

□ **2007 / 2008**
Catalog/Handbook

Haywood Community College

185 Freedlander Drive

Clyde, North Carolina 28721

(828) 627-2821

www.haywood.edu □

Governed by:

HCC Board of Trustees

Supported by:

North Carolina State Board of Community Colleges
 North Carolina Community College System
 Haywood County Board of Commissioners
 Haywood Community College Foundation, Inc.

Accredited by:

Commission on Colleges of the Southern Association of Colleges and Schools

Approved by:

North Carolina Criminal Justice Education and Training Standards Commission
 North Carolina State Approving Agency (Veterans and Military Education Programs)
 North Carolina State Board of Cosmetic Arts
 North Carolina State Board of Nursing

Member of:

American Association of Collegiate Registrars and Admissions Officers
 American Association of Community and Colleges
 American Association of Botanical Gardens and Arboreta
 Association of Community College Trustees
 Association of Community College Business Officers
 Carolina Association of Collegiate Registrars and Admission Officers
 Consortium for Manufacturing Competitiveness
 Council of Eastern Forest Technician Schools
 Council for Higher Education Accreditation
 Eastern Regional Competency-Based Education Consortium
 Higher Education Transfer Alliance
 National Association for Developmental Education
 National Association of Student Financial Aid Administrators
 National Association of College and University Business Officers
 The National Coalition of Advanced Technology Centers
 National Council of Marketing and Public Relations
 North Carolina Community College Adult Education Association
 North Carolina Comprehensive Community College Student Government Association
 North Carolina Trustees Association of Community Education Institutions, Inc.
 North Carolina Association of Community College Presidents
 North Carolina Association of Community College Instructional Administrators
 North Carolina Association of Coordinators of Veterans Affairs
 Public Relations, Information, & Marketing Association of the Carolinas
 Service Members Opportunity College
 Southern Association of Collegiate Registrars and Admissions Officers
 Transatlantic Technology and Training Alliance

Recognized by:

Society of American Foresters

In Appreciation:

Industrialist A.L. Freedlander, whose generous gifts made the Haywood Community College campus possible.

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From the President



Welcome to Haywood Community College, the college where your goals can become reality. Students frequently tell me that they initially selected this college because of its programs and outstanding reputation and that they stay because of HCC's caring faculty and staff. Your success is foremost in our minds—we want to see you realize your dreams and goals.

This college considers you, the student, as its reason for existing. Great attention is given to every detail from student advising to instruction to graduation. You are considered a member of the college family whether you are attending classes on campus, by internet, or from another location. It is my desire and that of my associates to make your educational experience meaningful.

There are many educational options from which to select. The Associate in Arts degree prepares one to transfer as a junior to a North Carolina public university or to enter other colleges and universities through individualized agreements. More than 55 programs prepare graduates for employment or advanced education in occupations ranging from health care and natural resource management to professional crafts and residential construction, to name only a few. As you review the list of program options in this catalog, imagine the world of opportunities that awaits you.

Experience the college. The dedication and support of every employee is at your fingertips.

A handwritten signature in cursive script that reads "Rose H. Johnson". The signature is written in dark ink on a white background.

Dr. Rose H. Johnson, President

Academic Calendar

Fall Semester 2007

Fall semester academic advisement and registration for new and continuing students	Wed.-Fri.	June 13 - July 13
Orientation for new students <i>(attendance at one session is required for new degree-seeking students)</i>	Tues. 2:00 or 5:30 p.m. or Tues. 9:00 a.m. or 5:30 p.m.	July 10 Aug. 14
Fall tuition and fee payment period for early registration	Wed.-Mon.	Aug. 1 - Aug. 13
College Wide Meeting/College Closed	Mon. 8:00 a.m. - 4:00 p.m.	August 6th
Faculty Professional Development Meeting	Tues.	August 7
Faculty Advisement by Appointment		August 8-13
Orientation for new students	Tues. 9:00 a.m. or 5:30 p.m.	August 14
Late Registration/drop-add	Tues.-Wed. 9:00 a.m. - 7:00 p.m.	August 14-15
Instruction begins	Thurs.	August 16
Fall semester orientation for new students <i>(for students registering late)</i>	Thurs. 2:00 or 5:30 p.m.	August 23
Last Day to Drop for a Partial Refund <i>(10% date)</i>	Mon.	August 27
Labor Day <i>(All Campus Holiday)</i>	Mon.	September 3
No Show Rosters due from Faculty	Wed. by 9:00 a.m.	September 5
Student Activity, Constitution and Citizenship Day	Thurs. 11:00 a.m. - 2:30 p.m.	September 13
Financial Aid Refund Day	Wed. 1:00 p.m. - 5:00 p.m.	September 17
College Night <i>(Transfer Students)</i>	Mon. 6:00 p.m. - 7:30 p.m.	September 17
Registration for Short Semester Classes	Mon.-Fri.	September 17-28
Short Semester Instruction Begins	Fri.	September 28
Mid-semester	Thurs.	October 11
Fall recess	Sun.-Tues.	October 14-16
Instruction resumes	Wed.	October 17
Opportunity Showcase &	Wed. 9:00 a.m. - 6:00 p.m.	October 17
Scholarship Recognition Day	Wed. 2:00 p.m.	October 17
Spring Semester academic advisement and registration for new and continuing students	Mon.-Tues.	Oct. 22-Nov.20

