2015-2017 ACADEMIC CATALOG

Clinton College
1029 Crawford Road
Rock Hill, SC 29730
Phone: 803.327.7402
Fax: 803.327.3261

www.clintoncollege.edu
Dear Students:

Greetings!

Welcome to Clinton College. We are indeed delighted that you are a part of the Clinton College family. Clinton College has a proud heritage. Clinton College is one of many schools established by the African Methodist Episcopal Zion Church during Reconstruction to help eradicate illiteracy among freedman.

Since its inception in 1894, Clinton College has and continues to provide an academic environment that promotes not only intellectual growth but fosters positive moral, ethical, and spiritual values.

Clinton College has a mission of providing educational opportunities to students who may present deficiencies in their academic transcripts, while challenging those who present significant promise. At Clinton College, we strive to prepare men and women to be lifelong learners, active participating citizens, and good stewards in a global society. As students of Clinton College, you are now a part of a great legacy.

Sincerely,

Elaine Johnson Copeland, Ph.D.
President
PURPOSE
The purpose of this catalog is to provide a general description of Clinton College and its academic programs and to present general information regarding the curricula which are offered at Clinton College. Inasmuch as the educational process necessitates change, the information and educational requirements in this catalog represent a flexible program which may be altered when such alterations are thought to be in the mutual interest of Clinton College and its students. The provisions in this catalog do not constitute any offer of a contract which may be accepted through registration and enrollment in Clinton College. Clinton College reserves the right to change without notice any fee, provision, offering, or requirement in this catalog and to determine whether a student has satisfactorily met his or her requirements for admission or graduation.

STUDENT RESPONSIBILITY
It is important for students to acquaint themselves with all the academic requirements contained in this catalog throughout their college careers and to be responsible for completing all such requirements. Clinton College personnel recommend that students consult the online catalog on a regular basis in order to stay informed and to use the links provided to easily find other pertinent information.
# TABLE OF CONTENTS

**Academic Calendars** ................................................................. 5  
**Alma Mater** ............................................................................ 9  
**General Information** ............................................................... 10  
  - The College ........................................................................... 10  
  - History .................................................................................. 10  
  - Affiliations .......................................................................... 10  
  - Accreditation ........................................................................ 10  
  - Mission Statement ............................................................... 11  
  - Philosophy of Education ..................................................... 11  
  - Institutional Policies ............................................................ 13  
    - Academic Integrity Policy .............................................. 13  
    - Attendance ....................................................................... 14  
    - Drugs/Alcohol .................................................................... 15  
    - Firearms ........................................................................... 15  
    - Non-Discrimination ......................................................... 16  
    - Privacy of Student Records ............................................. 16  
    - Sexual Harassment ......................................................... 16  
    - Student Complaints ....................................................... 17  
    - Students’ Rights and Due Process .................................. 17  
    - Tobacco-free Campus .................................................... 18  
  - Divisions of the College ....................................................... 19  
  - Organizational Chart of the College .................................. 20  
**Admissions** .............................................................................. 21  
  - Procedures .......................................................................... 21  
  - Policies ............................................................................... 23  
**Tuition and Fees** ....................................................................... 25  
  - Tuition and Fee Schedules ................................................ 25  
  - Refund Policy ...................................................................... 28  
**Financial Aid Office** ................................................................. 29  
  - How to Apply for Financial Aid ........................................ 29  
  - Grants and Loans ............................................................... 30  
  - Academic Progress Required for Financial Aid (Overview) 31  
**Academic Affairs** ................................................................. 33  
  - Student Responsibilities ................................................... 33  
  - Registration Information .................................................. 33  
  - Official Student Records ................................................... 35  
  - Independent Study ............................................................. 35  
  - Grading System ................................................................. 35
- Academic Standing ................................................................. 36
- Academic Classification and Credits ...................................... 37
- Academic Honors ..................................................................... 38
- Summer Enrollment at Another Institution ................................ 38
- Academic Progress Required for Financial Aid (Specific details) .... 38
- Requirements for Graduation ....................................................... 39

**Student Affairs** ........................................................................... 41
- Counseling Services ................................................................. 41
- Campus Ministry ......................................................................... 41
- Office of Student Support Services .............................................. 42
- Student Government Association ................................................. 42
- Athletics ..................................................................................... 43

**Academic Programs** ................................................................... 44
- General Information ................................................................. 44
- Programs of Study ...................................................................... 44
- **General Education:** All degree programs ................................. 45
- **Associate Degree Programs** ................................................. 47
  - o **Associate of Arts:** Early Childhood Development .............. 48
  - o **Associate of Arts:** Liberal Arts ......................................... 51
  - o **Associate of Arts:** Religious Studies ................................. 53
  - o **Associate of Science:** Business Administration ............... 55
  - o **Associate of Science:** Natural Sciences .......................... 57
- **Bachelor’s Degree Programs** ................................................. 60
  - o **Bachelor of Arts:** Religious Studies ................................. 61
  - o **Bachelor of Science:** Business Administration ............... 65

**Course Descriptions** ................................................................. 69
**Board of Trustees** ...................................................................... 90
**Administration and Support Staff** ............................................ 92
**Faculty** ..................................................................................... 95
# Clinton College Academic Calendar
## Fall 2015

### August
- **Tues** Aug 4  
  **ADMINISTRATION/FACULTY RETURNS FOR FALL SEMESTER**
- **Wed-Fri** Aug 5-7  
  **Registration (New Students)**
- **Mon-Tues** Aug 10-11  
  **Registration (Returning Students)**
- **Wed** Aug 12  
  **Classes Begin**
- **Fri** Aug 21  
  **Last day for late registration for new students/Last day to Add and Drop**

### September
- **Mon** Sept 7  
  **Labor Day-Offices Closed/No Classes/Dorms and Cafeteria Open**
- **Wed** Sept 9  
  **Fall Convocation**

### October
- **Mon-Thurs** Oct 5-8  
  **Mid-Term Testing**
- **Wed-Sun** Oct 14-18  
  **Fall Break-No Classes/Administration Offices Closed**
- **Mon** Oct 19  
  **Classes Resume**
- **Mon** Oct 19  
  **Mid-Term Grades Due**

### November
- **Mon-Tues** Nov 16-24  
  **Final Exams**
- **Wed-Sun** Nov 25-Jan 10  
  **Thanksgiving Holidays/Semester Break/Dorms Closed/No Classes/ Cafeteria Closed**

### December
- **Wed** Dec 2  
  **Final Grades Due/Faculty Last Day**
- **Fri** Dec 4  
  **Last day for Administration and Staff**
- **Wed** Jan 6  
  **ADMINISTRATION/FACULTY RETURN FOR SPRING 2016 SEMESTER**

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*Calendar Subject to Change*
# Clinton College Academic Calendar
## Spring 2016
### January
<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sun</td>
<td>Jan 3</td>
<td>Dorms open and Cafeteria for returning students 3:00 pm</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 4</td>
<td>ADMINISTRATION/FACULTY RETURNS FOR SPRING SEMESTER</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 4</td>
<td>Registration (New Students) 9:00 am-3:00 pm</td>
</tr>
<tr>
<td>Tues</td>
<td>Jan 5</td>
<td>Registration (Returning Students) 9:00 am-3:00 pm</td>
</tr>
<tr>
<td>Wed</td>
<td>Jan 6</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>Fri</td>
<td>Jan 15</td>
<td>Last Day to Add and Drop/Last Day for late Registration</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 18</td>
<td>Dr. Martin Luther King, Jr. Day-Offices Closed/No Classes/</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Cafeteria Open</td>
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### February
<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Mon-Sat</td>
<td>Feb 7-12</td>
<td>Homecoming Activities</td>
</tr>
<tr>
<td>Mon-Fri</td>
<td>Feb 22-26</td>
<td>Black History Week Activities</td>
</tr>
<tr>
<td>Mon-Fri</td>
<td>Feb 29-Mar 4</td>
<td>Mid-Term Testing/Sophomore Audit for Graduation Status</td>
</tr>
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### March
<table>
<thead>
<tr>
<th>Day</th>
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<th>Event</th>
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</thead>
<tbody>
<tr>
<td>Thurs</td>
<td>Mar 10</td>
<td>Society of 1894 Luncheon 11:30 am-1:00 pm</td>
</tr>
<tr>
<td>Thurs</td>
<td>Mar 10</td>
<td>Mid-Term Grades Due 12:00 Noon</td>
</tr>
<tr>
<td>Fri</td>
<td>Mar 11</td>
<td>Founders’ Day Program 10:00 am</td>
</tr>
<tr>
<td>Sat-Mon</td>
<td>Mar 19-28</td>
<td>Spring Break/Easter Break/Offices Closed/No/Classes/Cafeteria Closed</td>
</tr>
<tr>
<td>Tues</td>
<td>Mar 29</td>
<td>Classes Resume</td>
</tr>
</tbody>
</table>

### April
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<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Mon-Fri</td>
<td>Apr 11-15</td>
<td>Early Scheduling for Fall Semester</td>
</tr>
<tr>
<td>Wed</td>
<td>Apr 13</td>
<td>Award Day</td>
</tr>
<tr>
<td>Mon-Thru</td>
<td>Apr 25-28</td>
<td>Final Exams</td>
</tr>
<tr>
<td>Tues</td>
<td>May 3</td>
<td>Grades Due 12:00 Noon</td>
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</tbody>
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### May
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<thead>
<tr>
<th>Day</th>
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<th>Event</th>
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<tbody>
<tr>
<td>Fri</td>
<td>May 6</td>
<td>Baccalaureate Services 6:00 pm</td>
</tr>
<tr>
<td>Sat</td>
<td>May 7</td>
<td>Commencement (Graduation Ceremony) 3:00 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dorms Closed/Cafeteria Closed 6:00 pm</td>
</tr>
</tbody>
</table>

### Tuesday Aug 2  FACULTY RETURNS FALL 2016

Calendar Subject to Change  Revised 11-9-2015
## Clinton College Academic Calendar
### Fall 2016

#### August

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon</td>
<td>Aug 1</td>
<td><strong>ADMINISTRATION/FACULTY/STAFF RETURN</strong></td>
</tr>
<tr>
<td>Tues</td>
<td>Aug 2</td>
<td>Faculty Development</td>
</tr>
<tr>
<td></td>
<td></td>
<td>All Faculty and Staff Development</td>
</tr>
<tr>
<td>Wed</td>
<td>Aug 3</td>
<td><strong>Registration (New Students)</strong></td>
</tr>
<tr>
<td>Thu</td>
<td>Aug 4</td>
<td><strong>Registration (Returning Students)</strong></td>
</tr>
<tr>
<td>Fri</td>
<td>Aug 5</td>
<td><strong>Registration (All Students)</strong></td>
</tr>
<tr>
<td>Mon</td>
<td>Aug 8</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>Fri</td>
<td>Aug 19</td>
<td>Last day to Add and Drop</td>
</tr>
</tbody>
</table>

#### September

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>Mon</td>
<td>Sept 5</td>
<td>Labor Day-Offices Closed/No Classes/Dorms and Cafeteria Open</td>
</tr>
<tr>
<td>Tues</td>
<td>Sept 6</td>
<td>Classes Resume</td>
</tr>
<tr>
<td>Fri</td>
<td>Sept 9</td>
<td>Fall Convocation</td>
</tr>
<tr>
<td>Mon-Fri</td>
<td>Sept 26-30</td>
<td>Mid Terms Week (Exams will only be conducted during this week)</td>
</tr>
</tbody>
</table>

#### October

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>Mon-Tue</td>
<td>Oct 3-4</td>
<td>Fall Break –Offices Closed/No Classes/Dorms and Cafeteria Open</td>
</tr>
<tr>
<td>Wed</td>
<td>Oct 5</td>
<td>Classes Resume</td>
</tr>
<tr>
<td>Mon</td>
<td>Oct 10</td>
<td>Columbus Day –Classes <strong>ARE</strong> in session.</td>
</tr>
<tr>
<td>Wed</td>
<td>Oct 12</td>
<td><strong>MID-TERM GRADES DUE</strong></td>
</tr>
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#### November

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mon-Fri</td>
<td>Nov 14-18</td>
<td><strong>FINAL EXAMS (FINAL EXAMS WILL ONLY BE CONDUCTED THIS WEEK)</strong></td>
</tr>
<tr>
<td>Fri</td>
<td>Nov 18</td>
<td>Fall Awards Ceremony</td>
</tr>
<tr>
<td>Sat</td>
<td>Nov 19</td>
<td>End of Semester Student Winter Break/Dorms Closed/No Classes/Cafeteria closed. Dorms will be opened during break for Athletes for scheduled games.</td>
</tr>
<tr>
<td>Mon-Tue</td>
<td>Nov 21-22</td>
<td>Administration/Faculty/Staff maintain office hours.</td>
</tr>
<tr>
<td>Wed-Fri</td>
<td>Nov 23-25</td>
<td>Thanksgiving Holidays-College Closed</td>
</tr>
<tr>
<td>Mon</td>
<td>Nov 28</td>
<td>Administration/Faculty/Staff return from Thanksgiving Break</td>
</tr>
<tr>
<td>Fri</td>
<td>Dec 2</td>
<td><strong>FINAL GRADES DUE</strong></td>
</tr>
<tr>
<td>Nov</td>
<td>28-Dec. 9</td>
<td>Faculty Training Workshops</td>
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#### December

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<th>Event</th>
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<tbody>
<tr>
<td>Fri</td>
<td>Dec 9</td>
<td>Last day for Administration, Staff, and Faculty</td>
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</table>

#### January

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<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Wed</td>
<td>Jan 4</td>
<td><strong>ADMINISTRATION/FACULTY/STAFF RETURN</strong></td>
</tr>
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*Calendar Subject to Change*
Clinton College Academic Calendar
Spring 2017

**January**

<table>
<thead>
<tr>
<th>Day</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Wed</td>
<td>Jan 4</td>
<td>ADMINISTRATION/FACULTY RETURNS FOR SPRING SEMESTER</td>
</tr>
<tr>
<td>Thu</td>
<td>Jan 5</td>
<td>Registration (New Students) 9:00 am-3:00 pm</td>
</tr>
<tr>
<td>Fri</td>
<td>Jan 6</td>
<td>Registration (Returning Students) 9:00 am-3:00 pm</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 9</td>
<td>Classes Begin</td>
</tr>
<tr>
<td>Mon</td>
<td>Jan 16</td>
<td>Dr. Martin Luther King, Jr. Day - Offices Closed/No Classes/Cafeteria Open</td>
</tr>
<tr>
<td>Fri</td>
<td>Jan 20</td>
<td>Last Day to Add and Drop/Last Day for late Registration</td>
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**February**

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>Mon-Sat</td>
<td>Feb 6-11</td>
<td>Homecoming Activities</td>
</tr>
<tr>
<td>Mon-Fri</td>
<td>Feb 13-17</td>
<td>Black History Week Activities</td>
</tr>
<tr>
<td>Mon-Fri</td>
<td>Feb 20-24</td>
<td>Mid-Term Testing/Sophomore Audit for Graduation Status</td>
</tr>
<tr>
<td>Mon-Fri</td>
<td>Feb 27-Mar 3</td>
<td>Spring Break/Offices Closed/No Classes/</td>
</tr>
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**March**

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>Mon</td>
<td>Mar 6</td>
<td>Classes Resume</td>
</tr>
<tr>
<td>Thurs</td>
<td>Mar 9</td>
<td>Society of 1894 Luncheon 11:30 am-1:00 pm</td>
</tr>
<tr>
<td>Thurs</td>
<td>Mar 9</td>
<td>Mid-Term Grades Due 12:00 Noon</td>
</tr>
<tr>
<td>Fri</td>
<td>Mar 10</td>
<td>Founders’ Day Program 10:00 am</td>
</tr>
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**April**

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<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>Mon-Fri</td>
<td>Apr 10-14</td>
<td>Early Scheduling for Fall Semester</td>
</tr>
<tr>
<td>Fri</td>
<td>April 14</td>
<td>Good Friday - Office Closed/No Classes/Cafeteria Open/Dorm Open</td>
</tr>
<tr>
<td>Mon</td>
<td>April 17</td>
<td>Easter Mon - Office Closed/No Classes/Cafeteria Open/Dorm Open</td>
</tr>
<tr>
<td>Wed</td>
<td>Apr 19</td>
<td>Award Day</td>
</tr>
<tr>
<td>Mon-Fri</td>
<td>Apr 24-28</td>
<td>Final Exams</td>
</tr>
<tr>
<td>Mon</td>
<td>May 2</td>
<td>Grades Due 12:00 Noon</td>
</tr>
</tbody>
</table>

**May**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>Fri</td>
<td>May 5</td>
<td>Baccalaureate Services 6:00 pm</td>
</tr>
<tr>
<td>Sat</td>
<td>May 6</td>
<td>Commencement (Graduation Ceremony) 3:00 pm</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Dorms Closed/Cafeteria Closed 6:00 pm</td>
</tr>
</tbody>
</table>

**Tuesday, Aug 1**

**FACULTY RETURNS FALL 2017**

*Calendar Subject to Change*
ALMA MATER

Clinton, our dear school
For thee we reign and rule.
For thee we take our stand to honor thee.
   We’ll honor, cherish thee,
As down life’s path we flee,
Clinton, our dear old school
   We love you so

When we enter her gate,
When we our classes take;
We pledge allegiance true
   To honor Thee.

We’ll honor, cherish thee,
As down life’s path we flee;
Clinton our dear old school,
   We love you so!
THE COLLEGE
Clinton College is a private historically black college largely supported by the African Methodist Episcopal Zion Church. Clinton College has a beautiful historic campus situated within the city limits of Rock Hill, South Carolina, 72 miles north of Columbia, South Carolina and 25 miles south of Charlotte, North Carolina. Clinton College is the oldest institution of higher education in Rock Hill, South Carolina. For more than 120 years, Clinton College has sought to design and implement an educational program that will help all students lead moral, spiritual, and productive lives. Currently, Clinton College provides an education to approximately 160 students. Clinton College offers baccalaureate degrees in Business Administration and Religious Studies, and offers associate degrees in Business Administration, Early Childhood, Liberal Arts, Natural Sciences, and Religious Studies.

HISTORY
In 1894, the Reverend Dr. Nero Crockett, Presiding Elder of the Yorkville District of the South Carolina Conference of the African Methodist Episcopal Zion Church, and the Reverend W.M. Robinson, pastor of the Clinton Chapel A.M.E. Zion Church, founded Clinton Institute. Clinton College was named after Bishop Caleb Isom Clinton, the Presiding Bishop of the South Carolina Conference at the time. Clinton Institute began as a boarding high school, providing high quality education to hundreds of newly freed blacks. On June 22, 1909, the school became known as Clinton Normal and Industrial Institute, and was authorized to grant state teacher certificates. By the late 1940’s Clinton College attracted 225 students per year and owned approximately 19 acres, several buildings and equipment worth several million dollars.

