# REGISTRATION and OTHER DATES
# FOR FALL SEMESTER 2012

## BEGINS APRIL 2, 2012

*All currently enrolled undergraduate and graduate students who have followed the proper payment procedures and have cleared their accounts in the Business Office may register.*

**NOTE: Residence Hall reservations are dependent upon students' registration for classes.**

**SCHEDULE FOR ON-LINE REGISTRATION BY CLASSIFICATION**

***Students must see advisors before log- in to Banner Web to register on-line. New alternate pin numbers will be distributed for use in registering for summer/fall. Follow the provided instructions on the website for on-line registering. Following are the registration dates for currently enrolled students:***

**April 2, Monday: Graduate Students, Seniors, and Non Degree**
**April 3, Tuesday: Juniors begin**
**April 4, Wednesday: Sophomores begin**
**April 5, Thursday: Freshmen may begin**

AFTER A STUDENT'S CLASSIFICATION TIME BEGINS, REGISTRATION WILL REMAIN OPEN, with periodic shut downs for administrative office procedures or maintenance updates.

- **Banner Web Registration for Summer/Fall will be open April 16 for returning students and new Graduate students who are fully admitted and see their advisors first. New Undergraduate students may register beginning April 16 for Summer Classes only.**

- **Two-Week May Session Classes begin on Monday, May 7 and end on Friday, May 18; 10-Week Summer Session and First 5-Week Classes (Day and Night) begin on Tuesday, May 29; Second 5-Week Classes (Day and Night) begin on Monday, July 2.**

- **FALL NIGHT CLASSES and ANY 3-5 CREDIT HOUR DAY CLASSES SCHEDULED TO MEET ONCE A WEEK begin on Monday, August 20; LABS begin on Tuesday, August 21; TRADITIONAL DAY CLASSES begin on Wednesday, August 22.**

- **Students, who need assistance with registering on Banner Web, may come by the Office of the Registrar, Room 20, Nelson Hall.**

- **THE LAST DAY TO ENROLL OR ADD A CLASS ON BANNER WEB FOR THE10-WEEK SUMMER SESSION is Thursday, May 31; Summer 1st 5-Week is Wednesday, May 30; Summer 2nd 5-Week is Tuesday, July 3; FALL is Monday, August 27 (5p.m.). After the appropriate date, Banner Web registration will be closed. Students needing to register or add a class after that date must come to the Office of the Registrar.**

**NOTE: Students must have their ID and a printed copy of their DETAILED SCHEDULE from BANNER WEB in order to purchase textbooks, clothing, supplies and charge to their student account.**

