

**JONES COLLEGE \* ARLINGTON CAMPUS**  
 MINTERM \* Spring / Summer 2010

Name: \_\_\_\_\_ Approved by: \_\_\_\_\_ Scheduled by: \_\_\_\_\_

Address: \_\_\_\_\_ Continuing Re-Entry First Entry Number of hours: \_\_\_\_\_

Social Security # \_\_\_\_\_ Telephone # \_\_\_\_\_ Email: \_\_\_\_\_

Code Course Room CrHrs Sec Instructor Code Course Room # CrHrs Sec Instructor

Monday and Wednesday 9:00 am - noon											
Code	Course	Room	CrHrs	Sec	Instructor	Code	Course	Room #	CrHrs	Sec	Instructor
CGS1000	Computer Literacy		3.0			ENCI101	English Composition I		3.0		Smith, R
MAN4151	Organizational Behavior		3.0		Pavlonnis, J						
Monday and Wednesday 6:00 pm - 8:40 pm											
MGFI106	Fundamentals of Math I		3.0		Herrera, H	MAN2021	Principles of Management		3.0		Strum, S

Drop/Add Registration Period -----Monday, June 21 - Sat, June 26  
 Spring / Summer Mini-term Classes Begin -----Monday, June 21, 2010  
 Last Date to Enter Class -----Saturday, June 26, 2010  
 Independence Day Holiday -----Monday, July 5, 2010  
 End of Spring/Summer Mini-term Semester -----Saturday, August 14, 2010

**Student Orientation is mandatory....**  
**Monday, June 14 ~ 10:00 - noon or 6:00 - 8:00 pm**  
**AND**  
**Tuesday, June 15 ~ 10:00 - noon or 6:00 - 8:00 pm**

If student enrollment in a class substantially reduces during the drop/add period, the class may be canceled and the students rescheduled. Students will be withdrawn from scheduled classes if they have not attended the class at least once during the drop/add period.

Jones College reserves the right to modify the chat and instructor assignments found on this schedule as necessary. Schedules posted on official college bulletin boards will be changed to reflect the correct information.

Official-partial Withdrawal from Classes: Students must officially decrease hours through the Dean's Office for classes during the drop/add period in order not to incur charges for the classes dropped. Once the drop/add period is closed, there will be no tuition adjustment for a reduction in class hours even if the student did not attend the class past the drop/add period.

Official Withdrawal from Classes: See the refund policy published in the Jones College Catalog.

All students must clear with the Financial Aid office prior to meeting with a Dean to schedule. This will reduce the waiting time a student experiences in receiving funds at the start of the term.

Students may be required to complete a Placement Examination for English, Reading, and Math to determine the level at which to begin. Classes in Basic English, Reading, and Math will offer 3 hours of credit but not be applicable to the standard degree completion requirement of 120 hours. Those scoring satisfactorily will be allowed to begin in English Composition I and /or College Math I.

**I acknowledge I have read the information found on this schedule.**

Student signature \_\_\_\_\_ Dean's Initials \_\_\_\_\_ Date \_\_\_\_\_