LANER Technical College Great Careers Begin Here! www.laniertech.edu 770.533.7000









# Five Campuses

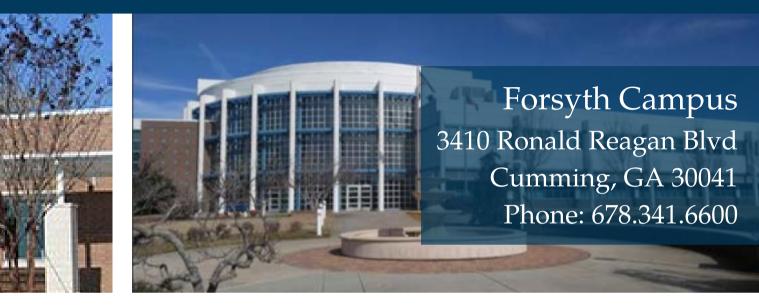
Barrow Campus 965 Austin Road Winder, GA 30680 Phone: 770.297.4500

One School

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

LANIER al College Jackson Campus NTY CAMPUS 631 South Elm Street Commerce, GA 30529 Phone: 706.335.1931







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

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

### Robin Lance Dual Enrollment Coordinator

Forsyth, Dawson, Lumpkin 678-341-6635 rlance@laniertech.edu

> Holly Bates Director of Admissions

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

### Samantha Starkey Dual Enrollment Coordinator Barrow, Jackson, Banks, Gainesville City Schools 770-297-4512 sstarkey@laniertech.edu

## You are officially a...

College Student College Student College Student college Student DE Info College Student College Student COLLEGESTVDENT COLLEGE STUDENT College Student College Student COLLEGE STUDENT COLLEGESTVDENT COLLEGESTUDENT College Student College Student college student College Student COLLEGE STUDENT COLLEGE STUDENT

### https://www.laniertech.edu/

# Bookmark My LTC

			My LTC	Conference Centers *	Foundation Help (	enter Quid
LANIER Technical College	REQUEST INFO	PROGRAMS	ADMISSIONS	FUTURE STUDENTS	ECONOMIC DEVELOPM	IENT ADU EDU
Lanier Technical College 🕽	My LTC					

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LAKER LOGIN PORTAL	BLACKBOARD	BANNERWEB	STUDENT EMAIL
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CALENDAR	ADVISEMENT	LIBRARY	BOOKSTORE
<u> </u>			
COURSE SCHEDULE	LTC EALERT	ORIENTATION (LANIER LAUNCH)	ORIENTATION FOR DUAL ENROLLMENT

# DE Info

uick Links 👻		٩
DULT	ABOUT	APPLY NOW



STUDENT SUCCESS CENTER TUTORING FACE-TO FACE & ONLINE



HANDBOOK



# Dual Enrollment Page





### **Quick Links**

ADULT EDUCATION

R

### **Dual Enrollment**

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

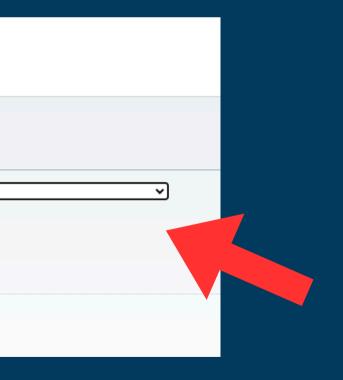
## Use links

## **Course Schedule**

Lanier Technical College > My	LITC		and search cour there are availal
LAKE	R LOGIN PORTAL	BLACKBOARD	Dynamic Schedule Home
	CALENDAR	ADVISEMENT	Search by Term: None Submit Reset
COL	IRSE SCHEDULE	LTC EALERT	© 2024 Ellucian Company L.P. and its affiliates.

# DE Info

### rses for that term ble seats



## **Course Schedule**

P

DAYS OF THE WEEK

M - Monday

T - Tuesday

W - Wednesday

TR - Tues & Thurs

MW - Mon & Wed

R - Thursday

lass Schedu	le Search								
forme				_	Compo	sition (	& Rhete	oric - 21176 - ENGL 11	101 - 0
To select ALL, click of Subject: ART ASN Nursing Advanced M Air Condition Allied Health Automated 1	achine Tool hing Technology I Science Manufacturing Techno Collision Repair		or 		Regist Levels Online	Camp Camp Credit	Dates , DIPL ous is (100 s	all Semester 2024 : Jun 10, 2024 to O OMA, DEGREE 0% Online) Schedul	-
Title: Schedule Type:	All HYBRID HYBRID < 50% DISTA	NCE LEARNING *			Schedu	uled Me	eting 1	Times	
Credit Range:	hours to	hours							
Campus:	All * Barrow Campus * Dawson Campus *				Type	Time	Days	Where	Date Range
Part of Term: Non-date based courses	All 1ST HALF SEMESTER 2ND HALF SEMESTER	*			Class			ONLINE CLASSROOM	-
Instructor	All Adams, Joy L Adams, Shana Renee								
Start Time:	Hour 00 ¥	Minute 00 V	am/pm am 🛩						
End Time:	Hour 00 V	Minute 00 V	am/pm am 🕶						
Days:	🗆 Mon 👘 Jun	U Wind D Thur	🗆 Ed 🛛 🖸 Sat	D Sva	т_т				1 1
Class Search R	eset				• U	se se	earc	h feature and	ISUDMIT



Composition & Rhetoric - 21176 - ENGL 1101 - 0

Associated Term: Fall Semester 2024 Levels: CERT, DIPLOMA, DEGREE

Online Campus Asynchronous (100% Online) Schedule Type 3.000 Credits View Catalog Entry

### Registration Availability

Seats

Capacity

24

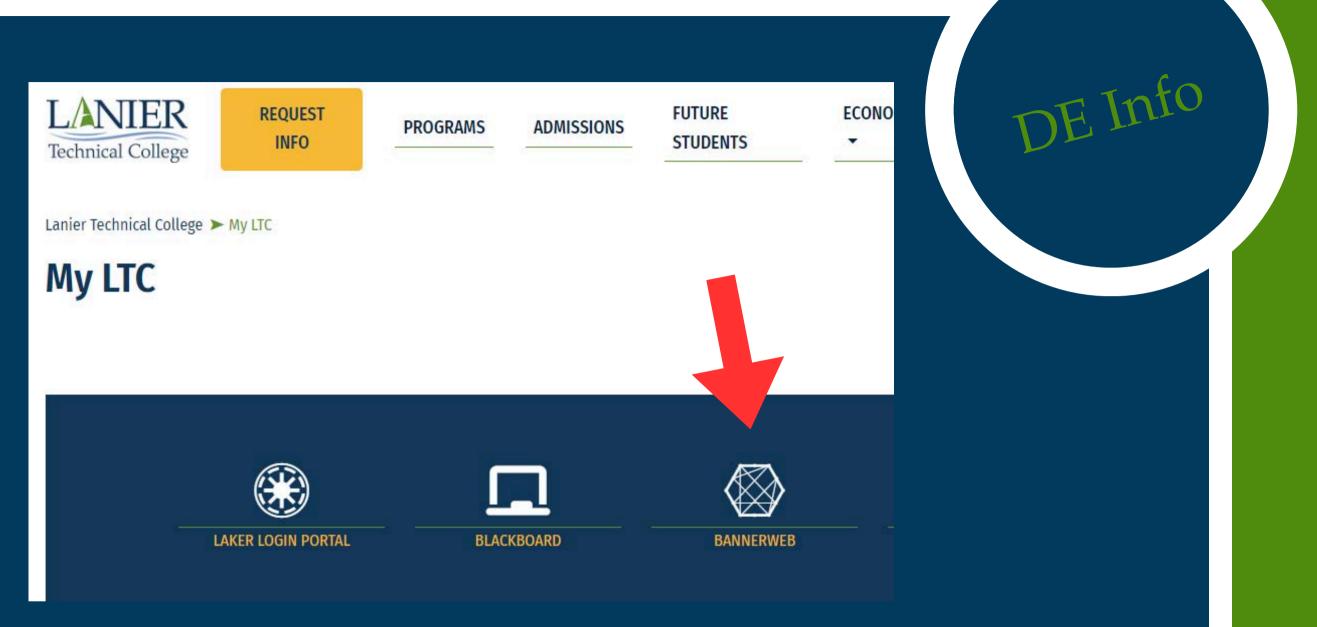
	Schedule Type	Instructors	
- Dec 03, 2024	Asynchronous (100% Online)		
, click on	course name for 1	more deta	nils
	Actual 0	<b>Re</b>	maining
		24	

# Registration

- Courses must be approved in GAfutures by the high school before registration can occur
- You cannot add/drop/withdraw via BannerWeb
- 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!

