure that those rules are followed:

1. Check the test scores on the student’s Academic Summary to make sure the student is placed into the correct Learning Support requirement(s). If a student has already taken the Learning Support class, his/her grade will be on the summary. An IP indicates that the student must re-enroll. Double check the scores and the student’s academic history. (Sometimes the score listed and the requirement specified do not match up.)
2. Use each LS requirement score to determine the appropriate learning support course level in which the student should enroll.
3. Check the academic courses approved for that student’s learning support requirements. (See the catalog or the advising card described below).
4. Learning Support attempts are cumulative within the University System of Georgia.
5. Students required to take ENGL 0099 and/or MATH 0097 or MATH 0099 will be given two attempts to pass each course before being placed on Learning Support suspension for a period of one year without the right of appeal.

6. Students required to take ENGL 0099 and/or MATH 0097 or MATH 0099 who pass that course but who fail to complete their Learning Support requirements after three cumulative attempts will be placed on Learning Support suspension for one year without the right of appeal.
7. Students who have accumulated 30 semester hours or more of college level credit will be allowed to take only the required Learning Support classes. No other classes may be taken.

Gordon First-Year Experience Course:

The one-semester hour GFYE 0097 will meet two times per week for the first eight weeks of the semester. This course is required in the first semester of all students who start Gordon with any learning support requirements.

Placement Scores

The verbal section of the COMPASS tests reading and English (writing) skills and is required for students with a Required High School Curriculum deficiency in English and for students who do not have a SAT verbal score of 430 or higher or an English ACT score of 17 or higher, depending on the test the student has chosen to determine COMPASS placement exam requirements.

The mathematics section of the COMPASS tests algebra skills and is required for students with a Required High School Curriculum deficiency in mathematics and for students who do not have a SAT math score of 430 or higher or a Math ACT score of 18 or higher depending on the test the student has chosen to determine COMPASS placement exam requirements.

A student's Learning Support requirements are determined on the basis of SAT/ACT scores, college preparatory curriculum deficiencies, and/or college placement exam scores. The following scores on the COMPASS placement exam (most often used score) determine the Learning Support status:

Required Coursework	Score
Reading Portion	
Students scoring from 62-67 must first enroll in and pass ENGL 0099, then, in the following semester, enroll in ENGL 0098 course with ENGL 1101 co-requisite pair.	62-67
Students scoring from 68-77 may begin in the ENGL 0098 / ENGL 1101 co-requisite. Successful completion of ENGL 0098 and/or ENGL 1101 will fulfill Learning Support Reading requirement.	68-77
English Portion	
Students scoring from 32-43 must first enroll in and pass ENGL 0099, then, in the following semester, enroll in ENGL 0099 course with ENGL 1101 co-requisite.	32-43
Students scoring from 44-64 may begin in the ENGL 0098 / ENGL 1101 co-requisite pair. Successful completion of ENGL 0098 and/or ENGL 1101 will fulfill Learning Support English requirement.	44-64
*Students whose COMPASS scores place them as requiring both Reading and English assistance will be required to begin their coursework with ENGL 0099.	
Math Portion	
Students scoring from 20-30 must first enroll in and pass a stand-alone 3-credit Learning Support class (MATH 0097 or MATH 0099), then, in the following semester enroll in a co-requisite college-level math course with a learning support lab (MATH 0998 / MATH 1001 or MATH 0999 / MATH 1111).	20-30
Students scoring from 31- 41 may begin in the college-level math with support lab co-requisite pair. Successful completion of the learning support lab and/or the college-level math course will fulfill Learning Support Math requirement.	31-41
* Students intending to major in science, technology, medicine, business or other fields requiring advanced or theoretical mathematical skills should take the College Algebra co-requisite support pair (MATH 0999/1111); students majoring in fields where practical mathematical skills are sufficient should take the Quantitative Skills co-requisite pair (MATH 0998/1001).	

Reference Guides to Placement Information and Approved Courses for LS Students

Enrolling students in the appropriate courses is very important. There are two guides that provide the placement information given above and the approved academic classes for LS students. Listed near the back of the academic catalog (and below) are the academic courses approved for students in any combination of reading, English, and math learning support classes. The catalog for the current academic year is available online.

