

# Welcome!

## NEW STUDENT ORIENTATION @SOUTHERN REGIONAL TECHNICAL COLLEGE



*A Unit of the Technical College System of Georgia  
Equal Opportunity Institution*



**SOUTHERN REGIONAL**  
TECHNICAL COLLEGE

# WHAT IS NEW STUDENT ORIENTATION?

New Student Orientation is designed specifically for our students as a general introduction to Southern Regional Technical College (SRTC) and to provide important information that will be valuable to you as you begin your educational journey to success! We are so excited you chose SRTC!



# OUR MISSION

Southern Regional Technical College, a unit of the Technical College System of Georgia, is a public two-year college that provides access to learner-centered high-quality services; academic and occupational credit courses; associate degree, diploma, and technical certificate of credit programs; continuing education opportunities; business and industry training; and adult education programs. Through traditional and distance delivery methods at multiple instructional sites, the College supports workforce development serving primarily the citizens of Colquitt, Grady, Mitchell, Thomas, Tift, Turner, and Worth counties.

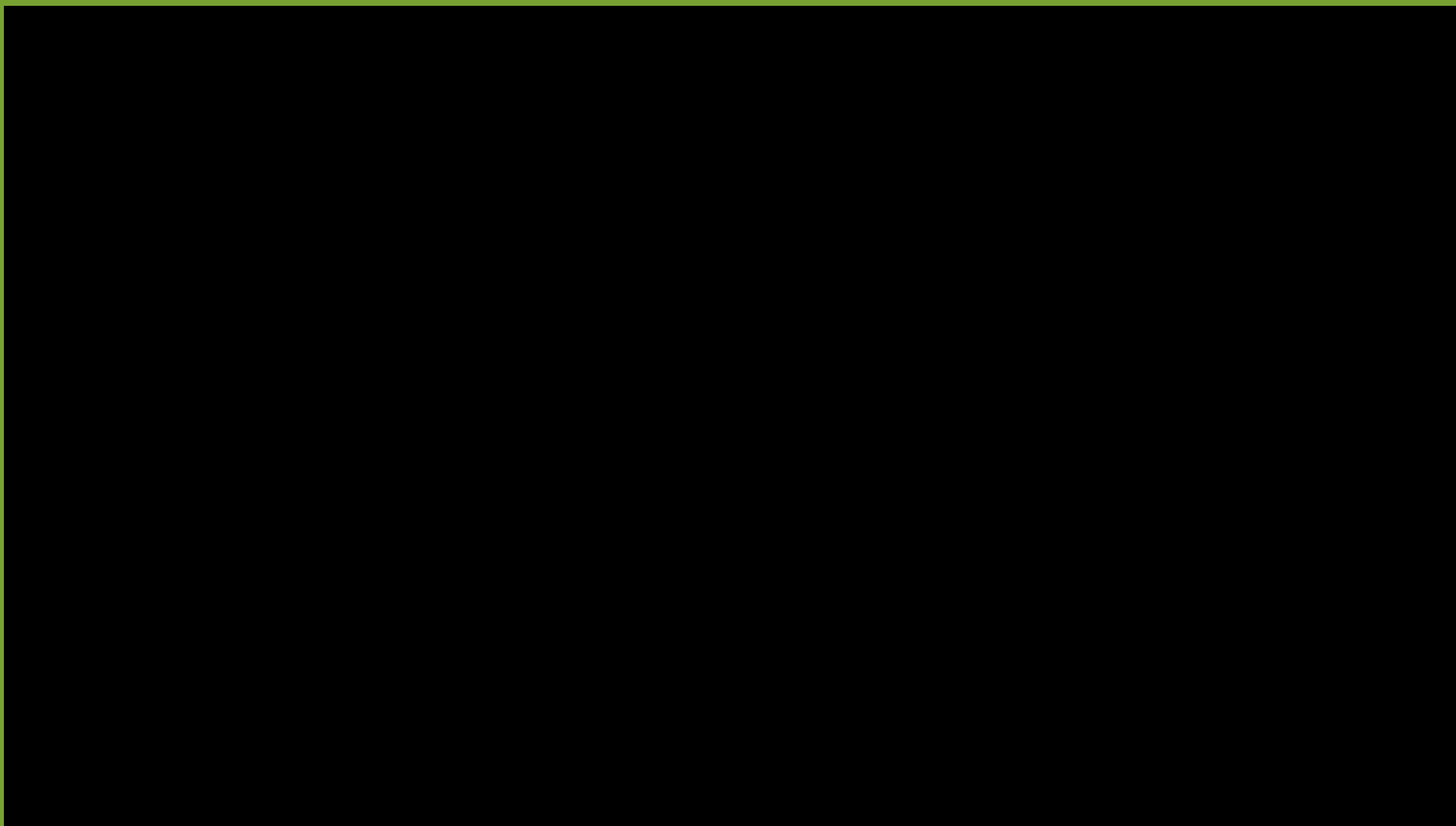


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# MESSAGE FROM THE PRESIDENT



