

# Frequently Called Numbers

## Jefferson Campus near Center Point

2601 Carson Road, Birmingham, Alabama 35215-3098  
205-853-1200

## St. Clair-Pell City Campus

500 College Circle, Pell City, AL 35125  
205-812-2700 • 205-812 2705 Fax

| Academic Areas  | Phone    | Fax      |
|---|----------|----------|
| <b>Nursing Department</b>   | 856-6023 | 856-7725 |
| <b>Center for Professional, Career, &amp; Technical Education</b> |          |          |
| Dean's Office   | 856-7701 | 856-8572 |
| Programs of Study   |          |          |
| Biomedical Equipment Technology                                   | 856-7940 | 856-7725 |
| Construction and Building Science<br>Technology                   | 856-7848 | 856-8518 |
| Child Development   | 856-7848 | 856-8518 |
| Clinical Laboratory Technology                                    | 856-7940 | 856-7725 |
| Criminal Justice/Law Enforcement                                  | 856-7848 | 856-8518 |
| EMS/Paramedic   | 856-7940 | 856-7725 |
| Fire Science  | 856-7848 | 856-8518 |
| Funeral Services Education  | 856-7848 | 856-8518 |
| Manufacturing and Technology                                      | 856-7848 | 856-7983 |
| Veterinary Technology   | 856-7848 | 856-8518 |
| <b>Transfer/General Studies Division</b>                          |          |          |
| Associate Dean's Office   | 856-6007 | 856-7798 |
| Biology Department  | 856-6067 | 856-8528 |
| Business/Information Systems                                      | 856-7864 | 856-7981 |
| Communications Department   | 856-8585 | 856-7828 |
| Liberal Arts Department   | 856-8585 | 856-7828 |
| Mathematics/Engineering/<br>Physical Sciences Department          | 856-8521 | 856-6008 |
| <b>ACT Center</b>   | 856-7896 | 856-8532 |
| <b>ADA Office</b>   | 856-6077 | 856-7993 |
| <b>Advising Center</b>  | 856-7775 | 856-8091 |
| <b>Birmingham Educational Tech Center</b>                         | 856-8526 | 856-8501 |
| <b>Education Talent Search</b>                                    | 856-7996 | 856-8501 |
| <b>Learning Success Center-Jefferson</b>                          | 856-7952 | 856-8501 |
| <b>Learning Success Center-Shelby</b>                             | 983-5910 |          |
| <b>One Stop Center</b>  | 856-7957 | 856-6033 |
| <b>Adult Education/GED Preparation</b>                            | 856-7945 | 856-8027 |
| <b>Business Office</b>  | 856-7779 | 856-7781 |
| <b>Campus Tours</b>   | 983-5245 |          |