AFFILIATIONS
Clinton College is a member of the National Association for Equal Opportunity in Higher Education, Council of Higher Education Accreditation, American Council on Education, National Association of College and University Business Officers, Southern Association of College and University Business Officers, Carolina Association of Collegiate Registrars and Admission Officers, National Junior College Athletic Association, National Alliance Black Student Government Associations, South Carolina Financial Aid Association, and York County Chamber of Commerce.

ACCREDITATION
Clinton College is accredited by the Transnational Association of Christian Colleges and Schools (TRACS) to award associate and baccalaureate degrees. Contact TRACS at Post Office Box 328, Forest, Virginia 24551 or call (434) 525-9539 or fax (434) 525-9538 for questions about the accreditation of Clinton College. Their Website is www.trsacs.org.
The Transnational Association of Christian Colleges and Schools (TRACS) is recognized by the United States Department of Education (USDE) [http://www.ed.gov/NLE/USNEL/us/accred-recog_associations.html](http://www.ed.gov/NLE/USNEL/us/accred-recog_associations.html) and the Council for Higher Education Accreditation (CHEA) [http://www.chea.org/Directories/national.cfm](http://www.chea.org/Directories/national.cfm), as a national accrediting body for Christian institutions, colleges, universities, and seminaries. TRACS is a voluntary, non-profit, self-governing organization that provides accreditation to Christian postsecondary institutions offering certificates, diplomas, and/or degrees through the doctorate. The geographic territory of TRACS currently consists of the United States and International territories.

**MISSION STATEMENT**

Clinton College is a historically black, private institution with a strong Liberal Arts tradition that offers Associate’s and Bachelor’s degrees. The College was founded in 1894 by The African Methodist Episcopal Zion Church to meet the needs of descendants of slaves who did not have access to higher education. Today, the doors of the institution are open to all, those who have achieved academically and those who have yet to reach their full potential. In keeping with its rich tradition, the College continues to provide a learning milieu for students to promote academic achievement and positive moral and spiritual development. This environment fosters leadership qualities and encourages students to be good citizens who can contribute to a global society.

**PHILOSOPHY OF EDUCATION**

Since its founding in 1894, Clinton College has strived to offer an education to those who may not have an opportunity to pursue higher education. Founded by the Christian Education Department of the African Methodist Episcopal Zion Church, Clinton College has historically served a diverse population in terms of academic preparation and financial resources. Many students who come to Clinton College come because of limited financial resources, and others come because of inadequate academic preparation. Clinton College serves those who excel academically and those who have yet to show academic potential. It is the major objective of the institution to provide a liberal arts education in an environment that supports the development of the whole person, intellectually, spiritually, psychologically, physically, and one that supports strong moral and ethical values. Students are taught the need to be good stewards of the environment and give back to those less fortunate and to society.

**Purpose Statements**

**Intellectual:**

- To provide an appropriate general education core for all students
- To provide an environment where students learn how to think critically and understand the importance of intellectual discourse
- To provide experiences that encourage research
- To offer experiences that encourage students to develop effective methods of oral, written and technological communication

**Spiritual:**
- To foster learning in an environment that foster religious values, through academic courses, Lyceum, and relevant programs
- To encourage students to learn to respect all of humankind
- To encourage participation in religious activities
- To assist students in fostering unconditional positive regard for others

**Social**
- To assist students in becoming socially conscious and function as responsible citizens in a diverse society
- To encourage students to understand and appreciate other cultures
- To provide opportunities for students to develop good leadership skills

**Moral/Ethical**
- To encourage students to develop moral and ethical values
- To provide experiences where students learn to operate on principles of integrity

**Physical**
- To assist students in achieving physical fitness and health
- To maintain an environment free from drugs
- To provide students opportunities for athletic competition and develop habits of good sportsmanship

**Statement of Beliefs**

As a College founded and supported by the African Methodist Episcopal Zion Church, Clinton Junior College affirms and upholds the beliefs and tenets of the Christian faith as practiced by the AME Zion Church. Specifically, as enumerated by the Articles of Religion, as found in the Book of Discipline of African Methodist Episcopal Zion Church and the Apostles’ Creed, we assent to the following:

**The Bible:** We believe that the Bible is the Word of God and contains "all things necessary to salvation." We believe that it is authoritative in all matters of faith and morality. (Article V) (2 Tim. 3: 15-17). We believe that it is authoritative in all matters of faith and morality.

**Original Sin:** We believe that sin is the "corruption of the nature of every [person] that naturally is engendered of the offspring of Adam, whereby [humanity] is very far gone from original righteousness, and of [their] own nature(s) inclined to evil, and that continually." (Article VII) (Ps. 51:5)
**The Trinity:** We believe that “there is but one living and true God, ever-lasting, without body or parts, with infinite power, wisdom and goodness; the [Creator] and preserver of all things, visible and invisible, And in the unity of this Godhead there are three persons of one substance, power and eternity—the Father, the Son and the Holy Ghost.” (Article I) Further, we believe that “the Son, who is the Word, the Father, the very and eternal God, of one substance with the Father, took [human] nature in the womb of the blessed Virgin; so that two whole and perfect natures, that is to say, the Godhead and [humanity], were joined together in one person, never to be divided, whereof is one Christ, very God and very [human], who truly suffered, was crucified, dead and buried, to reconcile His Father to us and to be a sacrifice, not only for original guilt, but also for the actual sins of [humanity].” (Article II). We further affirm that “the Holy Ghost, proceeding from the Father and the Son, is one substance, majesty and glory with the Father and the Son, very and eternal God.” (Article IV)

**Redemption:** We believe that “Christ did truly rise again from the dead, and took again His body, with all thing appertaining to the perfection of [human] nature, wherewith He ascended into heaven, and there sitteth until He shall return to judge all [humanity] at the last day.”

**Salvation:** We believe that "we are accounted righteous before God only for the merit of our Lord and Savior Jesus Christ by faith, and not our own works or deserving. Wherefore, that we are justified by faith only is a most wholesome doctrine and very full of comfort." We further believe that the sacraments of the church are "certain signs of grace and God's good will toward us by which He doth work invisible in us, and [does] not only quicken, but also strengthen and confirm our faith in Him." (Article IX, Article XVI) (Rom. 4:5, Luke 22:19).

**INSTITUTIONAL POLICIES**

All schools, colleges, and universities have policies that establish community standards to guide the behavior and protect the rights of students, faculty, and students. The full Policy Manual may be found online by clicking here. The following policies are representative of the community standards at Clinton College.

**Academic Integrity Policy**

Clinton College does not condone academic dishonesty; it expects all students to maintain high ethical standards in all of their coursework. Actions that Clinton College considers violations of the Academic Dishonesty Policy include:

- **Plagiarism:** Plagiarism is stealing another person’s words or ideas and passing them off as your own. When a student puts his or her name on a paper or report or any work assignment at Clinton College, he or she is declaring ownership of the work. The student is saying that he or she has written the work and that the words and ideas contained therein are his or her own, except for the citations from outside sources, which must be documented.
• **Cheating.** Cheating includes using materials, resources, or other methods during the course that are not authorized or are not the student’s own work. Copying another student’s work, whether it is a homework assignment or an examination, is considered cheating. Working together to complete an assignment to be submitted is also cheating, although this does not necessarily apply to group projects assigned by the professor of a course. Sending or arranging for another student to take any graded exercise, quiz, or exam, as a substitute for himself or herself or the student providing information to another student during a graded exercise will be considered a violation of the Academic Dishonesty/Integrity Policy.

• **Fabrication/Falsification.** The deliberate creation of non-existent data or results is considered fabrication. Falsification involves changing of data. This also includes students signing attendance rolls for one or more students who are not present.

Students found guilty of violating Academic Dishonesty/Integrity Policy may be subject to a number of penalties. See Policy AA-13: Academic Integrity Policy.

**Attendance Policy**

Students are obligated to attend class regularly and to be on time for those classes. Absences, whether excused or unexcused, do not absolve a student from the responsibility of completing all assigned work promptly. Students who have missed assignments, announced and unannounced quizzes, or other classroom obligations due to an **excused** absence will be allowed to make up the work after the appropriate documentation has been presented to the Vice President for Academic Affairs/Academic Dean. This documentation must be presented within **two days** following the absence.

Absences will be excused for the following reasons, when supporting documentation is provided:

• Illness or hospitalization, supported by a doctor’s excuse
• Official representation of the College, supported by a letter from a College administrator
• Death of an immediate family member, supported by the obituary or funeral program
• Court appearance or jury duty, supported by court documentation

It is the responsibility of the student to contact the professor and make arrangements to make up the work missed for **excused** absences. The professor is NOT obligated to allow a student to make up work that was missed due to an **unexcused** absence.
The following numbers of **unexcused** absences will be allowed without automatic penalty to the final course grade, but such absences may still affect grades due to missed work:

- For classes that meet three times per week: 3 absences
- For classes that meet two times per week: 2 absences
- For classes that meet one time per week: 1 absence

Excessive absences may result in failure in courses. See Policy AA-11: Class Attendance Policy.

**Drugs/Alcohol Policy**

It is the policy of Clinton College to provide a drug free environment which is conducive to learning. Pursuant to the provision of the Drug Free School and Communities Act of 1989, (Public Law 102-226), students and faculty should choose a life style which ennobles their minds and bodies, elevates their character and improves their standing in society rather than one in which alcohol, tobacco, drugs and other dangerous and debilitation controlled substances are used and/or abused.

The manufacture, distribution, sale, use or possession of any of these controlled substances on or off campus, at college functions or going to or from the campus or campus activities are specifically excluded by Clinton College’s standards for citizenship. Your conduct on or off this campus is a reflection on the character of this school. See Policies SS -5: Student Drug Policy and HS-7: Faculty/Staff Drug Abuse Policy.

**Firearms**

The possession of firearms, ammunition, explosives, incendiary devices, and other weapons anywhere on the Clinton campus is inconsistent with and seriously undermines the academic mission of Clinton College. Such possession creates a threat to the safety and welfare of students, employees and visitors on the Clinton College campus, threatens the tranquility of the educational environment on the campus in an intimidating way, and contributed in an offensive manner to an unacceptable climate of violence.

Therefore, the possession of firearms, ammunition, explosives, incendiary devices, or other weapons on the Clinton College Campus is prohibited. A “weapon” shall include anything likely to be used, or designed to be used, in destroying, defeating, or injuring a person or property damage; or an instrument by the use of which a fatal wound may include, but is not limited to, the following: any firearms, BB gun, pellet gun, ammunition, bow and arrow, cross-bow, slingshot, cross knuckles, knuckles of lead, brass or other metal, any bowie knife, dirk, dagger, or similar knife, or any knife having the appearance of a pocket knife, the blade of which can be opened by a flick of a button, pressure on the handle or other mechanical contrivance. This policy is not intended to include standard cosmetic, wardrobe, or convenience items such as tweezers, nail clippers, scissors, pocket knives with blades three and half inches in length or less,
or belts and belt buckles. See Policy HS-4: Firearms.

Non-Discrimination Policy
Clinton College does not discriminate in admissions, educational programs, or employment on the basis of race, color, religion, sexual orientation or genetic information, national origin, age, disability, or veteran’s status and prohibits such discrimination by its students, faculty, and staff. Students, faculty, and staff are assured of participation in college programs and in use of facilities without discrimination. The college also complies with all applicable federal and South Carolina statutes and regulations prohibiting unlawful discrimination. All members of the student body, faculty, and staff are expected to assist in making this policy valid in fact. See Policy GA-3: Non-discrimination Policy.

Privacy of Student Records
The Family Rights and Privacy Act of 1974 (FERPA), is a federal law that says that no one outside the institution shall have access to student’s education records nor will the institution disclose any information from those records even in an emergency. This provides a source of protection for the students or other persons. A student or a person applying for admission may waive his right of access to confidential statements. Such waivers may not be required as a condition for admission to, receipt of financial aid from, or receipt of any other service or benefits from such agency or institution. Release of education records will only occur under the following circumstances:

- Parental consent requirement;
- Exceptions; compliance with judicial orders and subpoenas; audit and evaluation of federally-supported education programs; recordkeeping.

See Policy GA-5: FERPA Policy or consult the full federal definition and description by clicking here.

Sexual Harassment
Clinton College is committed to ensuring an environment for all employees and students that is fair, humane, and respectful. Behaviors that inappropriately assert sexuality as relevant to employee or student performance will not be tolerated, as they are violations of both law and College policy.

As described fully in the definition section of this policy, sexual harassment can take many forms. It can be committed by both men and women and can occur between members of the opposite sex or between members of the same sex. Sexual harassment is defined by the U.S. Equal Employment Opportunity Commission as unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
• Submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic status;
• Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions;
• Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive work or academic environment.

This policy provides the expanded definition of sexual harassment and sets forth employee and student responsibilities for creating and maintaining an environment free of sexual harassment. This policy also includes detailed grievance procedures for filing complaints of sexual harassment. Immediate and appropriate corrective action will be taken when it is determined that sexual harassment has occurred. Violation of this policy can result in personal criminal and/or civil liability for any perpetrator, as well as any disciplinary action that the College deems appropriate. See Policy GA-6: Sexual Harassment

**Student Complaints/Grievances**

Clinton College strives to provide the best instructional atmosphere and level of service to students. At times, however, students may have an issue, concern or complaint regarding their educational experience. In such cases, the College strives to resolve issues as quickly as possible and at the level closest to the issue.

Students should follow the informal and/or formal procedures listed in the full policy to resolve their concerns or complaints at the local, state, or national level. See Policy SS-2: Student Complaints.

**Students’ Rights and Due Process**

Any student that is involved with the College Judicial Board has the right to the following:

1. The right to receive a written description of charges pending against him or her and a notice of the hearing.
2. The right to be present throughout the hearing but not during the deliberation of the hearing.
3. The right to remain silent and the case will be determined on the evidence presented.
4. The right to respond to any charges against him or her.
5. The right to present evidence in his or her case.
6. The right to appeal any disciplinary action taken against him or her.

The standards of the due process at Clinton College are solely based on rules. Students that must appear before the Judicial Board have the right to:

• The presumption of innocence
• Be informed of his or her rights
- Have a written notice of the infraction within 24 hours
- Seek the advice of Student Government Association
- Be informed of the maximum and minimum sanctions
- Be informed of the campus disciplinary structure
- Present factual defense through personal testimony and witnesses

For further description of the Judicial Board processes and possible outcomes, see Policy SS-4: Students’ Rights and Due Process.

**Tobacco-free Campus**
As an institution of higher education, Clinton College recognizes its responsibility to provide education to our students on matters of good health. Consequently, effective August 1, 2012, the entire campus environment is designated as Smoke-Free to thereby provide a healthier environment for the college community. Effective August 1, 2012 smoking is prohibited in all buildings and all grounds of Clinton College.

This policy applies to all faculty, staff, students, and visitors at Clinton College. Violation of this policy may result in disciplinary action. See Policy HS-3: Smoking/Tobacco Use.
THE FIVE DIVISIONS OF THE COLLEGE

Business Affairs
The Office of Business Affairs is committed to supporting the learning milieu of the college through quality management of the business and technology affairs of the college. Business Affairs is committed to fostering a fiscally sound environment by maintaining fiscal integrity and by developing and implementing sound fiscal policies and procedures. In addition, Business Affairs is committed to promoting academic achievement by enhancing technologies and food services that support the overall academic environment of the college.

Academic Affairs
The Division of Academic Affairs is designed to support the academic programs of the college through selection, supervision, and evaluation of faculty and professional staff, providing professional development for faculty and staff, budgeting for and providing instructional resources, including library holdings; and improving and maintaining academic programs and assessment systems.

Institutional Advancement
The purpose of the Office of Institutional Advancement is to promote college excellence through efforts which emphasize a strong liberal arts institution with a focus on marketing, branding/image, alumni relations and donor development, and public relations.

Institutional Effectiveness
Clinton College’s Office of Institutional Effectiveness strives to ensure student success through the gathering of data relevant to students, faculty, staff, program and services, as well as institutional operations. Data gathered from various reports generated are used to support strategic planning initiatives, decision-making, and coordinating institutional research, assessment and performance improvement. The Office of Institutional Effectiveness is responsible for designing and executing plans for achieving and maintaining accredited status for both the college and for those instructional programs where professional accreditation is desired.

Student Affairs
The Division of Student Affairs provides programs, activities, and community outreach to help students achieve a holistic development, particularly in relation to the institutional mission elements of moral and spiritual development that assist students to become good citizens and leaders in a global society. Student Affairs focuses on improving the quality of campus life for students and promoting ethical and personal growth along with the respect for diversity. Major responsibilities of Student Affairs include recruitment and admissions, financial aid, and student support services, as well as the residence halls, counseling, campus ministry, social activities, and athletics.
Clinton College has an Open Admissions Policy in that it has a curricula designed to offer educational opportunities to a wide range of students who show academic promise. Clinton College welcomes students of all races, creeds, and national origins. In order to be accepted for admission in Clinton College, a prospective applicant must have a high school diploma or a General Education Development (GED) Certificate. Aptitude Tests, such as the Scholastic Aptitude Test (SAT) or American College Test (ACT) are helpful for evaluation purposes, but not necessary for admission at Clinton College.

ADMISSIONS PROCEDURES

Placement Testing
Placement Testing in English and Mathematics is required for all students. These tests are designed as aids for academic advising and scheduling.

Submission of Application
Inquiries and applications for admission should be made to the Office of Enrollment Management, Clinton College, 1029 Crawford Road, Rock Hill, South Carolina 29730. You may also make inquiries online by clicking here.

Application Procedure for Freshman Admission
Clinton College welcomes freshmen, whether you are a recent high school graduate or a person who has been working for a period of time after graduating from high school. To apply for admission, please submit all of the following:

- A completed application (To download online application, click here)
- A non-refundable $25.00 application fee
- An official high school transcript or GED score
- An official criminal background check
- Two letters of recommendation
- (Recommended: An official SAT or ACT score)

Application Procedure for Transfer Students:
Clinton College welcomes transfer students. To apply for admission, please submit all of the following:

- A completed application (To download online application, click here)
- A non-refundable $25.00 application fee, unless you are applying for readmission
Official transcripts from all colleges previously attended
An official criminal background check
Two letters of recommendation

International Students
Clinton College welcomes inquiries from international students. International students seeking admission to Clinton College must satisfy all admission requirements. To apply for admission, please submit all of the following:

- A completed application (To download online application, click [here](#))
- A non-refundable $25 application fee in U.S. dollars in the form of a money order or certified check, made payable to Clinton College. (Do not send cash.)
- Official transcripts, certificates and/or final secondary school records, official university transcripts (if applicable), official translations of transcripts if the document is in another language.
- Evidence of their ability to read, write, and speak the English language, such as scores from the Test of English as a Foreign Language (TOEFL) or the International English Language Test Systems (IELTS)
- An I-20 (Certificate of Eligibility)
- A Declaration and Certificate of Finances signed by the student’s sponsor(s) and at least one year of tuition fees
- A Health Certificate

Clinton College does not offer financial aid for international students. An I-20 form (Certificate of Eligibility) is not issued until the applicant (1) has been accepted by the Office of Admissions, and (2) has submitted a financial statement indicating how tuition and fees will be paid while attending Clinton College.

