Business Administration
Program Brochure
2011-2012

www.lagrange.edu/evening
706.880.8298 or 1.800.593.2885
email: evening@lagrange.edu
ACCREDITATION

LaGrange College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award the degrees of Bachelor of Arts, Bachelor of Music, Bachelor of Science, Bachelor of Business Administration, Bachelor of Science in Nursing, Master of Education, Master of Arts in Teaching, Master of Arts in Organizational Leadership and Education Specialist. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of LaGrange College.

LaGrange College is also approved by the United Methodist University Senate. It has membership in the National Association of Independent Colleges and Universities and the Georgia Independent College Association.

LaGrange College’s teacher education undergraduate and graduate programs are accredited by the Georgia Professional Standards Commission to recommend candidates for certification in the areas of early childhood, middle grades, or secondary education.

The Bachelor of Science in Nursing program is accredited by the National League for Nursing Accrediting Commission, 61 Broadway-33rd Floor, New York, NY 10006; Sharon Tanner, Ed.D., RN, Executive Director: 1-800-669-1656 ext. 153; sjtanner@nlnac.org.

The undergraduate program in business administration is accredited by the Accreditation Council for Business Schools and Programs (ACBSP). The Albany programs in Organizational Leadership are not included in this accreditation.
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This summary publication, subordinate to the Evening College Bulletin, is published annually for the benefit of applicants to the Evening College at LaGrange College. For detailed information on policies, procedures, and programs, please consult the Evening College Bulletin. Policies not specifically addressed in the Evening College Bulletin are those detailed in the LaGrange College Bulletin.

Inquiries should be addressed to Linda McMullen, Director of Evening College, lmcmullen@lagrange.edu.

Evening College
601 Broad Street
Smith Hall
LaGrange, GA 30240
706.880.8298
www.lagrange.edu
Dear Prospective Student,

Evening College is an active and engaged learning community with knowledgeable and dedicated faculty who are fully invested in the College’s mission to “challenge the minds and inspire the souls” of its students.

Faculty are committed to encouraging and supporting your academic progress from the first day of your enrollment to the day you march across the stage, diploma in hand. We do this by providing:

- evening and Saturday classes that allow you to maintain your work schedule;
- a Writing Center and other academic support services;
- a state-of-the-art library with 24 hour study area;
- opportunities for undergraduate research with faculty members;
- student leadership opportunities.

At LaGrange College, you’ll find helpful staff in every area, from the library to student accounts. You will be taught by faculty who model the ethos of this community: civility, diversity, service, and excellence.

Come by and visit me in Smith Hall, and let’s talk about how Evening College can help you achieve your goal of earning a Degree in Human Development. You can reach me at 706.880.8021 or via email at lmcullen@lagrange.edu. I look forward to hearing from you!

Linda H. McMullen

Director of Evening College
Evening College

- is an active adult student learning community designed for nonresidential, independent students at least 24 years old

- offers a B.A. in Human Development, and a B.A. in Business Administration, with classes beginning in September, January, and March

- Offers cohort model, 23 month Degree Completion Programs in Public Health and Health and Human Services

- offers minors in Psychology and Sociology

- schedules evening classes on Monday/ Wednesday and Tuesday/ Thursday cycles to support working adults

- allows full-time or part-time study in small classes led by experienced faculty

- offers financial aid for eligible students, including TEOG, HOPE (for both full-time and part-time students), PELL Grant, and federal loans

- includes a 3-week Fall Enrichment Term, with a broad range of rich elective offerings

- provides opportunity for involvement through Evening College Advisory Council, Student Chapter of SHRM and Alpha Sigma Lambda
Evening College supports the mission of LaGrange College through the provision of baccalaureate programs that meet the academic needs of adult learners in Troup and surrounding counties. We offer an outstanding academic program in a supportive, encouraging environment. LaGrange College is first and foremost a liberal arts and science college. The curriculum is designed to nurture a love of life-long learning and to prepare you for the future through a curriculum that facilitates mastery in a discipline and development of reasoning, decision-making and problem-solving abilities; skills vital for career success. The underlying philosophy of liberal learning is found throughout the curriculum, but is most obvious in the structure of the General Education Curriculum that provides the foundation for all studies. The core program is designed to equip you with the critical thinking, writing, speaking, and problem-solving skills essential to academic success and professional advancement.

