PLAN FOR SUMMER NOW
REGISTRATION FOR SUMMER CLASSES IS OPEN

Action Period:
Maymester: March 15-April 20 • Summer Semester: March 15-May 11

Classes:
Maymester classes: May 7-25 • Summer 1 classes: May 29-June 27
Summer 2 classes: July 9-Aug. 7 • Summer Full classes: May 29-Aug. 6

Apply online at www.tridenttech.edu
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EMERGENCY CLOSING
Information ...................... 843.574.6262
Students ...................... extension 9091
Faculty/Staff .................... extension 9092
Financial Aid Office
Berkeley Campus .......... 843.899.8021
Main Campus .............. 843.574.6110
Palmer Campus ......... 843.722.5520
Mount Pleasant Campus .. 843.958.5810
Library ................ 843.574.6095
Online Services ........ 843.574.6WWW
my.tridenttech.edu: student email,
TTC Express (online registration),
online and face-to-face courses (D2L)
Orientation for New Students
Berkeley Campus .......... 843.899.8026
Main Campus .............. 843.574.6436
Palmer Campus ......... 843.722.5518
Mount Pleasant Campus .. 843.958.5810
Public Safety ................ 843.574.6053
(EMERGENCY ONLY) .... 843.574.6911
When phone system down ... 843.572.1642
Recruiting .................. 843.574.6193
843.574.6323
Registrar
Transfer Credit Evaluation/Advanced Standing
A-J ......... 843.574.6151
K-Z .......... 843.574.6487
Graduation
A-J .......... 843.574.6523
K-Z .......... 843.574.6322
Registration/Grades
A-K .......... 843.574.6792
L-Z .......... 843.574.6421
Student Major/Information Update ........ 843.574.6321
TTC Express ............... 843.574.6WWW
TTC Enrollment Verification
Official Transcripts .......... 843.574.6324
Services for Students
with Disabilities ............ 843.574.6131
Student Activities .......... 843.574.6012
Student Employment Services .. 843.574.6119
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Apply online at www.tridenttech.edu or complete the admission application inserted after page 10.

Frequently Called Numbers

General Information ..................... 843.574.6111
877.349.7184 (toll free)
Admissions
Status of Application/Residency Info
Residency/A-Z Application
Updates ..................... 843.574.6850
A-E ..................... 843.574.6335
F-K ..................... 843.574.6136
L-R ..................... 843.574.6352
S-Z ..................... 843.574.6126
International Students .. 843.574.6921
Berkeley Campus ........ 843.899.8012
Palmer Campus ........ 843.722.5568
Mount Pleasant Campus .. 843.958.5810
Bookstore
Berkeley Campus .......... 843.899.8064
Main Campus ............ 843.574.6122
Palmer Campus .......... 843.720.5604
Mount Pleasant Campus .. 843.958.5810
Business Office
Berkeley Campus .......... 843.899.8064
Main Campus ............ 843.574.6026
Palmer Campus .......... 843.720.5604
Mount Pleasant Campus .. 843.958.5810
Bus Services
Berkeley County Public Transportation –
Tri-County Link ........ 843.899.4096
800.966.6631
Charleston Transit (CARTA), Main and Palmer Campuses .. 843.747.0922
Campus Tours
(by appointment) ........ 843.574.6614
College Transfer Information Resource Center (TIRC),
Palmer Campus ............ 843.722.5532
Cooperative Education .......... 843.574.6166
Counseling and Career Development
Berkeley Campus .......... 843.899.8079
Main Campus ............ 843.574.6131
Palmer Campus .......... 843.722.5516
Mount Pleasant Campus .. 843.958.5810
Division of Continuing Education and Economic Development
Registration .................. 843.574.6152

On the Cover: Make the most of your summer – plan now to take Maymester and Summer Semester classes. Registration opens March 15.

TTC campuses are hotspots for wireless internet access. Please note: No technical support is available for personal computers.
1. **Apply:**
Complete the admission application online at www.tridenttech.edu or submit the paper application inserted after page 10 of this book. Pay the $30 nonrefundable application fee. See page 7 for more admission information.

Take action: Complete this step before the end of the Action Period as shown on page 4 to be ready when classes begin.

2. **Financial Aid/Veterans Assistance:**
   - Obtain your FSA (Federal Student Aid) ID at www.fsaid.gov.
   - Complete and submit FAFSA (Free Application for Federal Student Aid) at www.fafsa.gov. TTC’s school code is 004920. Submit the FAFSA as early as possible for the term/semester in which you plan to enroll.
   - Check TTC email for confirmation and follow-up instructions.
   - Submit any follow-up documents.
   - Complete loan requirements, if borrowing.

3. **Admissions:**
   - The Admissions office will send you a letter with account information to access my.tridenttech.edu for email and TTC Express. Log in for updates and important announcements that are only available through these accounts (see page 10).
   - Complete all admission requirements based on your Admit Type (see page 7).
     - Provide proof of legal presence in the United States.
     - Provide official proof of high school graduation or GED.

Take action: Complete this step before the end of the Action Period as shown on page 4 to be ready when classes begin.

4. **Orientation:**
Attend orientation or complete online orientation (see page 11). You will be assigned your academic advisor or Navigator.

5. **Register:**
   - Meet with an academic advisor to register.
   - Purchase books (see page 12).

6. **Pay Tuition:**
Pay tuition and fees or enroll in the payment plan by the posted due dates (see pages 5 and 14).

7. **Attend Class:**
Attend class, starting on the first day of the term. If you don’t attend class during the first week of classes, you risk being removed from your courses and you will not be able to re-enroll until the next term.

---

### Drop/Add Reminders

- Drop/Add is the first day of class for Maymester.
- Drop/Add is the first three days of Summer Full classes.
- Drop/Add is the first two days of Summer 1 and Summer 2 classes.
- Dropping a class during the Drop/Add period means you receive a 100 percent tuition refund.

**Attendance Requirements**

- Attending class during Drop/Add is critical to remaining on the class roster. This includes online and hybrid courses.
  - Active participation in online courses during Drop/Add includes logging into each course in D2L, initiating contact with each instructor and being actively involved in an academic assignment for each course.
  - Active participation in hybrid courses during Drop/Add includes attending the class lecture and/or logging into each course in D2L, initiating contact with each instructor and being actively involved in an academic assignment for each course.

**Credit Hour Limitations**

- Students can take up to 11 credit hours per term.
- Students can take up to 18 credit hours for the entire semester (including Maymester.)

Staff assistance is available during business hours.
Go to www.tridenttech.edu for hours of operation.

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### Disabilities Accommodations

- Request accommodations through the Disabilities Services office during the Action Period (see page 4).
- Meet with a counselor. Main Campus – No appointment; walk-ins welcome Berkeley, Palmer, Mount Pleasant campuses – By appointment
- Provide any documentation requested.
- Allow more time for cases requiring ordered materials or contracted services.

For more information, call 843.574.6131.
### SUMMER SEMESTER

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing</td>
<td>New student orientation. Main Campus, The Hub Bldg. 500; Berkeley Campus, Student Success Center, Rm. 111; Palmer Campus, Student Success Center, Rm. 226</td>
</tr>
<tr>
<td>March 15</td>
<td>Registration opens for all students. New students must make an appointment with an academic advisor to register.</td>
</tr>
<tr>
<td>May 22-25</td>
<td>Summer Semester Open Advising/Registration for all students. New students must see an academic advisor to register. (See page 6 for advisor locations.)</td>
</tr>
<tr>
<td>May 28</td>
<td>Memorial Day Holiday (College closed to the public)</td>
</tr>
<tr>
<td>May 29</td>
<td>Summer 1 and Summer Full classes begin</td>
</tr>
<tr>
<td>June 12</td>
<td>Student Activity Period 10-11 a.m.</td>
</tr>
<tr>
<td>July 2-7</td>
<td>Student Holidays (Administrative offices close at 5 p.m. on normal business days.)</td>
</tr>
<tr>
<td>July 4</td>
<td>Independence Day Holiday (College closed)</td>
</tr>
<tr>
<td>July 18</td>
<td>Student Activity Period 10-11 a.m.</td>
</tr>
<tr>
<td>July 30</td>
<td>Last day to request student loans for Summer 2018</td>
</tr>
<tr>
<td>Aug. 6-8</td>
<td>Book buy back, Berkeley Campus 9 a.m.-3 p.m.</td>
</tr>
<tr>
<td>Aug. 6-10</td>
<td>Book buy back, Main Campus Aug. 6-9, 9 a.m.-3 p.m.</td>
</tr>
<tr>
<td>Aug. 6-10</td>
<td>Book buy back, Palmer Campus Aug. 6-9, 9 a.m.-3 p.m.</td>
</tr>
</tbody>
</table>

### MAYMESTER

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 15-April 20</td>
<td>Action Period for Maymester. Complete all admission, financial aid/VA and disabilities accommodations requests during this period for Maymester classes.</td>
</tr>
<tr>
<td>May 2-9</td>
<td>Financial Aid recipients and Chapter 31 students who qualify may charge books in TTC Bookstores to their student accounts using financial aid credit.</td>
</tr>
<tr>
<td>May 7</td>
<td>Classes begin</td>
</tr>
<tr>
<td>May 7</td>
<td>Drop/Add</td>
</tr>
<tr>
<td>May 18</td>
<td>Last day to withdraw</td>
</tr>
<tr>
<td>May 25</td>
<td>Classes end</td>
</tr>
<tr>
<td>May 26</td>
<td>Makeup day for emergency closings</td>
</tr>
</tbody>
</table>

### SUMMER 1

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 14-June 2</td>
<td>Financial Aid recipients and Chapter 31 students who qualify may charge books in TTC Bookstores to their student accounts using financial aid credit.</td>
</tr>
<tr>
<td>May 29</td>
<td>Classes begin</td>
</tr>
<tr>
<td>May 29-30</td>
<td>Drop/Add</td>
</tr>
<tr>
<td>May 30</td>
<td>Last day for 100 percent tuition refund</td>
</tr>
<tr>
<td>June 20</td>
<td>Last day to withdraw</td>
</tr>
<tr>
<td>June 27</td>
<td>Classes end</td>
</tr>
<tr>
<td>June 28</td>
<td>Makeup day for emergency closings</td>
</tr>
</tbody>
</table>

