



Truth  
Honor  
Service

MARION MILITARY INSTITUTE

2013-2014

## Academic Catalog

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*The provisions of this catalog are subject to modification, revocation, and/or additions as deemed necessary by the administration and faculty.*

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## Welcome from the President



Welcome to Marion Military Institute (MMI)!

By choosing MMI to begin your higher education you have given yourself the opportunity to achieve something special. Our high quality college education folded in an immersive military environment is unique, and something you only see in schools like the U.S. Service Academies. It is a whole-person education that will start you on your higher education journey.

MMI will broaden your intellect, develop your character and leadership skills, and will help to make you much more successful and more competitive when you transfer to your four-year school and beyond.

I look forward to you joining the ranks of our historic Corps of Cadets and becoming part of the rich tradition and legacy that defines MMI.

A handwritten signature in black ink that reads "David J. McAllister".

## Academic Calendar

2013-2014

Fall Semester	
August 19	Classes begin
August 23	Drop/Add Period Ends
September 2	Labor Day Holiday
October 10	Midterm grades due
October 11-12	Parents' Weekend
October 22	Last Day to Withdraw from Individual Class
November 11	Veteran's Day
Noon November 22 thru 1800 December 1	Cadet Thanksgiving Holidays
Thursday, November 28 thru Sunday, December 1	Faculty Holidays
December 10	Last Day of Class for Fall Semester
December 10	Last Day to Entirely Withdraw from College
December 11-13	Final Exams
December 14	Fall Graduation and Commissioning
Spring Semester	
January 8	Classes Begin
January 14	Drop/Add & Late Registration Ends
January 20	Martin Luther King Holiday
March 6	Midterm Grades Due
Noon March 14 thru 1800, March 23	Spring Break
March 12	Last Day to Withdraw from Individual Courses
May 2	Last Day of Class for Spring Semester
May 2	Last Day to Entirely Withdraw from College
May 5-7	Final Exams
May 7	SAP Convocation
May 9	Honors Convocation
May 10	Spring Graduation and Commissioning



# MARION MILITARY INSTITUTE

## About MMI

- Campus
- History
- Vision
- Mission
- Accreditation
- Notice of Availability of Institutional and Financial Information

## Campus

The campus encompasses 148 acres including a lighted athletic field, baseball diamond, softball field, nine-hole golf course, and six tennis courts in addition to academic buildings, dormitories, and dining facilities. A multi-purpose athletic center houses a large stage for drama and other performances, a twenty-five meter indoor swimming pool, a newly-renovated weight room, a wrestling center, and a collegiate basketball court. The centerpiece of the campus is its historic chapel built in 1857 featuring six historic, stained glass windows.

The campus student center, more familiarly known as the QM, is located in Murfee Hall. It encompasses a student lounge including a TV room (with wide-screen TV and Blue Ray DVD surround sound system), pool tables and table tennis, foosball and air hockey games, the Canteen (snack bar), MMI Barbershop, and mailroom. For student convenience the Tiger's Den Bookstore is located in the adjacent building.

## History

Marion Military Institute is one of five military junior colleges in the United States. The Institute traces its origin back to 1842 when Howard College was founded in Marion, Alabama. In 1887, the Baptist State Convention moved the college to Birmingham. The president of Howard College, Colonel James T. Murphy, remained behind to become the founder of Marion Military Institute. The property was transferred to a self-perpetuating Board of Trustees, and a charter for a nonprofit educational institution was granted by the State of Alabama. In 2006, Marion Military Institute became a member of the Alabama two-year college system, and hence, became state-supported.

Since 1872, MMI has been a military school. At the turn of the century, considerable effort was devoted to patterning the school after prominent English schools. In fact, literature of the period details the effort to make Marion the "Eton of the South." The first World War interrupted this plan, and Marion developed as a military high school and junior college. Although Army Junior and Senior ROTC has been an integral part of the Institute, emphasis on academics remains the essence of the school. At Marion Military Institute, learning takes place in an ordered atmosphere, where discipline is the core and foundation.

Preparation for the nation's service academies has been a specialized part of Marion Military Institute since 1910. The General Bruce K. Holloway Service Academy Program utilizes MMI's sound academic curriculum and outstanding ROTC program to provide extraordinary preparation for students seeking appointments to the service academies. The fact that more than 200 generals and admirals began their military education here ably attests to the effectiveness of the program.

## Vision

Marion Military Institute will continue to transform itself through initiatives which will create comprehensive excellence, innovative leadership, and strategic alliances. MMI will broaden the range of rigorous and relevant academic programs; recruit quality cadets, faculty, and staff; increase enrollment; and expand its commitment to superior infrastructure, including modern technology. This transformative process will enhance MMI's nationally recognized position as a unique, premier two-year college preeminent in

military training and dedicated to the success of all cadets.

## Mission

Marion Military Institute, a two-year public institution, educates and trains the Corps of Cadets in order that each graduate is prepared for success at four-year institutions, including the service academies, with emphasis on providing intellectual, moral-ethical, physical-athletic, and leadership development experiences in a military environment.

## Accreditation

Marion Military Institute is accredited by the Southern Association of Colleges and Schools Commission on Colleges, 1866 Southern Lane, Decatur, Georgia, 30033-4097, Telephone (404) 679-4500; [www.sacscoc.org](http://www.sacscoc.org), to award the associate degree. Note: This accreditation statement is published solely for accreditation-related purposes. The Commission does not answer any admissions or general education inquiries related to policies or practices of Marion Military Institute.

### Notice of Availability of Institutional and Financial Information

Institutions of Higher Education are required by legislation to provide consumer information to prospective as well as enrolled students. Marion Military Institute has developed a page on the MMI website to provide the required information in an easily assessable format. Following links on the page will either provide the information in a pdf file, or take you to areas on the MMI website where the information can be located.

The types of information available include, but are not limited to completion/graduation and transfer rates; financial assistance available to students; campus crime statistics; athletic program participation rates and financial support; information about students' rights under FERPA; cost of attendance, and other institutional information.

Not all information is available on line, but may be distributed by other methods. If the information is not posted, there is a name and email address for the person on campus who can assist you in locating the desired information. This information is also e-mailed annually to all students.

For additional assistance, please contact the following office:

Office of Institutional Research  
Marion Military Institute  
(334) 683-2362



# MARION MILITARY INSTITUTE

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## MMI Programs

- Early Commissioning Program (ECP)
- General Bruce K. Holloway Service Academy Program (SAP)
- Air Force ROTC (AFROTC)
- Marine Corps Platoon Leaders Course (PLC)
- Leadership Education Program (LEP)

### **Early Commissioning Program (ECP)**

The Early Commissioning Program provides the opportunity for cadets to receive a commission as an Army officer two years earlier than their peers at four-year colleges or universities. To be eligible for this unique, accelerated program, a cadet must qualify for the program and commit to a basic term of service in the U.S. Army in either an active duty or reserve forces duty status. Cadets qualify for the ECP in one of the following ways: completion of the Army ROTC Leaders' Training Course in the summer prior to admission; prior military service with at least completion of the basic training component or the equivalent; or at least 3 years of JROTC and approval of the Professor of Military Science. An advanced ROTC cadet must successfully pass a standard army physical (medical examination) and have no previous record of arrests or convictions.

1. For admission to the Early Commissioning Program, the applicant must have a minimum of a 17 composite on the ACT (equivalent on the SAT) and a minimum high school grade point average of 2.00.
2. For consideration for an ECP scholarship, the applicant must have a minimum of a 19 composite on the ACT (equivalent on the SAT) and a minimum high school grade point average of 2.5.

Upon successful completion of the Advanced ROTC courses and the Early Commissioning Program, the cadet will be commissioned as a second lieutenant in the Army. Upon achieving a baccalaureate degree, a second lieutenant may compete for continuous active duty or enter active duty for training and remain with the National Guard or Army Reserve.

