



III

Student Services and Activities

PHILOSOPHY AND OBJECTIVES OF STUDENT AFFAIRS WORK AT HINDS COMMUNITY COLLEGE

The philosophy and objectives of student affairs work are listed in the **Student Handbook**.

COUNSELING SERVICES

Counselors provide a variety of guidance and other helping services. Counselors assist students in choosing majors and careers, and in meeting their educational and occupational goals. When serving as advisors, counselors assist students in choosing and planning their course work as it pertains to Hinds Community College and/or prospective senior college requirements.

Counselors are also available to help students with personal difficulties through individual counseling or to assist students in finding appropriate medical, social, or psychological services when needed.

A list of the major services that can be obtained through the counseling offices is given below.

- A. Academic advisement and educational planning
- B. Career guidance and exploration (LLS 1321, Hinds Career Passport, Choices, and program evaluation at My.Hinds.)
- C. Individual counseling
- D. Counseling for drug and alcohol problems or referral for treatment through the College Assistance Program (CAP)
- E. Outreach services in the form of workshops, presentations, or seminars with various student groups and classes.
- F. Students may run program evaluations on academic, career and technical majors at My.Hinds at <http://www.hindscc.edu>. Hinds most popular Academic Transfer Guides may be requested from any Hinds counselor or found on the web at http://www.hindscc.edu/Admissions/get_enrolled/programs_of_study/transfer/default.aspx and click on Colleges and Universities.

The 2009 Articulation Agreements between the MS Board of Trustees of State Institutions of Higher Learning and MS State Board for Community and Junior Colleges Boards may also be found at <http://www.sbcjc.cc.ms.us/pdfs/aa00.pdf>. The Hinds link in item F above has alphabetical tabs added to the same document..

ORIENTATION: PROGRAMS, CREDIT COURSE AND WEB RESOURCES

Hinds orientation programs are designed to answer students questions and to provide vital information. While at HIND students may meet informally with faculty, staff, and administrators; visit with student orientation leaders and other traditional and non-traditional students in small and large group sessions; and learn of the wide variety of available academic, social, and personal opportunities. Our student group leaders are especially trained to help residence hall students understand policies and procedures and to find assistance and services as new students at Hinds. We strongly encourage all entering students to attend Hinds preview programs on our campuses. Additional campus and Online Orientation information is available at <http://www.hindscc.edu/Orientation>.

Orientation course requirements effective fall 2007:

- A. Full-time students (both first-time and transfers) will be required to take the orientation class (LLS 1312, RST 1312 or RSV 1312) the first fall or spring semester they attend Hinds (unless the transfer has successfully completed an orientation class at a previous institution).
- B. Students who fail to earn a passing grade in Orientation must re-enroll every fall or spring term and pay course fee until credit in the course is earned. Students who stop attending class will receive a grade of "F" for non-attendance.
- C. All new first-time residence hall students must also attend the Residence Hall Orientation (cost \$30); attend all required floor meetings, register in and successfully complete the required Orientation Class (cost \$65 fee for traditional class/ \$85 MSVCC CD access).
- D. Any student (first-time, transfer, and part-time) who begins at Hinds Fall 2007 and following will be required to take the Orientation course in order to graduate from the College. Orientation is a graduation requirement in all Programs of Study. The only exceptions to this policy would be that we allow orientation credit transferred from another college to satisfy Hinds orientation requirement or a dean's approval.

The Orientation course teaches success skills for college, employment and personal finances. The financial portion of class is an integrated computer and Web-based financial life skills program. The \$75 lab fee provides three months of access to the online financial training. Those with a score of 70 or higher earn a certificate from Student Financial Lab, Inc.

DISABILITY SERVICES

Hinds Community College seeks to comply with the letter, intent and spirit of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) of 1990. Section 504 and ADA require institutions not to discriminate against students with disabilities and to make all offerings and programs of the college accessible.

Hinds Community College provides reasonable accommodations for students with disabilities through Disability Support Services (DSS). DSS verifies eligibility for accommodations and works with eligible students who have self-identified and provided current documentation.

Students should schedule an appointment with the designated DSS staff member on their respective campus to establish a plan for reasonable accommodations and services.

Raymond Campus	857.3310	Jackson Nursing Allied Health	371.3519
Utica Campus	885.7045	Rankin Campus	936.5544
Jackson ATC Campus	366.1405	Vicksburg Campus	629.6807

HOUSING

(Housing Application Form is inserted in the middle of this catalog)

Hinds Community College provides comfortable housing accommodations for students who sign up to live on the Raymond or Utica campuses. Residence halls broaden students' educational experiences by providing a community where the student can live, learn, grow, and have fun.

Admission to Hinds Community College does not guarantee a student a room reservation on campus. Those students desiring to live on campus must complete a housing application and include a \$50 room reservation fee. Return the completed application and room reservation fee to the Housing Office on the campus the student plans to attend. Priority deadline is April 15 for the Fall semester and November 15 for the Spring semester. Fall applications are due by August 1, but rooms may already be full. **To be eligible to live in the residence halls, one must be a full-time student enrolled for not less than twelve (12) semester hours with a minimum of nine (9) hours of traditional classes.**

Students must be at least 17 years of age to live on campus, unless given special permission by the Dean of Students on the Raymond or Utica campus. A conviction for a sex offense will result in the applicant being ineligible for housing. All other felony convictions will be reviewed on a case by case basis and College Student Housing has the discretion to deny on-campus housing to an applicant who has been convicted of a felony, if it appears that the applicant has personal history that presents an unacceptable risk to the residence hall community. Failure to answer and initial the felony question on the student housing application form will result in on campus housing being denied.

Each semester a \$50 non-refundable room reservation fee is required to reserve a housing room for a new applicant and for returning students. In the event of application by mail, a check or money order must be written payable to Hinds Community College. Cash should not be sent through the mail. The \$50 room reservation fee will be applied to the student's account. If the student does not attend Hinds, the fee will not be refunded.

A student must meet all requirements for admission, such as, application, official transcript, ACT test, COMPASS and or other placement tests before financial aid award can pay housing cost. It will be helpful if persons wanting to be roommates would send both applications and room reservation fees in together. Room assignments are made on a first-come, first-assigned basis; therefore, it is very important that the application for admission, financial aid, and housing be received as early as possible.

Roommate assignments will be made based on the date of the student's room reservation receipt and available space. To get the roommate of choice, both parties should submit an Application for Housing and a room reservation fee on the same day. Both students must meet the hall's scholastic requirements to be assigned as roommates.

Hall assignments for **new students** for the fall semester will be notified of their hall assignment in summer, and students for the spring semester will be assigned when the student advance registers. Housing room assignments for new students will be made according to the space available. Those students who are not assigned will be placed on a waiting list according to dates of his/her room reservation receipt number. Students will be assigned from the waiting list as soon as space is available.

Students will be ISSUED A RESIDENCE HALL ROOM KEY when all of the following items are completed:

- (1) Meet all admission requirements and register for 12 or more hours;
- (2) All fees are due 10 days before the first day of class. Payment options:
 - show proof of full payment with a receipt,
 - financial aid award letter for full award and receipt for payment if balance is owed, or
 - proof of first payment on the HCC deferred payment plan.
 - If proof of payment is not shown by the student on check-in day, the student will lose

- his/her room assignment, and the assignment will be given to the next person on the waiting list; and
- (3) Required to attend and complete New Student Residence Hall Orientation and Orientation course requirement as outlined below:
- A. PART I of the New Student Residence Hall Orientation (cost \$30),
 - B. Attend all required floor meetings and register in LLS/RST/RSV 1312, the required Orientation Class (PART II cost \$65 fee) for all new first-time hall residents. The student will receive two credit hours plus a grade of performance. Students who do not pass the course will be required to retake, pay cost and pass the course to maintain a residence hall room (fall and spring semesters only). Students will not be allowed to withdraw until the last two days of the withdrawal period.
 - C. Students who fail to earn a passing grade in Orientation must re-enroll every fall or spring term until credit in the course is earned. Students, who stop attending class or withdraw prior to the last two days of withdrawal period, will receive a grade of "F" for non-attendance.

NOTE: Residents in all buildings are required to maintain 12 or more semester hours and a 2.0 cumulative GPA. In honors buildings students are required to maintain a 3.0 GPA on 12 or more hours and have no disciplinary actions.

RESIDENCE HALLS RULES AND REGULATIONS

For specific information concerning housing rules and regulations, please refer to the housing section of the **Student Handbook**.

RAYMOND CAMPUS - RESIDENCE HALLS FOR WOMEN

ALLEN-WHITAKER HALL is a two-story, brick, L-shaped building housing 109 women students, and is staffed by one hall director and resident assistants. Each of the 26 suites has two bedrooms with connecting bath. Each suite accommodates four students. The carpeted lounge contains modern furniture, a piano, and a television.

DAVIS HALL is a five-story building housing 255 women students, resident assistants, and a hall director. Each floor has a lounge overlooking a courtyard designed to provide natural light to all five floors. Corridors and lounges are carpeted. Tile baths are located on each floor. Each bedroom accommodates two students and is furnished with built-in desks, beds and chests of drawers.

HARDY-PURYEAR HALL is a four-story, brick building housing 200 women students in our Transitional Program. Each floor has a carpeted lounge and central bath area. The building is staffed by resident assistants and one hall director. Each bedroom will accommodate two students, and is furnished including beds, study desks, chairs, and chests of drawers.

MARSHALL HALL is a two-story brick building housing 128 honor (ACT 21 or HCC GPA at or above 2.5) women students and is staffed by a hall director and resident assistants. Rooms are arranged in four-bedroom suites, each with ceramic tiled bath, spacious cabinets and closets. The lounge is located at the central entrance and is furnished with a television and modern furniture.

PICKETT HALL is a two-story brick building housing 96 honor women students. The female student must have a minimum /maintained 3.0 grade point average or higher and have no demerits to be considered for residency in Main Hall. If space is available, new incoming students will be considered who have an ACT score of 27 or higher. In 1988 the historical building was totally renovated. New furniture and renovations were made in 2008. Pickett has four, seven, and eight-person suites with bedroom/bath areas upstairs and winding stairwells that open to sitting rooms. Adjacent to these gathering places are kitchenettes equipped with a refrigerator, microwave, sink, table and chairs. The building also offers two-person bedrooms with private baths. Bedrooms are equipped with phone lines. It is staffed by a hall director and resident assistants.

LAUNDRY -Washing machines and dryers are easily accessible to all residence halls.

RAYMOND CAMPUS - RESIDENCE HALLS FOR MEN

GREAVES HALL is a three-story brick building housing 184 honor (ACT 21 or HCC GPA at or above 2.5) male students. Each room is equipped with beds, built-in desks, book shelves and storage facilities. The building is staffed by one hall director and resident assistants.

SHEFFIELD-WOOLLEY HALL is a four-story brick building housing 200 returning male students in our Transitional Program. Each floor has a carpeted lounge and central bath area. The building is staffed by resident assistants and one hall director. Each bedroom will accommodate two students and is furnished with beds, study desks, chairs, and chests of drawers.