### SUMMER 2

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>June 1-22</td>
<td>Action Period for Summer 2. Complete all admission, financial aid/VA and disabilities accommodations requests during this period for Summer 2 classes.</td>
</tr>
<tr>
<td>July 2-14</td>
<td>Financial Aid recipients and Chapter 31 students who qualify may charge books in TTC Bookstores to their student accounts using financial aid credit.</td>
</tr>
<tr>
<td>July 9</td>
<td>Classes begin</td>
</tr>
<tr>
<td>July 9-10</td>
<td>Drop/Add</td>
</tr>
<tr>
<td>July 10</td>
<td>Last day for 100 percent tuition refund</td>
</tr>
<tr>
<td>July 31</td>
<td>Last day to withdraw</td>
</tr>
<tr>
<td>Aug. 7</td>
<td>Classes end</td>
</tr>
<tr>
<td>Aug. 8-9</td>
<td>Makeup day for emergency closings</td>
</tr>
</tbody>
</table>

### SUMMER FULL

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 15-May 11</td>
<td>Action Period for Summer Full. Complete all admission, financial aid/VA and disabilities accommodations requests during this period for Summer Full classes.</td>
</tr>
<tr>
<td>May 14-June 2</td>
<td>Financial Aid recipients and Chapter 31 students who qualify may charge books in TTC Bookstores to their student accounts using financial aid credit.</td>
</tr>
<tr>
<td>May 29</td>
<td>Classes begin</td>
</tr>
<tr>
<td>May 29-31</td>
<td>Drop/Add</td>
</tr>
<tr>
<td>May 31</td>
<td>Last day for 100 percent tuition refund</td>
</tr>
<tr>
<td>July 19</td>
<td>Last day to withdraw</td>
</tr>
<tr>
<td>Aug. 6</td>
<td>Classes end</td>
</tr>
<tr>
<td>Aug. 8-9</td>
<td>Makeup day for emergency closings</td>
</tr>
</tbody>
</table>

### Summer Friday Closings

All offices on all campuses will close at noon on Fridays from May 11-July 27.
Students should register for the entire Summer Semester before the semester begins, Summer 1 AND Summer 2, as well as any Summer Full courses. New students must make an appointment with an academic advisor to register.

<table>
<thead>
<tr>
<th>REGISTRATION SCHEDULE AND PAYMENT DEADLINES</th>
</tr>
</thead>
<tbody>
<tr>
<td>If registering for any combination of Summer 1, Summer 2, and Summer Full courses during the dates below:</td>
</tr>
<tr>
<td>March 15-May 24</td>
</tr>
<tr>
<td>After May 24</td>
</tr>
<tr>
<td>Maymester only (if you are only enrolling for Maymester)</td>
</tr>
<tr>
<td>March 15-May 7</td>
</tr>
<tr>
<td>Summer 2 only (if you are only enrolling for Summer 2)</td>
</tr>
<tr>
<td>March 15-July 5</td>
</tr>
<tr>
<td>After July 5</td>
</tr>
</tbody>
</table>

Please Note: Students will not receive a bill for tuition and fees via U.S. mail. Students should check accounts in my.tridenttech.edu portal under Menu > Financial Life > My Account and Payment Information.

PAYMENT DEADLINE INFO
Once you have registered for classes, you must pay tuition and fees for ALL registered courses by the due date listed. Make your payment in the Business office during posted open hours or pay online. Students may also enroll in a payment plan by published deadlines. If payment is not made, or if you are not enrolled in a payment plan by the due date, you may not be allowed to register for a future semester or receive a transcript. See page 14 for more information.

CANCELLED COURSES
When the college cancels a low enrollment course, students may choose another course or section. If a student is unable to find another course, the college will refund tuition paid. TTC will notify students via email at the time a decision is made to cancel a course due to low enrollment. Students should check their email at my.tridenttech.edu for messages.

PLANNING AHEAD FOR FALL 2018

June 4 ................. Registration opens for Fall 2018. New students must make an appointment with an academic advisor to register. VA students can begin submitting verification.

June 4-Aug. 10 ........ Action Period for Fall 1 and Fall Full. Complete all admission, financial aid/VA and disabilities accommodations requests during this period for Fall 1 and Fall Full classes.

Aug. 14-24 ............. After the Action Period ends you can still submit materials, BUT admission, financial aid/VA and disabilities accommodations requests may not be in place for the start of Fall 1 and Fall Full classes.

Aug. 22 .................. Fall 1/Fall Full payment due.

Aug. 27 ................. Classes begin for Fall 1 and Fall Full. The college will continue to accept and process materials for later terms.
May 22-25, staff will be in the buildings listed below to assist you in locating an academic advisor for Summer Semester. Mount Pleasant Campus students can check in at the Reception Area for advisor locations or call 843.958.5810.

New students in the programs listed in this box should meet with a Navigator or a representative in one of the following locations to start the enrollment process, attend a Navigate to Success session, make your academic plan and register.

Returning students and new students enrolling in Aeronautical Studies, Industrial Technology, and Film, Media and Visual Arts programs should locate the appropriate academic advisor as shown on the rest of this page.

Main Campus, The Hub .................. Bldg. 500/Rm.134 .......... 843.574.6436
Palmer Campus, Student Success Center .......... P/226 .......... 843.722.5516
Berkeley Campus, Student Success Center .......... B/111 .......... 843.899.8079
Mount Pleasant Campus, Reception Page 6 of 6 ................................. 843.958.5810

Business Technology (Administrative Office Technology, Accounting, Business and Management, Information Systems, Network Systems Management)

Community, Family and Child Studies (Child and Youth Studies, Early Care and Education, Human Services)

Culinary Institute of Charleston (Culinary Arts, Hospitality and Tourism Management)

Engineering Technology (Civil Engineering Technology, Electronics Engineering Technology, Engineering Transfer, Mechanical Engineering Technology)

Health Sciences (Health Sciences Preparation)

Humanities and Social Sciences (Associate in Arts)

Law-Related Studies (Criminal Justice, Homeland Security Management, Paralegal)

Nursing (Pre-Nursing)

Science and Mathematics (Associate in Science)

Program and Bldg./Rm. Phone

<table>
<thead>
<tr>
<th>Program</th>
<th></th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>200/102</td>
<td>843.574.6252</td>
</tr>
<tr>
<td>Aircraft Maintenance</td>
<td>B/166D</td>
<td>843.899.8096</td>
</tr>
<tr>
<td>Aircraft Assembly</td>
<td>920/816D</td>
<td>843.820.5004</td>
</tr>
<tr>
<td>Aircraft Avionics Technology</td>
<td>B/166H</td>
<td>843.899.8028</td>
</tr>
<tr>
<td>Associate in Arts, Main Campus</td>
<td>100/111</td>
<td>843.574.6034</td>
</tr>
<tr>
<td>Berkeley Campus</td>
<td>B/109</td>
<td>843.899.8024</td>
</tr>
<tr>
<td>Palmer Campus</td>
<td>P/102</td>
<td>843.722.5535</td>
</tr>
<tr>
<td>Associate in Science, Main Campus</td>
<td>300/301</td>
<td>843.574.6015</td>
</tr>
<tr>
<td>Berkeley Campus</td>
<td>B/109</td>
<td>843.899.8048</td>
</tr>
<tr>
<td>Palmer Campus</td>
<td>P/156</td>
<td>843.722.5535</td>
</tr>
<tr>
<td>Administrative Office Technology</td>
<td>100/177</td>
<td>843.574.6931</td>
</tr>
<tr>
<td></td>
<td>200/135</td>
<td>843.574.6146</td>
</tr>
<tr>
<td>Business and Management, Main Campus</td>
<td>200/102</td>
<td>843.574.6252</td>
</tr>
<tr>
<td>Palmer Campus</td>
<td>P/102</td>
<td>843.722.5535</td>
</tr>
<tr>
<td>Community, Family and Child Studies</td>
<td>200/150</td>
<td>843.574.6529</td>
</tr>
<tr>
<td>Computer Information Systems, Main Campus</td>
<td>200/102</td>
<td>843.574.6252</td>
</tr>
<tr>
<td>Palmer Campus</td>
<td>P/249</td>
<td>843.722.5524</td>
</tr>
<tr>
<td>Cosmetology</td>
<td>B/186W</td>
<td>843.899.8088</td>
</tr>
</tbody>
</table>

B = Berkeley  
P = Palmer  
100, 200, etc. = Main
**Categories of Admission**

**New Applicant:** You are a *new applicant* if you have NEVER applied to TTC, or if you have not applied to TTC within three years.

**Previous Applicant:** You are a *previous applicant* if you applied to TTC within the last three years.

**Returning Student:** You are a *returning student* if you have previously enrolled in courses at TTC. Returning students complete a Student Information Update form, not an application for admission.

<table>
<thead>
<tr>
<th>Admit Type</th>
<th>Application</th>
<th>Application Fee</th>
<th>High School Diploma/ Transcript</th>
<th>English Proficiency</th>
<th>Math Proficiency</th>
<th>Proof of Citizenship</th>
<th>Transient Permission</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>First-time Freshman</strong></td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Never attended college other than taking college courses while in high school</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td><strong>First-time Transfer</strong></td>
<td>Yes</td>
<td>Yes</td>
<td>Yes, if you have not completed an associate degree or higher</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Attended another college and transferring to TTC</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Readmit</strong></td>
<td>No</td>
<td>No</td>
<td>Yes, if you have not completed an associate degree or higher</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td><strong>Nondegree</strong></td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>Yes – reading proficiency only*</td>
<td>Yes if planning to take math courses</td>
<td>Yes</td>
<td>Only if you are a transient student</td>
</tr>
<tr>
<td>Not seeking a TTC degree, diploma or certificate</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>High School Students</strong></td>
<td>Dual Credit/ Early Admit application</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>Only if the requested courses require</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Taking Course</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For detailed information about admission requirements, please see the application for admission after page 10 of this publication.

Applicants to TTC in the categories described below should apply for admission and meet the admission requirements published for nondegree students at TTC.

**Transient Students:** Attending TTC to transfer credit back to your home institution. Not eligible for financial aid. VA students must have a guest letter. Transient students must also provide course registration approval forms from their home institution.

**Audit Student:** Enrolling in credit course without earning any credit hours. Audit students do not qualify for financial aid or VA benefits. Audit students must meet course prerequisites and pay full tuition.