# All New Students

## *New Freshmen*

## *And*

## New Transfer Students

## Orientation Events

## REQUIRED

**Monday, August 20, 2012**

**8:00 a.m. -**ORIENTATION SESSION for New Freshmen and Transfer Students in ANDERSON HALL

# ADVISING INFORMATION

| **MAJOR** | **OFFICE TO REPORT TO** |
|---|---|
| ACCOUNTING | SELF HALL 103 |
| ADMINISTRATION OF JUSTICE | JENNINGS HALL 203 |
| ART, GRAPHIC DESIGN, INTERIOR DESIGN | AVEN FINE ARTS BUILDING 412 |
| ART, STUDIO ART | AVEN FINE ARTS BUILDING 405 |
| ART EDUCATION | AVEN FINE ARTS BUILDING 408 |
| BIOLOGY | HEDERMAN SCIENCE BUILDING 104 |
| BUSINESS ADMINISTRATION | SELF HALL 103 |
| CHEMISTRY | MATHEMATICS, COMPUTER SCIENCE, CHEMISTRY 415 |
| CHRISTIAN STUDIES | PROVINE CHAPEL 111 |
| COMMUNICATION | AVEN FINE ARTS BUILDING 110 |
| COMPUTER SCIENCE | MATHEMATICS, COMPUTER SCIENCE, CHEMISTRY 207 |
| ELEMENTARY EDUCATION | LOWREY HALL 201 OR 208 |
| ENGLISH | JENNINGS HALL 301 |
| FOREIGN LANGUAGE AND INTERNATIONAL TRADE | JENNINGS HALL 107 |
| HISTORY | JENNINGS HALL 203 |
| JOURNALISM | AVEN FINE ARTS BUILDING 110 |
| KINESIOLOGY | COCKROFT HALL 12 |
| MATHEMATICS | MATHEMATICS, COMPUTER SCIENCE, CHEMISTRY 207 |
| MODERN LANGUAGES | JENNINGS HALL 107 |
| MUSIC | AVEN FINE ARTS BUILDING 204 |
| NON-DEGREE (UNDERGRADUATE STUDENTS) | OFFICE OF ACADEMIC AFFAIRS NELSON 111 |
| NON-DEGREE (GRADUATE STUDENTS) | NELSON HALL 202 |
| NURSING | COCKROFT HALL 127 |
| PARALEGAL STUDIES | JENNINGS HALL 203 |
| PHYSICS | MATHEMATICS, COMPUTER SCIENCE, CHEMISTRY 207 |
| POLITICAL SCIENCE | JENNINGS HALL 203 |
| PSYCHOLOGY | LOWREY HALL 116 |
| PUBLIC RELATIONS | AVEN FINE ARTS BUILDING 110 |
| SECONDARY EDUCATION (SEE DEPT OF SUBJECT YOU PLAN TO TEACH) | |
| SOCIAL STUDIES | JENNINGS HALL 203 |
| SOCIOLOGY | JENNINGS HALL 110 |
| SOCIAL WORK | JENNINGS HALL 110 |
| SPECIAL EDUCATION | LOWREY HALL 208 |
| UNDECIDED(TRANSFERS) | Office of the Registrar NELSON HALL 20 |
| UNDECIDED (FRESHMEN) | Office of Academic Affairs NELSON 111 |

## 2012 FALL TUITION AND FEES SCHEDULE
## ALL TUITION AND FEES ARE DUE AND PAYABLE AT REGISTRATION

### TABLE 1

| FULL-TIME UNDERGRADUATE STUDENTS (12 to 18 hours) | PER SEMESTER | FOR THE YEAR |
|---|---|---|
| **TUITION:** | $6,860.00 | $13,720.00 |
| (Undergraduate students taking 19 or more hours will be charged $430 per hour for each hour over 18) | | |
| **Fixed Fee** | $330.00 | $660.00 |
| **ON CAMPUS LIVING EXPENSE** | | |
| New Residence Halls | $3,900.00 | $7,800.00 |
| Other Residence Halls | $3,475.00 | $6,950.00 |
| New Residence Halls – Private Room | $6,500.00 | $13,000.00 |
| Other Residence Halls – Private Room | $5,650.00 | $11,300.00 |
| Hederman – Private Room | $4,800.00 | $9,600.00 |
| Plaza 1 BDR (No meals) | $2,800.00 | $5,600.00 |
| Plaza 2 BDR (No meals) | $3,450.00 | $6,900.00 |

**PART-TIME UNDERGRADUATE STUDENTS (11 hours or less)**

**Tuition per hour**: $430.00

**FIXED FEES:**

5 Hours or less $95.00

6-11 Hours $168.00

**GRADUATE STUDENTS**

**TUITION**: (Per 3-hour course @ $490 per hour) $1,470.00

**PDS TUITION**: (Per 3-hour course @ $344 per hour) $1,032.00

**MMS TUITION**: (Per 3-hour course @ $600 per hour) $1,800.00

**FIXED FEES**:

5 Hours or less $111.00

6 or more Hours $185.00

**ACCELERATED DEGREE PROGRAM STUDENTS**

**TUITION: (Per 3-hour course @ $386 per hour)** $1,158.00

**Fixed Fee (Per Session)** $76.00

**ALL STUDENTS WILL BE CHARGED A TECHNOLOGY FEE.**

5 hours or less $15.00

6 hours or more $25.00

Prices subject to change to reflect cost of living.