Shirl Blackston and Bob Barry at the 2011 Alpha Sigma Lambda induction.
General Education Curriculum

The general education courses are listed below. Required courses are listed first, followed by the elective options.

Required Courses (51 hours)
- College 101–Freshman Seminar (2 hours)
- College Algebra (5 hours)
- English Composition and Rhetoric (15 hours)
- Health and Physical Education (4 hours)
- Microsoft Office and Information Systems (5 hours)
- Religion (5 hours)
- Speech Fundamentals (5 hours)
- World Civilization or U.S. History (10 hours)

Elective Courses (50 hours)
- Humanities/Fine Arts (15 hours):
  acting history or studio art courses, music survey, active, drama survey, American or British literature
- Science/Mathematics (15 hours):
  general science, statistics, quantitative reasoning
- Social/Behavioral Sciences (15 hours):
  US Government, psychology, philosophy, sociology
- Modern Languages/Culture (5 hours):
  Spanish
**B. A. In Business Administration**

Within the context of a liberal arts environment, the Business Administration curriculum is designed to aid the student in developing a fundamental understanding of the nature, purposes and interdependencies of business systems and the socioeconomic environments in which they operate. The liberal arts education that students receive at LaGrange College provides the foundation for critical thinking, communication, and the leadership skills needed for a successful professional career.

**Mission Statement**

- We are dedicated to the development of our students’ abilities to think critically and creatively and to the enhancement of their communication skills.
- We seek to integrate and extend liberal arts-based values through discussion, discovery, and reflection based on contemporary business content.
- We seek to provide a safe, caring and ethical place for all our students to grow and mature.

**Learning Outcomes of Our Program**

A student who successfully completes the B.A. in Business Administration degree requirements should be able to:

- Demonstrate general knowledge and comprehension of business concepts and the ability to integrate this knowledge.
- Synthesize and make connections among different ideas, as well as demonstrate the ability to think creatively and critically, and to formulate logical arguments.
- Show an intrinsic desire to learn and a curiosity about the world and about business by actively participating in class, group work, and individual research.
• Formulate and defend ethical judgments and develop an understanding of individual moral responsibility, particularly in a group or corporate setting.

• Communicate in a professional manner, both orally and in writing, using technology appropriately.

• Work in teams and demonstrate an understanding of interpersonal relations, and the leadership and followership processes.

• Accept and embrace risk and uncertainty in the business environment.

The 180-hour B.A. in Business Administration requires completion of the general education courses (101 hours), the major courses listed on the following page (50 hours), and 29 elective hours. In addition to the course requirements, students must sit for the comprehensive Department Assessment Program (DAP) prior to graduation.

**Note:** Students must complete ENG 102 and CSC 170 prior to entering 300-level business courses.
Major Courses, Required:
BUA 200 Principles of Economics
BUA 260 Principles of Financial Accounting
BUA 351 Legal and Ethical Environment
BUA 354 Business Performance Analysis
BUA 370 Management and Organizational Behavior
BUA 380 Principles of Marketing
BUA 393 Cultural Aspects of International Business
BUA 440 Senior Simulation
Math 114 Statistics
Math 118 Quantitative Reasoning

BUA 200 Principles of Economics
An introduction to the science of economics and its analytical tools, providing the student with a thorough understanding of micro-and macroeconomic principles.

BUA 260 Principles of Financial Accounting
An introduction to accounting as a device for reporting business activity.

BUA 351 Legal and Ethical Environment
A study of the legal and ethical implications of business decisions. Topics may include employment, workplace safety, product liability, and anti-trust issues.

