LANIER
Technical College

Great Careers Begin Here!

www.laniertech.edu

770.533.7000

Five Campuses

One School

Barrow Campus
965 Austin Road
Winder, GA 30680
Phone: 770.297.4500

Forsyth Campus
3410 Ronald Reagan Blvd
Cumming, GA 30041
Phone: 678.341.6600

Dawson Campus
408 Highway 9 North
Dawsonville, GA 30534
Phone: 706.216.5461

Hall Campus
2535 Lanier Tech Drive
Gainesville, GA 30507
Phone: 770.533.7000

Jackson Campus
631 South Elm Street
Commerce, GA 30529
Phone: 706.335.1931

Jessika Chavez Rojas
Dual Enrollment Coordinator
Dawson, Gainesville City, North Hall,
Home Study & Out of Service Area
770-533-7057
jchavezrojas@laniertech.edu

Jennifer Hernandez
Dual Enrollment Coordinator
Hall County Schools
770-533-7008
jhernandez@laniertech.edu

Robin Lance
Dual Enrollment Coordinator
Forsyth County & Lumpkin County
678-341-6635
rlance@laniertech.edu

Samantha Starkey
Dual Enrollment Coordinator
Banks, Barrow, Commerce City,
Jackson & Jefferson City
770-297-4512
sstarkey@laniertech.edu

Holly Bates
Director of Admissions

Anna Bianchini, Dual Enrollment Assistant
All General Inquiries
770-533-7020 dualenrollment@laniertech.edu

DE Info

College Student

College Student

College Student

College Student

College Student

College Student

COLLEGE STUDENT

College Student

College Student

College Student

COLLEGE STUDENT

COLLEGE STUDENT

COLLEGE STUDENT

COLLEGE STUDENT

College Student

College Student

COLLEGE STUDENT

COLLEGE STUDENT

COLLEGE STUDENT

College Student

Important Links

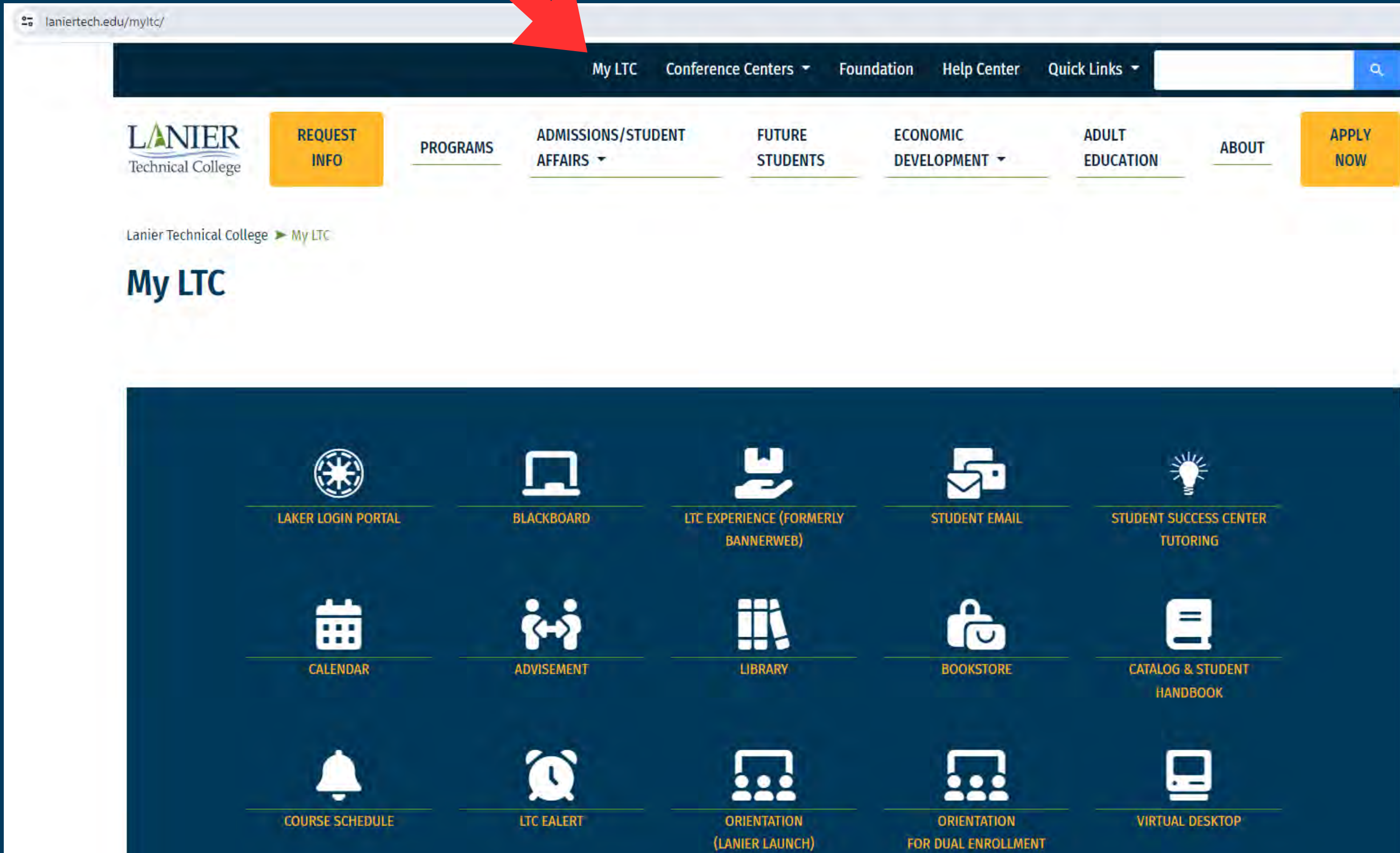https://linktr.ee/laniertech.dualenroll

Bookmark My LTC

DE Info

Dual Enrollment Page

My LTC   Conference Centers ▾   Foundation   Help Center   Quick Links

LANIER Technical College

REQUEST INFO

PROGRAMS   ADMISSIONS   FUTURE STUDENTS   ECONOMIC DEVELOPMENT ▾   ADULT EDUCATION

COURSE SCHEDULE

LTC EALERT

ORIENTATION (LANIER LAUNCH)

ORIENTATION FOR DUAL ENROLLMENT STUDENTS

HELP CENTER

KNOWLEDGE BASE (FAQ)

USERNAME LOOKUP

DUAL ENROLLMENT

R

Dual Enrollment

Use links

Make an Appointment

Eligibility

Deadlines

Admissions Process

New Students

Dual Enrollment New Student Orientation

Current Students

Funding

Textbooks

Cost

Documents

After Dual Enrollment

Campus Resources

FAQs

Important Dates- Academic Calendar

DE Info

- 1st Day of Class
- Drop/Add
- No Show
- Withdrawal
- More!

