

2022

SPRING SEMESTER



Timetable

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About Walters State

WSCC Vision

Walters State, as a premier community college, will be committed to increasing educational attainment and workforce preparedness through excellence in teaching and service.

WSCC Mission

Walters State is a learning-centered, comprehensive, public community college dedicated to increasing educational attainment and supporting economic development by providing affordable, high-quality educational opportunities.

To accomplish the mission, the college:

- Offers programs of study leading to associate degrees or certificates.
- Fosters and inspires student engagement and success.
- Delivers public service and non-credit programs in support of workforce development and personal enrichment.
- Employs highly qualified faculty and staff .
- Provides convenient access through multiple campuses and advanced technology including distance learning through digital means.
- Partners with other educational institutions to promote access and facilitate articulation and transfer.
- Pursues external sources of support and entrepreneurial initiatives.
- Assesses and responds to community needs.
- Provides opportunities for promoting diversity and enhancing cultural awareness.
- Pursues resourcefulness, effectiveness, and efficiency through comprehensive accountability and continuous improvement programs.

WSCC Campus Police

Pursuant to the provisions of the “College and University Security Information Act”, Public Chapter No. 317, enacted by the 1989 General Assembly, WSCC makes available crime rates and statistics, as well as security policies and procedures to interested parties. If you wish to review or receive a copy, contact:

Campus Police

Walters State Community College
500 S. Davy Crockett Parkway
Morristown, Tennessee 37813-6899
Telephone 423-585-6752

A summary of the Walters State Drug-Free Campus/Workplace Policy, the Campus Sex Crimes Prevention Act, and the campus crime statistics may be accessed through the web at [WS Students Right-to-Know](#) .

The Tennessee Board of Regents (TBR) is Tennessee’s largest higher education system, governing 40 post-secondary educational institutions with over 200 teaching locations. The TBR system includes 13 community colleges and 27 colleges of applied technology, providing programs to students across the state, country and world.

Walters State Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, telephone 404-679-4500 or visit [sacscoc.org](#) for questions about the accreditation of Walters State Community College.

Walters State Community College does not discriminate on the basis of race, color, religion, creed, ethnicity or national origin, sex, disability, age, status as a protected veteran or any other class protected by Federal or State laws and regulations and by Tennessee Board of Regents policies with respect to employment, programs, and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: Jarvis Jennings, Executive Director of Human Resources/Equity Officer, Jarvis.jennings@ws.edu, Walters State Community College, 500 S. Davy Crockett Pkwy Morristown, TN 37813, 423-585-6845.

Spring Semester 2022

All tuition/fees will be due Wednesday, Jan. 12, 4 p.m.

Unpaid balances may result in the student's class schedule being dropped.

Fees Incurred Jan. 13–25 are due by 4 p.m. Jan. 25. There will be no new registrations or adding of classes after Friday, Jan. 21.

Financial Aid Refunds

Students receiving a financial aid refund may set up a refund profile through [MyWS](#) to have their funds returned to them in the form of a direct deposit to a checking or savings account. In order to have your funds direct deposited, your refund profile must be set up by Monday, Jan. 9. For students who choose not to have funds direct deposited, a check will be issued, printed, and mailed to the students' permanent address on file.

Students will receive an electronic notification through Senators Mail when refunds have been processed either by direct deposit or mailed check. Students must monitor their Senators Mail account for communications. Staff in Financial Aid or the Cashier's Office will not be able to determine when your credit balance will be processed as this is an automated process.

The Cashier's Office will begin disbursing financial aid refund balances Feb. 8. Students must have attended all classes and the attendance must be reported before credit balances are issued. Initial attendance or completion of another academically related activity is mandatory to be eligible for Federal Title IV aid.

Attendance status: Students may view their attendance status through [MyWS](#).

• [Login to MyWS \(my.ws.edu\)](#)

- Select **Student**
- Select **Student Records**
- Select **Attendance Reporting**

Financial aid refunds are only processed for students whose attendance has been confirmed in all course(s) enrolled.

RETURNED CHECKS / DIRECT DEPOSIT

Returned checks — The Cashier's Office makes multiple attempts at contacting a student through Senators Mail, phone calls, etc.

Returned direct deposits — Students are notified through Senators Mail with additional instructions. A paper check will be issued and mailed to a student's permanent address on file.

LOST CHECKS

A lost check may be reissued after 14 business days (excluding holidays) upon presenting an Indemnity Bond (completed, signed, and notarized) to the Morristown Cashier's Office.

PROVISION FOR BOOKS AND SUPPLIES

Students who have authorized aid in excess of tuition and fees as of Jan. 11, 2022, are eligible to receive an advance of funds to apply toward the purchase of books and supplies. The advance is the lesser of the student's credit balance or \$725. Only students meeting all of the eligibility requirements as of this date qualify for this provision. All recipients of a book advancement will receive an email notification through Senators Mail once the book advancement has been processed. Book advancements are scheduled to be disbursed Jan. 12.

Students are awarded financial assistance under the assumption that the student will complete all classes for the entire period for which assistance is awarded. If students withdraw, cease attendance or never attend courses for which they are scheduled to begin, they may no longer be eligible for the amount of aid originally awarded or disbursed. This may result in a repayment of funds, including the advance for books and supplies, to the institution.

The remaining balance of aid in excess of tuition and fees is scheduled to be disbursed beginning Feb. 8, 2022. Engagement/attendance must be reported in all courses prior to the aid being released. Any further questions regarding balance of aid should be addressed to the Cashier's Office.

e-Text Program

Walters State Community College participates in the TBR led Digital Engagement Initiative (DEI) program that attaches a digital textbook (e-text) to certain classes. Things to know about the e-Text:

- Attaching the e-Text to classes allows immediate access to the course material on the first day of class.
- The cost of the text will be included in the tuition and fees for the class as a non-refundable, non-mandatory fee.

Students will receive an email from the bookstore with information on how to access the digital materials and will also provide a link to opt-out, if desired.

- Students may opt out of the program and purchase a book on their own.
- The deadline to opt out for spring 2022 is Feb. 3, 2022.
- If students are in multiple courses, they can opt-out from one or multiple classes.
- Accessing the eText is considered as opting in and students will no longer be able to opt out.
- If students choose to opt-out, they will be required to purchase material for their courses on their own.

Students should be aware that certain types of aid will not cover the cost of the e-Text. If students have questions, they should consult with a financial aid representative at any campus.

Academic Calendar / Spring Semester 2022

NOVEMBER 1 – JANUARY 21

MyWS System available for registration.

NOVEMBER 5

- MyWS System available for:
 - Viewing fee assessment
 - On-line tuition/fee payment.
 - Setting up a deferred-payment plan
- In person payments accepted:
 - Morristown campus — drive-thru available.
 - Other campuses — availability varies.

NOVEMBER 11

Cashier's Office begins accepting fee discounts/fee waiver forms. All forms must be signed as of Nov. 11 or after.

DECEMBER 1

Third-party and financial aid scholarship authorized bookstore charge accounts available in Follett bookstore.

JANUARY 11

Financial Aid book/supply advances disbursed. (Excludes third party payments such as: WIOA, Voc Rehab etc.).