VIRDEN HALL is a two-story building housing 50 honor men students. The male student must have a minimum/maintained 3.0 grade point average or higher and have no demerits to be considered for residency in Virden Hall. If space is available, new incoming students will be considered that have a ACT score of 27 or higher. Each four-bedroom suite contains a small foyer, ceramic-tile bath, spacious cabinets, and closets. Rooms have venetian blinds, built-in study tables, beds, book shelves, refrigerator, microwave and a phone line. It is staffed by a hall director and resident assistants.

WILLIAMS HALL is a nine-suite, two-story brick building housing 140 male students. Each room is equipped with beds, desks and closets. The building is staffed by resident assistants or coaches and a hall director.

LAUNDRY - Coin operated washing machines and dryers are easily accessible to all residence halls.

UTICA CAMPUS - RESIDENCE HALL FOR MEN

B.E. LEWIS HALL is a modern three-story complex comprised of suites. Each suite comes equipped with a private bath, a large study desk, spacious chest of drawers and a private closet for each occupant. It also has a two-way intercom system. Each floor has at least one resident assistant. This attractive complex, which overlooks Grantham Baseball Field, houses 144 male students.

UTICA CAMPUS - RESIDENCE HALLS FOR WOMEN

MAGGIE DUNSON HALL accommodates 144 female students. This three-story modern complex is divided into suites, each with a two-way intercom system, a large sink, spacious locker-equipped closet for each occupant, bathroom, built-in drawers and study desks. The three floors of Maggie Dunson Hall overlook a free-flowing brook.

NEWTON-WALKER HALL is also a three-story complex. It is designed to house 72 women students and 72 men students. Unlike a co-ed dorm, a large spacious brick corridor separates the men's and women's quarters. A resident assistant is provided for each floor. Each suite has a private bath. Entry into each suite is from the outside only. Newton-Walker overlooks the tennis courts. Located in the residence hall complex is a laundry room with a two-way intercom system, vending machines, and continuous soft music. Its location is easily accessible to any residence hall student.

FINANCIAL AID

GENERAL REQUIREMENTS

Financial assistance is provided to students who have met admission requirements of the college and is to be used for educational purposes. For the student to be eligible to continue receiving Federal financial aid, he/she must file a yearly Free Application for Federal Student Aid (FAFSA).

In order to receive financial aid from any Federal Financial Aid Program or Mississippi Aid Program, the student must be in good standing and must make satisfactory progress in his/her course of study according to Hinds Community College Policy for Satisfactory Scholastic Progress for Recipients of Federally Funded Financial Aid and Veterans Benefits and the laws/rules pertaining to state funded programs. A student on Financial Aid suspension or Student Loan Default or owes Federal overpayment is not eligible for Federal or State financial aid.

Funds for financial aid come from Federal Government Programs, Hinds Community College, the State of Mississippi, individuals, and local civic organizations. The amount of money available for each award year depends upon the amount of money made available for the institution from these sources.

COMPASS SCORE REQUIREMENTS: ABILITY TO BENEFIT TESTS AND PASSING SCORES REQUIRED FOR CERTAIN CAREER STUDENTS TO RECEIVE FINANCIAL AID

Career students who do not have a regular high school diploma, college degree or GED must make the appropriate scores on the Compass Test.

COMPASS ACT passing scores that meet minimum Federal standards for Ability to Benefit requirements are as follows: Reading (62), Pre-Algebra number skills (25), Writing (English/Language) (32). When a student passes the Compass Test, it is his or her responsibility to notify Financial Aid to receive his or her award letter of Title IV funds. Title IV Financial Aid Programs include the Federal Pell Grant, Federal Family Education Loan, Federal Work-Study, Federal Supplemental Education Opportunity Grant (FSEOG), and Leveraging Educational Assistance Partnership (LEAP) and Academic Competitiveness Grant (ACG.)

HOW TO APPLY

To be considered for any type of financial aid listed below, students must complete the Free Application for Federal Student Aid (FAFSA) online at www.fafsa.ed.gov. The Department of Education will forward information which is vital to the Financial Aid Office in determining how much aid can be awarded to each student. Financial Aid will be awarded to each student based on the individual's need. Each student is

considered for all types of aid and awarded accordingly. Early filing of the FAFSA will insure sufficient time to study the needs of each student. In order to receive priority consideration, the results from the FAFSA should be received by the Financial Aid Office prior to April 1. Additional applications will continue to be accepted after this date; however, this is a priority deadline for programs which may have limited funding. The FAFSA form should be completed online at www.fafsa.ed.gov as soon as tax returns are filed.

Results from the FAFSA are sent to the student electronically. The Office of financial Aid will electronically receive the results of the FAFSA approximately three (3) weeks after the student files, provided Hinds' Title IV school code, 002407, is submitted on the FAFSA. The student will be notified by mail if any additional documents are required. FAFSA forms are available at all Hinds locations and high school counselors' offices.

RETURN OF TITLE IV FUNDS

The U.S. Department of Education's Higher Education Amendment Act of 1998, requires that a school must return all unearned Title IV aid when a Title IV recipient withdraws from school before completing a minimum of 60 percent (calendar days) of enrollment for each semester. All returns of Title IV aid are made in the following priority:

- (1) Federal Unsubsidized Loan
- (2) Federal Subsidized Loan
- (3) PLUS Loan
- (4) Federal Pell Grant
- (5) Federal Supplemental Educational Opportunity Grant
- (6) Other Title IV Aid

FEDERAL FAMILY EDUCATIONAL LOANS (FFEL)

In response to the nationwide effort to reduce defaults, Hinds Community College has developed a Loan Default Management Plan which includes first-time borrowers attending a Default Workshop before loan funds are disbursed. All students requesting loan funds through any of the following loan programs will be given an opportunity to attend one of these workshops. All students applying for any student loan must apply online at www.hindscc.edu Federal Stafford Loan Application.

FEDERAL PROGRAMS

TYPE:	FEDERAL PELL GRANT
DESCRIPTION:	\$996 to \$5,350 per year. Non-repayable if student continues enrollment beyond 60% of the enrollment period. For eligible applicants.
ELIGIBILITY:	Undergraduates only without a Bachelor's degree.
REQUIRED FORMS:	FAFSA results and other documents as required.
DEADLINE:	Priority - April 1.
TYPE:	FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG)
DESCRIPTION:	At least \$200 per year. Non-repayable.
ELIGIBILITY:	Undergraduates only with demonstrated need and based on the availability of funds.
REQUIRED FORMS:	FAFSA results.
DEADLINE:	Priority - April 1.
TYPE:	ACADEMIC COMPETITIVENESS GRANT (ACG)
DESCRIPTION:	First time entering freshmen - \$750, Sophomores - \$1300. Non-repayable if student continues enrollment beyond the 60% of the enrollment period.
ELIGIBILITY:	Freshmen must have completed a rigorous secondary program of study. Sophomores must have completed 24 hours and have a 3.0 cumulative GPA.
REQUIRED FORMS:	FAFSA results and other documents as required.
DEADLINE:	Priority - April 1.
TYPE:	FEDERAL COLLEGE WORK-STUDY (FCWS)/ COMMUNITY SERVICE
DESCRIPTION:	Average 12 hours per week at \$7.25 per hour.
ELIGIBILITY:	Undergraduates with demonstrated need and based on availability of funds.
REQUIRED FORMS:	FAFSA results and Hinds Community College Scholarship Application and Work-study Application.
DEADLINE:	Priority - April 1.

TYPE: **FEDERAL FAMILY EDUCATIONAL LOANS (FFEL) STAFFORD LOAN (Subsidized and Unsubsidized)**
DESCRIPTION: Amounts vary according to student's eligibility. Variable interest rate. Repayment begins 6 months after ceasing to be at least a half-time student (minimum of 6 semester hours).
ELIGIBILITY: Undergraduates with demonstrated need.
REQUIRED FORMS: FAFSA results, Federal Stafford Loan Application, and Entrance Counseling.
DEADLINE: Contact Financial Aid Office.

TYPE: **PARENT LOAN FOR UNDERGRADUATE STUDENTS (PLUS)**
DESCRIPTION: Maximum varies per year. Parents of Hinds Community College students. Variable interest rate can apply.
ELIGIBILITY: Based on the cost of attendance and amount of financial aid awarded.
REQUIRED FORMS: FAFSA results and PLUS Application.
DEADLINE: Contact Financial Aid Office.

STATE PROGRAMS*

TYPE: **MISSISSIPPI TUITION ASSISTANCE GRANT (MTAG)**
DESCRIPTION: Up to \$500 per year.
ELIGIBILITY: Undergraduates only. Mississippi resident for (1) year prior to enrollment in college. High school graduate or GED. Initial applicant: 15 ACT, 2.5 high school GPA, 2.5 college cumulative GPA for renewal. Must not be eligible for full Pell Grant. Must seek AA or AAS degree or Career or Technical Certificate.
REQUIRED FORMS: MTAG/MESG Applications, Office of State and Financial Aid Call: 601.432.6997 or visit web site at www.ihl.state.ms.us/financialaid/default.asp
DEADLINE: Before September 15.

TYPE: **MISSISSIPPI EMINENT SCHOLARS GRANT (MESG)**
DESCRIPTION: To cover tuition and mandatory fees.
ELIGIBILITY: Freshmen only. High school graduate and Mississippi resident for one year prior to enrollment in college. Semifinalist or finalist for National Merit or National Achievement Scholarship programs and 3.5 high school GPA; or ACT score of 29 and 3.5 high school GPA. Recipients must maintain a 3.5 cumulative GPA.
REQUIRED FORMS: MTAG/MESG Applications, Office of State and Financial Aid Call: 601.432.6997 or visit web site at www.ihl.state.ms.us/financialaid/default.asp
DEADLINE: Before September 15.

TYPE: **LEVERAGING EDUCATIONAL ASSISTANCE PARTNERSHIP (LEAP)**
DESCRIPTION: At least \$200 per year.
ELIGIBILITY: Undergraduates only. Mississippi residents only. Full-time student. Demonstrated need and based on the availability of funds.
REQUIRED FORMS: FAFSA results and LEAP application
DEADLINE: Priority - April 1.

TYPE: **HINDS COMMUNITY COLLEGE WORK-STUDY PROGRAM**
DESCRIPTION: Average 15 to 20 hours per week at \$5.85 per hour.
ELIGIBILITY: Undergraduates with demonstrated need based on the availability of funds.
REQUIRED FORMS: FAFSA results, Hinds Community College Scholarship Application, and Work-study Application.
DEADLINE: Priority - April 1.

*** Must remain in a minimum of 12 semester hours to retain aid from State Programs.**

**POLICY ON SATISFACTORY SCHOLASTIC PROGRESS
FOR RECIPIENTS OF FEDERALLY FUNDED FINANCIAL AID
AND VETERANS BENEFITS**

Hinds Community College is required by federal regulations to establish minimum standards of satisfactory academic progress (SAP) to determine a student’s eligibility for the following Title IV Federal Financial Aid programs:

- Federal Pell Grant (PELL)
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Leveraging Educational Assistance Partnership (LEAP)
- Federal Family Education Loan (SUB & UNSUB), Parent Plus Loan (PLUS)
- Federal College Work-Study (FWS)
- Veterans’ Benefits (VA).

