

Vernon College

Instructional Locations

Vernon Campus

4400 College Drive
Vernon, TX 76384
(940) 552-6291

Century City Center

4105 Maplewood Avenue
Wichita Falls, TX 76308
(940) 696-8752

Sheppard Learning Center

Box 6097

(Mailing Location)

Or

F. Kelly Ezell Bldg.

(Administrative Office Location)

426 5th Avenue, Suite 8

Sheppard Air Force Base, TX 76311
(940) 855-2203

Skills Training Center

2813 Central Expressway East
Wichita Falls, TX 76302
(940) 766-3369

Vernon College Website:

www.vernoncollege.edu

Regular Office Hours:

Monday through Thursday 8:00 am – 5:00 pm
Friday 8:00 am – 12:00 noon

May 17 through August 13

Monday through Thursday 7:45 am – 5:15 pm
Friday - Closed

FALL 2010 ACADEMIC CALENDAR

	FALL (16 WEEK) 8/21/10 - 12/8/10	FALL I (8 Week) 8/21/10 - 10/13/10	FALL II (8 Week) 10/16/10 - 12/8/10
Classes Begin	August 21	August 21	October 16
Labor Day Holiday	September 6	September 6	
Official Census Day	September 8	August 30	October 25
Deadline to Apply for December Graduation	November 3	November 3	November 3
Final Drop/Withdrawal Deadline to Receive Automatic 'W'	November 10	September 30	November 23
Last Day for Refund of December Graduation Fee	November 19	November 19	November 19
Thanksgiving Holiday	November 24 - November 27		November 24 - November 27
Final Exams (Wednesday Evening Classes)	December 1		
Final Exams (Saturday Classes)	December 4	October 9	December 4
Final Exams	December 2 - December 8	October 12 - October 13	December 6 - December 8
Grades Due in Admissions and Records Office	December 9 (9:00 am)	October 15 (9:00 am)	December 9 (9:00 am)
Graduation (No Ceremony)	December 11	December 11	December 11

FALL 2010 REGISTRATION CALENDAR

FALL (16 WEEK) 8/21/10 thru 12/8/10 FALL I (8 WEEK) 8/21/10 thru 10/13/10	FALL II (8 Week) 10/16/10 thru 12/8/10
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Admission requirements and information are available from the Office of Admissions and Records, <i>General Catalog</i> , and Vernon College website www.vernoncollege.edu . Dates and times for required New Student Group Advising (NSGA) sessions are available through the Student Services Office and website. After attending NSGA, students should see a Counselor or Course Schedule Advisor for academic advising and trial schedule.		
Financial Aid Deadlines (All paperwork completed and receipt of an award notification by this date.)	August 1	October 1
Students must meet admission requirements, have a PIN, a signed trial schedule (if required), and have no holds prior to participating in the following Campus Connect registrations.		
Advising and On-Line Registration Campus Connect <p style="text-align: center;">Returning VC Students With 30 or More Credit Hours</p>	April 26 (9 am) - April 29* Or any other on-line registration that follows	April 26 (9 am) - April 29* and Sept. 20 (9 am) - Sept. 22*
Advising and On-Line Registration Campus Connect <p style="text-align: center;">All Returning VC Students</p>	April 30 (9 am) - May 5* Or any other on-line registration that follows	April 30 (9 am) - May 5* and Sept. 23 (9 am) - Sept. 26
Admissions Applications final due date for <u>Campus Connect</u> On-line Registration (see Campus Connect Information)	July 26	October 1
Advising and On-Line Registration Campus Connect <p style="text-align: center;">All Eligible Students (Must Have Attended New Student Group Advising)</p>	May 6* (9 am) - August 11 (3 pm)	May 6* (9 am) - August 11 (3 pm) and Sept. 27 (9 am) - October 8 (11 am)
Advising and On-Site Registration Sheppard Learning Center (SLC) SAFB, F. Kelly Ezell Bldg. 402, Room 304, 3 rd floor <p style="text-align: center;">Active Duty Military Personnel and Sheppard Civilian Employees Only</p> <hr/> <p style="text-align: center;">(National Guard and Reserve, Military Dependents and Retirees with Appropriate ID Card Only)</p>	August 4** 10 am-12:30 pm August 4 2 pm-3 pm	August 4** 10 am-12:30 pm August 4 2 pm-3 pm

* Sheppard Learning Center courses not available until August 5 (Fall, Fall I and Fall II) after SLC Registration.