JANUARY 12

PURGE — Pay your registration guarantee enrollment before 4 p.m. (Excludes dual enrollment).

JANUARY 13

Readmissions Committee meets, 9 a.m.

JANUARY 17

Martin Luther King, Jr. Day (College closed).

JANUARY 18

Classes begin

75% Refund period begins.

JANUARY 21

Late registration/adding of additional courses ends.

JANUARY 25

Final PURGE — Pay your registration guarantee enrollment before 4 p.m. Deferred-payment plan ends.

JANUARY 31

Financial aid posts to student accounts.

FEBRUARY 1

Spring graduation application deadline.

FEBRUARY 3

Last day to opt out/in for e-Text or receive 100% refund for e-Text costs per Follett bookstore.

FEBRUARY 8

Begin disbursing financial aid and institutional refunds.

FEBRUARY 28

Last day for students to use a third-party or financial aid scholarship authorized bookstore charge account in the Follett bookstore.

MARCH 1

Priority graduation application deadline for summer.

MARCH 7–13

Spring break — no classes.

MARCH 25

Last day to drop a course or withdraw from college-full term (W grade assigned). Last day for students to make up incomplete(s) grades from fall term 2021.

APRIL 1

Last day for instructors to turn in grade change form to their Division Dean for incomplete grades given fall term 2021.

APRIL 4

Summer and fall registration begins.

APRIL 29

Spring classes end

Last day to submit a spring fee discount/fee waiver form.

MAY 2–6

Final examinations for spring classes.

MAY 7

Spring Graduation Ceremony

MAY 9

Faculty deadline for loading grades in college system 9 a.m. End-of-term processing begins.

MAY 11

Grades available to students via MyWS.

Traffic and Parking Information Summary

Morristown Campus

CAMPUS POLICE DEPARTMENT

PARKING PERMITS

- Students **are not** required to obtain a parking permit. Students are required to park in designated student areas **at all times**.
- Faculty, adjunct faculty and staff must display a WSCC parking permit and park in faculty/staff permit-required parking areas.
- Full and regular part-time parking permits are permanent issue until termination of employment, at which time the parking permit must be returned to campus police during the check-out procedure.
- Adjunct faculty and temporary part-time parking permits expire on August 15 each year and must be renewed annually.

DISABILITY PARKING PERMITS

- Disabled permits may be applied for and obtained in the office of Disability Services located in the Student Services Building, Room U130 on the Morristown campus. Students at Claiborne, Niswonger and Sevierville campuses should contact the office of Disability Services at 423-585-6893. This office will assist you with any special arrangements that may be needed.
- A long-term WSCC disabled permit must be displayed in conjunction with state disability placards/plates.
- **Temporary** WSCC disabled permits do not require display of state placards/plates.
- State disability placards/plates must be registered to the student/employee driver of the vehicle. It is a violation of state law T.C.A. 55-21-108 for an individual to utilize a disabled family member's disability parking permit unless that family member is occupying the vehicle when parked.
- All disabled spaces on WSCC campuses are open to all students with disabilities regardless of location. Should all disability parking in a parking area be filled, students may utilize a regular space in that lot. However, a valid WSCC disability permit and/or state disability placard/plate must be displayed. Illegal use of a state disability placard/plate will be cited.

PARKING AREAS

- Students **should not** park in areas designated for staff, faculty, disabled (without appropriate WSCC permit or state disabled placard/plate),

no parking zones and/or yellow curbs, or 24-hour reserved spaces or permit required areas.

- Parking spaces labeled 24-hour reserved are reserved for administrative staff.
- Faculty/staff/visitor or permit required parking is indicated by appropriate signage and includes lots B2, B3, B4, D, F1, F2, F3, F4 and G1 on the Morristown campus.
- Student/open parking is indicated by appropriate signage and includes lots A1, A2, A3, A4, C1, C2, C3, K1, K2, K3, K4, K5, K6, J1, J2, J3, and J4.
- Students may use faculty/staff/permit required parking lots after 5 p.m. **except** for lots B4 and E.
- **Any** vehicle parked in areas designated for individuals with disabilities must display a valid state disability placard/plate and/or a WSCC disabled hang tag unless the WSCC permit is a temporary issue not exceeding three weeks.
- Students and employees of sister or co-hort institutions and dual enrollment students must follow all campus traffic and parking rules and regulations, as well as state laws.
- Campus police reserves the right to reserve parking areas as necessary for campus or other related events.

SPEED LIMITS AND ENFORCEMENT

- Speed limits on all campuses are radar enforced.
- Speed limits on all campus streets are 20 mph unless otherwise posted.
- Speed limits in all campus parking lots are 10 mph unless otherwise posted.
- All State of Tennessee Motor Vehicle Laws are applicable on all campuses 24 hours a day.
- Campus police officers are responsible for enforcement of state and local laws as well as college regulations.

ACCIDENTS

- All automobile accidents must be reported to the campus police department no matter how minor.
- A campus police officer, upon being notified of an accident, will respond and complete a crash report.

- Copies of the crash report may be obtained, at no charge, within 5-7 business days of the crash unless otherwise indicated by the reporting officer.

CITATIONS

- State citations may be issued for state law and traffic violations. State issued citations will require payment to and/or appearance in sessions court. Campus citations will continue to be issued as well.
- Student vehicles parked in faculty/staff/visitor or any permit required parking areas will be cited and fines assessed.
- Vehicles parked in faculty/staff/visitor or any permit required parking areas designated as student parking after 5 p.m., but are utilized for student parking prior to 5 p.m., will be cited and fines assessed.
- Multiple campus traffic and parking violations will result in a campus citation being issued reflecting multiple campus fines.
- Excessive violations may result in vehicle being towed at the owner's expense, suspension of driving privileges and/or other disciplinary action as imposed by the Vice President for Student Services.

FINES AND PENALTIES

- The fine for parking and registration violations is \$15.
- The fine for parking in areas designated as "Disabled" is \$200.
- The fine for a moving vehicle violation is \$15.
- The fine for other violations is \$15 unless otherwise required by state law.
- Unpaid citations will result in student accounts being placed in "hold" status.
- Fines should be paid promptly during the current semester to avoid delays in registration.
- Fines may be paid at the drive-thru behind the Campus Police Building on the Morristown campus or the administrative office of each satellite campus between 8:30 a.m and 5 p.m., Monday-Thursday. Hours vary by campus.

APPEALS PROCESS

- The campus police department **is not responsible** for the appeals process and is not authorized to void student citations.
- If a student wishes to appeal a citation, the appeal **must** be made within 10 days, excluding holidays and weekends, from the date of the citation or prior to designated traffic court dates. Check with the office of Student Services for appeal dates.
- Appeals may be made in the office of Student Services located in room 300 of the R. Jack Fishman Library on the Morristown campus between 8 a.m. and 4 p.m.
- Students appealing citations at Claiborne, Niswonger and Sevierville campuses will not be required to travel to the Morristown campus. Appeals will be handled at these campus sites via remote broadcast.

