Registration Guidebook
2019-2020

R.A.C.E.
Retention • Advising • Completion • Engagement

R.A.C.E. to the Finish!

Lawson State Community College
It's All Here!

Start Today...Complete Tomorrow

THE BEST TIME TO START IS RIGHT NOW...
GET STARTED TODAY!
Our Mission:
Lawson State Community College provides affordable and accessible quality educational opportunities, promotes economic growth, and enhances the quality of life for the diverse communities it serves. Through varied instructional modes and lifelong learning opportunities, the College prepares students for gainful employment, career advancement, college transfer, and workforce development.

Accreditation:
T.A. Lawson State Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award Associate Degrees and Certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-697-4500 for questions about the accreditation of Lawson State Community College. Information regarding accreditations is included in the College Catalog and on the College website.

It is the policy of the Alabama Community College System and Lawson State Community College, a postsecondary institution under its control, that no person shall, on the grounds of race, color, sex, religion, national origin, age or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program activity or employment.

Message from the President............2
Register Online Information..........3
R.A.C.E (QEP Introduction).........4
Academic Calendar.....................5-6
Tuition and Fees Chart...............7
Online Registration Steps..........8
eCollege Online.........................9
Explore College Transfer...........10
Explore Health Professions.........11
Explore Technical Programs........11
Explore Business Technologies...12
App Development at LSCC...........13
15 to Finish............................14
The Honors College....................15
Application Steps..................16-18
Refund Policy.........................19-20
Dual Enrollment.......................21-22
Email Login Directions.............23
Blackboard Login Directions.......24
Student Suite Login Directions...25
Help Desk (Tech. Support).........26
Health Professions Help Desk.....26
Campus Wifi Access Info............27
Cougar Alert (Registration).......28
Lawson's APP Info....................29
Blackboard Mobile APP.............30
Direct Deposit (for Pell) Info.....31
Cengage Unlimited (Save $).......32
Residential Living (on campus)..34
Campus Contact #’s...................35
Welcome to Lawson State Community College where our motto is “Start Here. Go Anywhere.” At Lawson State, you’ll become a part of a college community designed to enhance your individual experience by supporting you with an array of resources and opportunities designed to foster personal, workforce, and academic development.

This registration guidebook serves as a pathway to provide you with an introduction to the College where you’ll find important information on the first steps in mapping out your success. We hope that you will also take advantage of the many student service areas, which include tutoring, counseling, advising, and academic coaching to ensure that you meet and exceed your college goals and expectations.

Lawson State Community College stands on a long tradition of providing educational and recreational opportunities to assist all those who choose to take on the challenge of bettering themselves. Again, welcome to the “start” of choosing your future by exploring the many rewards of specialized training or higher education at Lawson State.

Best Regards,

Perry W. Ward, Ph.D.
President
Yes we offer ONLINE classes.
Select "Web" campus under our online Schedule lookup

STEP 1: See your Advisor
STEP 2: Click on the "REGISTER" button on the website and then "Schedule of Classes".
STEP 3: Once you select your classes and secure each call number (for each class), go to Student Suite and register.
STEP 4: Once done, click on the "Complete Registration" button, to complete the process and pay for your classes or apply your Pell.
STEP 5: Need help, see your advisor or submit a Help Ticket (under the Register tab).

Offering day, evening, online, weekend & Mini-term (half-term) classes
R.A.C.E to the Finish! is Lawson State's new Quality Enhancement Plan (QEP) designed to target an area of the college and improve it. The focus is clear, for the QEP is centrally focused on providing students with additional support in order to persist in college and graduate. **Indeed, R.A.C.E stands for: Retention, Advising, Completion and Engagement.** The mission of RACE to the Finish! is to provide Lawson State students with the necessary resources, tools and support needed to promote completion and achieve individual student success in an academic environment. Hence, **RACE to the Finish!** is a college-wide initiative aimed at effectively serving and advising students by focusing on strategic activities that promote the improvement of retention, advising services and procedures, course and program completion and student engagement in a new centralized Advising Center. Navigating the college experience can be challenging; thus, we want to ensure that students have the resources they need to see their academic journey through to the finish. Hence, the new Academic Advising Center aims to do just that and will provide students with more one-on-one support for advisement and more comprehensive services. **Coming Summer 2020!**
# Academic Calendars 2019-2020

## FALL SEMESTER 2019 Regular Term (R)

- **August 13** Professional Development (Total Personnel)
- **August 14-15** Registration for All Terms
- **August 16** Faculty Duty Day
- **August 19** Regular Term Classes Begin - STUDENTS’ FIRST DAY
- **August 19** Late Registration Fees Assessed
- **August 19** Drop/Add Begins
- **August 23** Drop/Add Ends
- **August 24** Saturday Classes Begin
- **September 2** Labor Day (State Holiday)
- **September 10** Last Day to Withdraw/Receive Partial Refund (Regular)
- **September 19** SGA Officers Installation & Honor Societies’ Induction
- **October 17** Miss Lawson State Coronation
- **October 15** Mid-Term Progress Reports Due
- **October 22** 60% Completion Date-Term IV Funds (Regular Term)
- **November 1** Online Registration Opens for Spring Term
- **November 7** General Faculty and Staff Meeting (Location-TBA)
- **November 11** Veteran’s Day (State Holiday); College Closed
- **November 11-14** SASSCOC On-Site Visitations Reaffirmation Team
- **November 25-28** ACCA Professional Days (Total Personnel)
- **November 25-27** Local Professional Day (Total Personnel)
- **November 26-29** Thanksgiving (State Holidays); College Closed
- **December 2** Classes Resume
- **December 3** Last Day to Withdraw from Classes
- **December 7** Final Examination; Saturday Classes Only
- **December 9-13** Final Exams (Regular Term)
- **December 13** STUDENTS’ LAST DAY
- **December 13** Fall Commencement Exercises (Graduation Day)
- **December 16, 17, and 18** Fall Faculty Duty Days
- **December 17** Final Grade Reports Due by Noon
- **December 19-22** Non-Instructional Duty Days (12-Month Personnel)
- **December 23-27** Christmas Holidays (State/Local); College Closed
- **December 30-31** Non-Instructional Duty Days (12-Month Personnel)