** Active duty military and civil service personnel may order textbooks and pre-pay on August 4 during registration. Textbooks ordered may be picked up on August 19 in Room 305.

FALL 2010 REGISTRATION CALENDAR (continued)

	FALL (16 WEEK) 8/21/10 thru 12/8/10 FALL I (8 WEEK) 8/21/10 thru 10/13/10	FALL II (8 Week) 10/16/10 thru 12/8/10
Payment Deadlines for Campus Connect (On-line registrants) (Your registration is not complete until tuition and fees have been paid. If you have not paid by these payment deadlines, your enrollment will be canceled.)	August 11 (5:15 pm)	October 8 (12 noon)
Apply for admissions early to avoid delays at regular registrations. Tuition and fee payments are due at the time of on-site and late registrations.		
On-Site Advising and Registration Vernon Campus Osborne Administration Building <p style="text-align: center;">New and Re-Enrolling Students</p> (Register alphabetically according to first letter of last name or anytime after letter has passed. No Exceptions.)	August 17 <u>A-H</u> 9:30 - 10:45am <u>I-P</u> 11:00am-1:00pm Closed 1:00 – 3:00pm <u>Q-Z</u> 3:00 - 4:30pm Open 3:00 – 5:15pm	August 17 ← (see times) October 13 9:00am - 4:00pm
On-Site Advising and Registration (First half of alphabet) Century City Center 4105 Maplewood, Wichita Falls <p style="text-align: center;">New and Re-Enrolling Students</p> (Register alphabetically according to first letter of last name or anytime after letter has passed. No Exceptions.)	August 18 <u>A-D</u> 9:30 - 11:00am <u>E-H</u> 11:00am-1:00pm Closed 1:00 – 2:30pm <u>I-L</u> 2:30 - 4:00pm <u>Open to above:</u> 4:00 -5:30 pm	August 18 ← (see times) October 12 10:00am – 1:00pm and 2:30pm – 4:00pm
On-Site Advising and Registration (Second half of alphabet) Century City Center 4105 Maplewood, Wichita Falls <p style="text-align: center;">New and Re-Enrolling Students</p> (Register alphabetically according to first letter of last name or anytime after letter has passed. No Exceptions.)	August 19 <u>M-P</u> 9:00 - 1100am <u>Q-U</u> 11:00am-1:00pm Closed 1:00 – 2:30pm <u>V-Z</u> 2:30 - 4:00pm <u>Open to above:</u> 4:00 - 5:30pm	August 19 ← (see times) October 12 10:00am – 1:00pm and 2:30pm – 4:00pm
Late Registrations and Schedule Changes Vernon Campus Osborne Administration Building (\$35.00 late registration fee applies)	August 23 9:00am-5:15pm August 25 9:00am-12:00pm	August 23 and 25 ← (see times) and October 18 9:00am-4:00 pm
Late Registrations and Schedule Changes Century City Center and Sheppard Learning Center 4105 Maplewood, Wichita Falls (\$35.00 late registration fee applies)	August 24 10:00 am - 12:30 pm 2:30 pm - 5:15 pm August 25 1:30 pm-5:15 pm	August 24 and 25 ← (see times) and October 19 10:00 am-1:00 pm

SPECIAL TERM REGISTRATION SCHEDULE

December Mini Term (Dec 8, 2010 – January 5, 2011)

COSC 1301 W 940 Microcomputer Applications-Harris
GOVT 2301 W 940 American Government I*-Kalski