VISITORS AND GUESTS

- It is the responsibility of each individual visiting the campuses to abide by state law and campus rules and regulations.
- It is the responsibility of each student to advise any visitors they may have visiting on campus of the parking rules and regulations.
- Visitors and guests may utilize student/open parking **without** obtaining a parking permit.
- Use of designated faculty/staff/visitor, or permit required parking will require that a visitor parking permit be obtained from the campus police department and properly displayed.
- Visitors receiving a citation may return the citation to the campus police department the day it is received and before leaving campus. The visitor will be asked to provide

information so that verification of student/non-student status may be determined and verified. If verified to be a non-student visitor, no fine will be assessed.

- Visitor citations will not be accepted from students, **no exceptions**

CRIME PREVENTION TIPS

- **DO NOT** leave personal valuables unattended or in plain view in vehicles to include, but not limited to, purses, books, calculators, computers, book bags, CDs, cell phones, GPS units, etc.
- **ALWAYS** roll up your windows and lock your vehicle doors.
- **REPORT** all domestic and sexual assault violence to campus police.

Owner/operator assumes all responsibility and liability for vehicles parked on campuses overnight. Abandoned vehicles will be towed from the campus in accordance with TBR policy at the owner's expense. For complete parking and traffic regulations, refer to the current Student Handbook online at: catalog.ws.edu.

**PLEASE DO NOT
TEXT OR DRINK AND DRIVE**

A CAMPUS POLICE OFFICER MAY BE REACHED AT

423-585-6752



Additional Information

Left your lights on, need a boost? Booster packs are available for loan in the campus police department upon presentation of a valid driver's license. Driver's license will be held until the booster pack is returned.

Locked your keys in your car? Tennessee state law prohibits the unlocking of vehicles by anyone other than a licensed locksmith. Please ensure that you carry a spare key, or have one that you can retrieve for this purpose. WSCC police and safety officers are not licensed locksmiths and cannot perform this service. A local locksmith may be contacted at your own expense to assist you.

Have a flat tire? Due to liability from injury or vehicle damage, campus police and safety officers do not change flat tires. You may contact a local garage or towing company at your expense for this service.

Ran out of gas? Due to liability and the possibility of traffic accidents, campus police and safety officers may not transport individuals to get fuel even if a gas can is available. Please ensure that your vehicle is sufficiently fueled prior to arriving to campus.

Students must provide their own transportation to and from the Public Safety center.

Annual Safety Report (ASR) is available at:
ws.edu/student-services/campus-safety/crime-reports

How to Enroll

Immunization Enrollment Requirements

Tennessee law requires that students enrolling in any of the following academic program areas are required to submit proof of compliance with the recommended immunization schedule:

- Programs that involve interaction with children, such as a teacher education or early childhood education training.
- Programs in the school of nursing, laboratory technology, or any other allied health professions.

For all other academic areas of study, students who provide proof of one of the following are considered to be compliant with the recommended immunization schedule:

- Prior or current military service.
- Graduation from a Tennessee high school after 2014.

Students enrolling in all other academic program areas who fail to provide health information that establishes the applicant's compliance with the recommended immunization schedule for measles, mumps, rubella, and varicella for adults, issued by the Center for Disease Control and Prevention (CDC) Advisory Committee on Immunization Practices (ACIP) shall be presumed to be unimmunized and subject to immunization, quarantine or isolation recommendations for the purposes of public health disease control.

Exemptions may be granted due to religious beliefs and practices or if a physician determines that the risk of harm from the vaccine outweighs the potential benefit.

For more information visit:

[TN Gov College Immunization Requirements](#)

New Students

If you have never attended credit courses at Walters State, you are classified as a new student. It is strongly advisable that you complete the application process several weeks prior to registration, especially if you are interested in receiving financial aid. Please call now.

APPLICATION

Complete a Walters State application form at [ws.edu](#). If you have questions, call 423-318-2763 or visit Senators Central located in the Student Services Building on the Morristown Campus or any of the Administrative Offices on the other WS campuses.

TRANSCRIPTS

Complete the transcript request form for your high school transcript and/or completion of the High School Equivalency Exam and submit with your application form. If you attended another college, you must request all college transcripts be sent to the WS Admissions office. Most colleges offer electronic delivery. Please check their websites to see if this option is available.

TEST SCORES

For Learning Support placement purposes, students may submit valid (no more than five years old) ACT/SAT scores, take the Accuplacer Next Gen exam through Counseling and Testing, or get placed into learning support courses.

CLASS SCHEDULING AND FEE PAYMENT

Review the enclosed registration calendar and fee payment calendar for the dates to register and pay fees.

First-time and transfer students may register for spring semester during the dates, as indicated in the Registration Calendar, provided that they have taken all appropriate tests (Accuplacer, ACT, SAT) and their admission file is complete in the Admissions Office.

Once a student is registered, their fees are due according to the published fee payment deadlines. All fees must be paid in full or a payment plan set up for registration to be complete.

Returning Students

If you attended fall semester, 2022, you are classified as a returning student.

SCHEDULING AND FEE PAYMENT

Review the enclosed registration instructions, registration calendar, and fee payment calendar for the dates to register and pay fees.

Readmitted Students

If your last semester of attendance was prior to fall semester, 2021, you are classified as a readmitted student.

APPLICATION

Readmitted students must reapply to reactivate their files. If you have questions, call 423-318-2763 or visit Senators Central located in the Student Services Building on the Morristown Campus or any of the Administrative Office on the other WS campuses.

TRANSCRIPTS

If you have attended other colleges or universities since last attending Walters State, you must have all your other transcripts sent to Walters State Admissions Office. If you are unable to get all transcripts by the first day of the term, contact 423-318-2763 for more guidance.

TEST SCORES

For Learning Support placement purposes, students may submit valid (no more than five years old) ACT/SAT scores, take the Accuplacer Next Gen exam through Counseling and Testing, or get placed into learning support courses.

CLASS SCHEDULING AND FEE PAYMENT

Review the enclosed registration calendar and fee payment calendar for the dates to register and pay fees.

Readmitted students may register for spring semester during the dates, as indicated in the Registration Calendar, provided that their application and admission file is complete.

Once a student is registered, their fees are due according to the published fee payment deadlines. All fees must be paid in full or a payment plan set up for registration to be complete.

All transcripts from previously attended institutions must be received prior to registration.

For information, please contact the Office of Student Enrollment Services Student Services Building, Room U109 423. 318.2763 | Toll-Free 1.800.225.4770.

Registration Information

Spring 2022 Registration Calendar

You must see your advisor prior to registering through your [MyWS](#) account. First-time students will be permitted to register through **MyWS ONLY** after completing New Student Orientation online.

NOVEMBER 1 AT 8 A.M.

Continuous registration through MyWS begins. Closed only for daily back-up from 11:30 p.m.–2 a.m. (*Hours are approximate*)

Any paperwork required (ex. application, readmission form) may be filled out in the admissions office between the hours of 8 a.m. – 5:30 p.m., Monday – Thursday.

All fees must be received by the Cashier's Office or Off-Campus Centers by 4 p.m. on January 12.

Drop/Add Procedures

Adding may be done through Jan. 21. Dropping will continue throughout the semester according to the deadline dates noted within the Spring 2022 refund dates. Any additional fees incurred through drop/add must be received in the Cashier's Office of any campus centers by 4 p.m., Jan. 25. No adding may be done after Jan. 21.

