

<b>New Student Orientation</b>	All new students <b>MUST</b> view! Visit <a href="https://youtu.be/VX5J_C1_by8">https://youtu.be/VX5J_C1_by8</a> to watch the new student orientation.		
<b>MyCampus Electronic Resources</b>	<p>Information about WGTC electronic resources can be found on <b>MyCampus</b> available at <a href="https://www.wiregrass.edu/mycampus">https://www.wiregrass.edu/mycampus</a></p> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p><b>myBanWeb</b> Check your status, view grades and unofficial transcripts.</p> <p><b>myBlackboard</b> Online learning system where you will complete assignments and communicate with your course instructors.</p> <p><b>myNavigate</b> See how close you are to graduation and what classes you need to complete, read notes from your advisor, and view your academic standing and GPA.</p> </div> <div style="width: 48%;"> <p><b>myEmail</b> Check your email frequently to learn about student activities, important dates and deadlines, career fairs, and more.</p> <p><b>myConnect</b> Sign up for emergency alerts, closures, important information about the college and more!</p> </div> </div>		
<b>High School Services Team</b>	<p><b>Lisa Helms</b> Northern Region (229) 468-2049 <a href="mailto:lisa.helms@wiregrass.edu">lisa.helms@wiregrass.edu</a></p>	<p><b>Shamonti Rizer</b> Southern Region (229) 333-2100 ext 1246 <a href="mailto:shamonti.rizer@wiregrass.edu">shamonti.rizer@wiregrass.edu</a></p>	<p><b>Brooke Jaramillo</b> Executive Director of High School Services (229) 293-6163 <a href="mailto:brooke.jaramillo@wiregrass.edu">brooke.jaramillo@wiregrass.edu</a></p>
<b>Course Policies, Procedures, and Materials</b>	<p><b>Course Syllabus:</b> Where you will find course standards/objectives, grading procedures, attendance policy, and other course requirements.</p>	<p><b>Course Schedule:</b> Where you will find important dates pertaining to your course (meeting dates, assignment deadlines, and exam dates).</p>	<p>All courses do not have the same attendance policies. Know the policy for each course. You can be dropped from a course for failure to attend.</p>
<b>Dropping or Adding a Course</b>	<p><b>During the Drop/Add Period:</b> Usually the first 3 days of the semester, you may drop a course without academic penalty and without being charged. You may add a course in time for financial aid to be adjusted.</p>	<p><b>After the Drop/Add Period:</b> If you are unable to complete a course, please contact your high school counselor and WGTC High School Coordinator immediately. A grade will be assigned for a dropped course (W or F). Dropping a class affects your pass rate at the college and at the high school.</p>	<p><b>Always see your WGTC HS Coordinator</b> before dropping or adding courses to your schedule. It may affect your Dual Enrollment eligibility!</p>
<b>Satisfactory Academic Progress (SAP)</b>	<p><b>SAP</b> is based on your cumulative GPA and completion rate and can affect your ability to register for classes and receive Dual Enrollment Funding.</p> <p>In order to continue to participate in the Dual Enrollment program and receive aid, students must maintain a 2.0 GPA and complete 67% of all attempted hours.</p>		
<b>If you need help...</b>	<p><b>If you are experiencing difficulties in a course,</b> talk to your instructor first or get tutoring assistance at <a href="http://tutoring.com">tutoring.com</a>.</p>		<p><b>If you have questions, ASK!</b> Contact your High School Coordinator</p>

# DUAL ENROLLMENT

@ WIREGRASS TECH

# SUCCESS TIPS

## Disability Services

Reasonable accommodations are available to students who identify themselves as having a disability.

### Katrina Royal

Director of Testing and Special Population  
229-333-2100 ext. 1236  
Katrina.royal@wiregrass.edu

### Marc Dame

Special Populations & Disabilities Coordinator  
229-468-2242  
marc.dame@wiregrass.edu

Each student is responsible for providing documentation of their disability and requesting appropriate accommodations.

## Transcript Request

Order official transcripts online through **MyBanWeb**.

Please direct questions to the **Registrar's Office**

### You will need:

1. A valid **credit card**
2. A valid **email address**

**(229) 333 - 2100**  
**registrar@wiregrass.edu**

## Library Services

<https://www.wiregrass.edu/library>

Students may visit the library to access computers and study online, print course assignments, borrow books and view videos, enjoy quiet study and reading areas, and receive help with research.

### Valdosta Campus Library

**Location:** Room 7147A,  
Lowndes Hall, Valdosta, Georgia  
**Telephone:** 229-259-5177

### Ben Hill-Irwin Campus

The Lewis I. Brinson, Sr. Library  
**Location:** Room #101, Fitzgerald, Georgia  
**Telephone:** (229) 468-2012

### Cook County Workforce Development Center Library

**Location:** Room #204, Sparks, Georgia  
**Telephone:** 229-549-7368, ext 7941

### Coffee Campus Library

**Location:** Room #2125, Douglas, Georgia  
**Telephone:** 229-468-2226

If you have any questions about the libraries, please email **library@wiregrass.edu**

## Our Locations



### Ben Hill-Irwin Campus

667 Perry House Road  
Fitzgerald, Georgia 31750  
229-468-2000



### Coffee County Campus

706 West Baker Highway  
Douglas, Georgia 31533  
912-389-4303



### Moody Extended Campus (Moody AFB)

23rd FSS/FSDE  
3010 Robinson Road  
Moody AFB, Georgia 31699  
229-253-9571



### Cook County Workforce Development Center

1676 North Elm Street  
Sparks, Georgia 31647  
229-549-7368



### Valdosta Campus

4089 Val Tech Road  
Valdosta, Georgia 31602  
229-333-2100

# Wiregrass.edu

(229) 333-2100



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