**On Campus/Online vs Site Location Holidays

Articulation Agreements

- Will my class transfer? View agreements on our webpage
- Check with the institution

Setup Student Accounts

My LTC

LAKER LOGIN PORTAL	BLACKBOARD	LTC EXPERIENCE (FORMERLY BANNERWEB)	STUDENT EMAIL	STUDENT SUCCESS CENTER TUTORING
CALENDAR	ADVISEMENT	LIBRARY	BOOKSTORE	CATALOG & STUDENT HANDBOOK
COURSE SCHEDULE	LTC EALERT	ORIENTATION (LANIER LAUNCH)	ORIENTATION FOR DUAL ENROLLMENT STUDENTS	VIRTUAL DESKTOP
HELP CENTER	KNOWLEDGE BASE (FAQ)	USERNAME LOOKUP	DUAL ENROLLMENT	RESPONDUS LOCKDOWN BROWSER
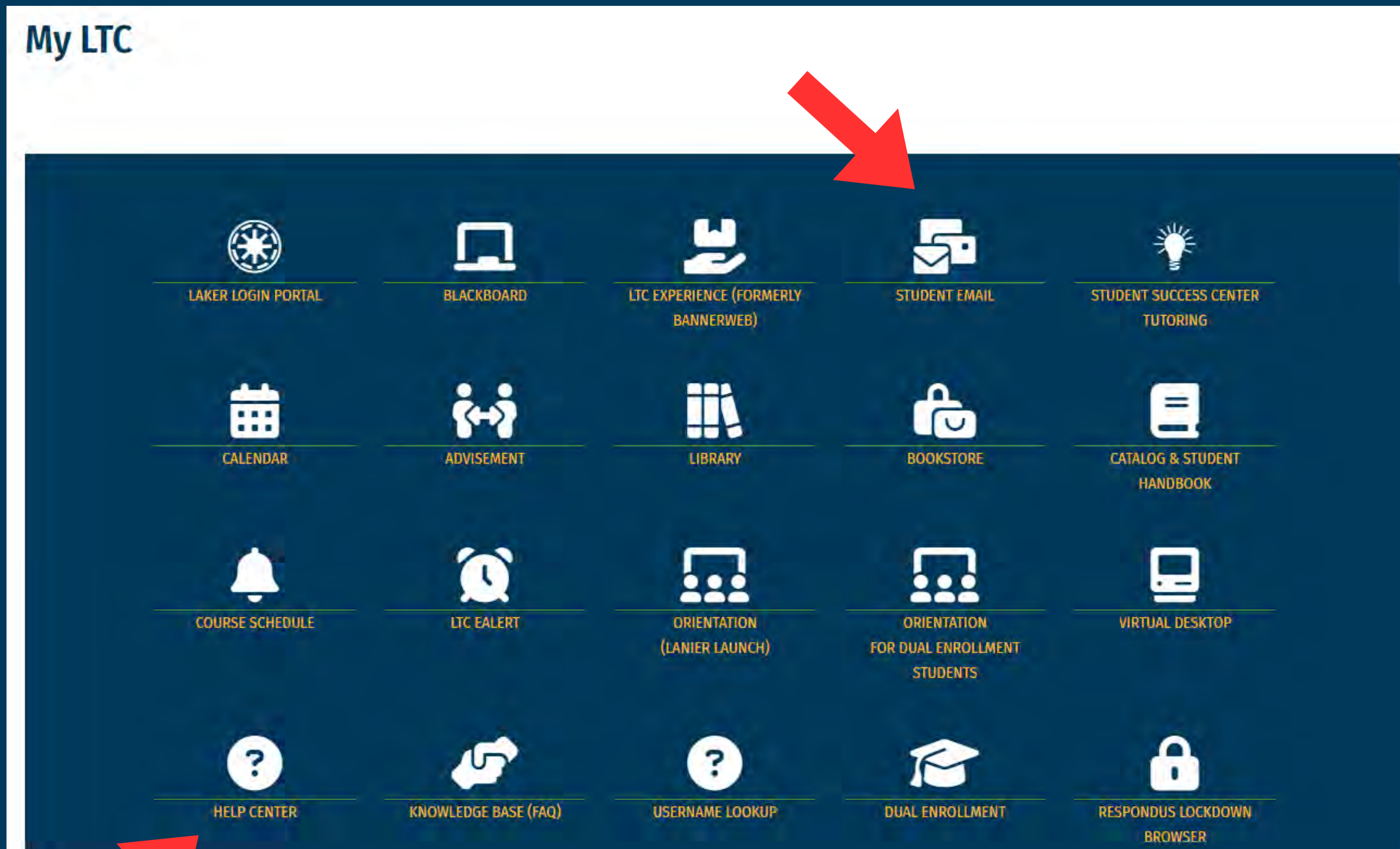
- Check student email regularly

- Contact LTC employees from LTC student email

IT Support

LANIER Technical College

REQUEST INFO | PROGRAMS | ADMISSIONS | FUTURE STUDENTS | ECONOMIC DEVELOPMENT ▾ | ADULT EDUCATION | ABOUT

CALENDAR | ADVISEMENT | LIBRARY | BOOKSTORE | CATALOG & STUDENT HANDBOOK

COURSE SCHEDULE | LTC EALERT | ORIENTATION (LANIER LAUNCH) | ORIENTATION FOR DUAL ENROLLMENT STUDENTS | VIRTUAL DESKTOP

HELP CENTER | KNOWLEDGE BASE (FAQ) | USERNAME LOOKUP | DUAL ENROLLMENT | RESPONDUS LOCKDOWN BROWSER

- Contact IT Helpdesk for assistance during business hours
- Not available nights and weekends - do not procrastinate on submitting assignments

Lanier Tech is proud to offer support services for every student. With these, you are sure to find the help you need to be successful.

Student Support

Tutoring

Study Skills Workshops

Library Services

Career Services

Accessibility Services

Why Lanier?

FREE Counseling Services

Accessibility Services

DE Info

- MUST SELF-IDENTIFY to request Accommodations
- IEP/504 does not transfer from high school, must go through college process

For more information visit <u>webpage</u> or email adacoordinator@laniertech.edu

Course Schedule
&
LTC Experience

Registration

Schedule

- Courses must be approved in GAfutures by the high school before registration can occur
- You cannot add/drop/withdraw via LTC Experience
- All schedule changes must go through your high school or home study official and then your LTC DE Coordinator before add/drop deadline
- You are responsible for your success and making sure your schedule is accurate
- Do not procrastinate! Reach out with questions!

Course Schedule

- View and search courses for that term
- See if there are available seats

Lanier Technical College ➤ My LTC

My LTC

LAKER LOGIN PORTAL

BLACKBOARD

CALENDAR

ADVISEMENT

COURSE SCHEDULE

LTC EALERT

LANIER Technical College

Student • Registration ▸ Select a Term

Select a Term

Select a Term for Class Search

Select a term...

Continue

Choose term

Course Schedule

- Use search feature and click Search, click on course Title for more details

Course Schedule

Class Details for Composition & Rhetoric English 1101 0

Term: 202612 | CRN: 21038

Class Details	Associated Term: Fall Semester 2025
Bookstore Links	CRN: 21038
Course Description	Campus: Online
Syllabus	Schedule Type: Asynchronous (100% Online)
Attributes	Section Number: 0
Restrictions	Subject: English
Instructor/Meeting Times	Course Number: 1101
Enrollment/Waitlist	Title: Composition & Rhetoric
Corequisites	Credit Hours: 3
Prerequisites	Grade Mode: NORMAL GRADING MODE
Mutual Exclusion	
Cross Listed Courses	
Fees	
Catalog	

Close

Class Details for Composition & Rhetoric English 1101 0

Term: 202612 | CRN: 21038

Class Details	Instructor: TBA, A (Primary)
Bookstore Links	
Course Description	S M T W T F S
Syllabus	08/11/2025 - 12/03/2025
Attributes	Type: Class
Restrictions	Online Campus	ONLINE CLASSROOM
Instructor/Meeting Times	

Class Details for Composition & Rhetoric English 1101 0

Term: 202612 | CRN: 21038

|	
Class Details	Enrollment Actual: 23
Bookstore Links	Enrollment Maximum: 24
Course Description	Enrollment Seats Available: 1
Syllabus	Waitlist Capacity: 0
Attributes	Waitlist Actual: 0
Restrictions	Waitlist Seats Available: 0
Instructor/Meeting Times	
Enrollment/Waitlist	