There will be no new registrations, adding of additional courses, or re-registrations due to deletion of schedule after Jan. 21. All financial obligations must be cleared by 4 p.m., Jan. 25, or your enrollment this semester may be nullified.

Registration is NOT complete until all fees are paid or a payment plan is set up. This includes the adding of additional hours to your schedule.

Eligibility for Deferment of Payment of Tuition and Fees by Certain Eligible Students Receiving U.S. Department of Veterans Affairs or Other Governmentally Funded Educational Assistance Benefits

Service members, Veterans, and dependents of veterans who are eligible beneficiaries of U.S. Department of Veterans Affairs education benefits or other governmentally funded educational assistance, subject to the conditions and guidelines set forth in Tennessee Code Annotated 49-7-104 as amended, may elect, upon formal application, to defer payment of required tuition and fees until the final day of the term for which the deferment has been requested. Application for the deferment must be made no later than 14 days after the beginning of the term, and the amount of the deferment shall not exceed the total monetary benefits to be received for the term. (Students who have been granted deferments are expected to make timely payments on their outstanding tuition and fees balance once education benefits are being delivered, and eligibility for such deferment shall terminate if the student fails to abide by any applicable rule or regulation, or to act in good faith in making timely payments.) This notice is published pursuant to Public Chapter 279, Acts of 2003, effective July 1, 2003.

Registration Instructions

Information That Will Help You

Please read carefully!

Timetable Booklet — This booklet contains information relative to the applicable term, including dates known at the time of publication. The college reserves the right to make changes in cost, policies, and administrative procedures.

Violations — Access to register for class(es) and to drop/add class(es) is controlled by user name and password. Unauthorized use of MyWS to alter or attempt to alter another student's password may result in disciplinary actions, including suspension or termination.

When is registration? With MyWS, selection of class(es) is continuous once registration begins. Remember, the earlier you select your class(es), the more likely you are to get the classes you want.

When are fees paid? View fee payment options and due dates located within Fee Assessment and Payment Information.

Registration for new and former students using MyWS

Former students (not enrolled fall, 2021) must be readmitted by completing the necessary paperwork in Student Enrollment Services.

Register Now

HOW TO USE MYWS FOR REGISTRATION

To Add/Drop Courses:

- Visit [MyWS](#).
- Enter user name.
First-time visitors, please select "Activate your Account."
- Select "Register" Icon.
- Click on "Add or Drop Classes."
- Select the "Appropriate Term" and click "Submit."
- If you have any required learning-support courses, they will be listed at the top of the page.
- If you know the CRN for the course, you may enter the five-digit CRN in the "Add Classes Worksheet."
- Once the desired CRN(s) is listed in the worksheet, click "Submit Changes."

You will receive one of the following messages:

- “Web Registered” / You have been registered in the course.
- “Registration Add Errors.”
You have errors that need to be corrected. You may encounter the following errors:
 - **PREQ and Test Score-Error** — Either the course you are registering for has a prerequisite or you are not eligible to take the course based on your test scores.
 - **Duplicate CRN** — You have already registered for the course using the same CRN or another CRN assigned to that same course.
 - **CRN Does Not Exist** — Invalid CRN number.
 - **Time Conflict** — The course you are trying to register for has a time conflict with another course for which you are registered.
 - **Repeat Grade Restriction** — You have already taken the course you are trying to register for and made an A or B in the course.
 - **Section Closed** — Class is full.

If you encounter any of these errors and need assistance, please contact: Senators Central | 423-318-2763

You can view a detailed schedule of registered classes by clicking “Student Detail Schedule” on the main menu of SSB, or by clicking the Class Schedule icon within MyWS.

Pay Fees in Full Through MyWS:

- [Login to MyWS](#)
- Select “Pay Tuition” Icon.
- Select “Continue.”
- Select “Make Payment” (green button).
- Please follow corresponding prompts and instructions.

Set up Deferred Payment Plan:

- \$25 service fee (non-refundable).
- [Login to MyWS.](#)
- Select “Pay Tuition” Icon .
- Select “Continue.”
- Select “Enroll in Payment Plan” (pink button).
- Please follow corresponding prompts and instructions.
- Read ALL information carefully. Follow the corresponding prompts and instructions. Failure to read the agreement does not constitute errors by WSCC.

NOTE: If a “pink button” is not available, contact the Cashier’s Office at 423-585-2616.

Search for Classes:

- [Login to MyWS.](#)
- Select “Register” Icon.
- Select “Look Up Classes.”
- Select the appropriate term and click “Submit.”
- You can select the appropriate subject and click “Class Search” and all sections of the course you selected will appear.
- You can also narrow down your search results by selecting a particular campus, day, time, etc.
- Keep in mind that the more search criteria you enter, the more narrow your results.

- When the available class sections appear, you may click the “Select Box” on the left of the screen and click “Register” at the bottom of the page to try to register for that course. or click “Add to Worksheet” and the course will be added to the registration worksheet, but not attempt to register you for the course.
- Once all desired CRNs are in the “Add Classes Worksheet”, click “Submit” to register for the course.

MyWS

The Continuous Registration System Begins Nov. 1, 2021.

ACCESS MyWS: My.ws.edu

- In order to register through MyWS, you must first meet with your advisor. Your advisor is located in the department of your major.
- If a class is closed or a time conflict exists, choose an alternate class or try later because some other student may have dropped from this class. An alternative is to go back to the division for the class you wish to add and seek permission. You may or may not be allowed in that class.
- When either adding or dropping a class, you must always use the five-digit CRN assigned to the class. If you receive financial aid, check with the Financial Aid Office before dropping to ensure you know the consequences (loss of aid, repayment) before dropping.
- If you experience any problems using MyWS, please feel free to contact Senators Central at 423-318-2763 or 1-800-225-4770.
- You may pay fees after you register either in person at the Cashier’s Office of any campus, by mail, credit card, or electronic check using MyWS. Payments must be received in accordance to the fee-payment calendar. View Fee-Payment Calendar.
- You may enroll in a payment plan through MyWS. For additional information, refer to the [Cashier’s Office webpage.](#)
- If you are on hold, you must clear this before you will be permitted to register.

Hold	To Clear
Admissions	SSB U109 1.800.225.4770 423.318.2763
Bursar	Cashier’s Office SSB U159 423.585.2616
Financial Aid	SSB U161 1.800.225.4770 423.318.2763
Library	Library 423.585.6903
Academic Enrichment	CCEN Room 201 423.585.6914
Campus Police	Cashier’s Office SSB U159 423.585.2616

Failure to read this timetable does not excuse students from the requirements and regulations stated herein.

