

# 2025

## SUMMER 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

Through a focus on student success and innovative teaching, Walters State enriches the lives of our students and our community.

## Expanded Mission Statement

Through a focus on student success and innovative teaching, Walters State enriches the lives of our students and our community. The college:

- Provides affordable, convenient access through multiple campuses, innovative technology, and distance education.
- Collaborates with other educational institutions to promote access, completion, and transfer.
- Partners with community businesses and organizations to meet specific educational and workforce needs.
- Offers programs of study leading to associate degrees or certificates.
- Provides pathways to institutional support services that improve student engagement and success.
- Fosters an inclusive campus community through cultural awareness, diversity and open dialogue.
- Delivers public service and non-credit programs in support of workforce training and personal development.
- Invests in highly qualified faculty and staff.
- Creates a culture of continuous improvement and accountability.
- Seeks external sources of support and funding to further educational opportunities.
- Provides resources to support community engagement and initiatives.

# 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:

### Morristown Campus

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

### Claiborne County Campus (Tazewell Police Dept.)

1325 Claiborne St  
Tazewell, TN 37879  
423-851-4778

### Newport Center

115 Mulberry St  
Newport, TN 37821  
423-534-1001

### Niswonger Campus

221 N. College St.  
Greeneville, TN 37745  
423-798-7961

### Sevier County Campus

1720 Old Newport Hwy  
Sevierville, TN 37876  
865-774-5813

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](#).

[Traffic and Parking Information](#)

The Tennessee Board of Regents (TBR) is Tennessee's largest higher education system, governing 37 post-secondary educational institutions with over 200 teaching locations. The TBR system includes 13 community colleges and 24 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 (SACSCOC) to award associate degrees. Walters State Community College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Walters State Community College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website ([www.sacscoc.org](http://www.sacscoc.org)).

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, [Jarvis.jennings@ws.edu](mailto:Jarvis.jennings@ws.edu), Walters State Community College, 500 S. Davy Crockett Pkwy Morristown, TN 37813, 423-585-6845.

# Summer Semester 2025

**All tuition/fees will be due according to the the payment calendar located in this document.**

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

## 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 May 4. 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 June 3. 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 May 4 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 May 6.

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 June 3. 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 deadlines to opt-out for summer 2025 varies dependent upon your class start date.
  - Classes beginning May 12: Deadline is May 19
  - Classes beginning June 5: Deadline is June 12
  - Classes beginning July 9: Deadline is July 21
- 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 / Summer Semester 2025

## APRIL 7 – JULY 10

### MyWS System available for registration.

Fee payment deadlines — refer to page 10.

Refund information — refer to page 12.

## APRIL 7

### • MyWS System available for:

- Viewing fee assessment.
- On-line tuition/fee payment.

### • In person payments accepted:

- All Campuses; except the Newport Center.

## APRIL 8 – JUNE 4

### Deferred Payment Plan available for all courses registered April 7 through 5 p.m. on June 4.

Students may begin setting up a deferred payment plan through MyWS. Requires a \$25 service fee (non-refundable) and a minimum tuition/fee balance due of \$100. Deferred payment plan must be set up prior to the fee payment deadline to confirm enrollment.

## APRIL 11

Cashier Office begins accepting fee discounts/fee waiver forms. Note: All forms must be signed by April 11 or after.

## MAY 1

### PURGE — Pay Your Registration Guarantee Enrollment.

Refer to page 10.

## MAY 1

Follett bookstore charge accounts available for third party authorizations and financial aid scholarships.

## MAY 6

### Financial Aid book/supply advances disbursed.

(Excludes third party payments such as WIOA, Voc Rehab, etc.)

## MAY 8

### PURGE — Pay Your Registration Guarantee Enrollment.

Refer to page 10.

## MAY 12

Early, Extended Early, and Full Term Session classes begin.

## MAY 13

Late registration/adding for these sessions ends.

## MAY 14

### PURGE — Pay Your Registration Guarantee Enrollment.

Refer to page 10.

## MAY 19

Follett deadline to opt out/opt in/receive 100% refund for eTextbooks associated with May 12 courses.