## SPRING SEMESTER 2020 Regular Term (R)

- **January 1** New Year’s Holiday (State); College Closed
- **January 2** Duty Day for Non-instructional Personnel (12-Month)
- **January 3** Local Professional Day (Total Personnel)
- **January 8-7** Registration for All Terms
- **January 8** Faculty Duty Day
- **January 9** Regular Term Classes Begin - STUDENTS’ FIRST DAY
- **January 9** Late Registration Fees Assessed
- **January 9-15** Drop/Add Begins (Ends on the 15th)
- **January 11** Saturday Classes Begin
- **January 20** Dr. M. L. King, Jr. (State Holiday); College Closed
- **January 31** Last Day to Withdraw and Receive Partial Refund (Regular)
- **March 9** Mid-Term Progress Reports Due
- **March 12** General Faculty and Staff Meeting (Location-TBA)
- **March 13** 60% Completion Date-Term IV Funds (Regular Term)
- **March 23-27** Spring Break (Faculty and Students)
- **March 23-25** Duty Days (12-Month Personnel)
- **March 26-27** Staff Spring Break - (Local Holidays); College Closed
- **March 30** Classes Resume
- **April 1** Onsite Registration Opens for Summer Term
- **April 10** Honors and Awards Day (Arthur Shores Building)
- **April 20** Last Day to Withdraw from Classes
- **April 29, 30 and May 1, 4, 5** Final Examinations for Regular Term
- **May 2** Saturday Classes Final Exam Day
- **May 5** STUDENTS’ LAST DAY
- **May 6, 7, 8** Faculty Duty Days
- **May 7** Faculty Duty Day; All Grade Reports Due by Noon
- **May 8** Commencement Exercises (Graduation Day)
- **May 11-12** Local Professional Development Days

## Spring Mini-Term I (T1)

- **January 9** Classes Begin
- **January 9** Late Registration (Fees Assessed)
- **January 20** Dr. M. L. King, Jr. (State Holiday); College Closed
- **January 17** Last Day of Partial Refund for Mini I (T1 Only)
- **February 11** 60% Completion Date-Term IV Funds (T2 Only)
- **February 25** Last Day to Withdraw from Mini-Term I (T1)
- **March 4** Final Exam Day for Mini-Term I Only (T1)
- **March 9** Grade Reports Due for Mini-Term I (T1)

## Spring Mini-Term II (T2)

- **May 5** Classes Begin
- **May 5** Late Registration (Fees Assessed)
- **March 20** Last Day of Partial Refund for Mini-term II (T2 Only)
- **March 23-27** Spring Break (Faculty and Students)
- **March 23-25** Duty Days (12-Month Personnel)
- **March 26-27** Staff Spring Break - (Local Holidays); College Closed
- **April 13** 60% Completion Date-Term IV Funds (T2 Only)
- **April 28** Last Day to Withdraw from Classes (T2)
- **May 5** Final Exam Day for Mini-Term II (T2)
- **May 11** Final Grade Reports Due by Noon 12 p.m. (T2)

---

R.A.C.E. to the Finish!
INTERIM SESSION 2020 (T3)
May 11 Interim Session (6 Day Term; Runs 8:30 – 5:30 P.M.)
May 11 Classes Begin
May 15 Classes End
May 16 Final Exams for Interim Courses (Saturday)
May 18 Grade Reports Due by Noon

SUMMER SEMESTER 2020 -REGULAR TERM (R)
May 19 Registration
May 20 Faculty Duty Day
May 21 Late Registration (Fees Assessed)
May 21 Regular Term Classes Begin – STUDENTS' FIRST DAY
May 21-26 Drop/Add (Begins and Ends)
May 25 Memorial Day (State Holiday) College Closed
June 12 Last Day to Withdraw and Receive Partial Refund (Regular)
June 1 Online Registration Opens for Fall Term
June 29-July 2 Mid-Term Progress Report Due
July 30 60% Completion Date - Title IV Funds (Full Term)
July 6 Independence Day Observance (State Holiday) College Closed
July 21 Last Day to Withdraw from Classes (Regular Term)
July 29, 30, 31 Final Examination Days
July 31 STUDENTS’ LAST DAY
August 3 and 4 Faculty Duty Days
August 4 Final Grade Reports Due by Noon – Faculty Duty Day

SUMMER 2020 MINI-I TERM (T2)
May 21 Late Registration (Fees Assessed)
May 21 Term 2 Classes Begin
May 25 Memorial Day (State Holiday) College Closed
June 12 Last Day to Withdraw and Receive Partial Refund (T1 Only)
June 30 60% Completion Date-Title IV Funds (T1 Only)
June 19 Last Day to Withdraw from Classes (T1)
June 25 Final Examination Day for Mini-Term I (T1)
June 30 Grade Reports Due by Noon

SUMMER 2020 MINI-TERM II (T2)
June 28 Classes Begin
June 26 Late Registration (Fees Assessed)
July 6 Independence Day Observance (State Holiday) College Closed
July 10 Last Day to Withdraw and Receive Partial Refund (T2 Only)
July 17 60% Completion Date-Title IV Funds (T2 Only)
July 23 Last Day to Withdraw from Classes (T2)
July 31 Final Examination Day (T2)
August 3 and 4 Faculty Duty Days
August 4 Grade Reports Due by Noon (T2) – Faculty Duty Day

Holiday Listing and Official College Closings
September 2 Labor Day (State Holiday) College Closed
November 11 Veteran’s Day (State Holiday) College Closed
November 28-29 Thanksgiving (State Holidays) College Closed
December 23-27 Christmas Holidays (State Local Holidays) College Closed
January 1 New Year’s Day (State Holiday) College Closed
January 20 Dr. M. L. King, Jr. (State Holiday) College Closed
March 23 - 27 Spring Break - Faculty/Students
March 28-27 Spring Break (Local Holidays) College Closed
May 25 Memorial Day (State Holiday) College Closed
July 4 Independence Day (State Holiday) College Closed

Student Activities (See Student Activity Calendar for full listing)
September 19 SGA Officers Installation & Honor Societies’ Inductions
October 17 Miss Lawson State Coronation
December 13 Commencement Exercises (Fall Graduation)
April 9 Honors and Awards Day
May 8 Commencement Exercises Spring Graduation

Professional Development/General Faculty Staff Meeting Dates
August 13 Local Professional Development (Total Personnel)
November 7 General Faculty and Staff Meeting (Bessemer)
November 25-26 State Professional Development Days
November 27 Local Professional Development
January 3 Local Professional Day (Total Personnel)
March 12 General Faculty and Staff Meeting (Bessemer Campus)
May 8 Commencement Exercises for Class of 2020

Fall Semester
Faculty Duty Days 88
Regular Term Instructional Days 78
Mini Term I Instructional Days 39
Mini Term II Instructional Days 39

Spring Semester
Faculty Duty Days 87
Regular Term Instructional Days 78
Mini Term I Instructional Days 39
Mini Term II Instructional Days 39

Summer Term
Faculty Duty Days 54
Regular Term Instructional Days 50
Mini Term I Instructional Days 25
Mini Term II Instructional Days 25

Grand Total Faculty Duty Days 229

PLEASE READ
Disclaimer: This calendar is subject to change at the approval of the President’s Cabinet in order to meet institutional and system changes. Please check the College’s web site (www.lawsonstate.edu) for the most current and accurate calendars.