To receive and maintain federal financial assistance, a student must make satisfactory progress toward the completion of an eligible academic, technical, or career program of study. The following policies are in compliance with federal guidelines for Satisfactory Academic Progress:

Semester Hours Attempted	1	2	3-5	6	7-8	9	10-11	12	13-14	15	16-17	18	19-20
Hours To Pass	1 hr	2 hr	3 hr	3 hr	5 hr	6 hr	7 hr	8 hr	9 hr	10 hr	11 hr	12 hr	13 hr

Semester Hours Attempted	21	22-23	24	25-26	27	28-29	30	31-32	33	34-35	36	37-38	39
Hours To Pass	14 hr	15 hr	16 hr	17hr	18 hr	19 hr	20 hr	21 hr	22 hr	23 hr	24 hr	25 hr	26 hr

Semester Hours Attempted	40-41	42	43-44	45	46-47	48	49-50	51	52-53	54	55-56	57	58-59
Hours To Pass	27 hr	28 hr	29 hr	30 hr	31 hr	32 hr	33 hr	34 hr	35 hr	36 hr	37 hr	38 hr	39 hr

Semester Hours Attempted	60	61-62	63	64-65	66	67-68	69	70-71	72	73-74	75	76-77	78
Hours To Pass	40 hr	41 hr	42 hr	43 hr	44 hr	45 hr	46 hr	47 hr	48 hr	49 hr	50 hr	51 hr	52 hr

Semester Hours Attempted	79-80	81	82-83	84	85-86	87	88-89	90	91-92	93	94-95	96
Hours To Pass	53 hr	54 hr	55 hr	56 hr	57 hr	58 hr	59 hr	60 hr	61 hr	62 hr	63 hr	64 hr

To maintain Satisfactory Academic Progress, a student must meet the following conditions:

1. A student must pass *2/3 of the **cumulative** semester hours attempted. The hours of withdrawn classes are considered as “attempted” hours.
2. A student must also maintain a minimum cumulative grade point average (GPA) based on total hours attempted as outlined in the chart below.
3. A student must complete his/her program of study within a time frame not to exceed 150% of the published length of that program (see Section III below). The 96-semester hour limit shown in the chart below is based on 150% of 64 semester hours, which is the normal number of semester hours required for an AA or AAS degree program of study.

*A student taking 6 or fewer semester hours during a term must pass at least 3 semester hours.

Cumulative Semester Hours Attempted (including W’s and repeated Courses)	1-18	19-36	37-96
Minimum Cumulative Grade Point Average	1.75	1.85	2.00

To maintain satisfactory academic progress (SAP) and be eligible to receive title IV Federal Financial Aid, all students must pass 2/3 of semester hours attempted as outline below.

I. I. Status Review and Notification:

At the end of each fall and spring semester, the Office of Financial Aid/Veterans' Affairs will notify in writing all students who fail to meet conditions 1 and 2 above. A student who begins a semester with a satisfactory financial aid/veterans' status but who fails to meet conditions 1 and 2 will be placed on **Probationary** financial aid/veterans' status. A student on financial aid/veterans' probation will be able to receive financial aid/veterans' benefits for which they are eligible for their next semester in attendance. The written notice will serve as a warning to such students that failure to meet conditions 1 and 2 during a probationary semester will result in an **Unsatisfactory** financial aid/veterans' status and will prevent them from receiving financial aid/veterans' benefits during future semesters until they re-establish their eligibility. The Office of Financial Aid/Veterans' Affairs will also send written or email notice to students who are suspended from financial aid/veterans' benefits at the end of each fall and spring semester. A student may re-establish his/her eligibility for receiving financial aid/veterans' benefits by meeting conditions 1 and 2 above while paying his/her own fees without Title IV federal financial aid or Veterans' Educational Benefits.

II. Withdrawals, Repeated, Remedial, Non-Credit, and Incomplete Courses:

- "W's" will be counted in evaluating the number of semester hours attempted for the purpose of determining eligibility to receive financial aid, but "W's" will not be counted in evaluating the number of semester hours attempted for the purpose of determining eligibility to receive veteran's benefits. "W's" will not be used in calculating a student's grade point average (GPA).
- A student will be allowed to repeat a course according to the policies stated in the College Catalog; however, all repeated courses will be included in total hours attempted for the purpose of determining eligibility to receive financial aid/veterans' benefits.
- Semester hours of remedial/developmental courses will be recorded as hours attempted, but non-credit courses will not be counted in hours attempted.
- An incomplete (I) grade will have the same effect as a failing (F) grade when calculating quality points and hours attempted.

III. Time Frame:

Students attempting 96 or more semester hours without receiving a degree or certificate are no longer eligible for financial aid. Once a student has attempted 96 semester hours and has received a degree or certificate, he/she must contact the Financial Aid Office for re-evaluation to pursue a second degree or certificate. There are no provisions for financial aid beyond a second degree and/or certificate.

IV. Transfer Students:

A student transferring to Hinds Community College from another college shall be assumed to have maintained satisfactory academic progress at his/her previous college. Hours transferred from previously attended colleges will be posted to the student's transcript by the Office of Admissions and Records by the end of the student's first semester at Hinds. Credit hours transferred from a previous college will be counted toward the 150% of the length of the student's program of study.

V. Unsatisfactory Status Appeals Process:

In extenuating circumstances such as personal illness or illness/death in the immediate family, a student may appeal an unsatisfactory financial aid/veterans' status by filing a written Letter of Appeal Form through the District Dean of Student's Office. Only appeals that detail circumstances which were beyond the student's control and which affected academic performance or length of enrollment will be considered. Each appeal will be considered on its own merit. The Financial Aid/Veterans' Appeals Committee chaired by the District Dean of Students will review the appeal and respond to the student within 30 working days. Effective fall 2006.

VETERANS AFFAIRS

The Office of Veterans Affairs is available to assist all eligible veterans and dependents in making application for benefits. Academic, technical, and career courses are open (unless otherwise specified in program description) to students in either of the above categories. Every effort is made to facilitate admission into the student's choice of training programs.

Applications for the Montgomery G.I. Bill may be initiated in the Financial Aid Office on the Raymond Campus. For additional information call 601.857.3226 or 1-800-HINDS CC.

ADMISSION

Students who plan to receive veterans benefits must satisfy the college's admission requirements as outlined in the Admission Requirements section of this catalog **BEFORE** being certified to the Veterans Administration Regional Office. In addition, ALL transcripts from schools previously attended must be furnished in order to comply with the Regulations of the Department of Veterans Benefits.

CHANGING OF PROGRAMS

Students receiving veterans benefits must at all times have a definite program of study declared with the Office of Veterans Affairs and be enrolled in courses leading to completion of the designated program.

COUNSELING

All veterans benefits recipients are required to see a college counselor to plan their course of study prior to the beginning of each enrollment period.

Each student must have a signed Veterans Benefits Recipient Program Planning Sheet from his/her counselor for EACH enrollment period. The student must also sign the Program Planning Sheet acknowledging the courses recommended by the counselor.

CREDIT FOR SERVICE TRAINING

Educational work done by veterans while in active service is evaluated and credit given when possible. The recommendation of the American Council on Education in its handbook, **Guide To The Evaluation Of Educational Experiences In the Armed Services**, is used as a guide for the evaluation of all military credit.

PROBATION AND SUSPENSION

Students receiving veterans benefits are expected to maintain the same standards of satisfactory progress as all other students receiving financial aid. See **Policy on Satisfactory Scholastic Progress for Recipients of Federally Funded Financial Aid and Veterans Benefits** in this section of the catalog.

Exceptions from the Policy on Satisfactory Scholastic Progress for Recipients of Federally Funded Financial Aid and Veterans Benefits are as follows:

"W"s will not be used in calculating the number of semester hours attempted for the purpose of determining eligibility to receive veterans benefits.

Veterans benefits recipients may attempt additional hours beyond the 90 semester hours allowed in the policy without completing a degree, as long as they file a Change of Program form with the Office of Veterans Affairs and are maintaining **satisfactory scholastic progress**.

Veterans benefits recipients may pursue the allotted number of degrees as outlined by the Veterans Administration.

NOTE: Policies stated for veterans comply with regulations 14253, 14277, 14278, Department of Veterans Benefits.

CHANGING ENROLLMENT STATUS

Students receiving veterans benefits may not drop any course or stop attending any class without prior approval of the Office of Veterans Affairs and without executing formal drop/withdrawal procedures as outlined in the **College Catalog**. Students who fail to comply with this regulation will be liable for repayment of any resulting overpayments. (See policy below concerning overpayments.)

VA POLICY REGARDING OVERPAYMENTS

Student Actions That Result in Overpayments

1. Withdrawing from a course or school.
2. Receiving a grade which does not count toward your graduation requirements.
3. Failure to have an incomplete grade changed to a grade which counts toward your graduation requirements.

VA Actions Once an Overpayment is Created

1. Add interest charges and collection fees to your debt.
2. Withhold future benefits and apply them to your debt.
3. Turn your debt over to a private collection agency.
4. File suit in federal court to collect your debt.
5. Withhold approval of your VA home loan guarantee.
6. Collect the debt from your federal income tax refund.

Explanation of Mitigating Circumstances

The law requires that the VA must collect all benefits paid to a beneficiary for a course for which the grade assigned is not used in computing the requirements for graduation including a course from which the beneficiary withdraws, unless there are mitigating circumstances.

This means if you drop a course, unless you can show the VA that there are mitigating circumstances, you must return all the money paid to you for pursuit of that course **from the start of the term**, not merely from the date you dropped the course.

Examples of **acceptable** mitigating circumstances are prolonged illness, severe illness or death in your immediate family and unscheduled changes in your employment or work schedule.

Examples of **unacceptable** mitigating circumstances include withdrawal to avoid a failing grade, dislike of instructor and too many courses attempted.

NOTE: Student is required to submit evidence to support reasons before he/she can be accepted by the VA.

SCHOLARSHIPS

HINDS COMMUNITY COLLEGE SCHOLARSHIPS

All Scholarship recipients are required to file a Hinds Community College Scholarship Application.

ACT SCHOLARSHIPS

All Locations

(ACT Scholarships are awarded through the Financial Aid Office.)

Applicants should apply for scholarships as soon as they attain an ACT composite score of 21 or above as all ACT awards are made on a first-come basis. No scholarship awards will be made after the first scheduled day of classes. ACT Scholarships are only awarded to first time entering full-time (12 or more semester hours) freshmen. ACT Scholarships are only awarded to first time entering freshmen (summer school prior to the freshman year and dual enrollment classes do not affect this status). Recipients must be enrolled on a full-time basis (12 or more semester hours) each semester.