### **The General Bruce K. Holloway Service Academy Program (SAP)**

Each year, young men and women attend Marion Military Institute to prepare for admission to the service academies. The General Bruce K. Holloway Service Academy Program, established in 1910 and the oldest such program in the United States, offers a year of solid academic preparation, military training, leadership, and physical development.

All cadets enrolled in the Service Academy Program are enrolled in collegiate coursework in consultation with the Service Academies. Additionally, special courses in mathematics, English, vocabulary development, and testing orientation are offered. Special attention is also given to physical conditioning.

All SAP candidates must, as a minimum, meet all ROTC standards. It is very desirable that candidates show participation in high school sports, other high school activities, and indicate their willingness and ability to participate in the overall MMI program. The only exceptions to these criteria may be those candidates sponsored by a specific service academy. The College has established additional admission requirements for these specific programs.

For admission to the Service Academy Program, the applicant must have a score on the SAT of 1100 or more (ACT composite of 24 or more) with both a math and verbal score of 540 or more, and at least a 2.5 high school grade point average. The only exceptions to these criteria may be those made by the sponsoring Academy or those candidates deemed eligible for the program by the Director of the Service Academy Program.

### **Air Force ROTC (AFROTC)**

MMI cadets may pursue a commission as an Air Force officer through the Air Force ROTC program in coordination with the Air Force ROTC program at the University of Alabama. Cadets can complete two years at MMI before transferring to a senior college or university to complete the commissioning program for the United States Air Force.

### **Marine Corps Platoon Leaders Course (PLC)**

The Platoon Leaders Course (PLC) is a program coordinated with the University of Alabama's USMC Officer Selection Officer designed to provide college freshmen, sophomores, and juniors with the opportunity to earn a Marine officer's commission. Upon completion of summer training, applicants may begin receiving a monthly stipend. Upon completion of a bachelor's degree at a four-year university, applicants are commissioned as Second Lieutenants in the United States Marine Corps.

### **Leadership Education Program (LEP)**

The Leadership Education Program at MMI is designed specifically for those students who wish to enroll at MMI without incurring a military service obligation. Cadets enrolled in the Leadership Education Program realize the value provided through obtaining an associate's degree in a military environment. These cadets experience a disciplined lifestyle while earning an associate's degree and gaining practical experience in leadership and organizational management. LEP cadets enroll in four semesters of basic military science.

For admission to the Leadership Education Program, the applicant must have a minimum of 16 composite on the ACT (equivalent on the SAT) and at least a 2.0 high school cumulative grade point average.





# MARION MILITARY INSTITUTE

## MMI Academic Policies

- Classification of Students
- Placement Testing
- Registration for Courses and Changes in the Cadet Schedule
- Repeating a Course
- Class Attendance
- Grading System
- President's and Dean's Lists
- Final Grade Appeal Procedure
- Academic Standards of Progress
- Application of Standards of Progress
- Academic Probation
- Process for Appeal of Suspension
- Graduation and Degree Requirements
- Graduation Honors
- Verification of Learning Disabilities
- Policy on Academic Integrity
- Student Educational Record

## **Classification of Students**

A cadet enrolled for 12 or more semester hours of credit is classified as full-time. In order to make satisfactory progress toward the associate's degree, however, it is recommended that cadets carry at least 15 to 16 hours of credit each semester. The associate's degree requires 64 college-level credits, excluding any developmental courses. Any cadet who wishes to take more than 19 hours of credit per semester must receive approval from both his/her academic advisor and the Academic Dean prior to registering.

## **Placement Testing**

Using the COMPASS test, Marion Military Institute assesses each incoming college cadet in English, mathematics, and reading. This assessment should be done remotely, if possible, before arrival on campus. (See pages 18-19 for more information.) The primary purpose for the assessment is to determine readiness for college-level courses and to establish initial placement in appropriate college-level or college-preparatory courses. Cadets who test below college-level readiness in English, mathematics, and/or reading will be required to take developmental courses prior to enrolling in the college-level core curriculum courses.

## **Registration for Courses and Changes in the Cadet Schedule**

Currently enrolled cadets have the opportunity to register first. They may expect to register just prior to the end of the preceding semester. Cadets may make changes in their class schedule by adding and/or dropping classes through the first five days of each semester called the "drop/add" period. The dropped classes are not recorded on the cadet's transcript.

After the first week of class and through the date specified in the academic calendar, a cadet may withdraw from individual courses. While enrolled, however, a cadet must at all times maintain a full class load which is defined as twelve credit hours. Audited courses and courses from which a student withdraws are subject to the same fees as regular courses. Cadets may withdraw from the entire semester through the last day of class, as published in the academic calendar. At the point of withdrawal, the cadet will receive a grade of W for the individual course or all courses, as appropriate.

## **Repeating a Course**

With certain exceptions, a cadet may repeat any course(s) in which he/she was previously enrolled. Each attempt that results in an official grade (A, B, C, D, F, W) will be recorded on the cadet's transcript, and each attempt resulting in an official grade will be used in the calculation of the grade point average. When the cadet applies for graduation, however, only the last grade awarded will be included in the calculation of the grade point average for graduation purposes. No course in which the last grade received was an "AU", "F", "W", or "I" may be counted toward graduation.

## **Class Attendance**

Cadets are expected to attend every class meeting. Attendance is considered a contract with obligated appointments and specific expectations of attendance. In the event that a cadet must miss class due to a school-sponsored activity, the cadet is advised to meet with the instructor prior to the absence to arrange completion of missed work. If a cadet reaches the point of having 4 or more unexcused absences in a course, the cadet is subject to being

administratively withdrawn from the course and receiving the grade of "F" for the course.

Nonattendance does not constitute a withdrawal from class or from the college. Marion Military Institute has procedures in place that must be followed in the event that a student must leave the college during the semester. Ceasing to attend and not following these procedures will result in a grade of "F" for the cadet's courses.

## **Grading System**

A grade is awarded in each credit course. The grade is based on the student's demonstrated proficiency as determined by the faculty member teaching the course. The following grading system is used at Marion Military Institute.

Grade	Description	Quality Points
A	Excellent	4
B	Good	3
C	Average	2
D	Poor	1
F	Failure	0

Other markings which may appear on the grade report or transcript are as follows:

I – Incomplete. A mark used only for students who cannot complete coursework because of extreme hardship. The incomplete must be made up no later than the end of the following semester or the incomplete turns into the grade of F.

The incomplete grade indicates that a student was passing a course at the end of the semester but was unable to complete the course due to extenuating circumstances. The assignment of the "I" grade may be awarded after consultation between the student and the instructor. If it is determined that an incomplete should be assigned, the instructor will complete the "I" Grade Assignment Form and both the instructor and the student will sign the form. The form will then be forwarded to the appropriate Department Chair for approval. Information on the form will include a description of the work to be completed and the date for completion. The date for completion may not exceed the published last day class for the following semester, excluding summer. Failure to complete the "I" grade agreement within the specified time period will result in the assignment of a grade of "F" for the course. A course with a grade of "I" will not count as enrolled hours in a subsequent term.

AU – Audit. Course taken for no credit. Credit hours will not be averaged into the grade point average. An audit must be declared by the end of the registration period and may not be changed thereafter.

W – Official withdrawal from a course within the designated time period or withdrawal from the institution within a time period designated by the institution. Credit hours will not be averaged into the grade point average.

## **President's and Dean's Lists**

At the end of each semester, cadets who are enrolled in at least twelve credit hours of college-level coursework and who earn a 4.0 grade point average are named to the President's List. Cadets

enrolled in at least twelve credit hours of college-level coursework who earn between a 3.5 and 3.99 grade point average are named to the Dean's List.

#### **Final Grade Appeal Procedure**

When a cadet believes there are circumstances that warrant the appeal of the final grade received in a course, the student may appeal the grade. The appeal process must begin within 15 calendar days of the beginning of the subsequent semester.

