



Motlow State Community College "Where to Go" Guide

MCMINNVILLE CENTER — 931-668-7010

ADMISSIONS & RECORDS

MC 176 931-668-7010 x 2111

Admissions Information
 Change of Major, Address, Name, Phone, or Email Information
 Course Repeat Information
 Graduation Services
 In-State Residency Petitions
 International Student Assistance
 Proof of U.S. Citizenship
 Student Enrollment Verification
 Submission of:
 ACT/SAT Scores
 High School/College Transcripts
 Immunization Records
 Intent to Graduate Forms
 Transcript Requests
 Transfer Transcript Evaluation x 1528
 Veterans Affairs Services x 1529

BUSINESS OFFICE

MC 176
931-668-7010 x 2111

Parking Decals
 Payment of Fees
 Refund Checks

CAREER PLANNING

Moore Co. 931-393-1612

Career Interest Inventory
 Community Job Postings

IT TECHNOLOGY HELP DESK

931-393-1510

Computer Issues
 Email, MyMotlow, Banner Issues

ACADEMIC DIVISIONS

- **BUSINESS AND TECHNOLOGY** McMinn MC174 931-668-7010, x 2110
(Accounting, Business Administration, Business Computer Applications/Programming, Business Education, Civil Engineering, Computer Science, Economics, Electrical Engineering, Entrepreneurship, Information Systems, Management, Mechanical Engineering)
- **CAREER READINESS** McMinn MC164 931-668-7010, x 2123
(Mechatronics, Information Systems Specialist, Office Information Technology)
- **EDUCATION** Smyrna STH114 615-220-7812
(Early Childhood Education, Elementary Education, Health, Physical Education and Recreation, Secondary Education, Special Education, and Teaching (AST) (2+2))
- **HUMANITIES** Simon Hall 114A 931-393-1700
(Art Studio, Mass Communications, Music, Speech and Theatre)
- **LANGUAGES** Simon Hall 116A 931-393-1700
(English, Foreign Languages)
- **MATHEMATICS** Simon Hall 215A 931-393-1714
(Mathematics)
- **NATURAL SCIENCE** McMinn MC168 931-668-7010, x 2134
(Biology, Chemistry, Geology, Physical Science, Physics, Pre-Health Professions, Pre-Occupational Therapy, Pre-Physical Therapy)
- **NURSING AND ALLIED HEALTH** Marcum MT201 931-393-1628
(Nursing, Paramedic, Emergency Medical Technician)
- **SOCIAL SCIENCE** Smyrna STH114 615-220-7812
(Anthropology, Criminal Justice, Geography, History, Political Science, Pre Law, Psychology, Social Work, and Sociology)
- **WORKFORCE DEV & EXT SERVICES** Marcum MT209 931-393-1760
(Continuing Education, Non-Credit Training Needs for Business, Industry, and Government)

COMPLETION COACHES

MC 135

Laura Brown 931-668-7010 x 2145
 Allen Sanders 931-668-7010 x 2140
 Academic Planning
 Career/Major Exploration
 Registration Assistance
 Resource Connections (Tutoring, Study Groups, Referrals)
 Student Success Strategies

DUAL CREDIT

DUAL ENROLLMENT

MC 176 931-668-7010 x 2111

Moore Co. 931-393-1823

STUDENT SERVICES

MC 172 931-668-7010 x 2133

Admissions Counseling; SGA
 New Student Admissions and Orientation
 Registration Assistance

FINANCIAL AID

MC 176 931-668-7010 x 2114

FAFSA Questions
 Financial Aid Appeals
 Grants (PELL, TSAA, and SEOG)
 Scholarships
 Institutional Scholarships
 Outside Scholarships
 TN Lottery Scholarships (HOPE)
 TN Promise Scholarships
 Motlow Foundation Scholarships x 1692

DISABILITY & TESTING SERVICES

Disability Moore Co. 931-393-1765
Testing MC 176 931-668-7010 x 2114

Disability Services
 Classroom Accommodations
 Testing Services
 ACT and COMPASS
 Correspondence/Distance Education
 Dual Credit Exam
 ETS Exit Exam; Makeup Exams
 CLEP, GED, and HiSET Exams x 1763
 HESI Entrance Exam
 Motlow and RODP Exam Proctoring

TN PROMISE COORDINATOR

Smyrna SM 121 615-220-7839

Local Questions 931-668-7010 x 2111
 Eligibility
 General Information
 Community Service Opportunities
 Mentor Application Process
 TN Promise Appeal Process
 Volunteer Hours

Fall 2015