

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
Nursing Department	856-6023	856-7725
Center for Professional, Career, & Technical Education		
Dean's Office	856-7701	856-8572
Programs of Study		
Biomedical Equipment Technology	856-7940	856-7725
Construction and Building Science 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
Transfer/General Studies Division		
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/ Physical Sciences Department	856-8521	856-6008
ACT Center	856-7896	856-8532
ADA Office	856-6077	856-7993
Advising Center	856-7775	856-8091
Birmingham Educational Tech Center	856-8526	856-8501
Education Talent Search	856-7996	856-8501
Learning Success Center-Jefferson	856-7952	856-8501
Learning Success Center-Shelby	983-5910	
One Stop Center	856-7957	856-6033
Adult Education/GED Preparation	856-7945	856-8027
Business Office	856-7779	856-7781
Campus Tours	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
Center for Community & Corporate Education		
	856-7710	856-7782
Distance Education Division		
Associate Dean's Office	856-7824	856-6055
Enrollment Services		
Admissions and Records	856-7704	856-8091
Financial Aid	856-6062	856-7926
Facilities Coordinator		
International Students	856-7783	856-7782
Learning Resource Center	856-7920	856-8091
	856-8524	
New Options		
Pioneer Bookstore	856-7718	856-7992
Student Government Association	856-8578	856-8555
Testing and Assessment	856-8543	856-6011
Weekend Office	856-7896	856-8532
	856-7775	856-8091
Nursing Department	983-5243	983-5953
Center for Professional, Career, & Technical Education		
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
Transfer/General Studies Division		
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/ Physical Sciences Department	983-5999	983-5979
Business Office	983-5926	983-5903
Enrollment Services	983-5911	856-8091
Learning Resource Center	983-5930	
Pioneer Bookstore II	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.

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.

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; • website 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.

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) 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.
Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions
8301 Lakeview Parkway, Suite 111-312, Rowlett, TX 75088 • www.coaemsp.org

www.jeffersonstate.edu

Volume XXXVIII No. 1

Table of Contents

Vision	4
Statement of Philosophy and Purpose	4
General Information	6
Admission to the College	22
Financial Information	38
Support Services	48
Academic Regulations	56
Degree Requirements	64
Academic Inventory	72
University Parallel Programs	82
Career Programs	118
Course Descriptions	180
Advisory Committee	238
Personnel	246
Student Handbook	260
General Index	294

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

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.

2018-2019 Calendar

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

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

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

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

Summer Term 2019

March 11	Registration Begins
May 20-23, 28-29	Registration Extended Hours
May 24	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
August 3	Saturday Classes - Final Exams
August 6, 10:00 am	Grades Due

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
 Ex Officio Member
 Post Office Box 266
 Millport, AL 35576
 205-712-0011

Congressional District One
Al Thompson, III
 801 Mixon Ave
 Bay Minette, AL 36507-3856
 (251) 604-6394

Congressional District Two
Ron Fantroy
 73 Lark Salter Lane
 Evergreen, AL 36401
 (334) 427-3650

Congressional District Three
Susan Foy
 423 Auburn Drive
 Alexander City, AL 35010

Congressional District Four
Matthew Woods
 2270 Creekside Lane
 Jasper, AL 35503
 205-275-1084

Congressional District Five
Crystal Brown
 1904 Weatherly Circle
 Decatur, AL 35603
 (256) 303-2020

Congressional District Six
Milton A. Davis, P.E.
 706 Hampden Place Circle
 Birmingham, AL 35242
 (205) 802-2824

Congressional District Seven
Chuck Smith
 1 Seminole Street
 Demopolis, AL 36732
 (251) 752-3351

Blake McAnally
 Member-at-Large
 2311 Galahad Drive SW
 Decatur, AL 35603

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.

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.