#### Grounds for Appeal

1. Errors of omission. The cadet contends that a certain test, homework, or class project was submitted at the designated time but not graded.
2. Errors in averaging. The cadet contends that an error occurred in the mathematical calculations of graded material.
3. Errors in course practices. The cadet contends that there was significant disparity between the course syllabus and the manner in which the course was conducted.

#### Procedures for Appeal

1. The cadet must consult with the instructor of the class to ensure that no calculation or administrative error has occurred.
2. If no satisfactory agreement is reached with the instructor, the cadet may submit a written appeal to the appropriate Department Chairperson. The Chairperson will investigate the appeal, render a decision, and submit a written report of the findings to the student, instructor, and the Academic Dean.
3. If the appeal is denied by the Department Chairperson, the cadet may forward the written appeal to the Academic Dean. The Dean will review the appeal, render a decision, and submit a written report of the findings to the cadet.
4. If the cadet is not in agreement with the decision of the Dean, he or she may request a hearing before an Appeals Committee. The committee members will review the appeal to insure that it meets one of the three allowable grounds for appeal and explains clearly how it meets the grounds for appeal. If the committee determines that the appeal has merit for further investigation, a hearing will be scheduled.
5. The Appeals Committee will forward a recommendation to the Academic Dean, who will review the subcommittee's recommendation.
6. The Academic Dean will issue a written opinion relative to the subcommittee's report and forward the opinion to the President.
7. The President's decision will be final.

#### **Academic Standards of Progress**

A cadet who fails during any term to attain a cumulative grade point average at or above the level indicated below for the hours attempted (inclusive of any developmental courses) will be placed on academic probation for the subsequent term.

Hours Attempted	Minimum GPA
12-21	1.50
22-32	1.75
33 or more	2.00

When a cadet does not meet the required retention standard,

institution officials may provide intervention for the cadet by taking steps including but not limited to, imposing maximum course loads, requiring regular meetings with the academic advisor, and/or prescribing other specific courses.

#### Application of Standards of Progress

1. When the Cumulative GPA is at or above the GPA required for the total number of credit hours attempted at the institution, the student's status is CLEAR.
2. When a cadet's Cumulative GPA is below the GPA required for the number of credit hours attempted at the institution, the cadet is placed on Academic Probation.
3. When the Cumulative GPA of a cadet who is on Academic Probation remains below the GPA required for the total number of credit hours attempted at the institution but the semester GPA is 2.0 or above, the cadet remains on Academic Probation.
4. When the Cumulative GPA of a cadet who is on Academic Probation remains below the GPA required for the total number of credit hours attempted at the institution and the semester GPA is below 2.0, the cadet is suspended for one semester. The transcript will read SUSPENDED – ONE SEMESTER.
5. The cadet who is suspended for one semester may appeal. If, after appeal, the cadet is readmitted without serving the one semester suspension, the transcript will read SUSPENDED – ONE SEMESTER / READMITTED UPON APPEAL. The cadet who is readmitted upon appeal re-enters the institution on Academic Probation.
6. A cadet who is on Academic Probation after being suspended for one semester (whether the cadet has served the suspension or has been readmitted upon appeal) without having since achieved Clear academic status and whose Cumulative GPA falls below the level required for the total number attempted at the institution but whose semester GPA is 2.0 or above will remain on Academic Probation until the cadet achieves the required GPA for the total number of hours attempted.
7. A cadet returning from a one-term or one-year suspension and, while on academic probation, fails to obtain the required GPA for the number of hours attempted and fails to maintain a term GPA of 2.0, will be placed on a one-year suspension.
8. The cadet may appeal a one-term or one-year suspension.
9. The permanent cadet record will reflect the cadet's status (except when the status is clear). When appropriate, the record will reflect ACADEMIC PROBATION, ACADEMIC SUSPENSION – ONE TERM, ACADEMIC SUSPENSION – ONE YEAR, ACADEMIC PROBATION – ONE YEAR, ONE TERM SUSPENSION – READMITTED ON APPEAL, or ONE YEAR SUSPENSION – READMITTED ON APPEAL.

#### Academic Probation

Cadets placed on academic probation must meet the following criteria at the end of their next term of enrollment.

1. Attain a cumulative grade point average meeting the minimum retention standards, or
2. Attain a 2.0 grade point average for that term.

For a cadet who is on academic probation, failure to meet one of the above-referenced criteria will result in academic suspension of the cadet for one term. The summer term does not count as a semester of suspension. A cadet whose cumulative grade point average remains below the minimum retention standard but whose term grade point average continues to be 2.0 or higher will be permitted

to continue enrollment but will remain on academic probation. When a cadet is placed on academic probation or readmitted after suspension, college officials may provide academic intervention for the cadet by imposing maximum course loads, requiring regular meetings with the academic advisor, or imposing other appropriate measures to assist the cadet in returning to proper academic standing.

#### Process for Appeal of Suspension

A cadet who has been academically dismissed from Marion Military Institute may request an appeal through the MMI Appeals Committee. If the cadet contends there were extenuating circumstances (e.g., documented medical or psychological problems, court or military duty, etc.) that contributed to the academic dismissal, an appeal for reinstatement may be considered by the committee.

The appeal must be filed with the Academic Dean. If the Appeals Committee grants the reinstatement, the conditions imposed by the committee will be clearly stated. The conditions may include a reduced course load and regular meetings with an academic advisor.

#### **Graduation and Degree Requirements**

Marion Military Institute awards the associate in arts (AA) and the associate in science (AS) degrees. To be eligible to receive a degree from Marion Military Institute, cadets must adhere to the following requirements.

1. Complete a minimum of 64 college-level semester credits required for the associate degree, excluding any developmental credits.
2. Earn at least a 2.0 cumulative grade point average.
3. Complete and file an Application for Graduation prior to the end of the fall semester just before the anticipated final semester.
4. Resolve all MMI obligations, financial or otherwise, and return all library and college materials.
5. Complete at least 25 percent of semester credit hours at Marion Military Institute.

#### Other Guidelines Pertaining to Graduation are as Follows:

6. Cadets will be permitted to graduate by meeting the requirements of the catalog under which they entered, providing graduation is within four years of initial enrollment. After the four year period, cadets may be required to meet the requirements stated in the current catalog.
7. Cadets must complete an assessment battery as required to measure general education achievement in various areas for the purpose of evaluation of academic programs. No minimum score or level of achievement on the battery is required for purposes of obtaining a degree.

#### **Graduation Honors**

College cadets receiving associate degrees with final cumulative grade point averages of 3.9 to 4.0 will be awarded Summa Cum Laude while those with final cumulative grade point averages of 3.75 to 3.89 will be awarded Magna Cum Laude. Graduates with final cumulative grade point averages of 3.5 to 3.74 will be awarded Cum

Laude.

Only cadets who have attended Marion Military Institute for at least four semesters will be eligible for consideration for the awards of first-place (valedictorian) and second-place (salutatorian) academic awards.

#### **Verification of Learning Disabilities**

##### Qualifications of the Evaluator

The name, title, and license/certification credentials of the evaluator, including information about license or certification (i.e., licensed psychologist) as well as the area of specialization, employment, and state in which the individual practices must be clearly stated in the report. The following professionals are generally considered qualified to diagnose learning disabilities: clinical psychologists, school psychologists, neuropsychologists, learning disability specialist, diagnostician, and psychiatrists who have expertise in evaluating the impact of learning disabilities on an individual's educational performance. All reports should be on official letterhead, dated, and signed.

##### Current/Comprehensive Documentation

An evaluation should be no more than three years old. Documentation should substantiate the need for services based on the student's current level of functioning. A school plan such as an IEP or a 504 Accommodation Plan is insufficient documentation, but may be included as part of a more comprehensive report.

##### Identification of Learning Disabilities

Evaluation should include a clinical interview, assessment of aptitude AND academic achievement, and a diagnosis of LD.