READING ONLY ARTS (All below 3000 level) BIOL 1011, 1050 BUSA 1105, 2101, 2106 COMM 1500 CRJU (All) EDUC 2401 ENGL 0098, 0099 GFYE 0097 MATH (All below 3000 level) MUSC (All) * PHED (All)	ENGLISH AND READING ARTS (All below 3000 level) BIOL 1011, 1050 BUSA 1105, 2101, 2106 COMM 1500 CRJU (All) EDUC 2401 ENGL 0098, 0099 GFYE 0097 MATH (All below 3000 level) MUSC (All) * PHED (All)	READING AND MATH ARTS (All below 3000 level) BIOL 1011, 1050 BUSA 1105, 2101, 2106 COMM 1500 CRJU (All) EDUC 2401 ENGL 0098, 0099 GFYE 0097 MATH 0097, 0099 MATH 0998, 0999 MUSC (All) * PHED (All)
MATH ONLY ANTH 1102 ARTS (All below 3000 level) BIOL 1011, 1050 BIOL 1111, 1112 BIOL 2210, 2211 BIOL 2225, 2235 BUSA 1105, 2101 BUSA 2105, 2106 COMM 1110, 1500 CRJU (All) EDUC (All below 3000 level) ENGL (All below 3000 level) FRENCH (All) GEOL (All) GFYE 0097 HIST 1121, 1122 HIST 2111, 2112 HIST 2183 HSIA 2000 HUMN (All) HUSV 2101 LIBR 1001 MATH 0097, 0099 MATH 0998, 0999 MUSC (All) * PHED (All) PHIL 2010, 2020 POLS (All) PSYC (All below 3000 level) SOCI (All below 3000 level) SPAN (All) THEA 1000, 1100	ENGLISH ONLY ACCT (All) ANTH 1102 ARTS (All below 3000 level) BIOL 1011, 1050 BIOL 1111, 1112 BIOL 2210, 2211, 2225 BUSA 1105, 2101 BUSA 2106, 2120 COMM 1500 CRJU (All) CSCI (All) ECON (All) EDUC 2401 ENGL 0098, 0099 GEOL (All) GFYE 0097 HUMN (All) MATH (All below 3000 level) MUSC (All) * PHED (All) POLS 1101, 2201 PSYC 1100, 1101 SOCI (All below 3000 level) THEA 1000, 1100	ENGLISH AND MATH ANTH 1102 ARTS (All below 3000 level) BIOL 1011, 1050 BIOL 1111, 1112 BIOL 2210, 211, 2225 BUSA 1105, 2101, 2106 COMM 1500 CRJU (All) EDUC 2401 ENGL 0098, 0099 GEOL (All) GFYE 0097 HUMN (All) MATH 0097, 0099 MATH 0998, 0999 MUSC (All) * PHED (All) POLS 1101, 2201 PSYC 1100, 1101 SOCI (All below 3000 level) THEA 1000, 1100

*Caution: Some music courses require permission from instructor. Refer to Class Schedules and Registration Information posted on the Gordon State College website at www.gordonstate.edu.

Full-time students enrolled in Learning Support courses must enroll in the GFYE (Gordon First Year Experience) class in their first semester.

Students will not be able to register for approved classes with prerequisites.

Section 4: Miscellaneous Advising Information

Unlocking Registration

- Students must contact an advisor in order to be advised and have their registration unlocked. Only the student's advisor or department heads may unlock registration.
- After advisement all students must be unlocked by their advisor. (This must be done regardless of any holds on the student account).

Who is Eligible to Self Register?

- Eligibility will be indicated on the Academic Summary
- All students are eligible to self-register after seeing an academic adviser and having access to registration unlocked *except* students who are dual enrolled in high school and Gordon State College classes
- If it looks as though a student should be able to self-register but is not indicated as such, refer first time students to the Admissions Office and Returning students to the Registrar's Office
- Unlock/Lock button located on top left corner of Academic Summary

Advisor Registering a Student:

If you are registering a student, access the Academic Summary via Banner Web and click on "Registration Add/Drop" at the bottom of the summary. (Or you can access Add/Drop directly from the Faculty Services Menu in Banner Web).