PRESIDENTIAL

Tuition, room and board scholarships awarded for up to four consecutive semesters, fall and spring semesters only. Applicants must meet all HCC admission requirements. ACT score of 29 or above, first time entering freshmen taking 12 or more semester hours; Mississippi resident. Students **must** maintain full-time student status and a 3.0 grade point average. Required forms - HCC Financial Aid/Scholarship Application and copy of ACT scores - submit to Financial Aid Office, 601.857.3453.

DEANS'

Tuition scholarships awarded for up to four consecutive semesters, fall and spring semesters only. Applicants must meet all HCC admission requirements. ACT score of 25-28, first time entering freshmen taking 12 or more semester hours; Mississippi resident. Students **must** maintain full-time student status and a 3.0 grade point average. Required forms - HCC Financial Aid/Scholarship Application and copy of ACT scores - submit to Financial Aid Office, 601.857.3453.

FACULTY

All locations

One-half tuition scholarships awarded for up to four consecutive semesters, fall and spring semesters only. Applicants must meet all HCC admission requirements. ACT score of 21-24, first time entering freshmen taking 12 or more semester hours; Mississippi resident. Students **must** maintain full-time student status and a 3.0 grade point average. Required forms - HCC Financial Aid/Scholarship Application and copy of ACT scores - submit to Financial Aid Office, 601.857.3453.

GIFTED & TALENTED

Utica Campus

Tuition scholarships awarded annually to full-time students based on applicant's talents, skills, and leadership abilities, as well as academic achievements. Required forms - Gifted & Talented Scholarship Application. Call Utica Campus, Dean of Students, 601.885.6062 for information. Deadline - March 1.

HONORS (HCC)

All locations

The GED Tuition Award and Scholarship are for first-time college students who are Mississippi residents and are at least 18 years old. The GED Tuition Award allows a new Hinds student with a GED, or General Education Development certificate, to take one three-hour class at any of the six Hinds locations free of charge. The GED Scholarship will cover

the cost of tuition for a half-time student who is taking at least six hours or a half-tuition scholarship for a full-time student if the student has made 577 or higher on the GED test. The scholarship covers tuition only and is renewable for a total of four semesters if the student maintains a 2.5 grade point average.

GED

All locations

Applicants must be Mississippi residents and must be enrolled in 12 or more semester hours, 7 of which must be in honors studies. Scholarship recipients must maintain full-time student status and a 3.0 grade point average.

BASEBALL

Raymond Campus

Amount of award varies with qualifications. Student must meet eligibility rules of the National and Mississippi Junior College Athletic Association. Selections are made by the coach based on scouting observations and/or performance at annual tryouts. Contact the Athletic Department on the Raymond Campus; call 601.857.3325 for information. Deadline - Varies.

BASKETBALL

Utica Campus
(Men & Women)

Amount of award varies with qualifications. Student must meet eligibility rules of the National and Mississippi Junior College Athletic Association. Selections are made by the coach based on scouting observations and/or performance at annual tryouts. Contact the Athletic Department on the Utica Campus; call 601.885.6062 or 601.354.2327 for information. Deadline - Varies.

FOOTBALL

Raymond Campus

Amount of award varies with qualifications. Student must meet eligibility rules of the National and Mississippi Junior College Athletic Association. Selections are made by the coach based on scouting observations and/or performance at annual tryouts. Contact the Athletic Department on the Raymond Campus. Call 601.857.3325 for information. Deadline - Varies.

GOLF

Raymond Campus

Amount of award varies with qualifications. Student must meet eligibility rules of the National and Mississippi Junior College Athletic Association. Selections are made by the coach based on scouting observations and/or performance at annual tryouts. Contact the Athletic Department on the Raymond Campus; call 601.857.3325 for information. Deadline - Varies.

SOCCER

Raymond Campus
(Men & Women)

Amount of award varies with qualifications. Student must meet eligibility rules of the National and Mississippi Junior College Athletic Association. Selections are made by the coach based on scouting observations and/or performance at annual tryouts. Contact the Athletic Department on the Raymond Campus; call 601.857.3325 for information. Deadline - Varies.

SOFTBALL

Raymond Campus

Amount of award varies with qualifications. Student must meet eligibility rules of the National and Mississippi Junior College Athletic Association. Selections are made by the coach based on scouting observations and/or performance at annual tryouts. Contact the Athletic Department on the Raymond Campus; call 601.857.3325 for information. Deadline - Varies.

TENNIS

Raymond Campus
(Men & Women)

Amount of award varies with qualifications. Student must meet eligibility rules of the National and Mississippi Junior College Athletic Association. Selections are made by the coach based on scouting observations and/or performance at annual tryouts. Contact the Athletic Department on the Raymond Campus; call 601.857.3325 for information. Deadline - Varies.

TRACK

Raymond Campus

Amount of award varies with qualifications. Student must meet eligibility rules of the National and Mississippi Junior College Athletic Association. Selections are made by the coach based on scouting observations and/or performance at annual tryouts. Contact the Athletic Department on the Raymond Campus; call 601.857.3325 for information. Deadline - Varies.

CHEERLEADERS

Raymond Campus

Tuition scholarships awarded to those selected during the annual tryouts. Contact the Director of Student Activities 601.857.3388 or Cheerleader sponsor 601.857.3263

HI-STEPPERS
Raymond Campus

Scholarships awarded to those selected during the annual tryouts.
Contact the Hi.Stepper Director 601.857.3346.

RESIDENT ASSISTANTS
(RA's) Raymond Campus

In fall and spring tuition, room and board scholarships awarded to student leaders selected to serve, lead by example and teach residential students success behaviors in the areas of social, occupational, spiritual, physical, intellectual, and emotional wellness. Award varies by number of weeks served. Contact the Coordinator of Residence Life, 601.857.3222

MUSIC
Raymond Campus

Tuition scholarships. Must be a full-time student majoring in music. Selection is based on auditions. Required forms - Music Application available through the Music Department, 601.857.3271. Deadline - August 1.

BAND
Raymond Campus

One-half tuition scholarship for 1st and 2nd semester band participants, full tuition scholarships for 3rd and 4th semester band participants. Extra service scholarships are available including stage band. Must be a participant in the band. Required forms - Band Application Call 601.857.3273 for information. Deadline - Varies.

**HINDS COMMUNITY COLLEGE DEVELOPMENT
FOUNDATION SCHOLARSHIPS**

Development Foundation Scholarships are awarded for fall and spring semesters only. The scholarships awarded are based on classroom excellence, involvement in extracurricular activities, financial need, desire for achievement, and letters of recommendation. Criteria vary per scholarship. In addition to the scholarships listed below, there are many other scholarships offered through the Hinds Community College Development Foundation that vary from year to year.

To be considered for any scholarship awarded through the Development Foundation, a student does not have to apply for a particular scholarship by name or category. All completed applications that are submitted by the deadline will be considered for any scholarships that are applicable to that particular student. Deadline to apply is March 1. Awards are generally made in late April and early May and all students who apply will be notified of whether or not they have been awarded during that time period.

Required forms: HCC Application for Scholarships, high school and/or college transcripts, three letters of recommendation, copy of ACT scores, list of achievements, and summary of why the student feels he or she should be considered for a scholarship including any financial need. Students wishing to be considered for scholarships on the basis of financial need should have the results of their Free Application for Federal Student Aid (FAFSA) sent to Hinds prior to the March 1, deadline. Submit all items to the Enrollment Management Office. For information, call 1.601.857.3767. Deadline: March 1.

(Unless otherwise indicated, scholarships are awarded to full-time students. Minimum grade point average varies but no scholarship is awarded with less than a 2.0 cumulative GPA.)

DEVELOPMENT FOUNDATION BOARD OF DIRECTORS SCHOLARSHIPS

- A. A. Alexander Scholarship**
- G. J. Cain Scholarship**
- A. L. and Katherine Denton Scholarship** - Fine Arts Major
- Mildred Herrin Scholarship**
- William H. Holtzclaw Scholarship** - Utica Campus
- Rev. B. E. Lewis Scholarship** - Utica Campus
- Grady Sheffield Scholarship** - Business Major
- Jimmy Smith Scholarship** - Rankin Campus

DEVELOPMENT FOUNDATION ENDOWED SCHOLARSHIPS

- Ben Adkins Memorial Scholarship** - Rankin Campus student
- Bobbie B. Anderson Nursing Scholarship** - second semester or above associate degree nursing student
- Ann Sanders Arnold Scholarship** - student must have attended schools within the Pearl Public School District and graduated from Pearl High School and be majoring in an academic field
- Douglas F. Arnold Math Scholarship** - graduate of Pearl High School, with four units of college preparatory mathematics completed at Pearl High School
- Carl Ashby, Jr. Memorial Scholarship** -graduate of Vicksburg-Warren County School District majoring in music, Raymond Campus

AT&T Scholarship - education or business

James R. Baddley Scholarship - health-related

Susan Ballard Memorial Scholarship - graduate of Raymond High School

George & Doris Barnes Scholarship - teacher education, Utica Campus

David Barton Scholarship - engineering or science related

Anna Cowden Bee Scholarship - sophomore Hi-Stepper

Emma F. Beemon Mathematics Scholarship - math or engineering

T.T. Beemon Biology Scholarship - biology or pre-med

Joe Boardman Scholarship - Respiratory Care Technology with preference given to River Oaks Health System employees

William A. and Doree Browne Scholarship

Dorothy Brownlee Scholarship - theatre or speech, Raymond Campus.