BUA 354 Business Performance Analysis
A comprehensive study of the tools and models used in financial statement analysis.
BUA 370 Management & Organizational Behavior
The study of the science and art of management with emphasis on motivating and leading individuals in an organization.

BUA 380 Principles of Marketing
An introduction to marketing management and the role of marketing in contemporary society, business enterprises, and the nonprofit organization.

BUA 393 Cultural Aspects of International Business
A study of the cultural and communicative differences confronting the business manager operating in today’s global arena.

BUA 440 Management Simulation
Senior capstone course that integrates all of the functional areas of business engages students as managers who must make the necessary marketing, finance, accounting, and management decisions to run their company effectively.

MTH 114 Statistics
A study of problems related to statistical procedures as applied to economics, education, social sciences, and life sciences.

MTH 118 Quantitative Reasoning
Mathematical techniques and computer methods are used in the development of quantitative reasoning skills. Applications of spreadsheets, graphing, and statistical methods will be used.
Sociology Minor

Students pursuing a minor in sociology must complete five courses in the disciplines of sociology and psychology. Required courses are:

SOC 146    Principles of Sociology
SOC 247    The Family
SOC 253    Social Problems

Students must also elect two of the following three courses:

SOC 306    America’s Children
SOC 307    Criminology
PSY 321    Social Psychology

(Note: PSY 149 is prerequisite)

Psychology Minor

Students pursuing a minor in psychology must complete six courses in the disciplines of psychology and sociology. Required courses are:

PSY 149    Introduction to Psychology
PSY 202    Human Growth & Development
PSY 321    Social Psychology
PSY 350    Abnormal Psychology
SOC 247    The Family
SOC 299    Introduction to Human Services
Academic Policies

Degree Requirements
Candidates for the Bachelor of Arts in Business Administration degree must complete 180 quarter hours (the last 60 of which must be completed at LaGrange College) and earn a minimum 2.0 quality point average in the major courses. Additionally, students must complete all course requirements with a minimum 2.0 cumulative grade point average and complete the Department Assessment Program. Candidates should submit the Graduation Petition to the Provost during the term before anticipated completion of requirements.
B.A. candidates will meet the residency requirement by accomplishing the last 60 hours in Evening College. With the prior approval of the Provost and Chief Academic Officer, students may earn 15 hours of transient credit during their final 90 hours.

Faculty Advisors
All students will meet with their faculty advisor prior to course pre-registration each term, to discuss academic progress and plan future schedules. While the advisors offer advice and guidance concerning a student’s planned program, it is the student’s responsibility to ensure that all degree requirements are accomplished.
**Honor Code**

Students at LaGrange College pledge to abide by the Honor Code, which states:

As a member of the student body of LaGrange College, I confirm my commitment to the ideals of civility, diversity, service, and excellence. Recognizing the significance of personal integrity in establishing these ideals within our community, I pledge that I will not lie, cheat, steal, nor tolerate these unethical behaviors in others.

New students will be asked to sign the Honor Code during Student Orientation. Details concerning the Honor Code, the student Honor Council membership, and the listing of violations and sanctions, are listed in the *Evening College Bulletin* and the LaGrange College *Student Handbook and Panther Planner*.

**Student Status**

Student status is determined based on successful completion of credit hours, per the following.

- Freshman 1-45 hours
- Sophomore 46-89 hours
- Junior 90-134 hours
- Senior 135 or more hours

Students may declare their academic major after completion of 22 quarter hours. No grade below ‘C-‘ in any course above the 100 level may be applied toward the major.
Evening College is committed to providing a positive environment that attends to a student's intellectual, emotional, spiritual and social development. LaGrange College sponsors a variety of cultural events and recreational activities for the enjoyment of students and their families. The College also provides programs designed to support every dimension of students’ well-being. We welcome and encourage student participation in all campus programs. In addition to providing a positive climate for growth and development, LaGrange College is committed to fostering an honorable standard of conduct for all within our community. The college regulations are formulated to meet changing student needs within the framework of college policy. These regulations are effective when the student enrolls. The specific policies with regard to student conduct are reviewed with all new students during orientation. In addition, the Social Code of Conduct is published in the Student Handbook and Panther Planner.
Development and Well Being
All new students are invited to participate in the Evening College Orientation. This event introduces students to campus policies, procedures, and resources and to the staff who are available to support and advise throughout the course of the program. Small group sessions allow new and returning students to meet and share in order to encourage discussion of the transition to college life.