On-Line Registration (Campus Connect) – Any Fall Registration and December 1, 2010
through December 7, 2010 (5:00 pm)

Campus Connect Payment Deadline – December 7, 2010 (5:00 pm)

On-Site Registration – December 7, 2010 (9:00 am – 12:30 pm and 2:00 pm – 4:00 pm)
Payment due at time of registration

Late Registration – December 8, 2010 (9:00 am – 12:30 pm and 2:00 pm – 4:00 pm)
Payment due at time of registration (Late Registration Fee of \$35.00)

Official Census Day - December 9, 2010

Last Day for “W” – December 29, 2010

Final Exams – January 5, 2011

Refund Schedule – See *Vernon College General Catalog*

Important information for students attending classes at Sheppard AFB:

Vernon College civilian students attending classes on Sheppard AFB are required to get a base ID card. Each student is required to go to the Pass and Registration Office and provide his or her **paid Vernon College receipt and valid driver’s license**. The Pass and Registration Office (676-1334) is located in Building 1405 on Missile Road and is open 6:30 am-4:30 pm Monday-Thursday and 11:00 am-4:30 pm on Friday. This process **must be completed within two weeks of the start of class**. A temporary day pass may be obtained at this same location after 4:30 pm.

IMPORTANT INFORMATION

► ADMISSION QUICK CHECK:

Admissions and Records: (940) 552-6291, ext. 2207 in Vernon or (940) 696-8752, ext. 3208 in Wichita Falls

To attend Vernon College, a student must have completed the following:

- ___ 1. Complete Application for Admission - \$10.00 Application Fee must be paid.
- ___ 2. Provide Transcripts. (College and/or High School)
- ___ 3. Residency Documentation (see Application).
- ___ 4. Skills Assessment (see Testing Information).
- ___ 5. Attend New Student Advising.
- ___ 6. Meet with Counselor or Course Schedule Advisor for Advising and Trial Schedule.
- ___ 7. Register when eligible (see Registration Calendar).
- ___ 8. Pay by the deadline (posted in Registration Calendar).

► REGISTRATION PROCEDURES:

1. New students should complete an Application for Admission and pay the \$10.00 fee. Returning students not enrolled during the last 12 months must complete a Re-Admission Application. Students not enrolled for a period of two years must complete a new Application for Admission and pay the \$10.00 fee. Contact the Office of Admissions and Records as soon as possible. Transfer students seeking a degree or certificate must provide official transcripts of all previous college work.
2. New students should attend New Student Group Advising. Re-enrolling students should select their courses and develop a tentative schedule. Counselors and/or Course Schedule Advisors are available during scheduled office hours. Make appointments early and do not wait until registration. Dual Credit high school students will see their high school counselor for course selection.
3. Students should register for approved (signed trial schedule) courses at their scheduled Campus Connect (on-line registration) time or registration days (see Registration Calendar).
4. All tuition and fees must be paid on or before the designated time and date (see Registration Calendar).

► LATE REGISTRATION

After the period of on-line (Campus Connect) and regular registrations, a student may register late by paying an additional \$35.00 late registration fee.

► SCHEDULE CHANGES, DROPS AND WITHDRAWALS DEFINITIONS:

Schedule change is defined as dropping and/or adding courses or sections of a specific course. Drop is defined as an official reduction in the course load but where enrollment is continued in one or more classes. Withdrawal is defined as the official termination of all courses.