Dr. Craig R. Wentworth,  
President of SRTC



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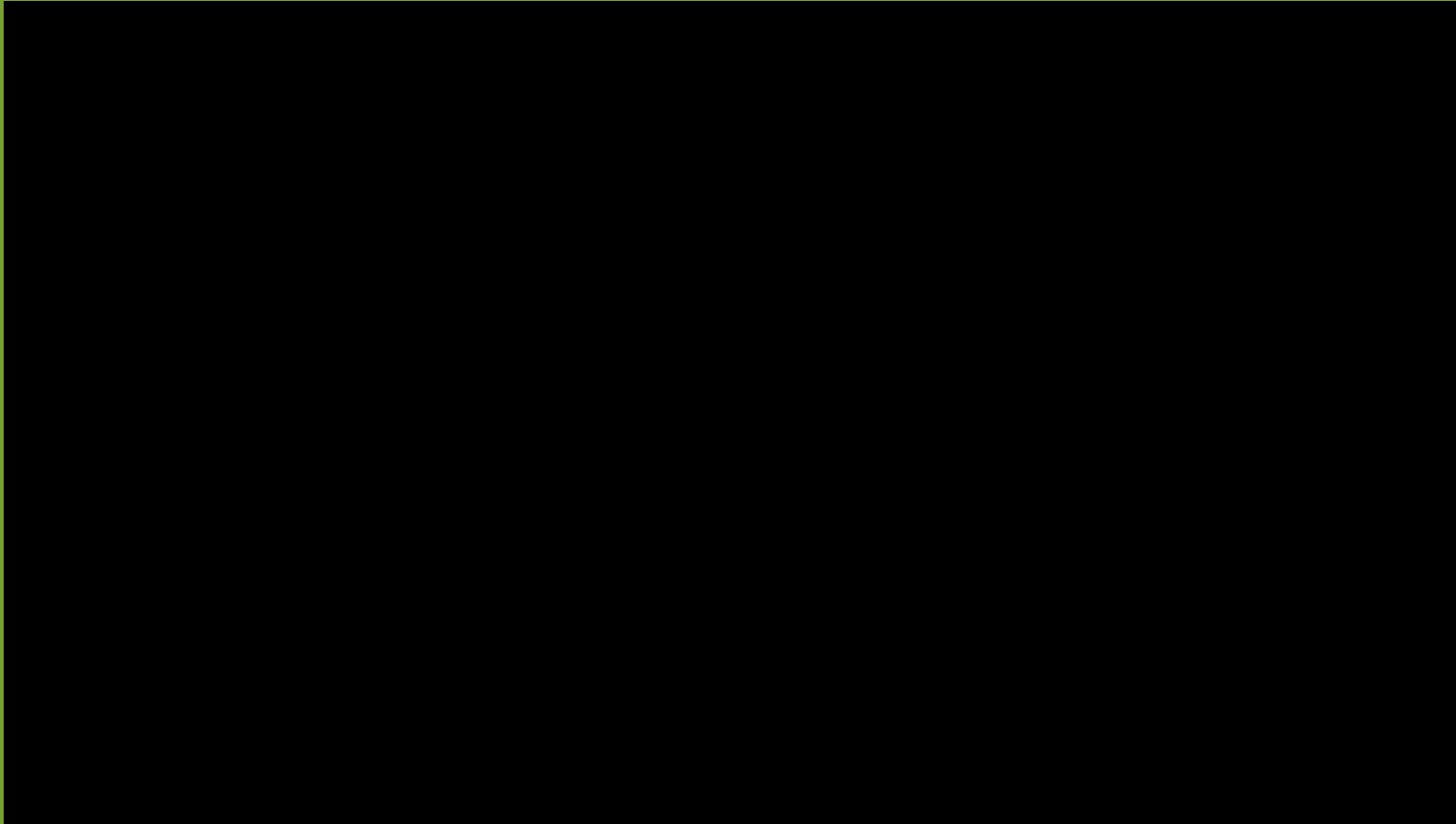
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# STUDENT AFFAIRS

- Admissions
- Financial Aid
  - Registrar
- Special Programs



# MESSAGE FROM STUDENT AFFAIRS



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# ADMISSIONS – WELCOME!

The letter you received in the mail is your acceptance letter. This letter contains some very important information about your enrollment at the College. The following information is located on your acceptance letter:

- **Student ID:** ← Your ID number (9001#####)
- **Student Status:** ← indicates your student type (new, returning, transfer, transient)
- **Advisor:** ← your advisor's name, and who you see to register
- **Program Level:** ← the credential you are seeking (degree, diploma, certificate)
- **Program of Study** ← Your major (according to our records)
- **Admit Status:** ← indicates if you require learning support classes

Make note of your student ID number. It will be used on all forms and documents you complete at SRTC, including logging into your Banner Student Web accounts, and to identify yourself in all college communications.

Remember to bring both your acceptance letter and your picture ID with you for advisement and registration.