Clinical Interview- Relevant information regarding the student's academic history and learning abilities should be included. Also, medical, developmental, and social histories should be investigated and reported, along with any family history of educational, medical, or psychological difficulties. Medical, social, and psychological problems should be ruled out as causes of learning disabilities.

Assessment of Aptitude-A complete intellectual assessment, with standard scores reported, is required. The following tests are recommended for assessment of aptitude; other appropriate measures may be used at the examiner's discretion.

- Wechsler Adult Intelligence Scale (3rd Edition)
- Stanford-Binet Intelligence Scale (4th Edition)
- Woodcock-Johnson Cognitive Processing Battery to substantiate any processing problems

The Slosson Intelligence Test-Revised and the Kaufman Brief Intelligence Test are screening devices, thus are not appropriate for the diagnosis of learning disabilities.

Assessment of Academic Achievement- Norm-referenced academic achievement tests, with subtests and standard scores reported, are essential. The assessment should include evaluation of reading, math, and written language. Also, it may be useful to include other evaluations, such as informal inventories or classroom observations.

The following standardized tests are recommended for assessment of academic achievement; other appropriate measures may be used at the examiner's discretion.

- Woodstock-Johnson Psychoeducational Battery-Revised
- Tests of Achievement (to substantiate any processing problem)
- Wechsler Individual Achievement Test (if student falls within age norms)
- Kaufman Test of Educational Achievement (if student falls within age norms)
- Key Math Diagnostic Arithmetic Test-Revised if student falls within age norms)
- Test of Written Language-3 (if student falls within age norms)
- Grey Oral Reading test 3 (if student fall within age normal)

The Wide Range Achievement Test (WRAT3) is a screening device, thus is not appropriate for the diagnosis of learning disabilities.

**Diagnosis of Learning Disabilities-** The evaluator should use direct language in the diagnosis of a learning disability based on DSM-IV criteria: a SPECIFIC statement that a learning disability exists is required for services and accommodations. Also the evaluator must describe the substantial limitation(s) to academic learning that are presented by the learning disability. If the data indicates that a learning disability is not present the evaluator should state that finding in the report. The report must outline alternative explanations and diagnosis.

#### **Verification of Attention Deficit/Hyperactivity Disorders (ADHD)**

##### Qualifications of the Evaluator

The name, title, and license/certification credentials of the evaluator should be stated in the report. The following professionals are considered qualified to evaluate ADD/ADHD: physician, psychiatrists, clinical psychiatrists, neurologist, or neuropsychologist who have expertise in evaluating the impact of ADD/ADHD on an individual's educational performance. A diagnosis of ADD/ADHD by someone whose training is not in these fields is not acceptable. All reports should be on official letterhead, dated, and signed.

##### Current Documentation

Evaluation should be no more than 3 years old and must provide a clear statement of the presenting problem. Changes may have occurred in the student's performance since a previous diagnosis, or new medication may have been prescribed or discontinued since the initial diagnosis was made. Documentation should substantiate the need for services based on the student's current functioning and must define the level of functioning and any limitations supported by evaluation data.

##### Identification of ADHD

A comprehensive evaluation should include a clinical interview, assessment of attention difficulties, and diagnosis of ADD or ADHD using DSM-IV criteria. A school plan such as an IEP or a 504 Accommodation Plan is insufficient documentation, but may be included as part of a more comprehensive report.

**Clinical Interview-Because ADHD is, by definition, first exhibited in childhood and manifests itself in more than one setting, relevant historical information is essential. The student's academic history should be included. Medical, developmental, and social histories should be investigated and reported, along with any family history of educational, medical, or psychological difficulties. A description of the individual's presenting attention symptoms should be provided as well as any history of such symptoms. A family history of ADHD and the student's medical history also are important. High school IEP, 504 Plans, and/or a letter from a physician or other professional will not be sufficient to document ADD or ADHD. Medication cannot be used to imply diagnosis.**

**Assessment of Attention Difficulties**

The evaluator should include any assessment data that supports or refutes a diagnosis of ADHD. Assessments such as checklists and rating scales are very important, but checklists, surveys, or subtest scores should not be used as the SOLE criterion for a diagnosis of ADHD.

The evaluator should investigate the possibility of dual diagnosis and/or co-existing medical and/or psychological disorders that result in behaviors that mimic ADHD. Medical, social, and psychiatric problems should be ruled out as causes of ADHD.

**Diagnosis of ADD/ADHD Using DSM-IV Criteria-Individuals who exhibit general problems with organization, test anxiety, memory, and concentration do not fit the diagnostic criteria for ADHD. Likewise, a positive response to medication by itself does not confirm a diagnosis of ADHA. The diagnostician should use direct language in diagnosis of ADHD, avoiding the use of terms such as "suggests", "is indicative of", or "attention problems". A SPECIFIC statement that the student is diagnosed with ADD or ADHD and the accompanying DSM-IV criteria are required for services and accommodations. Also, the evaluator must describe the substantial limitation(s) to academic learning presented by the attention disorder. If the data indicate that ADHD is not present, the evaluator should state that finding in the report. Additionally, any alternative explanations or diagnosis must be ruled out.**

Diagnosis must be clearly supported (with data provided) using relevant test data with standard scores to support conclusions, including at least:

- WAIS-R
- Woodcock-Johnson Psychoeducational Battery-Revised, including Written Language
- Behavioral Assessment Instruments for ADD/ADHD, normed on adults

##### Recommendations for Accommodations

The diagnostic report should include specific recommendations for academic accommodations and the rationale for such recommendations. If accommodations are not identified specifically in the diagnostic report, the student must provide this documentation before services can be provided. A history of accommodations in itself does not warrant the provision of similar accommodations at Marion Military Institute. The final determination of appropriate and reasonable accommodation rests with the Academic Dean.

A summary of diagnostic findings is a component of the report. The summary might include an indication of how patterns of inattentiveness and/or hyperactivity validate the presence of ADHD, and the elimination of alternative explanations for academic problems (such as poor study habits, lack of motivation, psychological or medical problems).



### **Policy on Academic Integrity**

This policy applies to any and all student experiences in which academic credit is involved.

Because academic integrity is a cornerstone of MMI's commitment to the principles of free inquiry, students are responsible for learning and upholding professional standards of research, writing, assessment, and ethics in their areas of study. In the academic community, the high value placed on truth implies a corresponding intolerance of scholastic dishonesty. Written or other work which a student submits must be the product of his/her own efforts and must be consistent with appropriate standards of professional ethics. Academic dishonesty, which includes cheating, plagiarism and other forms of dishonest or unethical behavior, is prohibited.

A breakdown of behaviors that constitute academic dishonesty is presented below. The definitions and clarifications are meant to provide additional information and examples of these behaviors. They are not intended to be all-inclusive. Questions regarding this policy or requests for additional clarification can be directed to the Academic Dean.

#### Academic dishonesty includes:

##### **1. Cheating on Examinations**

###### **Definition**

Cheating is using or attempting to use materials, information, notes, study aids, or other assistance in any type of examination or evaluation which have not been authorized by the instructor.

###### **Clarification**

- a) Students completing any type of examination or evaluation are prohibited from looking at another student's materials and from using external aids of any sort (e.g., books, notes, calculators, and conversation with others) unless the instructor has indicated specifically in advance that this will be allowed.

- b) Students may not take examinations or evaluations in the place of other persons. Students may not allow other persons to take examinations or evaluations in their places.
- c) Students may not acquire unauthorized information about an examination or evaluation and may not use any such information improperly acquired by others.

##### **2. Plagiarism**

###### **Definition**

Plagiarism is intentionally or carelessly presenting the work of another as one's own. It includes submitting an assignment purporting to be the student's original work which has wholly or in part been created by another person. It also includes the presentation of the work, ideas, representations, or words of another person without customary and proper acknowledgement of sources. Students must consult with their instructors for clarification in any situation in which the need for documentation is an issue, and will have plagiarized in any situation in which their work is not properly documented.