William H. Buckner Auto Mechanics Scholarship - Automotive Machinist, Automotive Technology, or Automotive Electronics Technology program with preference given to Warren County students

Bo Byrnes Memorial Scholarship - active member of the Lendon Players, HCC Speech and Theatre Department

Marie McKay Campbell Scholarship - sophomore, Education major, preference given to residents of Warren County

Marian Pickett Carmichael Scholarship - Raymond Campus

Ruth Roberts Carter Scholarship - sophomore in the Associate Degree Nursing Program

Centennial Scholarship - Utica Campus

Mark J. Chaney Family Scholarship - Warren County student attending Raymond Campus or Vicksburg-Warren Campus

L.K. and Avis Clark Family Scholarship - Raymond Campus

Wes Cliburn Memorial Scholarship - preference given to baseball players

Kay Cliffe Memorial Scholarship - sophomore Hinds Connection member, Raymond Campus

Mr. and Mrs. W.H. Cochran Scholarship

Bill Cole Memorial Scholarship - preference given to political science, public administration, public service related

Combat Veterans Scholarship - combat veterans of Afghanistan and Iraq

Ken Coomes Scholarship

Cooper Industries Scholarship - accounting or engineering, resident of Warren County

Eddie Cooper Memorial Scholarship - Raymond High School graduate

Dr. Bobby G. Cooper Music Scholarship – second year music major, Utica Campus

Clair Meeks Cranford Scholarship – Raymond Campus, preference to business or education major

Billy Joe and Robbie Cross Scholarship

H. H. Davis Memorial Scholarship - Raymond Campus and Utica Campus

Bill Derden Memorial Scholarship - non-traditional female student, Raymond Campus or Vicksburg-Warren Campus, preferably majoring in English or Mathematics

Excellence in Career/Technical Education Scholarship - non-traditional gender student in a Raymond Campus Career/Technical Program

A. P. and T. B. Fatherree Scholarship - career or technical field

Nona Gillis Fortenberry Business Technology Scholarship - sophomore, business technology, Raymond Campus

D. G. “Sonny” Fountain Scholarship

Gaddis and McLaurin, Inc. Scholarship - Raymond Campus

Len Garvey Memorial Scholarship - sophomore, business and office technology, Jackson Campus Academic/Technical Center

Lilian Gladish Gibbes Scholarship

Walter H. Gibbes Scholarship - career or technical program

Marianna Stokes Gore Scholarship – Raymond Campus, preference to education or nursing

F.M. Greaves Scholarship - Raymond Campus

John P. and Virginia Green Scholarship – resident of Claiborne County

Green Industry Scholarship - Landscape Management Technology

Charlie Griffin Memorial Scholarship - native of Mississippi

Anne C. Hardy Memorial Scholarship - Raymond Campus

Jane Pickett and Robert C. Harrell Scholarship

Coach Jobie and Jim El Byrd Harris Scholarship - preference given to grandchildren of retired Hinds employees

Heritage Scholarship - Child, stepchild, or grandchild of Heritage Program Member

Mildred Laminda Herrin Scholarship - academic, Raymond Campus

M.F. and Dorothy Herring Scholarship - Education

HCC Athletic Alumni Chapter Scholarship - child or grandchild of a current member of the HCC Athletic Alumni Chapter

Warren A. Hood Scholarship - Hinds County resident

- Charlie Horton and Joe Smith Scholarship** - resident of Hinds County, graduate of a Hinds County or Jackson high school, preference to Utica Campus
- Freddie Jean Cannon Jackson Memorial Scholarship** - sophomore, early childhood development, Utica Campus
- Adam and Margaree Jenkins Scholarship** - Business and Teacher Education, Utica Campus
- Charles C. Jones Technical Scholarship** - Technical program, Raymond Campus
- C. Leonard and Jane Woods Katzenmeyer Scholarship** - students from Warren, Hinds or Lincoln Counties with preference to students in nursing or computer related programs.
- Ruth Kelly Home Builders Auxiliary Scholarship** - Raymond Campus student majoring in a career or technical program related to the home building industry
- H. R. Kilby, Sr. Scholarship** - Hinds County resident majoring in business
- Jimmy L. and Grace Pickett Long Scholarship**
- A.J. Mangum Family Scholarship** - Preference to residents of Rankin, Simpson, or Hinds County
- Dr. Robert and Lee Mayo Scholarship** - Raymond Campus
- Carla McCulloch Memorial Scholarship** - second semester associate degree nursing student
- J.C. "Sonny" McDonald Memorial Scholarship** - Resident of Hinds County at any Hinds County Campus
- George M. McLendon Scholarship** - Resident of Hinds, Rankin, Warren or Claiborne counties, or Copiah County if attending at Utica Campus
- Merchants & Planters Bank Scholarship** - Hinds County student majoring in business related field
- Robert Miley Scholarship**
- Mississippi Association of Petroleum Landmen** - preference to children and grandchildren of MAPL members
- Claribel Hunt Moncure Memorial Scholarship**
- William M. Moss Scholarship** - graduate of a school in Hinds County School District, education major, Raymond Campus
- Jeanie Muse Memorial Scholarship** - female student who is 30 years of age or older, Raymond Campus
- Dr. Vernon Clyde Muse Scholarship** - academic or transfer program
- Vashti Underwood Muse Scholarship** - education major
- Scott Nelson Scholarship** - graduate of Raymond High School, Rebul Academy, or Central Hinds Academy with preference to children of HCC faculty or staff members
- Fred and Margie Oakes Scholarship** - graduate of Warren County or Vicksburg High School with preference to students who played baseball in high school
- Harry Partin Scholarship** - electronics engineering technology on the Raymond Campus
- Yoseph Patel Scholarship** - preference given to first generation immigrant from the Western Hemisphere, preference to business major
- Vito Daniel Patti Memorial Scholarship** - drafting technology or architectural engineering, Raymond Campus
- John and Marie Pervangher Scholarship** - Warren County residents with preference to students at Vicksburg-Warren Campus in Career/Technical programs
- F. N. and Eva Pickett Scholarship** - Raymond Campus
- Frances E. Pickett Scholarship** - preference to Physical Education related, Raymond Campus.
- Dr. Nell Ann Pickett Scholarship** - Raymond Campus
- PLANET Student Career Days Scholarship** - Landscape Management Technology
- Dr. Michael J. Rabalais Scholarship** - preference to students at the Raymond Campus or the Jackson Campus-Nursing/ Allied Health Center majoring in a health-related field
- Rankin County Alumni Chapter Scholarship** - resident of Rankin County and graduate of a school located in Rankin County
- Aaron M. Rankin Memorial Scholarship** - preference to mathematics, engineering or a related field of study on the Raymond Campus and preference given to children or grandchildren of Hinds faculty and retirees
- Raymond Campus Career and Technical Education Scholarship** - Raymond Campus, general electricity & wiring; AC/refrigeration; printing, commercial design and advertising; or barbering
- James Leslie Reeves, Sr. Memorial Vocal Scholarship** - sophomore music major or elective vocal student at Raymond Campus, member of choir
- Joe A. Renfroe Memorial Scholarship** - sports related field of study at Raymond Campus
- Troy Arlis Ricks Scholarship**
- Marvin A. Riggs Scholarship** - academic, Raymond Campus
- Virginia Mayfield Riggs Scholarship** - academic, Raymond Campus
- Clarence and Lura Scales Scholarship** - Honors Program, Raymond Campus
- Elizabeth Lloyd Schales Scholarship** - science related
- Eugene G. Schubert Memorial Scholarship** - sophomore, agricultural education or animal science, Raymond Campus
- Florence Sherard Memorial Scholarship** - graduate of Warren Central or Vicksburg High School
- Ken Smith Memorial Scholarship** - resident of HCC District, preference to Learned/Raymond community, active in varsity sports and extra curricular activities in high school

Lurline Stewart Memorial Scholarship - Raymond Campus, preference to nursing, mathematics, engineering, or other science related field

Robert C. Stewart Memorial Scholarship - Raymond Campus, preference to nursing, mathematics, engineering, or other science related field

Travis and Elizabeth Stewart Nursing Scholarship - Nursing

Street Medical Foundation Scholarship - Warren County resident enrolled in the practical nursing program at the Vicksburg-Warren Campus or who completed the program at Vicksburg and is now enrolled in the transition to RN program at any location

C. V. Sullivan Scholarship

A.F. Summer Scholarship - pre-law, criminal justice, or political science, resident of Hinds, Rankin, Warren, or Claiborne counties, or Copiah County if attending Utica Campus

Toby and Nancy Tenhet Scholarship - preference given to students who play a woodwind instrument and are active in music

Jessie McLendon Thrash Scholarship - piano or organ

Trustmark Rankin Division - graduate of a high school located in Rankin County, current resident of Rankin County, Rankin Campus

Ellestene Pilate Turner Scholarship - Utica Campus

Lora M. Underwood Memorial Scholarship – education major

Utica Junior College National Alumni Association Scholarship - Utica Campus

Vicksburg Medical Center Auxiliary Scholarship - second semester or above student from Warren County majoring in Associate Degree Nursing or an allied health field

Warren County Alumni Chapter Scholarship - Warren County resident who graduated from a public or private high school in Warren County

John Bell Williams Scholarship - Raymond Campus

Liles and Ruth Ann Williams Scholarship - Preference to business, public service, or public administration

Wiman Family Scholarship - Preference given to Rankin County resident who completed high school in Rankin County

Thomas M. Wiman Scholarship- health related

Carroll E. “Buddy” and Grace Clark Woods Scholarship - Preference to residents of Warren, Hinds and Lincoln Counties, preference to nursing or computer related programs

Ed, Mattie, and Douglas Woolley Scholarship

VICKSBURG MEDICAL FOUNDATION SCHOLARSHIP

Vicksburg Medical Foundation Scholarships are awarded to full-time students in the Associate Degree Nursing Program or the transition to RN Program when funds are available. Results of the Free Application for Federal Student Aid (FAFSA) must be on file with the HCC Financial Aid Office. Extenuating financial circumstances not reflected through FAFSA application should be submitted with scholarship application. Applications will be accepted after April 1, deadline as long as funds are available.

TRUSTMARK SCHOLARSHIPS

Trustmark Scholarships are awarded to full-time students who meet the following criteria when funds are available:

- graduate of a Hinds, Madison, Rankin, or Warren county high school and current resident of one of these counties;
- 12 or better ACT score;
- 2.0 or better grade point average;
- advance registered for at least 12 hours;
- no record of disciplinary problems; and
- from a household with a combined income of \$25,000 or less.

Trustmark scholarships are awarded on a first-come basis. ACT scores, transcript, and results of the Free Application for Federal Student Aid (FAFSA) must be on file with the College before an application will be considered.

HINDS COMMUNITY COLLEGE SCHOLARSHIP POLICIES

The following policies have been established in the administering of scholarships for Hinds Community College.

1. Any student on a scholarship who fails to attend Hinds Community College in consecutive fall/spring semesters or drops below required enrollment status will forfeit his/her scholarship.
2. Any student on scholarship who does not maintain the required cumulative grade point average will forfeit the scholarship. There is no probationary semester.
3. The award of a scholarship cannot exceed the allowable cost of attendance assessed by the College.

4. Scholarship awards will be credited to a student's account. Only in special circumstances will a check be made directly to the student.
5. Any student expelled from school because of a disciplinary reason will forfeit his/her scholarship and will not be eligible for another scholarship.
6. Students on the Cooperative Job Program must get special permission to continue their scholarship when they are working alternate semesters.
7. Scholarships do not include the following:
 - a. Registration fee
 - b. Any charges related to summer school (tuition, room, or board, etc.)
 - c. Parking decals
 - d. Yearbook
 - e. Late fees
 - f. Lab fees
 - g. Distance Learning fees
8. Any student who ceases to attend classes and fails to withdraw officially will forfeit his/her scholarship.
9. Any student officially withdrawing from school will not be required to pay back any tuition portion of his/her scholarship. However, if he/she is receiving any scholarship monies on his/her housing or meals, the scholarship account will be reimbursed any remaining portion of those fees. The student will not receive any refund of scholarship monies. A scholarship student must clear with the Financial Aid Office prior to withdrawing officially.
10. A student officially withdrawing from school will not be granted a scholarship for another semester unless approved by the District Scholarship Committee.
11. A student may receive a scholarship for a maximum of four semesters.
12. Repeating courses cannot change forfeiture status retroactively.
13. The District Scholarship Committee will review any special circumstances brought before them. A student desiring a special waiver should submit the request in writing along with proper documentation (doctor's excuse, transcript, instructor's letter, etc.) to the Chairperson of the District Scholarship Committee within 30 days of the date of the scholarship loss or forfeiture.
14. Only the District Scholarship Committee, with the approval of the President of the College, can make any changes in these policies.
15. Any student in default on any type financial aid is not eligible to receive any scholarship money.
16. Scholarships cannot be credited to a student's account until the student has met all admission requirements.
17. Scholarships as well as any type financial aid are not credited to a student's account until 10 days prior to the first day of classes for the semester that the scholarship is awarded.