## MAY 20

### PURGE — Pay Your Registration Guarantee Enrollment

Refer to page 10.

## MAY 25

Financial Aid enrollment freeze; aid posts to student account.

## MAY 26

Memorial Day Holiday (college closed).

## MAY 27

Last day to drop Early Session classes.

## JUNE 2

Readmissions Committee meets (by appointment only).

## JUNE 3

### Begin disbursing Financial Aid and institutional refunds.

Refer to page 12 for Institutional Refund periods.

## JUNE 4

Early Session classes end.

## JUNE 4

### PURGE — Pay Your Registration Guarantee Enrollment.

Refer to page 10.

### Deferred payment plan closes at 5 p.m. for summer term.

## JUNE 5

10 week, 1st 5 Week, Session classes begin.

## JUNE 6

Late registration/adding for these sessions ends.

## JUNE 9

### PURGE — Pay Your Registration Guarantee Enrollment

Refer to page 10.

## JUNE 12

Last day to opt out/in for e-text or receive 100% refund for e-text costs per WSCC bookstore associated with June 5 courses.

## JUNE 13

Follett bookstore charge accounts for third party authorizations and financial aid scholarships close.

## JUNE 15

Last day to file an application for an August degree.

## JUNE 19

Juneteenth (college closed). Last day to drop Extended Early Session classes.

## JUNE 26

### PURGE — Pay Your Registration Guarantee Enrollment.

Refer to page 10.

Last day to drop 1st 5 Week Session classes.

## JUNE 26–JULY 1

### Fiscal year end processing – Fee assessment and online fee payment unavailable from 5 p.m.

June 26 until 8 a.m. July 1.

## JULY 1

Priority Deadline for Fall graduation application.

Follett bookstore charge accounts for third party authorizations and financial aid scholarships are available.

## JULY 2

### PURGE — Pay Your Registration Guarantee Enrollment.

Refer to page 10.

## JULY 4

Independence Day Holiday (college closed).

## JULY 7

Extended Early and 1st 5 Week Session classes end. Last day to drop Full Term classes. Final deferred payment plan installment due.

## JULY 8

### PURGE — Pay Your Registration Guarantee Enrollment.

Refer to page 10.

## JULY 9

2nd 5 week Session classes begin.

## JULY 14

### PURGE — Pay Your Registration Guarantee Enrollment.

Refer to page 10.

## JULY 15

Late registration/adding for this session ends.

## JULY 17

Last day to drop 10 Week Session classes.

## JULY 18

Follett bookstore charge accounts for third party authorizations and financial aid scholarships close for summer.

## JULY 21

Last day to opt out/in for e-text or receive 100% refund for e-text costs per WSCC bookstore associated with July 9 courses.

## JULY 29

Last day to drop 2nd 5 Week Session classes.

## AUGUST 7

10 Week, 2nd 5 Week, Full Term classes end.

## AUGUST 11

Faculty load all grades in Banner by 9 a.m. to begin processing.

## AUGUST 13

Grades available to students via My WS.

## We've made the path to **becoming a Senator easy**

- 1. Apply for Admission**  
Submit your free online application by visiting [ws.edu/admissions/apply](https://ws.edu/admissions/apply).
- 2. Submit Admission Materials**  
Visit your applicant portal for more details on the documents you need to submit as part of the enrollment process.
- 3. Apply for Financial Aid**  
To apply for financial aid, visit [ws.edu/cost-aid/apply-for-aid](https://ws.edu/cost-aid/apply-for-aid).



## Need help?

*Senators Central is here to guide you from start to finish as you navigate your college journey. We are here to assist at all four of our campus locations. **Have questions or need more information, call 423.585.2600 or email [senatorscentral@ws.edu](mailto:senatorscentral@ws.edu).***

# Registration Information

## Summer 2025 Registration Calendar

You must see your advisor prior to registering through your [MyWS](#) account.

### APRIL 7 AT 8 AM – JULY 9

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

## Drop/Add Procedures

Adding may be done up to one day after the sessions begins. Dropping will continue throughout the semester according to the deadline dates noted on the summer refund schedule. Any additional fees incurred through drop/add must be received in the Cashier's Office or on any campus in accordance with fee payments listed on page 10.