Approval Dates: Committee: 4/29/19 Cabinet 4/29/19

Complete College Lawson!
Save Time! Save Money! Play It Smart!
Take 15 Credit Hours Each Term to Finish in 2 Years!
## Tuition and Fees Schedule

**Effective: Fall Term 2019-2020**

<table>
<thead>
<tr>
<th>Semester Hours</th>
<th>Tuition</th>
<th>Facility Renewal</th>
<th>Technology</th>
<th>Special Building</th>
<th>Insurance</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>132.00</td>
<td>9.00</td>
<td>9.00</td>
<td>10.00</td>
<td>10.00</td>
<td>170.00</td>
</tr>
<tr>
<td>2</td>
<td>264.00</td>
<td>18.00</td>
<td>18.00</td>
<td>20.00</td>
<td>10.00</td>
<td>330.00</td>
</tr>
<tr>
<td>3</td>
<td>396.00</td>
<td>27.00</td>
<td>27.00</td>
<td>30.00</td>
<td>10.00</td>
<td>490.00</td>
</tr>
<tr>
<td>4</td>
<td>528.00</td>
<td>36.00</td>
<td>36.00</td>
<td>40.00</td>
<td>10.00</td>
<td>650.00</td>
</tr>
<tr>
<td>5</td>
<td>660.00</td>
<td>45.00</td>
<td>45.00</td>
<td>50.00</td>
<td>10.00</td>
<td>810.00</td>
</tr>
<tr>
<td>6</td>
<td>792.00</td>
<td>54.00</td>
<td>54.00</td>
<td>60.00</td>
<td>10.00</td>
<td>970.00</td>
</tr>
<tr>
<td>7</td>
<td>924.00</td>
<td>63.00</td>
<td>63.00</td>
<td>70.00</td>
<td>10.00</td>
<td>1,130.00</td>
</tr>
<tr>
<td>8</td>
<td>1,056.00</td>
<td>72.00</td>
<td>72.00</td>
<td>80.00</td>
<td>10.00</td>
<td>1,290.00</td>
</tr>
<tr>
<td>9</td>
<td>1,188.00</td>
<td>81.00</td>
<td>81.00</td>
<td>90.00</td>
<td>10.00</td>
<td>1,450.00</td>
</tr>
<tr>
<td>10</td>
<td>1,320.00</td>
<td>90.00</td>
<td>90.00</td>
<td>100.00</td>
<td>10.00</td>
<td>1,610.00</td>
</tr>
<tr>
<td>11</td>
<td>1,452.00</td>
<td>99.00</td>
<td>99.00</td>
<td>110.00</td>
<td>10.00</td>
<td>1,770.00</td>
</tr>
<tr>
<td>12</td>
<td>1,584.00</td>
<td>108.00</td>
<td>108.00</td>
<td>120.00</td>
<td>10.00</td>
<td>1,930.00</td>
</tr>
<tr>
<td>13</td>
<td>1,716.00</td>
<td>117.00</td>
<td>117.00</td>
<td>130.00</td>
<td>10.00</td>
<td>2,090.00</td>
</tr>
<tr>
<td>14</td>
<td>1,848.00</td>
<td>126.00</td>
<td>126.00</td>
<td>140.00</td>
<td>10.00</td>
<td>2,250.00</td>
</tr>
<tr>
<td>15</td>
<td>1,980.00</td>
<td>135.00</td>
<td>135.00</td>
<td>150.00</td>
<td>10.00</td>
<td>2,410.00</td>
</tr>
<tr>
<td>16</td>
<td>2,112.00</td>
<td>144.00</td>
<td>144.00</td>
<td>160.00</td>
<td>10.00</td>
<td>2,570.00</td>
</tr>
<tr>
<td>17</td>
<td>2,244.00</td>
<td>153.00</td>
<td>153.00</td>
<td>170.00</td>
<td>10.00</td>
<td>2,730.00</td>
</tr>
<tr>
<td>18</td>
<td>2,376.00</td>
<td>162.00</td>
<td>162.00</td>
<td>180.00</td>
<td>10.00</td>
<td>2,890.00</td>
</tr>
<tr>
<td>19</td>
<td>2,508.00</td>
<td>171.00</td>
<td>171.00</td>
<td>190.00</td>
<td>10.00</td>
<td>3,050.00</td>
</tr>
<tr>
<td>20</td>
<td>2,640.00</td>
<td>180.00</td>
<td>180.00</td>
<td>200.00</td>
<td>10.00</td>
<td>3,210.00</td>
</tr>
<tr>
<td>21</td>
<td>2,772.00</td>
<td>189.00</td>
<td>189.00</td>
<td>210.00</td>
<td>10.00</td>
<td>3,370.00</td>
</tr>
<tr>
<td>22</td>
<td>2,904.00</td>
<td>198.00</td>
<td>198.00</td>
<td>220.00</td>
<td>10.00</td>
<td>3,530.00</td>
</tr>
<tr>
<td>23</td>
<td>3,036.00</td>
<td>207.00</td>
<td>207.00</td>
<td>230.00</td>
<td>10.00</td>
<td>3,690.00</td>
</tr>
<tr>
<td>24</td>
<td>3,168.00</td>
<td>216.00</td>
<td>216.00</td>
<td>240.00</td>
<td>10.00</td>
<td>3,850.00</td>
</tr>
<tr>
<td>25</td>
<td>3,300.00</td>
<td>225.00</td>
<td>225.00</td>
<td>250.00</td>
<td>10.00</td>
<td>4,010.00</td>
</tr>
</tbody>
</table>

Full Time (12 credit hours or more)
Out-of-State Residents shall be charged 2.00 times the above Basic Tuition rates; Fees will remain the same per credit hour.

$25.00 Late Registration Fee for any returning student who fails to take advantage of the pre-registration process.
Online Registration Steps

1. Make application to the college. You can apply online. Click on the **Apply Now** button from the main webpage to begin the online application process.

2. Prior to registering, see your advisor to discuss your degree plan and course selections. If you have trouble locating your advisor, click on **Current Students** and then click on the **Advising Matters** button (from that page). This page will help you in locating your advisor.

3. If you have never registered online before, click on the **Current Students** button and then click on the **Registration Tutorials** button. From this page, you can view tutorials on “How to Locate Your Degree Plan”, “How to Look Up Classes” and “How To Register Online” and more. You need a working knowledge of each to register online.