The Director of Student Ministries coordinates activities including campus-wide midweek worship services, small group learning activities, and community service experiences for interested students. Rev. Tolbert is available to meet with students by appointment, in her office, 214 Smith Hall.

The Counseling Office located on the first floor of Smith Hall offers counseling in a variety of areas. Students needing a confidential resource for short-term counseling should contact Director Pamela Tremblay. Areas in which counseling is offered include stress reduction, conflict resolution, substance abuse, and interpersonal relations. Evening students are encouraged to utilize the services of the Career Development Center. The counselors are available to assist with resume preparation, interview skills development, and graduate school applications. Meetings are by appointment, and the office schedules evening appoints upon request, for the benefit of Evening students.
The facilities of the Aquatics Complex are available for recreational and lap swimming year-round. In addition, the facilities and equipment of the Physical Education Department are available for recreational use when not otherwise scheduled for instructional, athletic, or intramural use. Hours for the fitness center, gymnasium, and pool, will be posted each term. A valid LaGrange College ID is required for admittance to all facilities.

Events and Activities

The Theatre Arts Department sponsors a series of plays in Price Theatre and the Fine Arts Department hosts a variety of gallery exhibits in the Lamar Dodd Art Center throughout the year. Admission is free for students. Announcements concerning upcoming events are posted on the college web site and printed in the Evening Update newsletter.

Cultural Enrichment activities occur throughout the year. The events include Contact Hour lectures, presentations, performances, etc. All students are required to attend 2 events per year. Evening students are encouraged and welcomed to participate in both day and evening events as their schedules permit.

Evening students have the opportunity to apply for participation in the Servant Leadership Program administered by our Chaplain, Rev. Dr. Quincy Brown. The Servant Leadership program encourages participants to engage in a journey of self-discovery through which they may learn how they might model, in their interaction with others, the philosophy of committed service to the world community.

Students with an interest in writing are encouraged to contribute to The Hilltopper, the campus student newspaper, or to The Scroll, the annual literary magazine. Interested students should contact the English department chair for further information.
Honors Day is an annual spring event highlighting outstanding student achievement. Dean's List students are recognized, and departmental honors are awarded. Evening student inductees into Alpha Sigma Lambda Academic Honor Society are announced during this celebration.

Associations
LaGrange College organized a student chapter of the Society for Human Resource Management in 2005. Student SHRM is an organization modeled after national SHRM, an association created to both advance and support professionals in the human resource field. The student chapter, hosted by West Georgia SHRM, is designed to supplement classroom education with real-world knowledge and hands-on HR experience through guest speakers, site visits, and networking opportunities.

Alpha Sigma Lambda is the national adult honor society, founded in 1945 and dedicated to honoring the achievement of adult undergraduates who model academic excellence in the midst of managing many other areas of their lives. From among those who meet the G.P.A. requirement (3.4 minimum cumulative average with at least 40 institutional quarter hours), only 10% of nontraditional students are invited to join. New members are inducted into the Kappa Iota chapter each spring during a special ceremony at Sunny Gables.

The Evening College Student Advisory Council is the appointed leadership body for the Evening College community. The Council’s mission is to represent the best interests of the student body. This is accomplished through addressing individual student concerns with the Director of Evening College, advocating for consideration of academic programmatic changes, developing opportunities for leadership, and encouraging involvement in on-campus programs and activities.
LaGrange College seeks to admit students who demonstrate the ability to benefit from a liberal arts and sciences education. Applicants to Evening College are normally independent adults 24 years or older who reside off-campus; they may be married or have dependents.