**Note: Books and incidentals are additional to costs listed above.**

**NOTE: Books, applied music fees, and incidentals are additional to costs listed.**

### TABLE 2 - SPECIAL FEES AND EXPENSES

| | |
|---|---|
| Application Fee - Graduate | $35.00 |
| Application Fee - International | $25.00 |
| Auditing Fee | (Same as tuition for credit) |
| Change of Schedule Late Fee | $25.00 |
| Campus post office box (per 9-month session - included in on-campus living expense) | $20.00 |

| | |
|---|---|
| Credit validated by examination (per 3 hour course) | $200.00 |
| Diploma Replacement Fee | $35.00 |
| Duplicate ID Fee | $10.00 |
| Dyslexia Program Fee | $50.00 |
| Enrollment in Absentia Fee | $100.00 |
| Fax Charge Registrar Fee | $15.00 |
| Graduate Thesis Maintenance Fee | $100.00 |
| Graduation Fee-Graduate (includes cap and gown rental) | $100.00 |
| Graduation Fee-Undergraduate (includes cap and gown rental) | $70.00 |
| Healthplex Membership | $115.00 |
| Honors & Thesis Binding Fee- Graduate | $80.00 |
| Honors & Thesis Binding Fee-Undergraduate | $60.00 |
| Housing Application Fee | $100.00 |
| Housing- Holiday Fee | $15.00 |
| Improper Room Checkout | $25.00 |
| Incomplete Grade Removal Fee | $25.00 |
| Graduation Application Late Fee | $50.00 |
| Late Payment Penalty | $125.00 |
| Late Registration fee | $50.00 |
| Late Room Change Fee | $50.00 |
| Lock Change Fine | $40.00 |
| On Campus Living-No Roommate Spring Semester | $250.00 |
| Returned Check Fee | $50.00 |
| Temporary Permit to Register (incomplete paperwork) | $125.00 |
| Traffic Violations - Improper Parking | $25.00 |
| Traffic Violations - No Registration | $15.00 |
| Traffic Violations – Tow Zone | $50.00 |
| Transcript Fee | $10.00 |
| Tuition Remission Faculty/Staff Fee | $40.00 |
| Vehicle Registration – 12 months | $150.00 |
| Vehicle Registration – Add'l Decal | $10.00 |
| Vehicle Registration – Spring/Summer | $100.00 |
| Vehicle registration – Summer Only | $50.00 |

**TABLE 3 - COURSE FEES**

| | |
|---|---|
| Applied Music Fee (per course regardless of hours) | $125.00 |
| Clay Shooting Team Fee | $300.00 |
| Equestrian Course Fee | $500.00 |
| Equestrian Team Fee | $500.00 |
| Intensive English Book Fee | $85.00 |
| Kinesiology Malpractice Insurance | $25.00 |
| Lab Fee – Biology (excluding BIO 307) | $30.00 |
| Lab Fee – Biology 307 | $60.00 |
| Lab Fee – Chemistry | $30.00 |
| Lab Fee – Computer Science | $30.00 |
| Lab Fee – Physics/Engineering | $30.00 |
| Lab Fee – Studio Art | $25.00 |
| Nursing Clinical Health Assessment Fee | $55.00 |
| Nursing Clinical I Fee | $220.00 |
| Nursing Clinical II Fee | $275.00 |
| Nursing Clinical III/IV Fee | $330.00 |
| Nursing Clinical Summer Fee | $165.00 |
| Nursing HESI Test | $100.00 |

| | |
|---|---|
| Nursing Malpractice Insurance | $25.00 |
| Nursing Name Badge | $15.00 |
| Nursing NCLEX Review fee | $330.00 |
| Nursing Student Nurses Assn Dues -Partial Year | $30.00 |
| Nursing Student Nurses Assn Dues-Full Year | $68.00 |
| Nursing NLN Exam Fee | $20.00 |
| Online Learning House Class Fee | $100.00 |
| Social Work Malpractice Insurance | $25.00 |
| Spreadsheet Proficiency Exam Fee | $15.00 |
| Writing Proficiency Exam Fee | $50.00 |

## PAYMENT OF TUITION AND FEES

Tuition and fees are due and payable in full by the given deadline each semester unless utilizing the monthly payment plan. Any account balance not paid by the given deadline will be considered past due and will be placed on hold. Students with an account on hold will not be able to register for any upcoming semesters, view grades online, receive transcripts and may result in possible withdrawal from classes. Past due accounts will also be subject to a late payment penalty.

### WITHDRAWAL FROM UNIVERSITY

A student who desires to withdraw from school will need to contact the Business office for the proper withdrawal procedure. It is necessary for the correct procedure to be followed, as dropping without official withdrawal earns a grade of F in each course.

Any claims for refunds of tuition will be based on the date on which the student files a request for honorable dismissal with the Bursar.