Registration Holds

Messages appear on the Academic Summary. Holds must be addressed before students can register, even though registration has been unlocked by the advisor. A hold may be placed on a student for various reasons; parking tickets academic suspension, etc.

Some other typical holds are:

Hold	Refer to
Academic Standing prohibits registration	Registrar's Office
The person you have entered is not a student for the selected term	Admissions Office
All immunization holds	Admissions Office
You require re-admission prior to registration	Registrar's Office
The student has no registration time ticket	Registrar's Office

When can a Student Register?

Returning students are assigned a time ticket. Time ticket information is available to students on Banner Web and available to advisors on Banner Web under "Faculty Service" then ""Students by Advisor."

Class Availability:

On "My Gordon" page, click on "Search Schedule of Classes."

There are two columns to fill in. Access the list of available classes as in the following examples:

%	%	Click on "open only" —Will display all open classes
PSYC	%	Click on "open only" —Will display all open PSYC classes
PSYC	1101	Click on "open only"—Will display all open sections of PSYC 1101

If you click on "All Sections" every class offered will be displayed, with closed courses displayed in red.

Class Load

Advising students on the appropriate class load depends on many factors: work and family obligations; financial aid requirements; academically weak or strong; length of time since high school and motivation. For a strong, motivated full-time student, 16 hours is reasonable; for a weak full-time student or one with demanding outside obligations or someone out of school for a number of years, 12 hours maybe sufficient, at least for the first semester of enrollment.

- Full –time: at least 12 credit hours (6 hours for Session 1 or Session 2 in summer)
- Standard Load: 16 hours per semester (in order to complete degree requirements in two years)
- Overloads: Student petition must be completed to request overload.
 - Fall or Spring Overload: More than 18 semester hours—requires approval of advisor and Department Head.
 - Summer Overload: More than 11 semester hours—requires approval of advisor and Department Head.
 - Student must have competed at least two semesters and have a college GPA of 3.0.

CPC Requirements

College prep course requirements must be met in addition to courses required to complete the core. CPC deficiencies are noted on the academic summary. Courses used to satisfy CPC requirements are designated by an asterisk (*) on the academic summary and may not be used to satisfy a core requirement.

College Preparatory Curriculum requirements do not apply to students in two-year terminal degree. However, students in these programs who transfer into programs leading to the baccalaureate degree will be required to meet CPC requirements if they have not completed 30 semester hours.

Graduation Application

Students must complete the Online Application for Graduation via their Banner Web account before mid-term of the semester before they intend to graduate. The Registrar will review the application to ensure that students have completed the requirements at the time of their intended graduation. Failure to do so may delay their graduation.

Pre-Requisites

Alert students to course pre-requisites. Remind them to check the Academic Catalog for any pre-requisites and note that some courses require instructor approval.

Double Majors

A student may earn one type of every degree we offer: AA, AS, ASN, BA, BS, BSED, and BSN. The Area F requirements must not overlap.

Regents' Test Advising

Regents' testing is no longer required for Gordon State College students. Some schools in the University of Georgia System still require regents testing for graduation, therefore students intending to transfer should check with the school of their choice.

Transfer Credit

Each institution has developed a core curriculum. While institutions have some flexibility in defining learning outcomes in each area, the core curriculum completed at one System institution is fully transferrable to another System institution for the same major.

The following information is applicable to most students who transfer from one University System of Georgia institution to another. However, specific situations that may result in minor exceptions to these general transfer rights are described in the section following the questions and answers. To determine which courses with transfer to

GSC from both in-state and out of state institutions, please view the transfer articulation site available at https://firebird.gordonstate.edu/pls/prod/zwsctrna.P_find_state. The courses Gordon State College will accept from Georgia Technical schools are available at : <http://www.gordonstate.edu/pdf/TechColTransEquiv.pdf>. Further information about transfer credit and receiving credit by exam is available at <http://www.gordonstate.edu/departments/registrar/transfer.asp>.

Q. How can students make sure that credits in the core area will transfer?

A. Full credit will transfer if the 60 credit hours of the Core Curriculum are completed at any System institution and there is no change or major.

If the entire Core Curriculum is not completed at one college, try to complete entire areas of the Core Curriculum. Full credit will be received for any area that has been completed at a System institution if the transfer is made without changing majors.