Prospective students should:

- Complete the on-line application accessible at http://www.lagrange.edu/academics/evening/forms/htm.

- Applicants may also print and mail the application to LaGrange College Evening College, 601 Broad Street, LaGrange, GA 30240. Note that a $20 nonrefundable application fee is required.

- Request official transcripts from all high schools and colleges attended. Official transcripts must be signed and sealed and forwarded directly from the agency to Evening College. (Copies of transcripts mailed, faxed, or delivered by a prospective student are not considered to be official documents, and are therefore not acceptable.) If you earned a G. E. D. in lieu of a high school diploma, please submit an official copy of the examination score to Evening College.

- The College will evaluate course work from regionally accredited college and universities for LaGrange College academic credit. Normally, credit will be given for classes comparable to LaGrange College courses for which students earned a grade of “C” or above.

- Schedule an appointment for a conversation with the Director of Evening College.

Admission and Financial Aid
Transfer Admission

If you are attending/have attended another institution, you may apply for transfer admission providing you are eligible to return to that institution at the time of entry to LaGrange College. The College will evaluate course work from regionally accredited college and universities for LaGrange College academic credit. Normally, credit will be given for classes comparable to LaGrange College subjects for which you earned a grade of “C” or above. The Registrar will evaluate all courses taken, and issue a report indicating courses and credit hours for which transfer credit will be accepted by LaGrange College.

Transfer students who have earned a baccalaureate degree from a regionally accredited American institution and who are enrolling for a second undergraduate degree, will be awarded credit for the general education core upon their acceptance to Evening College. International transfer students who have earned a baccalaureate degree from a foreign institution should present an evaluated transcript from an approved foreign credentials service to the Registrar for evaluation. Credit will be given for courses equivalent to our general education core requirements in which the student has earned a minimum grade of “C”.

Readmission

If you attended Evening College previously, have been away for less than four quarters, and were in good academic standing when last enrolled, you may re-activate your student file through the Registrar’s Office without
applying for readmission. If you have been away for four quarters - or were not in good standing during the last quarter completed - you must submit an Application for Readmission before attempting to register for additional course work.

**Tuition and Fees**

The following fees are in effect or the 2011-2012 academic year.

<table>
<thead>
<tr>
<th>Fee</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>$325 per quarter hour</td>
</tr>
<tr>
<td>Testing Fee</td>
<td>60</td>
</tr>
<tr>
<td>Parking Permit Fee</td>
<td>15</td>
</tr>
<tr>
<td>Late Registration Fee</td>
<td>50</td>
</tr>
</tbody>
</table>

All educational charges are due and payable before the beginning of each term. If you are eligible to receive employer tuition reimbursement, please contact the Business Affairs Office to discuss options for billing and payment.

**Financial Aid**

LaGrange College offers a variety of financial aid programs, grants, scholarships, and loans—to assist in funding your college degree. And applying for financial aid is easy. Just complete the 2010-2011 Free Application for Federal Student Aid (FAFSA) and the Georgia Tuition Equalization Grant for Georgia residents. Visit the following websites: [www.fafsa.ed.gov](http://www.fafsa.ed.gov) (to complete the FAFSA) and [www.gsfc.org](http://www.gsfc.org) (to apply for Stafford and Plus loans).
Financial Aid Programs
The U.S. Department of Education provides grant and loan assistance to eligible financial aid applicants. The Federal Pell Grant and Federal Supplemental Educational Opportunity Grant are awarded to undergraduate students with exceptional financial need who are pursuing a first bachelor’s degree. In addition to grants, low interest loans with reasonable repayment options are available to students regardless of income. The Federal William D. Ford Direct Loan is a low interest, repayable loan available to undergraduate and graduate degree seeking students made through the U.S. Department of Education, the lender. The Federal Direct Loan Program manages both subsidized and unsubsidized. Subsidized loans are awarded on the basis of financial need with the federal government paying interest on the loan until repayment begins. They have a fixed interest rate of 3.4% for loans disbursed between 7/1/2010 and 6/30/2011. An unsubsidized loan is available to students regardless of financial need. However, interest accrues from the time the loan is disbursed until it is paid in full. The borrower has the option of paying the accruing interest or to allow the interest to accrue and capitalize. The interest rate on an unsubsidized Direct is a fixed rate of 6.8%. Federal Perkins Loan is a low interest loan awarded to students with exceptional need with a fixed interest rate of 5% and no interest accrues on the loan while the borrower is enrolled half time and during the grace period. The repayment begins nine months after graduation or withdrawal from school. Funding in this program is limited.