# ADMISSIONS - CONTINUED

- Students are required to notify admissions when they need to change their address or name. Appropriate documentation is required to change the name by providing a picture ID with the corrected name.
- Address changes and name changes can not be completed by telephone or email.
- For more information  
<http://southernregional.edu/admissions>





# ADMISSIONS - CONTINUED

- Change of Program

Students who wish to change their program of study will need to complete an admissions application for the new program in the Student Affairs Admissions Office.

A new advisor will be assigned when a student changes a program.

Additional testing may be required.

For an application go to: [Application](#)



# STUDENT EMAIL



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# STUDENT EMAIL

- SRTC student email accounts are created for all students. Your student email is the official communication between you and the College. All official college information and alerts will be sent through your student email.

## Login Instructions

- To access your student e-mail visit <http://mail.google.com/a/stu.southernregional.edu> and use the following login information:
- **Username:** your first initial, last name, last 4 digits of your student id number @stu.southernregional.edu
- Example: jdoe1122@stu.southernregional.edu
- **Password:** Your date of birth (mmddyyyy). You will be prompted to change this password the first time you login.
- **To reset your student e-mail password please contact the SRTC Director of Knowledge Management at 229-225-4087 or [dgray@southernregional.edu](mailto:dgray@southernregional.edu)**
- \*If you do not have your student id number it can be found on your schedule or by logging into Bannerweb.

## Your new email address is:

- Your first initial, last name, and the last 4 digits of your student id number @stu.southernregional.edu
- (example: jdoe0417@stu.southernregional.edu)

## Technical Assistance

- For technical assistance with your student e-mail account, please contact the SRTC Director of Knowledge Management at 229-225-4087 or [dgray@southernregional.edu](mailto:dgray@southernregional.edu)