# BannerWeb

- Student Detail Schedule
- Link to DegreeWorks
- Unofficial Transcript
- Final Grades



\*Do not make a payment in BannerWeb unless we have discussed self-paying, if you are using DE funding the balance will clear at a later date

## View your Student Detail Schedule in BannerWeb after Registration

Click Student Services and Financial Aid at the top of the page Click Registration **Click Student Detail Schedule** Registration Student Record 64 M.M. AlterDray Objace Justice Terry Water served. Togething, and if some Pap (Inflore with West, MC, Otherwood, Raddin for Fernance Cheville

Company 1.4, and the affiliation.

Select the correct term and click Submit a. If you are redirected back to the previous page, simply repeat steps 4 and 5. All registered courses for the selected semester should be listed a. Your Lanier Tech student ID number is located at the top right of the screen Right click with mouse, choose print or use Ctrl + P to print



# 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)

Composition & Rhetoric - 21676 - ENGL 1101 - 0

Associated Term: Fall Semester 2024 Registration Dates: Jun 10, 2024 to Aug 14, 2024 Levels: CERT, DIPLOMA, DEGREE

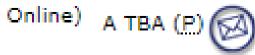
Barrow Campus Campus On Campus (<=50% Online) Schedule Type 3.000 Credits View Catalog Entry

### Scheduled Meeting Times

Туре	Time	Days	Where	Date Range	Schedule Type
Class	12:00 pm - 1:15 pm	TR	TBA	Aug 12, 2024 - Dec 03, 2024	On Campus (<=50% (

DE Ini

Instructors



## Important Dates- Academic Calendar

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



### \*\*On Campus/Online vs Site Location Holidays

echnical College	REQUEST PROGR	AMS ADMISSIONS	FUTURE STUDENTS	ECONOMIC DEVELOPMENT	ADULT	ABOUT NOW
Student Activity	Calendar 🗹 Academic (	Calendar				
August 2024						August 2024 V
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
				Instructors May Take Leave	Instructors May Take Leave	Instructors May Take Leave
4	5	6	7	8	9	10
Instructors May Take Leave	Instructors May Take Leave	Instructors May Take Leave	Instructors May Take Leave	Late New Student	Instructors May Take Leave	
	Tultion/Fee Payment Deadline			Orientation 9 AM or 2 PM		
11	12	13	14	15	16	17
	Drop/Add	Drop/Add	Drop/Add	Tuition/Fee Payment	useds Ph	
	First Day of Fall Term for Full Term and Part of Term A Classes		Last Day to Withdraw with- out Academic or Financial Penalty	Deadline 6 PM		
18	19	20	21	22	23	24
				Reinstatement Deadline 6 PM	No Show Reporting Deadline 12 Noon	

DE Info

# **Articulation Agreements**

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



Bellevue University Articulation Agreement [2



An articulation agreement is a formal agreement to transfer credits from one educational institution or system to another. LTC graduates can take advantage of several local and state-wide articulation agreements to minimize repeating coursework and to facilitate a smooth

### University System of Georgia (USG) General Education Transfer Courses:

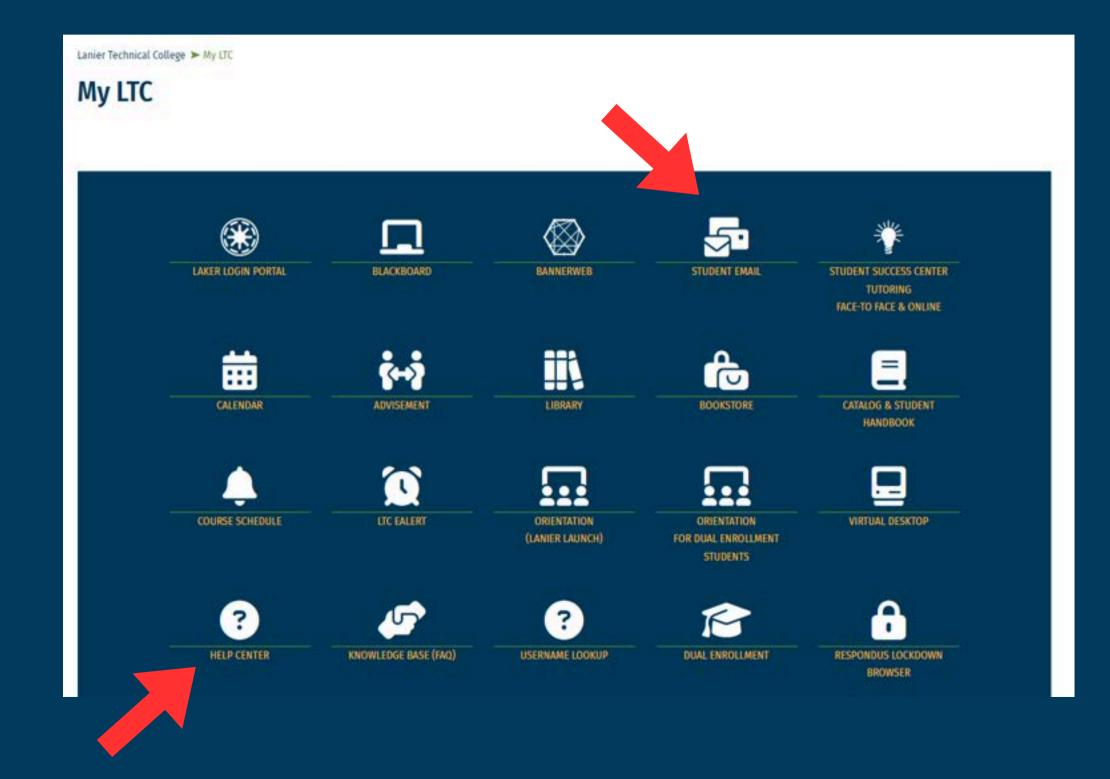
General Core Agreement (), : The TCSG-USG agreement specifies 28 general education courses that transfer between SACSCOC-accredited institutions.

### Georgia Independent College Association (GICA) General Education Transfer Courses:

General Core Agreement 12: The TCSG-GICA agreement specifies general education core classes that transfer to private institutions.

### Additional articulation agreements for select programs and institutions are listed below:

# Setup Student Accounts



DE Info

- Check student email regularly
- Contact LTC
   employees from LTC
   student email

# **IT** Support



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

# DE Info

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.



### Tutoring

**Study Skills** Workshops

**Library Services** 

Why Lanier?