***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 spring) must be readmitted by completing the necessary paperwork electronically in Senators Central or any campus main office.

## 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 | 423-585-2600**

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 April 7, 2025.

**ACCESS MyWS:** [My.ws.edu](http://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 423-585-2600 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](#).
- 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 423.585.2600
Bursar	Cashier Office SSB U159 423.585.2616
Financial Aid	SSB U161 1.800.225.4770 423.318.2763
Library	Library 423.585.6903
Academic Enrichment	MBSS 212 423.585.6914
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.*

## Grade Inquiry

### Obtain Grades for Summer Semester, 2025

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 Admissions Office at 1-800-225-4770 or 423-585-2600. All holds must be removed from your record before you will be allowed access the system.*

## Fee Assessment and Payment Information

### Fee-Payment Calendar Summer Semester

April 1 — Fee Assessment available through MyWS. Student may begin paying in full online through MyWS or in person on any campus; except the Newport Center.

- Beginning April 3, 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.

Code	Description	Term Dates— Summer 2025	Register/Add Courses	Fees Due Before 5 p.m. on	Register/Add Course (s)	Fees Due Before 5 p.m. on	Register/Add Course (s)	Fees Due Before 5 p.m. on
3SD	Early Session – LSP	May 12 - June 4	Apr. 7 - May 1	May 1	May 2 - May 8	May 8	May 9 - May 14	May 14
3SU	Early Session	May 12 - June 4	Apr. 7 - May 1	May 1	May 2 - May 8	May 8	May 9 - May 14	May 14
4SD	Extended Early – LSP	May 12 - July 7	Apr. 7 - May 1	May 1	May 2 - May 8	May 8	May 9 - May 14	May 14
4SU	Extended Early	May 12 - July 7	Apr. 7 - May 1	May 1	May 2 - May 8	May 8	May 9 - May 14	May 14
7SU	Extended	May 12 - July 24	Apr. 7 - May 1	May 1	May 2 - May 8	May 8	May 9 - May 14	May 14
1	Full Term	May 12 - Aug. 7	Apr. 7 - May 1	May 1	May 2 - May 8	May 8	May 9 - May 14	May 14
1SD	Full Session – LSP	May 12 - Aug. 7	Apr. 7 - May 1	May 1	May 2 - May 8	May 8	May 9 - May 14	May 14
1SU	Full Session	May 12 - Aug. 7	Apr. 7 - May 1	May 1	May 2 - May 8	May 8	May 9 - May 14	May 14
M01	Math 1st 6 Week	May 19 - June 26	Apr. 7 - May 14	May 14	May 15 - May 20	May 20	—	—
ROD	TN eCampus	May 19 - July 25	Apr. 7 - May 14	May 14	May 15 - May 20	May 20	—	—
5SD	1st 5-Week – LSP	June 5 - July 7	Apr. 7 - June 4	June 4	June 5 - June 9	June 9	—	—
5SU	1st 5-Week	June 5 - July 7	Apr. 7 - June 4	June 4	June 5 - June 9	June 9	—	—
2SD	10-Week – LSP	June 5 - Aug. 7	Apr. 7 - June 4	June 4	June 5 - June 9	June 9	—	—
2SU	10-Week	June 5 - Aug. 7	Apr. 7 - June 4	June 4	June 5 - June 9	June 9	—	—
M02	Math 2nd 6-Week	June 30–Aug. 7	Apr. 7 - June 26	June 26	June 27 - July 2	July 2	—	—
6SD	2nd 5 Week – LSP	July 9 - Aug. 7	Apr. 7 - June 26	June 26	June 27 - July 8	July 8	July 9 - July 14	July 14
6SU	2nd 5 Week	July 9 - Aug. 7	Apr. 7 - June 26	June 26	June 27 - July 8	July 8	July 9 - July 14	July 14

## Fees — Summer Semester

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

### IN-STATE TUITION — ALL STUDENTS

- 2024–2025 Rates: \$185 per credit hour.
- Dual Enrollment Students  
2024–2025 Rates: \$185 per credit hour up to 12 hours plus 5% dual enrollment access fee; \$40 per credit hour beyond 12 credit hours.