Spring tuition and fee payment period	Mon.-Tues.	Oct. 22-Dec. 17 Jan. 2
Veterans Day holiday (<i>All Campus Holiday</i>)	Mon.	November 12
Last day to withdraw from a course	Thurs.	November 15
Thanksgiving holiday for students	Wed.	November 21
Thanksgiving holidays (<i>All Campus Holiday</i>)	Thurs.-Fri.	November 22-23
Instruction resumes	Mon.	November 26
Last day of instruction for all classes	Fri.	December 14
Final grades due	Mon. by 12 noon	December 17
Winter recess (<i>campus closed</i>)	Wed.-Tues.	Dec. 19-Jan. 1

Spring Semester 2008

College Wide Meeting/College Closed.	Wed.	January 2
Orientation for new students (attendance at one session is required for new degree-seeking students)	Thurs. 9:00 a.m. or 5:30 p.m.	January 3
Late Registration/drop-add	Thurs. 9:00 a.m.-7:00 p.m.	January 3
Late Registration/drop-add	Fri. 9:00 a.m.-4:00 p.m.	January 4
Instruction begins	Mon.	January 7
Orientation for new students	Thurs. 5:30 pm	January 10
Last Day to Drop for a Partial Refund (10% date)	Wed.	January 16
Martin Luther King, Jr. Day (<i>All Campus Holiday</i>)	Mon.	January 21
No Show Rosters due from Faculty	Thurs. by 4:00 p.m.	January 24
Diversity Convocation	To be announced 11:00 a.m.-2:25 p.m.	
GED and Adult High School Graduation (<i>Alternate date is February 8</i>)	Fri. 7:00 p.m.	February 1
Financial Aid Refund Day 1:00 p.m.-5:00 p.m.	Wed.	February 6
Registration for Short Semester Classes	Mon.-Fri.	February 4-15
Short Semester Instruction Begins	Mon.	February 18
Mid-semester	Tues.	March 4
Spring Recess	Sun.-Sat.	March 16-22
Good Fri. (<i>All Campus Holiday</i>)	Fri.	March 21
Instruction resumes	Mon.	March 24
Last day to apply for graduation in May	Fri.	March 28

Summer Semester academic advisement and registration for new and continuing students	Mon.-Fri.	April 7-25
Summer tuition and fee payment period for early registration	Mon.-Wed.	April 7-May 13
Last day to withdraw from a course	Fri.	April 11
Sixth Annual Honors Day Convocation	Thurs. 9:30-11:00 am	April 17
Last day of instruction	Mon.	May 5
Final grades due	Wed. by 12:00 noon	May 7
Graduation <i>(attendance expected of all graduating students)</i>	Thurs. 7 p.m. Fri. 7 p.m.	May 8 May 9
Summer Session 2008 (Ten Weeks)		
Orientation for new students <i>(attendance at one session is required for new degree-seeking students)</i>	Wed. 9:00 a.m. or 5:30 p.m.	May 21
Late Registration/drop-add	Wed. 9:00 a.m.-7:00 p.m.	May 21
Instruction begins <i>(10 week and 5 week sessions)</i>	Thurs.	May 22
Orientation for new students 2:00 p.m. or 5:30 pm	Thurs.	May 29
Memorial Day <i>(All Campus Holiday)</i>	Mon.	May 26
Instruction resumes	Tues.	May 27
Last Day to Drop for a Partial Refund <i>(10% Date)</i>	Fri.	May 30
No Show Rosters due from Faculty by 4:00 p.m.	Thurs.	June 5
Late Registration for 8-week summer session	Thurs.	June 5
Instruction begins for 8-week session	Fri.	June 6
Financial Aid Refund Day 1:00-5:00 p.m.	Mon.	June 23
Fall semester academic advisement and registration for new and continuing students	Wed.-Fri.	June 11-July 11
Mid-semester	Mon.	June 23
Last day to withdraw from a course	Thurs.	July 3
Independence Day <i>(All Campus Holiday)</i>	Fri.	July 4
Instruction resumes	Mon.	July 7
Last day of instruction <i>(10 week, second 5 week, and 8-week sessions)</i>	Fri.	August 1