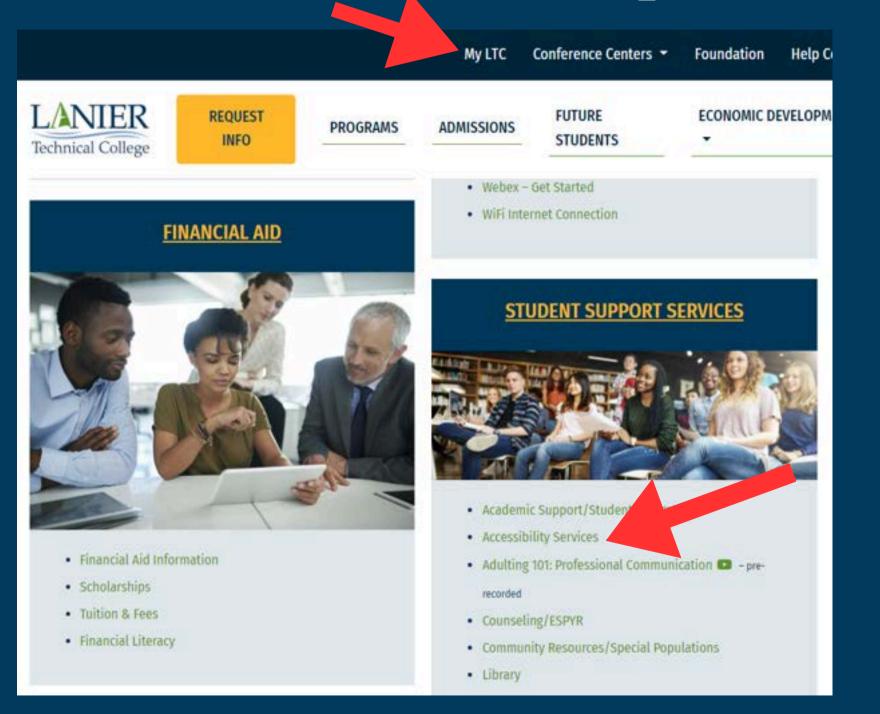
### Career Services

### Accessibility Services

### FREE Counseling Services



# Accessibility Services



- MUST SELF-IDENTIFY to request Accommodations



DE Infc

## • IEP/504 does not transfer from high school, must go through college process

For more information visit webpage or email adacoordinator@laniertech.edu

# Important Links

### https://linktr.ee/laniertech.dualenroll



## **Helpful Links**

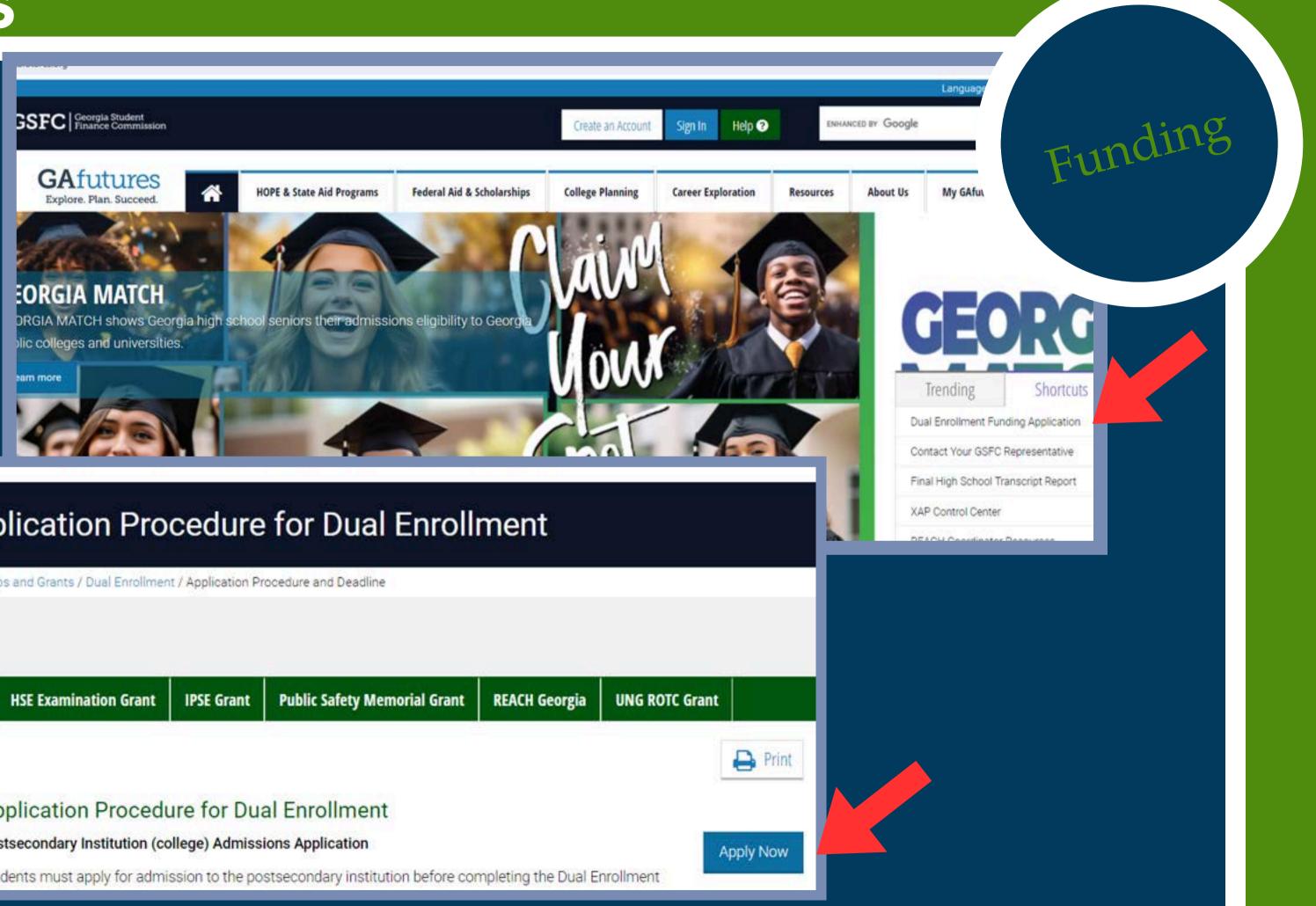


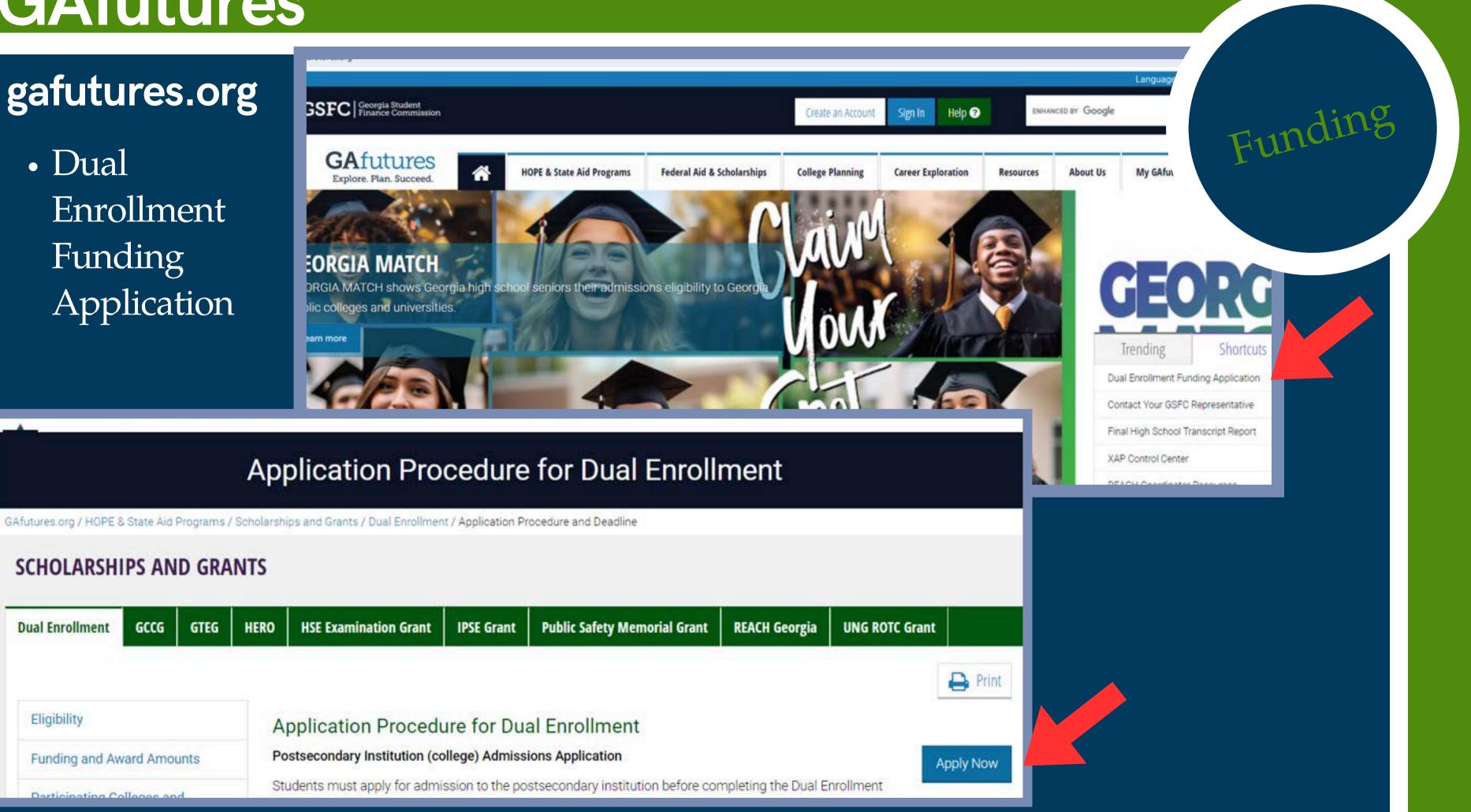
https://linktr.ee/laniertech.dualenroll



## GAfutures

Enrollment Funding

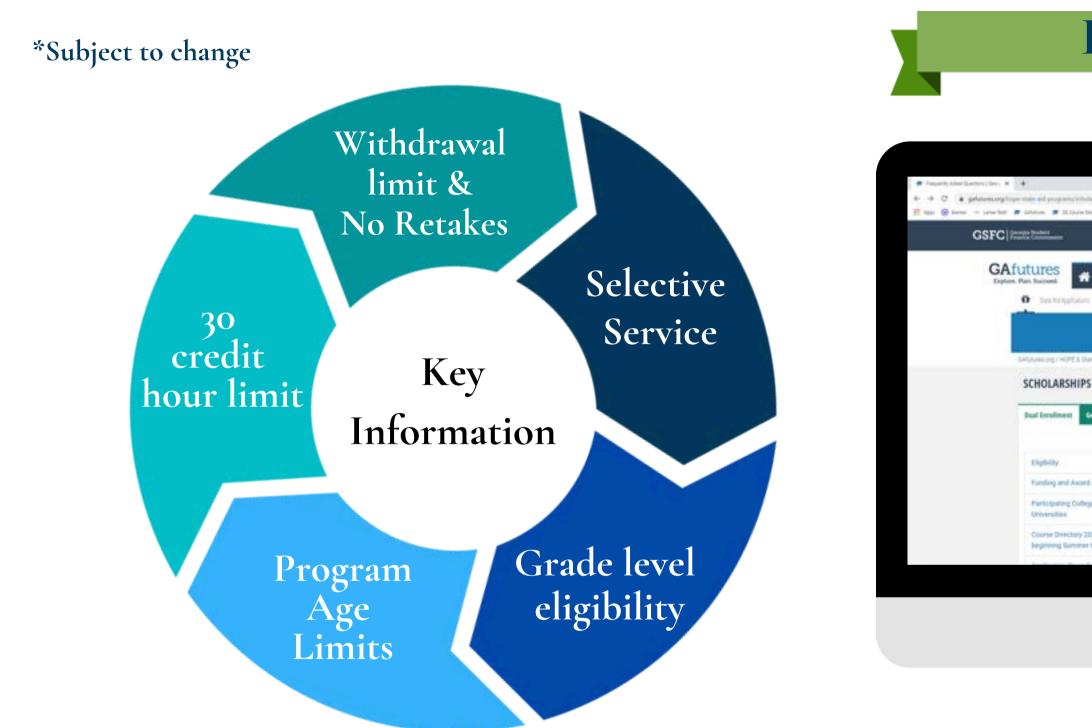




# Funding

- 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

# Funding



For eligibility information, visit www.gafutures.org/hope-state-aid-programs/scholarships-grant





## **Funding Regulations**

		Child at Annual Signa Help O	M onessee	
HOPE & Score &	iel Programs Federal Aid & Scholar		aron About in My GAlataria	
	Frequently	Asked Questions		
AND GRAN	to service and Grains / Dual Excellence	nd / Preparety Apired Standome		
	eurgia Tuition Equalization Grant	Public Safety Menanial Grant BEACH Georgia	UNG ROTC Grant	
		And and an and a start of the	AND TRACTOR I	
	Frequently Asked Que	retions	e Fort	
Amounts	Dual Employees funding	p for students who are dually ensited at a participating		
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100-2021, term 2020	NGs - Suit Emiliant Funding	popun		
			_	

## Satisfactory Academic Progress

2023-2024 Catalog and Student Handbook > Financial Aid Information > Satisfactory Academic Progress Policy for Students Receiving Federal or State Financial Aid

### Satisfactory Academic Progress Policy for Students Receiving Federal or State Financial Aid

2023-2024 Catalog and Student Handbook 🗙 Select

### President's Message

Programs of Study

Entire Catalog 💙

- General Information
- Academic Regulations
- Admissions
- Campus Facilities
- Course Descriptions
- Financial Aid
   Information

Applying for Financial Assistance

**Financial Aid Renewal** 

- Federal Programs
- State Programs
- Additional Programs
   Satisfactory Academic
   Progress Policy for
   Students Receiving
   Federal or State
   Financial Aid



### Satisfactory Academic Progress

The U.S. Department of Education requires institutions of higher learning to establish standards of satisfactory academic progress for students receiving financial aid. Students must declare a major and be working toward the completion of that major in order to receive financial aid. Failure to maintain Satisfactory Academic Progress (SAP) will result in the loss of federal and state aid after the Warning term.

This SAP policy applies to all students regardless of status, e.g., full-time, part-time, undergraduate and education programs established by Lanier Technical College. In order to receive aid, a student must be making SAP regardless of whether he or she has previously received aid. NOTE: New students and/or transfer students are considered to be making Satisfactory Academic Progress (SAP).

Students who wish to receive financial aid from Lanier Technical College must be making satisfactory academic progress, as outlined below.