ADDITIONAL ACT SCHOLARSHIP POLICIES

1. ACT Scholarships are only awarded to first time entering full-time (12 or more semester hours) freshmen. If for any reason a student is not awarded an ACT Scholarship his/her first semester to attend Hinds, the student is not eligible for an ACT Scholarship at a later date. For this reason, apply as early as possible. Students who have attended summer school prior to entering in the fall or participated in dual enrollment classes while in high school are eligible for an ACT Scholarship. A student must apply before the first day of classes of his/her first semester, fall or spring, at Hinds.
2. ACT Scholarships are awarded on the basis of the date a completed file is received in the Financial Aid Office, not on the individual's score. A completed scholarship file for an ACT Scholarship includes a scholarship application and a copy of the student's ACT profile.
3. ACT Scholarships are awarded only to Mississippi residents.
4. Scholarship awards cannot be raised after the first day of classes for the first semester enrolled.
5. ACT Scholarships can be retained for four semesters if the student maintains full-time status (successfully completing 12 or more hours) and a 3.0 or better overall grade point average.
6. Presidential Scholarships (ACT of 29 or above) cover tuition, room, and a meal ticket for a dormitory student. Commuter recipients will receive tuition plus a \$250.00 book voucher at any Hinds Community College bookstore each semester.
7. Deans Scholarships (ACT of 25-28) cover the current cost of tuition.
8. Faculty Scholarships (ACT of 21-24) cover one-half the current cost of tuition.
9. Any student on an ACT scholarship who fails to attend Hinds Community College in consecutive fall/spring semesters or who drops below full-time status will forfeit his/her scholarship and will not be eligible for an ACT scholarship in the future.
10. Any student on an ACT scholarship who does not maintain the required cumulative grade point average will forfeit the scholarship. There is no probationary period and the student will not be eligible for an ACT scholarship in the future.
11. Any student who ceases to attend classes and fails to withdraw officially will forfeit his/her scholarship. The student will not be eligible for an ACT scholarship in the future.

ADDITIONAL DEVELOPMENT FOUNDATION SCHOLARSHIP POLICIES

1. Development Foundation Scholarships differ in value. The scholarships may differ in value from year to year.
2. A student receiving a Development Foundation Scholarship designated for a certain major or location will forfeit that scholarship if he/she changes majors or locations.
3. Development Foundation Scholarship recipients must attend the Scholarship Recognition Program. Failure to attend will result in forfeiting the scholarship, unless prior approval is granted by the Chairperson of the District Scholarship Committee.
4. Most Development Foundation Scholarships require a 2.5 grade point average in order to retain the scholarship the next semester. However, some scholarships are awarded only by semester, and some others require different grade point averages.
5. Development Foundation Scholarships are not credited to a student's account until he/she has returned the signed acceptance form and a thank you letter for the sponsor(s).

LEARNING RESOURCES SERVICES

Learning Resources is an integral part of the instructional, intellectual, and cultural life of Hinds Community College. The Hinds Community College Learning Resources Centers are located at each of the College's six locations. Their collections are reflected in WebCat, the online district catalog of the College that is administered and maintained by the Central Office Staff. The Learning Resources Centers have pleasant and comfortable atmospheres for reading, class preparation, and browsing. They have computers for access to newspaper and magazine articles as well as online searches. An excellent collection of books, periodicals, newspapers, audiovisual materials, and computer resources is available for patron use. Microfilm reader/printers and photocopiers are also available.

Hinds Community College Learning Resources Centers are committed to serving all members of the Hinds community. Special problems or special needs can be met at any public desk. Several carrels in each center accommodate wheelchairs. Visually impaired patrons will find a variety of equipment to aid their studies. Borrowing privileges are available to individuals holding a valid HCC card and are also extended to other users upon approval of the staff. Books may be checked out for a period of two weeks (except as indicated at the end of a semester) and may be renewed if not requested by another patron. Reserve items, which are kept at the circulation desks, are items upon which circulation restrictions have been placed. In general, reserve items are to be used in the Centers and may be checked out for home use only when the Learning Resources Centers are closed. Learning Resources has the right to revoke access privileges for non-compliant users.

Periodicals add a wealth of material to the Centers' collections. The Learning Resources Centers at Hinds subscribe to over 1,200 periodicals. Current issues of the magazines are arranged on open display shelves in the Centers. Older issues of the periodicals are available in paper, microform, and/or electronically with periodical indexes provided for student use. The periodical collection is restricted to "in-house" use.

Computerized library services include the SIRSI online catalog, automated cataloging, circulation, reserve, and interlibrary loan systems, various indexes on compact disc, and online database search capabilities. Additional databases can be obtained through the state-wide Magnolia Project with Internet access.

The Black Heritage Collection, housed on the first floor of the Holtzclaw Library at Utica, is an outstanding special collection. Examples include the archive collection of the Utica Normal and Industrial Institute and archives of the founder of the Utica Campus, William H. Holtzclaw. The College Archives and Special Collections Department is located at the McClendon Library, Raymond Campus. Most special collections are acquired through bequests but often emphasize the liberal arts character of Learning Resources.

Service-oriented staffs provide assistance in the use of all material resources. The professional librarian is an information scientist who, in addition to providing individual reference and research consultation, teaches library research methods to various classes of student, faculty, and community users.

For operating hours refer to the library web site at <http://lrc.hindscc.edu> or the *Student Handbook*.

eLEARNING

The eLearning department encompasses the areas of Distance Learning, Instructional Technology, and Media Services. The goal of the department is to support the instructional technology needs of faculty and students as well coordinate and administer the development and delivery of Internet based courses. This is accomplished by providing instructional technology resources through traditional media services and expanded computer based instructional methods. For more information please see our eLearning website at www.hindscc.edu/Departments/instructional_technology.

INSTRUCTIONAL TECHNOLOGY

The area of Instructional Technology provides support to district faculty and staff in their efforts to develop creative, innovative, and engaging teaching and learning environments that foster an atmosphere of critical

thinking and collaboration among students. Instructional Technology is available to faculty, staff, and students for technology-related professional development training and learning opportunities.

Located in the McLendon Library Media Center, the department is open during the college operation hours, 8 AM to 4:30 PM, Monday through Friday. The department supports instructional software such as Blackboard Academic Suite, Respondus, Camtasia, Impatica, and more. IT offers an open computer lab for students, two computer labs and three lecture style classrooms for faculty, staff and other college personnel.

The department also offers a variety of training designed to support faculty, staff, and students. Instructional Technology also offers Instructional Design assistance. Instructional Design is the systematic development of instructional specifications using learning and instructional theory to ensure the quality of instruction. . For a complete listing of training dates and times please see the Professional Development Institute (PDI) Calendar at http://www.hindsc.edu/Faculty_Staff/PDI If you find the training dates and times does not meet your needs please visit http://www.hindsc.edu/Departments/instructional_technology/instruction_tech/Training.aspx and complete our Training Request Form.

MEDIA SERVICES

The Department of Media Services on the Raymond campus serves as a central distribution and production center for non-print materials for the College. The Department, located on the ground floor of the McLendon Library, operates an open learning lab equipped with audio/video equipment and computers running instructional-related software. Students may use the learning lab at any time during these normal hours of operation:

Monday – Thursday: 7:45 AM to 9 PM

Friday: 7:45 AM to 4:30 PM

Sunday: 4 PM to 8 PM

In addition to the learning lab, the Department provides multimedia classrooms, a Polycom video conferencing unit with full multimedia capabilities, a computer training classroom, a satellite downlink and teleconference facility and a technology resource center for instructors. One of the classrooms is equipped with TDD telephone and closed captioned TV for use by the Deaf and Hearing Impaired Services Program. The Media Services Center also houses a graphics production and video editing facility and television studio.

When using the Media Services Center, students must provide identification whenever called upon to do so. Patrons are expected to maintain an atmosphere conducive to learning with no loud talking, no food or drink and no tobacco products permitted. Cell phones are not allowed in the Center. To reserve a room or equipment, visit the website at http://www.hindsc.edu/Departments/instructional_technology/instruction_tech/Media%20Services.aspx

HONORS PROGRAM

The mission of the Hinds Community College Institute for Honors and Leadership Studies is to provide an enhanced and supportive learning environment for outstanding students.

The Honors Program and Leadership Program are two to four semester programs available to freshmen and sophomores. They are designed for students who desire to excel in the areas of scholarship, leadership, and service. The programs offer the student a variety of experiential and collaborative learning opportunities; special advising; internships; opportunities to participate in a variety of cultural events, field trips, study abroad, and social activities; and access to the Honors Center (computer laboratory, library, student lounge, classroom and break room).

Students may choose to participate in either the Honors Program taking a minimum of four hours of honors coursework each semester and/or the Leadership Program which provides leadership development opportunities within college, local, regional and state communities. Scholarship amounts vary according to the student's chosen option.

To receive additional information about opportunities available to students in the Honors or Leadership Programs, contact Kristi Sather-Smith, Director of the Institute for Honors and Leadership Studies, at 601.857.3531 or at kasather-smith@hindsc.edu. Information about the Honors Program is also available on the Hinds web site at www.hindsc.edu.

HONORS PROGRAM STUDENT PROFILE

The traditional HCCH freshman is an outstanding student in high school who is selected for participation in the program based on his/her ACT scores, high school GPA, participation in extracurricular activities, and results of a personal interview with the Director of the Honors Program. Usually, the student will have a minimum ACT composite score of 25.

Adult learners enrich the Honors Program through their maturity and past experiences and are invited to participate in the program. International students are also encouraged to submit applications to participate in the program.

Many of the students enrolled in the Honors Program choose to live in the residence halls designated specifically for them. Students graduating from the Honors Program have a mean GPA of 3.5, and the majority transfer with partial to full scholarships to universities and colleges to complete their degree programs.

QUALIFICATIONS FOR ACCEPTANCE AND COMPLETION REQUIREMENTS

To qualify for acceptance to the Honors Program a student must meet one of the following criteria:

- Composite ACT score of 25.
- Cumulative high school GPA of 3.5 on a 4.0 scale.
- Invitation by the Honors Program Director.

Students wishing to apply to the Honors Program must submit an Honors Program application and two (2) letters of recommendation. The Leadership Program requires that the applicant submit a Leadership Program application and a resume.

Honors Program scholarships require that the student maintain a minimum 3.25 GPA; perform 10 hours of Community Service per semester; enroll in 4 hours of Honors coursework per semester; enroll in the Honors Forum each semester.