###### **Clarification**

- a) Every direct quotation must be identified by quotation marks or appropriate indentation and must be properly acknowledged by parenthetical citation in the text or in a footnote or endnote.
- b) When material from another source is paraphrased or summarized in whole or in part in one's own words, that source must be acknowledged in a footnote or endnote, or by parenthetical citation in the text.
- c) Information gained in reading or research that is not common professional knowledge must be acknowledged in a parenthetical citation in the text or in a footnote or endnote.
- d) This prohibition includes, but is not limited to, the use of papers, reports, projects, and other such materials prepared by someone else.

##### **3. Fabrication, Forgery and Obstruction**

###### **Definition**

Fabrication is the use of invented, counterfeited, altered or forged information in assignments of any type including those activities done in conjunction with academic courses that require students to be involved in out of classroom experiences.

Forgery is the imitating or counterfeiting of images, documents, signatures, and the like.

Obstruction is any behavior that limits the academic opportunities of other students by improperly impeding their work or their access to educational resources.

###### **Clarification**

- a) Fabricated or forged information may not be used in any laboratory experiment, report of research, or academic exercise. Invention for artistic purposes is legitimate under circumstances explicitly authorized by an instructor.
- b) Students may not furnish to instructors fabricated or forged explanations of absences or of other aspects of their performance and behavior.
- c) Students may not furnish, or attempt to furnish, fabricated, forged or misleading information to

- officials on records, or on records of agencies in which students are fulfilling academic assignments.
- d) Students may not steal, change, or destroy another student's work. Students may not impede the work of others by the theft, defacement, or mutilation of resources so as to deprive others of their use.

#### 4. Multiple Submission

##### Definition

Multiple submission is the submission of the same or substantially the same work for credit in two or more courses. Multiple submissions shall include the use of any prior academic effort previously submitted for academic credit at this or a different institution. Multiple submissions shall not include those situations where the prior written approval by the instructor in the current course is given to the student to use a prior academic work or endeavor.

##### Clarification

- a) Students may not normally submit any academic assignment, work, or endeavor in more than one course for academic credit of any sort. This will apply to submissions of the same or substantially the same work in the same semester or in different semesters.
- b) Students may not normally submit the same or substantially the same work in two different classes for academic credit even if the work is being graded on different bases in the separate courses (e.g., graded for research effort and content versus grammar and spelling).

#### 5. Complicity

##### Definition

Complicity is assisting or attempting to assist another person in any act of academic dishonesty.

##### Clarification

- a) Students may not allow other students to copy from their papers during any type of examination.
- b) Students may not assist other students in acts of academic dishonesty by providing material of any kind that one may have reason to believe will be misrepresented to an instructor or other university official.
- c) Students may not provide substantive information about test questions or the material to be tested before a scheduled examination unless they have been specifically authorized to do so by the course instructor.

#### 6. Computer Misuse

##### Definition

Misuse of computers is disruptive, unethical, or illegal use of MMI's computer resources. Misuse of computers also includes disruptive, unethical, or illegal use of the computers of another institution or agency in which students are performing part of their academic program.

##### Clarification

- a) Students may not use MMI's computer system in support of any act of plagiarism.
- b) Students may not monitor or tamper with another person's electronic communications.
- c) Students may not use computer resources to engage in illegal activity, including but not limited to the following: illegally accessing other computer systems, exchanging stolen information, and violating copyright agreements which involve software or any other protected material.

#### 7. Misuse of Intellectual Property

##### Definition

Misuse of intellectual property is the illegal use of copyright materials, trademarks, trade secrets or intellectual properties.

##### Clarification

- a) Students may not violate the institute policy concerning the fair use of copies.

#### 8. Appeal Process for Students

A student may appeal a decision about academic dishonesty in a written request to the department chair, who will then ask the Academic Dean to assemble the Appeals Committee, a standing committee composed of MMI faculty and staff. If the student's instructor, who has initiated the case, is a member of the committee, the Dean will ask another faculty member to serve in the instructor's place for that particular appeal. The student may be accompanied at the meeting by his/her faculty advisor or TAC officer or a faculty member of his or her choice. The decision of the Appeals Committee is final.

Cadets should understand that the process described above addresses the academic consequences of academic dishonesty. When necessary, these cases will be reported to the Honor Council, which may choose to review the incident further as an honor offense.

#### Turnitin.com

It is the instructor's responsibility to track and report cases of academic dishonesty at MMI. [Turnitin.com](http://Turnitin.com) is an anti-plagiarism tool that screens written assignments against a database of the internet, e-journals, e-books, a range of other scanned material. This tool ensures that all assignments are graded on a uniform standard. Instructors are asked to require students to use turnitin.com for all formal assigned essays and research papers. The turnitin.com course password is given to students in class at the beginning of each semester. Students must register by going to [Turnitin.com](http://Turnitin.com) and clicking the "create a user profile" button (below the login button), and then following the on-screen instructions. Guides on how to use Turnitin.com and how to create a student account are available on the Turnitin.com website.

#### **Student Educational Records**

Marion Military Institute maintains an official academic record in the Office of the Registrar for each cadet. This permanent academic record includes all completed coursework, grades, and grade point averages. Access to academic records is provided in accordance with the Family Educational Rights and Privacy Act as amended in 1974. Procedures for cadet access to the academic record are published annually in the *Cadet Handbook*.

The Institute reserves the right not to release a transcript if the cadet has outstanding financial obligations to the College.

The Institute may release "Directory Information" as defined by Marion Military Institute under the authority of the Act, unless the cadet informs the Office of the Registrar that such information should not be released without the cadet's prior consent. Directory information, as defined by MMI, includes a cadet's name, addresses (campus, home, mailing, email) and telephone numbers, class level,

previous institutions attended, awards, honors (including Dean's List and President's List), degrees conferred (including dates), dates of attendance, names of parents, past and present participation in officially recognized sports and activities, physical factors (e.g., height and weight of athletes), and date and place of birth. A written request to withhold Directory Information must be filed with the MMI Office of the Registrar by the third week of the first semester for such information not to be released.





Truth  
Honor  
Service

# MARION MILITARY INSTITUTE

## MMI Admission Information

- General Admissions Information and Procedures
- Admission of International Students
- Admission to an Associate Degree Program of First-time College Students
- Placement Testing (COMPASS) and Course Placement
- CLEP Test policy
- ACT/SAT I Policy
- Transfer Policy
- Advanced Standing
- Re-Admission to MMI

## **General Admissions Information and Procedures**

Candidates for admission and their families are encouraged to visit the campus and tour the campus facilities. During the visit, the candidate will meet with an admissions counselor. Appointments should be made by phoning the MMI Admissions Office at 1-800-MMI-1842.

All students seeking admission to the collegiate programs at Marion Military Institute must comply with the following procedures.

1. Complete and submit an Application for Admission to include a \$30 application fee.
2. Submit one primary form of documentation or two secondary forms of documentation, one of which must be a photo identification card. Submission of these documents must be either in person or through submission of a notarized copy through U.S. mail.

*Primary forms of documentation include:* an unexpired Alabama Driver's License or instruction permit; unexpired Alabama identification card; unexpired U.S. Passport; unexpired U.S. Permanent Resident Card; Resident Alien Card – Pre 1977; Unexpired Driver's License or instruction permit from another state or possession that verifies lawful presence, dated 2000 and beyond; U.S. Alien Registration Receipt Card (Form I-151) prior to 1978; or BIA or tribal identification card with photo.