PROCEDURES: All adds, drops and withdrawals after on-line registrations should be done in writing on forms provided by VC or in the form of a letter to the Office of Admissions and Records. The processing for all adds, drops and withdrawals begins at the Office of Admissions and Records in Vernon, Wichita Falls, or Sheppard Learning Center. **Verbal notification is not acceptable.** Before dropping a class or withdrawing from all classes, the student needs to visit with his/her instructor(s) before final processing. Students may make changes to their schedules during the designated registration or schedule change period (see registration calendar). Students may drop a part of their course load or withdraw from all classes any time after they have registered and paid, and until the last day to withdraw as printed in the class schedule. Student-initiated drops or withdrawals between the first day of classes and the official state mandated census day will be purged from the records. Student initiated drops and withdrawals between the official state-mandated census day and the, last day to drop or withdraw will receive a grade of "W" unless an administrative withdrawal has previously been processed. The grade of "F" will be awarded for drops or withdrawals processed after the date indicated on the registration calendar. There is no withdrawal fee; however, it is necessary to obtain clearance from the offices noted on the withdrawal form. **Students should see their instructors or advisors before seriously considering dropping or withdrawing.**

►STATE LIMITATION ON DROPPED COURSES:

Under section 51.907 of the Texas Education Code, “an institution of higher education may not permit a student to drop more than six courses, including any course a transfer student has dropped at another institution of higher education.” This statute applies to students who enroll in a public institution of higher education as first-time freshmen in fall 2007 or later. Any course that a student drops is counted toward the six-course limit if: “(1) the student was able to drop the course without receiving a grade or incurring an academic penalty; (2) the student’s transcript indicates or will indicate that the student was enrolled in the course; and (3) the student is not dropping the course in order to withdraw from the institution.” Some exemptions for good cause could allow a student to drop a course without having it counted toward this limit, but it is the responsibility of the student to establish that good cause.

Exemptions include:

- Severe illness or debilitating condition preventing completion of course
- Responsible for caring for a sick, injured or needy person
- Death of close family member
- Active duty service in US Armed Forces or National Guard, or that of an immediate family member
- Change in student’s work schedule beyond control of student
- Other good cause determined by the institution

►GRADUATION

Students planning to complete a certificate or degree by the end of the semester need to pay the graduation fee in the Business Office then take the receipt to the Office of Admissions and Records in Vernon, Wichita Falls, or Sheppard Learning Center and complete an Application for Graduation.

If students apply before their last semester begins, the Registrar will send the students a written report of the remaining work necessary to complete the certificate or degree requirements. To ensure proper course selection, students should apply immediately.

►COUNSELING, TESTING AND STUDENT SERVICES

Student Services: (940) 552-6291, ext. 2278 in Vernon or (940) 696-8752, ext. 3206 and 4200 in Wichita Falls

Testing Centers: (940) 552-6291, ext. 2317 in Vernon or (940) 696-8752, ext. 3278 in Wichita Falls

All new to Vernon College students must attend a NEW STUDENT GROUP ADVISING SESSION. These sessions are offered throughout the semester and cover information needed before a student registers. Check the Vernon College website or call any Vernon College counseling office for New Student Group Advising dates and times. Students must sign up for a New Student Group Advising Session – seating is limited.

Some students may be required to take a placement test prior to enrolling in Vernon College. Information on this topic is covered in the New Student Group Advising Session and the current Vernon College Catalog. Vernon College offers the Accuplacer and THEA tests. The Accuplacer test is computerized and offers immediate test scores. The THEA test is offered in a paper and pencil format and results take 7-10 days. Please contact the Vernon College Testing Office at Century City or Vernon for test schedules.

Students who are “College Readiness Clear” are encouraged to contact their advisors, create schedules and register as early as possible for courses. Early registration offers students a wider course selection. “College Readiness Clear” students have taken and passed all sections of an approved placement test or have submitted documentation of an exemption to testing as outlined in the Texas Success Initiative law.

Students who are “Not College Readiness Clear” are required to submit their schedules to the counseling office each semester for approval. Students are encouraged to review and follow their Developmental Plans while selecting courses. Students who are “Not College Readiness Clear” will not be allowed to register until their schedules have been approved by a Vernon College counselor. Schedules can be submitted to any Vernon College counseling office and are reviewed and returned on a first come/first served basis. Students taking developmental courses are eligible to register over the Internet but only after their schedules have been approved by the counseling office.