## Shelby-Hoover Campus

4600 Valleydale Road, Birmingham, Alabama 35242  
205-983-5900

## Chilton-Clanton Campus

1850 Lay Dam Road, Clanton, AL 35045  
205-280-8200 • 205-280-8186 Fax

| Academic Areas  | Phone    | Fax      |
|---|----------|----------|
| <b>Center for Community &amp; Corporate Education</b>             |          |          |
|   | 856-7710 | 856-7782 |
| <b>Distance Education Division</b>                                |          |          |
| Associate Dean's Office   | 856-7824 | 856-6055 |
| <b>Enrollment Services</b>  |          |          |
| Admissions and Records  | 856-7704 | 856-8091 |
| Financial Aid   | 856-6062 | 856-7926 |
| <b>Facilities Coordinator</b>                                     |          |          |
|   | 856-7783 | 856-7782 |
| International Students  | 856-7920 | 856-8091 |
| Learning Resource Center  | 856-8524 |          |
| <b>New Options</b>  |          |          |
|   | 856-7718 | 856-7992 |
| Pioneer Bookstore   | 856-8578 | 856-8555 |
| Student Government Association                                    | 856-8543 | 856-6011 |
| Testing and Assessment  | 856-7896 | 856-8532 |
| Weekend Office  | 856-7775 | 856-8091 |
| <b>Nursing Department</b>   | 983-5243 | 983-5953 |
| <b>Center for Professional, Career, &amp; Technical Education</b> |          |          |
| EMS/Paramedic   | 983-5206 | 983-5992 |
| Hospitality Management/Culinary                                   |          |          |
| Apprenticeship  | 983-5214 | 983-5252 |
| Physical Therapist Assistant                                      | 983-5995 | 983-5992 |
| Radiologic Technology   | 983-5243 | 983-5953 |
| <b>Transfer/General Studies Division</b>                          |          |          |
| Associate Dean's Office   | 983-5303 | 983-5304 |
| Biology Department  | 983-5948 | 983-5981 |
| Business/Information Systems Dept                                 | 983-5245 | 983-5279 |
| Communications Department   | 983-5980 | 983-5981 |
| Liberal Arts Department   | 983-5999 | 983-5979 |
| Mathematics/Engineering/<br>Physical Sciences Department          | 983-5999 | 983-5979 |
| <b>Business Office</b>  | 983-5926 | 983-5903 |
| <b>Enrollment Services</b>  | 983-5911 | 856-8091 |
| <b>Learning Resource Center</b>                                   | 983-5930 |          |
| <b>Pioneer Bookstore II</b>                                       | 983-5925 | 983-5906 |



## 2018-2019 Catalog and Student Handbook

### Accreditations

Jefferson State Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate in Arts, Associate in Science, and Associate of Applied Science degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of Jefferson State Community College.

The Nursing Program is accredited by the Accreditation Commission for Education in Nursing, 3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326; Telephone number 404/975-5000, FAX 404/975-5020 • [www.acenursing.org](http://www.acenursing.org).

The Child Development Program is accredited by the National Association for the Education of Young Children.

The Medical Laboratory Technology Program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Rd. Suite 720, Rosemont, IL. 60018; Telephone number 773/714-8880, FAX 773/714-8886 • [www.naacls.org](http://www.naacls.org).

The Physical Therapist Assistant Program is accredited by the Commission on Accreditation in Physical Therapy Education of the American Physical Therapy Association (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: (703) 684-2782; email: [accreditation@apta.org](mailto:accreditation@apta.org); • website [www.capteonline.org](http://www.capteonline.org).

The Radiologic Technology Program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).

The Associate of Applied Science Degree in the Funeral Service Education Degree Program at Jefferson State Community College is accredited by the American Board of Funeral Service Education, (ABFSE), 992 Mantua Pike, Suite 108, Woodbury Heights, New Jersey 08097 (816) 233-3747 • Web: [www.abfse.org](http://www.abfse.org).

The Culinary Apprenticeship, Foodservice/Culinary Management, and Baking/Pastry Program is accredited by The American Culinary Federation Accrediting Commission.

The Construction Management Technology Option of the Construction and Building Science Technology Program is accredited by the American Council for Construction Education (ACCE).

Jefferson State Community College is nationally accredited by the Accreditation Council for Business Schools and Programs (ACBSP) for the offering of the Associate Degrees in Accounting, Business Management, Banking and Finance Administration, Office Administration Technology, and Business Transfer Programs.

The Veterinary Technology Program is accredited by the Committee on Veterinary Technicians Education and Activities (CVTEA) of the American Veterinary Medical Association.

The Jefferson State Community College Emergency Medical Technician Paramedic Program is accredited by the Commission on Accreditation of Allied Health Education Programs ([www.caahep.org](http://www.caahep.org)) upon the recommendation of the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP).

Commission on Accreditation of Allied Health Education Programs  
25400 U.S. Highway 19 North, Suite 158, Clearwater, FL 33763 • [www.caahep.org](http://www.caahep.org).  
Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions  
8301 Lakeview Parkway, Suite 111-312, Rowlett, TX 75088 • [www.coaemsp.org](http://www.coaemsp.org)

[www.jeffersonstate.edu](http://www.jeffersonstate.edu)

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Jefferson State does not discriminate on the basis of race, color, national origin, sex, disability, or age in its admissions, programs and services in compliance with Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title IX of the Educational Amendments of 1972, and the Americans with Disabilities Act of 1990.