The State of Georgia provides several financial aid programs to assist residents of Georgia.
The **Georgia Tuition Equalization Grant** is a non-need-based grant to Georgia residents attending a private college or university full-time. The grant will be $300 per quarter. The **HOPE Scholarship Program** is available to Georgia residents who graduated from high school in 1996 or later with a 3.0 or better grade point average. Non-traditional students can become eligible for the HOPE Scholarship after completing 45, 90, or 135 quarter hours with a cumulative 3.0 grade point average. Both full-time and part-time students may be eligible. HOPE Scholars attending a private college or university are eligible for $1,167 per quarter if full-time, and $583 per quarter if enrolled half-time.

**Questions regarding financial aid?**

Please call us at (706) 880-8241 or write to finaid@lagrange.edu.
## 2011-2012 Academic Calendar

### Fall 2011

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 31</td>
<td>Opening Convocation 7pm</td>
</tr>
<tr>
<td>September 1</td>
<td>Registration for new and returning students not prepaid 10:00am - 6:00pm</td>
</tr>
<tr>
<td>September 2</td>
<td>Registration for new and returning Students not prepaid 10:00am-4:00pm</td>
</tr>
<tr>
<td>September 5</td>
<td>Labor Day—College closed</td>
</tr>
<tr>
<td>September 6</td>
<td>Fall quarter begins 5:50pm Registration for new and returning</td>
</tr>
<tr>
<td></td>
<td>Students not prepaid 10:00am-6:00pm</td>
</tr>
<tr>
<td>September 13</td>
<td>Drop/add and late registration ends at 5:00pm. No refund for individual classes</td>
</tr>
<tr>
<td></td>
<td>dropped after this date. Graduation petitions due for Seniors completing</td>
</tr>
<tr>
<td></td>
<td>requirements end of fall term</td>
</tr>
<tr>
<td>September 16</td>
<td>Official Day of Record</td>
</tr>
</tbody>
</table>

### October

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 10,11</td>
<td>Midterm examinations</td>
</tr>
<tr>
<td>October 12,13</td>
<td>Fall Break—no classes Administrative Offices open</td>
</tr>
<tr>
<td>October 22</td>
<td>2011 Homecoming activities</td>
</tr>
<tr>
<td>October 24</td>
<td>Last day to withdraw from a fall quarter class with a “W”</td>
</tr>
</tbody>
</table>