The U.S. Department of Homeland Security rules require that all persons in the category of “non-immigrant F-1 foreign students” pursue a full course of study. This rule means that students must register for a minimum of twelve (12) credit hours. Failure to observe these requirements will cause students to be ineligible to receive the I-20 form to support their nonimmigrant status.

Applicants with Documented Criminal Backgrounds
Applicants with documented criminal histories are required to participate in a personal interview with both the Vice President for Student Affairs and the Vice President for Academic Affairs prior to being accepted for admission in order to determine suitability for enrollment.
Non-Traditional Applicants
Clinton College encourages individuals who are not the traditional college age 18-23, including military veterans or career military personnel, to pursue educational programs leading to undergraduate degrees. Such individuals are urged to contact the Vice President for Academic Affairs and submit their credentials for evaluation.

Students with Special Needs
Clinton College is open and accessible to students with disabilities and committed to providing assistance to them so they may accomplish their educational goals and receive benefits of campus life. Students with special needs should provide documentation of their disability from their physicians or certified professional. This information should be forwarded to the Office of Student Support Services.

ADMISSIONS POLICIES

Readmission Policy
A student who has not attended Clinton College as a student for two consecutive terms and wishes to reenter must be readmitted to Clinton College through the Office of Enrollment Management. Readmitted students must meet the graduation requirements in the current catalog for their program unless an exception is recommended and approved by the Vice President for Academic Affairs/Academic Dean. A student who is expelled or suspended for disciplinary reasons may re-apply for admission only after the period of suspension has ended and any stated conditions have been satisfied. A student who withdraws for more than a semester may reapply for admission. A student who has been suspended for poor academic performance may re-apply for admission after one semester has elapsed. A student who withdraws may re-apply after one semester has elapsed.

Transfer Policy
For purposes of the transfer policy, a transfer student is anyone who has attended any postsecondary institution and has not received a degree. This policy does not apply to high school students who are enrolled in college-level coursework. Students planning to transfer courses from other postsecondary institutions to Clinton College must adhere to the following guidelines:

- Students must submit an official transcript from each postsecondary institution attended
- Students must be in good standing with the previous postsecondary institutions and must be eligible to return
- Students must submit an official high school transcript, high school grade point average, and rank in graduating class if the student has earned less than thirty (30) semester hours.
Students must complete and submit an application package. Please click here to get started!

Upon request, Clinton College will consider awarding exemption and/or transfer credit for appropriate educational experiences in the armed services when learning outcomes can be demonstrated that are commensurate with expectations in higher education courses. Transfer credits will be awarded for comparable work if the student has earned a grade of “C” or better. No transfer of grades below “C” will be accepted.

Students planning to transfer credit from Clinton College to other postsecondary institutions are responsible for confirming the transferability of courses to those institutions. The Admissions Office at those institutions, in conjunction with other college or university administrators, will decide which of your courses to accept. Students should consult with their advisors throughout their semesters at Clinton College to make informed choices about taking courses that are most likely to transfer and count toward your eventual bachelor’s degree at that institution.
## CLINTON COLLEGE

### 2015-2016 Fee Schedule

#### Boarding (On-Campus) Full-Time Students:

<table>
<thead>
<tr>
<th></th>
<th>Per Semester</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>2,425.50</td>
<td>4,851.00</td>
</tr>
<tr>
<td>*Registration Fee</td>
<td>500.00</td>
<td>500.00</td>
</tr>
<tr>
<td>**Room (double occupancy)</td>
<td>1,997.50</td>
<td>3,994.00</td>
</tr>
<tr>
<td>***Room Reservation Fee</td>
<td>250.00</td>
<td>500.00</td>
</tr>
<tr>
<td>Board</td>
<td>2,778.00</td>
<td>5,557.00</td>
</tr>
<tr>
<td>Technology Fee</td>
<td>500.00</td>
<td>1000.00</td>
</tr>
<tr>
<td>Activity Fee</td>
<td>200.00</td>
<td>400.00</td>
</tr>
<tr>
<td>**</td>
<td></td>
<td>**</td>
</tr>
<tr>
<td>**</td>
<td>8,651.00</td>
<td>16,802.00</td>
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</tbody>
</table>

#### Non-Boarding (Off-Campus) Full-Time Students:

<table>
<thead>
<tr>
<th></th>
<th>Per Semester</th>
<th>Per Year</th>
</tr>
</thead>
<tbody>
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</tr>
<tr>
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<td>1000.00</td>
</tr>
<tr>
<td>**</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>3,425.00</td>
<td>6,351.00</td>
</tr>
</tbody>
</table>

*Registration fees for Full Time and Part Time Students are paid in check or money order during registration. The registration fee must be paid during registration in order to complete registration process. The registration fee is only paid once per academic year.

**Room: Single Room Occupancy Fee of 50% increase will be assessed for individuals who choose to live in a room by themselves (Single Room Charge: $3,624.00/semester, $7,248.00/year)

***Room reservation fee is applied each semester during academic year. The reservation fee is required by cashier's check, money order or credit card the 1st semester of each academic year in the residence hall. The fee will be charged to the student’s account in 2nd semester.
**Additional Fees:**

*Part Time Student Registration Fee (once per academic year): 200.00
Charge per credit hour (for part-time students) 400.00
Books (estimate cost per semester) 600.00
Science Lab Fee (per semester enrolled in science lab) 150.00
ID Card Replacement 10.00
Parking Permit 25.00
Replacement Room Key 25.00
Graduation Fee (sophomores only) 200.00
Transcript Fee (after first free copy) 10.00
Payment Deferment Fee 100.00
Return Check Fee 35.00
Admission Application Fee 25.00
Late Payment on Agreed Payment Plan 50.00
Late Registration Fee 200.00

Non-Boarding full-time and part-time students can purchase meal plans in the Office of Business Affairs.

*NOTE: Clinton College does not accept personal checks.*
### CLINTON COLLEGE
#### 2016-2017 Fee Schedule

**Boarding (On-Campus) Full-Time Students:**

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<thead>
<tr>
<th></th>
<th>Per Semester</th>
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</thead>
<tbody>
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<td>2,547.00</td>
<td>5,094.00</td>
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<td>500.00</td>
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<td>1,000.00</td>
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<tr>
<td>Activity Fee</td>
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<td>400.00</td>
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<tr>
<td></td>
<td><strong>8,772.50</strong></td>
<td><strong>17,045.00</strong></td>
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**Non-Boarding (Off-Campus) Full-Time Students:**

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<th>Per Year</th>
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</tr>
<tr>
<td>Technology Fee</td>
<td>500.00</td>
<td>1,000.00</td>
</tr>
<tr>
<td></td>
<td><strong>3,547.00</strong></td>
<td><strong>6,594.00</strong></td>
</tr>
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*Registration fees for Full Time and Part Time Students are paid in check or money order during registration. The registration fee must be paid during registration in order to complete registration process. The registration fee is only paid once per academic year.*

**Room: Single Room Occupancy Fee of 50% increase will be assessed for individuals who choose to live in a room by themselves (Single Room Charge: $2,995.00/semester - $5,551.00/year)**

***Room reservation fee is applied each semester during academic year. The reservation fee is required by cashier’s check, money order or credit card the 1st semester of each academic year in resident hall. The fee will be charged to students account in 2nd semester***
Additional Fees:

*Part Time Student Registration Fee (once per academic year): 200.00
Charge per credit hour (for part-time students) 400.00
Books (estimate cost per semester) 600.00
Science Lab Fee (per semester enrolled in science lab) 150.00
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Return Check Fee 35.00
Admission Application Fee 25.00
Late Payment on Agreed Payment Plan 50.00
Late Registration Fee 200.00

Non-Boarding full-time and part-time students can purchase meal plan in Office of Business & Finance.

Clinton College does not accept personal checks.

Tuition and fees are subject to change without notice.

Tuition and fees are subject to change without notice and typically change from year to year. For the most current schedule, click here.

REFUND POLICY
A student is only entitled to a cash refund when an excess of cash has been paid. The cash refund is calculated on the pro rata share of cash paid and all federal/state monies received by the student for a semester. The unused share of Pell (Basic) Grant and restricted scholarship aid will be removed from the student’s account and re-deposited in the respective budgets. In the event of withdrawal from Clinton College, reduction of course loads, or withdrawal from courses, refunds may be granted to students in accordance with the following refund schedule:

<table>
<thead>
<tr>
<th>Withdrawal Period</th>
<th>Percentage of Refund</th>
</tr>
</thead>
<tbody>
<tr>
<td>Withdrawal after one week of registration</td>
<td>100%</td>
</tr>
<tr>
<td>Withdrawal after two weeks of registration</td>
<td>75%</td>
</tr>
<tr>
<td>Withdrawal after three weeks of registration</td>
<td>50%</td>
</tr>
<tr>
<td>Withdrawal after four weeks of registration</td>
<td>25%</td>
</tr>
<tr>
<td>Withdrawal after five weeks of registration</td>
<td>0%</td>
</tr>
</tbody>
</table>

After the fourth week, a student is liable and must pay for all tuition and nonrefundable fees during that semester. Students leaving Clinton College at any time after registration without
officially withdrawing through the Vice President for Academic Affairs’ Office will be ineligible for a refund. Further, if a student receiving federal financial assistance withdraws, drops out, or is expelled from Clinton College, the institution must determine if a refund is due pursuant to the Title IV Program regulations.

FINANCIAL AID OFFICE
(https://clintoncollege.edu/financial_aid.aspx)

The purpose of the Office of Financial Aid at Clinton College is to provide financial assistance to students who would not be able to attend college without such aid. The mission of the Office of Financial Aid is to assist students in finding ways to pay for their college education such as scholarships, grants, student loans, and on-campus employment. The Office of Financial Aid at Clinton College makes every effort to provide for the timely delivery of financial assistance to eligible students.

HOW TO APPLY FOR FINANCIAL AID
In order to be considered for financial aid at Clinton College, students must first apply and be accepted for admission. However, students should not wait for a notice of acceptance before submitting their financial aid application. Students are encouraged to apply for financial aid as soon as possible after January 1st.

All applicants who wish to be considered for federal and state financial aid must fill out a Free Application for Federal Student Aid (FAFSA) via www.fafsa.ed.gov. In order for the Office of Financial Aid to receive a notification of a student’s FAFSA, the school code for Clinton College must be listed. The school code for Clinton College is 004923.

The FAFSA website is a free U.S. Department of Education website where students may complete and submit a FAFSA application online. A PIN number is necessary for all online applications. Students and parents may apply for a PIN number at www.pin.ed.gov. If the PIN number is misplaced, a duplicate can be requested through the PIN website. All male students are required to register with Selective Service. Registration can be completed and submitted online via www.sss.gov. Continuing students completing the renewal FAFSA can submit an online application via www.fafsa.ed.gov. Renewal of financial aid is not automatic. All applicants must re-apply each year. For additional information on financial aid, you may contact the Office of Financial Aid at (803) 327-7402 ext. 240. You may also access Clinton College’s Financial Aid Manual online by clicking here.

Students may receive part or all of the financial aid offered. In such cases, it becomes the financial responsibility of students to provide the balance of aid not accepted.
Clinton College participates in the following Federal Student Financial Aid Programs:

- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Academic Competitiveness Grant (ACG)
- Federal Work-Study Program
- Federal Stafford Loan

All award packages including athletic, academic, and outside scholarships are coordinated through the Office of Financial Aid. The total financial assistance awarded will never exceed the costs related to attending Clinton College. If a student is eligible for funds, awards from these programs will appear as credits on his/her account once the financial aid award is finalized.

GRANTS AND LOANS

**Federal Pell Grants**
Eligibility for the Federal Pell Grant is determined by a standard formula established by Congress. The formula is used to calculate the expected family contribution. The amount of student aid a student receives depends on the expected family contribution, the estimated cost of education, enrollment status and whether the student attends schools for a full academic year. Pell grant awards are dependent upon program funding.

**Federal Supplemental Educational Opportunity Grant (FSEOG)**
The FSEOG is for students with exceptional financial need. Priority is given to students who received Federal Pell Grants. An FSEOG does not have to be repaid. Individual awards are based on need and availability of funds.

**Federal Work-Study**
The Federal Work Study Program provides part-time employment to enrolled students who need earnings for education expenses. The amount of work-study award will depend on the student’s financial need and the amount of money allocated for the program. In arranging a job and assigning a work schedule, the Office of Financial Aid considers the need for financial assistance, class schedule, health and academic progress. The student works an assigned number of hours each week, usually in a job related to the student’s major or other area of interest. The student is paid current federal minimum wages. The student must obtain a work-study contract from the Office of Financial Aid before reporting to work. The contract will explain in detail the hours the student works, how and when the student will be paid and other terms of the
agreement. In order to continue to be eligible for work-study, student’s work performance must be satisfactory at all times.

**The Federal Direct Stafford Loan Program**
These are low interest loans that the federal government pays directly to students through their schools. They include Federal Stafford Student Loans—subsidized (need-based) or unsubsidized (with no need). For subsidized loans, the government pays the interest charges; for unsubsidized loans, students are responsible for interest. The interest rate for all loans is recomputed each year. The rate, which is variable, may not exceed 8.25 percent for student loans and nine (9) percent for loans to parents. To qualify for one of these loans, students must be enrolled at least half time.

Freshman may borrow up to $3,500 through a subsidized Stafford loan and $2,000 through an unsubsidized Stafford loan if they are enrolled in a program of study that is a full academic year. Sophomores may borrow up to $4,500 through a subsidized Stafford loan and $2,000 through an unsubsidized Stafford loan if the remainder of the student’s program is a full academic year in length. Juniors and seniors may borrow up to $5,000 through subsidized Stafford loans and $2,000 through unsubsidized Stafford loans each year if the remainder of their program is one academic year in length.

A one percent fee is deducted proportionately from each federal subsidized and unsubsidized loan disbursement. This fee goes to the lending agency to help reduce the cost of the loan. If you do not make your loan payments when they are scheduled, you may be charged collection and late fees. The interest rates for federal Stafford subsidized and unsubsidized loans are set July 1st of each fiscal year by Congress.

After the student graduates, leaves school or falls below half-time enrollment, the student has six months before the student begins repayment. Students will receive information about repayment in the mail. Nevertheless, students are responsible for beginning repayment on time, even if they do not receive the information. Under certain circumstances, students may be eligible to receive a deferment or forbearance on their loans.

**Satisfactory Academic Progress for Financial Aid**
Federal regulations require that educational institutions measure a student’s progress toward a declared educational objective. Clinton College has established standards to measure a student’s academic progress for the fall and spring semesters. The standards will be applied uniformly to all students with determining their eligibility for federal, state, and Clinton College funds regardless of whether the student previously received these funds. Clinton College’s standards for measuring Satisfactory Academic Progress are measured by two standards:
A qualitative standard—the student’s cumulative grade point average (GPA).

A quantitative standard consisting of two (2) components:

a. The maximum time frame a student is allowed to complete degree requirements. Clinton College students may remain eligible for financial aid for a maximum of 150% of the total semester credit hours required to receive a degree (e.g., 121 semester credit hours x 150% = 181 maximum allowable attempted semester credit hours for the Bachelor’s degree. and 64 semester credit hours x 150% = 96 maximum attempted semester credit hours for the Associate’s degree).

b. The credit completion ratio of attempted semester credit hours. Clinton College requires all students to complete at least 67% of the total attempted semester credit hours each academic year.

Students must register for a minimum of twelve (12) semester credit hours each semester to be enrolled at full-time status at Clinton College. In accordance with the requirements of a quantitative standard, a full-time student is expected to complete all degree requirements within six (6) years for the Bachelor Degree and three (3) years for the Associate Degree.

Any course in which a student receives a grade of “D” or “F” may be repeated for appropriate course credit. In such cases, the higher grade will be used in computing grade point average of the student.

More importantly, in order to continue to receive financial assistance, students must strictly comply with the above stated requirements. Student transcripts will be monitored at the end of each semester to determine eligibility for continued financial aid. If a student does not meet one of the Satisfactory Academic Progress standards at the end of each spring semester, the student will be placed on financial academic probation; however, a student may still remain eligible for financial aid on a probation status until the end of the next semester of attendance at Clinton College. If at the end of the probationary period, a student fails to meet the probationary conditions mentioned above, the student’s financial aid will be suspended. Students whose financial aid has been suspended may enroll in courses at their own expense.

For more information about the critically important relationship of financial aid and satisfactory academic progress, please see details in the Academic Affairs section of this catalog, p. 38.
ACADEMIC AFFAIRS

https://clintoncollege.edu/academics.aspx

DIVISION OF ACADEMIC AFFAIRS
The Office of Academic Affairs is designed to support the academic programs of Clinton College through selection, supervision, and evaluation of faculty and professional staff; providing professional development for faculty and staff; budgeting for and providing instructional resources, including library holdings; and improving and maintaining academic programs and assessment systems.

STUDENT RESPONSIBILITIES
All students are responsible for meeting with their academic advisor on a regular basis, completing their academic programs, satisfying the general regulations stated in this catalog, maintaining the required GPA, and meeting all other degree requirements. Students are required to know and observe all regulations concerning campus life and conduct as indicated in this catalog as well as others in the Clinton College Policy Manual and the Student Handbook. Students are also responsible for maintaining communications with Clinton College Registrar’s Office when changes occur to their current address, including zip code and telephone number.

REGISTRATION INFORMATION
All students must receive a letter of acceptance before students are eligible for initial enrollment. Once enrolled, all students are expected to meet with their advisor and pre-register for the following semester. A late fee will be imposed on all students who fail to complete registration during the regular registration period. Students are required to register for courses in the designated sequence as outlined in this catalog, shown on their planning sheets, or as explained by their advisor. Enrolling in course prerequisites is important to support a student’s progress through an academic program in a timely fashion.

Course Offerings
Clinton College reserves the right to add or delete courses, as it deems necessary in order to respond to enrollment and budgetary demands.