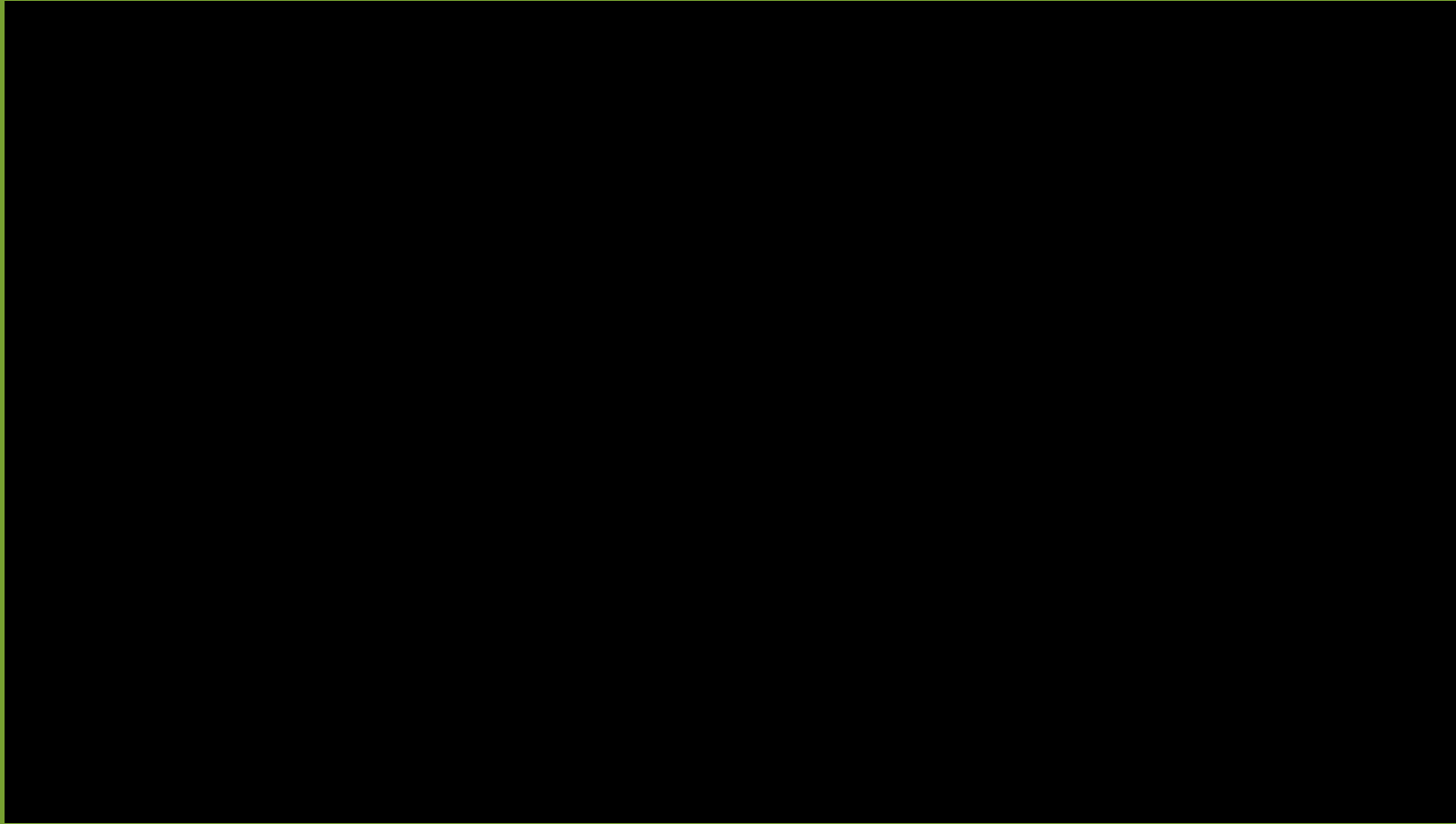


# SRTC POLICIES

- Students may add a course(s) to an existing schedule during the first 5 days of the semester.
- Students may drop a course(s) to an existing schedule during the first 3 days of the semester.
- Students must contact the program advisor to drop or add a course. A list of contacts can be found at <http://southernregional.edu/faculty-staff-directory>
- Contact Financial Aid before dropping a class if you are concerned how it might affect your Financial Aid status.



# FINANCIAL AID



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# FINANCIAL AID - CONTINUED