- Navigate to see instructor/meeting times, enrollment numbers in course, co-req/pre-req information, and more

LTC Experience

Schedule

- Student Detail Schedule
- Link to DegreeWorks
- Unofficial Transcript
- Final Grades
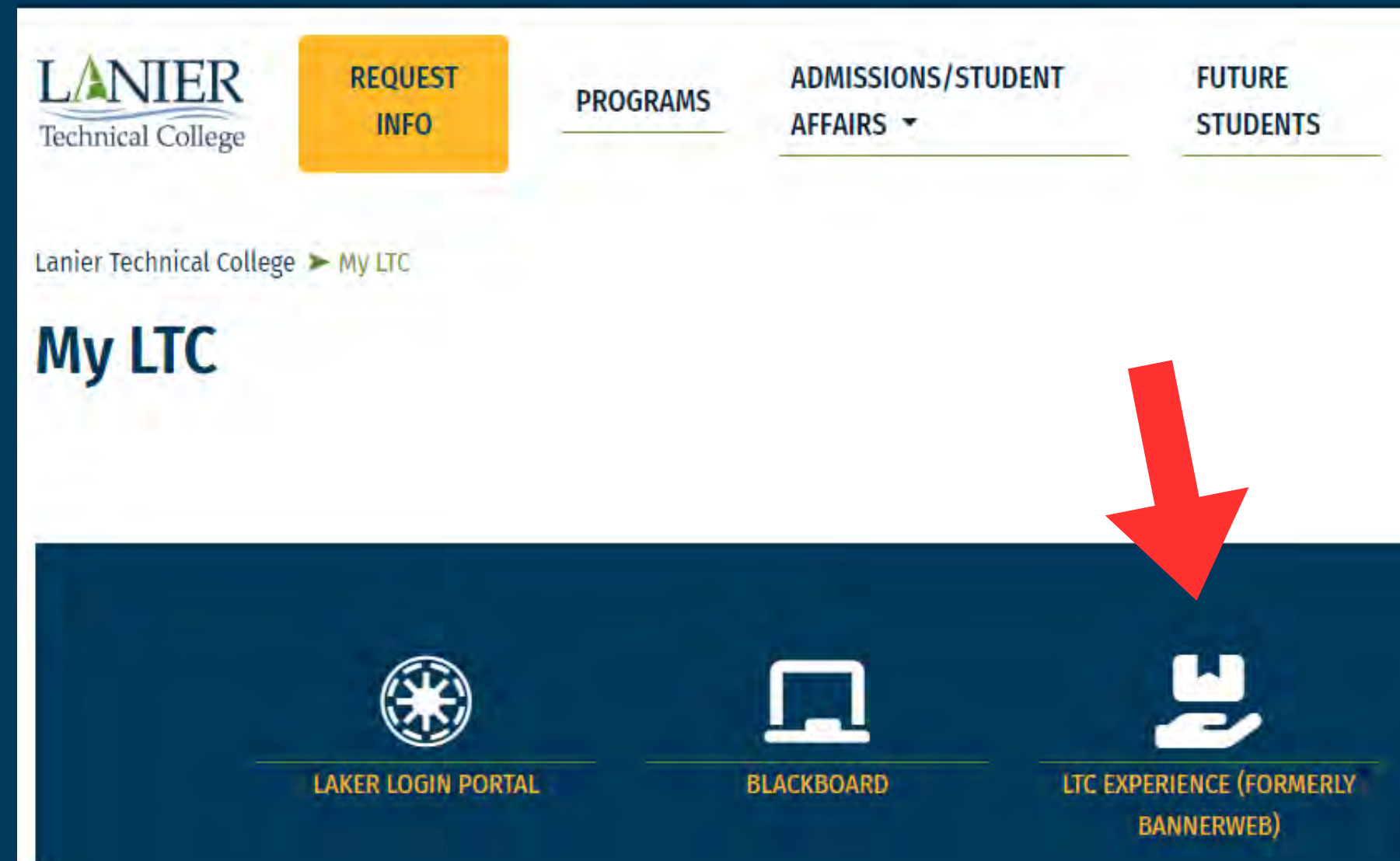
*Do not make a payment in LTC Experience unless we have discussed self-paying, if you are using DE funding the balance will clear at a later date