### Region 4 - Atlanta (Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee)

#### Timothy Noonan, Regional Manager

Office for Civil Rights  
 U.S. Department of Health and Human Services  
 Sam Nunn Atlanta Federal Center, Suite 16T70  
 61 Forsyth Street, S.W.  
 Atlanta, GA 30303-8909  
 Voice Phone (800) 368-1019  
 FAX (404) 562-7881  
 TDD (800) 537-7697

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## Program and Catalog Changes

The contents of this catalog are for informational purposes only and are not to be considered as a contract between a student and Jefferson State.

Jefferson State reserves the right to change any provision listed in this catalog without furnishing actual notice to individual students. Information on any changes will be available in the offices of the president and the vice president. Every attempt will be made to advise students if any changes do occur. It is the student's responsibility to know and follow all requirements.

College Catalogs and Student Handbooks from 1967 to the present are available in the Graduation Office on the Jefferson Campus in the James B. Allen Library (AL), room 100 and in the Records Office in the Fitzgerald Student Center, 4th Floor. Digital copies from 2004 to the present are available online at <http://www.jeffersonstate.edu/catalogs>. Students may request any information regarding previous editions at any time by contacting either office (205-856-7738-Records Office or 205-856-7793-Graduation Office) or by e-mailing [records@jeffersonstate.edu](mailto:records@jeffersonstate.edu).

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## 2018-2019 Calendar

See online calendar for important dates for Session I & II classes each term.

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### Fall Semester 2018

|                       |  |
|-----------------------|--|
| June 25               | Registration Begins                      |
| August 13-16          | Registration Extended Hours              |
| August 17             | Classes Begin                            |
| September 3           | Labor Day Holiday                        |
| September 6           | Last Day to Withdraw with Partial Refund |
| November 10           | Last Day to Receive Automatic W          |
| November 12           | Veterans' Day Holiday                    |
| November 19-21        | Professional Development                 |
| November 22-24        | Thanksgiving Holidays                    |
| December 8            | Saturday Classes - Final Exams           |
| December 10-14        | Final Exams                              |
| December 17, 10:00 am | Grades Due                               |
| December 24-27, 31    | Christmas Holidays                       |

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### Spring Semester 2019

|                   |   |
|-------------------|---|
| October 22        | Registration Begins                           |
| January 1         | New Year's Holiday                            |
| January 2-4, 7-10 | Registration Extended Hours                   |
| January 4         | Classes Begin                                 |
| January 21        | Martin Luther King, Jr./Robert E. Lee Holiday |
| January 24        | Last Day to Withdraw with Partial Refund      |

|                 |                                 |
|-----------------|---------------------------------|
| March 25-30     | Spring Holidays (No Classes)    |
| April 1         | Last Day to Receive Automatic W |
| April 27        | Saturday Classes - Final Exams  |
| April 29-May 3  | Final Exams                     |
| May 3           | Graduation Ceremony             |
| May 6, 10:00 am | Grades Due                      |

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## May Mini-Term 2019

|                  |                               |
|------------------|-------------------------------|
| March 11         | Registration Begins           |
| May 8            | May Mini - Term Classes Begin |
| May 15           | May Mini - Term Final Exams   |
| May 16, 10:00 am | May Mini - Term Grades Due    |

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## Summer Term 2019

|                    |  |
|--------------------|--|
| March 11           | Registration Begins                      |
| May 20-23, 28-29   | Registration Extended Hours              |
| May 22             | Classes Begin                            |
| May 27             | Memorial Day Holiday                     |
| June 5             | Last Day to Withdraw with Partial Refund |
| July 4             | Independence Day Holiday                 |
| July 6             | Last Day to Receive Automatic W          |
| July 31-August 2   | Final Exams                              |
| July 13            | Saturday Classes - Final Exams           |
| August 6, 10:00 am | Grades Due                               |