Students are responsible for maintaining an acceptable level of progress regarding quality, quantity and time frame of work. Satisfactory Academic Progress will be reviewed at the end of every semester. Records are reviewed after grades are posted at the end of each semester.

### SAP includes three components:

 Qualitative Grade Point Average (GPA) (Cumulative): Students must maintain a cumulative GPA of 2.0. The GPA is computed by the Registrar's office on a scale of 4.0. The GPA is cumulative (includes entire Academic history at Lanier Tech). Students must have a minimum GPA of 2.0 when they transfer programs in order to receive financial aid for the new program.

All attempts of repeated courses are included in the GPA calculation. Grades for Learning Support courses are not included in the GPA calculation for financial aid purposes. Grades included in the GPA calculation for SAP purposes are: A, B, C, D, and F.

Credit hours for which a student earns a grade of I, IP, W, and WF are counted as hours attempted for SAP purposes but are also considered unsuccessful completions.

2. Quantitative Hours Completed (Cumulative): In order to receive financial aid, students must have passed at least 66.6% of all credit hours, both transferred and attempted, at Lanier Technical College to maintain satisfactory progress. The completion rate is calculated by dividing the

## Funding

- 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

# Textbooks

- 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
- Pickup procedures may vary according to the campus location
- MUST BE OBTAINED FROM THE BOOKSTORE 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
- 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

# Funding

# Additional Costs

- 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

## Fundin

## **Report a Concern**

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

### 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 0

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Student Conduct & Safety

© 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.

Student Conduct &

Safety

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

### Support Assistance - Interpersonal or Behavioral

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.

Student Conduct & Safety

Submit Concern

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.

### 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 Complaint

Submit Report

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

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

Student Conduct & Safety

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

## **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

Read the policy in the catalog.

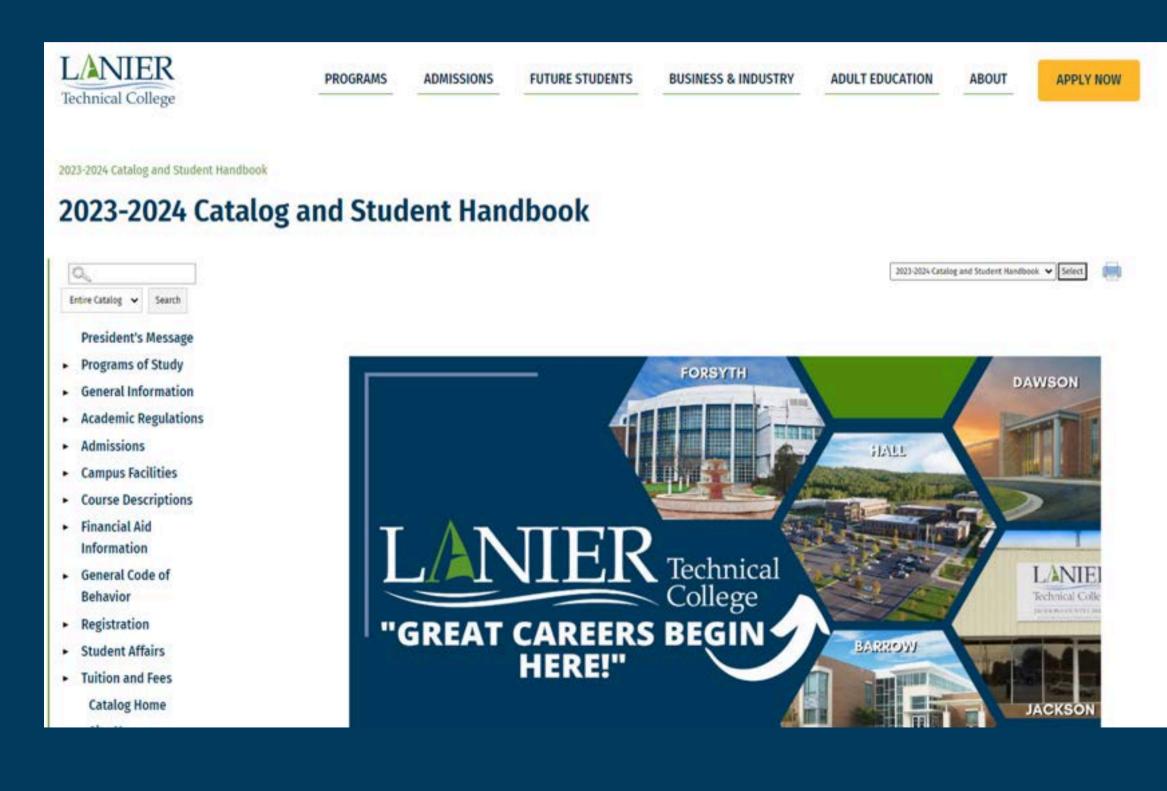
Submit Grade Appeal

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

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

Student Conduct & Safety

## **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

Student Conduct & Safety

## **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**

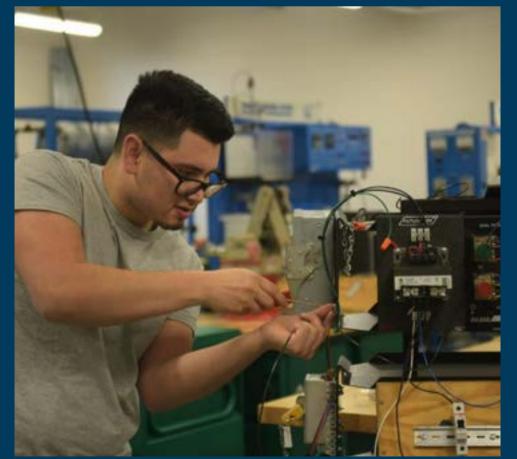
Student Conduct & Safety

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 D
- Counseling / ESPYR
- LTC eALERT
- BIT Form