- Many of our students are eligible for some type of financial aid. You can apply for financial aid by completing the Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).
- All students should renew their financial aid each year prior to FALL Semester.
- For more information For more information: <http://southernregional.edu/financial-aid>

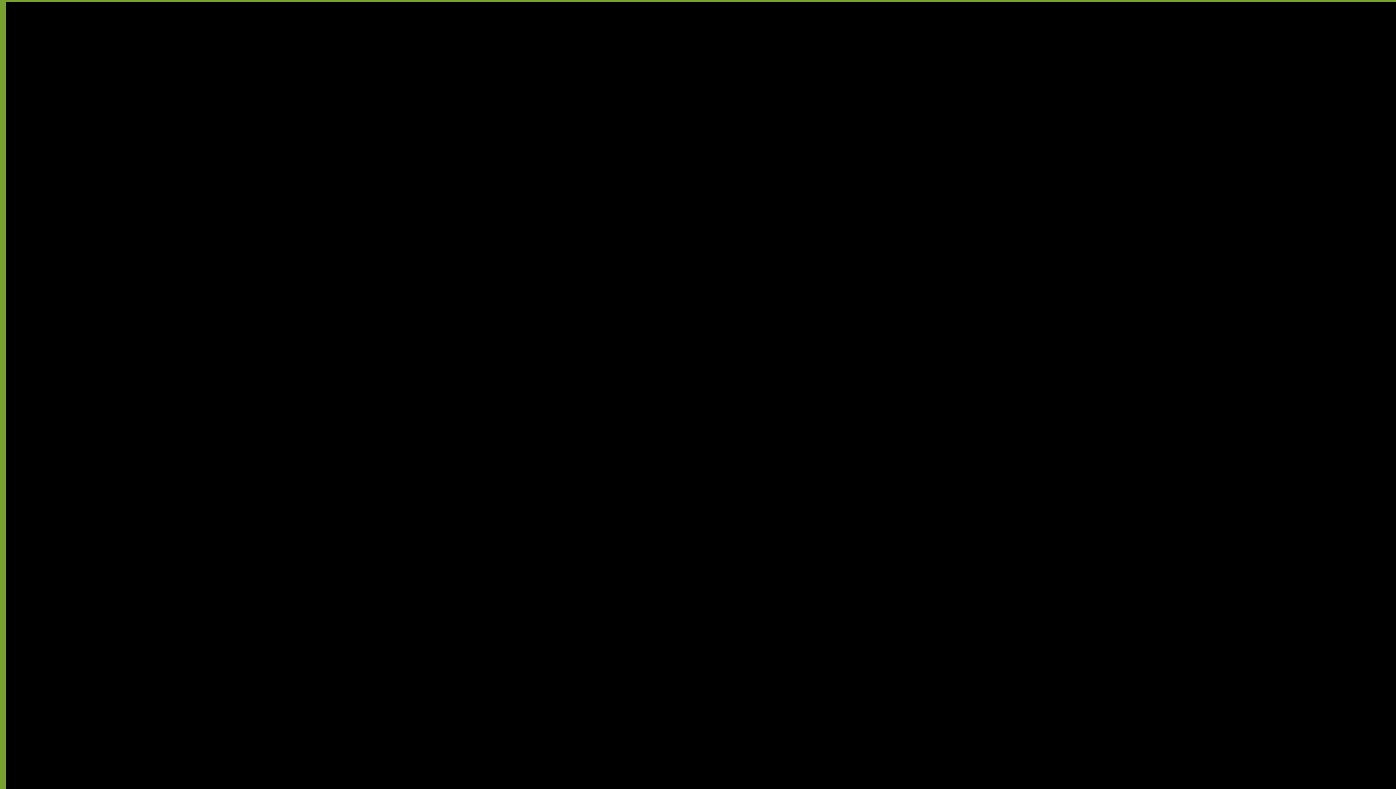


# SATISFACTORY ACADEMIC PROGRESS (SAP)

- All students must meet Satisfactory Academic Progress standards to remain eligible for financial aid.
- At a minimum a student **MUST**:
  - Earn a GPA of at least a 2.0 (C) for each semester.
  - Successfully complete 67% or two-thirds of attempted coursework.
  - Complete their program within 150% of the time normally required for the program