► FINANCIAL AID INFORMATION

Financial Aid: (940) 552-6291 ext. 2206 in Vernon or (940) 696-8752 ext. 3203 in Wichita Falls

For determination of aid eligibility, the Free Application for Federal Student Aid (FAFSA) must be completed annually. The VC Financial Aid Office will request additional information or forms if required. After the FAFSA information is confirmed and eligibility determined, the student will receive an award notification which details the award(s) the student may be eligible to receive.

Students completing financial aid files after the deadline dates listed on the registration calendar must be prepared to pay their tuition and fees, books, and other educational expenses using personal funds. Once files are complete, eligible students will receive payment in accordance with the VC disbursement of awards policy.

If you have financial aid/scholarships and you have a \$-0- balance following your Campus Connect registration, you will be mailed a statement by the Business Office and your registration will be complete. If you are registering onsite during a regular registration day, you may go to the Business Office and receive a copy of your statement and your registration will be complete. If you have financial aid/scholarships and you owe a balance following your registration, you must pay the balance to the Business Office before the close of the counter on the day of registration or your enrollment will be cancelled.

Veteran students must submit a copy of their ESTIMATE OF STUDENT ACCOUNT or STATEMENT OF STUDENT ACCOUNT to the VC Veteran Affairs Office as soon as they have registered, to be certified in a timely manner.

Hazlewood students must complete a new Hazlewood application and any required documentation prior to the beginning of each semester in order to receive the exemption.

► DISTANCE LEARNING COURSES

VC offers Interactive Television (ITV), Internet, and Hybrid courses.

Internet courses are conducted exclusively online and require the student to have access to a computer with internet. Online course orientations are combined in the content of the course and available on the first day of the semester.

Hybrid courses have both an online and traditional classroom component. A portion of the content is presented on the internet, and students must participate in scheduled class meetings at a specified VC location. Hybrid course orientations may be combined in the content of the course or conducted on the first scheduled class meeting.

All courses require the purchase of book(s). Internet, and hybrid, courses require a student to have access to an IBM compatible computer with a modem and internet provider. Some internet courses also require students to purchase software and install it on their computers. Students enrolling in internet courses are expected to have a basic working knowledge of computers, software, and the internet. Required materials and equipment for courses are listed on VC's website at http://www.vernoncollege.edu/Distance_Learning/distance.html

► TUITION AND FEES

Business Office: (940) 552-6291, ext. 2303 in Vernon or (940) 696-8752, ext. 3215 in Wichita Falls.

Tuition and fee schedules are available in the College Catalog and on the College web-site. Lab and special fees that apply to a specific course are located in the Course Description section of the College Catalog.

Vernon College reserves the right to change, without notice, tuition, other charges, and related requirements as necessitated by Vernon College or Legislative action.

► PAYMENT OPTIONS

There are a variety of methods for making payment for tuition and fees. Cash, check, or credit card (VISA or MASTERCARD) can be used when paying for tuition or fees in the Business Office. With the assistance of FACTS Management Co., an installment tuition plan is available. This payment plan requires a nonrefundable enrollment fee of \$30.00 and can be drafted from a checking or savings account or charged to any major credit card.

Payment **must** be **received** by the appropriate Business Office location no later than the close of that day's registration period. Students receiving tuition exemptions and/or agency sponsorship (TRC, WIA, TA, etc.) must take their estimated statement to the Financial Aid Office along with the appropriate payment voucher before the end of that day's registration period. **Students who fail to make payments by the end of that day's registration period will have their enrollments canceled and will be required to re-enroll during the next available registration.**

► REFUND INFORMATION

Students who officially withdraw or drop a course will have their tuition and mandatory fees refunded according to the schedule below. All refunds are processed through the Business Office in Vernon. No cash refunds or reversal of charges to credit cards will be made. All credits will be applied to any outstanding balance owed to the college before a refund will be issued including FACTS Management Co. installment plans. Refunds are issued by check mailed to student's address of record, direct deposit to the student's Chaparral ID Card, or other designated direct deposit account.