Schedule of Final Examinations

Day Classes Spring Semester, 2022

FINAL EXAMINATIONS BEGIN ON MONDAY, MAY 2, 2022

Classes Beginning Between Times		Final Exam Time	Day of Exam Week
MWF	MW / MF / WF		
7:45/8–8:55 a.m.	8–9:25 a.m.	8–10 a.m.	Mon
9:05–10 a.m.	—	8–10 a.m.	Wed
10:10–11:05 a.m.	9:35–11 a.m.	10:15 a.m.–12:15 p.m.	Mon
11:15 a.m.–12:10 p.m.	11:10 a.m.–12:35 p.m.	10:15 a.m.–12:15 p.m.	Wed
12:20–1:15 p.m.	12:45–2:10 p.m.	12:30–2:30 p.m.	Mon
1:25–1:45 p.m.	—	12:30–2:30 p.m.	Wed
1:55/2:20–3:45 p.m.	1:55/2:20–3:45 p.m.	2:45–4:45 p.m.	Mon
3:55–5:45 p.m.	3:55–5:45 p.m.	3:45–5:45 p.m.	Wed
After 6 p.m. (evening classes)		Given During Regular Class Time	

Classes Beginning Between Times	Final Exam Time	Day of Exam Week
TR (Tuesday–Thursday)		
8–9:25 a.m.	8–10 a.m.	Tue
9:35–11 a.m.	10:15 a.m.–12:15 p.m.	Thu
11:10 a.m.–12:35 p.m.	10:15 a.m.–12:15 p.m.	Tue
12:45–2:10 p.m.	12:30–2:30 p.m.	Thu
2:20–3:45 p.m.	2:45–4:45 p.m.	Tue
3:55–5:45 p.m.	3:45–5:45 p.m.	Thu
After 6 p.m. (evening classes)	Given During Regular Class Time	

NOTES:

Friday-only class exams will be given on Friday of exam week according to the MWF time schedule.

Laboratory exams will be scheduled by the instructor.

Grade Inquiry

Obtain Grades for Spring Semester, 2022

Grades will not be mailed. Students will be able to access their grades via MyWS at noon 5 days after the semester ends.

All information listed on MyWS is printable, if you need a copy of your grades.

NOTE: If you have any difficulty in obtaining your grades using MyWS, please feel free to contact the Enrollment Services Office at 1-800-225-4770 or 318-2763. All holds must be removed from your record before you will be allowed access the system.

Fee Assessment and Payment Information

Fee-Payment Calendar Spring Semester, 2022

Nov. 1 — Fee Assessment available through MyWS. Student may begin paying in full online through MyWS or in person on any campus.

Registered / Added Classes	Fees Due by 4 p.m.
Nov. 1–Jan. 12	Jan. 12
Jan. 13–25	Jan. 25
Dual Enrollment Students Nov. 1–Jan. 25	Dual Enrollment Students Jan. 25

- Beginning Nov. 1, 2021, students may see their account balance through MyWS.
- Electronic notices are sent to Senators Mail accounts. No paper bills will be mailed. Students are responsible for knowing the fee payment deadlines.
- Payments may be made at any campus. Please contact off-campus sites for hours of operation. Morristown Cashier's Office normal hours of operation: Monday–Thursday, 8 a.m.–5 p.m.
- Failure to pay fees in accordance to the fee-payment calendar may result in a student's schedule being dropped.
- Questions concerning fee payment may be directed to the Morristown Cashier's Office at 423-585-2616.

Fees — Spring Semester, 2022

- Fees are subject to change without notification.
- Please refer to the [Cashier's Office webpage](#).

IN-STATE TUITION — ALL STUDENTS

- 2021–2022 Rates: \$171 per credit hour up to 12 credit hours; \$37 per credit hour above 12 credit hours.
- Dual Enrollment Students
2021–2022 Rates: \$166 per credit hour up to 12 credit hours; \$33 per credit hour above 12 credit hours.

OUT-OF-STATE TUITION

- Non-residents of Tennessee pay out-of-state tuition, plus in-state tuition and fees.
- 2021–2022 Rates: \$534 per credit hour up to 12 credit hours; \$107 per credit hour above 12 credit hours.

FEES APPLICABLE TO ALL STUDENTS

- **Program Services Fee** — \$11.50 per semester (non-refundable).
- **Activity Fee** — \$8 per semester (non-refundable).
- **Technology Access Fee** — \$15 per semester hour to a maximum of \$116. The Technology Access Fee is assessed to provide a direct benefit to students for items such as new and improved high-technology laboratories and classrooms, appropriate network and software, computer and other equipment, and technological improvements that enhance instruction and learning outcomes. This is subject to the same refund procedures as in-state and out-of-state tuition.
- **International Education Fee** — \$1 per semester hour to a maximum of \$12. International Education Fee is assessed to provide students with international experiences, international learning outcomes, applied experiences, and celebrations of global diversity. This is subject to the same refund procedures as in-state and out-of-state tuition.
- **Special Course Fees** — Assessed for designated courses such as music, law enforcement training program, health/physical education, culinary arts, and TN eCampus online courses. All Natural Science labs are assessed a \$15 special course fee. Please contact the Cashier's Office relative to specific fees (non-refundable). Review your "Student Account" through MyWS.

FEE WAIVERS/DISCOUNTS

WSSC will begin accepting fee waivers/discount forms on or after Nov. 11. All forms must be signed and dated on or after Nov. 11. Cashiers do not make eligibility decisions. Waivers/discounts calculated at time of payment are "good faith" reductions. If it is determined at a later date that a student is not eligible for the fee waiver/discount or the form is not complete, the student will be invoiced for their account balance or receive a letter with additional instructions.

Students who use a PC191 or state employee fee waiver may not register until Jan. 13 on a space-available basis.

Deferred Payment Plan

**OPTIONS AVAILABLE:
NOV. 1–JAN. 25 AT 4 P.M.**

- Students may enroll through MyWS or at the Cashier's Office.
- Available plans are subject to change without notification.
- Down payment due at time of enrollment.
- \$25 Service fee (non-refundable).
\$100 Minimum tuition/fee account balance due.
- Must be set up prior to fee-payment deadline to confirm enrollment.

Available Plans	Down Payment	Number of Installments	Installments Due
Nov 5–Dec. 5	20%	4	Jan 5, Feb 7, Mar 7, Apr 5
Dec 6–Jan. 5	25%	3	Feb 7, Mar 7, Apr 5
Jan 6–17	25%	2	Mar 7, Apr 5
Jan 18–25	50%	2	Mar 7, Apr 5

PAYMENT OPTIONS

- Pay in full at any campus.
- Pay in full by check/money order by mail. Payment must be received in time to apply payment to student's account prior to appropriate fee-payment due date.
- Pay in full online through MyWS with a credit card (VISA/MasterCard/Discover) or with an electronic check.
- Enroll in a Deferred Payment Plan through MyWS or the Morristown Cashier's Office. \$25 non-refundable service fee.
- Students may drop their payment (check only) in the cashier drop box behind the drive-thru Campus Police Building on the Morristown Campus. Dropped payments are processed the next business day.

For additional information, refer to the [Cashier's Office webpage](#).

NOTE: Failure to read this timetable does not excuse students from the requirements and regulations stated herein. Address payment questions to the Morristown Cashier's Office, 423-585-2616.