### OUT-OF-STATE TUITION

- Non-residents of Tennessee pay out-of-state tuition, plus in-state tuition and fees.
- 2024–2025 Rates: \$541 per credit hour.

### FEES APPLICABLE TO ALL STUDENTS

- **Program Services Fee** — \$20 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.
- **eRate:** Out-of-State students registering for all online classes may be eligible for the eRate out-of-state fee. 2024–2025 eRate: \$79 per credit hour. See the Cashier's Office webpage for additional information: [ws.edu/student-service](https://ws.edu/student-service).
- **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

- **TN eCampus Fees** — (previously RODP) per 2024–2025 rates
  - **Maintenance Fees:** \$185 per credit hour. (Refundable)
  - **Online Course Fees:** \$74 per credit hour. (Non-refundable)
  - **Out-of-State Fees:** \$541 per credit hour. This is in addition to in-state fees. (Refundable)

WSSC will begin accepting fee waivers/discount forms on or after Apr. 11. All forms must be signed and dated on or after Apr 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 May 1 on a space-available basis.

## Deferred Payment Plan

### OPTIONS AVAILABLE: APR. 8–JUNE 4 AT 5 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
Apr. 8–May 5	25%	2	June 5 & July 7
May 6–May 16	50%	2	June 5 & July 7
May 17–June 4	50%	1	July 7

### 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

## Summer 2025 Refund Dates

Code	Description	Term Dates Summer 2025	100%	75% Refund Period		25% Refund Period		Last Day to Receive "W"
			Refund Period Ends	Begins	Ends	Begins	Ends	
3SD	Summer Term – Early – LSP	May 12 - Aug. 7	5/11/2025	5/12/2025	5/25/2025	5/26/2025	6/2/2025	7/7/2025
3SU	Summer Term – Early Session	May 12 - Aug. 7	5/11/2025	5/12/2025	5/25/2025	5/26/2025	6/2/2025	7/7/2025
4SD	Summer Term – Extended LSP	May 12 - Aug. 7	5/11/2025	5/12/2025	5/25/2025	5/26/2025	6/2/2025	7/7/2025
4SU	Summer Term – Extended Early	June 5 - Aug. 7	6/4/2025	6/5/2025	6/14/2025	6/15/2025	6/20/2025	7/17/2025
7SU	Summer Term – Extended	June 5 - Aug. 7	6/4/2025	6/5/2025	6/14/2025	6/15/2025	6/20/2025	7/17/2025
1	Full Term	May 12 - June 4	5/11/2025	5/12/2025	5/15/2025	5/16/2025	5/17/2025	5/27/2025
1SD	Summer Term – Full LSP	May 12 - June 4	5/11/2025	5/12/2025	5/15/2025	5/16/2025	5/17/2025	5/27/2025
1SU	Summer Term – Full Session	May 12 - July 7	5/11/2025	5/12/2025	5/20/2025	5/21/2025	5/25/2025	6/19/2025
M01	Math Summer 1st 6-Week Session	May 12 - July 7	5/11/2025	5/12/2025	5/20/2025	5/21/2025	5/25/2025	6/19/2025
ROD	TN e-campus Term	June 5 - July 7	6/4/2025	6/5/2025	6/9/2025	6/10/2025	6/12/2025	6/26/2025
5SD	Summer Term – 1st 5-Week – LSP	June 5 - July 7	6/4/2025	6/5/2025	6/9/2025	6/10/2025	6/12/2025	6/26/2025
5SU	Summer Term – 1st 5-Week Session	July 9 - Aug. 7	7/8/2025	7/9/2025	7/13/2025	7/14/2025	7/16/2025	7/29/2025
2SD	Summer Term – 10-Week – LSP	July 9 - Aug. 7	7/8/2025	7/9/2025	7/13/2025	7/14/2025	7/16/2025	7/29/2025
2SU	Summer Term – 10-Week Session	May 12- July 24	5/11/2025	5/12/2025	5/23/2025	5/24/2025	5/30/2025	6/29/2025
M02	Math Summer – 2nd 6-Week Session	May 19 - June 26	5/18/2025	5/19/2025	5/24/2025	5/25/2025	5/28/2025	6/13/2025
6SD	Summer Term – 2nd 5-Week – LSP	June 30 - Aug. 7	6/29/2025	6/30/2025	7/5/2025	7/6/2025	7/9/2025	7/25/2025
6SU	Summer Term – 2nd 5-Week	May 19 - July 25	5/18/2025	5/19/2025	5/27/2025	5/28/2025	6/4/2025	7/7/2025