**Senior Citizen Student:** Enrolling as a legal S.C. resident who is 60 years of age or older. Senior citizens using the free tuition benefit may begin registering for classes *on the last business day prior* to the first day of classes each term up until the first class meeting. Submit the certification form and present your driver’s license to the Business office before registering.

*Nondegree students* may meet the reading proficiency by submitting one of the following: SAT Critical Reading (480) or SAT Evidence-Based Reading and Writing (530); ACT English (19); Classic ACCUPLACER Reading Comprehension (33); Next-Generation ACCUPLACER (217); or COMPASS Reading (42); WorkKeys Reading for Information/Workplace Documents sub-test (Level 4); proof of successful completion of a college-level English course; or an approved transient/cross-registration form/letter from another college. Reading test scores are good for five years from testing date. Nondegree students will have to provide evidence that they have completed prerequisites before registering for courses with prerequisites. Nondegree students do not qualify for financial aid.

*Note: Admission requirements are subject to change.*
Step 2: Financial Aid (continued on next page)

What Types of Financial Aid Are Available?
You must be an eligible degree-seeking student to receive financial aid. Financial aid can be split into two main categories: financial aid that requires you to complete a FAFSA and financial aid that does not require a FAFSA. Because some scholarships require a FAFSA for consideration, a FAFSA is highly recommended. The FAFSA is available online at www.fafsa.gov.

Note: If you are a nondegree or undecided student, you are not eligible to receive any kind of financial aid.

<table>
<thead>
<tr>
<th>Financial Aid that REQUIRES completion of the FAFSA</th>
<th>Financial Aid that DOES NOT require completion of the FAFSA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Federal Grants</td>
<td>TTC Scholarships – Trident Technical College and the TTC Foundation offer a variety of scholarships. More information about the scholarships can be found at <a href="http://www.tridenttech.edu/foundation/helping/fd_scholarships.htm">www.tridenttech.edu/foundation/helping/fd_scholarships.htm</a>.</td>
</tr>
<tr>
<td>• Pell Grant (FPELL)</td>
<td></td>
</tr>
<tr>
<td>• Supplemental Educational Opportunity Grant (FSEOG)</td>
<td></td>
</tr>
<tr>
<td>State Grants</td>
<td>S.C. LIFE Scholarship</td>
</tr>
<tr>
<td>• South Carolina Need-Based Grant (SCNBG)</td>
<td></td>
</tr>
<tr>
<td>• South Carolina Lottery-Funded Tuition Assistance (SCLTA)*</td>
<td></td>
</tr>
<tr>
<td>Federal Work-Study</td>
<td>Institutional Work-Study – Institutional work-study assignments are not based on financial need. You must complete a work-study application and assignments are based on availability.</td>
</tr>
<tr>
<td>Student Loans</td>
<td>GI Bill Benefits</td>
</tr>
</tbody>
</table>

*You are not required to complete the FAFSA to receive only S.C. lottery-funded tuition assistance if you meet certain additional eligibility requirements. You must complete a Lottery Tuition Assistance Waiver to see if you are eligible. This waiver and additional information can be found at TTC's website, www.tridenttech.edu. However, if you do not complete the FAFSA, you will not be eligible to receive any Title IV financial aid, federal student loans and most state-based grants.

More information about federal and state aid programs can be found on TTC's website, www.tridenttech.edu/financialaid.htm.

When Will I Get My Refund Check?
There are two financial aid refunds in each semester for students receiving financial aid assistance, at the beginning of Term 1 and Term 2. The refund amount will be pro-rated per term, based on credit hours and other factors. Enrollment determines when students can receive refunds for certain kinds of aid. Some students may not receive a refund for Term 1 and Term 2. In addition, students attending only Maymester may also receive a refund based on hours taken in Maymester.

You will be issued a refund for any excess amount after Drop/Add for each term, depending on your enrollment. (For direct deposit, see page 14.) To be eligible, you must:
- have sufficient funds to cover your tuition and any books or course materials charged to your student account,
- complete your share of financial aid processes within the date periods on page 4,
- have met financial aid standards of academic progress, and
- not have a balance in a prior semester.

Refund check release dates will be posted in the my.tridenttech.edu student portal. TTC releases refunds approximately three weeks after the start of the term.

Financial Aid Self-Service
Financial Aid Self-Service guides you through the entire financial aid process online. Access it through your student portal.

S.C. LIFE Scholarship
The S.C. LIFE Scholarship covers up to $2,350 for tuition costs with a $150 book allowance in both the Fall and Spring semesters at a two-year college. To qualify, you must:
- Be a S.C. resident.
- Graduate from a S.C. high school with a minimum cumulative GPA of 3.0.
- Submit official S.C. high school transcripts to TTC's Admissions office.
- Complete a S.C. LIFE Scholarship affidavit.
For more information, visit www.tridenttech.edu and search for “LIFE Scholarship.”
Students receiving a waiver of tuition will not be issued a tuition refund.

How Do I Get a Student Loan?
- TTC includes pending student loans in the award packaging process.
- You must log in to your Financial Aid Self-Service account and either accept or reject your loan offer.
- Be sure you have completed the following forms:
  - Master Promissory Note: www.studentloans.gov
  - Entrance Counseling: www.studentloans.gov
  - Student Loan Borrower Information Form in Financial Aid Self-Service
- You must be enrolled in at least six credit hours required for your program of study.
Financial Aid Tips

- **Apply for financial aid online.** Approval is often sent in two to three weeks. SAR corrections are easier to make, too. Go to www.fafsa.gov.
- **Apply for financial aid every year.** To continue receiving financial aid, reapply each academic year (preferably in October).
- **Apply for financial aid early.** It can take several weeks to get approval.
- **You will not receive funds until you complete all admission requirements and register for courses, the Drop/Add period has ended and Never Attended report has been completed with financial aid accounts updated.**
- **Financial aid pays only for classes required for graduation in your declared major.** Nondegree and undecided students are not eligible to receive financial aid. Financial aid will not pay for previously passed courses that you are repeating for the third attempt.
- **Meet the Satisfactory Academic Progress (SAP) standards to continue receiving aid.** For more information, go to my.tridenttech.edu.

Veterans Services

**VUB is located on Main Campus in Bldg. 700/Rm. 106. Call 843.574.6870. VUB’s Palmer Campus location is in the Student Success Center, Rm. 226G. Call 843.574.6870.**

**Financial Aid/Veterans Assistance**

The Veterans Assistance office is located in Bldg. 410/Rm. 102 on Main Campus.

Once you have visited the VETS Center on either Main or Palmer campuses, completed your paperwork and have your schedule, you should see a VA rep.

Here are some common VA questions:

**How do I get Chapter 33 housing allowance?**

Chapter 33 students are eligible for the monthly housing allowance if pursuing training at a rate of more than 50 percent and enrolled in at least one in-residence course. For information about hybrid courses, contact the VA office.

**Are there other benefits for students who are dependents of a veteran?**

Children of veterans who are 100 percent disabled or who were killed during military service may be eligible for benefits. Applications are available in the TTC VA office, or you may contact the South Carolina Governor’s Office at 803.647.2434.

**Am I responsible for paying tuition and fees if I’m a veteran or dependent?**

VA Chapters 30, 35, 1606 – Be prepared to pay your tuition, fees and book charges by the published deadlines each semester. The initial award process can take up to three months.

**Chapter 33** – You must provide the TTC VA office with a copy of your submitted VA-VONAPP application or confirmation of application; DD-214 for 702-Choice Act Residency; or Certificate of Eligibility or eligibility status. You must notify TTC’s VA office of your intent to use benefits. You will not have to pay your tuition and fee charges by the scheduled payment deadlines.

**Veterans Upward Bound (VUB)**

VUB is a free pre-college program that helps eligible U.S. military veterans improve their academic skills so they can transition to college.

To be eligible, students must:

- Be a first-generation college student.
- Meet certain income guidelines.
- Have a discharge other than dishonorable.
- Be a tri-county resident.
- Not hold a four-year degree.

Program benefits:

- Veteran-only classes
- Assistance requesting military service records
- Referral to other veteran services
- Career development
- Tutoring services

However, if your benefit is less than 100 percent, you are responsible for the balance of tuition/fee charges after the VA submits payment to TTC.

**Can I take a class that is not in my program of study and still receive my benefits?**

No. VA only allows payment for the courses required for graduation and certified to the VA in your program of study. Each semester you must notify TTC’s VA office in person or electronically. Ask a VA representative about Rounding Out during your last semester.

**How do I withdraw from a class?**

An official withdrawal must be completed. The last date of attendance supplied by the instructor is used to make any adjustments to the certification. Provide TTC’s VA office with a copy of the withdrawal form so that the changes can be submitted to the VA in a timely manner to prevent overpayments. The withdrawal form must be signed by the instructor and show last date of attendance.

**How do I maintain my benefits?**

To continue receiving GI Bill benefits through certification, you are required to meet the Standards of Academic Progress. VA will be notified of probation and suspension status. Review the academic policy regarding academic suspension.

**I’m a veteran but not a S.C. resident. Do I qualify for in-state tuition?**

Yes, based on Section 702 of the Choice Act, if you meet the following criteria:

- Are receiving benefits under Chapter 30 or 33 (show certificate of eligibility)
- Have served at least 90 consecutive days of active duty in uniformed service of the U.S. (DD214)
- Are enrolling in a public institution in S.C. within three years of discharge date (DD214)
- Are living in S.C. and provide proof of physical address, not a P.O. Box.
Step 3: Admissions – Student Email

TTC student email accounts are set up within 10 days after you submit an admission application. To access your account, go to my.tridenttech.edu. TTC uses the my.tridenttech.edu portal email as the official communication system to send information to students such as:

- Financial aid status
- Emergency closings
- Calendar updates
- Veterans information
- Password changes for online registration (TTC Express)
- Student events
- Registration information
- College announcements
- Confirmation of online payment of tuition and fees

This free email service is available to all applicants and enrolled students. The college will often send information to your email account instead of mailing you a letter via U.S. mail.

Call 843.574.6WWW to get help for login/online services including my.tridenttech.edu, student email, TTC Express (online registration) and D2L (online and face-to-face courses).