4. Once you are ready to begin, look up and select your classes via the electronic **Search for Classes**. You can access the schedule from both the **Student Portal** or under **Current Students**. *Be sure to write down all call numbers for each class you select. You will need these numbers later to register.*

5. Now you are ready to register. To begin, click on your **Student Suite** account (located on the Current Student and Student Portal pages off the main Website).

6. Follow your Student Suite login directions (outlined on the page). If you cannot log in, click on the **Help** button on the same page. Or, email us at **registrationhelp@lawsonstate.edu**

7. After logging on to your **Student Suite** account, look for the heading labeled: **Student Information Center** and click the + sign to expand the **Table of Contents**.

8. Then, click on the **Registration** link to open your registration session.

9. From this page, select your classes one by one by inserting the call numbers. If you skipped that step and do not have call numbers, select your courses by: campus, dept. (course), course number, etc…,

10. To select an available course, click on the **course ID number** and **ADD** the course to your schedule or just type the course ID number in directly to **ADD** a known course.

11. **Last Step**: Once you finish selecting your courses for the term, click on the **Complete Register** link (within Student Suite) to finalize payment (whether cash paying or Pell). Failure to Complete Registration can jeopardize your enrollment status at the college.

**NOTE:** Students who have official “Holds” on their accounts for any reason must settle the matter before attempting to register online.

Need Help? View the online tutorial on “How To” Register online. Click on the Registration Link for access. Email **registrationhelp@lawsonstate.edu** if you encounter problems registering online.
Yes! Lawson State has online classes. To view available online classes, select WEB campus when viewing schedule listings (under the Register tab) on the website. Classes are limited to business and select computer science and General Studies courses. Take our free Readiness Test to see if you are a good candidate for online learning and review posted fees and equipment requirements under the "eCollege" button on Lawson’s main website (front page). Specialized fees cannot be waived.
Explore College Transfer
Lawson State is an accredited, Top 5 ranked college

Transfer Your Credits Earned to Your 4-Year College of Choice!

Transfer Credits Out!

And Many More.....
Explore Health Professions

Nursing (RN)
Practical Nursing (LPN)
Pre-Med
Dental Assistant
Pre-Physical Therapy
Nursing Assistant
Pharmacy Tech.
Phlebotomy & More
Diagnostic Medical Sonography

Explore Career Technical Programs

Automotive
Autobody
Building Construction
Commercial Art
Culinary Arts
Cosmetology/Barbering
Drafting & Design
Electrical
Electronics
Heating & Air Conditioning
Lg. Appliance Repair
Manufacturing
Mechatronics
Plumbing
Robotics
Welding & More

REGISTER NOW
Explore Business Technologies

Business Administration
Business Education
Accounting
Economics
Office Administration
Computer Science
Hospitality Management
*Industry Certifications

APP Development

Explore Business Programs at Lawson State.

Now Offering APP Development and Medical Office Administration

PROGRAMMING ALABAMA

Introducing new App Development with Swift course using curriculum from Apple, here at:
Lawson State Community College

Medical Office Administration

REGISTER NOW
Through the App Development with Swift courses, students will learn to code and design fully functional apps, gaining critical job skills in software development and information technology. The curriculum is designed by Apple engineers and educators and uses Swift, one of the world’s most popular programming languages. Don’t miss your opportunity to learn to code with curriculum from the company who invented Swift and defined the App Economy.

REGISTER TODAY!
15 to Finish

Play It Smart:
Take 15 Credits Per Semester & Graduate in 2 Years

Save Money!  Graduate On Time!  Stay a Step Ahead!

Lawson State is a partner with Complete College America

REGISTER NOW
The Honors College at Lawson State is a Member of the National Collegiate Honors Council and the National Association of African-American Honors Programs Mission

Lawson State Community College Honors College aspires to offer an engaging educational experience that cultivates academic excellence to ultimately produce a student who is culturally diverse and civic-minded with a global perspective.

The Honors College is dedicated to providing an atmosphere that promotes critical thought and team-building through a variety of collaborative experiences. Through these initiatives, the Honors College empowers the student to embrace intellectual challenges, to champion civic responsibilities and to actively participate and positively contribute to a global society.

Scholarship and research opportunities are available. Learn more how to qualify as a member by visiting Lawson's website and clicking on the Honors College logo under the "Current Students" section on the web.

Director, Mr. Weymon Holloway
Co-Director, Dr. Shawanda Thomas
Application Steps

Placement testing of new students is not required for all. If a student scored a 17 or higher on the ACT math and/or English sub-sections (they are exempt from testing) and will be placed based on their ACT scores. If the ACT score(s) is lower than 17, high school grades will be considered. If a student received a grade of "C" or better in Algebra II and/or English IV (12th grade English) and graduated with a 2.75 GPA or higher, they are exempt from testing as well. All other students will need to take the Accuplacer exam. NOTE: Scores, grades and GPA results cannot be older than 5 years in order to exempt from testing.

Accuplacer Testing Schedule
Most new students need to take the Accuplacer Placement Test, directly after being accepted to Lawson State.

(Birmingham Campus):
Monday- 9:00 a.m.
Tuesday- 1:00 p.m. and 5:00 p.m.
Wednesday- 1:00 p.m.

For Birmingham appointments, contact
Ms. Shirley Barnes at 205-929-2113 or email: sbarnes@lawsonstate.edu

(Bessemer Campus):
Monday- 1:00 p.m.
Wednesday- 9:00 a.m.
Thursday- 1:00 p.m. and 5:00 p.m.
Saturday- 9:00 a.m. (first Saturday of each month only)

For Bessemer appointments, contact Ms. Amicka Williams or Ms Catherine Williams at 205-929-3414 or email alwilliams@lawsonstate.edu or cwilliams@lawsonstate.edu

General Admission Information for New Students

STEP 1- Admission
All new students must complete and have on file an Application for Admission AND appropriate government issued official photo identification.

Go to Lawson’s Website at www.lawsonstate.edu and click on the ADMISSIONS link to access our online application.

Students must submit an official copy of their high school transcript or certificate of General Education Development (GED). Non-high school graduates and those who have not earned the GED may enroll under the “Ability to Benefit” provision. However, official results of the “Ability to Benefit” test must be on file before admission. Please note that students admitted under the “Ability to Benefit” provision are not eligible to receive Title IV financial aid (Pell grant).
An official copy of the student's college transcript(s) must be submitted to the Admissions office if the student has attended another postsecondary institution.

Transient students must submit a transient form or letter of good standing from the student’s home institution prior to registration.

Students must also complete and submit the Alabama College System Certificate of Eligibility for In-State Residency forms with the Application for Admission and sign acknowledging appropriate registration with Selective Service System.