Financial aid recipients who withdraw or drop a course may not receive a refund as a result of the Institutional tuition adjustment. Refunds will be credited to the respective programs (Perkins, FSEOG, SCHOLARSHIP, Stafford Loans, and PELL) before any refund is made to the individual.

### TUITION REFUND POLICY UPON TOTAL WITHDRAWAL FROM THE UNIVERSITY

| **For Withdrawal This Semester** | **Refund Credit** |
|---|---|
| During the first week | 100% |
| During the 2nd week | 75% |
| During the 3rd week | 50% |
| During the 4th week | 25% |
| During the 5th week | 0% |

### TUITION REFUND POLICY ON INDIVIDUAL COURSES DROPPED

| **For courses dropped during this semester** | **Refund Credit** |
|---|---|
| 1st week | 100% |
| 2nd week | 0% |

**IMPORTANT NOTE**:

Students may change schedules on-line through the dates published in the college calendar with no fee attached. After the published date, any changes to schedule must be done in the Office of the Registrar and a $25.00 late change of schedule fee will be assessed.

**ON CAMPUS LIVING EXPENSE REFUNDS:**

On Campus Living expense will be refunded at the following rate should a student withdraw from school or cease to be a resident student:

| | |
|---|---|
| Month that classes begin (August, January) | 25% |
| Second month after classes begin (September, February) | 15% |
| Third month after classes begin (October, March) | 10% |

***A student withdrawing from Mississippi College will surrender their ID card to the Office of Residence Life at the time the withdrawal papers are processed.***

**Other Fees:**

All special and course fees are not refundable upon withdrawal.

**Refund/Repayment Policy Concerning Financial Aid:**

If a refund is due a student under the school's refund policy and the student received any Title IV funds (other than Federal Work Study), a federally prescribed formula is used to determine the amounts that must be returned to each program involved. The full refund policy can be found in the Mississippi College catalogs.

## 15-Week Schedule with Standard MWTR Afternoon Schedule for Fall and Spring Semesters

| | Monday | Tuesday | Wednesday | Thursday | Friday |
|---|---|---|---|---|---|
| Morning | 8:00-8:50 | 8:00-9:15 | 8:00-8:50 | 8:00-9:15 | 8:00-8:50 |
| | 9:00-9:50 | 9:25-10:40 | 9:00-9:50 | 9:25-10:40 | 9:00-9:50 |
| | 10:00-10:50 | Chapel | 10:00-10:50 | Chapel | 10:00-10:50 |
| | 11:00-11:50 | | 11:00-11:50 | | 11:00-11:50 |
| Afternoon | 12:00-1:15 | 12:00-1:15 | 12:00-1:15 | 12:00-1:15 | 12:00-12:50 |
| | 1:30-2:45 | 1:30-2:45 | 1:30-2:45 | 1:30-2:45 | |
| | 3:00-4:15 | 3:00-4:15 | 3:00-4:15 | 3:00-4:15 | |
| | 4:30-5:45 | 4:30-5:45 | 4:30-5:45 | 4:30-5:45 | |
| Evening | 6:00-8:45 | 6:00-8:45 | 6:00-8:45 | 6:00-8:45 | |

The Mississippi College Accelerated Degree Program meets on an 8-week schedule with two sessions during the traditional 15-week schedule. The ADP class schedule times are as follows: MR 5:30 pm -7:40 pm; MR 7:50 pm- 10:00 pm.

# CLASSROOM BUILDING CODES

ALUMNI..... Alumni Hall
ANNEX.....Art Annex
AVEN .....Aven
B-HALL..... Band Hall
BBCNC ..... Broadmoor Baptist Church Campus
CCROFT ..... Cockroft
CLSEUM ..... A. E. Wood Coliseum
FLDHSE ..... Moody Adams Field House
FBC-B ..... First Baptist Church, Brandon
FBC-C ..... First Baptist Church, Clinton
FBC-J ..... First Baptist Church, Jackson
HEDERM.....Hederman
HILTOP .....Hilltop Theatre
JENNNG .....Jennings
J-ANEX.....Jennings Annex
LAW .....Law School, Jackson Campus
LRC(in the Library) ..... Learning Resources Center
LOWREY .....Lowrey
MBMC ..... Mississippi Baptist Medical Center
MCC....Mathematics, Computer Science, Chemistry
MCCRTS .....MC Tennis Courts
MCGUFF .....McGuffee House
NELSON..... Nelson
PROVIN.....Provine Chapel
PDC.....Professional Development Center
RCSD BRD RM..... Rankin Co School District
SELF ..... Self Hall
SPELL (AUDITORIUM) .....Provine Chapel
STRNTH .....Williams Strength Center
TBA.....To Be Arranged