Percentage Refunded	Fall (16 Week)	Fall I (8 Week)	Fall II (8 Week)
100%	12:00 pm, August 20	12:00 pm, August 20	12:00 pm, October 15
70%	5:00 pm, September 13	5:00 pm, September 1	5:00 pm, October 27
25%	5:00 pm, September 20	12:00 pm, September 3	12:00 pm, October 29

► SPECIAL ACCOMMODATIONS

Vernon College offers reasonable accommodations in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. To assure that accommodations are available for the first day of class, students should download a Special Services Department Application for Accommodations, located under the ADA link at www.vernoncollege.edu, send in the required documentation, and complete a degree plan with a Vernon College Counselor. These steps need to be completed at least a week prior to the first day of class.

► PUBLIC NOTICE

It is the policy of Vernon College not to discriminate on the basis of gender, age, disability, race, color, and national origin in its education and vocational programs, activities, or employment as required by Title IX, Section 504 and Title VI. For information about rights or grievance procedures students should contact the office of Human Resources/Student Services at Vernon College, 4400 College Drive, Vernon, Texas 76384, (940) 552-6291, ext. 2328.

► INCLEMENT WEATHER POLICY

Check the Vernon College Web Page for announcements concerning delaying/canceling classes due to inclement weather. Also, for Wichita Falls, listen to the local television stations. In Vernon, listen to the local radio station, KVWC or a Wichita Falls television channel.

CAMPUS CONNECT ON-LINE WEB REGISTRATION INSTRUCTIONS

Campus Connect enables students to register for credit courses from any computer with Internet access or at selected VC computer labs. The Campus Connect process of registration is available to students who meet the eligibility requirements listed below. STUDENTS MUST MEET ALL ADMISSIONS REQUIREMENTS, HAVE A PIN, A TRIAL SCHEDULE (IF REQUIRED), COUNSELING OR COURSE SCHEDULE ADVISOR APPROVAL, AND NO HOLDS PRIOR TO REGISTRATION BY CAMPUS CONNECT. Detailed instructions for the use of all Campus Connect functions are available on the Vernon College home page:

<https://vcconnect.vernoncollege.edu/ics/>

My VC/Campus Connect web site: <https://vcconnect.vernoncollege.edu/ics/>

Campus Connect eligibility requirements:

1. Students who have met all VC admission requirements.
2. If you have not previously been assigned a PIN, the Office of Admissions and Records will issue you one upon completion of an Application for Admissions and payment of the application fee (\$10).
3. Contact the Counseling Office or your advisor to confirm that your “**Permission to Register Block**” has been checked.
4. Have no holds on your records (Admissions, Library, Business Office, Financial Aid, etc.).

Procedures for registering with Campus Connect:

1. Meet all VC admission requirements and been assigned a PIN and admission permit.
2. See a faculty advisor or counselor for an approved course schedule and **permission to register** by Campus Connect for this semester.
3. Click on My VC at <http://www.vernoncollege.edu> using your Student ID and PIN to access the system. If you do not know your Student ID, click on Student ID Lookup. Use your Social Security Number and the last four digits of your social security number to log in to Campus Connect. The system will then give you your assigned ID. Click out of this window and go back to My VC. After logging in at My VC, click on the Campus Connect tab. Select the **Add/Drop Courses** option at the Campus Connect Student Link. Select the correct semester and select your courses.
4. After all courses are selected, you will access your tuition and fee balance through the ACCOUNT STATUS menu option and follow the instructions below for payment options.

Payment Options:

Cash Method: The estimated statement and payment must be taken to the Business Office on the Vernon campus or at the Century City Center. Checks can also be mailed to the Business Office at the address listed on your statement.

ACH Debit or Credit Card: You may pay your tuition and fees in full through FACTS Management Co. using a checking account, savings account, or any of the major credit cards. A \$2.00 nonrefundable FACTS Enrollment Fee will be assessed for a full payment. Simply click on the payment button and you will be directed to the appropriate site to enter your financial information.