Refund Information

Spring 2022 Refund Dates

POT Code	Description	Term Dates Spring 2022	100%	75% Refund Period		25% Refund Period		Last Day to Receive "W"
			Refund Period Ends	Begins	Ends	Begins	Ends	
1	Full Term	Jan 18–May 6	1/17/2022	1/18/2022	1/31/2022	2/1/2022	2/13/2022	25-Mar
1A	First Half of Semester	Jan 18–March 6	1/17/2022	1/18/2022	1/23/2022	1/24/2022	1/29/2022	16-Feb
1B	Second Half of Semester	Mar 14–May 6	3/13/2022	3/14/2022	3/20/2022	3/21/2022	3/27/2022	15-Apr
DU	Dual Enrollment – Full	Jan 18–May 6	1/17/2022	1/18/2022	1/31/2022	2/1/2022	2/13/2022	25-Mar
DU3	Dual Enrollment – 1st Half	Jan 18–March 6	1/17/2022	1/18/2022	1/23/2022	1/24/2022	1/29/2022	16-Feb
DU4	Dual Enrollment – 2nd Half	Mar 14–May 6	3/13/2022	3/14/2022	3/20/2022	3/21/2022	3/27/2022	15-Apr
LSA	LS 1st Half of Semester	Jan 18–March 6	1/17/2022	1/18/2022	1/23/2022	1/24/2022	1/29/2022	16-Feb
LSB	LS 2nd Half of Semester	Mar 14–May 6	3/13/2022	3/14/2022	3/20/2022	3/21/2022	3/27/2022	15-Apr
LSP	Learning Support	Jan 18–May 6	1/17/2022	1/18/2022	1/31/2022	2/1/2022	2/13/2022	25-Mar
PA1	Police Academy 1 – Spring	Jan 24–March 25	1/23/2022	1/24/2022	1/31/2022	2/1/2022	2/7/2022	—
PA2	Police Academy 2 – Spring	Apr 11–June 10	4/10/2022	4/11/2022	4/18/2022	4/19/2022	4/25/2022	—
RA1	TN eCampus 1st Half	Jan 18–March 4	1/17/2022	1/18/2022	1/22/2022	1/23/2022	1/29/2022	16-Feb
RA2	TN eCampus 2nd Half	Mar 14–May 4	3/13/2022	3/14/2022	3/17/2022	3/18/2022	3/26/2022	15-Apr
RA3	TN eCampus – Accelerated	Feb 21–May 4	2/20/2022	2/21/2022	2/23/2022	2/24/2022	3/11/2022	8-Apr
ROD	TN eCampus Full Term	Jan 18–May 4	1/17/2022	1/18/2022	1/22/2022	1/23/2022	2/13/2022	25-Mar

REFUNDS ARE DISBURSED BY THE FOLLOWING METHODS:

- Refunded to the credit card from which payment was made to student account within the past three months. Allow up to 14 business days for processing.
- Refunded by direct deposit if a refund profile has been successfully created at the time of processing.
- Refunds not processed by options 1 or 2 are issued as a paper check and mailed to a student's permanent home address on file.

NOTE: Only in-state tuition, technology access fee, international education fee, and out-of-state tuition are refundable fees.

Refunds occur when a student drops a course or courses which result in an adjusted cost associated with the course(s) dropped. Fees which may be adjusted are in-state tuition, technology-access fee, international-education fee, and out-of-state tuition.

- Situations which may result in an adjusted cost and a corresponding refund:
 - Dropping a course(s) which results in a class load of fewer hours and results in a lower cost.
 - Withdrawing from the college.
 - Canceled classes by WSCC. Not subject to prior notification.
 - Called to active military duty or National Guard service during the term.
 - Death of a student during the term.
- Fee adjustment calculation (cost adjustments):
 - Fees are adjusted 100% up to the official first day of the semester.
 - Fees are adjusted 100% due to canceled classes.

- Fees are adjusted 100% due to withdrawals as a result of being called to active military duty or National Guard service during the term after submitting appropriate documentation.
- Fees are adjusted 100% due the death of a student during the term.
- Course(s) dropped or student withdrawals occurring on or after the official start dates of the semester may result in an adjusted cost. See chart above for refund dates and deadlines.
- Costs are re-calculated based on adjusted enrollment:
 - Courses enrolled are charged 100% for all required costs plus.
 - 25% or 75% of costs associated with course(s) dropped and the dates the course(s) were dropped.
 - 75% refund period: Charged 25% of costs of dropped courses.
 - 25% refund period: Charged 75% of costs of dropped courses.
- A refund is the difference between the cost of originally enrolled hours and the adjusted cost as calculated.
- Refunds will only occur if the newly re-calculated costs are less than the original charges/costs paid.
- Not all drops/withdrawals result in a fee adjustment.
- Swapping courses on or after the official start date of the semester may result in additional penalties being charged to a students account for non-refundable fees.

Remember that ALL fees are NON-REFUNDABLE except in-state tuition, technology-access fee, international-education fee, and out-of-state tuition.

Testing Information

Academic Assessment and Placement

In compliance with the Tennessee Board of Regents policies, the following requirements apply to first-time regularly admitted students:

- Entering degree-seeking students with a regular high school diploma may submit valid ACT/SAT scores prior to registration. Alternatively, students may be evaluated for Learning Support (LS) needs by high school GPA. If a student has a valid unweighted high school GPA of 3.6 or higher LS classes will not be required. Valid ACT/SAT scores and GPA are those that are less than five (5) years old by the first day of classes. If you have not taken the ACT/SAT test battery, contact the Counseling and Testing Center. If you have taken the ACT/SAT but did not have your scores sent to Walters State Community College, contact the department of Admissions.
- No minimum ACT/SAT score is required for acceptance to Walters State Community College. Students with valid ACT/SAT scores equal to a minimum of 19 on the Math and Reading sections and 18 on the English section will be excused from Learning Support courses. Test scores are required as initial assessment for academic placement.

ACCUPLACER ASSESSMENT IS SUGGESTED FOR:

- All first-time degree-seeking freshmen who do not choose to take the ACT/SAT examination.
- All first-time degree-seeking freshmen entering on the basis of GED/HISET credentials who do not choose to take the ACT/SAT examination.
- International students submitting ACT/SAT scores below the minimum required or choosing not to take the ACT/SAT examination.
- Transfer students without college-level English composition, college-level reading-intensive credit, or college-level algebra-based mathematics credit who do not have valid minimum ACT/SAT scores.
- Non-degree seeking students who do not have valid minimum ACT/SAT scores interested in taking a college-level English composition, college-level reading-intensive credit, or college-level algebra-based mathematics must be assessed in the appropriate area.

NOTE:

There is no fee for the Accuplacer test, except in cases of a retest or a placement challenge, a \$10 fee is charged.

Students must register in advance for the ACT or the Accuplacer test.

All students need to complete an application to enroll at WSCC before scheduling the ACT Residual or Accuplacer test.

Contact the Counseling and Testing Center to schedule an exam by telephone at 423-585-6800 or access the Center's website at: [Testing Center](#).

If no placement scores are made available, students will be placed into applicable learning support courses.

General Education Test

Required for All Students Completing Degree Requirements. The State of Tennessee requires a general education exit exam for all Walters State students completing an Associate degree.

Students should take this exam in their last semester before graduation.

NOTES:

Contact the Counseling and Testing Center at 423-585-6800 to schedule a date for the exit examination, or schedule a test date through the testing website at: [WS Counseling and Testing](#).