PHI THETA KAPPA

Phi Theta Kappa is the international honor society for two-year colleges. Phi Theta Kappa officers head committees and teams that work diligently to provide opportunities for all students on the Hinds campuses. Events and activities sponsored by Phi Theta Kappa focus within the areas of fellowship, scholarship, leadership and service. Phi Theta Kappa transfer scholarships are offered by all colleges and universities in the state. Eligible students must have a 3.5+ cumulative GPA on 12 transferable hours. Induction ceremonies are held every semester. For more information about the Phi Theta Kappa Chapter on your campus contact the Honors Center at 601.857.3531 or honors@hindsc.edu.

HONORS COURSES

A wide range of honors sections are offered in the core curriculum areas. Additionally, courses are offered in career exploration, leadership development, service-learning and professional skill development. Any student with a 3.5+ GPA on 12 or more academic transferable hours may enroll in an Honors course. Entering freshmen must have a minimum ACT composite score of 25 or 3.5 high school GPA to enroll.

Honors classes typically have a small student to teacher ratio, encouraging students to become outstanding independent learners, capable of critical thinking and self expression. Global, cultural and aesthetic experiences are provided along with opportunities to expand their skills in acquiring, organizing and maintaining information. A complete course description for each honors section is available upon request from the department or the Honors Center.

HONORS FORUM

The Honors Forum is designed with the development of particular intellectual and personal abilities, such as listed below:

1. Information Acquisition and Organization (the ability to acquire, organize and maintain information).
2. Critical Thinking (abilities that include analysis, logical reasoning, problem-solving, and decision-making).
3. Communication (the ability to read, write, speak, listen, and interpret information clearly and precisely using conventional as well as electronic media).
4. Collaborative Learning (the ability to work effectively as part of a team).
5. Global, Cultural, and Aesthetic Understanding (the opportunity to gain a broadened perspective through global, cultural and aesthetic experiences).
6. Personal Skills (development of personal qualities such as individual responsibility, time management, integrity, sociability, self-esteem, and strong work ethic).

Enrollment in the Forum is open to any student who is a member of the Honors Program and/or member of any of the HCC honor societies: Phi Theta Kappa, Mu Alpha Theta, Alpha Beta Gamma or Psi Beta.

INTERNATIONAL STUDY

International study courses which focus on a variety of topics, nations or global regions are offered each term. Course content typically includes a study tour, pre-tour preparation, post-tour discussion and assignments under the leadership and guidance of an HCC faculty member. Credit hours (1-3 hours) vary for each class.

A student participating in an international study program may have a health emergency requiring hospitalization and emergency treatment. To prevent dangerous delay in such an emergency, Hinds Community College strongly recommends that the student and his/her parent or guardian sign the Permission for Emergency Treatment statement and that the student carry it on his/her person at all times while he/she is abroad. The form is available from the Honors Center. In addition, all participating students are required to purchase medical emergency travel insurance.

To receive additional information about international study opportunities available to students, contact Kristi Sather-Smith, Director of the Institute for Honors and Leadership Studies, at 601.857.3531 or at kasather-smith@hindsc.edu.

BRITISH STUDIES PROGRAM

Hinds Community College is a member of an academic consortium of several colleges and universities in the southern and southwestern United States supporting an international study program entitled British Studies Program. The British Studies Program is a residential summer session offered annually during July and August in London, England.

While allowing participants ample free time for independent travel, the session offers upper division undergraduate and graduate coursework. Students can earn up to eight semester hours by participating in the British Studies Program.

In this program, the majority of on-site lecturing is coordinated by local British scholars, exposing students to leading experts in their fields. Five-week and three-week courses in a wide range of academic disciplines including humanities, business, education, fine arts, etc., are offered through the British Studies Program.

A mini-break is also scheduled to allow time for personal travel outside of London, along with low-cost optional day tours to general places of interest. Paris, Scotland, Cambridge, Dover, Canterbury, Bath, and Stonehenge are often included. To receive additional information, contact Kristi Sather-Smith, Director of the Institute for Honors and Leadership Studies, at 601.857.3531 or at kasather-smith@hindsc.edu.

ECONOMIC DEVELOPMENT AND TRAINING EAGLE RIDGE CONFERENCE CENTER

PROFESSIONAL DEVELOPMENT CONTRACT TRAINING

The Professional Development and Contract Training division works with local business and government to expand the economic base through customized training, consulting, and development. Some of the training programs available include: Supervisory Management Skills in the areas of Communication, Stress and Time Management, Motivation, Managing Workplace Change, Team Building, Presentation Support, Problem Solving, Delegating, Conflict Management; Marketing Skills; Tele-Marketing, Telephone Etiquette, Professional Development, Customer Service, Selling, Email Etiquette and specialized courses in Zenger-Miller, Total Quality Management, Leadership Training, and Zig Ziglar Training. For Information Contact 601.857.3470

COMPUTER SKILLS TRAINING

This division offers short-term computer workshops with curriculums developed specifically to meet the needs of business and industry. It has two computer labs, and full time instructors, who provide customized computer training for business and industry. They can also conduct on site training. Some workshops taught are: word processing, spreadsheets, databases, web site design, image editing, multi-media editing, rendering programs, integrated applications, and many others. Courses are offered on introduction, intermediate, and advanced levels. For Information Contact 601.857.3466 or 601.857.3470

EAGLE RIDGE CONFERENCE CENTER

The Eagle Ridge Conference Center is a state-of-the-art conference and training center with meeting rooms, video conference services, and deluxe guestrooms. Also, professional trainers are located on-site. Visit our website at: <http://eagleridge.hindsc.edu> For Information Contact 601.857.7100

WORKFORCE DEVELOPMENT TRAINING

Business and Industry Training

Strong economic development requires that business and industry have access not only to a skilled work force but also training to well educated and highly motivated workers. Hinds Community College established the Economic Development and Training office to work with local business, industry, and government to expand the economic base through customized training, consulting, and development.

Industrial training can initiate a wide range of customized, employer sponsored training for new or existing business and industry in a start-up, retraining, or upgrade training mode. State funds are available to support many of these programs when they are used for new and expanded industry. Contact should be made by calling 601.857.3718.

SMALL BUSINESS DEVELOPMENT CENTER AND INTERNATIONAL TRADE CENTER

The Small Business Development Center (SBDC) and International Trade Center (ITC) provide one- to-one confidential counseling and training assistance in all aspects of small business management and international trade. SBDC services range from help with financial, marketing, production, organization, and technical problems to the development of feasibility studies. The ITC provides assistance on “how to” export and import. Special programs exist for inventors with patentable products, procurement of matching assistance, business financing information, and small business incubators. For information call 601.857.3581

PROFESSIONAL DEVELOPMENT INSTITUTE AND REGIONAL RESOURCE CENTER

The Professional Development Institute is a major component of the Regional Resource Center (RRC). The mission of the Regional Resource Center and Professional Development Institute is to provide short courses, seminars, workshops and conferences that will meet education and community service needs. PDI focuses on the staff development of the needs of Hinds Community College employees through an ongoing training program. Contact Information: 601.857.3470, 601.857.3335, or www.hindscc.edu/Department/PDI

K–12 educators CEU credits for re-certification information. Call 601.857.3608

MISSISSIPPI CENTER FOR POLICE AND SHERIFFS

This training center was created to provide a multitude of training offerings to law enforcement departments all across the state. Training will include hands-on instruction in police skill attainment and current issue seminars and conferences. For information contact Dr. John J. Woods or Gay Saxon at 601.857.3470.

THE WORK FORCE SUPPORT CENTER

ACT CENTER

The Hinds Community College ACT Center will offer comprehensive, computer and web based training at a very affordable fee in seven major categories which include: Adult literacy/employability skills; Information Technology; Computer basics; English as a second language (ESL); Industrial technology and safety skills; Management/leadership and small business operation; and Professional and personal development.

Other services will include certification and licensure testing, workplace assessments, continuing education, skill-specific training, and educational and career guidance. Literally hundreds of training programs will be accessible to your employees through the Hinds Community College ACT Center.

LASER GRADE COMPUTER TESTING

Laser Grade Computer Testing is a computer based public testing network with a site located at Hinds Community College Workforce Support Center. Laser Grade delivers nearly 400 certification and licensure exams. Hinds Community College Workforce Support Center-Assessment Lab has the only Laser Grade Computer Testing site in the state of Mississippi.

FAA TEST

Workforce Support Center Assessment Lab has been authorized to administer all Federal Aviation Administration (FAA) Airman Knowledge Tests.

CAREER ASSESSMENT

Career assessment is an integral part of the career development and job search readiness process which can take place in groups or with individual clients. Numerous tests are available to provide individuals with information about themselves. These tests may be written or administered on computers. They generally fall into five categories: Interest Inventories, Values Clarification, Aptitude and Ability Tests, Personality Inventories, and Learning Style Inventory.

Assessment results help individuals choose a major, identify a college and career or technical training opportunities, plan a career, or make transition. For more information, contact the Assessment Coordinator at 601.857.3650 or 601.857.3384.

COOPERATIVE EDUCATION

The Cooperative Education Program awards college credits (from 1 to 3 hours a semester) for on-the-job experience that is related to the student's academic college major. The student combines periods of college with work periods in business & industry, as documented by the office of Cooperative Education. These work periods are generally part-time, in the afternoons after classes (Parallel Program), but may be full time, every other semester (Alternating Program).

Students must complete a minimum of one semester maintaining a grade point average of 2.0 or better to qualify for this program. Academic credit hours may be earned depending on the number of hours worked. Students must sign up for the Coop. course prior to the beginning of the semester that they will be working. A document must be signed by the employer stating the specifics of the student's employment in order for the student to receive credit for the course. These credit hours will be assigned by the Coordinator and may be used toward graduation from Hinds Community College. For more information, contact the Coordinator of Cooperative Education at 601.857.3704 or 601.857.3609.

CREATIVE LEARNING IN RETIREMENT

Creative Learning in Retirement is an organization for Senior Adults allowing them to experience learning in areas of their interests. Classes are conducted in a non-threatening environment with other senior adults of similar interests. Most classes are two hours in length and meet once each week for five weeks. Other classes vary from this but only after agreement with the students. Computer classes have a different format and schedule. Activities offered include: monthly lecture-luncheons, field trips, two-day seminars, fun "get-togethers", various clubs (e.g. Dulcimer, Investment, Bowling). Examples of classes offered are: Computer, Art, Investment Planning, Languages, History, Will and Estate Planning, Comparative Religions, and many more. For information contact the CLR Coordinator at 601.857.3773.

MISSISSIPPI TECH-PREP INITIATIVE

The Mississippi Tech-Prep Initiative includes the development and operation of four-year articulated programs designed to provide two years of Tech-Prep education in secondary schools leading to an Associate Degree or a two-year certificate. This initiative provides, in a strong systematic manner, the comprehensive link between secondary schools and post-secondary educational institutions. Tech-Prep is based on principles of integrating academic and vocational education and enhancing applied teaching strategies. For more information contact the HCC Tech-Prep Coordinator at 601.857.3473

WORK-BASED LEARNING

Work-Based Learning is an educational/training program for career and technical students that provides paid, on-the-job work experience. All students must be recommended by their major instructor, and all work experience must be in the field of their major. Students must complete an application process, which includes an education/training agreement signed by the employer, the instructor, the student, and the Work-Based Learning Coordinator. Students work a minimum of 15 hours a week, and will receive semester hour credit depending on the number of hours worked. For more information, contact the Coordinator of Work-Based Learning at 601.857.3609 for the Jackson, Rankin and Raymond Campuses, and 601.629.6850 for the Utica and Vicksburg Campuses.