*Secondary forms of identification include the following, in addition to the required photo identification card such as a school ID (with photo) or an employee ID (with photo):* U.S. Certificate of Naturalization; Social Security Card (without restrictions); certified copy of a U.S. Birth Certificate or a U.S. State Department Certificate of Birth Abroad; U.S. Certificate of Citizenship; U.S. Military ID Card (active duty, reserve, retired); U.S. Armed Forces Driver's License; U.S. Department of Veterans' Affairs card; concealed weapons permit; medical/health insurance ID card (except Medicare card or a Mexican Matricula Consulate card); BIA or tribal affidavit of birth or certificate of Indian blood; USCIS I-94 or I-94A form; USCIS employment authorization document (I-688A, I-688B, I-766); U.S. military DD-214; U.S. travel document (mint green cover) endorsed with Permit to Re-enter (Form I-327 or refugee travel document Form I-571); U.S. application for voluntary departure under the family unity program (Form I-797); U.S. temporary resident card (Form I-688); U.S. notice of approval to apply for permanent residence (Form I-171 or I-463); other documentation issued by U.S. Citizenship and Immigration Services or documentation presenting a status permitted under 8U.S. Code 1621 and 1641.

3. Provide all official academic transcripts and official copies of ACT and/ or SAT scores. Incoming freshmen are expected to have completed the following high school requirements: 4 credits of English; 4 credits of mathematics to include algebra I, II, and geometry; 4 credits of science to include biology and physical science; and 4 credits of social studies.
4. Provide a copy of the applicant's social security card.
5. Submit a copy of the applicant's birth certificate or proof of U.S. citizenship.
6. Submit a copy of the applicant's immunization records.

(Current immunizations must provide for protection against diphtheria, tetanus, pertussis, polio, rubella, and mumps; two (2) doses of measles vaccine are required

7. Submit proof of registration with Selective Service (males, ages 18 through 26).
8. Submit \$200 room deposit.
9. Meet medical criteria as described below.

In addition to meeting reasonable standards of good health, applicants must exhibit good conduct, a willingness to accept responsibilities for their actions, and respect for others. Applicants must also meet academic and physical competency standards as part of their admission, which may exclude persons with specific disabilities. They must have exhibited the capacity to adjust to and work effectively in a closely monitored, highly disciplined, and occasionally stressful environment.

All cadets are required to participate in physical activities, such as marching with a rifle in formation and participating in intramural athletics, among others, considered essential to the traditions of a military school and to the development of individual leadership skills and sense of camaraderie as a member of the Corps. Cadets must be physically and mentally sound and meet the academic requirements for admission in order to participate fully in the Institute's programs. Chronic or acute disabilities existing prior to or developing after matriculation must be disclosed to the Office of the Vice President of Student Affairs/ Commandant of Cadets.



Upon admission, an individual who discloses a disability can request reasonable accommodations. Individuals will be asked to provide

documentation of the disability in order to assist with the provision of appropriate reasonable accommodations. MMI will provide reasonable accommodations, but is not required to substantially alter the requirements or nature of its programs or provide accommodations that inflict an undue burden. Supplemental learning aids and/or materials are the responsibility of the student.

### **Admission to an Associate Degree Program of First-time College Students**

An applicant who has not previously attended a duly-accredited postsecondary institution will be designated a first-time college student/native student. For unconditional admission and to be classified as "degree-eligible," applicants must have on file at the institution a completed application for admission and meet at least one of the following criteria.

1. An official transcript showing graduation with the Alabama High School Diploma, as defined by the Alabama State Board of Education, the high school diploma of another state equivalent to the Alabama High School Diploma, or an equivalent diploma issued by a non-public, regionally and/or state-accredited high school. Applicants who hold a certificate or any other award issued in lieu of a diploma are ineligible for admission.
2. An official transcript showing graduation from high school with a high school diploma equivalent to the Alabama High School Diploma, as defined by the Alabama State Board of Education, issued by a non-public high school and proof of passage of the Alabama Public High School Graduation Examination; or
3. An official transcript showing graduation from high school with a high school diploma equivalent to the Alabama High School Diploma, as defined by the Alabama State Board of Education, issued by a non-public high school and evidence of a composite ACT score of at least 16 or an SAT score of at least 780 on the combined critical reading and mathematics sections of the SAT test;
4. An official transcript showing graduation from high school with a high school diploma equivalent to the Alabama Occupational Diploma, as defined by the Alabama State Board of Education, the high school diploma of another state equivalent to the Alabama Occupational Diploma, or an equivalent diploma issued by a non-public high school, and evidence of a composite ACT score of at least 16 or an SAT score of at least 780 on the combined critical reading and mathematics sections of the SAT test;
5. The student holds an official GED certificate issued by the appropriate state education agency.

The College has established additional admission requirements for specific programs.

1. For admission to the **Early Commissioning Program**, the applicant must have a minimum of a 17 composite on the ACT (equivalent on the SAT) and a minimum high school grade point average of 2.00. Army ROTC makes the final determination on admission to the ECP upon applicant meeting standards set forth by the United States Army Cadet Command Regulations.
2. For admission to the **Leadership Education Program**, the applicant must have a minimum of a 16 composite on the ACT (equivalent on the SAT) and a strong high school record of academic achievement in core courses.

3. For admission to the **Service Academy Program**, the applicant must have a score on the SAT of 1100 or more (ACT composite of 24 or more) with both a math and verbal score of 540 or more, and at least a 2.5 high school grade point average. The only exceptions to these criteria may be those made by the sponsoring Academy or those candidates deemed eligible for the program by the Director of the Service Academy Program.

Conditional admission of a first-time student may be granted to an applicant if the college has not received proof that the student has satisfied one of the admission requirements identified in the General Admissions Procedures. If all required admissions records have not been received by the institution prior to issuance of first semester grades, the grades will be reported on the transcript, but the transcript will read "Continued enrollment denied pending receipt of admissions records." This notation will be removed from the transcript only upon receipt of all required admissions records. The student shall not be allowed to enroll for a second semester unless all required admission records have been received by the institution prior to registration for the second semester.

### **Placement Testing (COMPASS) and Course Placement**

Through the use of the COMPASS assessment instrument, Marion Military Institute tests incoming cadets to assist in accurate placement in academic course levels, particularly in the areas of English, mathematics, and/or reading. Though all students may be assessed for purposes of institutional research, the students with the following scores on the ACT and/or SAT are required to participate in assessment.

<b>COMPASS Assessment</b>	<b>Compass Scores</b>	<b>Course Placement</b>
Writing Skills	0-22	ENG 092
	23-61	ENG 093
	62-100	ENG 101
Reading	0-64	RDG 080
	65-100	Exempt or RDG 114
Pre-Algebra	0-35	MTH 090
	36-100	MTH 098
Algebra	0-19	MTH 090
	20-35	MTH 098
	36-62	MTH 100
	63-100	MTH 110 Or MTH 112
College Algebra	0-45	MTH 110 or MTH 112
	46-100	MTH 113
Trigonometry	0-45	MTH 112 or MTH 110
	46-100	MTH 125

The following exceptions apply to required assessment through the COMPASS test:

1. Students who transfer college-level English or mathematics courses from a regionally-accredited college or university with the grade of C or higher.
2. Students who have completed required developmental coursework at another Alabama Community College System institution within the last three years.

3. Students who can provide documentation of scores on a COMPASS assessment completed within the past three years.

**NOTE:** For purposes of institutional assessment and for measurement of program effectiveness, all entering students are required to take the COMPASS. This requirement is not related to class placement.