Step 3: Admissions – Decisions About Your Major

If you declare an undecided major, a college counselor is your advisor. An undecided major means you have not yet chosen an academic program, or you are unsure about earning either a certificate, diploma, associate or four-year degree; or you have not yet chosen a career field. Your counselor will advise you about courses to take until you select an academic program. See the listing of advisors for undecided students on page 6.

After you select your academic program major, your TTC counselor will refer you to Orientation to receive the name of your academic program advisor.

If you have declared a major (any certificate, diploma or degree program) but remain uncertain about some of your academic, career and/or college goals, contact Counseling and Career Development Services at one of the following offices for assistance in determining your academic, career and/or college goals.

Main Campus, Student Center
Bldg. 410/Rm. 210, 843.574.6131
Berkeley Campus, Student Success Center, Rm. 111, 843.899.8079
Palmer Campus, Student Success Center, Rm. 226, 843.722.5516

Mount Pleasant Campus, Reception Area, 843.958.5810
TTC Online College
www.tridenttech.edu

If You Are Not Seeking a Degree

If you are nondegree-seeking but would like to explore your academic or career goals, contact Counseling and Career Development Services at one of the locations shown.

Nondegree-seeking students do not qualify for financial aid or veterans assistance. Transient students are declared nondegree-seeking and are not eligible for financial assistance.

Step 3: Admissions – Take Placement Tests

Do I Need to Take a Placement Test?

If you do not submit qualifying SAT or ACT test scores, you may need to take the TTC Placement Test. Qualifying SAT and ACT scores are listed on the admission application (inserted after page 10).

TTC currently uses College Board’s Next-Generation ACCUPLACER Test to determine placement. Test score requirements vary among programs of study. The test is computerized and not timed. You may schedule a TTC Placement Test at any campus by calling Testing Services (see page 2).

Next-Generation ACCUPLACER writing and reading scores are valid for five years from the date of testing; math Next-Generation ACCUPLACER scores are valid for two years.

Before the Test

Prior to testing, brush up on your skills, especially basic math. Download the FREE Next-Generation sample questions and the FREE Next-Generation ACCUPLACER study app at https://accuplacer.collegeboard.org/student/practice.

After the Test

Your next step is to go to Orientation for test score interpretation. If your TTC Placement Test scores do not meet your program’s required scores in English, math or reading, TTC’s Developmental Studies courses will help you improve your skills before you start your program of study. Developmental Studies courses are offered in The Learning Center on Main Campus and on Berkeley, Mount Pleasant and Palmer campuses at convenient times. Call 843.574.6378 for information.

Credit by Examination

Get credit for out-of-college experience. TTC offers the CLEP and DANTES (DSST) examinations. Both are national systems of credit-by-examination. Call Testing Services at 843.574.6438 for more information and to schedule a CLEP or DSST examination on Main Campus or call 843.722.5516 to schedule on Palmer Campus.

Please Note: You must declare a major to be eligible for S.C. lottery-funded tuition assistance.
**Admission Application**

**PART 1 – ADMISSION APPLICATION INSTRUCTIONS**

**Have you ever taken academic classes at Trident Technical College?**

**YOU ARE CONSIDERED A:**

<table>
<thead>
<tr>
<th>NO, I have never applied to TTC or I applied more than two years ago.</th>
<th>NEW APPLICANT: Complete the admission application. Go to Part 2 for more instructions.</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO, But I have applied to TTC within the last two years.</td>
<td>PREVIOUS APPLICANT: DO NOT complete the admission application. Complete an Application Update form instead. For an Application Update form, go to <a href="http://www.tridenttech.edu">www.tridenttech.edu</a> and search for “admissions.”</td>
</tr>
<tr>
<td>NO, I plan to complete classes while still enrolled in high school.</td>
<td>DUAL CREDIT or EARLY ADMISSION APPLICANT: DO NOT complete the admission application. Contact your high school guidance counselor about getting a Smart Start on your college career by taking classes for both high school and college credit. For more information go to the High School Programs office web page at <a href="http://www.tridenttech.edu">www.tridenttech.edu</a>.</td>
</tr>
<tr>
<td>YES, But it has been more than three semesters.</td>
<td>RETURNING STUDENT: DO NOT complete the admission application. Complete a Student Information Update Form at <a href="http://www.tridenttech.edu">www.tridenttech.edu</a> &gt; Get Started &gt; How to Register &gt; Returning Students.</td>
</tr>
<tr>
<td>YES, I have taken classes within the last three semesters.</td>
<td>CONTINUING STUDENT: DO NOT complete the admission application. To update your information or program of study, log on to your portal account (my.tridenttech.edu) to change your major using TTC Express.</td>
</tr>
</tbody>
</table>

**PART 2 – ADMISSION REQUIREMENTS**

Complete the following steps.

Certain certificate and diploma programs may have different admission requirements. Please see the online college catalog for admission requirements for your desired program. Visit www.tridenttech.edu.

1. **Complete application for admission.**
2. **Pay non-refundable $30 application fee.**
3. **Provide proof of high school graduation or completion of GED:** If you have an associate degree or higher, you are not required to provide proof of high school graduation. You must submit an official copy of your high school transcript if you wish to be considered for the LIFE scholarship and/or financial aid.
4. **Provide proof of English proficiency:** Submit one of the following:
   - SAT Critical Reading 480
   - SAT Revised Evidence-Based Reading and Writing 530
   - ACT English 19
   - Completed English credits from a regionally accredited university
   - Qualifying scores on the TTC Placement Test
   - Proof of bachelor’s degree
5. **Provide proof of math proficiency:** Submit one of the following:
   - SAT Math 580
   - SAT Revised Math 600
   - ACT Math 22
   - Completed math credits from a regionally accredited university
   - TTC Math Placement Test scores
   **IMPORTANT NOTE:** TTC Math Placement Test scores are valid for two years. All other scores are valid for five years.
6. **Proof of United States citizenship or legal immigration status:** See page 4 of this application for additional information.

**Special Admission Requirements**

**TRANSIENT STUDENTS** – You are considered a transient student if you plan to take classes at TTC to transfer back to an institution you currently attend. To be admitted as a transient student, you should: 1) complete the application; 2) pay the application fee; 3) provide proof of permission to take classes at TTC from the institution you currently attend.

**NONDEGREE** – You are considered a nondegree student if you do not plan to complete a diploma, certificate or degree program at TTC. Nondegree students are not eligible for financial aid. To be admitted as a nondegree student, you should: 1) complete this application; 2) pay the application fee; 3) provide proof of English proficiency.

**HEALTH SCIENCES AND NURSING** – You must meet all college admission requirements. Health Sciences and Nursing applicants must also meet specific program requirements. Admission to these programs is on a first-qualified, first-admitted basis. Admission to TTC does not guarantee admission into Health Sciences or Nursing programs. You must submit a separate application for most Health Sciences and Nursing programs. Health Sciences applications are available in the Admissions office and online. The Nursing application is online. You must also submit official transcripts from ALL colleges attended.
NOTICE OF NONDISCRIMINATION
It is the policy of Trident Technical College that no discrimination on the grounds of race, color, disability, religion, gender, sexual orientation, age, marital status, veteran status, gender identity, pregnancy, or national or ethnic origin will exist in any area of the college.

CAMPUS SECURITY
Please visit www.tridenttech.edu/publicsafety.htm for information concerning: 1) crime prevention policies; 2) crime and related statistics; 3) TTC’s sexual assault policy.

CONFIDENTIALITY OF STUDENT RECORDS
TTC complies fully with the Family Educational Rights and Privacy Act of 1974. This law guarantees the privacy of student educational records and protects the student’s right to access those records. Visit www.tridenttech.edu and search for “FERPA” for more information regarding FERPA and how TTC complies with the law.

STUDENTS WITH DISABILITIES
You may qualify for accommodations due to a documented disability. If you think this applies to you, contact TTC’s Services for Students with Disabilities at 843.574.6131 or TTY 843.574.6351 or counseling.services@tridenttech.edu prior to taking the TTC Placement Test or beginning classes. Allow at least five working days after receipt of your documentation for evaluation of your request.

FINANCIAL AID AND VETERANS ASSISTANCE
Contact TTC’s Financial Aid office or go to www.tridenttech.edu/financialaid.htm for details about specific programs. These include S.C. Lottery Tuition Assistance (S.C. Lottery) and federal grants and loans. You can also learn about scholarships, veterans benefits and student employment.

Applicants must submit all required documentation by the published dates to have funds available at the start of class. You must declare an eligible major to be eligible for financial aid, state aid or veterans programs. You must also meet any additional financial aid/or Veterans Assistance eligibility requirements. All financial aid programs require that you declare a major. To qualify for federal grants and loans OR for S.C. Lottery, you must complete a Free Application for Federal Student Aid (FAFSA). Visit www.fafsa.gov as soon as possible.

For more information on TTC Foundation scholarships, visit www.tridenttech.edu and search for “scholarships.” There are special transcript requirements for TTC scholarships.

The Student Employment office has information about both on-campus and off-campus jobs.

MILITARY AND VETERAN STUDENTS
If you or your parent, guardian or spouse are on active duty in the U.S. Armed Forces or are a veteran, there may be special services available to you. On page 3 you will be asked for information that will help us determine your eligibility for these services. This information is not used for admission purposes.

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PART 3 – OTHER INFORMATION

PART 4 – STEPS TO TAKE AFTER COMPLETING APPLICATION

• Attend an ORIENTATION session at any of our four campuses or complete orientation online at my.tridenttech.edu.
  Call Orientation Services for more information. 843.574.6436
• Complete a FAFSA, or contact FINANCIAL AID to ensure that your financial aid information is complete. 843.574.6110
• Contact your ADVISOR to schedule an appointment. Advisors are assigned after you complete orientation.

Complete the Transcript Request Form below to have your transcripts sent from your high school to TTC.
  Remove it and send it to your high school before submitting your application. Additional transcript request forms are available online at www.tridenttech.edu and search for “transcripts.”

---

TRANSCRIPT REQUEST

PLEASE FORWARD A COPY OF MY TRANSCRIPT TO:
Trident Technical College
Office of Admissions, AM-M
P.O. Box 118067
Charleston, SC 29423-8067

NOTE TO SCHOOLS: Please attach this card to the transcript(s) before sending to Trident Technical College.