SPECIAL INSTRUCTIONS FOR SPECIFIC CATEGORIES ARE LISTED ON THE FRONT OF THE APPLICATION FOR ADMISSION.

STEP 2 - Placement Testing
Birmingham Campus - Academic Success Center, Room 220. Bessemer Campus - Student Services Center, Building A, Room A-181.

All students who intend to register for credit courses leading to a Certificate or Associate Degree and who do not meet any criteria for exemption must take the Accuplacer test. Contact the Student Services Office at 205-929-2113.

Note: An applicant with a documented disability who needs accommodations to take the Accuplacer placement or Ability to Benefit test should contact the Student Services office at least two weeks in advance of the testing date.

STEP 3 - Advising/Scheduling
All students must meet with a counselor or departmental advisor to schedule classes. During One-Stop Registration on the Birmingham Campus, advisors will be now located in the Academic Success Center, not Academic Building B. to advise students regarding courses for the semester.

On the Bessemer Campus, students may visit their assigned advisors in their designated offices.

STEP 4 - Schedule Input/Pick-up  *For Returning Students ONLY. New Students: See a Counselor.
Birmingham campus – Several input stations are located in the Academic Success Center, not Academic Building B to enter student schedules into the computer system during the designated registration days each semester. Students should printout their course schedule and the cost to attend for the semester.

Bessemer Campus – Advisors will input the student's schedule during advising. Students will receive a printout of their course schedule and the cost to attend for the semester from their advisor or may print this at designated locations on campus.

STEP 5 - Financial Aid/Scholarships
All students intending to apply various financial assistance grants and awards toward full or partial payment of tuition and fees must have all applicable award letters and award authorizations on file in the Office of Student Financial Services prior to registration.

This applies to the following financial assistance programs:
- Grants - Federal PELL, College Work-Study, SEOG, ASAP
- College Sponsored Scholarships
- External Scholarships
- Special Programs (including PACT, Vocational Rehabilitation, employee waivers, and other pre-paid options)
- Veteran’s Programs
Refer to the REFUND POLICY in this document, the college catalog or obtain a copy of the refund policy from the Office of Student Financial Services or Business Affairs for specific information regarding refunds.

**STEP 6 - Business Affairs/College Cashier**

Payment of Student Tuition and Fees is expected upon registration. Be sure to keep the receipt of payment, as it may be required. Students are not officially registered until tuition and fees have been paid. All tuition and fees must be paid before students receive a college ID or parking decal.

**Note:** All students must complete this step! All tuition and fees are due at the time of registration. A student is not officially registered until tuition and fees are paid or assumed by financial assistance.

**Locations for payment:**
- **Birmingham Campus** - Academic Success Center 1st Floor (Cashier’s Window).
- **Bessemer Campus** - College Cashier’s Office (bookstore) in the Student Services Center, Building A.

**STEP 7 - Student ID & Parking Decal**

Students must present a copy of the Schedule Confirmation (payment receipt) in order for their Student ID card to be processed. College personnel with initial the Schedule Confirmation and issue the ID card.

**Note:**
- *Business Affairs Office, 1st Floor Academic Success Center*
- *ID cards will not be made without a copy of the student’s Schedule Confirmation.*
- You can pick-up your ID and parking decal in the following locations:
  - **Birmingham Campus** - Birmingham Campus – Academic Success Center
  - **Bessemer Campus** - Student Services Center, Building “A”, College Cashier/Bookstore lobby
  - *Initial cost for ID and Decal (no fee)*
  - *Cost to replace student ID cards - $25.*

---

**Non-Discrimination Policy**

It is the policy of the Alabama Community College System and Lawson State Community College, a postsecondary institution under its control, that no person shall, on the grounds of race, color, sex, religion, national origin, age or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program, activity or employment.

For additional information on student related issues, including ADA, Section 504, Title II and Title IX accommodations, questions or concerns, please contact Dr. Renay Herndon, Counselor (Bessemer Campus): 1100 9th Avenue, SW; 205-929-3419 or Mrs. Janine Jones, Counselor; 205-929-6396.

For additional information on employment issues, including ADA Section 504, Title II and Title IX accommodations, questions or concerns, please contact the Human Resources Office; 3060 Wilson Road, SW; Birmingham, AL 35221; 205-929-6313.

**ADA Non-Compliance Grievance Procedures**

If you need to file an ADA Non-Compliance Grievance, please contact either Coordinator as outlined above and review current procedures as outlined in the current school catalog.
When credit hours are increased or decreased during the Drop/Add period, tuition and fee charges are adjusted accordingly. **REFUND FOR COMPLETE WITHDRAWAL**: A student who officially or unofficially withdraws from all classes before the first day of class will be refunded the total tuition and other institutional charges. A student who officially or unofficially withdraws completely on or after the first day of class, but prior to the end of the third week of class, will be refunded according to the withdrawal dates, as follows:

### REFUND FOR PARTIAL WITHDRAWAL

Students who do not completely withdraw from the college but drop a class during the regular drop/add period will be refunded the difference in tuition paid and the tuition rate applicable to the reduced number of hours, including fees appropriate to the classes dropped. There is no refund due to a student who partially withdraws after the official drop/add period.

### ADMINISTRATIVE FEE

An administrative fee not to exceed 5 percent of tuition and other institutional charges or $100, whichever is smaller, shall be assessed for each withdrawal within the period beginning the first day of class and ending at the end of the third week of class.

### TEXTBOOK REFUND POLICY

The College Bookstore will issue a refund for textbooks returned in new and saleable condition (with no writing) or other soiled conditions. The customer must furnish a receipt as proof of purchase for the item(s) being returned.

### BOOKS AND SUPPLIES

A student who withdraws and who has purchased returnable books and/or supplies from the college and returns the items in new/unused condition by the end of the third week of the semester will be refunded the full purchase price. No refunds will be issued after the 3rd week of the term. Textbooks will be purchased from students during the final week of classes for the semester.

### REFUND IN COMPLIANCE WITH FEDERAL REGULATIONS
All colleges shall comply with federal regulations relative to refund of tuition and other institutional charges for Title IV financial aid recipients as described in the Office of Student Financial Services Policy Manual.

These regulations govern aid-received from the Pell Grant, FSEOG, and FFEL programs. Funds received from the Federal Work-Study Program are not subject to the regulations. The concept of “earned” and “unearned” federal financial aid is at the heart of the regulations. A student earns his or her financial aid award in proportion to the number of days in the term completed prior to the student’s complete withdrawal.