# ACADEMICS

College Courses

 Setup & content different for
 each class

 And different for each
 program

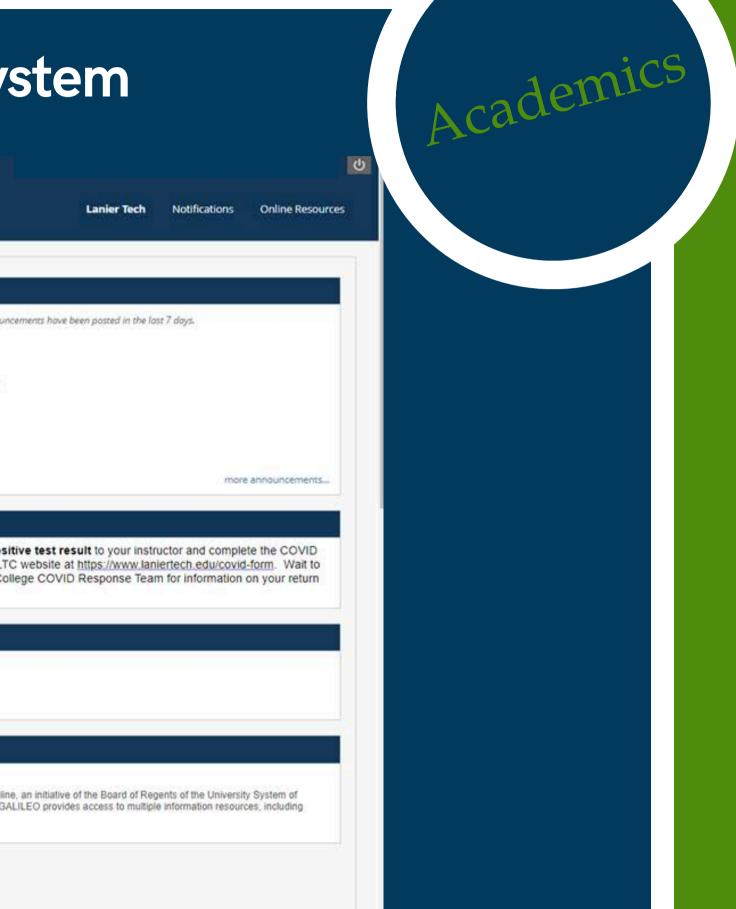
## Blackboard is your Learning Management System