All off-campus testing dates, times, and registration for Sevier, Greene and Claiborne sites will be available on the Counseling and Testing Center website: [WS Counseling and Testing](#). Students at off-campus sites may also call 423-585-6800 to schedule a testing date.

Bookstore

The Walters State bookstore is located on the Morristown Campus in room 140 of the Dr. Jack E. Campbell College Center building and operated by Follett Higher Education Group. The bookstore offers new and used textbooks, rental books, digital books, supplies, apparel, and other items. You can shop or find course material information online at [Shop WS Bookstore](#). If you have general questions, you can email bookstore@ws.edu or call the bookstore at 423-585-6884.

Hours

Bookstore hours will vary throughout the semester. The bookstore will have extended hours during the first week of class and at the end of the term for rental check in.

For an updated listing of hours, please visit [WS Bookstore](#).

Online Ordering

All textbook and course materials can be securely ordered online at [Shop WS Bookstore](#). Students may choose to have books shipped to their home or are available for pickup at the Morristown Campus Bookstore. By request, books/materials can be sent to other WS campuses.

Morristown Campus:

Dr. Jack E. Campbell College Center (CCEN) — Room 140 (Bookstore)

Student Charges

Student charges must be made by 4 p.m. on Thursday, Feb. 24, 2022. Student charges consist of Vocational Rehabilitation, Veterans Rehabilitation, WIOA, Knox Promise, etc. This does not include Pell Grant or other financial aid charges.

Textbook Rentals

Spring rentals are due back to the bookstore by 4 p.m. May 9, 2022, at the Morristown Campus.

You will receive email reminders about your rental at the email you provide during purchase. Books that are shipped to the bookstore must be received by Wednesday, May 11, 2022. Please do not send non-rental books by mail. **DO NOT SEND RENTAL BOOKS BY CAMPUS OFFICE MAIL.**

Textbook Refunds

Any textbooks purchased or rented in-store or online (before the start of classes) will receive a full refund at the Morristown Campus through Jan. 25, 2022.

- REFUNDS WILL NOT BE GIVEN WITHOUT A RECEIPT.
- Refund textbooks must come back in a sellable condition.
- After Jan. 25, 2022, standard two-day refunds apply to all textbook purchases and rentals.

Textbook Buyback

Textbook buybacks are done at the bookstore at the Morristown Campus. Buybacks can be done anytime during the year when the store is open. An official ID (i.e. Tennessee driver's license or identification card) and your Walters State "W" number are required for all textbook buybacks. The best time for textbook buyback is always at the end of each semester.

eText Program

Walters State Community College participates in the TBR-led Digital Engagement Initiative (DEI) program that attaches a digital textbook (eText) to certain classes. Things to know about the eText:

- Attaching the eText to classes allows immediate access to the course material on the first day of class.
- The cost of the text will be included in the tuition and fees for the class as a non-refundable, non-mandatory fee.

Students will receive an email from the bookstore with information on how to access the digital materials and will also provide a link to opt-out, if desired.

- Students may opt out of the program and purchase a book on their own.
- The deadline to opt out for spring 2022 is Feb. 3, 2022.
- If students are in multiple courses, they can opt out from one or multiple classes.
- If students choose to opt out, they will be required to purchase material for their courses on their own.

Students should be aware that certain types of aid will not cover the cost of the eText. If students have questions, they should consult with a financial aid representative at any campus.

Notes to Students

Attendance

Students must attend the first day of class or contact the instructor prior to the first class if they intend to remain in class. If this procedure is not followed, the students may be administratively dropped from the class, at the discretion of the instructor. Students who are withdrawn from classes under this policy will receive a drop form marked "Attendance Withdrawal."

Fee-Waiver/Discounts

WSCC will begin accepting fee waivers/discount forms on or after Nov. 11. All forms must be signed and dated on or after Nov. 11. Cashiers do not make eligibility decisions. Waivers/discounts calculated at time of payment are "good faith" reductions. If it is

determined at a later date that a student is not eligible for the fee waiver/discount or the form is not complete, the student will be invoiced for their account balance or receive a letter with additional instructions.

Students who use a PC191 or state employee fee waiver may not register until Jan. 13 on a space-available basis.

Student Activities

The student activity period for spring semester 2022 will be on Wednesdays from 12:30–2:15 p.m. If you wish to participate in extracurricular activities, do not schedule classes during this time.

*Interested in learning at your convenience, earning college credit, learning for personal enjoyment?
TRY DISTANCE EDUCATION!*

Distance Education Opportunities

Walters State offers learning opportunities for students who may not wish to travel to a Walters State campus for all classes. Several types of distance-learning opportunities — video-streaming courses, Walters State web-based (online) courses, hybrid courses and [TN eCampus](#) (previously called RODP/ROCC) courses — are offered this semester. For more information about these distance-learning opportunities, please come by the Division of Distance Education in room 126 of the College Center, or call 585-6996.

Hybrid (HYB)

Required scheduled real-time, live instruction. These classes indicate that there will be an opportunity for students to come to campus. Professors may develop a rotating schedule if the desire to be on campus exceeds room capacity. Times and room numbers are listed in the students' schedules. A hybrid class may only be on-ground for orientations and/or proctored exams. Please check the CRN course notes for these details.

Virtual Video (DVC)

Required real-time, live instruction. These classes indicate that there will not be an opportunity for students to come to campus — all meetings will be virtual (via Zoom, Teams, etc.) A time is listed in the students' schedules, but no room number is listed.

WEB-Based (WEB)

These classes are 100% online, web-based with no on-ground or real-time, live-meeting requirements. Please see [Student Responsibilities in Taking an Online Course](#). No room or time is listed in the students' schedules.

TN eCampus (RD1)

This is a course through [TN eCampus](#). Additional fees and proctored exams may apply. These classes are 100% online, web-based with no on-ground or virtual (Zoom, Teams, GoToMeeting, etc.) meeting requirements. These classes take place in a different Learning Management System and not Walters State's eLEARN. This course may require on-site or virtual proctoring that utilizes an online proctoring platform. No room or time is listed in the students' schedules.

Conventional (CON)

Courses meet "face-to-face" for lecture and/or lab instruction; however, some course materials/activities may be online and require some internet access. Online components may include access to course content, course notes, resources, and assessments. Times and room numbers will be listed and provided in students' schedules.

Video Streaming (TWY)

Video-streaming courses (TWY) follow traditional class meeting schedules, while providing students the opportunity to attend class sessions at one of Walters State's four campuses in Niswonger (Greeneville), Sevierville, Tazewell or Morristown). Video-streaming courses are good choices for students who may be unable to travel to one particular campus for a particular course. Instructors can deliver instruction from any of the four campuses to students at the other three campuses.

Students at the distance locations can see and interact with the instructor and students at other sites via closed-circuit television technology. Times and room numbers will be listed and provided in students' schedules.

Lab Instruction may Vary as Follows:

- **WEB Lab** — Students will not come to campus. Work is online and uses simulations, etc.
- **Hybrid Lab** — Students must come to campus to complete labs in-person. Faculty will work with legitimate inabilities to get to campus as they arise. Online experiments may also be used.
- **DVC Lab** — Students will not come to campus but some of the labs will be completed in real-time, virtual class settings using Teams or Zoom. Online experiments may also be used.