The percentage of enrollment time completed at LSCC determines the percentage of “earned” aid. When a student completely withdraws from LSCC prior to completing 60% of any given term, a portion of the Title IV financial aid grant funds received (excluding federal work-study wages) is considered to be an overpayment and must be returned to those federal aid programs. When a student completely withdraws from LSCC prior to completing 60% of a term, he or she will be required to repay a portion of the unearned and received funds. The student’s repayment will not exceed more than half of the grant monies originally received, and each student who owes a repayment will be notified in writing of the requirement to repay Title IV funds. The student will then have 45 days to repay or to make satisfactory arrangements to repay the funds. The failure of a student to repay unearned Title IV funds or make satisfactory arrangements within the 45-day period will be reported to the National Student Loan Database System (NSLDS). This action will result in the termination of eligibility for federal financial aid at any institution, not just LSCC.

REFUND FOR ALABAMA NATIONAL GUARD AND RESERVISTS CALLED TO ACTIVE DUTY

Students who are active members of the Alabama National Guard or reservists or who are active duty military who are called to active duty in the time of national crisis shall receive a full tuition refund at the time of withdrawal, if such student is unable to complete the term due to active duty orders or assignment to another location.
STEP 1: COMPLETE YOUR DUAL ENROLLMENT APPLICATION. YOU MUST HAVE A 2.5 OR HIGHER GPA TO ENROLL. GPA’S AT 2.4-2.499 ARE NOT ELIGIBLE. IT MUST BE A 2.5.

GO TO LAWSON’S WEBSITE AT WWW.LAWSONSTATE.EDU. CLICK ON THE TOP, RIGHT ‘QUICK LINKS’ TAB. ONCE ON THE PAGE, SELECT THE ‘DUAL ENROLLMENT APPLICATION STEPS’ LINK. THEN, SCROLL DOWN AND CLICK ON STEP 1. DOWNLOAD AND COMPLETE YOUR APPLICATION. BE SURE TO SECURE SIGNATURES FROM YOUR PARENTS, PRINCIPAL AND/OR COUNSELOR. ONCE DONE, MOVE TO STEP 2.

STEP 2: IDENTIFICATION. YOU WILL NEED TO SUBMIT AN ID WITH YOUR APPLICATION. YOU CAN DO SO IN ONE OF TWO WAYS.

OPTION 1: SUBMIT A COPY OF A STATE ISSUED ID (FROM ANY STATE) OR SUBMIT A COPY OF YOUR DRIVER’S LICENCE OR PERMIT. IF YOU DO NOT HAVE EITHER, GO TO OPTION 2.

OPTION 2: GO TO YOUR HIGH SCHOOL COUNSELOR AND ASK FOR A COPY OF YOUR ‘I-Now’ PROFILE SHEET (WITH YOUR PRINCIPAL’S SIGNATURE) ALONG WITH YOUR BIRTH CERTIFICATE AND SUBMIT BOTH WITH YOUR DE APPLICATION.

STEP 3: WITH YOUR COUNSELOR OR PARENT, SELECT YOUR DUAL ENROLLMENT CLASSES (ONLINE) AND SUBMIT A TRIAL SCHEDULE. FOLLOW THE DUAL ENROLLMENT APPLICATION STEPS ON LAWSON’S WEBSITE FOR HELP. NOTE: A PROGRAM LISTING OF GRANT FUNDED (FREE) CLASSES IS ON OUR WEBSITE.

STEP 4: TRANSCRIPT. ATTACH A COPY OF YOUR TRANSCRIPT TO YOUR APPLICATION. YOU MUST HAVE AT LEAST A 2.5 OR HIGHER GPA TO PARTICIPATE IN DUAL ENROLLMENT. GPA’S AT 2.4-2.499 ARE NOT ELIGIBLE. EMAIL YOUR INFORMATION TO THE ADMISSIONS OFFICE. EMAIL IT TO US AT: ADMISSIONS@LAWSONSTATE.EDU.

RETURNING STUDENTS: SKIP STEPS 1 & 2.

**GRANT FUNDS ARE NOT GUARANTEED.

THE BEST TIME TO START IS RIGHT NOW.. GET STARTED TODAY!
REQUIRED ID’S TO APPLY: YOU NEED A STATE ISSUED ID TO APPLY TO THE DUAL ENROLLMENT PROGRAM. IF YOU DO NOT HAVE AN ID, YOU CAN SUBMIT THE FOLLOWING (AS A SUBSTITUTE):
1. BIRTH CERTIFICATE
2. (I-NOW) STUDENT PROFILE SHEET SIGNED BY YOUR PRINCIPAL—SEE YOUR COUNSELOR TO PRINT OFF YOUR STUDENT PROFILE AND SECURE SIGNATURE.
YOU WILL ALSO NEED A LAWSON STATE ID. TO SECURE YOUR ID, GO TO THE ACADEMIC SUCCESS CENTER ON THE BIRMINGHAM CAMPUS (CASHIER’S WINDOW) OR GO TO THE A-BUILDING (ON THE BESEMER CAMPUS (BOOKSTORE—CASHIER’S WINDOW). YOU WILL NEED YOUR ID TO GET YOUR BOOKS AND GRANT FUNDS, SO DO THIS STEP FIRST.

HOW TO APPLY YOUR GRANT FUNDS

BOOKS: ALL DUAL ENROLLMENT STUDENTS ARE RESPONSIBLE FOR COMING TO THE CAMPUS OF LAWSON STATE TO PICK-UP THEIR BOOKS. THIS STEP CANNOT BE SKIPPED. AFTER THE CLASS IS OVER, ALL BOOKS MUST BE RETURNED TO YOUR CLASSROOM TEACHER.

BOOK STORE LOCATIONS:
BESEMER: A-BUILDING
BIRMINGHAM: ACADEMIC SUCCESS CENTER (1ST FLOOR)
NOTE: IF YOU ENROLLED IN ETC101, DDT104 OR BUC110, YOU MUST COME TO THE BESEMER BOOKSTORE ONLY.

ORIENTATION

ALL DUAL ENROLLMENT STUDENTS MUST COMPLETE THE DUAL ENROLLMENT ONLINE ORIENTATION. TO DO SO, GO TO WWW.LAWSONSTATE.EDU AND CLICK ON “QUICK LINKS”. FROM THERE, CLICK ON THE “DUAL ENROLLMENT ORIENTATION” LINK. STUDENTS MUST LOGIN BLACKBOARD, LAWSON EMAIL AND STUDENT SUITE TO ACCESS INFO.
Email Login
Directions

Step 1: First time user? Need Help Logging in? Follow these steps. Your email address is printed on your schedule. You can secure a copy of your schedule by logging into Student Suite and printing it. Your User Name is your first initial, last name and the last 4-digits of your Lawson State ID number along with your email descriptor: "studentsl.lawsonstate.edu".