LEGAL NAME
Last __________________________ First __________________________ M.I. _______

Prior Last Name (if different) __________________________

Date of Birth ____________ / __________ / ________ SSN __________________________

School Attended __________________________

Date of Attendance __________________________

Signature __________________________
PERSONAL INFORMATION

PREFIX □ Mr. □ Ms. □ Mrs. □ Other

NAMEpsy

LAST _________________________________________ FIRST ______________________ M.I. __________________ SUFFIX ______________________________________

ADDRESS

APT # ______________________ STREET or P.O. BOX ______________________ CITY ______________________ STATE ______ ZIP ______ COUNTY ______________________

PHONE NUMBERS

Home ______________________ Cell ______________________ Work ______________________

SOCIAL SECURITY NUMBER _____________ - _____________ - _____________

DATE OF BIRTH _____________ / _____________ / _____________

ETHNICITY Are you Hispanic/Latino? □ Yes □ No Please check any additional descriptions that characterize your race:

□ American Indian or Alaska Native □ Asian □ Black or African American □ Native Hawaiian or other Pacific Islander □ White

GENDER □ Male □ Female

MILITARY

□ Active-duty (branch) ______________________ □ Veteran (branch) ______________________

□ Dependent of an active-duty member of the U.S. Armed Forces ______________________

ANY PREVIOUS NAME(S) ______________________________________

EMAIL ADDRESS (This will be the initial way we communicate with you.) ______________________________________

Section 6109 of the Internal Revenue Code requires you to give your correct SSN to persons who must file information returns with the IRS to report certain information. The IRS may also provide this information to the Department of Justice for civil and criminal litigation and to cities, states, and the District of Columbia to carry out their tax laws.

EDUCATIONAL GOALS

START SEMESTER

□ Fall □ Spring □ Maymester □ Summer Year 20____

STUDENT TYPE

□ First-time freshman: have not attended college since leaving high school

□ Transfer: attended other colleges since leaving high school

□ Transient: plan to take courses at TTC to transfer back to institution you currently attend

□ Nondegree: not seeking a degree, diploma or certificate

CREDENTIAL SOUGHT

□ Associate Degree □ Certificate □ Diploma □ Undecided

ACADEMIC PROGRAM

Career path (if required) ______________________________________

(A full list of academic programs and career paths can be found in the On Course, Catalog or at www.tridenttech.edu.)

REASONS FOR ATTENDING TTC: Check all that apply

□ Earn a two-year degree □ Earn a certificate/diploma

□ Transfer to a four-year college □ Learn skills for a new job □ Learn skills to advance in job

□ Improve basic skills □ Personal benefit □ Undecided

EDUCATIONAL BACKGROUND

Instructions: List all institutions that you have attended beginning with high school diploma or GED.

<table>
<thead>
<tr>
<th>INSTITUTION ATTENDED</th>
<th>DATES ATTENDED</th>
<th>DEGREE/DIPLOMA COMPLETED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>High School:</td>
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<td>College:</td>
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<tr>
<td>College:</td>
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</tr>
</tbody>
</table>

Have you taken the TTC Placement Test (ACCUPLACER or COMPASS) in the last five years? □ Yes □ No

Approximate Date ______________________ Location ______________________
Tuition is based on residency. TTC determines residency based on S.C. law and Commission on Higher Education Regulations. Documents may be required to prove residency. Go to www.tridenttech.edu and search for “residency” for more information on residency. 702 Choice Act requires DD214 and additional proof or residency.

Does someone else provide more than 50% of your financial support? □ Yes □ No

Did someone else claim you on their income taxes the previous year? □ Yes □ No

Because you answered “yes” to EITHER or BOTH of the questions, your residency is based on the person providing 50% of your financial support and/or claiming you on their income taxes.

COMPLETE THIS COLUMN

Name and relationship of the person providing financial support and/or claiming you as a dependent for tax purposes:
Name/Relationship ___________________________________________

Is he or she:
A legal resident of South Carolina? □ Yes □ No
Effective Date __/__/_____
A full-time employee working in South Carolina? □ Yes □ No
Effective Date __/__/_____
Active duty, stationed in South Carolina? □ Yes □ No
Effective Date __/__/_____

Because you answered “no” to BOTH of the questions, your residency is based on yourself.

Are you:
A legal resident of South Carolina? □ Yes □ No
Effective Date __/__/_____
A full-time employee working in South Carolina? □ Yes □ No
Effective Date __/__/_____
Active duty, stationed in South Carolina? □ Yes □ No
Effective Date __/__/_____

The South Carolina Illegal Immigration Reform Act requires all public institutions of higher education to verify that all students are lawfully present in the United States. If you do not complete this section your application will not be processed until additional information is collected.

Are you a U.S. citizen? □ Yes □ No

If YES, you MUST provide a copy of your valid driver’s license or state-issued ID card with this application and sign the statement below. If NO, answer the following questions.

What is your country of origin?
What is your legal presence in the United States? Indicate by choosing from the selections below:
☐ Permanent Resident ☐ Visa – Visa Type/Immigration Status _____________ ☐ Deferred Action for Childhood Arrival (DACA)

You must present your permanent resident, visa, passport or other documentation to the international admissions coordinator at the Main Campus.

The South Carolina Illegal Immigration Reform Act S. C. Code Ann. §59-101-430 (2008) prohibits those unlawfully present in the United States from attending a public institution of higher education in South Carolina and from receiving a public higher education benefit. By signing this statement, you attest that you are a US citizen, a legal permanent resident in the United States, or non-citizen lawfully present in the United States. The college may require you to submit additional documentation that supports your claim. Any student providing false information may be subject to dismissal from the college. Any student who is found to be unlawfully present in the United States will be dismissed from the college. I fully understand and agree to abide by all of the above stated information related to the SC Illegal Immigration Reform Act. Further, I hereby certify under penalty of criminal sanctions pursuant to S.C. Code Ann. Section 8-29-10 (F) (2008) that I lawfully reside in the United States of America.

Print Name ____________________________________________ Signature __________________________ Date ________________

Emergency Contact________________________ Phone __________ Relationship __________

Have either of your parents earned a college degree? ☐ Mother ☐ Father ☐ Both ☐ Neither

Do you give permission for the college to release directory information relative to your enrollment? ☐ Yes ☐ No

Do you wish to release academic and personal information to anyone?* ☐ Yes – Identify below ☐ No

*You may authorize the release of your information to anyone, including parents, spouse and employers.

Name __________________________ Relationship __________ Date of Birth __________ Information Released (circle)

Financial Aid Academic Enrollment
Financial Aid Academic Enrollment
Financial Aid Academic Enrollment

I certify that these responses are true to the best of my knowledge. I understand that any knowing falsification or failure to provide complete information hereon may result in disciplinary action including denial or dismissal after admission. I further realize that the falsification or alteration of the official school records I will provide TTC during the admission process is a violation of S.C. Code 16-13-15 and that TTC expressly reserves the right to report my violation of S.C. law to the appropriate authorities.

Print Name __________________________ Signature __________________________ Date ________________

Return completed application to: Trident Technical College • Admissions Office, AM-M • P.O. Box 118067 • Charleston, SC 29423-8067
Telephone 843.574.6111, 877.349.7184 (toll free) • Fax 843.574.6483 • www.tridenttech.edu
Orientation is vital to your academic success, and students are expected to attend. At orientation, you will be assigned an academic advisor or Navigator for your major, and you will learn about TTC and its services. This information will help you achieve your educational goals and have a positive experience at TTC. You don’t have to wait for acceptance to TTC. You may go to orientation as soon as TTC processes your application (about five days after you submit your application and pay the $30 fee) and have test scores in TTC’s computer system or with you in a printed format.

The Hub/Orientation Centers are open on Main and Palmer campuses Monday through Friday, on Berkeley Campus Tuesday through Thursday and on Mount Pleasant Campus on certain dates. No appointment is necessary. For orientation times, call the number of the Orientation Center you plan to attend, or visit www.tridenttech.edu and search for “Orientation.”

If you are unable to attend orientation in person or are taking online courses, please visit the my.tridenttech.edu portal for the link to online orientation.

Main Campus, The Hub, Bldg. 500/ Rm. 134, 843.574.6436
Berkeley Campus, Student Success Center, Rm. 111, 843.899.8079
Palmer Campus, Orientation Center, Rm. 226J, 843.722.5518
Mount Pleasant Campus, Reception Area, 843.958.5810

Trident Technical College offers a wide range of free services to help you achieve your goals. Whether you need help in planning your education, tutoring, study skills or auxiliary aids, you can find help at TTC. See page 2 for telephone numbers.

Cooperative Education Center – Helps you earn college credits toward electives in many associate degree programs as you gain valuable work experience in your career field.

Counseling and Career Development – Provides academic, career and personal counseling as well as skills workshops. Counselors also serve as academic advisors to undecided students.

Counseling and Career Development – Provides academic, career and personal counseling as well as skills workshops. Counselors also serve as academic advisors to undecided students.

Educational Opportunity Center – Provides pre-admission and career counseling for eligible adults interested in a college education.

The Learning Center – Provides tutoring and other resources to improve your chances of academic success.

Services for Students with Disabilities – Assists any student with a documented disability during the admission process and while attending classes, including assistance in obtaining reasonable accommodations for instructional activities, and academic, career and personal counseling.

Student Employment Services – Provides assistance in obtaining employment, from résumé writing to job opening information.

Student Resource Center – Helps students utilize online tools and software to navigate academic processes related to registration, advising, coursework, and transfer.

Scholars Network – Helps students achieve academic goals by meeting individually with students to develop a plan for educational and career goals; serves as a one-stop shop for student guidance and academic resources.

Testing Services – Offers placement, instructional, standardized, certification, accommodations and distance learning testing.

Veterans Upward Bound – Provides academic refresher courses and other pre-college assistance for eligible military veterans.

Public Safety Officers
TTC employs state constables who are trained and certified police officers for the state of South Carolina. The Public Safety officers enforce all federal, state and local laws as well as the policies and procedures of the college. TTC’s Department of Public Safety shares concurrent jurisdiction with state and local law enforcement agencies.

Public Safety Services
The Jeanne Clery Disclosure of Campus Policy and Campus Crime Statistics Act requires TTC to collect and report crime statistics for crimes committed on campus, noncampus building or property, and public property reasonably contiguous to all campuses. The college policies and procedures relating to campus security and the annual crime statistics are published on Public Safety’s website, www.tridenttech.edu/publicsafety.htm.