View your schedule after registration

1. Go to www.laniertech.edu/myltc/.
2. Choose LTC Experience.
   a. Enter your LTC email address.
   b. Enter your password.
   c. Verify with multi-factor authentication method.
3. Select Registration from the Student Record Tile.
4. Select View Registration Information.
5. Choose the Term for the schedule you want to view. (Ex: Summer Semester 2025).
6. Select the Student Details tab to view all schedule details – Campus, Times, Room, Start and End Dates, etc.
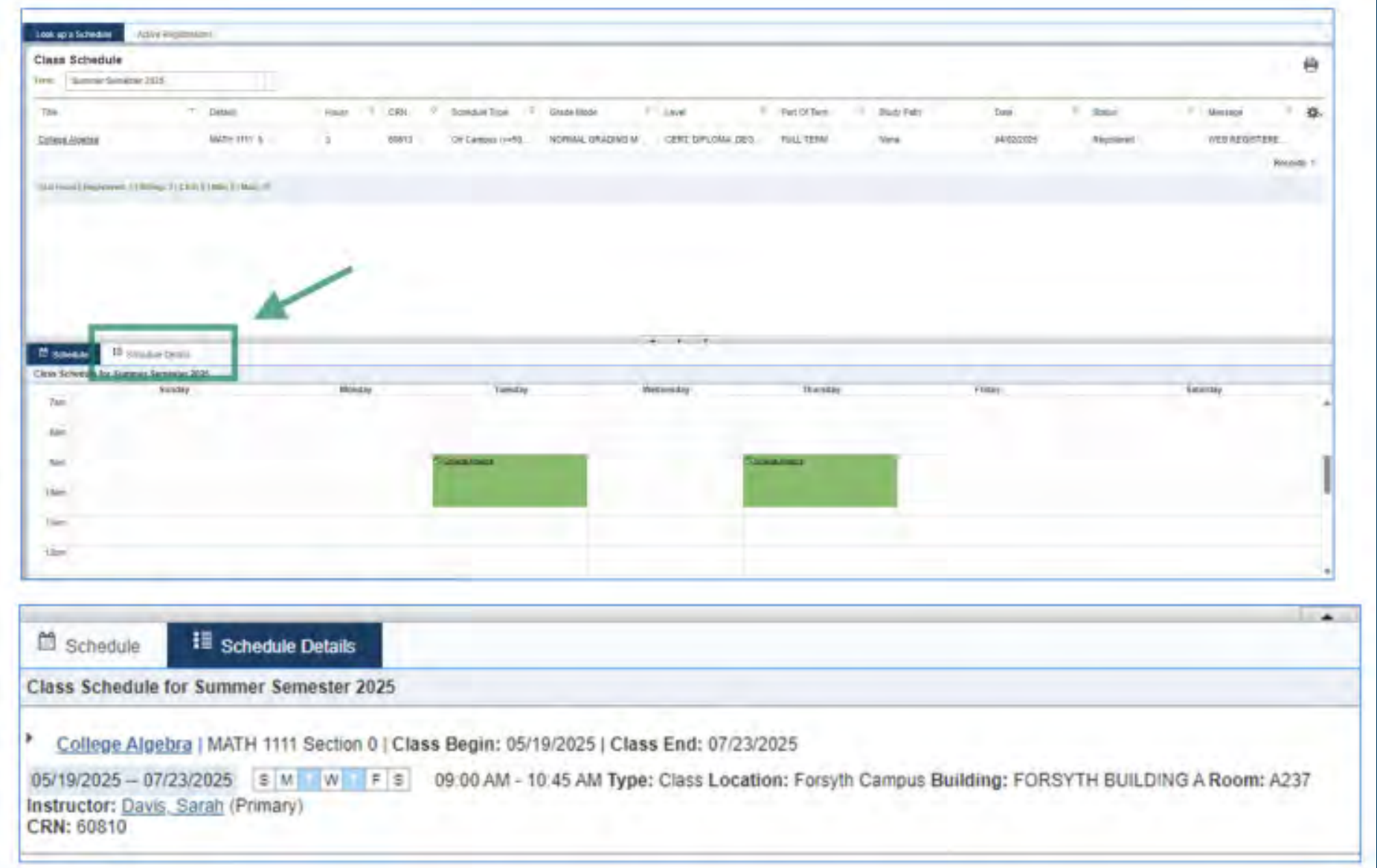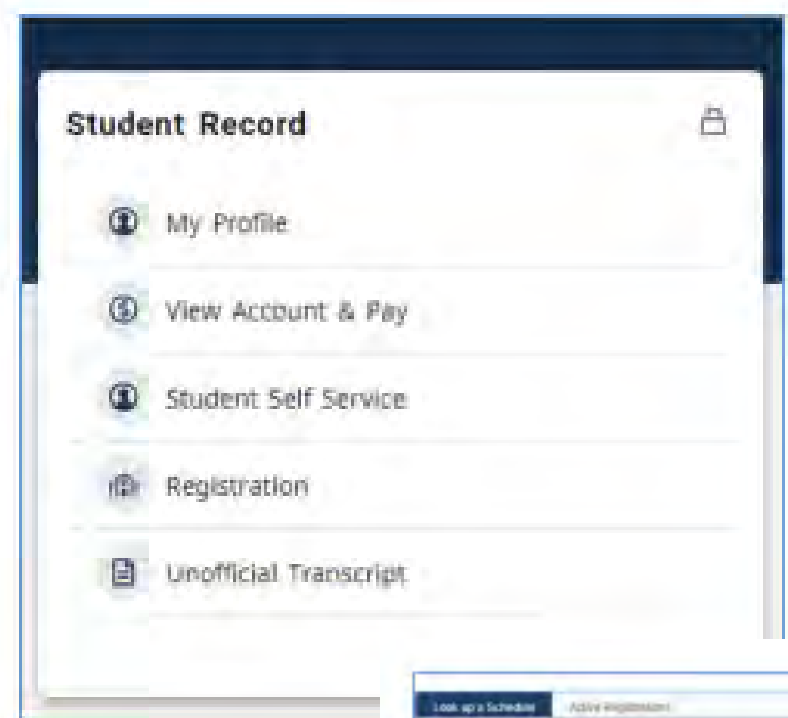
Instructions on DE Webpage:
https://www.laniertech.edu/wp-content/uploads/How-to-View-Your-Schedule.pdf

Understanding your schedule

- Location, time, instructor, credit hours
- Terms- FULL TERM, TERM A, TERM B, 5 Week - Start/End dates
- eCampus (may have different dates)

Funding

GAfutures

gafutures.org

- Dual Enrollment Funding Application

Funding

gafutures.org

GSFC | Georgia Student Finance Commission

Create an Account   Sign In   Help ?   ENHANCED BY Google

GAfutures
Explore. Plan. Succeed.

HOPE & State Aid Programs   Federal Aid & Scholarships   College Planning   Career Exploration   Resources   About Us   My GAfu...

GEORGIA MATCH
GEORGIA MATCH shows Georgia high school seniors their admissions eligibility to Georgia public colleges and universities.

Learn more

Claim Your

GEORG

| Trending | Shortcuts |

Dual Enrollment Funding Application

Contact Your GSFC Representative

Final High School Transcript Report

XAP Control Center

REACH Coordinator Resources

Application Procedure for Dual Enrollment

GAfutures.org / HOPE & State Aid Programs / Scholarships and Grants / Dual Enrollment / Application Procedure and Deadline

SCHOLARSHIPS AND GRANTS

| Dual Enrollment | GCCG | GTEG | HERO | HSE Examination Grant | IPSE Grant | Public Safety Memorial Grant | REACH Georgia | UNG ROTC Grant |

Print

Eligibility

Funding and Award Amounts

Participating Colleges and

Application Procedure for Dual Enrollment

Postsecondary Institution (college) Admissions Application

Students must apply for admission to the postsecondary institution before completing the Dual Enrollment

Apply Now

Funding

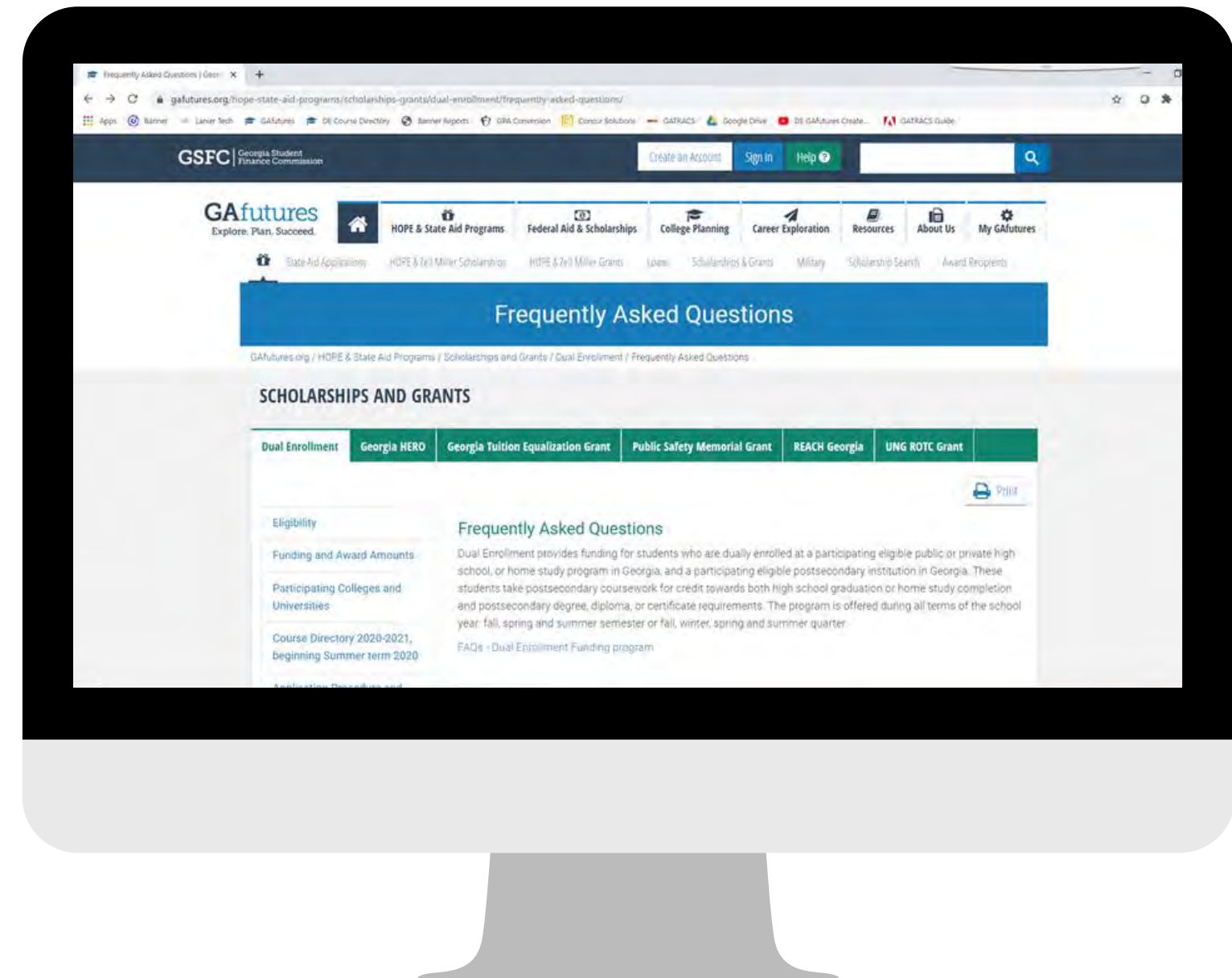- New funding application each year
- 30 DE Hours does not count against HOPE hours
- Approved courses for tuition, mandatory fees, and textbooks
- Options for Self-Pay & HOPE Grant/Career Grant in some instances
- No longer eligible for Dual Enrollment funding once you graduate high school
- Accelerated Career students using ACE Grant may have funding guidelines that differ from traditional DE funding