Academic Load
Students must register for a minimum of twelve (12) semester credit hours each semester to be enrolled as a full-time student. A full-time academic load may vary from twelve (12) semester credit hours to nineteen (19) semester credit hours. However, sophomore, junior, and senior students who have earned a minimum of a 2.0 cumulative grade point average, on a 4.0 grade point system for the current semester may register for a maximum of twenty one (21) semester credit hours with written approval of the Vice President for Academic Affairs.
Schedule Change
Students may add courses or drop courses from their schedules or change sections of a course. However, all such changes require the approval of the appropriate advisers and must be documented on an Add/Drop form provided by the Registrar. Failure to do so may result in student receiving a grade of “F” for the course.

Official Withdrawal Policy
When a student finds it necessary to withdraw from Clinton College before the end of a semester, he or she must consult with the Vice President for Academic Affairs and Residence Life Coordinator and arrange for an official withdrawal. Students must sign an official withdrawal form and obtain the signature of the Registrar or the Vice President for Academic Affairs in order for the withdrawal to be official.

Students who withdraw from Clinton College during the first three weeks of the semester will not earn credit or have grades recorded. Students who withdraw after three weeks into the semester or prior to mid-term to the week of mid-term will receive WP (Withdraw/Passing) or WF (Withdraw/Failing). Semester credit hours will not count as work attempted. Students who withdraw during the period, one week after mid-term until the end of term will receive a grade of “F” in each course, and the semester credit hours will count as work attempted. Failure to withdraw properly may significantly impair a student’s eligibility for readmission or for transfer to another institution. Any student leaving without completing the official withdrawal process receives a grade of “F” in each course in which he or she is enrolled.

Exceptions to this policy may be made for any of the following reasons:
- Illness of the student or illness in the immediate family, which requires the attention of the student
- Death of a member of student’s immediate family
- Other extenuating circumstances approved by the President or Vice President of Academic Affairs

If any of these exceptions apply, the student will receive a grade of “W” and semester credit hours will not be counted as work attempted.
OFFICIAL STUDENT RECORDS
The permanent academic record of each student contains entries for all courses taken for credit and/or non-credit and is maintained by Registrar’s Office on Campus Café. The permanent academic record of each student at a minimum contains the following:

- Student’s name
- Social Security Number
- Date of Birth
- Permanent home address
- Course information (course numbers, course titles, grades, course credit hours, attempted hours, earned hours, and quality points)
- Academic status
- Transfer credit
- Official signature (on official transcript)
- Name of Institution
- Degree awarded and date (if applicable)

INDEPENDENT STUDY
Students may pursue a course by Independent Study, subject to the same cost of a normal course, but only in documented extraordinary circumstances. Independent Study is not offered in lieu of a class that is being offered currently. A student must maintain a minimum GPA 2.0 before taking an Independent Study. An Independent Study is not given to a student who has previously failed a regular classroom course. The professor who normally teaches the course has the right to refuse to offer and/or conduct an Independent Study.

GRADING SYSTEM
The grading system for Clinton College includes letter grades: A, B, C, D, F, I and W:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Range</th>
<th>Quality Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A= Excellent</td>
<td>90-100</td>
<td>4</td>
</tr>
<tr>
<td>B= Good</td>
<td>80-89</td>
<td>3</td>
</tr>
<tr>
<td>C= Satisfactory</td>
<td>70-79</td>
<td>2</td>
</tr>
<tr>
<td>D= Poor</td>
<td>60-69</td>
<td>1</td>
</tr>
<tr>
<td>F= Failure</td>
<td>0-59</td>
<td>0</td>
</tr>
<tr>
<td>I= Incomplete</td>
<td></td>
<td></td>
</tr>
<tr>
<td>W= Withdraw Without Penalty</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Special grades are issued as follows:

**Incomplete (I) Grade**
A grade of “I” incomplete is given in exceptional cases where a student is unable to complete a course by the end of the semester, but has maintained suitable progress and gives evidence of the ability to pass the course if granted the opportunity to complete an assignment. Grades of “I” must be removed within the subsequent semester in residence and, if not removed within the stated time frame, automatically become grades of “F”.

**Withdrawal (W) Grade**
Students may voluntarily withdraw from a course, adhering to the date indicated on the current academic calendar. Students are also assigned this grade when they have pre-registered, but never reported to class. No credit hours are assigned and counted into the grade point calculation.

**Repeating a Course**
Any course in which a student receives a grade of “D” or “F” may be repeated for appropriate course credit. In such cases, the higher grade will be used in computing the scholastic average. A course in which a grade of “C” or better was received may be repeated for credit only in special circumstances and only with the written permission of the Vice President for Academic Affairs.

**Grade Changes**
If a mistake was made in calculating or recording a grade, the instructor of the course may change the grade. A change of grade may occur only within the one calendar year from the receipt of the grade. A faculty member seeking to change a student’s grade because of a mistake must request the change on the appropriate form, which may be obtained from the Office of the Registrar. The Vice President for Academic Affairs shall approve or disapprove change-of-grade requests. If approved, the requests will be sent to the Registrar with instructions to make the necessary corrections on the official record.

**ACADEMIC STANDING**
In order to remain in good standing at Clinton College, all students must maintain satisfactory academic progress each semester in accordance with the standards listed below.

<table>
<thead>
<tr>
<th>Cumulative Hours Attempted</th>
<th>Required GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-17</td>
<td>1.50</td>
</tr>
<tr>
<td>18-30</td>
<td>1.75</td>
</tr>
<tr>
<td>31-90</td>
<td>2.0</td>
</tr>
<tr>
<td>Greater than 90</td>
<td>2.0</td>
</tr>
</tbody>
</table>
Student transcripts will be monitored at the end of each semester to determine compliance with the stated requirements. If a student does not meet the standards at the end of each semester, they will be placed on academic probation.

Students who have been placed on academic probation may not register for more than thirteen (13) semester credit hours during the period of academic probation. Students are also ineligible to participate or hold office in official campus organizations, to participate on athletic teams, or to represent Clinton College in any capacity, until probationary status has been removed. During the time a student is on academic probation for not meeting the minimum level of academic performance, he or she is required to participate in Students Support Program.

In order to have probationary status lifted, students must earn a semester grade point average of at least 2.0 during the semester immediately following that which probation was imposed. The student must also earn a cumulative grade point average equal to or above the required minimum for the students’ level of attempted semester credit hours. If at the end of the probationary period, a student fails to meet the probationary conditions mentioned above, the student will be suspended for the period of one semester.

**Academic Suspension**
A student who has been on academic probation for one year, and is unable to meet the minimum level of academic performance, will be suspended from Clinton College for one semester. During this period, a student may not enroll in any courses at Clinton College. A student may apply for readmission at the end of his or her period of separation. If, after careful review, Clinton College decides to allow the student to re-enroll, he or she must bring the cumulative GPA to the level required by Clinton College by the end of two enrollment semesters.

**Academic Dismissal**
A student will be dismissed permanently if, despite re-enrollment for two semesters after academic suspension, he or she fails to meet the minimum cumulative GPA.

**Requirements for Student Athletes**
Student athletes participating in intercollegiate sports must fulfill the Satisfactory Academic Progress requirements to participate in intercollegiate sports.

**ACADEMIC CLASSIFICATION OF STUDENTS AND CREDITS**
Academic credit is recorded in semester credit hours. One fifty (50)-minutes lecture period per week for one semester constitutes a semester credit hour. A one hundred and fifty (150) minutes lecture period per week for one semester constitutes three semester credit hours. Laboratory periods are scheduled 3 hours per week for the equivalent of one credit hour in the four-hour science courses. A student’s classification is determined at the beginning of the academic year.
by the number of semester hours earned. Based upon classification, all students are expected to participate in and represent only the class in which they are officially placed by the hours earned. Unclassified and special students are not allowed to participate in any of the official activities of any of the four regular classes: freshman, sophomore, junior and senior.

### Classification

<table>
<thead>
<tr>
<th>Classification</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0 to 29 semester credit hours</td>
</tr>
<tr>
<td>Sophomore</td>
<td>30 to 59 semester credit hours</td>
</tr>
<tr>
<td>Junior</td>
<td>60 to 89 semester credit hours</td>
</tr>
<tr>
<td>Senior</td>
<td>90 and above semester credit hours</td>
</tr>
</tbody>
</table>

### ACADEMIC HONORS

Students with high scholastic achievements are listed on the Dean’s List following the semester in which the achievement was attained:

- **THE DEAN’S LIST**: Students who carry and successfully complete each semester a minimum of 12 semester hours of college-level courses for two consecutive semesters and maintain 3.0 cumulative GPA or above, with no grade below “C” and no “I” grade, are recognized as distinguished and placed on the Dean’s List.

### Honors and Awards Day

The annual Honors and Awards Day is observed by Clinton College at the end of each spring semester. During that day, Clinton College holds Honors and Award Convocation to give recognition to students who have achieved high honors in areas of scholarship, and made notable contributions to Clinton College and community commensurate with their academic achievement.

### SUMMER ENROLLMENT AT ANOTHER INSTITUTION

Students who wish to enroll at another institution during the summer term must first have approval from the Vice President for Academic Affairs prior to the end of the semester. Courses will not be accepted from other institutions without prior approval of Vice President for Academic Affairs. Only courses with grades of “C” or better will be accepted as transfer credit.

### ACADEMIC PROGRESS REQUIREMENTS FOR FINANCIAL AID

The continuation of students’ federal financial aid is linked to their academic progress, as outlined in the sections below and in the Financial Aid Manual, pp. 12-13.

### Repeated Courses

Students may repeat previously passed courses once and remain eligible as a full-time student and entitled to receive Title IV funding. If a student successfully passed a course and
subsequently failed it, the attempted hours for the course will be subtracted from the total hours enrolled in to determine Title IV eligibility. Students may repeat failed courses until passed.

Withdrawals
Students withdrawing from Clinton College after receiving financial aid will be placed on probation immediately. Withdrawing from Clinton College twice within the same academic year will result in immediate suspension of eligibility for financial aid including all state and federal student loan programs. A suspended student maybe reinstated in the financial aid program after the completion of at least one semester of part-time study at the student’s own expense or two semesters if the suspension is the result of two withdrawals during the same academic year.

Appeals
A student who is determined ineligible to receive financial aid and subsequently loses financial aid may file a written appeal to the Financial Aid Satisfactory Academic Progress Committee through the Office of Financial Aid. The appeal must include a formal letter stating the nature of the appeal, a completed appeal form, and all relevant documentation to be considered by the committee. All appeals must be submitted no later than June 30th fall semester enrollment and December 30th for spring enrollment. If extenuating circumstances are proven, the student’s aid will be reinstated on a probationary status and evaluated each semester based on the academic merit of the student. If extenuating circumstances are not demonstrated, then the student’s aid will be suspended for the next two semesters. Reinstatement for subsequent semesters will be allowed if the student meets the College’s standards for Satisfactory Academic Progress.

Amendments to Financial Aid Policy
Clinton College’s financial aid policy will be modified as applicable federal and/or state law and regulations are changed. Any other amendments to this policy, not required by changes in laws or regulations will be considered through the institutional process for revisions of policy.

REQUIREMENTS FOR GRADUATION
The bachelor’s and associate’s degrees are conferred at the annual commencement upon students who have completed the requirements pertaining to tests, courses, and grades, have paid all college-related charges and have returned all borrowed books and equipment to Clinton College. Specific requirements for graduation include the following:

- For Bachelor’s Degree: Completion of the minimum of 121 semester hours required in the major program with a cumulative grade point average of at least 2.00, or as required by a specific major.
- For Associate’s Degree: Completion of a minimum of 64 semester hours required in the major program with a cumulative grade point average of at least 2.00, or as required by a specific major.
- A satisfactory score on any required competency and subject area tests.
- A distribution of forty-six (46) semester hours in general education hours based on specific major requirements.
- Completion of all courses for the major, with a GPA of 2.0 or higher in the major.

**Participation in Commencement**

Students who have completed all requirements for their degree, and students within one semester of graduating (lacking no more than 16 credit hours), and who meet all other requirements for their degree, may participate in all commencement activities. These activities include baccalaureate services, commencement, and all celebratory activities. No student will receive a diploma until all requirements for the degree have been fulfilled and all financial obligations have been settled. It is not mandatory for these students with graduating status to participate in the baccalaureate and commencement activities.

**Honors at Graduation**

Candidates for graduation are eligible for the following honors based upon their cumulative GPAs:

- *Cum Laude* 3.00 cumulative average
- *Magna Cum Laude* 3.33 cumulative average
- *Summa Cum Laude* 3.75 cumulative average
STUDENT AFFAIRS

https://clintoncollege.edu/student_affairs.aspx

DIVISION OF STUDENT AFFAIRS
The Division of Student Affairs is responsible for all aspects of student life on campus. The goal of the Division of Student Affairs is to meet the needs of Clinton College students. The number one priority of the Division of Student Affairs is to develop programs that foster students’ academic growth, emotional growth, and spiritual development. The Division of Students Affairs at Clinton College aims to:

- Promote concepts such as diversity and cultural awareness through educational and social programming
- Maintain a community atmosphere where students take responsibility for their actions
- Provide an atmosphere where students can interact with one another in an effort to fully develop social and interpersonal skills
- Support the academic mission of Clinton College as well as that of Division of Student Affairs
- Provide students an opportunity to evaluate departmental operations, using student opinions whenever possible to make changes and improvements

COUNSELING SERVICES
Clinton College offers counseling services to provide assistance to students related to their physical, social, emotional development, and their personal needs. In offering counseling services to its students, Clinton College aims to:

- Assist students to become self-directed as they are taught skills to help them make satisfactory decisions for their personal lives
- Encourage behavior modification and provide guidance for those students experiencing difficulty in making appropriate choices with regard to their problems at Clinton College
- Provide counseling services to enhance the physical, social, and cultural development of all students
- Refer students, depending on individual situations, to appropriate services

CAMPUS MINISTRY
The office of Campus Ministry has entrusted to it as its primary responsibility the spiritual growth of all members of the Clinton College community- students, faculty and staff. Clinton College’s Campus Ministry attempts to create a community of faith in the academic environment. Making every effort to assist students in the formation of a spiritual conscience, the Clinton College Campus Ministry helps to enable students in making good moral judgments. The
Clinton College Campus Ministry takes an essential part in the mission of Clinton College and shares in the goal of forming students who profess and live an integrated, authentic spiritual life.

OFFICE OF STUDENT SUPPORT SERVICES
The Student Support Services program at Clinton College seeks to empower first generation, low income, and or students with certified disabilities academically, socially and culturally by providing a positive atmosphere for learning through tutoring and mentoring. The Office of Student Support Services at Clinton College Office is committed to:

- Increasing college retention and graduation rates for eligible students
- Increasing the transfer rates of eligible students
- Fostering an institutional climate that is supportive of the success of low income and first generation college students and individuals with certified disabilities

STUDENT GOVERNMENT ASSOCIATION (SGA)
The Student Government Association provides and early experience in self-government that serves as a useful background for later public service. The purpose of the Student Government Association at Clinton College is to:

- Express student concerns
- Safeguard student interests
- Facilitate effective communication between administration, faculty, staff and students;
- Sponsor events for the general student population
- Enhance student life on campus
- Acknowledge and support student clubs and organizations by sponsoring events for the enrichment and enhancement of the student body
- Encourage participation in all aspects of student life.

The Student Government Association consists of two divisions:

- **Executive Council** is composed of President, Vice President, Secretary, Treasurer, Parliamentarian, and Chaplain.

- **Student Senate** is composed of five to ten full-time students that are nonvoting members who attend SGA meetings and SGA sponsored programs.
ATHLETICS (https://clintoncollege.edu/athletics.aspx)
Since intercollegiate athletic programs are recognized as valuable assets in developing campus spirit, Clinton College strives to build a balanced, competitive athletic program where teams compete in men’s and women’s basketball. Intercollegiate contests are encouraged by Clinton College, but not at the expense of academic work. Students are required to maintain a specified academic standing to be eligible to participate in men’s and women’s basketball. No student is allowed to represent Clinton College or take part in any collegiate contest without meeting eligibility requirements of the association with which Clinton College is affiliated. Clinton College is a member of the National Junior College Athletic Association (NJCAA) Division I Region X Basketball Conference. For more information, click here.

For more details on Student Affairs policies and expectations for students’ conduct, please consult your copy of the Student Handbook or click here for the online document.
ACADEMIC PROGRAMS

GENERAL INFORMATION

Each student is responsible for the proper completion of the requirements of his/her academic program as set forth in this catalog. Program advisors will guide students in the selection of appropriate courses each semester according to the currently approved program requirements shown on their planning sheets.

Program missions, intended student learning outcomes, and basic course requirements are shown in the following sections. Planning sheets are available online if you click here.

PROGRAMS OF STUDY

Clinton College provides opportunities for students to pursue two-year and four-year programs that lead to an associate’s degree or a bachelor’s degree. Each program has its foundation in the General Education Program, as described on the next page.

Associate Degree Programs

- The Associate of Arts may be earned with majors in the following subject areas:
  - Early Childhood Development
  - Liberal Arts
  - Religious Studies
- The Associate of Science may be earned with majors in the following subject areas:
  - Business Administration
  - Natural Sciences

Bachelor’s Degree Programs

- The Bachelor of Arts may be earned with a major in the following subject area:
  - Religious Studies
- The Bachelor of Science may be earned with a major in the following subject area:
  - Business Administration
GENERAL EDUCATION PROGRAM

46 Credit Hours

Mission of the General Education Program for All Degrees

The purpose of the General Education Program is to develop a solid foundation in knowledge, skills, and values consistent with the Clinton College mission. General Education requirements apply to all programs, with some specific courses required by certain programs when there are options shown in the overall program. All knowledge, skills, and values should equip students to be successful in their major course of study for the Associate or Bachelor’s degree at Clinton College or elsewhere.

Linkage of General Education Program to the College Mission

The General Education program aligns with the Clinton College mission elements of promoting academic achievement through student learning outcomes that promote acquisition of knowledge, emphasize intellectual and practical skills, and involve integrative and applied learning. The program aligns with the mission elements of promoting positive moral and spiritual development, fostering leadership qualities, and encouraging students to be good citizens who can contribute to a global society through the student learning outcomes pertaining to personal and social responsibility.

General Education Student Learning Outcomes (SLO’s)

The intended student learning outcomes for General Education are aligned with Clinton College’s mission to promote academic achievement, positive moral and spiritual development, leadership qualities, and citizens who can contribute to a global society. They are also aligned with national perspectives about purposes of General Education as articulated by the Association of American Colleges and Universities’ advocacy group: Liberal Education and America’s Promise (LEAP).