Installment Plan: With the assistance of FACTS Management Co., an installment tuition plan is available. This payment plan requires a nonrefundable enrollment fee of \$30.00 and can be drafted from a checking or savings account or charged to a credit card. Simply click on the payment button and you will be directed to the appropriate site to enter your financial information.

Financial Aid: See instructions under Financial Aid information.

Other (Tuition Exemptions and Agency Sponsorships): Students receiving tuition exemptions and/or agency sponsorship (TRC, WIA, TA, etc.) must take their estimated statement to the Financial Aid Office along with the appropriate payment voucher.

Payments for tuition and fees or arrangements for an installment plan through FACTS Management Co. must be **received** in the Business Office by 5:15 pm on August 11, 2010 for the Fall and Fall I registrations and by 12:00 noon on October 8, 2010 for the Fall II registrations.

Students who fail to make payments by the above dates will have their enrollments canceled and will need to re-enroll during the next available registration.

OTHER CAMPUS CONNECT SERVICES

CLASS SCHEDULE Select class schedule and choose the semester you wish to view. Press the Submit button to view or print your schedule. If you have registered for classes and they do not appear on your schedule, please contact the Admissions and Records Office immediately at (940) 552-6291 ext. 2207 in Vernon or (940) 696-8752 ext. 3208 in Wichita Falls.

GRADE REPORT Select Grade Report to view or print your grades for the current semester. Vernon College no longer mails grade reports. To view your grades for any previous semester, select Unofficial Transcript. If you need your semester grades for employment or other verification, please request an official transcript at the Admissions and Records Office.

COURSE AVAILABILITY Select Course Availability and choose the semester and department you wish to view. Press the Submit button. Closed or cancelled classes will be indicated with red lettering in the background of the course title. You may then choose a new course or department.

ACCOUNT STATUS Provides you with a view of all your transactions and your current balance for the current semester. You may view this on the screen or print a copy. If you have a question on your account, please contact the Business Office at (940) 552-6291 ext. 2303.

DEMOGRAPHIC INFO View your personal information, address, TSI test scores, etc. Contact the Admissions and Records Office if there are any errors noted at (940) 552-6291 ext. 2207 in Vernon or (940) 696-8752 ext. 3208 in Wichita Falls.

FINANCIAL AID Select this option to view your financial aid award information. Questions regarding this information should be directed to the Financial Aid Office at (940) 552-6291 ext. 2206 in Vernon or (940) 696-8752 ext. 3203 in Wichita Falls.

UNOFFICIAL TRANSCRIPT View and print your unofficial transcript during your Vernon College enrollment.

REVIEW 1098T View your 1098T information for tax purposes.

DESIGNATE DIRECT DEPOSIT View your direct deposit information for refunds and financial aid deposits.

► Apply for admissions early to avoid delays at regular registrations.

► Tuition and fee payments are due at the time of on-site registration.

INSTRUCTOR CONTACTS

Century City Center (CCC) 940 696-8752
 Sheppard Learning Center (SLC) 940 855-2203
 Skills Training Center (STC) 940 766-3369
 Vernon Campus 940 552-6291