W.I.A. EDUCATIONAL COORDINATORS

The Workforce Investment Act (WIA) of 1998 provides services such as employment training for adults, dislocated workers and youth. The Workforce Investment (WIN) provides WIA services in Mississippi through WIN Job Centers located in the state. Hinds Community College, a partner of Mississippi Department of Employment Security (MDES), has placed Educational Coordinators in WIN Job Centers located in Jackson, Pearl and Vicksburg.

The mission of the Educational Coordinators is to serve as a liaison between Hinds Community College and the WIN Job Centers to accomplish the goal of increasing employment in Mississippi for individuals through WIA. Education Coordinators work with individuals from the admissions process to the graduation process ensuring those individuals have support from the training provider and have necessary supplies to participate and complete the goal of their educational plans.

Contact the W. I. A. Educational Coordinators at the following numbers; Pearl, 601.321.7922; Vicksburg, 601.638.1452; and Jackson, 601.939.0786.

CAMPUS SERVICES AND SERVICE FACILITIES

Information concerning the following services and facilities can be found in the **Student Handbook**.

Bookstores	ID Card
Cafeteria/Deli	Laundry
Campus Police Department	Lost and Found
College Office Hours	Motor Vehicles on Campus
Convenience Store	Post Office
Discipline	Student Organizations by Campus
Eagle Ridge Golf Course/Raymond Lake	Student Union
Health Services	

STUDENT ACTIVITIES, ORGANIZATIONS AND PUBLICATIONS

Hinds Community College promotes and provides four student publications and a wide variety of activities and organizations. These groups include religious, social, service, academic and interest orientations to meet student needs.

Campus or center student organizations, managed by students under faculty guidance, afford opportunities for growth in character, citizenship, leadership, and social poise. The activities, organizations, and publications are listed according to availability at a respective campus, branch or center. See complete listings and the Student Publications Policy in the **Student Handbook**.

DISCIPLINARY PROCEDURES ARE LISTED IN STUDENT HANDBOOK ONLY.

STUDENT ORGANIZATIONS

STATEMENT OF STUDENT PARTICIPATION IN INSTITUTIONAL AFFAIRS

The students of Hinds Community College are afforded the right of participation in the College's affairs via the Student Government. Recommendations passed by the Student Government are forwarded to the District Dean of Students for consideration to the District Student Affairs Council. The District Dean of Students then forwards the recommendations to the Vice-President or appropriate council for consideration and they are then forwarded to the President of the College for his decision.

ASSOCIATED STUDENT GOVERNMENT

The associated student body consists of all students enrolled in Hinds Community College. The Associated Student Government (ASG) serves the student body by presenting student input through elections, special activities, intramurals, clubs, organizations, local senates, and ASG Committees.

Each local senate is a part of the Associated Student Government. Therefore each local senate is governed by the Associated Student Government Constitution which governs all local senates and their own bylaws. Each local senate shall be responsible for choosing representatives to the Associated Student Government. Members of the Associated Student Government must maintain a per semester grade point average of 2.50 on a 4.00 scale. For more information contact the Operating Dean at the respective location, the Director of Student Activities at 601.857.3388 or the District Dean of Students at 601.857.3232.

The number of representatives a location will have in the Associated Student Government shall be determined annually from the percentage of each location's contribution to the total postsecondary enrollment for the preceding fall semester of all campuses represented. The number of representatives shall be exactly twenty-four (24) and the number of representatives from each location will vary with the incorporation of additional local senates into the Associated Student Government. (See each location section in the Student Handbook for information concerning local senates.)

STUDENT ELECTIONS COMMITTEE

The Election Committee shall directly assist the District Dean of Students and/or the Director of Student Activities in the election process by working at the polls and counting votes. This committee will also make provisions for all locations designated by the Student Activities Director to participate in Homecoming. Participation shall include voting in and actually competing in any election for Homecoming Queen and Court.

ORGANIZING A NEW ORGANIZATION

Any (all) potentially new organizations or clubs must complete an Application for Proposed Student Organization by initiating sponsor and submit to the Director of Student Activities or designated official. Applications for Proposed Student Organization forms are available from the Director of Student Activities.

REGISTRATION OF ORGANIZATION/OFFICER ROSTER/CONSTITUTION

Each year all organizations which wish to remain active organizations on Campus must register their desire by completing a form which lists the current officers and the faculty advisor. It is the newly elected president's responsibility to file the roster of newly elected officers with the Division of Student Affairs within ten (10) days of election. Failure to comply with this regulation will result in a loss of recognition on Campus. New officers should check to see that the constitution on file is current. Student organizations shall furnish to the Division of Student Affairs upon request any information which it considers necessary for administration such as constitution, list of officers, faculty advisor, schedule of activities, etc.

ADVISOR(S)/SPONSOR(S)

All student organizations shall have one or more advisors of the faculty or administration who maintain contact with the organization's activities and functions. Serving as an advisor is an active responsibility which includes supervising all activities, events, fund raising, community service and campus financial account. Financial accounts are to be signed by two (advisor, officer, dea or department head). Faculty/staff advisors should be thoroughly acquainted with the objectives and policies of the College. His/her participation with the organization is an important mentor relationship where the advisor gives advice and assistance that is welcomed by the student group(s) and that regulation and control be limited to the minimum necessary to protect freedom of expression, democratic process, and compliance with College policy.

REGULATIONS FOR STUDENT ORGANIZATIONS

1. A faculty sponsor(s) must be present at all meetings and activities of student organizations.
2. Requests for regularly scheduled meetings should be submitted to the Director of Student Activities or designated official for approval and then to the Facilities Use Coordinator. Activity Approval Forms are due no later than five (5) days prior to the event.
3. Requests for special events, social activities, off-campus speakers, fundraising, petitions, demonstrations, or concessions should be approved by Sponsor and then by the Director of Student Activities, Campus Dean or designated official. The Dean of Students, Vice President and President must also approve off-campus speakers.
4. Any special activity or event must have a sponsor or an approved full-time employee and Campus police or security present. When the event(s) are after normal work hours (after 4:30 p.m. and weekends) and involve activities that are open to the general public or involve dances, concerts, or other social events, uniformed security/police must be provided and approved by the District Campus Police Chief. The organization sponsoring the event must pay the officer(s) at a rate to be determined by the District Police Chief and District Dean of Students. Request for security must be submitted in writing to the District Police Chief within five (5) school days prior to the scheduled activity or event.
5. An organization failing to remain active for a period of one (1) calendar year will be subject to review by the Local Student Affairs Committee for the purpose of making a recommendation for reinstatement or deletion of said organization.
6. All student organizations must maintain all funds in their own on-campus account. Financial transactions must be signed by the faculty advisor.
7. All student activities or club trips must have a school sponsor or a school approved chaperone on the bus at all times. This policy must be adhered to or the district will not furnish transportation vehicles.
8. Any student or student group who uses a facility or grounds of the college without proper written authorization is subject to immediate removal and is subject to disciplinary action.
9. A student organization/club (group) may be disciplined for any act that violates school policy.

REGULATIONS FOR SIGNS AND POSTERS ON CAMPUS

1. Approved signs and posters may be placed on bulletin boards.
2. The attaching of any sign, poster, or notice to a glass, interior or exterior wall, trees, light poles, pipes, trash cans, painted surface, etc. with tape or tack is prohibited.
3. Approved signs and posters may be displayed for a period of time not to exceed two (2) weeks. It is the responsibility of the sponsoring party to remove and dispose of the sign and stick.
4. Approval for campus clubs and organizations may be obtained from the Dean, Assistant Dean or the Director of Student Activities (Raymond) or from designated official at location attended.

REGULATIONS FOR SPEAKERS FROM OFF-CAMPUS

1. A request to invite an outside speaker will be considered only when made by an organized student or faculty group recognized by the head of the College.
2. No invitation by such organized group shall be issued to an outside speaker without prior written concurrence by the head of the institution or such person or committee as may be designated by him (hereafter referred to as his authorized designee) for scheduling of speaker, dates, and assignments of Campus facilities.
3. Any speaker request shall be made in writing by an officer of the student or faculty organization desiring to sponsor the proposed speaker not later than ten (10) calendar days prior to the date of the proposed speaking engagement. This request shall contain the name of the sponsoring organization, the proposed date, time, and location of the meeting, and the expected size of the audience.
4. Approval for clubs and organization off-campus speakers may be obtained through the Director of Student Activities or Dean of Students or location Dean. The Dean will secure final approval of the Vice President and President.

CAMPUS SOLICITATION REGULATIONS (Sales, political activities, fliers, etc.)

Campus solicitation of students/student organizations or by students/student organizations includes: selling of goods or services, political activities, posters, handouts, and unrecognized group membership canvas. This definition applies to activities by any on-campus or off-campus individual or group. Private business or solicitation may not be conducted on College premises, residence halls, or academic buildings except when a student organization has requested a particular service and when such service is directly relevant to the purpose of that organization. Ten days prior approval must be obtained. Such requests must be directed to the Dean of Students or location dean and must meet the following conditions:

1. Activities do not conflict with the educational purposes of the College.
2. No door-to-door solicitation is permitted in academic or administrative buildings.
3. No disruption of traffic either vehicular or pedestrian is involved.
4. Funds derived from activities must be used for purposes consistent with the goals of the organization. A detail written report of funds raised for club activities must be submitted to the campus director of Student Activities or Dean of Students.
5. Campus mail may not be used for political or religious information or fund-raising.
6. Request must be approved forty-eight (48) hours in advance of activity.
7. Policies (i.e. residence hall regulations) governing solicitation in non-academic and academic areas must be followed.
8. Activities held outside on campus grounds/premises must be restricted to a specified and acceptable area.
9. Appropriate legal action may be taken against individuals and non-college affiliates refusing to comply with regulations.

STUDENT COMPLAINT PROCEDURE

A student may make a verbal or written complaint which must include all pertinent information to the appropriate dean at the location he/she attends. If not resolved, the complaint may be submitted through the due process procedures as outlined in the **Student Handbook** or other legal documents of the College.

INTERCOLLEGIATE ATHLETICS

Hinds Community College is a member of the Mississippi Junior College Athletic Association and National Junior College Athletic Association. Varsity Athletics include: Football, Men's and Women's Basketball, Baseball, Fast Pitch Softball, Men's and Women's Soccer, Golf, Men's and Women's Tennis, and Track. Varsity Athletics are open to students from any of the Hinds Community College campuses. For more information please see the Scholarship section of this publication or contact the Athletic Department at 601.857.3325.