*Subject to change

Funding Regulations

Key Information
- Withdrawal limit & No Retakes
- Selective Service
- Grade level eligibility
- Program Age Limits
- 30 credit hour limit

For eligibility information, visit www.gafutures.org/hope-state-aid-programs/scholarships-grants/dual-enrollment/frequently-asked-questions/

LANIER Technical College® | DUAL ENROLLMENT @ LANIERTECH

Satisfactory Academic Progress

- Must maintain a 2.0 GPA at the college and 67% completion rate to stay in the Dual Enrollment program and qualify for funding
- SAP follows a student after high school if they continue with Lanier Tech and can impact future financial aid

Additional Costs

Funding

- Program specific fees and course materials are not covered by Dual Enrollment funding
- Transportation is NOT COVERED by Dual Enrollment Funding
- If your school district provides transportation, you will need to work that out with your high school or site location

Textbooks

Textbooks

Books

- Covered by Dual Enrollment funding
- If you are self-pay, then you are responsible for the cost of your textbook
- Some books available online through Blackboard
- Physical books and eBook codes through Bookstore - DO NOT BUY THEM

Textbook Pickup

Books

- Pickup procedures may vary according to the campus location
- MUST BE OBTAINED FROM LTC THE WEEK BEFORE CLASSES BEGIN or FIRST WEEK OF CLASS. If you do not pick up your book by the deadline set by the bookstore, you will be responsible for purchasing your textbook
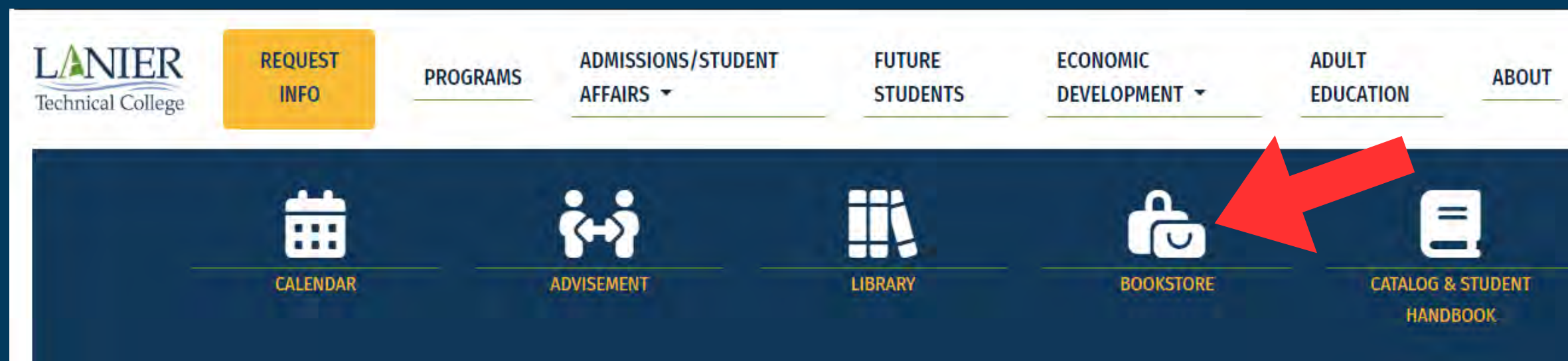
Holds/Damages

- Do not highlight, lose, or damage your textbook in any way or you will be responsible for paying for it
- Return the physical books at the end of the semester immediately after finals
- Holds will be placed on your academic record for missing or damaged books until restitution is received

Registrar

Academic Standing

- Probation and Dismissal: Students unable to maintain the minimum requirements will be placed on probation for one semester. If grades are not sufficiently raised during probationary status, the student may be dismissed

2024-2025 Catalog and Student Handbook ➤ Academic Regulations ➤ Academic Standing Policy

Academic Standing Policy

2024-2025 Catalog and Student Handbook ▾ | Select

Entire Catalog ▾ | Search

President's Message

▸ **Programs of Study**

▸ **General Information**

▾ **Academic Regulations**

  ▸ **Academic Grades**

  Academic Freedom Policy and Procedures

  Academic Information

  Academic Standing Policy

Good Standing

A student who maintains a cumulative GPA of 2.0 (C) or better is considered to be in good academic standing.

Academic Probation

A student who fails to maintain a cumulative 2.0 GPA will be placed on academic probation. The purpose of academic probation is to alert the student that his/her academic performance is not acceptable and to point out the possible consequences if improvements are not made during the next semester of enrollment. A student placed on academic probation (or admitted on probation) must attain a minimum cumulative 2.0 GPA by the end of the next semester in attendance to remove himself/herself from probationary status. A student who fails to do so is subject to academic dismissal.

Academic Dismissal

A student who fails to attain a minimum cumulative 2.0 GPA the next semester in attendance after being placed on probation is subject to academic dismissal. A student who is academically dismissed must stay out of college one full semester before contacting the Registrar's Office to request reinstatement. If a student waits longer than two full semesters, s/he must reapply for admission to the college. A second academic dismissal could constitute a final dismissal from the student's current program of study.

Withdrawals

- The Withdrawal period begins on the 4th calendar day of the term and ends on the last class day before the Final Exam period
- Student must go through high school counselor or home study official to complete a withdrawal form
- The counselor/home study official must send the completed form to the LTC Dual Enrollment Office before the withdrawal deadline for that course
- LTC's withdrawal policy can be found in the Catalog & Student Handbook under My LTC
- A withdrawal with a grade of W does not impact your GPA but does impact your completion rate
- Keep in mind after the 2nd withdrawal, you are no longer eligible for funding

Transcripts

Registrar

- Sent at end of the term to high school. Home school sent to address on file

- Must request and pay to be sent to other schools or entities (link under My LTC)

- Your college grade is on your official LTC transcript, your high school may show a different grade on your high school transcript

- Grades follow you throughout your college career

- LTC utilizes whole letter grades (no plus or minus) on the college transcripts, and they may be translated numerically by the high school according to their method of grade calculation but that will not change the college grade

FERPA

- FERPA protects your academic privacy
- Once you are registered, we will not be able to discuss your file with anyone except the high school and the student
- We cannot speak to parents, grandparents, siblings, etc. unless there is a FERPA form signed by the student on file
- Even if they are a minor
- Only the student can sign the form

Graduation

- You must apply for your credential (certificate, diploma, or degree) by clicking "Apply for Credential" under Graduation on the My LTC page

Commencement

- To attend the Commencement Ceremony in Spring, you must register and pay the fee. More information can be found under My LTC.