In accordance with the S.C. Campus Sexual Assault Information Act, a copy of TTC’s sexual assault policy is available in the office of the vice president for Student Services (Bldg. 410/Rm. 220) and the director of Human Resources (Bldg. 940).

Rape Aggression Defense (R.A.D.) classes are offered throughout the year for female faculty, staff and students 16 years old and older. For more information, call Public Safety at 843.574.6053 or visit www.tridenttech.edu/publicsafety.htm.

While the college makes considerable efforts to ensure the safety and security of everyone on campus, it is your responsibility to take precautions to protect yourself. Whenever a threat to students is determined, college officials will notify students in a timely manner to help you become aware and protect yourself.

Think and practice crime prevention. Report any crimes or emergencies to Public Safety immediately by calling 843.574.6911 (from inside a campus phone).

Non-emergency calls should be placed to 843.574.6053. Call boxes in parking lots may be used for emergency or non-emergency calls to Public Safety.

TTC Emergency Alert System (EAS)
TTC’s EAS is used to quickly communicate with students during a crisis. To have alerts sent to your mobile device, landline telephone or personal email address, visit the my.tridenttech.edu student portal, click on TTC EAS under TTC Bookmarks, and follow the directions to register. (Students are automatically registered to receive alerts at their my.tridenttech.edu email account.) EAS alerts are also posted on Trident Tech’s website (www.tridenttech.edu), portal, Twitter and Facebook. Audible and/or text alerts can be sent to campus telephones located in classrooms, hallways and offices. Alerts are also recorded on the EAS Student Infoline, 843.574.6622, ext. 9091. A toll-free Infoline, 877.869.7736, is activated when conditions warrant. The college also sends alerts to local news media.
Step 5: Register for Classes

New Students
Certificate, Diploma, Degree or Undecided
(You are a new student if you have not completed credit courses at TTC.)
- Attend orientation (see page 11). Meet an orientation leader and receive the name of the assigned advisor or Navigator for each major you have declared. New students are not eligible to register online.
- Make an appointment with your advisor or Navigator and take your program evaluation from TTC Express.
- If you cannot register early, you may register with an academic advisor May 22-25.

Continuing and Returning Students
Certificate, Diploma, Degree or Undecided
(You are a continuing student if you attend TTC currently or have attended within the last three semesters. You are a returning student if you have attended TTC before, but not within the past three semesters.)
- You may self-advice and register online or at any of the four campuses, or you may make an appointment with your advisor or Navigator to register. You should set up an academic plan with your academic advisor or Navigator and check your program evaluation in the my.tridenttech.edu student portal > TTC Express menu before self-advising.
- If you cannot register early, you may register with an academic advisor May 22-25.

Nondegree Students
(You are a nondegree student if you are not seeking a certificate, diploma or degree and you will not be assigned to an academic advisor.)
- Any continuing or returning nondegree student can register online, as scheduled on page 4.
- Register in person at the Orientation Centers on any campus or the Registrar’s office on Main Campus.
- If you cannot register early, you may register May 22-25.

Transient Students
If you are attending TTC to transfer credit back to your home institution, go to www.tridenttech.edu/start/before/ad_require.htm and read the information under Transient Students for the actions you need to complete for admission and registration.

Pay by the Payment Deadline
Be sure to pay the balance due for your tuition and fees by the payment deadline for the registration period. You may not be allowed to register for a future semester or receive a transcript (see page 5) if the balance is not paid in full.

Drop/Add
Drop/add is the first day of Maymester, the first two days of the term for Summer 1 and Summer 2, and the first three days of the term for Summer Full.
- You may drop or add courses online through TTC Express in the my.tridenttech.edu student portal or in person with your academic advisor, in the Registrar’s office on Main Campus, or in the Admissions office on the other three campuses.

Registration Definitions
Registration: The period when continuing, returning and new students who have met all admission requirements can register to attend classes. Registration can be done in-person or online.
Online registration: Available through TTC Express in the my.tridenttech.edu portal. See page 13. New students are not eligible to register online.
In-person registration: After meeting with an academic advisor or Navigator and establishing an academic plan, you may register at the Registrar’s office at Main Campus, in the Student Success Centers at Berkeley and Palmer campuses, or at the registration desk at Mount Pleasant Campus.
Drop/Add: The process by which enrolled students make changes to their original course schedule during the first few days of each term and receive a 100 percent refund for a dropped class.

Student ID Cards
Your student ID card allows you to use the library facilities at TTC and other area colleges and is preferred by Testing Services. Proof of registration and a picture ID are required to receive a new card or to revalidate an existing ID card. Student ID cards may be made or validated each semester for currently enrolled credit students through the Student Activities office on Main Campus, the Admissions office at Palmer Campus, the Student Success Center at Berkeley Campus, and the Reception Area at Mount Pleasant Campus.

Textbooks
You can purchase your textbooks in person at the TTC Bookstore or online. Visit http://bookstore.tridenttech.edu for more information or to order online. Please note: Financial aid is accepted at the TTC Bookstore only during the open charge period. If you are charging books against financial aid, please see those dates on page 4 to ensure that you are purchasing your books during the open charge period.

The TTC Bookstore sells:
Textbooks — new and used
Electronics — laptops, cameras, tablets and accessories
Backpacks
Office supplies, notebooks and binders
Lab supplies
Snacks
TTC clothing and gift items

Return Policy: The return policy is three business days from the date of purchase or two days after the start of a class.

Main Campus
Monday-Thursday • 8 a.m.-6 p.m.
Friday • 8 a.m.-1 p.m. • 843.574.6576
Campus Bookstore Bldg. 950

Berkeley Campus
Monday-Thursday • 8 a.m.-5 p.m.
Friday • 8 a.m.-1 p.m.
843.899.8064 • Rm. 110

Palmer Campus
Monday-Thursday • 8 a.m.-5 p.m.
Friday • 8 a.m.-1 p.m. • 843.720.5604
Rm. 141

*Mount Pleasant Campus
Monday-Thursday • 8 a.m.-6 p.m.
Friday • 8 a.m.-1 p.m. • 843.574.6122
*Students must first order online; delivery will be made to Mount Pleasant Campus for pickup.
Step 5: Online Registration

Get Online, Not In Line
TTC Express accounts are set up within 10 days after you submit an admission application or complete a Student Information Update form. Once you have an account, go to my.tridenttech.edu to access your account information. When you are online, you can:

- Print enrollment verification certificates
- Register for classes
- See balance due
- Pay tuition and fees
- Drop, add or withdraw from classes
- View application status
- View transcripts
- View grades/GPA
- Reset password for my.tridenttech.edu
- Print class schedule
- Check financial aid status
- View your academic program evaluation
- Apply for graduation
- Change your major
- Request VA certification

Online Registration

Am I eligible to register online?
Most currently enrolled students who are in good financial and academic status can register online through the student portal, my.tridenttech.edu, in TTC Express. The following students are NOT eligible to register online:

- High school students, students on academic suspension or returning from suspension
- Students who owe college fees or Library materials
- Students who have not attended TTC since 2005 will receive access to TTC Express through the my.tridenttech.edu student portal within 10 days after submitting a college application or completing a Student Information Update form.

How do I register online?
Go to my.tridenttech.edu (the student portal). You can find information about how to log in as well as instructions for changing your password. You use the same username and password to access my.tridenttech.edu for email, TTC Express and D2L coursework. Once logged into TTC Express, you can register for classes and access other information. See below for a step-by-step registration guide.

What is Express Registration?
Choose Express Registration if you know the exact subject, course number and section number of your classes.

What is search and registration?
If you don’t know exactly what section you want to take, choose the search and registration option. TTC Express has a search function that allows you to look for courses in a way that makes sense for you. You can search by campus, day, time, term, instructor, subject, course number or other parameters.

Does TTC Express recognize prerequisites?
As you register for classes, the system automatically checks for course prerequisites. If you have not taken a required prerequisite, you will not be able to register for the course. In addition to the course prerequisites listed in the Catalog, many courses have a reading prerequisite that must be satisfied before registering for a course. Students may satisfy the reading prerequisite in different ways, including scores on a TTC placement test, SAT or ACT, or a transcript from another college showing credit.

Can I print a class schedule?
After you register, you can view and print your class schedule any time. Be sure to choose the appropriate term from the drop-down menu.

What else can I do online?
You can check the balance due on your account, pay tuition and fees, and conveniently add, drop or withdraw from classes with TTC Express. With the grade feature, you can see your grades as soon as they are posted as well as review your GPA. You can view transcripts and check your financial aid status online as well as change address and phone information.

Call 843.574.6WWW to get help for login/online services including my.tridenttech.edu student portal, access to email, TTC Express (online registration) and D2L (online and face-to-face courses).

STEPS TO ONLINE REGISTRATION
1. Login to the my.tridenttech.edu student portal.
2. Click on TTC Express for Credit Students.
3. Click on Registration.
4. Click on Register for Sections.

If you know the course and section numbers:
5. Click on Express Registration.
6. Select subject, type course number, type section, and select the term.
7. Repeat step 6 until you have entered all of your courses.
8. Click Submit.
9. You will make your final course selections on the Register, Drop and Withdraw Sections screen.
10. Select an Action for each course (Register, Audit, Remove from List).
11. Click Submit when you have selected all Actions.
12. TTC Express will display your registered courses.
13. Click OK and look for your confirmation email in your my.tridenttech.edu email.

If you do not know the course and section numbers:
5. Click on Search and Register for Sections.
6. Select the Term.
7. Select the appropriate Subjects. Enter additional search criteria to limit your search.
8. Click Submit.
9. Select course(s) you want by clicking in the box under Select.
10. Click Submit.
11. Complete steps 9-13 under Express Registration.

Warning: If you do not receive a confirmation email to your my.tridenttech.edu email account, you have not completed your registration activity.
Step 6: Pay Your Tuition

Maymester/Summer Semester 2018
Tuition and Fees

- Tri-county Area Resident $177.00 per credit hour.
- Out of Tri-county Area Residents $196.37 per credit hour.
- Out of State Resident $335.01 per credit hour.

Tuition is subject to change.
New applicants must pay a $30 nonrefundable application fee.
Each student must pay a $16.23 registration fee per semester.
Certain courses have an additional required fee. See www.tridenttech.edu > Pay for College > Tuition and Payment.