# MESSAGE FROM THE OFFICE OF REGISTRAR



<http://southernregional.edu/registrar-office>



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# OFFICE OF REGISTRAR - CONTINUED

- Official transcripts requests are made through the Registrar's Office. To have your official transcript sent, complete the "Request for [Official Transcript](#)" form available online or in the Registrar's office, or request your transcript through BannerWeb. The cost for each official transcript is \$5.00. The Campus Store will accept your payment via mail, telephone, or in person at the Thomasville, Tifton, or Moultrie locations.
- Unofficial transcripts can be printed by the student from their Banner Web account.



# COURSE BY EXEMPTION

- Discuss exemption with advisor
- Obtain Exemption Form from the Registrar's Office
- Arrange test with instructor
- Cost is 25% of tuition cost of class
- A minimum score of 70 is required
- You do not have to be registered for the course you are attempting to exempt
- You cannot exempt a course in which you have previously been enrolled



# GRADUATION REQUIREMENTS

- Complete your chosen program of study
- Attain a GPA of at least 2.0 in the program of study
- Verify your account records are clear
- Pay a \$35.00 graduation fee
- Complete the SRTC Graduate Exit Survey
- Submit a completed Degree Works graduation audit one full semester prior to graduation for degree, diploma, and stand-alone certificates.
- Visit Career Services



# GRADUATION - CONTINUED

- All candidates for graduation, along with their advisor, must submit the Degree Works graduation audit, one semester prior to graduation. There is a \$35 application processing fee due at time of the Degree Works graduation audit for all degree, diploma, and stand-alone certificates. SRTC conducts a graduation ceremony twice a year and students are eligible to participate within one year following the completion of their program.



# ACADEMIC PROBATION

Student fails to attain at least a 2.0 cumulative GPA in his/her program of study or fails to attain at least a 2.0 each semester.

## Academic Suspension

Student fails to remove academic probation Status in his/her program of study for two consecutive semesters.



# DISTANCE EDUCATION

- The goal of distance education at Southern Regional Technical College is to provide our students the opportunity to access quality instruction anytime, anywhere. Such access is desired to facilitate a barrier-free delivery of instruction through technology. Southern Regional Technical College offers a quality technology-based learning environment that is not bound by traditional time and space limitations that provides access for students and meets the education and training needs of the publics it serves.
- Southern Regional Technical College is a member of the (GVTC). GVTC delivers courses and programs through the Internet and is an innovation of the Technical College System of Georgia.
- For more information <http://southernregional.edu/distance-education>



# LIBRARY AND MEDIA SERVICES

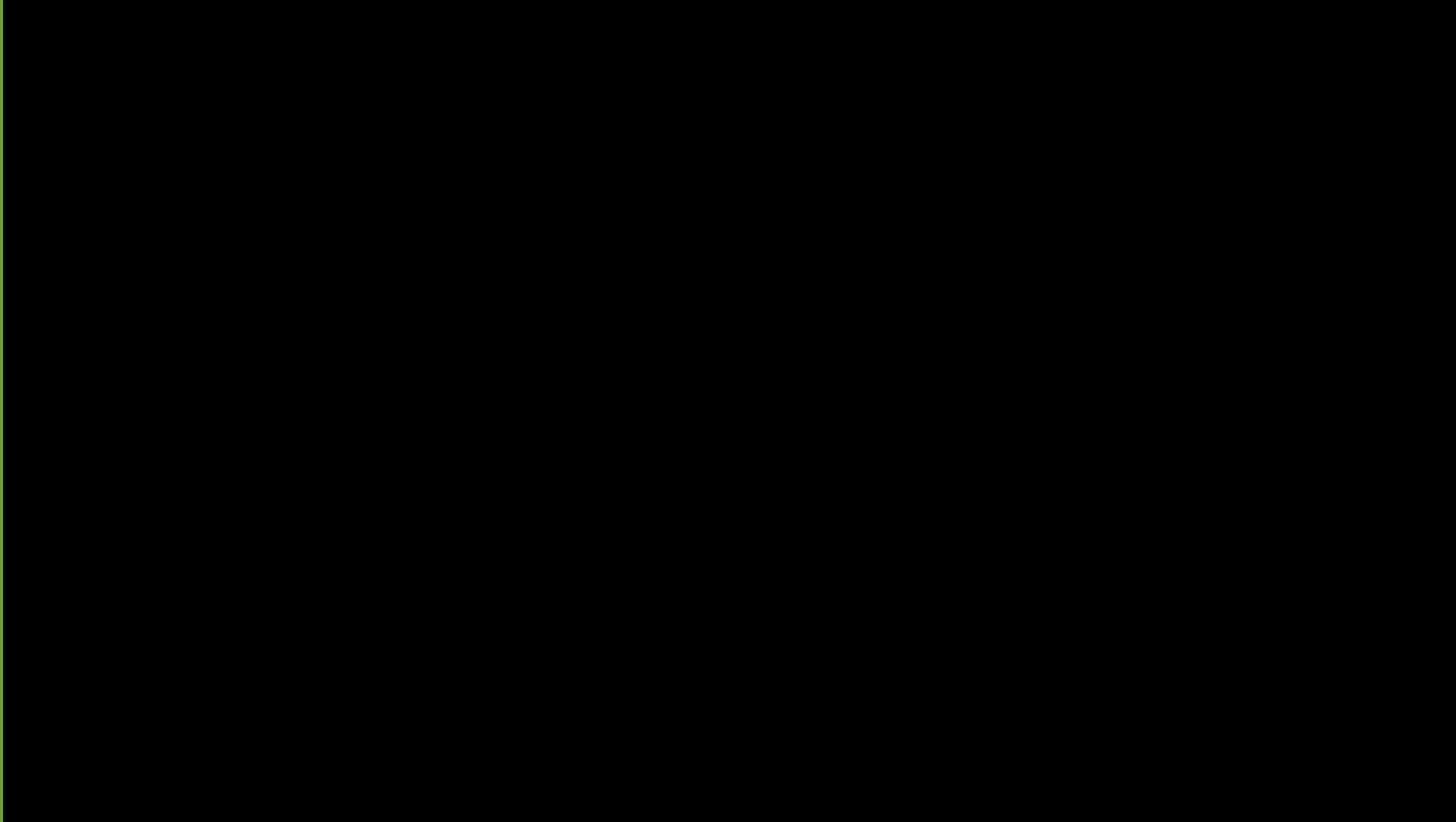
Southern Regional has Library Services Centers located at the Cairo, Moultrie, Thomasville, and Tifton locations. Each location possesses collections of books, media, and journals that support the curriculum, as well as leisure reading interests. Additionally, computers are available and include general applications, Internet access, reference, an online catalog, and tutorials.