Gen. Ed. SLO #1: Students will demonstrate knowledge of human cultures and the physical and natural world. (Academic achievement – conceptual knowledge)

Gen. Ed. SLO #2: Students will demonstrate intellectual and practical skills in inquiry and analysis, critical and creative thinking, written and oral communication, quantitative literacy, information literacy, teamwork and problem solving. (Academic achievement – applied skills, inquiry tools and practices)
Gen. Ed. SLO #3: Students will demonstrate personal and social responsibility, including civic knowledge and engagement – local and global, intercultural knowledge and competence, ethical reasoning and action, foundations and skills for lifelong learning. *(Moral and spiritual development, leadership, citizenship)*

Gen. Ed. SLO #4: Students will demonstrate integrative and applied learning, including synthesis and advanced accomplishment across general and specialized studies. *(Academic achievement – conceptual knowledge and applied skills)*

**General Education Course Requirements (46 hours)**

**English Composition (6)**
ENG 111: English Composition I (3)  
ENG 112: English Composition II (3)

**Mathematical and Quantitative Studies (9)**
MAT 110: College Algebra or higher (3)  
MAT 111: College Mathematics or higher (3)  
COM 101: Intro. to Computers (3)

**Social/Behavioral Sciences (9)**
Any two of PSY 101, 102, CJA 101, or SOC 101 (3, 3)  
One of HIS 102, 103, 201 or PLS 201, 203 (3)

**Natural Science and Health (10)**
Two introductory courses selected from BIO, CHE, or PHY (4, 4)  
PED 201: Personal Health (2)

**Humanities/Fine Arts (12)**
Choice of REL 100, 101, or 102 (3)  
Choice of ART 101 or MUS 201 (3)  
Choice of ENG 202, 203, or 206 (3)  
CSE 101: Freshman Seminar (2)*  
CED 101: Lyceum (1)

* Freshman Seminar is not required of transfer students. They may substitute an alternative, advisor-approved General Education course.
ASSOCIATE DEGREE PROGRAMS
Program Mission:

The major purpose of the A.A. in Early Childhood Development is to provide students with fundamental understandings of the typical and atypical development of young children, the criticality of family-community partnerships, current findings about the interrelationships of health, safety, and nutrition for the developing child, and the nature of learning through different kinds of experiences. The program prepares students to matriculate to a four-year program in majors such as Developmental Psychology, Early Childhood Education, or Child Development.

Student Learning Outcomes (SLO’s):

The A.A. in Early Childhood Development program aligns with the mission elements of promoting academic achievement through its conceptual knowledge and skills-based student learning outcomes. Student learning outcomes focused on supporting children and families align with the mission elements of promoting positive moral and spiritual development, fostering leadership qualities, and encouraging students to be good citizens who can contribute to a global society. These linkages are shown in *italics* following each General Education and Program Learning Outcome.
General Education Outcomes

Gen. Ed. SLO #1: Students will demonstrate knowledge of human cultures and the physical and natural world. (*Academic achievement – conceptual knowledge*)

Gen. Ed. SLO #2: Students will demonstrate intellectual and practical skills in inquiry and analysis, critical and creative thinking, written and oral communication, quantitative literacy, information literacy, teamwork and problem solving. (*Academic achievement – applied skills, inquiry tools/practices*)

Gen. Ed. SLO #3: Students will demonstrate personal and social responsibility, including civic knowledge and engagement – local and global, intercultural knowledge and competence, ethical reasoning and action, foundations and skills for lifelong learning. (*Moral/spiritual development, leadership, citizenship*)

Gen. Ed. SLO #4: Students will demonstrate integrative and applied learning, including synthesis and advanced accomplishment across general and specialized studies. (*Academic achievement – conceptual knowledge and applied skills*)

Program Learning Outcomes

Program SLO #1: Students will demonstrate knowledge of theories of child development, including cognitive, emotional, physical, and linguistic development (*Academic achievement – conceptual knowledge*)

Program SLO #2: Students will demonstrate skills in inquiry, analysis, and decision-making in identifying effective resources for building family and community relationships in support of exceptional children. (*Academic achievement – conceptual knowledge & applied skills, inquiry tools/practices, leadership*)

Program SLO #3: Students will demonstrate the skills and dispositions necessary to investigate and design learning environments appropriate for young children. (*Academic achievement – conceptual knowledge and applied skills, inquiry tools/practices*)

Program SLO #4: Students will demonstrate the ability to integrate and synthesize knowledge, skills, inquiry tools and practices in order to benefit themselves, children, and families. (*Academic achievement – applied skills, inquiry tools/practices, moral/spiritual development, leadership, citizenship*)
Degree Requirements (Total of 64 hours)

This listing of requirements is for information purposes as of the dating of this catalog. The current planning sheet is available online if you click here.

General Education Requirements (46 hours) (As shown on page 45 of this catalog)

Major Requirements (18 hours)

Foundational Studies:
   EDU 101: Introduction to Early Childhood (3)
   EDU 102: Human Growth and Development (3)
   EDU 104: Exceptional Children (3)

Critical Issues in Early Childhood:
   EDU 106: Family and Community Relations (3)
   EDU 205: Health, Safety and Nutrition (3)

Early Childhood Elective:
   EDU 208: Creative Arts (3) OR
   EDU 103: Early Childhood Literature (3)
Mission of the Associate of Arts in Liberal Arts Program

The Associate of Arts in Liberal Arts program is closely aligned with the General Education Program. It is designed to provide educational opportunities for students to gain knowledge and skills in academic studies in a wide variety of courses transferable to most four-year colleges or universities. It will provide the flexibility for students to move into any major that is based on a broad liberal arts foundation.

Linkage of Associate of Arts in Liberal Arts Program to the College Mission

Both the General Education program and the Associate of Arts program align with the mission elements of promoting academic achievement through student learning outcomes that promote acquisition of knowledge, emphasize intellectual and practical skills, and involve integrative and applied learning. The Liberal Arts program aligns with the mission elements of promoting positive moral and spiritual development, fostering leadership qualities, and encouraging students to be good citizens who can contribute to a global society through the student learning outcomes pertaining to personal and social responsibility. These linkages are shown in italics following each General Education and Program Learning Outcome.
**Student Learning Outcomes (SLO’s)**

The intended student learning outcomes for General Education and for the Associate of Arts in Liberal Arts are aligned with each other and with Clinton College’s mission to promote academic achievement, positive moral and spiritual development, leadership qualities, and citizens who can contribute to a global society.

**SLO #1:** Students will demonstrate knowledge of human cultures and the physical and natural world. *(Academic achievement – conceptual knowledge)*

**SLO #2:** Students will demonstrate intellectual and practical skills in inquiry and analysis, critical and creative thinking, written and oral communication, quantitative literacy, information literacy, teamwork and problem solving. *(Academic achievement – applied skills, inquiry tools and practices)*

**SLO #3:** Students will demonstrate personal and social responsibility, including civic knowledge and engagement – local and global, intercultural knowledge and competence, ethical reasoning and action, foundations and skills for lifelong learning. *(Moral and spiritual development, leadership, citizenship)*

**SLO #4:** Students will demonstrate integrative and applied learning, including synthesis and advanced accomplishment across general and specialized studies. *(Academic achievement – conceptual knowledge and applied skills)* *(Dated 5/31/13)*

**Program Requirements (Total of 64 hours)**

This listing of requirements is for information purposes as of the dating of this catalog. The current planning sheet is available online if you click [here](#).

**General Education Requirements (46 hours) (As shown on page 45 of this catalog)**

**Major requirements (18 hours)**

Remaining requirements are electives which should be used to explore areas of interest for possible future majors and should be planned with the program advisor. Courses that were already taken for General Education may not be counted again as a major requirement. Suggested electives are listed below:

<table>
<thead>
<tr>
<th>ART 101: Art Appreciation</th>
<th>INS 201: Honors Leadership</th>
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</thead>
<tbody>
<tr>
<td>CED 102, 103, 104: Lyceum</td>
<td>MUS 201: Music Appreciation</td>
</tr>
<tr>
<td>CJA 101: Criminal Justice</td>
<td>MUS 202: Ensemble Choir</td>
</tr>
<tr>
<td>CSE 201: Sophomore Seminar</td>
<td>SPA 101: Elementary Spanish I</td>
</tr>
<tr>
<td>HIS 206: African American History</td>
<td>SPA 102: Elementary Spanish II</td>
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</tbody>
</table>
ASSOCIATE OF ARTS IN RELIGIOUS STUDIES

64 Credit Hours

Program Mission

The primary purpose of the Associate of Arts program in Religious Studies is to further develop knowledge among Christian leaders regarding Biblical foundations, Christian beliefs and history, and the skills, leadership, and values of citizenship in a global society.

Student Learning Outcomes (SLO’s)

The intended student learning outcomes for the major in Religious Studies are aligned with Clinton College’s mission to promote academic achievement, positive moral and spiritual development, leadership qualities, and citizens who can contribute to a global society. These linkages are shown in italics following each General Education and Program Learning Outcome.

General Education Outcomes

Gen. Ed. SLO #1: Students will demonstrate knowledge of human cultures and the physical and natural world. (Academic achievement – conceptual knowledge)

Gen. Ed. SLO #2: Students will demonstrate intellectual and practical skills in inquiry and analysis, critical and creative thinking, written and oral communication, quantitative literacy, information literacy, teamwork and problem solving. (Academic achievement–applied skills, inquiry tools/ practices)

Gen. Ed. SLO #3: Students will demonstrate personal and social responsibility, including civic knowledge and engagement – local and global, intercultural knowledge and competence, ethical reasoning and action, foundations and skills for lifelong learning. (Moral/spiritual development, leadership, citizenship)
Gen. Ed. SLO #4: Students will demonstrate integrative and applied learning, including synthesis and advanced accomplishment across general and specialized studies. (Academic achievement – conceptual knowledge, applied skills)

Program Learning Outcomes

Program SLO #1: Demonstrate knowledge of the Bible in terms of literature and history, and as a spiritual guide to theology and ethics. (Academic achievement – conceptual knowledge; Moral and spiritual development)

Program SLO #2: Students will demonstrate knowledge of critical historical events, evolution of ethics, and changes in basic principles during the development of Christianity, the Christian church, and African American Religion. (Academic achievement – conceptual knowledge)

Program SLO #3: Students will demonstrate knowledge of the task of theology and doctrines of the Christian faith, as well as the development of moral reasoning. (Academic achievement – applied skills, inquiry tools/practices; Moral and spiritual development, Leadership)

Program SLO #4: Students will apply knowledge of principles and practices in Christianity to provide guidance and support for themselves and others. (Academic achievement – knowledge, applied skills, inquiry tools and practices, Moral and spiritual development, Leadership, Citizenship)

Degree Requirements (Total of 64 hours)

This listing of requirements is for information purposes as of the dating of this catalog. The current planning sheet is available online if you click [here](#).

General Education Requirements (46 hours) (As shown on page 45 of this catalog)

Major Requirements (18 hours)

Foundational Studies (12 hours)
Choice of REL 201: Christian Theology OR REL 202: Christian Ethics (3)
Choice of REL 217: Christian Growth/Maturity OR REL 218: Christian Leadership (3)

Church History (6 hours)
REL 208: General Church History (3)
REL 219: African American Religious History (3)
ASSOCIATE OF SCIENCE IN BUSINESS ADMINISTRATION
64 credit hours

Program Mission

The major purpose of the A.S. in Business Administration is to ensure that students will have the tools available to compete in the business environment.

Student Learning Outcomes (SLO’s)

The A.S. in Business Administration program aligns with the Clinton College mission elements of promoting academic achievement through its Conceptual Knowledge and Skills-based student learning outcomes. It aligns with the mission elements of promoting positive moral and spiritual development, fostering leadership qualities, and encouraging students to be good citizens who can contribute to a global society. These linkages are shown in *italics* following each General Education and Program Learning Outcome.

General Education Outcomes

**Gen. Ed. SLO #1:** Students will demonstrate knowledge of human cultures and the physical and natural world. *(Academic achievement – conceptual knowledge)*

**Gen. Ed. SLO #2:** Students will demonstrate intellectual and practical skills in inquiry and analysis, critical and creative thinking, written and oral communication, quantitative literacy, information literacy, teamwork and problem solving. *(Academic achievement–applied skills, inquiry tools/practices)*

**Gen. Ed. SLO #3:** Students will demonstrate personal and social responsibility, including civic knowledge and engagement – local and global, intercultural knowledge and competence, ethical reasoning and action, foundations and skills for lifelong learning. *(Moral/spiritual development, leadership, citizenship)*
Gen. Ed. SLO #4: Students will demonstrate integrative and applied learning, including synthesis and advanced accomplishment across general and specialized studies. *(Academic achievement – conceptual knowledge, applied skills)*

**Program Learning Outcomes**

Program SLO #1: Identify and explain the four functions of management: Planning, Leading, Organizing, and Controlling, including how these concepts affect the business environment. *(Academic achievement – conceptual knowledge)*

Program SLO #2: Demonstrate application of quantitative understanding to effective business planning and operations. *(Academic achievement – conceptual knowledge and applied skills)*

Program SLO #3: Apply fundamental understanding of the field of business by analyzing various securities transactions, analyzing and evaluating industry trends, and preparing and communicating results of company analysis to different audiences. *(Academic achievement–applied skills, inquiry tools/practices; Leadership)*

Program SLO #4: Demonstrate knowledge and behaviors necessary for functioning effectively in a business organization. *(Leadership, citizenship)*

Program SLO #5: Demonstrate the ability to integrate and synthesize knowledge, skills, inquiry tools and practices related to business administration in order to benefit oneself and others. *(Academic achievement–conceptual knowledge, applied skills, inquiry tools/practices, moral/spiritual development, leadership, citizenship)* (Dated 5-31-13)

**Degree Requirements (Total of 64 hours)**

This listing of requirements is for information purposes. The current planning sheet for the A.S. in Business Administration is available online if you click here.

**General Education Requirements (46 hours) (As shown on page 45 of this catalog)**

**Major Requirements (18 hours)**

BUS 101: Introduction to Business (3)
BUS 202: Business Law I (3)
BUS 203: Principles of Management (3)
BUS 204: Principles of Accounting I (3)
BUS 206: Statistics and Quantitative Methods (3)
BUS 209: Introduction to Finance (3) OR BUS 213: Principles of Accounting II (3)
ASSOCIATE OF SCIENCE in NATURAL SCIENCES

64 semester hours

Program Mission

The mission of the Associate of Science program is to provide a strong foundation in the sciences and in mathematics for students wishing to transfer to a bachelor’s degree program in a science, technology, engineering, or mathematics field of study (STEM).

Student Learning Outcomes (SLO’s)

The Associate of Science in Natural Sciences program aligns with the Clinton College mission elements of promoting academic achievement through its coursework leading to student learning outcomes in conceptual knowledge and applied skills to be developed in all science courses and labs. The mission elements of promoting moral and spiritual development, fostering leadership qualities, and encouraging students to be good citizens are emphasized in the capstone course. These linkages are shown in *italics* following each General Education and Program Learning Outcome.
General Education Outcomes

Gen. Ed. SLO #1: Students will demonstrate knowledge of human cultures and the physical and natural world. *(Academic achievement – conceptual knowledge)*

Gen. Ed. SLO #2: Students will demonstrate intellectual and practical skills in inquiry and analysis, critical and creative thinking, written and oral communication, quantitative literacy, information literacy, teamwork and problem solving. *(Academic achievement – applied skills, inquiry tools and practices)*

Gen. Ed. SLO #3: Students will demonstrate personal and social responsibility, including civic knowledge and engagement – local and global, intercultural knowledge and competence, ethical reasoning and action, foundations and skills for lifelong learning. *(Moral/spiritual development, leadership, citizenship)*

Gen. Ed. SLO #4: Students will demonstrate integrative and applied learning, including synthesis and advanced accomplishment across general and specialized studies. *(Academic achievement – conceptual knowledge, applied skills)*

Program Learning Outcomes

Program SLO #1: Demonstrate knowledge of major concepts, theoretical principles, and research/experimental findings in science. *(Academic achievement - conceptual knowledge)*

Program SLO #2: Students will demonstrate the skills necessary to correctly design, safely implement, and accurately record, analyze, and present the results of laboratory experiments. *(Academic achievement – applied skills)*

Program SLO #3: Students will demonstrate the skills and dispositions necessary to investigate a problem through the lenses of two scientific disciplines, using ethical reasoning, analytical reasoning, and quantitative skills. *(Academic achievement – applied skills, inquiry tools and practices, Moral and spiritual development, Leadership, Citizenship)*

Program SLO #4: Students will apply scientific knowledge from two disciplines to propose a solution for a problem they have investigated, using ethical reasoning, analytical reasoning, and quantitative skills. *(Academic achievement – knowledge, applied skills, inquiry tools and practices, Moral and spiritual development, Leadership, Citizenship)*
**Degree Requirements (64 hours)**

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**General Education Requirements (46 hours) (As shown on page 45 of this catalog)**

Two areas of General Education requirements are tailored specifically for Natural Sciences; all other requirements remain the same:

- Students should begin the math sequence at a higher level than College Algebra and College Mathematics, based on placement scores. At minimum: Pre-calculus and Trigonometry. Preferred: Calculus I and Calculus II.
- Students should select an introductory sequence in BIO, CHE, or PHY.

**Major Requirements (18 hours)**

- Introductory sequence in a second science discipline: BIO, CHE, or PHY
- Choice of any two additional science courses at the 200 level, such as the following:
  - BIO 201: Botany, BIO 202: Zoology, BIO 203: Genetics
  - BIO 204: Environmental Biology I, BIO 205: Environmental Biology II
  - BIO 210: Anatomy and Physiology I, BIO 211: Anatomy and Physiology II
  - CHE 201: Environmental Chemistry I, CHE 202: Environmental Chemistry II
  - PHY 201: General Physics I, PHY 202: General Physics II
- The capstone course: SCI 205: Interdisciplinary Science Research Project
BACHELOR’S DEGREE PROGRAMS
BACHELOR OF ARTS IN RELIGIOUS STUDIES

121 credit hours

Program Mission

The primary purpose of the Bachelor of Arts program in Religious Studies is to further develop knowledge among Christian leaders regarding Biblical foundations, Christian beliefs and history, the skills of leadership, and values of citizenship in a global society, as well as knowledge of philosophy and comparisons with other religions, critical thinking skills, and the ability to integrate knowledge across disciplines.

Student Learning Outcomes (SLO’s)

The intended student learning outcomes for the major in Religious Studies are aligned with Clinton College’s mission to promote academic achievement, positive moral and spiritual development, leadership qualities, and citizens who can contribute to a global society. These linkages are shown in *italics* following each General Education and Program Learning Outcome.