Student
Conduct
&
Safety

Report a Concern

- https://www.laniertech.edu/
- Bottom of page

Student Conduct & Safety

Who
Current Students (My LTC)
Future Students
Parents & Families
High School Students
Faculty & Staff
Military
Directory / Contact Us

What
Bannerweb
Blackboard
Employment
Foundation
Intranet
News
Request Information

When / Where
Academic Calendar
Student Activity Calendar
Our Campuses

Important Information
Accessibility
Coronavirus (COVID-19)
Information and Resources
Equal Opportunity Institution
Human Trafficking Hotline
Report a Concern
Student Consumer Information
Website Privacy Statement

A UNIT OF THE

Technical College
System of Georgia

© Lanier Technical College 2024

Report a Concern

If this is an emergency that involves an imminent risk of harm to self or others, please dial 911.

Lanier Technical College, a unit of the Technical College System of Georgia, strives to maintain processes available to all staff and students that offer an open and meaningful forum for concerns. These processes are established to resolve difficulties or problems encountered in college-related activities. Submissions are taken seriously and therefore must be of a compelling, substantive, and verifiable nature. Lanier Technical College desires to address all student grievances, complaints and concerns in an expeditious, fair and amicable manner in order to maintain a civil, safe, quality academic environment for the college community.

Lanier Technical College defines a written student complaint as an incident where a student has followed a formal process stating that a belief that the college has failed to follow its published policies and procedures, or failed to provide the student with equitable treatment, and is seeking redress.

BIT

Behavior Intervention Team (BIT) Concerns

I am concerned for student, faculty, or staff member safety or well-being...

The Behavioral Intervention Team (BIT) is dedicated to the assessment, management, and reduction of interpersonal and behavioral threats to the safety and well being of the Lanier Technical College community.

Submit Concern

https://www.laniertech.edu/report-a-concern/

Hazing

Hazing Act Concerns

I want to report an Act of Hazing...

Hazing as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership with any organization.

Read the Stop Campus Hazing Act

Incidents

Hazing Policy

Campus Police

Submit Hazing Incident

https://www.laniertech.edu/report-a-concern/

Student Affairs

Student Affairs Assistance

I want to file a formal general student complaint...

It is the policy of Lanier Technical College to maintain a process available to all faculty, staff, and students that provides an open and meaningful forum for grievances, their resolution, and is subject to clear guidelines.

Read the policy in the catalog.

Submit Complaint

I want to report a student who has violated the Student Code of Conduct...

Technical college students assume an obligation to act in a manner compatible with the fulfillment of the mission and establishment of the Student Code of Conduct. This form is for any student found to have committed academic and/or non-academic misconduct.

Read the policy in the catalog.

Submit Report

I want to report Discrimination, Harassment, Title IX or Retaliation...

This form is to be used to provide preliminary information to the college to assist in resolving violations of the Equal Opportunity and Non-Discrimination Policies at Lanier Technical College.

Read the policy.

Submit Violation

https://www.laniertech.edu/report-a-concern/

Academic Affairs

Academic Affairs Assistance

I want to report an infraction of academic integrity...

Lanier Tech expects students, faculty, and staff to conduct themselves with honesty, character and academic integrity. Lanier Tech promotes and expects all members of the college community to conduct themselves professionally and with academic integrity.

Submit Infraction

I want to file a grade appeal with the Office of Academic Affairs...I have already appealed to my instructor and division dean.

Read the policy in the catalog.

Submit Grade Appeal

https://www.laniertech.edu/report-a-concern/

Plagiarism and Student Conduct

- Plagiarism or violation of the student code of conduct can result in failure of the class and/or dismissal from the college
- DO NOT PLAGIARIZE

Campus Police

https://www.laniertech.edu/campus-police-public-safety/

FOR IMMEDIATE RESPONSE FROM THE POLICE OFFICER ON DUTY OR SAFETY ESCORT

Hall Campus: 678-410-4139

Barrow Campus: 678-617-0849

Dawson Campus: 678-859-2891

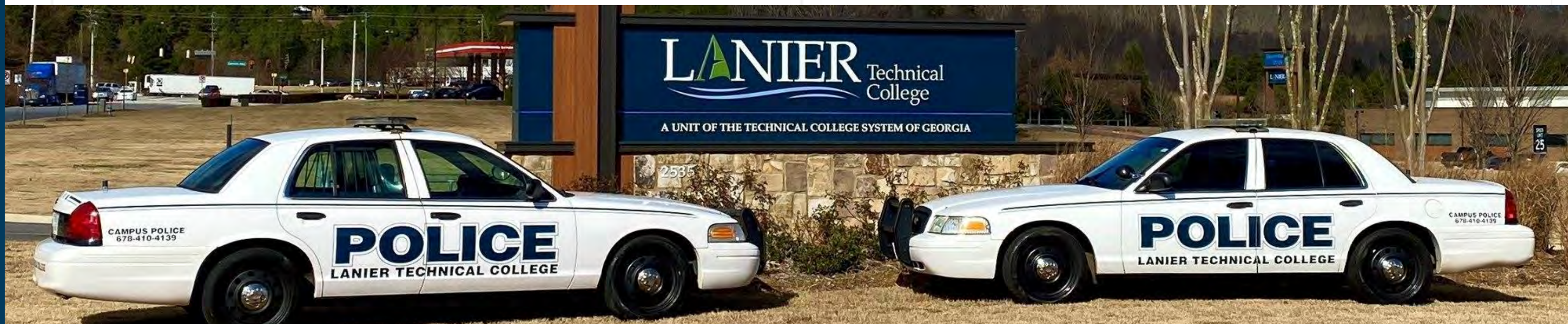**Forsyth Campus:** 678-283-1483

Jackson Campus: 678-859-2329

IF THIS IS A LIFE THREATENING EMERGENCY CALL 911

Police Department Office: 770-533-6959

Chief of Police Office: 770-533-6912 Cell: 678-997-9750

- About the Police Department
- Annual Safety and Security Report 📄PDF
- Counseling / ESPYR
- LTC eALERT
- BIT Form