DIVISION OF BEHAVIOR AND SOCIAL SCIENCES

Division Chair	Greg Fowler	CCC	ext. 3244	gfowler@vernoncollege.edu
Criminal Justice	Greg Fowler	CCC	ext. 3244	gfowler@vernoncollege.edu
Criminal Justice	Joe Foley	CCC	ext. 3245	jfoley@vernoncollege.edu
Criminal Justice	Michael Davis	Adjunct	n/a	mdavis@vernoncollege.edu
Criminal Justice	Mike Hopper	Adjunct	n/a	mhopper@vernoncollege.edu
Economics	Nancy Smith	Vernon	ext. 2256	nsmith@vernoncollege.edu
Economics	Mike McCoy	CCC	ext. 3224	mmccoy@vernoncollege.edu
Economics	Angel Williams	Adjunct	n/a	awilliams@vernoncollege.edu
Government	Larry Jordan	Vernon	ext. 2310	ljordan@vernoncollege.edu
Government	Chad Mueller	CCC	ext. 3285	cmueller@vernoncollege.edu
Government	Linda Kalski	CCC	ext. 3263	lkalski@vernoncollege.edu
Government	Deborah Goodman	Adjunct	n/a	dgoodman@vernoncollege.edu
Government	Kyle Keel	Adjunct	n/a	kkeel@vernoncollege.edu
Government	Deah Shaw	Adjunct	n/a	dshaw@vernoncollege.edu
History	Larry Holmes, Jr.	Vernon	ext. 2233	lholmes@vernoncollege.edu
History	Dean Brumley	CCC	ext. 3289	dbrumley@vernoncollege.edu
History	Michelle Alexander	Vernon	ext. 2293	malexander@vernoncollege.edu
History	Harrison Watts	Adjunct	n/a	hwatts@vernoncollege.edu
History	Donald Knox	Adjunct	n/a	dknox@vernoncollege.edu
History	Jason Scheller	Adjunct	n/a	jscheller@vernoncollege.edu
History	Louise Phillips	Adjunct	n/a	lphillips@vernoncollege.edu
Psychology	Dina Neal	Vernon	ext. 2255	dneal@vernoncollege.edu
Psychology	Tamara White	Adjunct	n/a	twhite@vernoncollege.edu
Psychology	Joe Onder	Adjunct	n/a	jonder@vernoncollege.edu
Psychology	Murray Parsons	Adjunct	n/a	mparsons@vernoncollege.edu
Psychology	Denise Matysek	Adjunct	n/a	dmatysek@vernoncollege.edu
Sociology	Dina Neal	Vernon	ext. 2255	dneal@vernoncollege.edu
Sociology	John Alexander	Adjunct	n/a	jalexander@vernoncollege.edu

INSTRUCTOR CONTACTS - CONTINUED

DIVISION OF COMMUNICATIONS

Division Chair	Joe Johnston	CCC	ext. 3210	jjohnston@vernoncollege.edu
Assoc. Arts Teaching	Teresa Ramos	CCC	ext. 3231	tramos@vernoncollege.edu
Drama	Jack Williams	Vernon	ext. 2225	jwilliams@vernoncollege.edu
English	Cindy Coufal	Vernon	ext. 2234	ccoufal@vernoncollege.edu
English	Joe Johnston	CCC	ext. 3210	jjohnston@vernoncollege.edu
English	Ann Hunter	CCC	ext. 3284	ahunter@vernoncollege.edu
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ACADEMIC, CAREER AND TECHNICAL CREDIT COURSES

This schedule of classes is subject to change without notice including assignment of instructors, class locations, and course cancellations.

Class days are denoted in this schedule as follows:

M = Monday	T = Tuesday
W = Wednesday	R = Thursday
F = Friday	Sat = Saturday

Room locations on the schedule are as follows:

VER_ = Vernon Campus Buildings (Course Section #'s .100 - .199)

B = Electra Waggoner Biggs Arts and Sciences Center = Rooms 300-399

S = Sumner Applied Arts Center = Rooms 400-499

K = King Physical Education Center = Rooms 500-599

W = Wright Library = Rooms 200-299

O = Osborne Administration Building = Rooms 100-199

C = Colley Student Center

CCC = Century City Center (Course Section #'s .300 - .399)

SLC = Sheppard Learning Center (Course Section #'s .500 - .599)

STC = Skills Training Center (Course Section #'s .600 - .699)

High School Dual Credit (Courses Section #'s .700 - .799)

Name of Location = Misc. Centers (Course Section #'s .800 - .899)

Online = Internet Course (Course Section #'s .900 - .999)

Hybrid (Internet and On-Campus) (Course Section #'s .900 - .999)