Fall Semester 2008

Fall semester academic advisement and registration for new and continuing students	Wed.-Fri.	June 18-July 18
Orientation for new students (attendance at one session is required for new degree-seeking students)	Tues. 2:00 p.m. or 5:30 p.m.	July 8
Fall tuition and fee payment period for early registration	Fri.-Wed.	Aug. 1–Aug. 13
College wide meeting (college closed)	Wed. 8:00 a.m.-4:00 p.m.	August 6
Orientation for new students	Thurs. 9:00 a.m. or 5:30 p.m.	August 14
Late Registration/Drop-add and Payment	Thurs. 9:00 a.m.-7:00 p.m.	August 14
Late Registration/Drop-add and Payment	Fri. 9:00 a.m.-4:00 p.m.	August 15
Instruction begins	Mon.	August 18
Last Day to Drop for a Partial Refund (10%)	Wed.	August 27
Labor Day (All Campus Holiday)	Mon.	September 1
No Show Rosters due from Faculty	Fri.	September 5
Student Activity, Constitution and Citizenship Day	Thurs. 11:00 a.m. –2:30 p.m.	September 11
Financial Aid Refund Day	Thurs.	September 18
College Night	To be announced	
Registration for Short Semester Classes	To be announced	
Short Semester Instruction Begins	To be announced	
Fall recess	Sun.-Tues.	October 12-14
Instruction resumes	Wed.	October 15
Mid-semester	Wed.	October 15
Opportunity Showcase	Thurs.	October 16
Spring Semester academic advisement and registration for new and continuing students	Mon.-Tues.	Oct. 20-Nov.25
Spring tuition and fee payment period for early registration	Mon.-Fri.	Oct. 20-Dec.19, Jan. 2
Veterans Day (All Campus Holiday)	Tues.	November 11
Last day to withdraw from a course	Tues.	November 25
Thanksgiving holiday for students	Wed.	November 26
Thanksgiving holidays (All Campus Holiday)	Thurs.-Fri.	November 27-28
Instruction resumes	Mon.	December 1
Last day of instruction for all classes	Tues.	December 16
Final grades due by 12 noon	Thurs.	December 18
Winter recess (campus closed)	Mon.-Thurs.	Dec. 22-Jan. 1

Spring Semester 2009

College Wide Meeting/Campus Closed	Fri. 8:00 a.m.-4:00 p.m.	January 2
Orientation for new students (attendance at one session is required for new degree-seeking students)	Mon. 9:00 a.m. or 5:30 p.m.	January 5
Late Registration /Drop/Add	Mon. 9:00 a.m.-7:00 p.m.	January 5
Instruction begins	Tues.	January 6
Orientation for new students	Thurs. 5:30 p.m.	January 8
Last Day to Drop for a Partial Refund (10%)	Thurs.	January 15
Martin Luther King, Jr. Day (All Campus Holiday)	Mon.	January 19
Diversity Convocation	Wed. 1:00 p.m.-2:25 p.m.	January 21
No Show Rosters due from Faculty	Mon. by 4:00 p.m.	January 26
GED and Adult High School Graduation (Alternate Day: February 13)	Fri. 7:00 p.m.	February 6
Financial Aid Refund Day	Mon. 1:00 p.m.-5:00 p.m.	February 9
Registration for Short Semester Classes	To be announced	
Short Semester Instruction Begins	To be announced	
Mid-semester	Tues.	March 3
Spring Recess	Sun.-Sat.	March 8-14
Last day to apply for graduation in May	Fri.	March 27
Summer Semester academic advisement and registration for new and continuing students	Mon.-Fri.	April 6-17
Good Friday (All Campus Holiday)	Fri.	April 10
Instruction resumes	Mon.	April 13
Summer tuition and fee payment period for early registration	Mon.-Wed.	April 6-June 10
Last day to withdraw from a course	Fri.	April 17
Sixth Annual Honors Day Convocation	Thurs. 9:30 – 11:00 a.m.	TBA
Last day of instruction	Tues.	May 5
Final grades due	Wed. by 4:00 p.m.	May 6
Graduation (attendance expected of all graduating students)	Thurs. & Fri. 7:00 p.m.	May 7 & 8

Summer Session 2009 (Eight Weeks)

Orientation for new students	Thurs. 9 a.m. & 5:30 p.m.	June 4
Late Registration/Drop-add	Thurs. 9:00 a.m.-7:00 p.m.	June 4
Instruction begins (8 week session)	Friday	June 5
Last Day to Drop for a Partial Refund (10%)	Wed.	June 10
No Show Rosters due from Faculty	Wed.	June 17
Financial Aid Refund Day	Wed. 1:00 p.m.-5:00 p.m.	July 1
Fall semester academic advisement and registration for new and continuing students	Wed.-Fri.	June 17-July 17
Independence Day (All Campus Holiday)	Fri.	July 3
Instruction resumes	Mon.	July 6
Mid-semester	Mon.	July 6
Last day to withdraw from a course	Tues.	July 14
Last day of instruction (8 week session)	Fri.	July 31
Final grades due	Tues.	August 4

Fall Semester 2009

Orientation for new students (attendance at one session is required for new degree-seeking students)	Tues. 2:00 p.m./5:30 p.m.	July 7
Fall tuition and fee payment period for early registration	Mon.-Wed.	August 3-12
College wide meeting (college closed)	Wed. 8:00 a.m.-4:00 p.m.	August 5
Orientation for new students	Thurs.	August 13
Late registration/Drop-add	Thurs. 9:00 a.m.-7:00 p.m.	August 13
Late registration/Drop-add	Fri. 9:00 a.m.-4:00 p.m.	August 14
Instruction begins	Mon.	August 17