

General Information

We're Affordable!

| <i>Tuition Per Credit Hour*</i> | | |
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| <i>In-District Residents</i> | <i>Out-of-District Residents</i> | <i>Out-of-State Residents</i> |
| \$92.00 | \$216.40 | \$277.91 |
| <p>* Some programs may have variable tuition and additional costs. Please see your advisor regarding specific program costs.</p> <p>Programs with variable tuition:</p> <ul style="list-style-type: none"> • Associate Degree Nursing • Dental Assisting • Dental Hygiene • Diagnostic Cardiac Sonography • Practical Nursing <p>All tuition costs are subject to change. Some courses have a lab fee.</p> | | |

Instructional Calendar including Registration and Withdrawal Dates

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| <p>Advisement</p> <p>Continuing students (weblink enrollment only) Nov. 1</p> <p>Continuing students (appointments)..... Nov. 8</p> <p>New students..... Nov. 15</p> <p>Walk-insJan. 12</p> <p>Late Registration</p> <p>January 17 (8:30 a.m.—6:30 pm.)</p> <p>January 18 (8:30 a.m.—11:00 a.m.; last day to register)</p> <p>Instruction begins Jan. 17</p> <p>Block Scheduling</p> <p>first half.....Jan. 17—Mar. 8</p> <p>second half.....Mar. 19—May 16</p> <p>Last day to withdraw with 100% refund</p> <p>full-semester courses and first half blockJan. 31</p> <p>second half block..... March 26</p> | <p>Last day to withdraw with "W" grade</p> <p>first half block Feb. 27</p> <p>full semester courses April 13</p> <p>second half block..... April 27</p> <p>Last day to withdraw with "WP" or "WE" grade</p> <p>first half block March 5</p> <p>full-semester or second half blockMay 4</p> <p>Holidays</p> <p>New Year's Day.....Jan. 1</p> <p>Martin Luther King's BirthdayJan. 16</p> <p>President's Day Feb. 20</p> <p>Spring Break (Mon.—Sat.) March 12—17</p> <p>Memorial DayMay 28</p> <p>Good Friday (Fri.—Sat.)April 6-7</p> <p>*Final exams (Thur.—Wed.) May 10—16</p> <p>Commencement (Thurs.).....May 17</p> <p>Spring semester ends.....May 31</p> |
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Withdrawal and Refund Policy

Students withdrawing from classes during the first two weeks will be refunded according to the following schedule: Students who wish to withdraw officially from classes should have their instructors sign the completed drop form before submitting it to their advisor. Students should consult with their advisors if making major revisions to their schedule.

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| 100% refund | <p>First half block classesJanuary 24</p> <p>First half block classes dropped January 25 or after will not be refunded.</p> <p>Full semester classesJanuary 31</p> <p>Full semester classes dropped February 1 or after will not be refunded.</p> <p>Second half block classesMarch 26</p> <p>Second half block classes dropped March 27 or after will not be refunded.</p> |
| <p>The refund policy will also apply to students who register during the registration period after January 12, 2012. Students who withdraw from classes after the refund period stated above, will be responsible for all tuition and fees. Requests based on non-attendance or unawareness of the refund policy are <u>not</u> considered justifiable.</p> <p>Please note: A student who is identified as not having attended a class by week three by his/her instructor will be administratively dropped at 100% from that particular course.</p> | |

Fee Payment Due Dates

| <i>Registration Between</i> | <i>Due Date</i> | <i>Payment Options</i> |
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| November 1—11 | November 18 (Friday) | <ul style="list-style-type: none"> ✓ Pay in full with cash or check, Visa, MasterCard, or Discover by calling or visiting the college Business Office. ✓ Student Financial Aid – Eligibility must be determined by payment due date. ✓ FACTS Payment Plan (Interest Free!) ✓ Apply for Athletic and/or Academic Scholarships. ✓ Employer-paid or other third party payment such as JTP, TAA, etc. |
| November 12—25 | December 2 (Friday) | |
| November 26—December 9 | December 16 (Friday) | |
| December 10—31 | January 6 (Friday) | |
| January 1—11, 2012 | January 17, 2012 (Tuesday) | |
| January 12, 2012 and after | <ul style="list-style-type: none"> • Must pay in full or make arrangements through FACTS tuition management. • Students receiving financial aid or scholarship assistance will be exempt. | |