Example: If your email address is jdoe3425@students.lawsonstate.edu, your User Name is exactly the same: jdoe3425@students.lawsonstate.edu (no change). Type the full email address with NO spaces (as your USER name).

Step 2: Now that you have figured out that your User Name is actually your Lawson State full email address, go to Lawson State's website and locate the "Current Student" portal and click on the email logo (on that page).

Step 3: Type in your User Name (LSCC email address) and your default password: abc12345*.

NOTE: After logging in the first time, the system will require you to change your password. If you encounter any login issues, contact the Help Desk.

To access the Help Desk, go to “Quick Links” from Lawson’s website.
Blackboard Login
Directions

Student Login & Password Change Directions:

Step 1: From Lawson's website, locate the "Current Students" button and click on the Blackboard logo.

Step 2: Type in your USER Name, which is your first initial, last name and the last 4-digits of your Student ID#. NOTE: Your Student User ID# appears at top of your printed schedule.

Step 3: Type in your password. The password is your date of birth (6-digits, no spaces, MMDDYY).

SAMPLE: Student Name: John Doe. Birth date: March 27, 1992. Last 4 digits of Student ID#: 2572. Email: jdoe2572@students.lawsonstate.edu

Sample Blackboard USER Name: jdoe2572
Sample Blackboard Password: 032792

Login to Blackboard and then change your password. To do so, login Blackboard and look at your Menu options on the left. Select Personal Information and follow the prompts to CHANGE your password. Always protect your grade information, so be sure to create a secure password that no one could guess.

Step 6: Contact the Help Desk (below) if you cannot gain access.

To access the Help Desk, go to “Quick Links” from Lawson’s website.
Student Suite Login

Directions

Access Student Suite to register for classes; pay tuition; apply financial aid funds; review your grades; check your financial aid status; secure your unofficial transcripts and more.

From Lawson's website, locate the "Current Students" button on the mainpage and click on the Blackboard logo picture.

Enter your USER ID (Student ID Number) and your 6-digit PIN. Your PIN # is your date of birth without any dashes or spaces, unless you changed it. Example: March 27, 1992 would be: 032792 (for the PIN)

Click SUBMIT and change your password, if prompted.

Having Login Problems? Contact the Help Desk.

To access the Help Desk, go to “Quick Links” from Lawson’s website.
Lawson State has a special Help Desk for its nursing and allied health students. If you have questions that are unique to health programs, email this specialized Help Desk at: nursingquestions@lawsonstate.edu

*Although typically faster, give the Help Desk 24 hrs. to 48 hrs (over weekends) to respond.
How to Connect to Lawson State’s Wireless Network

**Step 1:**
Open your computer’s wireless connection utility from your computer. **Tip:** On most computer systems, you will need to view your wireless connections by clicking on START and viewing the menu options. Look for CONNECT to view wireless options.

**Step 2:**
Sort through all available wireless signals for the network identified as “LSCC Public (Unsecured).” If you do not see this domain listed, Click the “Refresh” button.

**Step 3:**
Once you have selected “LSCC_Public,” Click Connect.

**Step 4:**
Open your web-browser and proceed to www.lawsonstate.edu

*If you are unable to connect to the Lawson State Wireless network, you may send a message to helpdesk@lawsonstate.edu to report a possible wireless outage.

Lawson State Community College does not troubleshoot student’s personal computer connectivity issues if the wireless system is online and accessible by other parties.
Cougar Alert is a mass notification system comprised of email, voice and text messaging that is designed to send emergency messages to thousands of individuals in minutes. It supplements existing means of emergency communication, including outdoor warning sirens and severe weather alert radios. LSCC students, faculty and staff have the opportunity to provide a primary mobile phone number for receipt of text messages, and up to three other phone numbers (mobile or other) for receipt of voice messages. Emergency messages (i.e., school closings due to severe weather, danger on campus, etc...) will be sent via a system provided by the Blackboard Connect. Cougar Alert will be used in tandem with other campus communication tools.

How to Register Today (Online) for Free

Lawson State Community College has implemented a new “Cougar Alert” System provided by e2Campus. To update your account, please do the following:

STEP 1: Navigate to  https://www.e2campus.net/my/lawsonstate/

STEP 2: Login with the following Credentials

Username: Your Seven Digit Employee OR Student ID#
Password: abc12345* (This is default for all users)

STEP 3: Click on “Account” and Change your Password
STEP 4: Click on “Services”

Fill out Your SMS (cell phone information if you wish to receive text message alerts), add any additional Email accounts, and Voice Contact Information

STEP 5: To fully verify SMS (Text Messaging) do the following
a. Send a text to 79516
b. The body of that text should read: CougarAlert (NO spaces in CougarAlert)
c. You will receive a a confirmation text indicating your enrollment

How to Locate Your ID Number?: Students: you can secure your LSCC Student ID from your schedule (at the top), or through your Employee Suite (also called the Faculty Suite), if you are an employee.
GET LAWSON'S NEW APP TODAY!

IT'S FREE
Get Started Now

Access downloads on "Quick Links" directly (via Lawson's website) or go to your App Store

Complete College Lawson!
Save Time! Save Money! Play It Smart!
Take 15 Credit Hours Each Term to Finish in 2 Years!
Free to All Students! Download the App Today!

What Can You Do With Blackboard Mobile Learn?
~Announcements
~Discussions
~Dashboard
~Content
~Blogs
~Grades
~Roster
~Media
~Journals
~Task

Go to your mobil app store
~Search for “Blackboard Mobile Learn”
~Launch Blackboard Mobile and search for your school
~Login using your school credentials
~Enjoy your FREEDOM!
Students...Stop Waiting in Line for Your Pell Check

Sign-up for Direct Deposit Today!

Go to www.lawsonstate.edu
Click on the "FISCAL" tab on the main page
Select "Direct Deposit" link for more information
Save $ on Books

Check with the bookstore or instructor to see if your textbook is available via Cengage Unlimited. Save hundreds!