Q. Will individual courses transfer to any system institution?

A. Only certain individual courses are guaranteed to transfer if the core areas are not completed. Credit will definitely be given for completion of English Composition 1101, English Composition 1102, the Essential Skills math course (with no change of majors).

Q. What will happen to transfer credits if there is a change of major?

A. Students who change their majors may be required to take additional courses to meet degree requirements. Generally, completion of Area B, C, and E will be accepted regardless of major, but the core math and science requirements may change.

Frequently Asked Questions

Q. Can I move extra hours into area B (e.g., Math 1113 in either Area A or Area D is a four-hour class but only 3 hours are needed in those areas)?

A. Yes, leaving you only 3 hours needed additionally in area B. The excess hour must be earned from Area A-E.

Q. Do I have to take one of those COLQ courses in area B?

A. Yes. Students will automatically address the critical thinking learning goal by completing the colloquium required in Area B.

Q. Do I have to take 2 semesters of the same lab science (e.g., BIOL 1111 and BIOL 1112)?

A. No, you can mix and match (e.g., BIOL 1111 and CHEM 1151). But you might want to look at the requirements for where you plan to transfer since some of those schools prefer the credits both be in the same science.

1. Please note that students may not take both BIOL 1107 and BIOL 1111 in Area D or both BIOL 1108 and BIOL 1112 in Area D.

Q. Do I have to take a literature or philosophy class in area C?

A. Depends on what semester you first enrolled at Gordon. If your first enrollment was in Fall 2007 or later, and you have not been absent from GSC for three consecutive semesters, then yes, you do. If your first enrollment was prior to Fall 2007, although literature is listed as an option for area C, you are not required to take it.

Q. Do I have to Take History Courses in Sequence i.e., HIST 2111 before taking HIST 2112?

A. No, the history courses can be taken in any order to fulfill the history requirement.

- Q. Can I take a speech or communication course while I have a Learning Support English and/or Reading requirement?
- A. Students with Learning Support Reading and/or Learning Support English requirements may take COMM 1500 but not COMM 1110.

MISCELLEANOUS

Advanced Placement (AP)

Students are given credit for some college courses by taking advance placement tests. Three credit hours are given for grades of 3, 4, or 5. Six credit hours are given for some AP courses with a grade of 6 (for example credit for ENGL 1101 and ENGL 1102). AP credit will be designated "K" courses on the academic summary. For information on the Gordon State College offerings for Advanced Placement, College Level Examination Program, or International Baccalaureate (IB) credits please see:

- <http://www.gordonstate.edu/admissions/advanced/ap/>
- <http://www.gordonstate.edu/admissions/advanced/clep/>
- http://www.gordonstate.edu/admissions/advanced/int_bacc/

Honors Program and Honors Classes

The Honors Program of Gordon State College is designed to provide opportunities for academically talented and intellectually curious students to obtain an enhanced collegiate educational experience. To graduate with recognition of achievement as a student in the Honors Program, students must have a minimum cumulative GPA of at least 3.5. In addition, students must have earned at least a 3.0 GPA in a minimum of *four* Honors courses. Students in baccalaureate programs must also fulfill a service requirement by devoting 20 hours or more to serve the college or community and a scholarship requirement involving academic presentation or publication. Graduating members of the Gordon State College Honors Program are recognized by a medallion presented during the graduation ceremony.

Encourage excellent students to apply for the honors program. Honors courses are designated with an *H* after the course number. Students who may not be interested in the honors program may still be eligible to take specific honors courses. For information on Honor's privileges, entry requirements, the application process and registering for classes please visit <http://www.gordonstate.edu/admissions/advanced/honors/>.

Learning Communities

A learning community is a set or cluster of courses in which the same students are registered and which the students take as a cohort, the purpose of which is to facilitate cooperative learning and to gain an appreciation of the interconnections between disciplines. The course sets are listed in the Schedule of Classes and students must register for each section in the set.

Major Course of Study and Changing Majors

Many students will declare their major course of study on their Application to Gordon State College. If the major course of study is not declared upon admission, students should be encouraged to declare their major as soon as possible.