Residency
TTC determines residency at the time of admission based on S.C. law and Commission on Higher Education regulations at www.che.sc.gov.
Documents are required for proof of residency.
To resolve your residency status, contact the Admissions office before registering. You must submit a Change in Residency Status Form to the Admissions office by the last business day before your first term begins.
A dependent student seeking classification as a South Carolina resident will not automatically be disqualified from receiving in-state tri-county tuition because of the citizenship or immigration status of their parent(s) or guardian(s). Staff should advise students that the immigration or citizenship status of a student’s parent(s) or guardian(s) will not automatically disqualify them from receiving these benefits. For U.S. citizen students with undocumented parents or guardians, state-issued identification documents and other typical indicia of residency may not be available to the parents. In such cases, staff should work with the student to obtain alternate proof of the parents’ residence and domicile in South Carolina, including but not limited to the other documents listed in S.C. Code Reg. § 62-605(C), as well as utility bills, lease documents, medical and school records, and other records that may indicate domicile. No particular document or combination of documents shall be conclusive in every case; rather, in all cases, regardless of the citizenship or immigration status of the parents or guardians, staff shall endeavor to determine whether South Carolina is the true, fixed, principal residence and place of habitation as set in S.C. Code Ann. §§59-112-10(D), based on the information and documentation submitted by the student. In all cases, the student has the burden of proving fulfillment of the requirements for in-state tuition and attendant benefits.

Payment Procedures
Payment must be received in the Business office and balance paid in full or you must be enrolled in a payment plan by published deadlines (see page 5). If payment is not made, or if you are not enrolled in a payment plan by the due date, you may not be allowed to register for a future semester or receive a transcript. To verify your tuition balance, go to the my.tridenttech.edu portal. Once you log into your account, choose Menu > Financial Life > My Account and Payment Information.

Drop/Add: If you officially drop your course(s) during Drop/Add, you will receive a 100 percent refund of tuition. See refund information (page 8). TTC releases refunds approximately three weeks after the start of the term.

Payment Options
In person: Pay in person at one of TTC’s Business offices at Main, Berkeley, Palmer or Mount Pleasant campuses.
Online/Payment Plan: Use the my.tridenttech.edu portal to pay online or set up a payment plan. For more information about the payment plan, visit TTC’s website or call 843.574.6124 or email BusinessOperations@tridenttech.edu.

By mail: At least five days before the fee payment deadline, mail your check to Trident Technical College, Attn: Business Office (BO-M), P.O. Box 118067, Charleston, S.C. 29423-8067. Your check must be in the Business office by the fee payment deadline and include the student’s ID number.

Payment Methods
Credit Cards: You can use VISA, MasterCard, Discover or American Express in the Business offices and bookstores on all four TTC campuses and in the my.tridenttech.edu portal. When paying by credit card in person, you must have a valid picture ID and your name must be on the credit card.

Checks: When paying by check, you must have a picture ID.

Financial Aid: You will receive an electronic award letter through your my.tridenttech.edu student email account (my.tridenttech.edu). You must pay by money order, cash or credit card in the Business office.

Important
You will NOT receive a bill for tuition and fees via U.S. mail. Check your account under Menu > Financial Life > My Account and Payment Information.

Refunds and Withdrawal Policies
It is your responsibility to officially drop or withdraw from courses. Failure to do so may result in a grade of F on your permanent academic record. You can withdraw online or contact the Registrar’s office for the appropriate form. The refund policy is subject to change without notice.

Fees paid by VISA, MasterCard, Discover or American Express may be refunded to the credit card used for payment. Financial aid refunds are made in accordance with federal Title IV regulations.

Financial aid recipients, please note that if you withdraw completely, you may owe money back to the federal government and TTC based on the Return to Title IV calculation requirements.

Electronic direct deposit available for student refunds: To have your refund check deposited directly into your bank account, sign up for Electronic Student Refund Checks. To register, go to the My Account and Payment Information menu in my.tridenttech.edu and select “Bank Information for Electronic Student Refund Checks.” Enter your bank routing number and your personal bank account number. Please allow up to two business days for your financial institution to credit your account after TTC sends out checks. Questions? Please email refunds@tridenttech.edu.

Returned Check Policy
If your check to the college is returned for insufficient funds, you have 10 days to make full repayment including a service charge (in accordance with current law). You must pay by money order, cash or credit card in the Business office.

Electronic direct deposit available for student refunds: To have your refund check deposited directly into your bank account, sign up for Electronic Student Refund Checks. To register, go to the My Account and Payment Information menu in my.tridenttech.edu and select “Bank Information for Electronic Student Refund Checks.” Enter your bank routing number and your personal bank account number. Please allow up to two business days for your financial institution to credit your account after TTC sends out checks. Questions? Please email refunds@tridenttech.edu.

Returned Check Policy
If your check to the college is returned for insufficient funds, you have 10 days to make full repayment including a service charge (in accordance with current law). You must pay by money order, cash or credit card in the Business office.

Electronic direct deposit available for student refunds: To have your refund check deposited directly into your bank account, sign up for Electronic Student Refund Checks. To register, go to the My Account and Payment Information menu in my.tridenttech.edu and select “Bank Information for Electronic Student Refund Checks.” Enter your bank routing number and your personal bank account number. Please allow up to two business days for your financial institution to credit your account after TTC sends out checks. Questions? Please email refunds@tridenttech.edu.
Step 7: Attend Class

TTC Online College

TTC offers a variety of nontraditional course delivery methods designed to make college classes available to individuals who, for a variety of reasons, may not be able to attend traditionally scheduled classes. TTC Online College offers a totally online educational experience. Please visit www.tridenttech.edu/academics/online/.

D2L Access

Students gain access to D2L approximately one week before the first day of class.

Hybrid Courses

Hybrid courses combine traditional classroom learning with online instruction and/or other media. Because the classroom time is significantly less than that required in a traditional course, hybrid courses offer a convenient alternative for some students.

The amount of material covered in a hybrid course is the same as that in a traditional course. The difference is that a substantial portion of the coursework is completed outside of the classroom, using web-based instruction or other forms of media.

You must attend scheduled class meetings. When planning your schedule, please note the course dates and times to avoid conflicts with other courses.

Course Format

TTC has a 7-week compressed course schedule for Fall and Spring semesters. In a compressed format, your fall or spring schedule is divided into shorter terms within the semester. For example, instead of taking four or five semester-long courses, a typical full-time student will take two or three 7-week courses at a time. Summer Semester includes a 3-week Maymester, a 10-week full term and two 4 1/2-week terms.

<table>
<thead>
<tr>
<th>Semester</th>
<th>Term 1 7-week term</th>
<th>Break 1 week</th>
<th>Term 2 7-week term</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 1</td>
<td></td>
<td>Break 1 week</td>
<td></td>
</tr>
<tr>
<td>Term 2</td>
<td></td>
<td>7-week term</td>
<td></td>
</tr>
<tr>
<td>Full Term</td>
<td>15-week term, includes a 1-week break</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

How much time will I spend in class in this compressed schedule?

You will spend the same amount of total time in the course as you would in a non-compressed schedule. Here is one example of a compressed class schedule for 15 credit hours.

Sample Compressed Schedule for 15 Credit Hours

<table>
<thead>
<tr>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Credit Hours</th>
<th>Course</th>
<th>Days</th>
<th>Time</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAT 101</td>
<td>MWF</td>
<td>8:00 a.m.-9:55 a.m.</td>
<td>3</td>
<td>MAT 102</td>
<td>MWF</td>
<td>10:15 a.m.-12:10 p.m.</td>
<td>3</td>
</tr>
<tr>
<td>HIS 102</td>
<td>MWF</td>
<td>10:15 a.m.-12:10 p.m.</td>
<td>3</td>
<td>ENG 102</td>
<td>MWF</td>
<td>12:40 p.m.-2:35 p.m.</td>
<td>3</td>
</tr>
<tr>
<td>ENG 101</td>
<td>TTH</td>
<td>11:30 a.m.-2:30 p.m.</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Attending Class

The Registrar’s office will remove you from class if your instructor reports you as never-attended. For online courses, you should log in to D2L for each online course you are taking, initiate communication with your instructor, and actively engage in an academic assignment to be counted as having attended. For hybrid courses, you should attend the class lecture and/or log into each course in D2L, initiate contact with each instructor and actively engage in an academic assignment for each course. For all other courses, you must be physically present in class to be counted as attending.

Help Desk

For help with:
- D2L
- my.tridenttech.edu portal
- my.tridenttech.edu email
- TTC Express

www.tridenttech.edu/onlinehelp.htm
843.574.6WWW

For help with:
- TTC Online College

TTCOnlineCollege@tridenttech.edu
www.TTCOnlineCollege.com
843.574.6002

Graduation 2018

The 2018 Graduation Ceremony for Fall 2017, Spring 2018 and Summer 2018 graduates is Friday, May 4, 7 p.m., at the North Charleston Coliseum. A mandatory dress rehearsal will be held May 4, 5:30 p.m., at the Coliseum. Graduation applications are due Feb. 28, as are cap/gown and invitation/name card orders.
Main Campus Map

Students may park in any lot except those designated as faculty/staff parking. Parking is prohibited at entrances and along perimeter roads and thoroughfares.

**Bldg.** **Bldg. Area** **Rm. #** **Name**

100 General Education Building Cooperative Education 177/Humanities and Social Sciences Division Office 111/Public Safety 127/Student Study Room 175

200 Business Technology Building Business Technology Division Office 102/Community, Family and Child Studies Division Office 150/Law-Related Studies Division Office 208

300 Science and Math Building Science and Mathematics Division Office 301/Math 3 (tutoring) 362

400 Welding Building

410 Student Center Admissions 110/Business Office 124/Counseling and Career Development 210/Financial Aid and Veterans Assistance 102/Registrar's Office 110/Services for Students with Disabilities 210/Spot Café 104 and Student Lounge/Student Activities and Student Identification Cards 130/Testing 202/TTC Express Technical Support 126

420 Educational Opportunity Center Building

430 Scholars Network Building

500 Communications Technology Building The Hub 134

510 Library Student Resource Center 137/Transfer Advising Center 137

600 Facilities Management Building

620 Horticulture Building

630 Health Sciences Building Health Sciences Division Office 206/Vending and Student Lounge 115

640 Music Building

700 Engineering Technology Building VETS Center 201/Veterans Upward Bound 106

800 Industrial Technology Building Industrial and Engineering Technology Division Office 801/Student Study Room 805/Vending and Student Lounge 810

900 Administration Building

910 Continuing Education Center CE Information 142/CE Registration 102

920 Complex for Economic Development Aeronautical Studies Division Office 816/College Center 107/Computer Center 740/Culinary Institute of Charleston Division Office 112D/The Learning Center 211/Relish Restaurant 301/Vending and Student Lounge 307, 822

940 Administration and Training Building Information Center 300/Recruiting and Student Employment Services 300

950 TTC Bookstore TTC Bookstore 104/Film, Media and Visual Arts Division Office 231/The InterTech Group Wellness Center 117/TTC Café 116 and Student Lounge 115

970 Nursing and Science Building Nursing Division Office 105/Student Study Room 210/TTC Café Self-Service Kiosk and Student Lounge 210

**Smoke-Free Buildings Policy**

All buildings at TTC are smoke-free. Smoking is prohibited at building entrances. Designated smoking areas are provided outdoors under gazebos and where ash urns exist. Smokers must properly dispose of cigarette/cigar remains in ash urns.