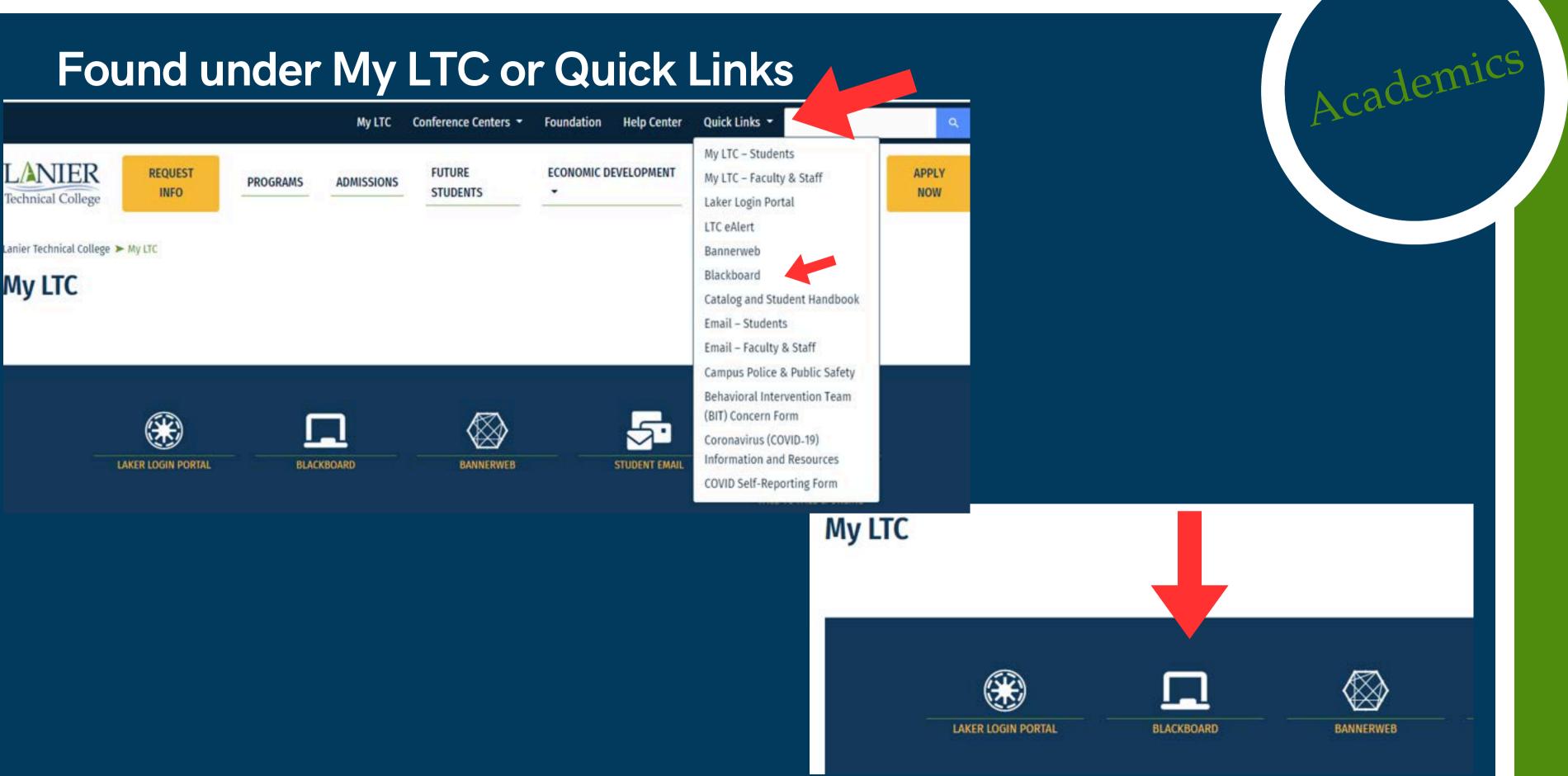
### LANIER Technical College

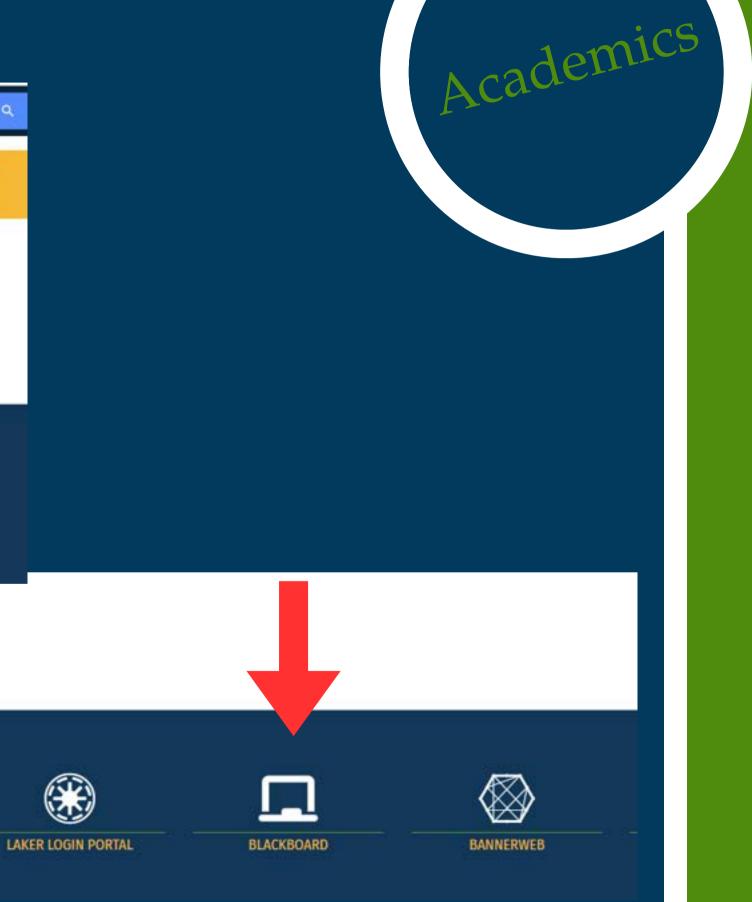
Qwickly Tools	Course List	Announcements
Qwickly Course Tools	<ul> <li>✓ 202316</li> <li>Courses where you are: Instructor</li> <li>ALHS1040_202316_CR_60255: ALHS1040: Introduction to Healthcare (60255)</li> <li>Instructor: Kerry Caron;</li> </ul>	No Institution Announce ALHS1040: Introduction to Healthcare (60255) > Week 7 ALHS 1040 ALHS1090: Medical Terminology for ALHS (60259)
	ALHS1090_202316_CR_60259: ALHS1090: Medical Terminology for ALHS (60259) Instructor: Kerry Caron:	Friendly Reminder!     Week 7- ALHS 1090 ALHS1113: Intro to Health Professions (50449)
Faculty Tools     TCSG Faculty Training     Personal Information     Blackboard Heip for Instructors	ALHS1113_202316_CR_60449: ALHS1113: Intro to Health Professions (60449) Instructor: Kerry Caron;  202412	<ul> <li>Meeting link</li> <li>Week 7 ALHS 1113</li> </ul>
TCSG Report Descriptions for Instructors	Courses where you are: Instructor ALHS1011_202412_CR_20667: ALHS1011: Structure/Function- Human Body (20667) (unavailable - will be available Monday, August 14, 2023) Instructor: Kerry Caron;	Coronavirus (COVID-19) Information Report a COVID exposure or a posit
Help and Resources	ALHS1040_202412_CR_20669: ALHS1040: Introduction to Healthcare (20669) (unavailable - will be available Monday; August 14, 2023) Instructor: Kerry Caron;	Self Reporting Form found on the LTC be contacted by a member of the Coll date.
Blackboard Help Browser Check Enrollment Help for Bb Student Orientation	ALHS1090_202412_CR_20672: ALHS1090: Medical Terminology for ALHS (20672) (unavailable - will be available Monday, August 14, 2023) Instructor: Kerry Caron;	Lanier Tech Announcements
	ALHS1090_202412_CR_20681: ALHS1090: Medical Terminology for ALHS (20681) (unavailable - will be available Monday; August 14, 2023) Instructor: Kerry Caron;	Announcements Testing
	NAST1100_202412_CR_20720: NAST1100: Nurse Aide Fundamentals (20720) (unavailable - will be available Monday, August 14, 2023) Instructor: Kerry Caron;	Welcome to Galileo
	Courses where you are: Student 834_ALH51040_MASTER_2023: ALH51040: Introduction to Healthcare (MASTER) 2023 Instructor: Kerry Caron: Amy Howard; Roslynn Kuznicki;	GALILEO stands for GeorgiA Library LEarning Online Georgia. A World Wide Web-based virtual library, GAI secured access to licensed products.
TEANAC	<ul> <li>✓ 202314</li> <li>Courses where you are: Instructor</li> </ul>	
TEAMS	ALHS1090_202314_CR_40523: ALHS1090: Medical Terminology for ALHS (Asynchronous (100% Online)) 40523 (unavailable - was last available Saturday, May 6, 2023)	

Instructor: Kerry Caron;

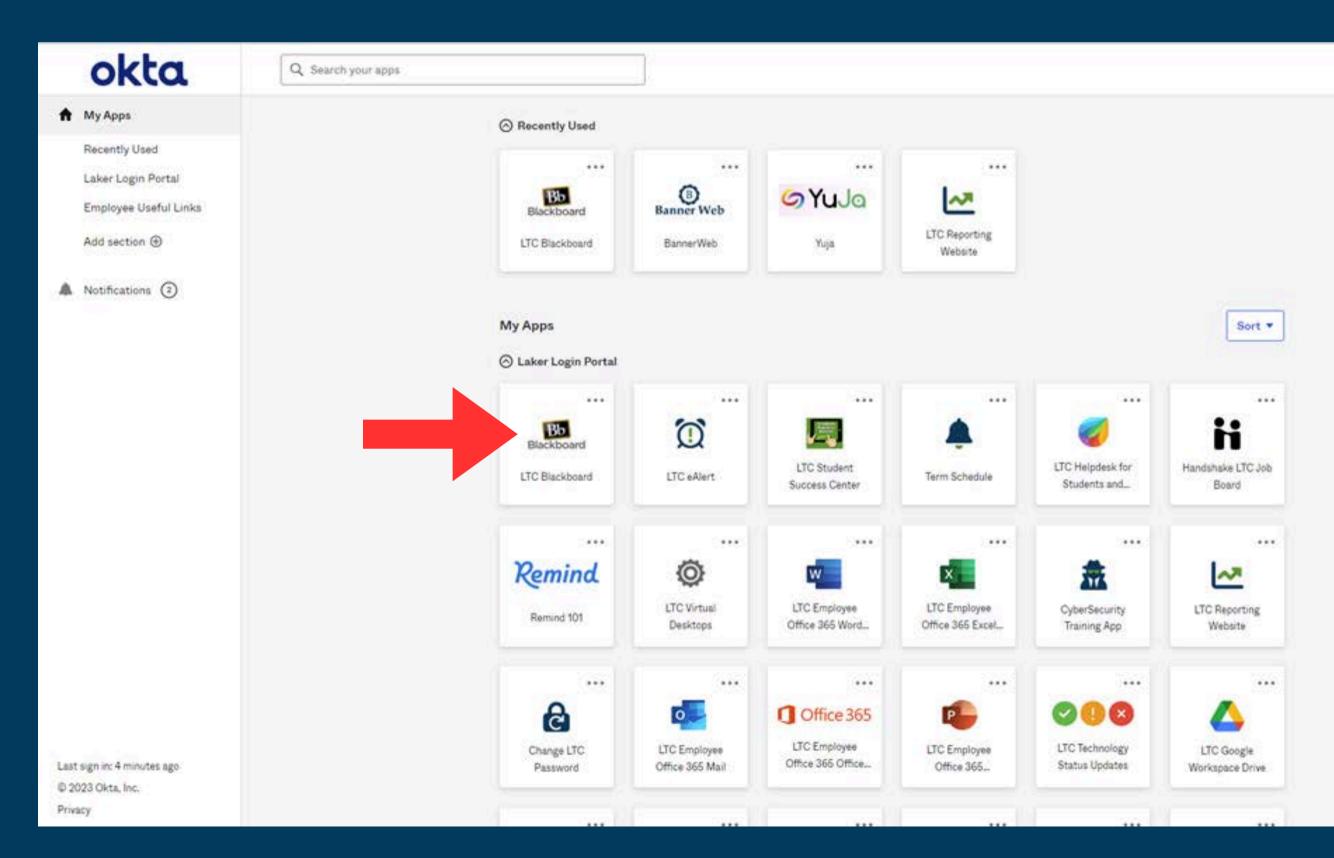
AL US1000 202314 CP 40515- AL US1000- Medical Terminology for AL US (On Camput (C-50% Online)) 40515