General Education Outcomes

**Gen. Ed. SLO #1:** Students will demonstrate knowledge of human cultures and the physical and natural world. *(Academic achievement – conceptual knowledge)*

**Gen. Ed. SLO #2:** Students will demonstrate intellectual and practical skills in inquiry and analysis, critical and creative thinking, written and oral communication, quantitative literacy, information literacy, teamwork and problem solving. *(Academic achievement–applied skills, inquiry tools/practices)*
Gen. Ed. SLO #3: Students will demonstrate personal and social responsibility, including civic knowledge and engagement – local and global, intercultural knowledge and competence, ethical reasoning and action, foundations and skills for lifelong learning. *(Moral/spiritual development, leadership, citizenship)*

Gen. Ed. SLO #4: Students will demonstrate integrative and applied learning, including synthesis and advanced accomplishment across general and specialized studies. *(Academic achievement – conceptual knowledge and applied skills)*

**Program Learning Outcomes: Part One**

**Program SLO #1:** Demonstrate knowledge of the Bible in terms of literature and history, and as a spiritual guide to theology and ethics. *(Academic achievement - conceptual knowledge; Moral and spiritual development)*

**Program SLO #2:** Students will demonstrate knowledge of critical historical events, evolution of ethics, and changes in basic principles during the development of Christianity, the Christian church, and African American Religion. *(Academic achievement - conceptual knowledge)*

**Program SLO #3:** Students will demonstrate knowledge of the task of theology and doctrines of the Christian faith, as well as the development of moral reasoning. *(Academic achievement–applied skills, inquiry tools/ practices; Moral and spiritual development, Leadership)*

**Program SLO #4:** Students will apply knowledge of principles and practices in Christianity to provide guidance and support for themselves and others. *(Academic achievement – knowledge, applied skills, inquiry tools and practices, Moral and spiritual development, Leadership, Citizenship)*

**Program Learning Outcomes: Part Two**

**Program SLO #1:** Students will demonstrate knowledge of the nature of philosophy and philosophical inquiry. *(Academic achievement – conceptual knowledge, inquiry tools and practices; Moral and spiritual development)*

**Program SLO #2:** Students will apply knowledge of principles and practices in religious studies to provide guidance and support for themselves and others. *(Academic achievement – knowledge, applied skills, inquiry tools and practices; Moral and spiritual development, Leadership, Citizenship)*
Program SLO #3: Students will demonstrate critical analysis of their own religious tradition and compare their own tradition with other religious traditions. (*Academic achievement – conceptual knowledge, inquiry tools and practices; Moral and spiritual development*)

Program SLO #4: Students will demonstrate the ability to engage in critical evaluation and integration of religious knowledge across academic disciplines. (*Academic achievement – conceptual knowledge, inquiry tools and practices*)

Degree Requirements (121 hours)

This listing of requirements is for information purposes as of the dating of this catalog. The current planning sheet is available online if you click [here.](#)

*General Education Requirements (46 hours) (As shown on page 45 of this catalog)*

*Major Requirements (Total of 75 hours)*

Part One (18 hours)

Foundational Studies (12 hours)


Choice of REL 201: Christian Theology OR REL 202: Christian Ethics (3)

Choice of REL 217: Christian Growth & Maturity OR REL 218: Christian Ldrship. (3)

Church History (6 hours)

REL 208: General Church History (3)
REL 219: African American Religious History (3)

Part Two (57 hours)

Related Area Courses (6)

SPA 101: Spanish I (3)
SPA 102: Spanish II (3)

Advanced Foundational Studies (12)

Choice of one leadership course not previously taken: REL 210: Intro. To Christian Educ., REL 217: Christian Growth & Maturity, REL 218: Christian Leadership, OR REL 305: Church Administration (3)
Choice of one course not previously taken: REL 201: Christian Theology OR REL 202: Christian Ethics (3)
REL 300: Introduction to Philosophy (3)
REL 301: Survey of World Religions (3)

Interdisciplinary Studies (12)
REL 306: Philosophy of Religion (3)
REL 307: The Civil Rights Movement (3)

Critical Study (18)
REL 403: Senior Thesis I (3) and REL 404: Senior Thesis II (3)
REL 406: Religion and African American Literature (3)

Electives (9):
Any three advisor-approved courses not previously taken: Any REL courses, any ENG literature courses, any AAS courses, or any other courses as approved by the advisor
**BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION**

**127 credit hours**

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**Program Mission:**

The purpose of the B.S. in Business Administration is to provide experiences that will assist students in developing an understanding of the free enterprise system; an understanding of ethical and effective Business functions, operations, technology, and interrelationships; and an awareness of careers in Business, industry, government, and related areas.

**Student Learning Outcomes (SLO’s)**

The B.S. in Business Administration program aligns with the Clinton College mission elements of promoting academic achievement through its Conceptual Knowledge and Skills-based student learning outcomes. It aligns with the mission elements of promoting positive moral and spiritual development, fostering leadership qualities, and encouraging students to be good citizens who can contribute to a global society. These linkages are shown in *italics* following each General Education and Program Learning Outcome.

**General Education Outcomes**

**Gen. Ed. SLO #1:** Students will demonstrate knowledge of human cultures and the physical and natural world. *(Academic achievement – conceptual knowledge)*

**Gen. Ed. SLO #2:** Students will demonstrate intellectual and practical skills in inquiry and analysis, critical and creative thinking, written and oral communication, quantitative literacy, information literacy, teamwork and problem solving. *(Academic achievement–applied skills, inquiry tools/practices)*
Gen. Ed. SLO #3: Students will demonstrate personal and social responsibility, including civic knowledge and engagement – local and global, intercultural knowledge and competence, ethical reasoning and action, foundations and skills for lifelong learning. (Moral/spiritual development, leadership, citizenship)

Gen. Ed. SLO #4: Students will demonstrate integrative and applied learning, including synthesis and advanced accomplishment across general and specialized studies. (Academic achievement – conceptual knowledge, applied skills)

Program Learning Outcomes*

Program SLO #1: Identify and explain the four functions of management: Planning, Leading, Organizing, and Controlling, including how these concepts affect the Business environment. (Academic achievement – conceptual knowledge)

Program SLO #2: Demonstrate application of quantitative understanding to effective Business planning and operations... (Academic achievement – conceptual knowledge and applied skills)

Program SLO #3: Apply fundamental understanding of the field of Business by analyzing various securities transactions, analyzing and evaluating industry trends, and preparing and communicating results of company analysis to different audiences. (Academic achievement–applied skills, inquiry tools/practices; Leadership)

Program SLO #4: Demonstrate knowledge and behaviors necessary for functioning effectively in a Business organization. (Leadership, citizenship)

Program SLO #5: Demonstrate the ability to integrate and synthesize knowledge, skills, inquiry tools and practices related to Business administration in order to benefit oneself and others. (Academic achievement–conceptual knowledge, applied skills, inquiry tools/practices, moral/spiritual development, leadership, citizenship) (Dated 5-31-13)

* Program Learning Outcomes are expressed in the same language for Parts One and Two; however, their fulfillment is measured by more rigorous assessments in Part Two.
Degree Requirements (121 hours)

This listing of requirements is for information purposes as of the dating of this catalog. The current planning sheet is available online if you click here.

General Education Requirements (46 hours) (As shown on page 45 of this catalog)

Major Requirements (75 total hours)

Part One (18 hours)

BUS 101: Introduction to Business (3)
BUS 202: Business Law I (3)
BUS 203: Principles of Management (3)
BUS 204: Principles of Accounting I (3)
BUS 206: Statistics and Quantitative Methods (3)
BUS 209 Introduction to Finance (3) OR BUS 213: Principles of Accounting II (3)

Part Two (Total of 57 hours)

Related Area Courses: (15 hours)
   SPA 101 Spanish I (3) AND SPA 102 Spanish II (3)
   ECO 301 Economics I (3) AND ECO 302 Economics II (3)
   BUS 307 Information Systems (3)

Business Core Courses: (33 hours)
   BUS 209 Intro. to Finance (3) OR BUS 213 Principles of Accounting II (3)
   BUS 205 Principles of Marketing (3)
   BUS 212 Intro to Entrepreneurship (3)
   BUS 301 Business Communications (3)
   BUS 302 Business Law II (3)
   BUS 309 Financial Management (3)
   BUS 401 Business Policy (3)
   BUS 402 Organizational Behavior (3)
   BUS 404 International Business (3)
   BUS 405 Ethical and Legal Issues in Business (3)
   BUS 407 Internship in Business (3)
Concentration (9 hours)

Option I: Management. Choose any three courses:
- BUS 303: Managerial Economics (3)
- BUS 304: Income Tax Laws (3)
- BUS 308: Human Resource Management (3)
- BUS 310: Strategic Management (3)
- BUS 315: Contemporary Issues in Business (3)
- BUS 410: Leadership Theory and Development (3)
- BUS 411: Leadership Strategies (3)
- BUS 413: International Management (3)
- BUS 420: Special Topics in Business (3)

Option II: Finance. Choose any three courses:
- BUS 303: Managerial Economics (3)
- BUS 304: Income Tax Laws (3)
- BUS 306: Personal Finance Planning (3)
- BUS 311: Money, Credit, and Banking (3)
- BUS 315: Contemporary Issues in Business (3)
- BUS 408: Advanced Corporate Finance (3)
- BUS 409: Investments (3)
- BUS 412: Finance Internship (3)
- BUS 420: Special Topics in Business (3)
COURSE DESCRIPTIONS

AAS 201: AFRICAN AMERICAN STUDIES I  
Interdisciplinary survey of key issues in the life and history of peoples of African descent and their interaction with other peoples and world cultures; introduction to theoretical foundations in study of race and ethnicity from psychological, sociological, and historical perspectives.

AAS 202: AFRICAN AMERICAN STUDIES II  
Interdisciplinary study of the African American experience, including the history, politics, socioeconomic backgrounds and related issues across time and geography - from the original African setting, through the American Civil War and Reconstruction, Post-Reconstruction, the Great Migration, the Black Arts Movement, and the Civil Rights Movement, to the present day in the major cities and regions of the United States.

ART 101: ART APPRECIATION  
Introduction to the origins and historical development of art from ancient to modern times. Visual arts will be examined in two and three dimensional formats to enhance interest and appreciation of art forms such as drawing, painting, sculpture and architecture. Exploration of concepts related to artistic styles, periods, and the relationship between media and technique.

BIO 103: GENERAL BIOLOGY I  
An introduction to the study of life, with topics that include atoms, elements, molecules, cells, cell structure and function, as well as, how basic characteristics of life can account for the similarities and differences among the world’s species and how this biodiversity is organized. Lab required.

BIO 103L: GENERAL BIOLOGY I LAB  
The lab is a co-requisite with General Biology I. It includes basic laboratory procedures that utilize a scientific approach to problem-solving.

BIO 104: GENERAL BIOLOGY II  
Concepts and principles related to integration and control of the human body, continuance of the species, human development and aging. Emphasis upon the application of this knowledge to human concerns. Lab required. Prerequisite: BIO 103.

BIO 104L: GENERAL BIOLOGY II LAB  
The lab is a co-requisite with General Biology II. Focus on experiments and activities aligned with lecture content. Pre-requisite BIO 103 and 103L.
BIO 201: BOTANY 4 hours
Introduction to the classification, relationships, structure, function, and evolution of plants, including relationship of plants to the environment and human activities. Topics include reproduction and development of seed and non-seed plants, levels of organization, form and function of systems, and a survey of major taxa. The laboratory exercises are coordinated with lecture topics. Prerequisites: BIO 103 and 104

BIO 201L: BOTANY LAB 0 hours
The lab is a co-requisite with BIO 201. Laboratory exercises coordinated with lecture topics.

BIO 202: ZOOLOGY 4 hours
Introduction to the classification, relationships, structure, and function of major animal phyla. Emphasis is on levels of organization, reproduction and development, comparative systems, and a survey of selected phyla, with an introduction to human evolution. Basic information and vocabulary in preparation for advanced courses in zoology and biology. Prerequisites: BIO 103 and 104.

BIO 202L: ZOOLOGY LAB 0 hours
The lab is a co-requisite with BIO 202: Zoology. Laboratory exercises include microscope observations and dissections to reinforce topics discussed in lecture.

BIO 203: GENETICS 4 hours
Introduction to the conceptual framework of genetics. Topics include fundamental principles of inheritance, gene expression, mutation and variation, development of simple and complex biological traits, human ancestry and evolution, and the acquisition of personal genetic information. Prerequisites: BIO 103 and 104

BIO 203L: GENETICS LAB 0 hours
The lab is a co-requisite with BIO 203: Genetics. Laboratory exercises which reinforce the core content of the lectures.

BIO 204: ENVIRONMENTAL BIOLOGY I 4 hours
An interdisciplinary course that includes the scientific principles, concepts, and methodologies required to comprehend the interrelationships of the natural world, including energy production/flow/use, nutrient cycling, climax communities – terrestrial and aquatic, and population biology. Investigation of both natural and human-made environmental problems. Evaluation of the relative risks associated with these problems, with examination of alternative solutions for resolving or preventing them. Prerequisites: BIO 103 and 104

BIO 204L: ENVIRONMENTAL BIOLOGY LAB 0 hours
The lab is a co-requisite with BIO 204: Environmental Biology I. Laboratory exercises reinforce and extend lecture content.
BIO 205: ENVIRONMENTAL BIOLOGY II  4 hours
Second course of a two-semester sequence that examines the quantitative aspects of evolutionary relationships, behavioral ecology, nature of ecosystems, and conservation biology. Students will learn to interpret graphical information related to these topics. Prerequisite: BIO 204.

BIO 205L: ENVIRONMENTAL BIOLOGY II LAB  0 hours
The lab is a co-requisite with BIO 205: Environmental Biology II. Laboratory exercises that reinforce and extend lecture content, including interpretation of graphical information related to major topics.

BIO 210: HUMAN ANATOMY AND PHYSIOLOGY  4 hours
Examination of the structure and function of the human body, including human cells and tissues and their embryonic origins as well as a study of the integumentary, skeletal, muscular and nervous systems. Prerequisites: BIO 103 and 104.

BIO 210L: HUMAN ANATOMY AND PHYSIOLOGY I LAB  0 hours
The lab is a co-requisite with BIO 210: Human Anatomy and Physiology I. Laboratory exercises that reinforce and extend lecture content, including investigation and manipulation of models of the human systems.

BIO 211: ANATOMY & PHYSIOLOGY II  4 hours
Second course of a two-semester sequence that examines the structure and function of the human body, including skeletal, muscular, nervous, endocrine, cardiovascular, lymphatic, digestive, respiratory, urinary, and reproductive systems. Prerequisite: BIO 210.

BIO 211L: ANATOMY AND PHYSIOLOGY II LAB  0 hours
The lab is a co-requisite with BIO 211: Human Anatomy and Physiology II. Laboratory exercises that reinforce and extend lecture content.

BIO 220: SPECIAL TOPICS IN BIOLOGY  4 hours
Special Topics are courses that are designed to meet the needs of the student body with content unlike regularly scheduled courses. Offered with a co-requisite lab, and with or without prerequisites, as specified in the registration schedule.

BIO 220L: SPECIAL TOPICS IN BIOLOGY LAB  0 hours
This lab is a co-requisite with BIO 220: Special Topics in Biology. The special topics laboratory course reinforces and extends lecture content with exercises and hands-on activities.

BUS 101: INTRODUCTION TO BUSINESS  3 hours
An overview of business that examines the purposes, organization, and major activities of business operations. Emphasis is placed on understanding relationships of business, government, and the consumer in a global economy.
BUS 202: BUSINESS LAW I  3 hours
Investigation of legal issues that arise in the business world, such as contracts, fiduciary duties of each party, transfer of titles, etc.

BUS 203: PRINCIPLES OF MANAGEMENT  3 hours
A comprehensive survey of the basic principles of management, applicable to all forms of business with emphasis on customer services.

BUS 204: PRINCIPLES OF ACCOUNTING I  3 hours
A study of theory and practice of financial accounting; including income measurement and determination of financial position.

BUS 205: PRINCIPLES OF MARKETING  3 hours
Analysis of different methods and techniques for advertising, seeking business partners, increasing revenue and profit goals.

BUS 206: STATISTICS/QUANTITATIVE METHODS  3 hours
A study of applied statistics, including concepts of probability theory, sampling, descriptive statistics, and statistical estimation. Prerequisite: College Algebra. Prerequisite or Co-requisite: College Mathematics.

BUS 209: INTRODUCTION TO FINANCE  3 hours
Principles of finance, including fundamentals of financial decision-making such as final ratios, budgets, time value of money, cost of capital. Security valuation, and capital budgeting. Prerequisite: College Algebra. Prerequisite or Co-requisite: College Mathematics.

BUS 212: INTRODUCTION TO ENTREPRENEURSHIP  3 hours
Introduction to strategies and resources needed to start and maintain a small business. Investigations of local small businesses for comparison to each other and course content. Prerequisite: 9 hours of BUS courses.

BUS 213: PRINCIPLES OF ACCOUNTING II  3 hours
Study of advanced theory and practice of financial accounting, including income measurements and determination of financial position. Pre-requisite: BUS 204: Principles of Accounting I.

BUS 216: BUSINESS COMMUNICATION I  3 hours
Application of business communication principles through creation of effective business documents and oral presentations. Includes study and application of team communication and use of technology to facilitate the communication process.
BUS 220: SPECIAL TOPICS IN BUSINESS 3 hours
Special Topics are courses that are designed to meet the needs of the student body with content unlike regularly scheduled courses.

BUS 301: BUSINESS COMMUNICATION II 3 hours
This course provides the student with the tools necessary to write effective business letters, memos, and reports. This is an intensive writing course that requires the composition of business documents including a formal report and a group presentation.

BUS 302: BUSINESS LAW II 3 hours
Application of fundamental principles of business law as they apply to sales of goods, negotiable instruments, agency relationships, bankruptcy, and secured transactions. Prerequisite: BUS 202: Business Law I.

BUS 303: MANAGERIAL ECONOMICS 3 hours
This course deals with the application of economic analysis to business decision-making and draws upon the theoretical framework and empirical techniques of the concepts of demand, cost, productions, pricing, project evaluation, and competition.

BUS 304: INCOME TAX LAWS 3 hours
This course deals with how individuals and firms pay federal and state income and employment taxes. It covers what is considered income and what can be deducted from income both as an individual and also as a business owner in determining taxes.