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## College Closed

|                    |   |
|--------------------|---|
| September 3        | Labor Day Holiday                             |
| November 12        | Veterans' Day Holiday                         |
| November 22-24     | Thanksgiving Holidays                         |
| December 24-27, 31 | Christmas Holidays                            |
| January 1          | New Year's Holiday                            |
| January 21         | Martin Luther King, Jr./Robert E. Lee Holiday |
| March 28-30        | Spring Holidays                               |
| May 27             | Memorial Day Holiday                          |
| July 4             | Independence Day Holiday                      |

Jefferson State Community College is a part of the Alabama Community College System under the control of independent Board of Trustees for the Alabama Community College System.

**Governor Kay Ivey, President**  
**Jimmy H. Baker, Chancellor**

**Jeffrey Newman**  
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 Member-at-Large  
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## Vision

The vision of Jefferson State Community College is to be recognized as the most effective community college in the state of Alabama by providing individuals with knowledge and skills needed to function in a technologically demanding society.

In a period of significant and rapid change, we intend to put the learner's needs first by being responsive and innovative, as well as being a catalyst for lifelong learning through the use of a variety of delivery systems.

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## Statement of Philosophy and Purpose

Jefferson State Community College, as a comprehensive, public, two-year, community college, exists to provide an educational environment in which the needs of the individual student, the community, and other target audiences can be met. Within this educational environment, Jefferson State endeavors to make collegiate education accessible to all who seek it and in a manner consistent with the vision, mission, goals, and objectives of the Alabama Community College System.

The college is dedicated to offering programs and activities which reflect those characteristics that help define an educated person. These characteristics include a level of general education that enables the individual to understand his or her culture and environment; the development of skills in analysis, communication, quantification, and synthesis necessary for further growth as a lifelong learner and a productive member of society; the identification of a system of personal values based on accepted ethics that lead to civic and social responsibility; and the attainment of skills that enhance the development of leisure activities and a healthful lifestyle. These characteristics are attained not only through organized courses and programs, but also through the intellectual and social climate of the college and through a variety of social, cultural, civic and other educational activities that are offered based on the needs of the community.

The following purposes stemming from this philosophy, are stated by the college as commitments to fulfilling the overall role of the institution: The college is committed to providing accessible educational and workforce development programs through which students may obtain the skills and knowledge necessary to pursue their life's work and to become educated members of society. Students may select an option from among:

- University parallel degree programs that prepare students to transfer to a college or university as a junior.
- Career and professional degree programs that integrate general and career-specific education and prepare students for immediate employment.
- Certificate and non-credit certificate programs and other learning opportunities that enable students to acquire specific training to prepare for employment or advancement in jobs requiring skilled employees.
- Dual enrollment programs that allow qualified high school students to earn credits for a high school diploma and/or a postsecondary degree.
- Distance learning programs and classes that promote accessibility through new technologies.

The college is committed to providing the services and environment necessary to assist its students in achieving their educational goals and enhancing their social and physical development. These include:

- Student academic, developmental, and support services that assist all students in achieving their goals.
- Administrative services that support students, faculty, and staff.
- An environment that is conducive to learning.

The college is committed to acting as a leader in building connections beyond the campus and in fostering partnerships which are inspired by common goals. In addition to offering college facilities and resources to the community, the college accepts the responsibility for providing:

- Activities that promote community, social and civic well-being.
- Courses and other activities that promote economic well-being and growth through workforce training and retraining.
- Opportunities that expand cultural experiences.
- Financial resources to enhance existing and future college programs.

In all of these efforts Jefferson State is committed to providing:

- Maintenance of achievement standards consistent with accredited collegiate institutions.
- A system of technical assessments and certifications that meet the needs of business and industry.
- Accessible programs that are offered at reasonable costs.
- The establishment of partnerships with other schools, universities, businesses, and the community at large. Continual improvement through on-going evaluation and advocacy of innovation in teaching and learning.