**Firearms Policy**

The carrying of firearms onto the premises or property owned, operated or controlled by TTC is prohibited, except as prescribed by S.C. Code of Law §16-23-420.
First Floor
1. Admissions and Registration – Rm. 121
   Veterans Assistance – Rm. 122
   Financial Aid – Rm. 122
   Dean’s Office – Rm. 127
2. Spot Café – Rm. 105
3. VETS Center – Rm. 105A
4. College Transfer Information
   Resource Center (TIRC) – Suite 102
5. Academic Hub – Suite 102
6. PTK Grocery Vault – Rm. 104
7. Veterans Upward Bound – Suite 106C
8. Educational Opportunity Center –
   Rm. 112
9. Emergency Medical Technology Lab –
   Rm. 135
10. Bookstore/Business Office – Rm. 141
11. Public Safety – Rm. 145
12. CIC Faculty/Adjunct Offices –
    Suite 153
13. Clemente Center – Rm. 146
14. Science and Math Faculty Offices/
    Math (tutoring) – Suite 156
15. Esthetics Lab – Rm. 158
16. Biological Sciences Lab – Room 160
17. Amphitheater – Rm. 182
18. Culinary Institute of Charleston
    (CIC)/181 Palmer Dining Room –
    Rm. 181

Second Floor
A. Library – Rm. 229
B. Scholars Network – Rm. 214A
   Faculty/Adjunct Office – Rm. 214
   B,C,D
C. Orientation Center – Rm. 226J
D. Student Success Center/Counseling/
   Disability Services/Learning
   Assistance/Testing Services –
   Rm. 226
E. Nail Technology Lab – Rm. 239
F. Computer Center – Rm. 252
1. Student Success Center, Orientation Center, Admissions, Registrar, Financial Aid, Testing Services – Rm. 111
2. Bookstore – Rm. 110
3. Dean’s Office – Rm. 109
4. Library – Rm. 105
   Math (tutoring) – Rm. 105B
5. Courtyard Café – Rm. 103
6. Live Oak Conference Center – Rm. 101
7. Public Safety Office – Rm. 181
8. Aircraft Maintenance Classroom – Rms. 175 D and E
9. Aircraft Maintenance/Avionics Lab – Rms. 163, 165 and 167
10. Cosmetology Lab – Rm. 159
11. Nail Technology Lab – Rm. 158
12. Computer Lab – Rm. 144
13. Developmental Studies Lab – Rm. 141
14. Health Information Management – Rm. 146
15. Biological Sciences – Rm. 185
16. CNA Lab – Rm. 150
17. Veterinary Technology Building

Berkeley Campus
1001 S. Live Oak Dr. (Highway 17-A) • Moncks Corner
29461
843.899.8000

Emergency Phone
Mount Pleasant Campus
1125 John Dilligard Lane, Mount Pleasant, SC 29464 • 843.958.5810
Directions: From Hwy. 17, turn onto Ira Rd. (into Wando Crossing shopping center); left at intersection; when road ends, take a right and immediate left into TTC parking lot. (Note: There is no access from Hungryneck Blvd.)

Wando High School
1000 Warrior Way, Mount Pleasant, SC 29466 • 843.574.6533

St. Paul’s Parish Site
5231 Hwy. 165, Hollywood, SC 29449 • 843.323.3800

Dorchester County
QuickJobs Training Center
5164 E. Jim Bilton Blvd., St. George, SC 29477 • 843.563.5269

West Ashley High School
4060 W. Wildcat Blvd., Charleston, SC 29414 • 843.574.6061

Bus Passes
Discounted CARTA bus passes are available to TTC students for $59.50. Passes are sold through the Main and Palmer campus bookstores while supplies last. Students must show a validated TTC ID card when getting on a bus. Price is subject to change without notice. Tri-County Link bus passes are available only to TTC students for $35 per month. Passes are sold through the Berkeley Campus bookstore.
Programs of Study

Associate in Arts
Associate in Science
Associate in Applied Science
Accounting
Administrative Office Technology
Aircraft Maintenance Technology
Business Administration
Career Paths in: Customer Service
International Business
Marketing
Small Business/Entrepreneurship
Civil Engineering Technology
Commercial Graphics
Career Paths in: Animation
Digital Media
Graphic Design
Photography
Computer Technology
Career Paths in: Computer Programming
Information Systems Specialist
Criminal Justice
Culinary Arts Technology
Career Paths in: Baking and Pastry
Sports and Health Nutrition
Dental Hygiene
Early Care and Education
Career Paths in: Child Care Management
Child Care Professional
Infant and Toddler
School-Age Care and Youth Development
Special Education
Electronics Engineering Technology
Emergency Medical Technology
General Technology
Career Paths in: Air Conditioning/Refrigeration Mechanics
Automotive Technology
Avionics Maintenance Technology
Cosmetology
Electrical Line Worker
Electrician: Automation and Industrial
Electrician: Industrial and Construction
Engineering Design Graphics
Expanded Duty Dental Assisting
Fitness Specialist
Industrial Maintenance Mechanics
Machine Tool Technology
Medical Assisting
Pharmacy Technician
Welding
Health Information Management
Homeland Security Management
Horticulture Technology
Hospitality and Tourism Management
Human Services Management
Career Paths in: Business Information Systems
Fire Service
Human Resources
Leadership Development
Supply Chain Management
Transportation and Logistics
Mechanical Engineering Technology
Media Arts Production
Career Paths in: Film Production
Post Production
TV and Media Production
Medical Laboratory Technology
Nursing (ADN)
Nursing (LPN to ADN Option)
Occupational Therapy Assistant
Paralegal
Physical Therapist Assistant
Radiologic Technology
Respiratory Care
Network Systems Management
Veterinary Technology
Diplomas
Expanded Duty Dental Assisting
Medical Assisting
Pharmacy Technician
Practical Nursing (PN)
Certificates
Advanced Air Conditioning/Refrigerator Mechanics
Advanced Automation: Mechatronics
Advanced Baking and Pastry
Advanced Beverage Service Management
Advanced Cake and Chocolate
Advanced Emergency Medical Technician
Advanced Film Production
Air Conditioning/Refrigeration Mechanics
Aircraft Assembly Technology
Aircraft Maintenance Airframe
Aircraft Maintenance General
Aircraft Maintenance Powerplant
Arboriculture Management
Architectural Drafting
Art Foundations
Artisanal Foods
Athletic Field Maintenance
Automotive Servicing
Avionics Maintenance Technology
Baking and Pastry
Basic Digital Production
Basic Electronic Journeyman I
Basic Industrial Work Skills
Basic Machining and CNC Fundamentals
Bookkeeping
Business Information Systems Certificates in Transfer
Engineering
Chemical Engineering Transfer – University of South Carolina
Civil Engineering Transfer – The Citadel
Civil/Mechanical Engineering Transfer – University of South Carolina
Electrical Engineering Transfer – The Citadel
Electrical Engineering Transfer – University of South Carolina
Mechanical Engineering Transfer – The Citadel
Child Care Management
Cisco Certified Network Associate
Civil Drafting
CompTIA Systems Specialist
Computer Aided Design I
Computer Aided Design II
Computer Animation
Computer Graphics
Construction Engineering
Construction Management
Cosmetology
Crime Scene Investigation
Criminal Justice: Corrections
Criminal Justice: Law Enforcement
Culinary Arts
Culinary Manager
Cybersecurity
Database Administrator
Design Basics
Digital Marketing
Communications
Digital Media Software
Digital Photography
Early Childhood Development
Edible Crops
Electrical Drafting
Electrical Line Worker: Advanced
Electrical Line Worker: Third Class
Electrician: Automated Controls
Electrician: Construction
Electrician: Industrial
Emergency Management and Protection
Emergency Medical Technician
Engineering Assistant (Engineer Pathway)
Engineering Assistant (Technician Pathway)
Enterprise Network Administrator
Esthetics
Event Management
Facilities Maintenance
Film Production
Fitness Specialist
Food and Beverage Operations
Golf Course Maintenance
Horticultural Sustainability
Hotel Operations
Illustration
Industrial Mechanic
Infant and Toddler Development
International Business
Internet Programming
Introduction to Automotive Servicing
Introductory University Studies
Landscape Design
Leadership Development
Linux Systems Administration
Mechanical Drafting
Medical Office Specialist
Medical Record Coder
Microcomputer Business Applications
Microcomputer Expert User
Microcomputer Programming
Microsoft Network Solutions Associate
Microsoft Network Solutions Expert
Multimedia Design
Nail Technology
Network Security
Online Media Production
Paralegal
Paramedic
Pharmacy Technician
Photography
Post Production
Pre-Nursing
Production Technology
Professional Accountancy
Professional Writing
Radio Production
Restaurant Cooks
School-Age and Youth Development
Small Business/Entrepreneurship
Social Media Design
Special Education
Sports and Health Nutrition
Surveying
Tax Preparer
Transportation and Logistics
University Studies
Virtualization and Cloud Computing
Website Design
Welding Gas Metal Arc and Flux Cored Arc
Welding Gas Tungsten Arc
Welding Shielded Metal Arc

For more information about graduation rates, the median debt of students who completed the program and other important information regarding TTC’s gainful employment programs, visit www.tridenttech.edu/academics/ge/.