## We use OKTA as a 2-step verification process...



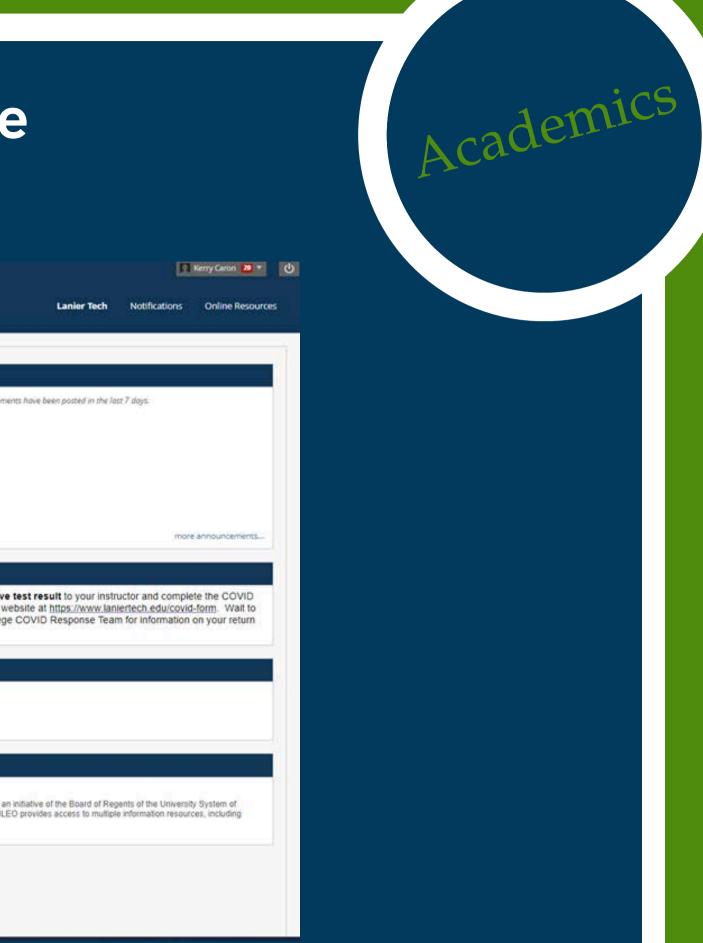
Kerry Lanier Technical College

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Academics

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

Qwickly Tools	Course List	Announcements	
Qwickly Course Tools	202316     Courses where you are: Instructor     ALH51040_202316_CR_60255: ALH51040: Introduction to Healthcare (60255)     Instructor: Kerry Caron;	No Institution Announcements ALHS1040: Introduction to Healthcare (60255) • Week 7 ALHS 1040 ALHS1090: Medical Terminology for ALHS (60259)	
Faculty Tools	ALHS1090_202316_CR_60259: ALHS1090: Medical Terminology for ALHS (60259) Instructor: Kerry Caron; ALHS1113_202316_CR_60449: ALHS1113: Intro to Health Professions (60449)	Friendly Reminder!     Week 7- ALHS 1090     ALHS1113: Intro to Health Professions (60449)     Meeting link	
TCSG Faculty Training     Personal Information     Blackboard Help for Instructors     TCSG Report Descriptions for Instructors	Instructor: Kerry Caron; v 202412 Courses where you are: Instructor ALHS1011_202412, CR_20667: ALHS1011: Structure/Function- Human Body (20667) (unovailable - will be available Monday; August 14, 2023) Instructor: Kerry Caron;	Week 7 ALHS 1113 Coronavirus (COVID-19) Information Report a COVID exposure or a positive te	
Help and Resources Lanier Helpdesk Request Form	ALH51040_202412_CR_20669: ALH51040: Introduction to Healthcare (20669) (unavailable - will be available Monday, August 14, 2023) Instructor: Kerry Caron;	Self Reporting Form found on the LTC we be contacted by a member of the College date.	
Blackboard Help Browser Check Enrollment Help for Bb Student Orientation	ALH51090_202412_CR_20672: ALH51090: Medical Terminology for ALH5 (20672) (unavailable - will be available Monday, August 14, 2023) Instructor: Kerny Caron;	Lanier Tech Announcements	
	ALH51090_202412_CR_20681: ALH51090: Medical Terminology for ALH5 (20681) (unavailable - will be available Monday, August 14, 2023) Instructor: Kerny Caron;	Announcements Testing	
TEAMS LOGIN	NAST1100_202412_CR_20720: NAST1100: Nurse Aide Fundamentals (20720) (unovailable - unil be available Mondby: August 14, 2023) Instructor: Kerry Caron; Master Courses where you are: Student 834_ALHS1040_MASTER_2023: ALHS1040: Introduction to Healthcare (MASTER) 2023	Welcome to Galileo Access GALILEO GALILEO Stands for GeorgiA Library LEarning Online, an in Georgia. A World Wide Web-based virtual library, GALILEO secured access to licensed products.	
TEAMS	834_ALHS1040_MASTER_2023: ALHS1040: Introduction to Healthcare (MASTER) 2023 Instructor: Kerry Caron; Amy Howard: Roslynn Kuznicki; 202314 Courses where you are: Instructor ALHS1090_202314_CR_40523: ALHS1090: Medical Terminology for ALHS (Asynchronous (100% Online)) 40523 (unavailable - was last available Saturday, May 6, 2023)	secured access to licensed products.	



### **Course Page**

ENGL1101: Composition & Rhetoric (60277) Lessons 0 0 Lessons ENGL1101: Composition 1 & Rhetoric (60277) Home Page The Writing Process, Plagiarism, and MLA Style 🗚 Announcements 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. Start Here Lessons Galileo Grammar and Punctuation 🗚 Textbook - Successful **College Composition** This module contains information and assignments related to grammar. Students will access this folder throughout the semester as they proofread their essays for grammar issues. My Grades Free Tutoring Narrative 🗚 This module contains information and assignments related to writing a Narrative Essay.

### Argument 🗚

This module contains information and assignments related to writing an Argumentative Essay.

Course Menu

Menu varies by course and content, may include:

- Start Here
- Announcements
- Grades
- Lessons
- 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
1 8/14	Syllabus/ Agenda review Module I: CH 1 Word Parts/ CH 2 Suffixes	Orientation CH 1 Word Parts / Pronunciation PPT	Orien Ethic Read
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, Study
3 8/28	Module I Exam		Read CH 4,
4 9/4	Module II: Ch 4, 5, 10	Module II Ch 4, 5, 10 PPT	Study
5 9/11	Module II Exam Module III: CH 14	Module III: Ch 14 PPT	Read CH 14
6 9/18	Module III: CH 15 and 16	Module III: CH 15 and 16 PPT	Study
7 9/25	Module III Exam in Class		Read CH 8
8 10/2	Module IV: Ch 8 and 9	Module IV PPT	Study
9 10/9	Module IV Exam in Class		Read CH 6,

# Academics

### Dates- All assignments due by MN

ntation and Syllabus Quiz and Work s due 8/17

CH 1-3

2 and CH 3 HW due 8/23

for MOD 1 Exam 8/31

CH 4, 5, 10

5,10 HW due 9/6

for Module II Exam on 9/14

CH 14, 15, 16

1, 15, 16 homework due 9/20

for Module III Exam on 9/28

Module IV: CH 8 and 9 and 9 HW due 10/4

for Module IV Exam on 10/12

Module V: CH 6, 7, 11 7, 11 Homework Due 10/18

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

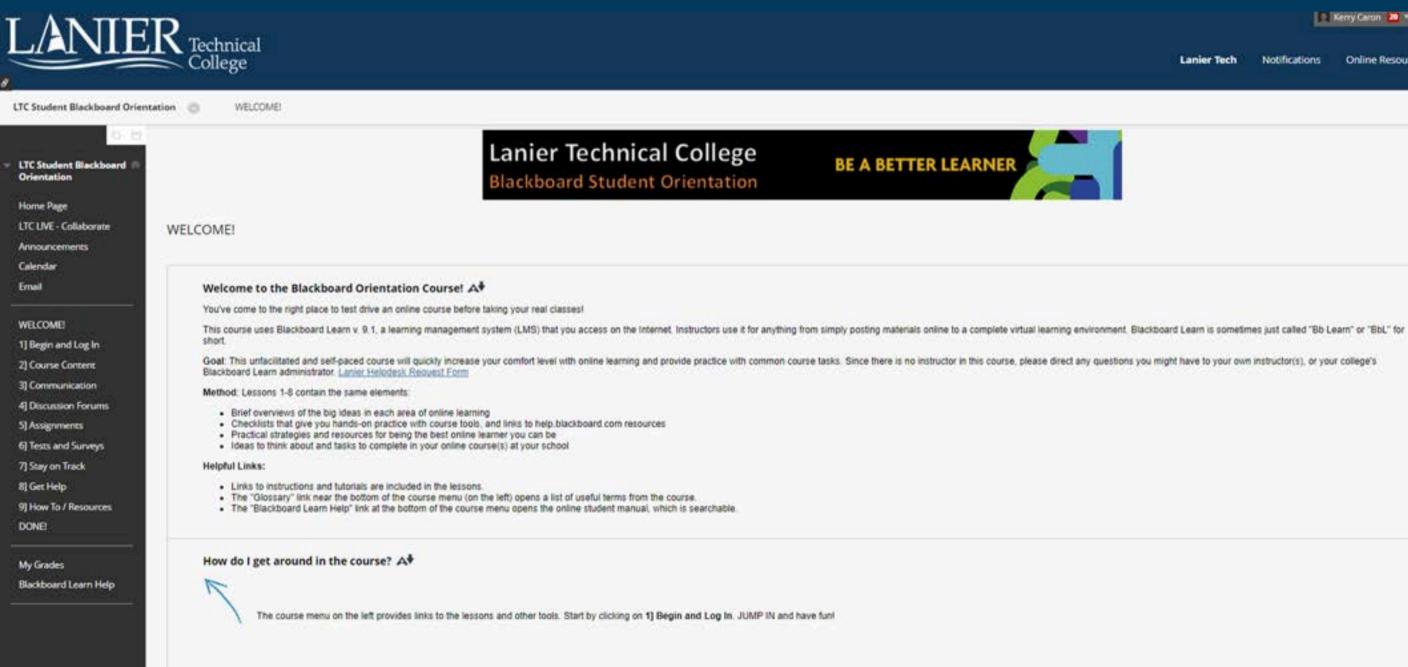
	Summer 2022 (202	216) Course	Syllabus	
	LANIE	R Technical Colle	pe -	
CRN 60313	: HYBRID			
Days/Time:	Thursdays, 10:00- 11:50 am	Term Start Date:	May 23, 2022	
Location:	Walter's Building Room 2333	Term End Date:	July 27, 2022	
Credit Hours	2	Contact Hours:	2	
re-requisite(s):	None			
o-requisite(s):	None			
Email: Phone:	kcaron@laniertech.edu	Status: Fax:	Full Time 6789893170	
Office:	Hall Campus; Walter's Building; 3 <sup>rd</sup> 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 T	EXTBOOK, MATERIALS, AND T	ECHNOLOGY		
Textbook:	Medical Terminology Systems: A Body System Approach Edition: 8th edition Author: Barbara A. <u>Gylys</u> & Mary Ellen Wedding Publisher: F. A. Davis			