BUS 306: PERSONAL FINANCE PLANNING 3 hours
This course will assist students in developing and implementing a personal financial plan. Topics will include: setting objectives and goals, developing short and long term plans, financial concepts in implementing the plan, financial instruments used in implementing the plan, and monitoring the plan.

BUS 307: INFORMATIONAL SYSTEMS 3 hours
An overview of management and organizational issues surrounding the Information Systems/Information Technology function (IS/IT) and in its interaction with business functions within and between organizations. Topics will include: the evolution of the IS/IT functions, functional area systems, current trends, strategy, managing and acquiring IS resources and ethical issues surrounding IS/IT.
BUS 308: HUMAN RESOURCE MANAGEMENT 3 hours
This course takes the perspective of human resources professionals and is concerned with the policies, objectives and techniques of designing, and implementing compensation systems and performance practices, as well as, guidelines for managing organizations employees. Topics will include: human resource planning, job analysis, recruitment, selection, orientation, training and development; in addition to, providing for internal and external equity, performance pay, indirect pay systems, and international compensation considerations.

BUS 309: FINANCIAL MANAGEMENT 3 hours
An exploration of analytical techniques using financial information for decision making. Topics will include: identification and forecasting of relevant cash flows; project, firm and equity valuation; optimal financial leverage; and, sensitivity analysis.

BUS 310: STRATEGIC MANAGEMENT 3 hours
An overview of strategies engaged by management in decision-making and policy-making. It includes a study and discussion of the cases relating to policy formulation at the top managerial level. Basic economic, industrial and competitive considerations affecting policy implementation strategy in corporation long range development will be explored. Practice in analyzing companies, evaluating problems and making decisions.

BUS 311: MONEY, CREDIT, AND BANKING 3 hours
Introduction to the derivatives tools used in risk management. Topics will include the mechanics of futures, options and other derivatives markets; pricing; and strategies for using these instruments for risk management.

BUS 401: BUSINESS POLICY 3 hours
This course constitutes the capstone course for senior students. It is designed to integrate the various functional areas of business in terms of policy-level decision-making. The course uses research, reading, writing and case studies. A comprehensive assessment test may be used to test and improve the overall academic competency of the graduating seniors. Seniors only.

BUS 402: ORGANIZATIONAL BEHAVIOR 3 hours
A study of the theory of organizational behavior and performance. Topics include leadership, goal setting, the decision process, and formal and informal organizations.

BUS 404: INTERNATIONAL BUSINESS 3 hours
Examination of operating policies, procedures, and managerial problems of multinational firms within a framework of selected contemporary theories and practices in international business. Prerequisite: BUS101, BUS 202, and 205
BUS 405: ETHICAL AND LEGAL ISSUES IN BUSINESS 3 hours
A study of major issues and the accompanying social responsibilities that faces today’s businesses. Emphasis will be placed on ethical and legal aspects, privacy, security, employment, technology, and the resultant quality of life. Prerequisite: senior status.

BUS 407: INTERNSHIP IN BUSINESS 3 hours
Supervised on-site business position in management or marketing at a corporate or not-for-profit organization. By arrangement with the college business administration department.

BUS 408: ADVANCED CORPORATE FINANCE 3 hours
This course examines how capital markets function and the pivotal role played by financial institutions. Particular emphasis is placed on coverage of the United States markets and institutions, coverage of risk management, and risk-return tradeoffs available to investors.

BUS 409: INVESTMENTS 3 hours
This course provides an analysis of the principles and techniques of investing in financial assets. Topics will include: asset allocation, security selection, performance measurement, stocks, bonds, options, and futures.

BUS 410: LEADERSHIP THEORY AND DEVELOPMENT 3 hours
The purpose of this course is to assist students in developing their leadership capabilities and to create a framework for developing these capabilities in the future. Leadership is needed at every level and in every position in an organization because of the challenges of the 21st century in which organizations face constant change, the need for innovation that is both frame-breaking and competence destroying, and the need to manage across organizational, cultural, and functional boundaries.

BUS 411: LEADERSHIP STRATEGIES 3 hours
This course deals with strategic decision making at the business and corporate levels that determines the competitive advantage of the firm and its short- and long-term performance. Topics include situational analysis, strategy, mergers/acquisitions, strategic alliances, and corporate restructuring.

BUS 412: FINANCE INTERNSHIP 3 hours
Supervised on-site finance position in a corporate or not-for-profit organization. By arrangement with the college business administration department.
BUS 413: INTERNATIONAL MANAGEMENT 3 hours
The rapid growth of international managing of business and competition requires business executives to view business management from a global perspective. This course focuses upon the nature of international management and the distinctive opportunities and problems that arise in a global business environment. Topics include international trade, the international monetary system, multinational business operations, economic integration, and business relations with host countries.

BUS 414: HUMAN RESOURCES AND DIVERSITY 3 hours
The course is devoted to leadership in an era of change, human resource strategy, managing diversity, and managing behavior. It examines the increasing diverse demography of today’s workforce and the economic, social, legislative, and attitudinal changes affecting human resources.

BUS 420 SPECIAL TOPICS IN BUSINESS 3 hours
Selected topics which are not offered in other business courses are studied. The content of the course is tailored to the interest of the instructor and student’s needs. Prerequisite: Senior status

CED 101, 102, 103, 104: LYCEUM 1 hour
An introduction to college life and preparation for professional, business, and spiritual well-being. Cultural, spiritual, moral/ethical, citizenship, and career issues will be addressed through presentations and discussions by motivational speakers, the college chaplain, and college administrators. This course will also provide a rich history of the College. (May be repeated for credit under sequential course numbers.)

CHE 101: GENERAL CHEMISTRY I 4 hours
This course is the first of a two-semester sequence in fundamental principles of chemistry. Topics include atomic and molecular structure, nomenclature, formulas and equations, common substances and reactions, stoichiometry, states of matter, solutions, and equilibria. Lab required. Prerequisite or co-requisite: MAT 110: College Algebra or higher

CHE 101L: GENERAL CHEMISTRY I LAB 0 hours
The lab is a co-requisite with CHE 101: General Chemistry I. Laboratory exercises reinforce and extend lecture content, including solutions and chemical reactions.

CHE 102: GENERAL CHEMISTRY II 4 hours
This course is a continuation of General Chemistry I. Topics include redox reactions, solution chemistry, including acid-base equilibrium and solubility, thermodynamics, nuclear chemistry, and organic chemistry. Lab required. Pre-requisite: CHE 101: General Chemistry I.
CHE 102L: GENERAL CHEMISTRY II LAB 0 hours

The lab is a co-requisite with CHE 102: General Chemistry II. Laboratory exercises reinforce and extend lecture content, including solution, nuclear, and organic chemistry.

CHE 201: ENVIRONMENTAL CHEMISTRY I 4 hours

Fundamentals of chemical principles as they relate to contaminants and pollutants in the environment, their sources, transportations and fate. This course also covers each phase of the biosphere: atmosphere, hydrosphere, lithosphere and the techno-sphere. Lab required. Pre-requisite: CHE101 or CHE 102

CHE 201L: ENVIRONMENTAL CHEMISTRY I LAB 0 hours

The lab is a co-requisite with CHE 201: Environmental Chemistry I. Laboratory exercises will reinforce and extend lecture concepts.

CHE 220: SPECIAL TOPICS IN CHEMISTRY 4 hours

Special Topics are courses that are designed to meet the needs of the student body with content unlike regularly scheduled courses. Offered with a co-requisite lab, and with or without prerequisites, as specified in the registration schedule.

CHE 220L: SPECIAL TOPICS IN CHEMISTRY LAB 0 hours

This laboratory course is a co-requisite with CHE 220: Special Topics in Chemistry. The special topics laboratory course reinforces and extends lecture content through exercises and hands-on activities.

CJA 104: CRIMINAL JUSTICE 3 hours

A study of how the Criminal Justice System works in the prevention, detection, prosecution, and punishment of crime, fair administration of justice, and restoration of offenders to the community.

COM 099: SENIOR INTERNET 0 hours

This course is designed to help senior citizens to become familiar with the Internet and current technology.

COM 101: INTRODUCTION TO COMPUTERS 3 hours

Introduction to various aspects of computer literacy, especially those areas of computer literacy important for academic and career success, such as word processing, spreadsheets, file organization, and basic problem-solving. Additional topics include using the computer to manage college processes, such as registration and withdrawal, checking academic and financial records, academic internet searches, electronic communication (e.g., email, Google docs), and hybrid courses and learning management systems (e.g., Moodle, Blackboard).
COM 201: SOFTWARE APPLICATIONS  3 hours
Advanced use of software for a variety of purposes. Software applications will include advanced use of word processing, spreadsheets, databases, and introduction to web design, robotics, photo/video/audio management, and the integration of software applications. Prerequisite: COM 101: Introduction to Computers.

CSE 101: FRESHMAN SEMINAR  2 hours
Orientation to and skill development for the rigors of college life, academic expectations, and career development. Introduction to collegiate policies, procedures, extra-curricular activities, traditions, and customs. Emphasis upon the relationship of self-awareness, self-reflection, self-discipline based on various models of intelligence and approaches to learning.

CSE 201: SOPHOMORE SEMINAR  3 hours
Study of advantages and disadvantages of attending an HBCU vs. attending a PWI. Using various theoretical models, there will be guided examination of personal and academic strengths, interests, and challenges in relation to selecting a four-year school and career path. Investigation of current social issues and their impact on educational and career choices.

ECO 301: MACROECONOMICS  3 hours
Scope and methodology of economics as a social science, major schools of economic thought, aggregate supply and demand, the measurement of national income, the theory of national income determination, money and banking, monetary and fiscal policy, stabilization techniques, and international trade.

ECO 302: MICROECONOMICS  3 hours
Introduction of economic analysis of individual, business, and industry in a market economy. Topics include pricing mechanism, supply and demand, optimizing economic behavior, costs and revenue, market structures, market failure, government intervention, problems of economic concentration, the theory of income distribution, and comparative economic systems.

EDU 101: INTRODUCTION TO EARLY CHILDHOOD  3 hours
A complete and current overview of the historical and philosophical foundations, current issues, methods, and approaches to early childhood education. It includes an examination of the role of families and communities in support of children’s learning.

EDU 102: GROWTH AND DEVELOPMENT  3 hours
An overview of the theories and principles of human growth and development from conception through pre-adolescence. Content includes examination of the inter-relatedness of physical, cognitive, social and emotional aspects of development. Development is studied in the context of family, gender, culture, language, ability, socioeconomics, diversity, and early childhood educational settings. Special emphasis will be placed on the theories of Piaget, Vygotsky, Erikson, and Gardner.
EDU 103: EARLY CHILDHOOD LITERATURE 3 hours
A study of age-appropriate literature for the young child, across multiple genres ranging from picture books to novels, and including poetry and non-fiction. Emphasis on the importance of multicultural literature, realistic fiction, and literature promoting social justice.

EDU 104: EXCEPTIONAL CHILDREN 3 hours
An overview of special needs children and their families. It addresses disorders, treatment modalities, community resources, teacher’s role in mainstreaming and early identification, and the current research and federal laws.

EDU 106: FAMILY AND COMMUNITY RELATIONS 3 hours
Examination of the importance of promoting and networking effective family/program partnerships to enhance child development in young children. Study of the purposes, strengths, and shortcomings of social, healthcare, recreational, legal, educational resources designed to support young children and their families within communities.

EDU 205: HEALTH, SAFETY AND NUTRITION 3 hours
A study of how to promote and maintain the health and well-being of all children. Topics include health and nutritional guidelines, common childhood illnesses and injuries, design and maintenance of safe and healthy learning and play environments, regulations and mandates for recognizing and reporting child abuse and neglect, and professional standards as they apply to health, safety, and nutrition in early childhood educational settings. Professional training will also be provided in pediatric CPR and first aid.

EDU 208: CREATIVE ARTS 3 hours
Study of relationship of theories of early childhood development to challenging and engaging, developmentally and culturally appropriate learning experiences in art, music, movement, and dramatics for young children. Investigation of critical issues affecting the inclusion of the arts in early childhood programs.

EDU 220: SPECIAL TOPICS IN EARLY CHILDHOOD 3 hours
This course is selected topics which are not offered in other Early Childhood courses. The content of the course is tailored to the interest of the instructor and students’ needs.

ENG 099: INTRO TO COMMUNICATION 0 hours
This course is designed to prepare students for college level writing courses, with emphasis on basic grammar, composition, and sentence structure.

ENG 111: ENGLISH COMPOSITION 3 hours
Study and practice of expository writing, emphasizing the writing process for clarity, purpose, effective organization of ideas, and editing. Review of grammar, punctuation, and spelling expected at the college level of academic writing.
ENG 112: ENGLISH COMPOSITION II 3 hours
Study and practice of using persuasive/critical writing skills and creative thinking to compose essays, research papers, business correspondence, and to complete written assignments in other courses.

ENG 202: INTRODUCTION TO LITERATURE 3 hours
Study of classical and contemporary fiction, poetry, and drama, with emphasis on genre, literary terminology, and critical analysis. Practice in the use of research sources and preparation of critical papers on literary topics. Pre-requisite ENG 111

ENG 203: AFRICAN AMERICAN LITERATURE 3 hours
Study of African-American writers from the Colonial period to present, with emphasis on the Harlem Renaissance. Pre-requisite ENG 111

ENG 206: WORLD LITERATURE 3 hours
Study of selected literary masterpieces in multiple genres from the Pacific, Asia, Africa, Europe, and the Americas from ancient to modern times.

HIS 102: UNITED STATES HISTORY TO 1865 3 hours
Survey of U.S. history from the time of ancient Native Americans, through European discovery and settlement, the Revolutionary War and development of a new government, westward expansion, and the Civil War. This course includes political, social, cultural, economic, and intellectual developments during this period.

HIS 103: UNITED STATES HISTORY SINCE 1865 3 hours
Survey of U.S. history from the end of the Civil War to the present, including benefits and challenges of political, social, economic, cultural, and intellectual developments during this period.

HIS 201: WORLD HISTORY 3 hours
A survey of major civilizations and their development or degeneration, from ancient to modern times. Civilizations to be studied include those in the various regions and countries of Europe, Asia, Africa, the Americas, and the Christian, Islamic and Byzantine cultures. Focus on the analysis of significant political, socioeconomic, and cultural challenges and developments in these regions and cultures across the centuries.

HIS 206: AFRICAN AMERICAN HISTORY 3 hours
Survey of African-American history from the Colonial period to the present. Examples of topics include African origins, the slave trade and nature of slavery, abolition and the Civil War, the Jim Crow era, the Great Migration, the civil rights movement, the justice system, and contributions of African Americans to political, scientific, socioeconomic, and cultural developments in the U.S.
INS 201: HONORS/LEADERSHIP PROGRAM  3 hours
Investigation of leadership theories and practices pertinent to various kinds of organizations and settings, such as business, healthcare, education, justice, political, arts management, churches, non-profit organizations, and the family. Applied study of observations and interviews in various organizational settings compared to selected theories and practices of leadership.

MAT 098: ALGEBRA  0 hours
Based on assessment of student needs, instruction includes performing operations on whole numbers, fractions, decimal and percent. Includes a review of arithmetic skills, and focuses on the study of measurement and geometry, basic algebra concepts, and operations on numeric and variable expressions, including factoring. Introduction to the Cartesian Plane, plotting points, finding slopes, distances and graphing linear relations. Graphing basic relations (quadratic, cubic, rational, square root, absolute value and circles centered at the origin) and linear and quadratic functions, labeling x and y intercept, and their applications.

MAT 110: COLLEGE ALGEBRA  3 hours
Introduction to solving linear, quadratic, reducible (to linear and quadratic), polynomial, exponential and logarithmic equations, including absolute value equations and their applications. Solving linear and nonlinear inequalities. Solving linear systems graphically, and using elimination and matrices. Graphing basic relations (quadratic, cubic, rational, square root, absolute value, circles centered at the origin, exponential and logarithmic) and linear and quadratic, and simple polynomial, and rational functions, labeling x and y intercept; and their applications. (Prerequisite: Placement exam or successful completion of MAT 098.)

MAT 111: COLLEGE MATHEMATICS  3 hours
Introduction to topics in logic, set theory, counting, probability and statistics. Symbols in logic and conjunction, and, or, negations, propositions, propositional functions, conditional and bi-conditional statements, identifying inverse, converse, contra-positive and negation. DeMorgan’s laws. Determining the validity of arguments using Euler diagrams, Truth Tables and recognition of arguments. Symbols in set theory, intersections, unions, complements, subsets, power sets, Cartesian products, universal sets, and Venn diagrams. Fundamental counting principles, permutations, combinations, the binomial theorems, Pascal’s triangle, probabilities, and odds. Descriptive statistics, measures of central tendency (sample size, range, mean, median, mode), and measures of spread (standard deviation), bar graphs, line graphs, pie graphs, frequency distribution curves and charts. (Prerequisite: MAT 110 College Algebra or equivalent - minimum grade of C)
MAT 201: PRE-CALCULUS

Introduction to solving linear, quadratic, reducible (to linear and quadratic), polynomial, exponential and logarithmic equations, including absolute value equations and their applications. Graphing basic relations (quadratic, cubic, rational, square root, absolute value and circles centered at the origin) and linear and quadratic functions, labeling x and y intercept, and their applications. Solving linear inequalities. Graphing basic relations (quadratic, cubic, rational, square root, absolute value and circles centered at the origin) and linear, quadratic, polynomial, rational, exponential and logarithmic functions, labeling x and y intercept, and their applications. This course includes the following topics: circular functions; Right triangular trigonometry, trigonometry in a plane, proving trigonometric identities; solving trigonometric equations; Graphing trigonometric functions, labeling amplitude, period and phase shifts; solution of right and oblique triangles using the Law of Sine and Law of Cosine; Operations on vector quantities, providing magnitude and direction; conic sequences; and series. (Prerequisite: MAT 110: College Algebra or equivalent - minimum grade of C)

MAT 202: CALCULUS I

A general introduction of the calculus of one variable. It will continue with limits, continuity, and derivatives and the rules of differentiation. Differentiation of algebraic, trigonometric, hyperbolic trigonometric, inverse trigonometric, exponential and logarithmic functions, and differentials and tangent lines. Higher order derivatives, implicit differentiation, applications of derivatives. The fundamental theorem of calculus. Numeric integration, indefinite and definite integrals. Application of integration area between curves, volume of solids (disk, Washer, and Cylindrical Shell methods. Rules of integration and u-substitution. (Prerequisite: MAT 201: Pre-Calculus or equivalent - minimum grade of C)

MAT 203: TRIGONOMETRY

This course includes the following topics: circular functions; Right triangular trigonometry, trigonometry in a plane, proving trigonometric identities; solving trigonometric equations; graphing trigonometric functions, labeling amplitude, period and phase shifts; solution of right and oblique triangles using the Law of Sine and Law of Cosine; Operations on vector quantities, providing magnitude and direction; sequences; and series. (Prerequisite: MAT 110: College Algebra or equivalent - minimum grade of C)
MAT 204: CALCULUS II 3 hours
This course presents techniques of integration, by the Fundamental Theorem of Calculus, u-substitution, by parts, powers of trigonometric integrals, trigonometric substitutions, partial fraction decomposition, improper fractions, improper integrals and applications of integration. Classification of differential equations order, linearity and partial or ordinary. Solving first order separable and linear ordinary differential equations. Analysis of sequences and series, and tests for convergence including but not limited to the nth term test, ratio, comparison, root and alternating series tests; Maclaurin and Taylor series. (Prerequisite: MAT 202: Calculus I - minimum grade of C)

MUS 201: MUSIC APPRECIATION 3 hours
Introduction to the study of music with focus on the elements of music and their relationships, the musical characteristics of representative works and composers, common musical forms and genres of various western and non-western historical style periods, and appropriate listening experiences.