ACADEMICS

College Courses

- Setup & content different for each class

- And different for each program

Blackboard is your Learning Management System

Academics

Found under My LTC or Quick Links

My LTC   Conference Centers ▾   Foundation   Help Center   Quick Links ▾

LANIER Technical College

REQUEST INFO   PROGRAMS   ADMISSIONS   FUTURE STUDENTS   ECONOMIC DEVELOPMENT ▾   APPLY NOW

Lanier Technical College ▶ My LTC

My LTC

Quick Links dropdown:
- My LTC – Students
- My LTC – Faculty & Staff
- Laker Login Portal
- LTC eAlert
- Bannerweb
- Blackboard
- Catalog and Student Handbook
- Email – Students
- Email – Faculty & Staff
- Campus Police & Public Safety
- Behavioral Intervention Team (BIT) Concern Form
- Coronavirus (COVID-19) Information and Resources
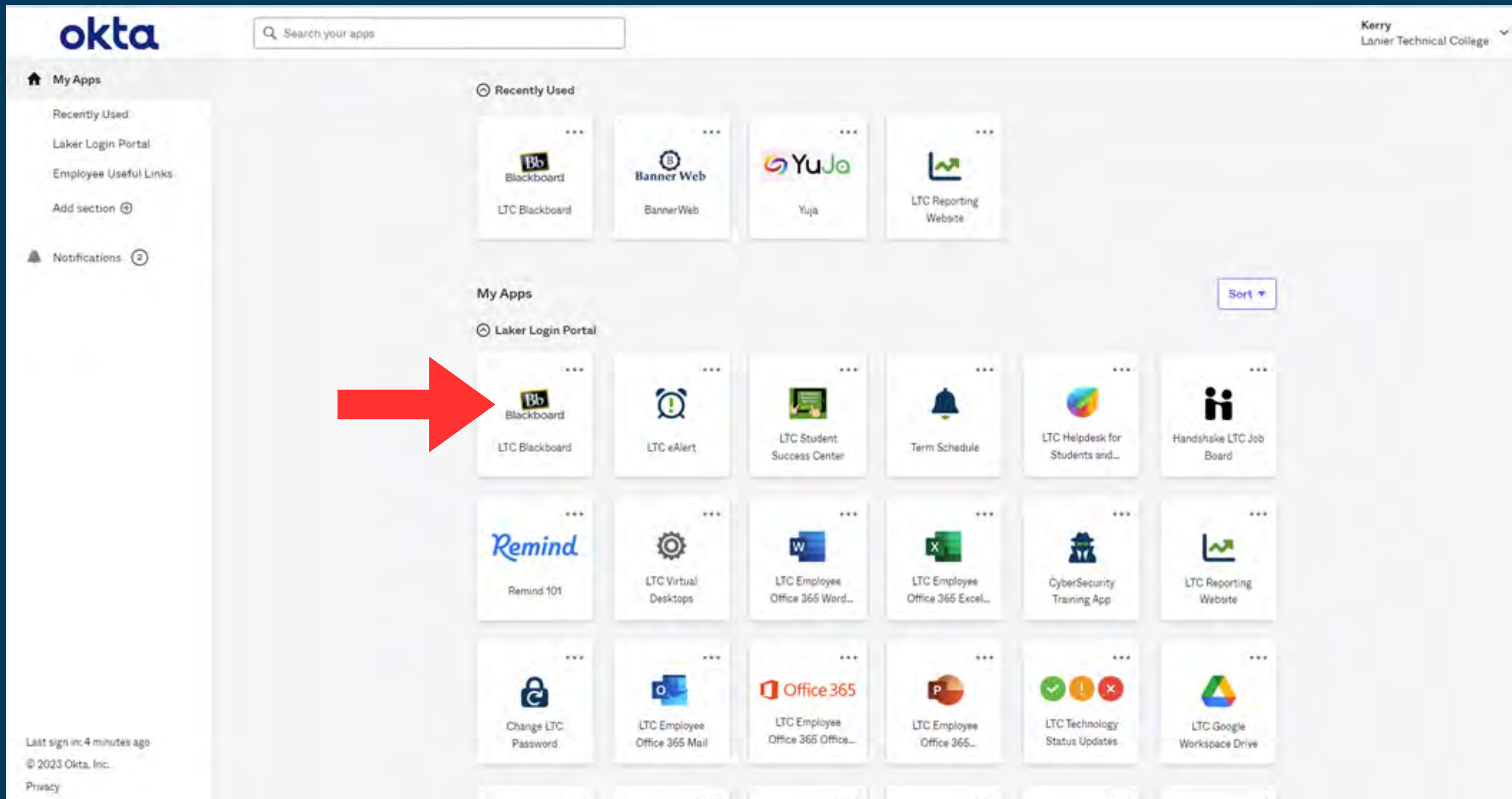- COVID Self-Reporting Form

LAKER LOGIN PORTAL   BLACKBOARD   BANNERWEB   STUDENT EMAIL

My LTC

LAKER LOGIN PORTAL   BLACKBOARD   BANNERWEB

We use OKTA as a 2-step verification process…

Academics

Your courses will be listed but not available until first day of class!

Academics

Course Landing Page

Academics

ENGL1101_202514_CR_40049

ENGL1101: Composition & Rhetoric (40049)

CLOSE

Content   Calendar   Announcements (24)   Discussions   Gradebook (27)   Groups

Course Content   🔍

Start Here
Course Introduction: Syllabus, Calendar, Textbook, Instructor Contact Information, and First Assignments
                                                                          ⌄

Folder 1: The Writing Process, Plagiarism, and MLA Style
This module contains information and assignments related to the writing process. Students will access this folder throughout the semester since the writing process will apply to all essays.
                                                                          ⌄

Course Faculty

Christopher DeRe...   ✉
INSTRUCTOR

Details & Actions

⊘ Progress Tracking
   On
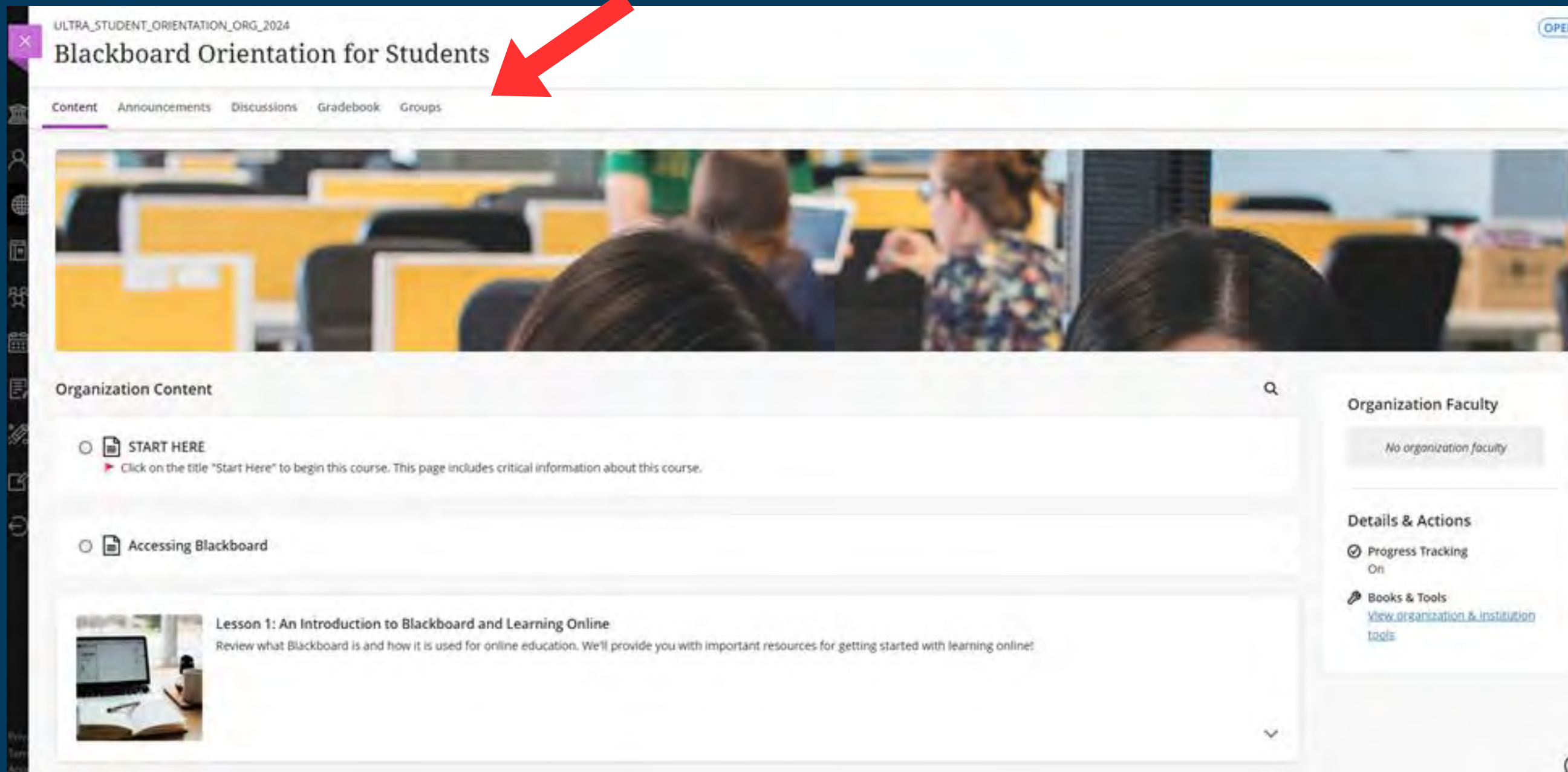
🔖 Books & Tools
   View course & institution tools