Southern Regional Technical College has developed standards of behavior when using computing equipment and networks. In general, it requires students to obey the law and be considerate of others. Enjoy using our online resources. If you need help locating information, please contact us at [library@southernregional.edu](mailto:library@southernregional.edu).

For more information follow the link to <http://southernregional.edu/library>



# STUDENT SUCCESS CENTERS



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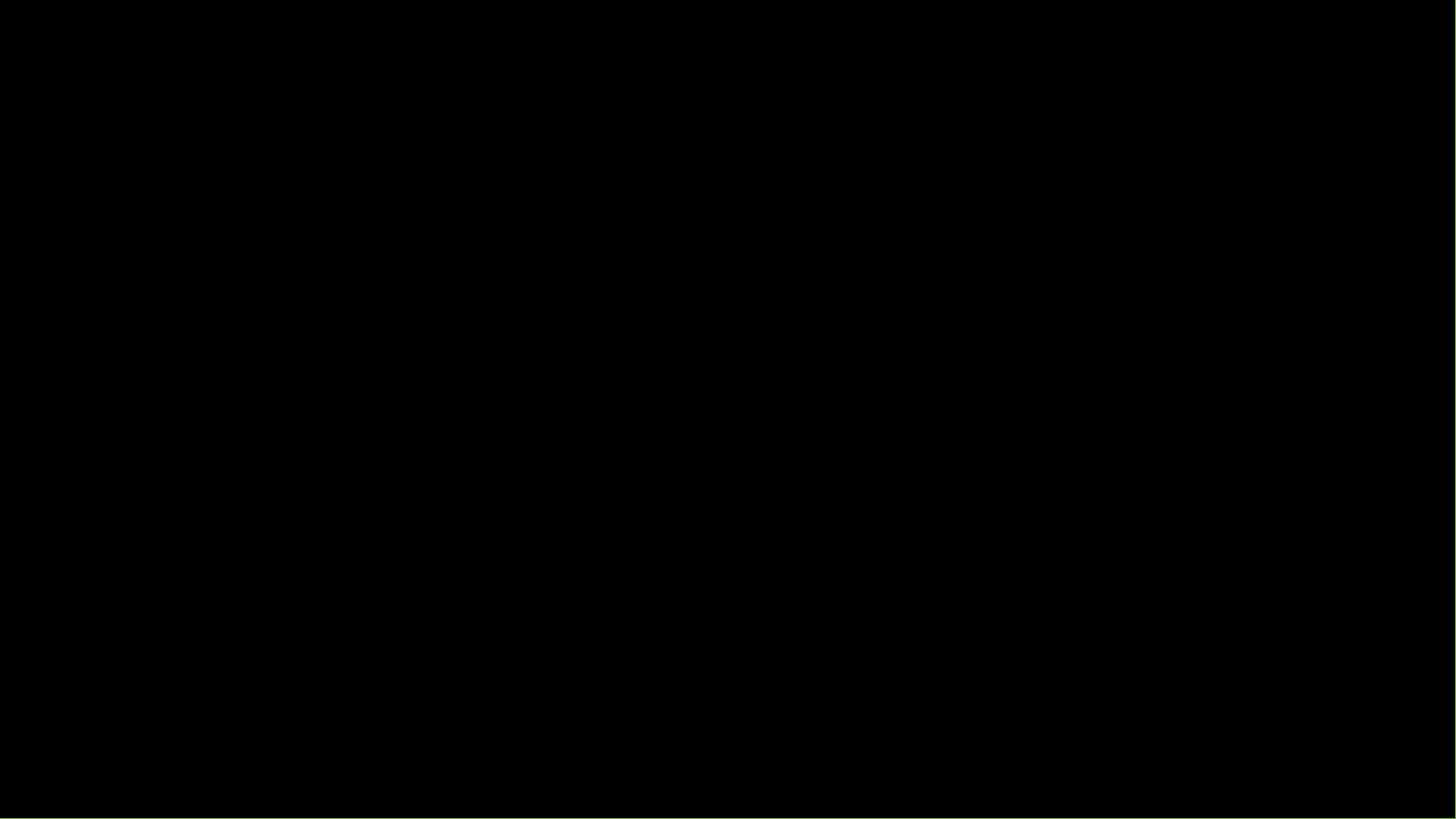
# STUDENT SUCCESS CENTER