Changing Majors

Students may change their major by completing the appropriate form available in their Banner Web account. Remind students that by changing majors they may be required to complete more than the usual number of credit hours in order to complete the new Area F requirements.

"An important note about MUSIC"

With the exception of MUSC 1100, music courses are not open to all students. Students must pass an audition in order to be accepted into the music program or take music courses other than MUSC 1100. Interested students should consult the Academic Catalog and contact the music department.

Advisory Notes for Discipline

History

- Georgia Legislative Requirements: Students who have taken US history outside of the university system or received credit through AP or CLEP tests must take an exam on Georgia history to satisfy the Legislative Requirement.
- Neither AP nor CLEP satisfy Georgia History requirements.
- History classes are not open to students with a Learning Support English requirement.
- No History class has prerequisites; each class is "stand alone." Therefore, students can take HIST 1122 without having taken HIST 1121 or HIST 2112 without having taken HIST 1121. Conversely, a student can take 1121 or 2111 after having taken 1122 or 2112.

Business and Public Service

- PSYC 2103 no longer has a prerequisite.
- None of POLS 1101, 2301, or 2401 have prerequisites, and all satisfy Area E. The only POLS class with a prerequisite is POLS 2201, which does not satisfy Area E.
- Students listed as social work majors should take SOCI 1101 as part of either Area E or Area F, even though it's not specifically required, to meet requirements of four year colleges.

Business

- Since most four year business programs require students to take calculus (MATH 1501) at some point, we recommend that students take MATH 1111 as their Area A math class or better yet, MATH 1113 or MATH 1301. If they take MATH 1111, then we recommend MATH 1113 and 1301 as their third Area D class and for Area B.
- Unless students have a math SAT above 500 (or equivalent ACT) we recommend that they not take Accounting before they take Math 1111 or higher; new freshmen tend to struggle in Accounting, even if they have had accounting in high school.
- We recommend Math 1111 or higher before students take either economics class.
- Students with a specific expectation regarding where they want to complete their bachelor's degree should meet with one of the Business faculty (Calhoun, Joshi, Johnson, Burstein) early in their Gordon career to be sure they're aware of specific entrance requirements to the school for which they're aiming.

Math, Physical Science and Biology

See notes on MATH 1101, 1111 and 1113 on page 15.

- BIOL 1107K and BIOL 1108K are designed for science majors. While that does not mean a non-science major will not succeed, students with weak math and chemistry skills may have a hard time. Please encourage non-science majors to take BIOL 1111K and BIOL 1112K. We have added more sections of these courses to help students find space.
- Pre-nursing students who are taking Learning Support courses should be encouraged to take BIOL 1111 and BIOL 1112 until Learning Support requirements are completed. This will strengthen their chance of succeeding in BIOL 2210, and will count toward Area D should they not continue a nursing major.

- Science majors who are not ready for MATH 1113 (Pre-calculus) must take MATH 1111 (College Algebra). They may not take MATH 1001. If you are advising LS students who plan to be science majors, please keep this in mind.
- All science majors are strongly encouraged to take CHEM 1211K and CHEM 1212K in their first year.
- If your major requires Organic Chemistry (CHEM 2401), you MUST take CHEM 1211 in the Fall semester of your Freshman year, if you want to graduate in 2 years.
- Non-Science majors should think carefully before taking CHEM 1211. This course has significant quantitative components.

Most Recent Attempt

Gordon State College has moved to a "Most Recent Attempt" method of computing institutional grade point average. While every grade earned will remain on the student's transcript the most recently attempted course grade will be used for computing grade point average. This is effectively a grade replacement policy.

Note: Institution receiving transfer students from GSC will calculate a GPA based on all grades.

Advisors and Financial Aid

While in most instances it is better to refer students to the Financial Aid Office when they have questions concerning their awards advisors should know that

- 1) While students can receive full Pell Grants if they take at least 12 semester hours some of our students who have complex family and work issues would be better served to take fewer hours. Taking 6-8 credit hours would still make them eligible for a 50% award while those enrolled in 9-11 credit hours would receive a 75% award.
- 2) Students must pass at least 67% of all courses attempted to make *Satisfactory Academic Progress* to maintain eligibility for financial aid. Excessive "W" withdrawal grades will jeopardize eligibility and should be discouraged.