Course Content

Course Menu

Academics

Menu varies by course and content, may include:

- Start Here
- Announcements
- Grades
- Discussions
- and More!

Course Assignments

- Students will receive a list of course assignments with due dates for each class. Students are responsible for knowing when assignments are due and meeting those deadlines

- Instructors may use the following:
  a. Calendar feature
  b. Remind 101
  c. Announcements
  d. Emails

Week	Textbook	PowerPoint	Due Dates- All assignments due by MN
1 8/14	Syllabus/ Agenda review Module I: CH 1 Word Parts/ CH 2 Suffixes	Orientation CH 1 Word Parts / Pronunciation PPT	Orientation and Syllabus Quiz and Work Ethics due 8/17 Read CH 1-3
2 8/21	Module I: CH 2 and 3 Prefixes and Suffixes Module I review games	CH 2 Suffix W: CH 3 Prefixes	CH 1, 2 and CH 3 HW due 8/23 Study for MOD 1 Exam 8/31
3 8/28	Module I Exam		Read CH 4, 5, 10 CH 4, 5,10 HW due 9/6
4 9/4	Module II: Ch 4, 5, 10	Module II Ch 4, 5, 10 PPT	Study for Module II Exam on 9/14
5 9/11	Module II Exam Module III: CH 14	Module III: Ch 14 PPT	Read CH 14, 15, 16 CH 14, 15, 16 homework due 9/20
6 9/18	Module III: CH 15 and 16	Module III: CH 15 and 16 PPT	Study for Module III Exam on 9/28
7 9/25	Module III Exam in Class		Read Module IV: CH 8 and 9 CH 8 and 9 HW due 10/4
8 10/2	Module IV: Ch 8 and 9	Module IV PPT	Study for Module IV Exam on 10/12
9 10/9	Module IV Exam in Class		Read Module V: CH 6, 7, 11 CH 6, 7, 11 Homework Due 10/18

Course Syllabus- Read it, Save it, Refer Back to it!

ALHS 1090 MEDICAL TERMINOLOGY

Summer 2022 (202216) Course Syllabus

LANIER Technical College

CRN 60313: HYBRID

Days/Time:	Thursdays, 10:00- 11:50 am	Term Start Date:	May 23, 2022
Location:	Walter's Building Room 2333	Term End Date:	July 27, 2022
Credit Hours	2	Contact Hours:	2

Pre-requisite(s):	None
Co-requisite(s):	None

INSTRUCTOR – KERRY M. CARON, RN

Email:	kcaron@laniertech.edu	Status:	Full Time
Phone:	7705337066	Fax:	6789893170
Office:	Hall Campus; Walter's Building; 3rd floor	Office Hours:	By appointment

Response Time:	Within 24 hours during regular business hours
Communication:	Email is the best way to communicate with me.
Syllabus:	The course syllabus is a general plan for the course; deviations announced to the class by the instructor may be necessary.

REQUIRED TEXTBOOK, MATERIALS, AND TECHNOLOGY

Textbook: Medical Terminology Systems: A Body System Approach
Edition: 8th edition
Author: Barbara A. Gylys & Mary Ellen Wedding
Publisher: F. A. Davis
ISBN: 978-0-8036-4032-0

- Differs for each course
- Very important information
- Expectations for the course
- Has instructor contact information and office hours if available

Blackboard Student Orientation

Academics

Help Center for Blackboard

Academics

LANIER Technical College

REQUEST INFO

PROGRAMS

ADMISSIONS

CALENDAR

ADVISEMENT

COURSE SCHEDULE

LTC EALERT

HELP CENTER

KNOWLEDGE BASE

What can we help with?

The areas below are designed to answer the most common questions and also provide you a way to receive assistance wi

LOGIN OR TECHNICAL ISSUES

Having login or technical issues?

Learn More

BLACKBOARD

Having issues with your course i Blackboard?

Learn More

ADMISSIONS

Learn more about how to apply, status, testing, etc.

Learn More

Academic Assistance

- Student Success Center- Tutoring & Navigating Blackboard. Make an appointment!
- Library Assistance - Research & Online Chat

Online Classes

Synchronous

- OS is Online Synchronous: You will have a specific meeting day and time with your instructor and class to meet and learn interactively

Asynchronous

- OA is Online Asynchronous: You do not have a specified day of the week/time to meet with your instructor but can interact via email, remind 101, and through discussion boards in Blackboard. You may 'go at your own pace' but be mindful of due dates

Proctored Events

- Proctored Events:
  May be in person or by a
  proctoring tool online
- Online courses also have proctored events
- If the student is unable to attend the event, they may be responsible for finding a proctor and obtaining approval from the instructor early in the term

Respondus Lockdown Browser

- If your course uses Respondus Lockdown Browser, you can locate it on My LTC
- You may need a reliable webcam
- You must confirm the computer you are using is compatible with the software
- Reliable wifi is also required
- IT Information: https://laniertech.freshdesk.com/support/solutions/articles/44002524856-respondus-lockdown-browser-help

Academics

No Show Policy (in your syllabus!)

- Any student (day, evening, full-time, part-time, in-class, on-line) who does not physically attend the first scheduled class meeting for an on-campus class or complete an academic assignment during the three (3) calendar day drop/add period for an online class will be considered a No Show.

https://laniertech.smartcatalogiq.com/2024-2025/catalog/registration/no-show-policy/

Communicate, communicate, communicate!!!

Academics

- Email!!!!
- In person
- Office Hours
- Some may use Remind - student must sign up for it and use their cell number

Instructor availability varies.
Reach out from your LTC student email account to your instructor's LTC account!

To be successful, remember to….

- Confirm your schedule
- Attend class
- Log into your course online on Day 1
- Review the syllabus and assignment deadlines
- Obtain required materials (if needed for your course)
- Check your student email regularly
- Log in to Blackboard daily for assignments, announcements, etc.
- Turn in assignments on time
- Study and utilize the free tutoring
- Communicate any concerns or questions with your instructor ASAP
- Reach out to your Dual Enrollment Coordinator if you are unsure how to utilize these resources

Academics

Congrats & Best Wishes!

Ask the front desk where to obtain the following:

STUDENT ID CARD

FERPA FORM   PARKING PASS

Student IDs may be required for some site locations.

If you need this presentation in an accessible format, contact
adacoordinator@laniertech.edu or (770) 533- 7003.

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