MUS 202: ENSEMBLE CHOIR 2 hours
Students in the Clinton College Ensemble Choir have been selected for their commitment to singing and praising God through music. Class time will be considered rehearsal, that is, learning music for performances both on and off campus. Skills to be developed include, but are not limited to, notation, various rhythmic patterns, aural perception, note names, keyboard, staff placement and basic interval recognition through the application of solfege.

PED 201: PERSONAL HEALTH 2 hours
A comprehensive introduction to wellness practices and skills, health concerns and inventories, healthcare services, and the evaluation of health resource materials.

PHY 201: GENERAL PHYSICS I 4 hours
An introductory study of topics on scalar and vector quantities, a review of Geometry and Right Triangular Trigonometry, significant figures and approximations, base units and their conversions in the physical sciences. Mechanics, motion along a line, in a plane, and along an incline. Time, temperature, displacement, distance, velocity, speed, acceleration, force, Newton’s Laws of Motion and, linear momentum, kinetic and potential energy, elastic and inelastic collisions, power, work, heat and the Laws of Thermodynamics. Prerequisite: MAT 110: College Algebra or equivalent – minimum grade of C. Co-requisite PHY 201L.

PHY 201L: GENERAL PHYSICS I LAB 0 hours
This lab is a co-requisite with General Physics I and includes discussions and the use and applications of tools for measurements of quantities concerning mass, motion, acceleration due to gravity, projectile motion, resolution of forces, normal and frictional forces, motion along an incline, work, potential and kinetic energy, conservation of momentum and energy, elastic and inelastic collisions and uniform circular motion.
PHY 202: GENERAL PHYSICS II 4 hours
Introduction to fundamental concepts describing the physical world, including electrostatic forces, electric fields, electric potentials, direct-current circuits, magnetostatic forces, magnetic fields, electromagnetic induction, alternating-current circuits, and light. Pre-requisite: PHY 201: General Physics I. Co-requisite: PHY 202L.

PHY 202L: GENERAL PHYSICS II LAB 0 hours
This lab is a co-requisite with General Physics I and includes applications and activities related to lecture content, including electrostatic forces, electric fields, electric potentials, direct-current circuits, magnetostatic forces, magnetic fields, electromagnetic induction, alternating-current circuits, and light.

PHY 220: SPECIAL TOPICS IN PHYSICS 4 hours
Special Topics are courses that are designed to meet the needs of the student body with content unlike regularly scheduled courses. Offered with a co-requisite lab, and with or without prerequisites, as specified in the registration schedule.

PHY 220L: SPECIAL TOPICS IN PHYSICS LAB 0 hours
This laboratory course is a co-requisite with PHY 220: Special Topics in Physics. The special topics laboratory course reinforces and extends lecture content through exercises and hands-on activities.

PLS 201: AMERICAN GOVERNMENT 3 hours
Survey of national governmental institutions, with emphasis on the constitutional basis governmental operations. Examination of the functions of each branch of government and the relationships among the judicial, executive, and legislative branches. Other topics include civil liberties, the role of the electorate, and current issues in American Government.

PLS 203: STATE AND LOCAL GOVERNMENT 3 hours
Study of state, county, and municipal government systems, including interrelationships between these systems and the federal government. Examination of benefits and problems of different forms and functions of state and local government.

PSY 101: INTRODUCTION TO PSYCHOLOGY 3 hours
Examination of the theoretical and research basis of human behavior and mental processes. It serves as the introduction for all other psychology courses.

PSY 102: DEVELOPMENTAL PSYCHOLOGY 3 hours
Study of the development of children from conception through adolescence. Comparison of cognitive, physical, psychological, and social developments. Pre-requisite: PSY 101 or permission of instructor
PSY 202: PERSONALITY THEORIES 3 hours
Basic introduction to major theories of personality, with a focus on the historical contributions of the psychologists who developed these theories. Primary consideration will be given to the lives of the theorists by providing a context in which each theory was developed. Each theory will be reviewed and evaluated in terms of implications for research and practice.

PSY 203: ABNORMAL PSYCHOLOGY 3 hours
Examination of the various psychological disorders and the theoretical, clinical, and experimental perspectives of the study of psychopathology. Emphasis is placed on terminology, classification of normal and abnormal behavior patterns, etiology, symptoms, assessment, and therapeutic approaches to treatment of the major disorders.

REL 100: INTRODUCTION TO RELIGION 3 hours
Introduction to the concept of religion: what it is, how it functions within culture/society, and the different practices across traditions. Separate and apart from the study of a particular religious tradition, this course will focus on both the normative and descriptive functions of religion generally; and, how religious practice differs across traditions.

REL 101: INTRODUCTION TO OLD TESTAMENT 3 hours
General introduction to the history and geography of Israel. Special emphasis is placed on early religious life, including social conditions, diverse personalities, and political problems.

REL 102: INTRODUCTION TO NEW TESTAMENT 3 hours
Historical examination of the origins of Christianity. Study of the gospels with special attention to the life of Jesus, the major letters of Paul, and the book of Revelations.

REL 103: DENOMINATIONAL HISTORY 3 hours

REL 201: CHRISTIAN THEOLOGY 3 hours
Survey of the doctrines of Christianity through theological systems formulated from the early church until present day. Special attention is given to the academic “systematic theologians” and their ideologies.

REL 202: CHRISTIAN ETHICS 3 hours
Examination of historic and current ethical problems involving practice in ethical reflection from a variety of perspectives currently under consideration by the Christian community.

REL 203: FORMATION IN MINISTRY 3 hours
Exploration of the concepts of calling, ministry vocation, and personal professional identity within the contexts of pastoral responsibilities.
REL 204: SERMON PREPARATION 3 hours
Basics of sermon construction, surveying various sermon styles, intentions and focuses. It also includes a module on sermons for special occasions.

REL 205: SERMON DELIVERY 3 hours
An interactive laboratory experience in preaching. It affords the student the opportunity to be supervised in a variety of preaching experiences and explores the rudiments of public speaking. Prerequisite: REL 204

REL 206: CHRISTIAN CARE AND VISITATION 3 hours
A primer course in Christian care, including the basics of visitation of the sick, meeting with new and prospective members, and visitation for relationship-strengthening and renewal. It also includes class interaction of practice and reflection.

REL 207: INTRODUCTION TO CHRISTIAN COUNSELING 3 hours
A primer course in Christian counseling. It focuses on the identity of the counselor, teaches crisis intervention, listening, and reflecting and the proper use of referral.

REL 208: GENERAL CHURCH HISTORY 3 hours
Survey of the history of the Christian Church from the first century until the present. Study of the development of the major denominations and doctrines of the church from both their historical and present day positions.

REL 209: HISTORY OF THE AME ZION CHURCH 3 hours
Systematic study of the history of the African Methodist Episcopal Zion Church from 1796 until the present.

REL 210: INTRODUCTION TO CHRISTIAN EDUCATION 3 hours
Survey of the various emphases and approaches of present day thought in Christian Education.

REL 211: HYMNODY 3 hours
Survey of Christian hymnody, its historical patterns, covering a broad scope of hymn literature; its environment, and the significant individuals contributing. Practical and critical classroom study and participation.

REL 212: BLACK PERSONALITIES IN THE BIBLE 3 hours
Examination of Black people and personalities of the biblical world, as they appear in the Bible and in non-biblical literature, both ancient and modern. Special attention is given to the roles of racist ideology and hermeneutics in the history of the interpretation of the Bible with reference to Black people in both ancient and modern times. Prerequisite: REL 101 or REL 102
REL 213: LIFE AND TEACHINGS OF JESUS 3 hours
The life and teachings of Jesus of Nazareth studied through critical examination of the sources. Emphasis is on social context and implications of Jesus’ mission and his significance for Christian faith today. Prerequisite: REL 102

REL 217: CHRISTIAN GROWTH AND MATURITY 3 hours
This course examines the practices and disciplines of Christian growth and teaches the student how to apply those practices in their maturity as Christians.

REL 218: CHRISTIAN LEADERSHIP 3 hours
This course is an overview of the basic practices of leadership and helps the student to identify their leadership style and to understand the responsibility of leadership.

REL 219: AFRICAN AMERICAN RELIGIOUS HISTORY 3 hours
This course is designed to introduce students to the origins and development of religion among African Americans. Beginning with traditional forms of West African religion, the course will survey the development of African American religion from the beginnings of the American experience through the 20th century.

REL 220: SPECIAL TOPICS IN RELIGIOUS STUDIES 3 hours
Designed specifically for the AA program; this course is designated for the professor to explore special topics related to the Bible and Christian leadership. Attention will be given in either discipline to the values of citizenship in a global society. Permission of the Advisor required.

REL 300: INTRODUCTION TO PHILOSOPHY 3 hours
Philosophy is the observation and study of who we are and what the world is around us. It seeks to answer basic questions as to the meaning of life and existence. This course is an introduction to the questions and the methods of philosophical inquiry. Beginning with the Athenians and continuing through contemporary discourse, this course will serve as a broad overview of philosophical inquiry.

REL 301: SURVEY OF WORLD RELIGIONS 3 hours
Survey of the various religions in the world. Introduction to diverse religions in the context of their culture such as Hinduism, Buddhism, Confucianism, Taoism, Islam, Judaism and Christianity, along with comparison of African religions and those of Native Americans.

REL 302: PSYCHOLOGY OF RELIGION 3 hours
Study of how such theorists and Augustine, James, Freud, Jung and Rogers examined religion and its relationship to the human mind. These theories will be discussed in the context of both classical and contemporary religious thought.
REL 303: RELIGION AND LITERATURE 3 hours
Introduction to the relationship between religion and literature in the African American culture. Some of the African American authors to be studied include W.E.B. DuBois, Zora Neale Hurston, Maya Angelou, Richard Wright and Ralph Ellison. Discussion of works of other American writers such as Poe, Hawthorne and Melville.

REL 305: CHURCH ADMINISTRATION 3 hours
Principles of leadership and procedures that promote overall effectiveness in the local church. Training in social service skills, organizational skills, managing church finances, and church programming will be included.

REL 306: THE PHILOSOPHY OF RELIGION 3 hours
This course will examine some of the basic issues concerning the Philosophy of Religion. The course addresses some of the classic questions such as the existence of God, the problem of evil, free will and determinism, the ethics of belief, and faith vs. reason. Readings in both traditional and contemporary writings will be included.

REL 307: THE CIVIL RIGHTS MOVEMENT 3 hours
This course surveys the history of the Civil Rights Movement; beginning in Montgomery through the late 1960’s. While the course will discuss specific historical events (like the March on Washington), the primary focus is on the movement itself; and, the impact that movement had on American society.

REL 402: RELIGION AND SCIENCE 3 hours
Introduction to the multifaceted historical interaction of science and religion in the context of modern culture. The relationship will be explored in terms of cooperation and conflict. The Creationism versus Evolution debate will explored in the context of the broader historical and philosophical factors that shape both science and religion.

REL 403: SENIOR THESIS I 3 hours
This course is designed for a student to research specific issues in religion the student might find beneficial to explore in an in-depth forum. This is a capstone course wherein the student will use an interdisciplinary approach in their research to integrate several aspects of the BA program into a single thesis paper chosen by the student and the major advisor. This is a 2-semester course where this first semester focuses upon research and the development of a research topic. The second semester is REL 404. Permission of the Advisor required.

REL 404: SENIOR THESIS II 3 hours
This course is the continuation of REL 403 where the student concentrates upon writing the thesis that was researched in REL 403. Permission of the Advisor required.
REL 406: RELIGION AND AFRICAN AMERICAN LITERATURE 3 hours
This course will focus on some of the classic books of African American literature. Some of the African American authors to be studied include Zora Neale Hurston, Maya Angelou, Richard Wright, Toni Morrison, and Alice Walker. We will read one of the books of these authors not only for the story of African American culture presented; but also for religious themes and symbolism, and how this is expressed both in the literature and in African American culture.

REL 407: PAULINE LETTERS 3 hours
This course is a survey of the writing of the apostle Paul. The focus of the course is upon the historical, sociological and theological significance of Paul's letters.

REL 420: SPECIAL TOPICS IN RELIGIOUS STUDIES 3 hours
Designed specifically for the BA program; this course is designated for the professor and students to explore special topics in either religion or philosophy. Attention will be given to critical thinking skills, and comparisons with other religions. Permission of the Advisor required.

SOC 101: INTRODUCTION TO SOCIOLOGY 3 hours
Study of basic concepts for understanding and analyzing group interaction and social structure. Emphasis is placed on using the sociological perspective to observe several cultures.

SPA 101: ELEMENTARY SPANISH I 3 hours
For students with limited or no previous experience in Spanish. First course in a two-course sequence to develop competence in culture, speaking and writing, listening and reading comprehension in Spanish.

SPA 102: ELEMENTARY SPANISH II 3 hours
Second course in a two-course sequence to develop competence in culture, speaking and writing, listening and reading comprehension in Spanish. Prerequisite: SPA 101

SSS 101: TRIO/SSS 0 hours
Workshop-style class meetings are designed to help students develop successful academic competencies, such as study skills, goal-setting, and time management in order to improve academic performance in regular classes. Other workshop classes prepare the students for life beyond Clinton College, through topics such as career development, economic literacy, business etiquette, and communication skills.
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                                      B.A., Livingstone College

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                                      A.A., York Technical College
                                      B.S. in progress, Clinton College
                                      Administrative Assistant

Webb, Cheryl                          Title III Coordinator/Office
                                      B.A. in progress, Winthrop University
                                      Manager/Assistant to the
                                      President

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                                      A.S., York Technical College

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                                      M.L.S., Atlanta University
                                      B.A., Livingstone College

Strother, Valerie                   Library Technical Assistant
                                      Technical Diploma, York Technical College
                                      A.A. in progress, Clinton College
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B.S., Clemson University

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Craig, Kendra
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B.A., Strayer University
A.A., Strayer University

Student Accounts Manager
Accounting Assistant

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Vice President of Institutional Advancement

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B.A., Shaw University

Vice President of Institutional Effectiveness

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B.A., Kent State University

Director for TRiO Student Support Services

Lewis, Keegan
B.A., Florida A & M University

TRiO Academic Learning Specialist

Pye-Jumper, Sadie
A.A., Clinton Junior College
B.A. in progress, Clinton College

Director of Residential Life
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Education</th>
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<tbody>
<tr>
<td>Shepard, Kim</td>
<td>Admissions Coordinator/Special Programs</td>
<td>B.A., Strayer University A.A., Strayer University</td>
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<tr>
<td>White-Douglas, Pamela</td>
<td>Director of Financial Aid</td>
<td>Diploma, Rhema Bible Training Center</td>
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<tr>
<td>Mullins, Larry</td>
<td>Interim Athletic Director Women’s Basketball Coach</td>
<td>B.S. in progress, Clinton College</td>
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<tr>
<td>Smith, Lester</td>
<td>Men’s Basketball Coach</td>
<td>B.A., Rio Grande University</td>
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<tr>
<td>Snipes, Reverend Lloyd</td>
<td>Director of Facilities</td>
<td>A.A., Clinton Junior College</td>
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FACULTY

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Ph.D., Garrett-Evangelical Theology Seminary, Northwestern University
S.T.M., Chicago University
M.Div., Hood Theological Seminary
B.A., Livingstone College

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M.Ed., Fayetteville State University
B.S., Fayetteville State University

Department Chair, General Education

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B.A., Columbia University

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B.S., University of South Carolina

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B.A., Winston-Salem State University

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B.S., Mathematics, Benedict College

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B.M., Manhattan School of Music

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B.A., Johnson C. Smith University  
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Sherer, Ronald  
Professor of Biology  
M.D., Howard University  
B.A., Northwestern University

Smith, Edward  
Department Chair, Natural Sciences  
Ph.D., Eastern Virginia Medical School  
M.S., Cheyney University  
B.S., Hampton University  
Professor of Biology

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B.A., Winthrop University

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B.S., Winthrop University

Brantley, Kevin  
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B.S., Winthrop University

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M.A., University of Berklely  
B.A., North Park University

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M.P.H., UNC Chapel Hill  
B.S., NC Central University
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M.A.T., Winthrop University  
B.S., Livingstone College  
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Administration and Freshman Seminar  
Alpha Beta Gamma Faculty Advisor

King, John R.  
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B.A., Morehouse College  
Adjunct Professor of History

Mickel, Antonio  
B.A., Strayer University  
A.A., York Technical College  
Adjunct Associate Professor of Computer Science
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<tr>
<th>Name</th>
<th>Title</th>
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<tr>
<td>Pendleton, Janis</td>
<td>Professor of Sophomore Seminar</td>
<td>M.S., Murray State University</td>
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<td>Vice President of Academic Affairs</td>
<td>B.A., Kentucky Wesleyan University</td>
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<td>Ratliff, Marielon</td>
<td>Adjunct Professor of Music</td>
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<td>Sligh, Jeffery</td>
<td>Adjunct Professor of Music</td>
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<td>Stewart, Allan</td>
<td>Adjunct Associate Professor of Religious Studies</td>
<td>M.Div., Hood Theological Seminary</td>
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<td>Stratakos, James</td>
<td>Adjunct Associate Professor of Art</td>
<td>M.A., Winthrop University</td>
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<td>White, Patricia</td>
<td>Adjunct Assistant Professor of Developmental Math</td>
<td>B.S., Hampton University</td>
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<td>White, Reid</td>
<td>Adjunct Professor of Religious Studies</td>
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<td>Wilson, Marion</td>
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<td>Young, Mandrile H.</td>
<td>Adjunct Associate Professor of Criminal Justice</td>
<td>M.S., University of Phoenix</td>
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