#### **ACT/SAT Course Placement Policy**

Students with ACT/SAT scores at or above the scores below are exempted from required assessment on the COMPASS:

<b>MMI Cut Off Scores</b>	
<b>ACT</b>	<b>SAT</b>
Math: 20	Math: 470
English: 20	Critical Reading: 470
Reading: 20	Critical Reading: 470

Course placement in the disciplines of English and mathematics may be assigned based on college entrance examination scores. ACT/SAT scores are a required document in the student's admissions application file. The score ranges below pertain to specific course placement:

<b>ACT</b>			<b>SAT I</b>		
<b>Test</b>	<b>Score</b>	<b>Course Placement</b>	<b>Test</b>	<b>Score</b>	<b>Course Placement</b>
English	20	ENG 101	Verbal	470-800	ENG 101
Math	20-24	MTH 100	Math	470-570	MTH 100
	25-26	MTH 110 or 112		570-610	MTH 110 or 112
	27-29	MTH 113 or 115		620-640	MTH 113 or 115
	30-36	MTH 125		640-800	MTH 125
Reading	20 or above	Exempt	Reading	470	Exempt

#### **Admission to an Associate Degree Program as a Transfer Student**

An applicant who has previously attended another duly-accredited postsecondary institution will be considered a transfer student. Duly-accredited refers to accreditation provided by one of the six regional accrediting bodies recognized by the U.S. Department of Education.

To be eligible for unconditional admission and classified as degree-eligible, a transfer student must have submitted to the institution an application for admission and official transcripts from all postsecondary institutions attended and any other documents required for first-time students. A transfer student who does not have on file official transcripts from all postsecondary institutions attended and any additional documents required by the institution may be granted conditional admission. No transfer student shall be allowed to enroll for a second semester unless all required admissions records have been received by the institution prior to registration for the second semester.

If all required admissions records have not been received by the institution prior to issuance of first semester grades, the grades will be reported on the transcript, but the transcript will read

"Continued enrollment denied pending receipt of admissions records." This notation will be removed from the transcript only upon receipt of all required admissions records.

#### **Transfer Policy**

Marion Military Institute generally accepts liberal arts and general studies credits from regionally-accredited colleges and universities. The amount of transfer credit and advanced standing credit will be determined by the Dean. No credit will be accepted for junior or senior level courses taken at four-year institutions.

Transfer credit will be evaluated and recorded by the Registrar once all official transcripts are on file. Coursework transferred or accepted for credit must represent collegiate coursework relevant to the degree program, with course content and level of instruction resulting in student competencies at least equivalent to those of students enrolled in the Institute's own degree programs.

Credit will be accepted for transferable courses in which the student has received a grade of "C" or higher. A transfer grade of "D" will only be acceptable when the transfer student's cumulative GPA is 2.0 or above. If the student has a cumulative grade point average of 2.0 or above, the student's "D" grade will be accepted the same as for native students. Grades for transfer courses are not calculated in the Marion Military Institute grade point average.

#### **CLEP Exams**

With the exception of sponsored and non-sponsored students enrolled in the Service Academy Program, Marion Military Institute awards credit earned through CLEP examinations provided minimum scores are achieved and certain conditions are met. A minimum score at or above the 50<sup>th</sup> percentile (50%) on both General Examinations and Subject Examinations is required for credit.

Credit through General Examinations and Subject Examinations is granted only if the exams were taken before entering the Institute, and with proper documentation. CLEP credit is not granted for college-level courses previously failed, for courses in which credit for higher level course work has been earned, or for both Subject Examination and the course equivalent. It is the student's responsibility to request forwarding an official score report to the Registrar.

Students may receive a maximum of 3 hours of credit awarded in each academic area: Humanities, History, and Social Sciences. Students may not receive credit for a mathematics course higher than MTH 113. Students may not receive CLEP credit for courses in biology, chemistry, physics, or other laboratory courses.

Official score reports must be received by the college directly from Educational Testing Service. Credit awarded by Marion Military Institute does not indicate that your four-year or transfer institution will award credit. It is the student's responsibility to verify credit with the other institution.

#### **CLEP Subject Examinations**

Exam	Required Score	Course	Credits Awarded
Intro to Psychology	49	PSY 200	3
Intro To Sociology	50	SOC 200	3
US History I	50	HIS 201	3

US History II	50	HIS 202	3
Human Growth and Development	50	PSY 210	3

### Advanced Standing

Marion Military Institute recognizes and accepts college credit earned, with a grade of C or higher, through dual enrollment programs. Students must request a transcript be sent from the college conferring the credit to the MMI Registrar's Office. The transcript will be reviewed and appropriate credit assigned.

Marion Military Institute will review also credit earned, with a grade of 3 or higher, through the Advanced Placement Program of the College Board (AP). Students should request an official copy of their AP scores be sent to the MMI Registrar's Office.

Marion Military Institute AP Equivalents and Credits	
AP Examination*	Number of Credit Hours
Art History	6 - ART 203 and 204
Biology	8 – BIO 103 and 104
Calculus A B	4 – MTH 125
Calculus B C	8 – MTH 125 and 126
Chemistry	8 – CHM 111 and 112
Economics: Macro	3 – ECO 231
Economics: Micro	3 – ECO 232
English Language & Composition	6 – ENG 101 and 102
English Literature & Composition	6 – ENG 102 and ENG 999 (Elective)
Government & Politics - Comparative	3 – POL 200
Government & Politics – United States	3 – POL 211
Physics B	8 – PHY 201 and 202
Physics C/Mechanics	4 – PHY 213
Physics C/Electricity & Magnetism	4 – PHY 214
Psychology	3 – PSY 200
Spanish Language	
Score of 3	4 – SPA 101
Score of 4 or 5	8 – SPA 101 and 102
Statistics	3 – MTH 265
Studio Art Drawing	6 – ART 113 and 114
U.S. History	6 – HIS 201 and 202
World History	6 – HIS 121 and 122

\*A minimum examination score of 3 is required for consideration for credit awards.



### Re-Admission to MMI

Any student who withdraws, does not return, or is dismissed from Marion Military Institute must apply for re-admission if they are away more than one semester. Re-admission criteria will be the same as the original criteria for admission. Furthermore, the reason and circumstances surrounding the student's departure will be taken into consideration for re-admission. A \$30 application fee will be charged upon application for re-admission.



## MMI Degree Program Information

- **Programs of Study**
- **Planning the Educational Program**
- **Academic Advisement**
- **STARS Transfer Guide**
- **Other Articulation Agreements**
- **Developmental Studies Program**
- **General Education Program**
- **Associate in Arts Degree**
- **Associate in Science Degree**
- **Academic Concentrations**
  - **Concentration – Criminal Justice**
  - **Concentration – History**
  - **Concentration – Leadership**
  - **Concentration – Natural Science**
  - **Concentration – Pre-Engineering**
  - **Concentration – Pre-Nursing**
  - **Concentration - Psychology**
  - **Concentration - Sociology**

## **Programs of Study**

Marion Military Institute offers associate degree programs designed to meet the needs of students who plan to transfer to four-year institutions to pursue a baccalaureate degree.

## **Planning the Educational Program**

It is the cadet's responsibility to select an educational program of study, plan the academic sequencing of courses, register, and successfully complete program requirements which lead to graduation. The academic advisors at Marion Military Institute are available to assist students in program planning and course selection, but it is ultimately the cadet's responsibility to plan and complete his or her academic program. As preparation for academic advising, students who already know where they wish to transfer upon graduation should obtain a copy of that institution's program requirements to assist in planning their courses to be taken at Marion Military Institute.

## **Academic Advisement**

Each student is assigned a faculty advisor soon after arrival at Marion Military Institute. The advisement process at MMI is considered an ongoing, interactive process between the advisor and the student, which facilitates the development and attainment of the student's educational goals.

The online Registration Guide should be referred to as an aid in selecting initial courses and schedules. After arrival, discussions between a student and his/her appointed advisor should take place on a regular basis but certainly before each semester's preregistration period and before any change is made in the student's academic class schedule. Topics of discussion might include selecting courses, dropping a class, and understanding degree requirements.

Students bear full responsibility for any complications that arise because of their failure to follow established policies, procedures, course requirements and prerequisites, or the advice of counselors or academic advisors. The college does not consider lack of student awareness as sufficient reason to waive any requirement or make exception to any policy or practice.