Appendices

Appendix I: Referral Information and Campus Resources (678-359)

Counseling Services: Adjustment counseling, Career counseling, Workshops/Seminars(transition to college life, time mgmt., stress mgmt., test anxiety mgmt., conflict resolution)	5585
Counseling: Learning & Physical Disability Services	5585
Changes to student record: Registrar's Office	5022
Closed Classes: Department Heads	
Biology	5824
Business and Human Service	5194
Fine and Performing Arts	5680
History and Political Science	5125
Humanities	5047
Mathematics and Physical Sciences	5826
Nursing & Health Sciences	5338
Teacher Education	5468
Fees: Business Office	5010
Financial Aid	5990
Independent Study: Department Heads	See listing above
Institutional Testing: SAT, COMPASS----Admissions Office	5021
Learning Support: LS English/Reading	5047
LS Math	5826
Personal Counseling: Counseling Services	5585
Scholarships Gordon Foundation: Institutional Advancement	5739
Athletic Scholarships	5056
All Others: Business Office	5010
Special Needs/Accommodations: Americans with Disabilities: Counseling Services	5585
Residence Halls	5435
Veterans' Benefits & Questions: Registrar's Office	5022

Appendix II: Phone Directory by Office

Admissions	5021	5023	5024
Business Office	5010		
Biology	5824		
Business and Human Service	5194		
Fine and Performing Arts	5680		
History and Political Science	5125		
Humanities	5047		
Mathematics and Physical Sciences	5826	5827	
Nursing & Health Sciences	5338	5197	
Teacher Education	5468	5466	
Financial Aid	5990		
Registrar	5022		
Provost and Vice President for Academic Affairs	5018		

Records for students enrolling at Gordon State College for the first time are in the Admissions Office. Records for returning students are in the Registrar's Office.

Appendix III: Commons Codes and Symbols

Academic Summaries: Common Symbols

%	Learning Support Grade is not included in academic GPS. Hours are not counted toward graduation
*	College Preparatory Curriculum (CPC) counts in GPA and earned hours; does not count toward graduation
%*	Learning Support course designated to satisfy a CPC requirement (Used in LS English Reading and Math courses only)
#	Academic Renewal; Student retains recredit for A# B# and C# classes grades are not computed in academic renewal GPA. Grades of D# F# and WF# are forgiven.
K	Credit earned by appropriate examination system—Advanced Placement or College Level Examination Program
NR	Final grade not reported by the instructor
T	Transfer Credit
V	Audit—Student does not receive a grade or credit for the course

Common Registration Codes Displayed on Academic Summary and Class Rolls:

RW	Web Registered
RE	Registered
AC	Add Course (Drop/Add) Course Added During Drop/Add
WF	Withdrawn Failing
WM	Military Call Up Withdrawal
WP	Withdrawn Passing Withdrew from all scheduled courses for semester. No grade penalty

Appendix IV: Advising Worksheet

Gordon College General Studies Advisement Worksheet

Student Name: _____

GCID: _____

Advisor: _____

Date: _____

Area A - Essential Skills	
Area A(1) Required Courses:	6 hrs
☐ ENGL 1101	(3-0-3)
☐ ENGL 1102	(3-0-3)
Area A(2) Choose one of the following courses:	3 - 4 hrs
☐ MATH 1001	(3-0-3)
☐ MATH 1111	(3-0-3)
☐ MATH 1113	(4-0-4)
☐ MATH 1501	(4-0-4)
Hours Applied to Area A	9 HOURS
Area B - Institutional Options	
Choose one of:	3 hrs
☐ COLQ 2991	(3-0-3)
☐ COLQ 2992	(3-0-3)
☐ COLQ 2993	(3-0-3)
☐ COLQ 2994H	(3-0-3)
☐ COLQ 2995	(3-0-3)
Excess	1 hr
☐	
Hours Applied to Area B	4 HOURS
Area C - Humanities/Fine Arts	
Choose one of the following courses:	3 hrs
☐ ARTS 1100	(3-0-3)
☐ ARTS 1101	(3-0-3)
☐ ARTS 1102	(3-0-3)
☐ COMM 1100	(3-0-3)
☐ COMM 1110	(3-0-3)
☐ COMM 1500	(3-0-3)
☐ FREN 1001	(3-0-3)
☐ FREN 1002	(3-0-3)
☐ HUMN 1501	(3-0-3)
☐ HUMN 1502	(3-0-3)
☐ MUSC 1100	(3-0-3)
☐ SPAN 1001	(3-0-3)
☐ SPAN 1002	(3-0-3)
☐ SPAN 1060	(6-0-6)
☐ THEA 1000	(3-0-3)
☐ THEA 1100	(3-0-3)
Choose one of the following courses:	3 hrs
☐ ENGL 2111	(3-0-3)
☐ ENGL 2112	(3-0-3)
☐ ENGL 2121	(3-0-3)
☐ ENGL 2122	(3-0-3)
☐ ENGL 2131	(3-0-3)
☐ ENGL 2132	(3-0-3)
☐ PHIL 2010	(3-0-3)
☐ PHIL 2020	(3-0-3)
Hours Applied to Area C	6 HOURS