TN eCampus Courses

TN eCampus courses are offered as part of the [TN eCampus](#) mode of delivery. Students interested in these courses should contact Matthew Hunter at 423-585-6996. Students can also obtain information concerning this mode of delivery at the TN eCampus.

Please be advised that separate fees will be assessed for students enrolling in these courses. In addition to the fees assessed for these classes, there will be a course delivery fee of \$68 per credit hour. Out-of-state students must pay out-of-state tuition in addition to the regular maintenance fee. Please note that UNDER CURRENT VETERANS ADMINISTRATION REGULATIONS, NO WEB-BASED DEVELOPMENTAL STUDIES COURSE MAY BE CERTIFIED FOR BENEFITS PURPOSES. If you have questions, please contact Jason Wilder in SSB U182, 423-585-6896. These classes are defined with a section number of R50.

[View TN eCampus courses offered this semester.](#)

TN eCampus Spring 2022

Additional course-delivery fee of \$68 per credit hour.

Fees are subject to change without notification.

View the Refund Policies Outlined in the Timetable.

TN eCampus Full Term Session / Jan. 18–May 4, 2022

[View TN eCampus courses offered during Full Term Session](#)

- **Registration:** Nov. 1, 2021–Jan. 16, 2022
- **Classes Begin:** Jan. 18, 2022
(Student access granted at 3 p.m., CST / 4 p.m. EST)
- **Final Exams:** April 29, 2022–May 4, 2022
- **100% Refund Ends:** Jan. 17, 2022
- **75% Refund Period:** Jan. 18–22, 2022
(25% charge for all courses dropped)
- **25% Refund Period:** Jan. 23–Feb. 13, 2022
(75% charge for all courses dropped)
- **Last Day for Withdrawal (W Grade Earned):** March 25, 2022

TN eCampus Term 1 Session / Jan. 18–March 4, 2022

[View TN eCampus courses offered during Term 1 Session](#)

- Nov. 1, 2021–Jan. 16, 2022
- **Classes Begin:** Jan. 18, 2022
(Student access granted at 3 p.m., CST / 4 p.m. EST)
- **Final Exams:** March 4, 2022
- **100% Refund Ends:** Jan. 17, 2022
- **75% Refund Period:** Jan. 18–22, 2022
(25% charge for all courses dropped)
- **25% Refund Period:** Jan. 23–29, 2022
(75% charge for all courses dropped)
- **Last Day for Withdrawal (W Grade Earned):** Feb. 16, 2022

TN eCampus Term 2 Session / March 14–May 4, 2022

[View TN eCampus courses offered during Term 2 Session](#)

- **Registration:** Nov. 1, 2021–March 13, 2022
- **Classes Begin:** March 14, 2022
(Student access granted at 3 p.m., CST / 4 p.m. EST)
- **Final Exams:** April 29–May 4, 2022
- **100% Refund Ends:** March 13, 2022
- **75% Refund Period:** March 14–17, 2022
(25% charge for all courses dropped)
- **25% Refund Period:** March 18–26, 2022
(75% charge for all courses dropped)
- **Last Day for Withdrawal (W Grade Earned):** April 15, 2022

TN eCampus Term 3 Session / Feb. 21–May 4, 2022

[View TN eCampus courses offered during Term 3 Session](#)

- **Registration:** Nov. 1, 2021–Feb. 20, 2022
- **Classes Begin:** Feb. 21, 2022
(Student access granted at 3 p.m., CST / 4 p.m. EST)
- **Final Exams:** April 29, 2022–May 4, 2022
- **100% Refund Ends:** Feb. 20, 2022
- **75% Refund Period:** Feb. 21–23, 2022
(25% charge for all courses dropped)
- **25% Refund Period:** Feb. 24, 2022–March 11, 2022
(75% charge for all courses dropped)
- **Last Day for Withdrawal (W Grade Earned):** April 8, 2022

WSCC Timetable Abbreviations

BLDG/Room

CCEN	College Center (Main)
HUM	Humanities (Main)
MBSS	Mathematics & Behavior/Social Science (Main)
NSCI	Natural Science (Main)
PSC	Public Safety Center (Main)
TECH	Technology Education (Main)
TBA	To Be Announced
ACAD	Cates Cutshall Hall (Sevier)
CAPE	Conner Short Center (Sevier)
MMH	Maples Marshall Hall (Sevier)
AGBC	Agri-Business Expo Center
WSCE	Claiborne County Campus
WSGC	Niswonger Campus
GRHS	Greenhouse
NPT	Newport

Day Class is Offered

M	Monday
T	Tuesday
W	Wednesday
R	Thursday
F	Friday
S	Saturday
U	Sunday
MWF	Monday, Wednesday and Friday
MW	Monday and Wednesday
TR	Tuesday and Thursday
TBA	To be Announced

Delivery Methods

CIM	Computer Based
CLN	Clinical
DVC	Desktop Video Course
HYB	Hybrid
LAB	Laboratory
LEC	Lecture
VID	Video
WEB	Web Based
R	TN eCampus Online Course
FLD	Field work

Part of Term	Description	Term Dates — Spring 2022	Last Day to Receive "W"
1	Full Term	Jan 18–May 6	25-Mar
1A	First Half of Semester	Jan 18–March 6	16-Feb
1B	Second Half of Semester	March 14–May 6	15-Apr
DU	Dual Enrollment — Full	Jan 18–May 6	25-Mar
DU3	Dual Enrollment — 1st Half	Jan 18–March 6	16-Feb
DU4	Dual Enrollment — 2nd Half	March 14–May 6	15-Apr
LSA	LS 1st Half of Semester	Jan 18–March 6	16-Feb
LSB	LS 2nd Half of Semester	March 14–May 6	15-Apr
LSP	Learning Support	Jan 18–May 6	25-Mar
PA1	Police Academy 1–Spring	Jan 24–March 26	4-Mar
PA2	Police Academy 2–Spring	April 12–June 10	20-May
RA1	TN eCampus 1st Half	Jan 18–March 4	16-Feb
RA2	TN eCampus 2nd Half	March 14–May 4	15-Apr
RA3	TN eCampus Accelerated	Feb 21–May 4	8-Apr
ROD	TN eCampus Full Term	Jan 18–May 4	25-Mar

For a List of Classes for the Upcoming Semester, Go to ws.edu

On the blue bar at top right of the webpage, click "Class Schedule."

Select the term you wish to view. Spring classes will be viewable as they are being loaded in early September. All classes offered for the semester will be loaded by the day registration opens for the term (see calendar).

If you are an admitted student, you can also view the term "Class Schedule" via your MyWS account.

CLASSES LISTED AT EACH CAMPUS SITE WILL HAVE THE INSTRUCTIONAL METHOD (INSM) OF EITHER HYBRID OR CONVENTIONAL. ADDITIONAL COURSE INSTRUCTION OPTIONS ARE LISTED FOLLOWING THE INDIVIDUAL CAMPUS LOCATIONS AND OTHER TEACHING SITES.