### November

<table>
<thead>
<tr>
<th>Date</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>November 1-4</td>
<td>Pre-registration for winter 2012 quarter</td>
</tr>
<tr>
<td>November 8</td>
<td>Final examinations during Tuesday/Thursday classes</td>
</tr>
<tr>
<td>Date</td>
<td>Event</td>
</tr>
<tr>
<td>------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td>November 9</td>
<td>Final examinations for Monday/Wednesday classes</td>
</tr>
<tr>
<td></td>
<td><strong>Fall quarter ends</strong></td>
</tr>
<tr>
<td>November 14</td>
<td><strong>Fall Enrichment term</strong> begins 5:30pm</td>
</tr>
<tr>
<td>November 16</td>
<td><strong>Career Center Orientation</strong> 5:30pm</td>
</tr>
<tr>
<td></td>
<td>Fall quarter grades due in Registrar’s office 12:00pm</td>
</tr>
<tr>
<td>November 23</td>
<td>Thanksgiving Holiday; no classes; Administrative offices open</td>
</tr>
<tr>
<td>November 24, 25</td>
<td>Administrative offices closed</td>
</tr>
<tr>
<td></td>
<td><strong>for Thanksgiving</strong></td>
</tr>
<tr>
<td>November 28 through to December 3</td>
<td><strong>Celebrate the Servant activities</strong></td>
</tr>
<tr>
<td><strong>December</strong></td>
<td></td>
</tr>
<tr>
<td>December 3</td>
<td><strong>Festival of Nine Lessons and Carols, Callaway Auditorium</strong> 7:30pm</td>
</tr>
<tr>
<td>December 8</td>
<td>Fall Enrichment final examinations; term ends</td>
</tr>
<tr>
<td>December 13</td>
<td><strong>New Student Orientation</strong> for winter quarter, Bailey Room 5:30 pm</td>
</tr>
<tr>
<td>December 15</td>
<td>Fall Enrichment grades due in Registrar’s office 12:00 pm</td>
</tr>
<tr>
<td></td>
<td>Mathematics testing, Bailey Room 5:30 pm</td>
</tr>
<tr>
<td>December 23-31</td>
<td>Administrative offices closed</td>
</tr>
<tr>
<td></td>
<td><strong>for Christmas Holidays</strong></td>
</tr>
</tbody>
</table>

23
Winter 2012

January 2  Registration for new and returning students not prepaid 10:00am-6:00pm
Winter quarter begins 5:50pm

January 10  Drop/add and late registration ends at 5:00pm. No refund for individual classes dropped after this date. Graduation Petitions due for Seniors completing requirements end of winter quarter. All Evening course syllabi due to Evening College Director

January 13  Official Day of Record for winter quarter

January 16  Martin Luther King, Jr. Birthday; College closed

February

February 1,2  Midterm examinations
February 16  Last Day to withdraw from a winter quarter class with a “W”
February 14-17  Pre-registration for Spring 2012 quarter
February 18  Snow day/Make-up class session if necessary
February 21  New Student Orientation for spring quarter, Bailey Room 5:30pm
February 23  Math Placement testing 5:30pm

March

March 2  Registration for new and returning students not prepaid 10:00am-4:00pm
March 5  Final examinations for Monday/Wednesday classes
March 6  Final examination for Tuesday/Thursday classes. Registration for new and returning students not prepaid 10:00am-4:00pm
Winter quarter ends
### Spring 2012

<table>
<thead>
<tr>
<th>March</th>
<th></th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td></td>
<td>Spring Quarter Begins 5:50pm</td>
</tr>
<tr>
<td>13</td>
<td></td>
<td>Winter quarter grades due in Registrar’s office by 12pm</td>
</tr>
<tr>
<td>14</td>
<td></td>
<td>Drop/add and late registration ends at 5:00pm. No refund for individual classes dropped after this date. Graduation Petitions due for Seniors completing requirements end of spring quarter. All Evening course syllabi due to Evening College Director</td>
</tr>
<tr>
<td>16</td>
<td></td>
<td>Day of Record for spring quarter</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>April</th>
<th></th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2-6</td>
<td></td>
<td>Spring Break-no classes, Administrative offices open</td>
</tr>
</tbody>
</table>
| 11,12   |    | **Midterm examinations**  
Alpha Sigma Lambda Honor Society induction ceremony, 4:30pm |
| 24-27   |    | Pre-registration for fall 2012 quarter and Fall Enrichment term  
Honors Day Celebration 3:15 pm |
| 26      |    | Last day to withdraw from a spring quarter class with a “W” |

<table>
<thead>
<tr>
<th>May</th>
<th></th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>14</td>
<td></td>
<td>Final examinations for Monday/Wednesday classes</td>
</tr>
<tr>
<td>15</td>
<td></td>
<td>Final examinations for Tuesday/Thursday classes</td>
</tr>
</tbody>
</table>