Area D - Science/Mathematics for NON-Science Majors	
Choose one of the following courses:	4 hrs
☐ ASTR 1010K	(3-2-4)
☐ BIOL 1107	(3-2-4)
☐ BIOL 1111	(3-2-4)
☐ BIOL 2225	(3-2-4)
☐ BIOL 2235	(3-2-4)
☐ CHEM 1151K	(3-2-4)
☐ CHEM 1211K	(3-3-4)
☐ GEOL 1121K	(3-2-4)
☐ GEOL 1122K	(3-2-4)
☐ ISCI 1121K	(3-3-4)
☐ PHYS 1111K	(3-3-4)
Choose one of the following courses:	4 hrs
☐ ASTR 1010K	(3-2-4)
☐ ASTR 1020K	(3-2-4)
☐ BIOL 1107	(3-2-4)
☐ BIOL 1108	(3-2-4)
☐ BIOL 1111	(3-2-4)
☐ BIOL 1112	(3-2-4)
☐ BIOL 2225	(3-2-4)
☐ BIOL 2235	(3-2-4)
☐ CHEM 1151K	(3-2-4)
☐ CHEM 1152K	(3-2-4)
☐ CHEM 1211K	(3-3-4)
☐ CHEM 1212K	(3-3-4)
☐ GEOL 1121K	(3-2-4)
☐ GEOL 1122K	(3-2-4)
☐ ISCI 1121K	(3-3-4)
☐ PHYS 1111K	(3-3-4)
☐ PHYS 1112K	(3-3-4)
Choose one of the following courses:	3 - 4 hrs
☐ ASTR 1010K	(3-2-4)
☐ ASTR 1020K	(3-2-4)
☐ BIOL 1011	(3-0-3)
☐ BIOL 1050	(3-0-3)
☐ BIOL 1107	(3-2-4)
☐ BIOL 1108	(3-2-4)
☐ BIOL 1111	(3-2-4)
☐ BIOL 1112	(3-2-4)
☐ BIOL 2225	(3-2-4)
☐ BIOL 2235	(3-2-4)
☐ CHEM 1151K	(3-2-4)
☐ CHEM 1152K	(3-2-4)
☐ CHEM 1211K	(3-3-4)
☐ CHEM 1212K	(3-3-4)
☐ CHEM 2200	(3-0-3)
☐ CSCI 1101	(3-0-3)
☐ CSCI 2102	(3-0-3)
☐ GEOL 1121K	(3-2-4)
☐ GEOL 1122K	(3-2-4)
☐ ISCI 1121K	(3-3-4)
☐ MATH 1113	(4-0-4)
☐ MATH 1401	(3-0-3)
☐ MATH 1501	(4-0-4)
☐ MATH 1502	(4-0-4)
☐ MATH 2101	(3-0-3)
☐ PHSC 1011	(3-0-3)
☐ PHYS 1111K	(3-3-4)
☐ PHYS 1112K	(3-3-4)
Hours Applied to Area D for Non-Science Majors	11 HOURS