# Use of Moodle as an Online Teaching Method

One method of teaching uses an online system such as Moodle. Such instruction is internet-based and occurs between instructor and learner. At Mississippi College, such instruction can be one of two formats:

**Fully Online** – defined as courses that do not meet face-to-face and never require on campus visits.

**Hybrid** – defined as courses that combine significant elements of face-to-face classroom instruction with some portions online.

**For your information, courses utilizing these teaching methods will be identified on the Banner Web class schedule as "Fully Online" or "Online with Classroom Meetings".**

In addition, traditional courses that meet 100% of the time in a classroom may utilize Moodle as a supplement to post course materials, facilitate discussions and extend office hours. The course syllabus will identify such use.

Mississippi College is committed to enhancing all instruction through the use of technology and encourages use of Moodle, called MCMoodle for MC purposes.

# MISSISSIPPI COLLEGE BOOKSTORE

## REGULAR STORE HOURS DURING THE FALL SEMESTER:
## MONDAY through FRIDAY, 8:30 A.M. - 4:30 P.M.

Saturday, August 18 ..... 10:00 a.m. – 2:00 p.m.
Sunday, August 19 ..... 2:30 p.m. – 4:30 p.m.
Monday, August 20 ..... 8:30 a.m. – 6:00 p.m.
Tuesday, August 21 ..... 8:30 a.m. – 6:00 p.m.
Wednesday, August 22 ..... 8:30 a.m. – 6:00 p.m.
Thursday, August 23 ..... 8:30 a.m. – 6:00 p.m.
Friday, August 24 ..... 8:30 a.m. – 4:30 p.m.
Monday, August 27 ..... 8:30 a.m. – 5:30 p.m.
Tuesday, August 28 ..... 8:30 a.m. – 5:00 p.m.
Wednesday, August 29 ..... 8:30 a.m. – 5:00 p.m.
Thursday, August 30 ..... 8:30 a.m. – 5:00 p.m.
Friday, August 31 .....8:30 a.m. – 4:30 p.m.

**NOTE: Students must have a VALID FORM OF PICTURE ID and a printed copy of their DETAILED SCHEDULE from BANNER WEB in order to purchase textbooks, clothing, or supplies and charge to their account.**

**Students may charge to their Student Account: August 2 – August 31, 2012**

## PROCEDURE TO RETURN A BOOK

1. Students must have **ORIGINAL SALES RECEIPT** from the bookstore.

2. Textbooks must be brought back in the same condition as when purchased. This includes shrink-wrapped packages, which cannot be opened.

**3. Last day for REFUND is Tuesday, August 28, 2012.**

## FAMILY EDUCATION RIGHTS AND PRIVACY ACT OF 1974

Under this law, students in post-secondary education have the right to inspect and review their school records as defined by law. Other than for 'Directory Information' Mississippi College will release information only with the student's written consent and will use 'Directory Information' in the best interest of the students. **If a student does not want his/her name listed in the Student Directory, the student should leave a written statement with the Registrar following the week of Registration. Students are encouraged to sign a Consent Form designating a person(s) to whom personal and/or academic information may be given. Parents of tax dependents will, under the law, have the right to knowledge or information without written consent of the student.**

---

# CHAPEL

**Chapel will meet at First Baptist Church Clinton**

---

# FRESHMAN CHAPEL

**(Blue and Gold 101)**

**10:50 - 11:40 A.M. TUESDAY & THURSDAY - CRN 10189**

**Begins - Thursday, August 23, 2012 .....Ends - Thursday, December 6, 2012**

# UPPERCLASS CHAPEL

**10:50 - 11:40 A.M. TUESDAY ONLY - CRN 10188**

**Begins - Tuesday, August 28, 2012 .....Ends - Tuesday, December 4, 2012**

## ==========Writing Proficiency Exam==========

## CRN - 10179

**Wednesday, October 3, 2012, at 3:00 p.m. OR 6:00 p.m. in Anderson Hall**