CENGAGE UNLIMITED

GET ALL YOU NEED WITH A SUBSCRIPTION TO CENGAGE UNLIMITED

$119.99 1 Term (4 Months)

✔ All your Cengage access codes and online textbooks
✔ Study guides, flashcards and other tools for success
✔ A lower cost hardcopy textbook with each access code
Room & Board (Meals) Fees:

Fall / Spring Semester:
$2,380 full term or $1,390 mini (half) term

Summer Semester:
$1,150 full term or $775 mini (half) term fees

*Tuition and Fees are subject to change.
Fees are non-negotiable and non-refundable.
### IMPORTANT TELEPHONE NUMBERS

<table>
<thead>
<tr>
<th><strong>LAWSON STATE COMMUNITY COLLEGE</strong></th>
<th><strong>925-2515</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Dean</td>
<td>929-6357</td>
</tr>
</tbody>
</table>

**Admission and Records**

<table>
<thead>
<tr>
<th>Office</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admissions Office-Birmingham Campus</td>
<td>929-6309</td>
</tr>
<tr>
<td>Admissions Office-Bessemer Campus</td>
<td>929-3414</td>
</tr>
<tr>
<td>Records Office-Birmingham Campus</td>
<td>929-6435</td>
</tr>
<tr>
<td>Records Office-Bessemer Campus</td>
<td>929-3410</td>
</tr>
</tbody>
</table>

**Adult Education/GED Programs**

<table>
<thead>
<tr>
<th>Campus</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Birmingham Campus</td>
<td>929-6476</td>
</tr>
<tr>
<td>Bessemer Campus</td>
<td>929-3501</td>
</tr>
<tr>
<td>Alabama Center for Automotive Excellence</td>
<td>929-3483</td>
</tr>
<tr>
<td>Athletics</td>
<td>929-6389</td>
</tr>
<tr>
<td>Associate Dean – Liberal Arts/College Transfer</td>
<td>929-6348</td>
</tr>
<tr>
<td>Associate Dean of Career Technical</td>
<td>929-6442</td>
</tr>
<tr>
<td>Assistant Dean of Career Technical</td>
<td>929-3451</td>
</tr>
<tr>
<td>Associate Dean of Health Professions</td>
<td>929-6437</td>
</tr>
<tr>
<td>Bookstore</td>
<td>929-6310</td>
</tr>
<tr>
<td>Business Affairs</td>
<td>929-6334</td>
</tr>
<tr>
<td>Associate Dean of Business and Information Technologies</td>
<td>929-6306</td>
</tr>
<tr>
<td>Campus Tours</td>
<td>929-3412</td>
</tr>
<tr>
<td>Career Technical Programs</td>
<td>929-3433</td>
</tr>
<tr>
<td>College Transfer Programs</td>
<td>929-6348</td>
</tr>
<tr>
<td>Counseling Services</td>
<td>929-6383</td>
</tr>
<tr>
<td>Dean of Students</td>
<td>929-3510</td>
</tr>
<tr>
<td>Dual Enrollment Program</td>
<td>929-6348</td>
</tr>
<tr>
<td>Housing</td>
<td>929-6352</td>
</tr>
<tr>
<td>Humanities</td>
<td>929-2065</td>
</tr>
<tr>
<td>Career Services</td>
<td>929-3514</td>
</tr>
<tr>
<td>Library Services</td>
<td>929-6333</td>
</tr>
<tr>
<td>LSCC Police</td>
<td>925-3587</td>
</tr>
<tr>
<td>Manufacturing and Engineering</td>
<td>929-3451</td>
</tr>
<tr>
<td>Mathematics and Science</td>
<td>929-6348</td>
</tr>
<tr>
<td>Student Activities/Student Government</td>
<td>929-2072</td>
</tr>
<tr>
<td>Social Sciences</td>
<td>929-6382</td>
</tr>
<tr>
<td>Student Financial Services</td>
<td>929-6380</td>
</tr>
<tr>
<td>Student Life</td>
<td>929-3423</td>
</tr>
<tr>
<td>Student Recruitment</td>
<td>929-3452</td>
</tr>
<tr>
<td></td>
<td>929-3412</td>
</tr>
</tbody>
</table>

**Student Support Services**

<table>
<thead>
<tr>
<th>Campus</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Birmingham Campus</td>
<td>929-6397</td>
</tr>
<tr>
<td>Bessemer Campus</td>
<td>929-3518</td>
</tr>
</tbody>
</table>

---

**Bessemer Campus**

(Exit 108 off Interstate 20/59)

1100 - 9th Avenue, SW
Bessemer, Alabama 35022

**Birmingham Campus**

3060 Wilson Road, SW
Birmingham, Alabama 35221

Visit our web site at [www.lawsonstate.edu](http://www.lawsonstate.edu)
RACE to the Finish! is Lawson State's new Quality Enhancement Plan (QEP) designed to target an area of the college and improve it. The focus is clear, for the QEP is centrally focused on providing students with additional support in order to persist in college and graduate. Indeed, R.A.C.E stands for: Retention, Advising, Completion and Engagement. The mission of RACE to the Finish! is to provide Lawson State students with the necessary resources, tools and support needed to promote completion and achieve individual student success in an academic environment. Hence, RACE to the Finish! is a college-wide initiative aimed at effectively serving and advising students by focusing on strategic activities that promote the improvement of retention, advising services and procedures, course and program completion and student engagement in a new centralized Advising Center. Navigating the college experience can be challenging; thus, we want to ensure that students have the resources they need to see their academic journey through to the finish. Hence, the new Academic Advising Center aims to do just that and will provide students with more one-on-one support for advisement and more comprehensive services. Coming Summer 2020!
Lawson State’s Adult Education Program is about more than the GED®! We still offer flexible GED® test prep classes and up to $100 toward the GED® test fee, when minimum requirements are met, but you might be surprised to know that our program can offer you more opportunities to achieve your dreams.

**ACHIEVE MORE.**

We also help students improve their literacy and basic math skills, and acquire important skills they will need to be successful in the workplace and in life.

(205) 929-2133

www.lawsonstate.edu
¡Somos más que el GED®!

¡El Programa Educativo de Adultos de Lawson State trata más allá del GED®! Seguimos ofreciendo clases flexibles de preparación para el examen GED® y hasta $100.00 para el costo del examen en cuanto los requisitos mínimos están cumplidos. Pero tal vez te sorprenderás de saber que nuestro programa te puede ofrecer más oportunidades para alcanzar tus sueños.

HABILIDADES LABORALES  
APRENDE INGLÉS  
CURSOS DE REPASO  
OPORTUNIDADES DE DESARROLLO LABORAL  
CERTIFICADO NACIONAL DE PREPARACIÓN PARA CARRERAS

ACHIEVE MORE. OBTÉN MÁS

También ayudamos a los alumnos a mejorar su alfabetización y habilidades básicas de matemáticas, y adquirir habilidades necesarias para ser exitoso en el trabajo y en la vida.

(205) 929-2133

www.lawsonstate.edu

BIRMINGHAM CAMPUS  
3060 Wilson Road SW  
Birmingham, AL 35221  
205.929.2133

BESSEMER CAMPUS  
1100 Ninth Avenue SW  
Bessemer, AL 35022

adulted@lawsonstate.edu