**Spring quarter ends**

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<tr>
<th>May</th>
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<th>Event Description</th>
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<td>17</td>
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<td>Grades due to Registrar for graduating seniors 12:00 pm</td>
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| May 18 | Graduation Rehearsal followed by Senior Brunch 9:30am  
*Baccalaureate Reception, Sunny Gables 3:00pm*  
Grades due for underclassmen 5:00pm  
*Baccalaureate Service, First Methodist Church 5:00pm* |
| May 19 | *Commencement Ceremonies on the Residential Quadrangle 8:30am* |
| May 28 | *Memorial Day—College Closed* |
Faculty

Barrientos, Obed
   Instructor, Spanish
   B.A., Nuevo Leon State University; M.A., LaGrange College

Barry, Robert J.
   Instructor, Business Administration
   B.S., Coker College; M.A., Pepperdine University

Bearden, Cindi (2001)
   Associate Professor of Business
   B.S. Jacksonville State University; M.Acc. University of Alabama; Certified Public Accountant

Birkeli, Jon (1987)
   Chair, Business Department;
   Ely R. Callaway, Sr. Professor in International Business;
   A.B. Lenoir-Rhyne College; Ph.D. University of South Carolina

Cafaro, Joseph (1984)
   Professor of History Chair of the History Department
   A.A. Manatee Junior College; B.A.; Florida Atlantic University; M.A., Ph.D., Florida State University

Cook, John (1994)
   Professor of Religion Chair of the Religion Department
   B.A. Davidson College; M.Div., Union Theological Seminary; Ph.D. Emory University

Darden, John G.
   Instructor, Sociology and Public Health
   B.A., M.S., Auburn University

**note: full time faculty are designated with the hiring year**

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Denney, Louise  
Instructor, Mathematics  
B.S., College of Charleston; M.Ed., West Georgia College

Flor, Douglas L.  
Instructor, Psychology and Health and Human Services  
B.A., M.S., North Dakota State University; Ph.D.  
University of Georgia

Lingenfelter, Alvin (2003)  
Assistant Professor of Religion  
B.A., Mississippi College; M.Div., Duke Divinity School

Professor of Mathematics; Chair of the Mathematics Department  
B.S., M.S, Auburn University; Ph.D., Clemson University

McMullen, Linda (1999)  
Assistant Professor of Business, Director of Evening College  
B.S., M.S. Geneva College; M.A. Fielding Graduate University

Neal, Sarah  
Instructor, English  
B.A. University of Georgia; M.A. Texas A& M University

Noronha-Holland, Neila  
Instructor, Business  
B.A., Faculdade Moraes Junior; MBA, Sul Ross State University;  
PhD., Robert Gordon University

Riggs, Tracy Clahan (1999)  
Instructor, Speech and Theatre Arts  
B.F.A., Catholic University; M.F.A., Florida Atlantic University
Rosencrants, Lydia (1999)  
Chair of the Accountancy Department  
Boatwright Associate Professor of Accountancy;  
B.S., University of Richmond; Ph.D., Michigan State University

Shirley, Kevin L. (1998)  
Associate Professor of History;  
Division Chair of Humanities and Social Sciences  
B.A., M.A. (history), M.A. (religion), Ph.D., Florida State University

Williams, Chastity  
Instructor, Computer Science and Information Systems  
B.A., LaGrange; MISM, DeVry University

Williams, Janice  
Instructor, Psychology and Public Health  
B.A., University of Rochester; M.A., PhD., University of Maryland

Williams, Misty  
Instructor, English  
B.S. Athens State University; M.Ed., Ed.S., University of West Georgia

Woods, Viviene  
Instructor, Sociology  
B.A., M.A., Sociology, Mississippi State
Visit www.lagrange.edu
Questions:
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or
Email us at evening @lagrange.edu