### 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 at 423-585-2685.
- 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 Accuplacer test. All students need to complete an application to enroll at WSCC before scheduling the 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](mailto: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.

### Morristown Campus:

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

## Student Charges

Student charges must be made by 4 p.m. on Friday, July 18. 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

Summer rentals are due back to the bookstore by 4 p.m. on August 11 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 Friday, August 14. 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 the first week of class.

- REFUNDS WILL NOT BE GIVEN WITHOUT A RECEIPT.
- Refund textbooks must come back in a sellable condition.
- After the first week of class, 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 deadlines to opt-out for summer varies dependent upon your class start date.
  - Classes beginning May 12: Deadline is May 19
  - Classes beginning June 5: Deadline is June 12
  - Classes beginning July 9: Deadline is July 21
- 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 Apr. 11. All forms must be signed and dated on or after Apr. 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 the day prior to final purge on a space-available basis.

*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 423-585-6765.

### Hybrid (HYB)

Hybrid Courses (HYB) follow traditional meeting schedules in addition to offering students the opportunity to complete a portion of the coursework via the Internet and eLEARN. Hybrid classes are good choices for students who need to limit the number of trips to campus, but also prefer some face-to-face contact with classmates and the instructor. Students may access the Internet through campus WiFi and computer facilities at the college's library on the Morristown, Niswonger, and Sevierville, campuses or anywhere else they have Internet access. The College is not responsible for obtaining or maintaining students' individual equipment or software for accessing the Internet.

### Desktop Video Courses (DVC)

Desktop Video Courses (DVC) follow traditional meeting schedules as described in the Schedule Planner and the course syllabus through virtual meeting platforms. Desktop Video classes are a good choice for students who need to take classes off campus but also need the structure of the classroom environment. To complete all requirements for these courses, students have reliable access to the Internet via a DSL or higher broadband connection. Minimum requirements include: a computer with a webcam, a speaker, and a microphone, or students will need a tablet. A USB headset with microphone and ear buds are recommended for use with mobile devices. Students may access the Internet through campus WiFi and computer facilities at the college's library on the Morristown, Niswonger, and Sevierville campuses or anywhere else they have Internet access. The College is not responsible for obtaining or maintaining students' individual equipment or software for accessing the Internet.

### WS Web-Based Courses (Online)

Web-based courses provide the opportunity to complete coursework via the Internet and eLEARN. Online courses are a good choice for self-motivated, self-directed students who need a flexible course schedule. To complete all requirements for these courses, students must have reliable Internet access via a DSL or higher broadband connection. Students may access the Internet through campus WiFi and computer

facilities at the college's library on the Morristown, Niswonger, and Sevierville campus, or anywhere else they have Internet access. The college is not responsible for obtaining or maintaining students' individual equipment or software for accessing the Internet. Web-based Labs require students to complete work Online and uses simulations.

### 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 multiple campuses. Instructors deliver instruction from one of the four campuses to students at one or more of the other campuses. Students are able to interact in real-time with the instructor and students at the other sites via video streaming technology.

### 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 disabilities 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 (RD1)

TN eCampus courses are offered as part of the TN eCampus mode of delivery. Students interested in these courses should contact Candace Justice at 423-585-6765. Students can also obtain information concerning this mode of delivery at the TN eCampus.

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

[View TN eCampus Academic Calendar](#)

# WSCC Timetable Abbreviations

## BLDG/Room

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

## Day Class is Offered

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

## Delivery Methods

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

### For a List of Classes for the Upcoming Semester, Go to [ws.edu](http://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. Fall and summer classes will be viewable in early March. 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.