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• Differs for each course

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

### **Blackboard Student Orientation**



Blackboard @ 1997-0023 Electroperative: All Rights Reserved, U.S. Pastert No. 7,493,394 and 7,693,003. Additional Patients Panalny, Accessibility information Installation details

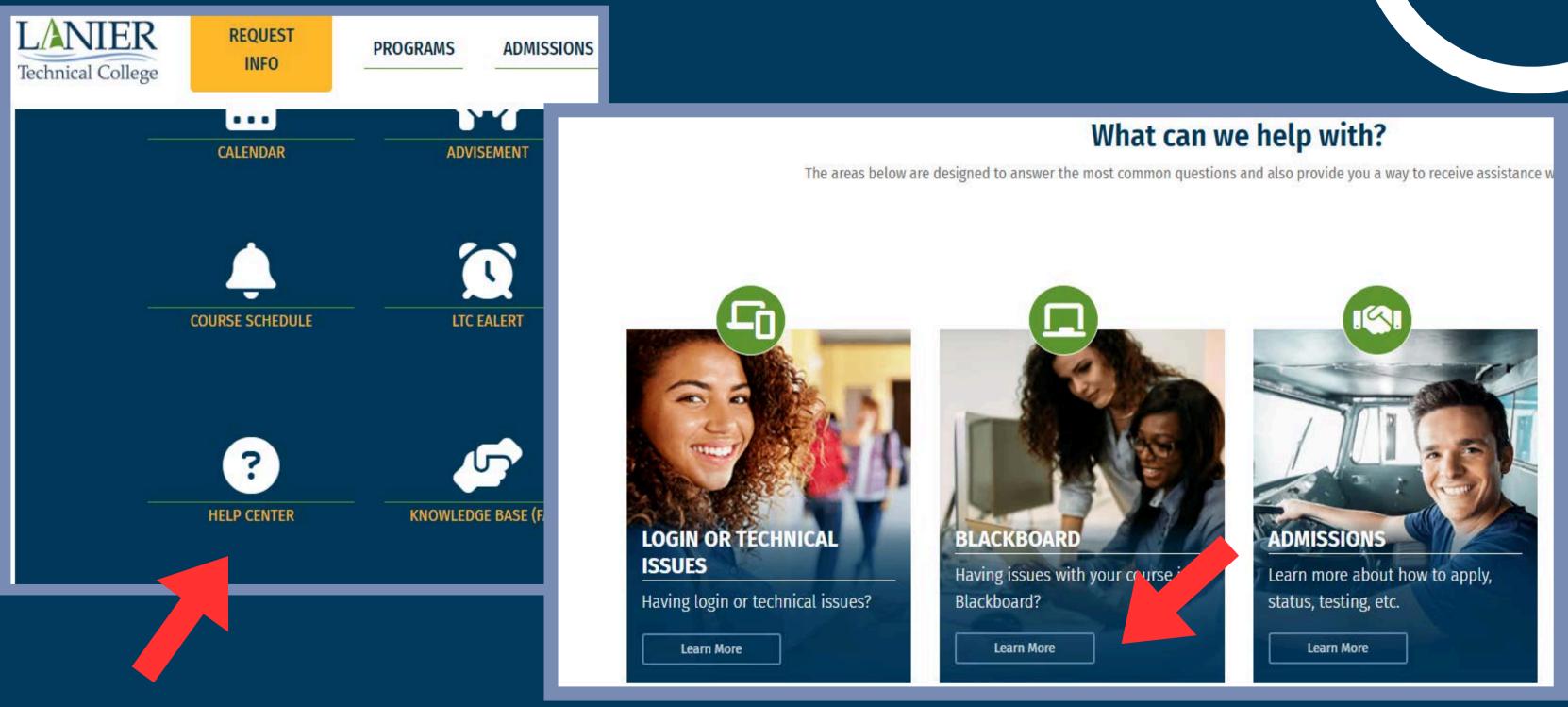
Academics

Kerry Caron 🔤 🐮 🕕

Lanier Tech

Notifications Online Resources

### Help Center for Blackboard



### **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

### 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/2023-2024/catalog/registration/noshow-policy/

### Communicate, communicate, communicate!!!

Academic

- Email!!!!
- In person
- Office Hours (If Available)

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



### 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

### 2023-2024 Catalog and Student Handbook > Academic Regulations > Academic Standing Policy

### **Academic Standing Policy**

	a,			
E	ntire Catalog 🖌	Search		
	President's	Message		
۰	Programs of Study			
٠	<b>General Information</b>			
٠	Academic Regulations			
	Academic	Grades		

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.

# Registral

2023-2024 Catalog and Student Handbook 🖌 Select

### 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

Registral

# Transcripts

- 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



### What about after high school?

Lanier Technical College > Dual Enrollment

### **Dual Enrollment**

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

### Double the credit. Half the time.

Earn college credit while still in high school!

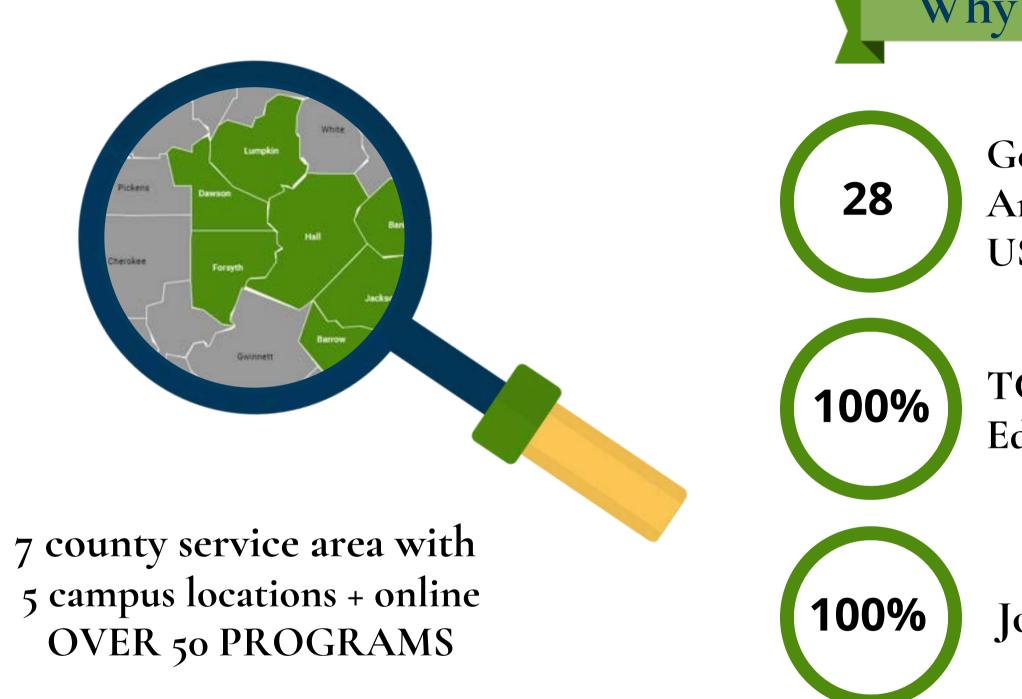
Dual Enrollment at Lanier Technical College is your jumpstart on your college career that allows you to enroll in a college class and earn both high school and college credit. It is a cost-effective choice, and a great way to potentially save thousands of dollars on the traditional cost of college. The more credits earned while in high school the more time and money you save after graduation.



My tuition was paid in full. The colleges and universities I applied to accepted all of the Dual Enrollment courses. I'm already way ahead in finishing all of my courses for my college



Admissions



For more information about Lanier Technical College, visit our website https://www.laniertech.edu/about/





### Why Lanier Technical College?

General Education Courses Articulated & Transferable to **USG** Institutions

**TCSG Warranty on Education/Training Received** 

### Job Placement Rate

LTC is SACSCOC Accredited!

### 100% Placement Rate

For the past 5 years, Lanier Tech has had a 100% placement rate, meaning 100% of our graduates have gotten jobs or continued on with their education!



## Earning Potential

Accounting Clerk \$45,500

Electrician \$56,370

Welding \$44,820

Police Officer \$49,520

10000

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Source: US Bureau of Labor Statistics, Georgia 2022



# **Congrats & Best Wishes!**

### Obtain the below from the Student Affairs Office during business hours:

# **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.

Lanier Technical College is an Equal Opportunity Institution.