The resources are provided to assist students in learning more about specific course material and/or prepare for placement or other testing. Students are encouraged to take advantage of every opportunity for success at SRTC.

[www.southernregional.edu/tutoring](http://www.southernregional.edu/tutoring)



# MESSAGE FROM ACADEMIC AFFAIRS



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# ADVISOR INFORMATION

- Your admissions letter contained your advisor information for your program of study. Some programs have more than one advisor with the area of responsibility broken down by the alphabetical listing of the student's last name or by the campus of the program.

<http://southernregional.edu/advisor-information>

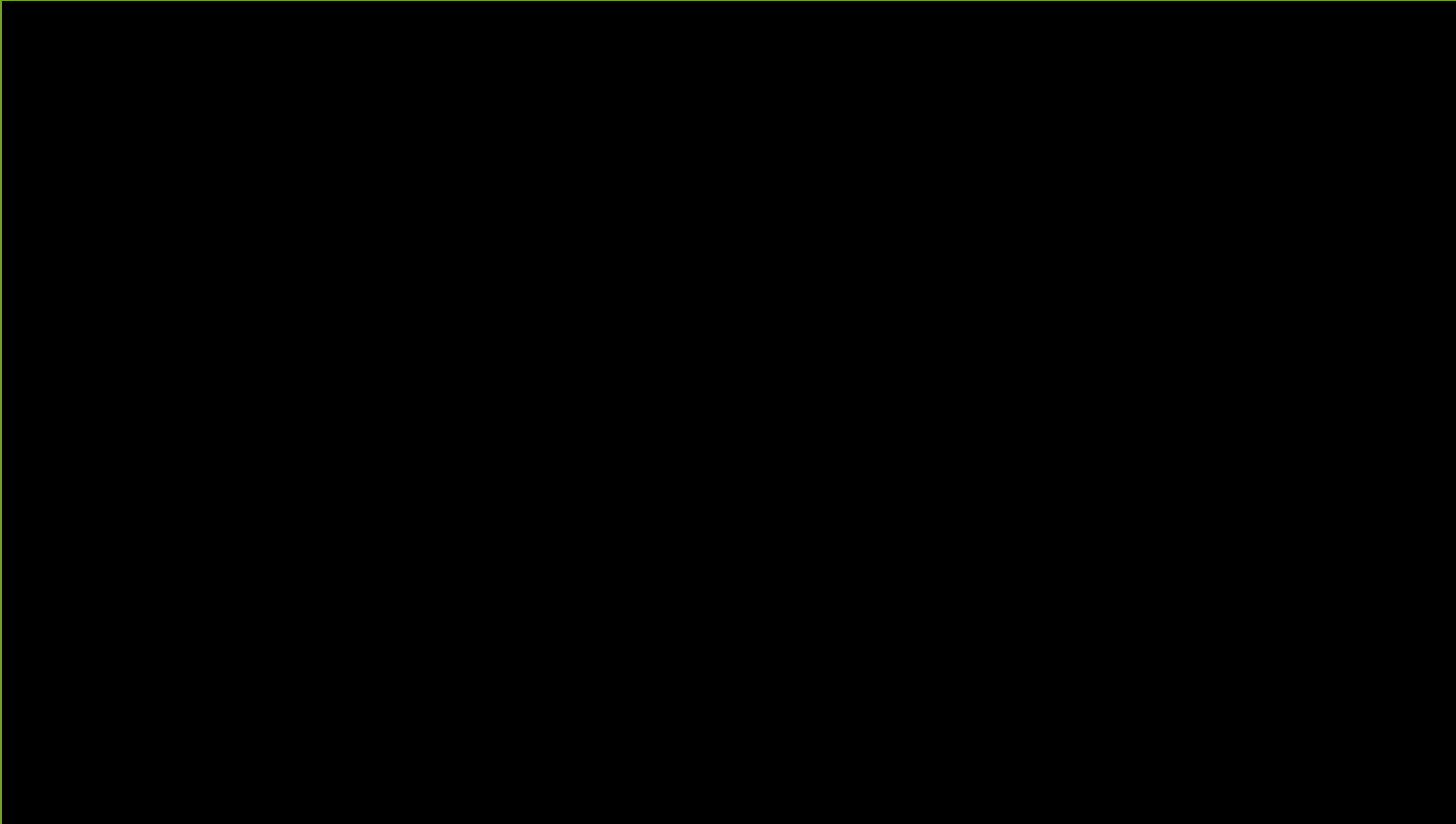


# LENDING LIBRARY SUPPORT

- The cost of textbooks can be a major expense for college students. For students with limited income or financial aid, this cost can be a potential barrier to completing their program of study. The Student Affairs department is fortunate to have grant funding available to provide book loans to students in need. We hope that by providing this service, more students will be able to complete their educational goals in a timely manner.
- For more information <http://southernregional.edu/lending-library>



# COUNSELING AND CAREER SERVICES



<http://southernregional.edu/counseling>



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# DISABILITY SERVICES

- The Disabilities Services Coordinator coordinates services to assist any student with a documented disability, which might present a barrier to their receiving an education. Special equipment needs and services are accessed through this office. All services are provided at no charge to qualified students.
- Southern Regional Technical College strives to provide reasonable, quality services/accommodations based upon the nature of the disability.
- Services available may include: registration assistance, campus orientation, career exploration, test modification, recording/enlarging reading materials, accessible parking, information and referral to campus and community support services, counseling, special equipment, and architectural accessibility.
- Call 229-227-2668 on the Thomasville Campus, email [jlong@southernregional.edu](mailto:jlong@southernregional.edu), or stop by Student Affairs in Thomasville to visit with Dr. Jeanine Long, Disability Services Coordinator. For Moultrie and Tifton students, contact Lisa Newton, Special Populations Coordinator at 229-217-4132 or email [lnewton@southernregional.edu](mailto:lnewton@southernregional.edu) to gain access to services needed.
- For more information visit <http://southernregional.edu/disability-services>



# CAREER SERVICES

The Career Services staff is committed to assisting students and graduates of Southern Regional Technical College in their search for meaningful employment upon completion of their degree, diploma, or certificate of credit programs.

## Services Offered to Students and Graduates:

- Resume writing assistance
- Personalized job counseling
- On-Line job searches
- Job announcements
- Resource library
- Job Fairs
- Job Search Skills Workshops (including online workshops)
- Employability Skills Assistance
- Company/Industry Information
- SRTC Joblink

- For more information: <http://southernregional.edu/job-placement>



# WORKFORCE INNOVATION AND OPPORTUNITY ACT

- The Workforce Innovation and Opportunity Act (WIOA) Program provides assistance to students who are economically disadvantaged, educationally disadvantaged, underemployed and /or dislocated workers who meet residency requirements. Funding may be available to cover costs of tuition, fees, books, uniforms, equipment, required physical examinations, child care, and transportation. WIOA Program staff are available to assist students with career guidance/exploration, academic performance assessment, and job search assistance. Individuals who have post high school training may not be eligible for WIOA services, but are encouraged to contact the WIOA representative to learn specific details of the program.
- For more information: <http://southernregional.edu/workforce-act>





# CAMPUS LIFE

- Opportunity and adventure are not limited to the classroom setting at Southern Regional Technical College. Students can enjoy the experience of “college life” via the many student organizations and clubs. These activities open the door to leadership opportunities at not only the local level, but perhaps the state and national level as well.
- For a complete list of organizations and activities visit <http://southernregional.edu/campus-life>



# SRTC CAMPUS STORE

- Students who are pre-registered may purchase books the day before classes begin using PELL, cash, check, debit card, Visa or Mastercard.
- Bookstore hours may change throughout the semester to better serve students.

Thomasville 229-225-5204

Moultrie Veteran's Parkway 229-217-4151

Tifton 229-391-2605

For more information <http://southernregional.edu/campus-store>



# RIGHT TO KNOW

- The Higher Education Opportunity Act of 2008 was designed with the intent to help students and families make better informed decisions about higher education. Southern Regional Technical College has designed this website to provide a central location for students, their families, and the College community to access this information.
- For more information: <http://southernregional.edu/consumer-information>



# GET CONNECTED WITH SRTC

To stay informed on all things SRTC visit:  
[www.southernregional.edu](http://www.southernregional.edu)

AND

Follow us @SRTCEDU

Facebook, Twitter, Instagram, & YouTube



# THANK YOU FOR WATCHING NEW STUDENT ORIENTATION

- To complete the Orientation, please follow the link for a short survey.

[New Student Orientation Survey](#)