Appendix IV: Advising Worksheet Continued

Gordon College General Studies Advisement Worksheet

Area E - Social Sciences	
Choose one of the following courses:	3 hrs
☐ HIST 1121	(3-0-3)
☐ HIST 1122	(3-0-3)
Choose one of the following courses:	3 hrs
☐ HIST 2111	(3-0-3)
☐ HIST 2112	(3-0-3)
Choose two of the following courses:	6 hrs
☐ ANTH 1102	(3-0-3)
☐ ECON 2105	(3-0-3)
☐ ECON 2106	(3-0-3)
☐ HIST 1121	(3-0-3)
☐ HIST 1122	(3-0-3)
☐ HIST 2111	(3-0-3)
☐ HIST 2112	(3-0-3)
☐ POLS 1101	(3-0-3)
☐ POLS 2301	(3-0-3)
☐ POLS 2401	(3-0-3)
☐ PSYC 1101	(3-0-3)
☐ SOCI 1101	(3-0-3)
Hours Applied to Area E	12 HOURS
Area F - Courses Related to the Program of Study	
☐ _____	(3-0-3)
☐ _____	(3-0-3)
☐ _____	(3-0-3)
☐ _____	(3-0-3)
☐ _____	(3-0-3)
☐ _____	(3-0-3)
☐ _____	(3-0-3)
Area F	18 HOURS

Area G - Institutional Requirements Outside the Core	
Choose one of the following lecture courses:	3 hrs
☐ PHED 1001	(3-0-3)
☐ PHED 1010	(2-1-3)
Choose from the following: Any PHED class except PHED 1001, PHED 1010, and PHED 1040.	
☐ _____	0 - 1 hr
Requirement	0 - 4 HOURS

Global Perspectives Learning Goal Met:	
Students will address this goal by completing the required course in history of Western Civilization in Area E and ensuring that they complete at least one of the following courses in Areas A – F. If a student fails to take one of these courses as they complete Areas A-F, the student will need to take the course as an elective.	
Area B	
☐ COLQ 2995	(3-0-3)
Area C	
☐ ARTS 1101	(3-0-3)
☐ ARTS 1102	(3-0-3)
☐ ENGL 2111	(3-0-3)
☐ ENGL 2112	(3-0-3)
☐ HUMN 1501	(3-0-3)
☐ HUMN 1502	(3-0-3)
Area E	
☐ ECON 2105	(3-0-3)
☐ POLS 2301	(3-0-3)
☐ POLS 2401	(3-0-3)
Taken as an Elective	
☐ _____	(3-0-3)

Appendix V: Advising Worksheet for Nursing Program Core Curriculum

Student Signature

Date

Advisor Signature

GORDON COLLEGE DIVISION OF NURSING AND HEALTH SCIENCES PROGRAM REQUIREMENTS NURSING CURRICULUM

Course	Prerequisites	Course Description	Tentative Plan for Completion	Grade
ENGL 1101	Exempt from or completion of Learning Support English	English Composition I		
ENGL 1102	ENGL 1101	English Composition II		
MATH 1001 OR MATH 1111	Exempt from or completion of Learning Support Mathematics	Quantitative Skills and Reasoning OR College Algebra		
BIOL 2210K	One of the following courses: BIOL 1111K, BIOL 1107K, CHEM 1151K or CHEM 1211K with the grade C or better <u>or</u> SAT Math score of 450 <u>or</u> higher <u>or</u> ACT Math score of 19 or higher.	Anatomy & Physiology – Part I		
BIOL 2211K	BIOL 2210K	Anatomy & Physiology – Part II		
BIOL 2250K	BIOL 2210K	Microbiology		
PSYC 2103	None	Human Growth & Development		
HIST 2111 / 2112	None	American History – Part I or Part II		
Approved Electives-choose 1 HUMANITIES ARTS 1100 THEA 1100 ARTS 1101 ARTS 1102 ENGL 2111 ENGL 2112 ENGL 2121 ENGL 2122 ENGL 2131 ENGL 2132 MUSC 1100 PHIL 2010 HUMA 1501/1502	<u>One</u> 3 hr. elective is required [Varies] (Note) ENGL 2111-2132 ENGL 1101- “C” or better	[Varies]		

All core classes **MUST** be completed with a minimum GRADE of C or better. Biology 2210, 2211, and 2250 can be no more than 5 years old upon entry into the Nursing Program.

NHS100

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