We're Open

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| <i>Admissions Office</i> | 8:00 a.m.—4:30 p.m., M-Th 8:00 a.m.—4:30 p.m., F | <i>Learning Lab</i> | 7:30 a.m.—6:30 p.m., M 7:30 a.m.—5:30 p.m., T-Th 7:30 a.m.—4:00 p.m., F |
| <i>Academic Advisement Office</i> | 8:00 a.m.—6:30 p.m., M-Th 8:00 a.m.—4:30 p.m., F | <i>Library</i> | 7:30 a.m.—6:30 p.m., M-Th 7:30 a.m.—4:30 p.m., F |
| <i>Business Office</i> | 8:00 a.m.—4:30 p.m., M-F (Cashier window closes at 3:30 p.m., Friday) | <i>Bookstore</i> (618) 985-6418 | Jan. 9—13 8:00 a.m.—5:00 p.m. Jan. 16 Closed Jan. 17—19 8:00 a.m.—6:00 p.m. Jan. 20 8:00 a.m.—5:00 p.m. Jan. 23 Begin Regular Hours: 8:00 a.m.—6:00 p.m., MT 8:00 a.m.—5:00 p.m., WTH 8:00 a.m.—12:00 p.m., F |
| <i>Financial Aid Office</i> | 8:00 a.m.—4:30 p.m., M-F (Open to public at 9:00 a.m.) During Late Registration: January 12, 17, 18 8:00 a.m.—6:00 p.m. | | |

Reaching Us

Call us using one of the following toll-free telephone numbers:

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| Carterville and Williamson County | (618) 985-3741, (618) 985-2828 |
| Carbondale and Jackson County | (618) 457-7676, (618) 549-7335 |
| Du Quoin area | (618) 542-8612 |
| Alongi DQ Extension Center | (618) 542-9210 |
| West Frankfort area | (618) 937-3438 |
| West Frankfort Extension Center | (618) 932-6639 |
| Crab Orchard, Gorham and Trico areas | 1-800-851-4720 |
| TTY (hearing-impaired access) | (618) 985-2752 |

Visit our web site at <http://jalc.edu/> to get information about classes, programs, and schedules and to request information or to fill out an online application for admission. You can e-mail Dean of Student Services Terry Crain at terrycrain@jalc.edu.

Release of Directory Information

The College may make accessible to certain persons, businesses, and organizations external to the College certain directory information concerning a student, unless that student notifies the Office of Admissions and Records that he/she objects to the release of such information. Directory information is considered to be public in nature and will be released at any time upon request without prior approval from the student. Directory information will be available to parents, spouses, legal guardians, newspapers, radio stations, legislators, high schools, institutions of higher education, potential employers, civic organizations, and other legitimate groups and individuals as determined by the College, unless the student files with the Office of Admissions and Records a written request to restrict release of student directory information to external sources.

Directory information includes: student name, student local and home addresses and telephone numbers, College e-mail address, date of birth, current term hours carried, classification (freshman, sophomore, etc.), major, dates of attendance, degrees and honors earned and dates, the most previous education agency or institution attended, participation in officially recognized activities or sports, and height and weight, as well as pictures of members of athletic teams or students participating in academic or extracurricular activities at John A. Logan College.

Student Notification of Cancelations

John A. Logan College announces a new text-email messaging system. This is our e2campus-VOLTXT system. This allows you to receive text and/or email messages about emergencies and school closures. In addition, you can choose to receive information about various other campus activities through this system (alumni information, athletic scores, performance series information, etc.). All of this is at no charge to you, except for your carrier's text message charge if applicable. Go to <http://www.e2campus.com/my/jalc/> and sign in to create an account. You can choose to receive text messages and email messages, text only, or email only. If you want email only, click the line that says, "Create email account only." If you sign up for text messages you need to have your cell phone with you because of a confirmation procedure. Once you create your account, you can join "groups" for other messages from the college and you can always log back into your account and change your information and group subscriptions.

Grades and Records

Students can view their grade information, class schedule, account balance, and enrollment verification through the College's WebLink system: http://www.jalc.edu/admissions/class_registration1.php

Students who do not have access to a home computer may use those in the College library, consult with their College advisor, or (a slower process) inquire at the Admissions Office.