## **STARS Transfer Guide**

In 1994, the Alabama Legislature created by law the State of Alabama Articulation and General Studies Committee and the Statewide Articulation Reporting System (**STARS**). The STARS System allows public two-year students in Alabama to obtain a Transfer Guide/Agreement for the major of their choice. This guide/agreement, if used correctly, directs the student through their first two years of coursework and prevents loss of credit hours upon transfer to the appropriate public four-year university in Alabama. Students who plan to transfer to a four-year college or university **in the State of Alabama** should print a STARS transfer guide by following the instructions on the following website - <http://stars.troy.edu>.

All transfer students should:

1. Print a copy of the guide for the student's use and verification purposes.
2. Meet with your advisor to discuss the guide and the requirements listed.

3. Obtain a new guide if major is changed.
4. Read the entire guide and agreement carefully.
5. Follow the instructions listed on the guide and in the agreement.
6. Research the planned transfer institution (admissions requirements vary from institution to institution).

## **Other Articulation Agreements**

**Auburn University at Montgomery (AUM)** and Marion Military Institute (MMI) agree to mutual cooperation in the articulation and transfer of courses, and establishment of application and registration process to facilitate the transfer of MMI graduates to AUM for the purpose of earning a bachelor's degree. Subject to terms of this agreement, a student who has earned both an associate's degree and possesses a cumulative GPA of 2.0 from MMI may be eligible for admission to AUM with up to a maximum of 64 semester hours transferring. Please contact MMI's Academic Dean for more information.

**The University of West Florida (UWF)** and Marion Military Institute (MMI) signed an agreement to provide MMI students an easier transition to UWF. Under the agreement, students who have earned an associate's degree and possess a cumulative GPA of 2.0 at MMI are eligible for admissions to UWF with up to 64 semester hours transferring.

An academic advisor from UWF will work closely with eligible MMI students to ensure that students have been advised of all degree requirements remaining prior to beginning their first semester at UWF. In addition, UWF will waive application fees for MMI students applying to UWF within the parameters of this agreement, as long as the student is currently enrolled and in good standing at MMI.

**Troy University and Marion Military Institute (MMI)** agree to award the Troy University/MMI Leadership Scholarship in the amount of \$2,000 annually based on a set of requirements for applicants including but not limited to the following: a) a 2.75 GPA from MMI at the time of application; b) an Associate's Degree from MMI representing three (3) semesters of enrollment at MMI; c) an award period of four semesters (excluding summer semesters) with renewal of the scholarship in the third and fourth semesters contingent on an overall Troy GPA of 2.75.

## **Development Studies**

ENG 092	Basic English I
ENG 093	Basic English II
RDG 080	Reading Laboratory
MTH 090	Basic Mathematics
MTH 098	Elementary Algebra

The Developmental Studies courses at MMI provides an educational opportunity for students to strengthen their foundational skills in preparation for college-level academic courses.

Developmental courses are designed to offer individualized and group instruction in the areas of reading, standard written English, and mathematics.

These courses are required of students who do not achieve minimum scores on one or more sections of the COMPASS assessment test. The results on the COMPASS test determine the developmental coursework appropriate for students. **Please refer**

**to the Placement Testing section of the catalog for information about the COMPASS test.**

**NOTE:** The developmental courses do not confer credits toward graduation, consequently, a student may need to attend summer school or enroll in online courses to attain the 64 credits necessary for an A.A. or A.S. degree.

### **General Education**

The College requires a core of general education courses as a part of the degree program. The purpose of the general education courses is to provide cadets with a strong foundation that will prepare them for study at four-year colleges and universities. The general education core at MMI constitutes forty-five hours of the sixty-four hour degree requirement. The general education component is contained within the following subject areas:

Composition	6 hours
Humanities & Fine Arts	12 hours
Math & Natural Science	11 hours
History, Social & Behavioral Science	12 hours
Military Science	4 hours (12 for ECP)
Total	45 hours

Mastery of the following General Education course competencies are an integral part of succeeding in the AA and AS programs at MMI:

#### **Communication:**

Competency 1.1. Students will create and deliver coherent, grammatically correct oral presentations.  
Competency 1.2 Students will create coherent, grammatically correct written responses to prompts and questions.

#### **Quantitative Reasoning**

Competency 2.1 Students will demonstrate an ability to apply scientific reasoning by drawing appropriate conclusions from scientific data.  
Competency 2.2 Students will demonstrate an ability to apply quantitative reasoning by producing solutions to or analyses of appropriate problems.

#### **Critical Thinking**

Competency 3.1. Students will evaluate the logic behind strengths and weaknesses of varying points of view  
Competency 3.2. Students will demonstrate the ability to distinguish between pertinent and irrelevant information.

#### **Global Awareness**

Competency 4.1. Students will demonstrate knowledge of linguistic and cultural diversity and contributions of diversity to society.

#### **Use of Technology**

Competency 5.1. Students will gather and correctly process information through appropriate use of technological tools.  
Competency 5.2. Students will demonstrate the ability to use information technologies to communicate information to others.

#### **Whole-Person Development**

Competency 6.1. Students will evaluate the importance of physical fitness and its correlation to mental and emotional health.  
Competency 6.2. Students will demonstrate leadership skills in classroom and extracurricular activities.

### **Associate in Arts Degree**

The Associate in Arts degree program is intended to meet the needs of students who plan to transfer to a senior institution and pursue a course of study in a liberal arts area. This is a planned university-parallel program designed to meet the requirements of the first two years of a Bachelor of Arts degree. The primary purpose of the associate in arts degree is to serve as a curriculum for individuals intending to transfer to a four-year college or university to pursue a bachelor's degree in fine arts, humanities, law, foreign language, social sciences, and education related disciplines. Secondarily it serves as a General Studies curriculum for students who are interested in a liberal arts baccalaureate education but have not yet made a firm decision with respect to their baccalaureate major. **Area V requirements vary with individual four-year institutions;** thus, students must obtain an approved university parallel plan from (STARS) for transfer to an Alabama public 4-year institution; or if the transfer is planned for another institution, students should obtain a copy of that institution's program requirements to assist in planning their courses to be taken at Marion Military Institute.

Semester Hour (SH) Distribution Requirements by Academic Area<sup>1</sup> SH

**AREA I: Written Communication** (6)  
Must Complete Written Composition I and II  
(ENG 101 and ENG 102)

**AREA II: Humanities and Fine Arts** (12)  
Must complete 3 semester hours in Literature<sup>2</sup>  
Must complete 3 semester hours in the Arts  
Must complete 6 additional semester hours in humanities

**AREA III: Natural Sciences and Math** (11)  
Must complete 3 semester hours in Mathematics at the Pre-calculus Algebra or Finite Math level  
Must complete 8 semester hours in the Natural Sciences which must include one laboratory experience

**AREA IV: History, Social, and Behavioral Sciences** (12)  
Must complete 3 semester hours in History<sup>2</sup>  
Must complete at least 9 semester hours from among other disciplines in the Social and Behavioral Sciences

**AREA V: Pre-Professional, Major, and Electives** (23)  
Must complete additional Associate in Arts Degree courses appropriate to the degree requirements and the intended baccalaureate major of the individual student<sup>3</sup>  
**Credit Hour Total in Areas I-V of the AA Program** (64)

### **Associate in Science Degree**

The Associate in Science degree program is intended to meet the needs of students who plan to transfer to a senior institution and pursue a course of study in a general field or a specialized professional field. This is a planned university-parallel program designed to meet the requirements of the first two years of a Bachelor of Arts degree. The primary purpose of the associate in science degree is to serve as a curriculum for individuals intending to transfer to a four-year college or university to pursue a bachelor's degree in the natural sciences, computer sciences, architecture, engineering, mathematics, nursing, pharmacy, forestry, pre-medicine and pre-dentistry. **Area V requirements vary with**

**individual four-year institutions;** thus, students must obtain an approved university parallel plan from (STARS) for transfer to an Alabama public 4-year institution; or if the transfer is planned for another institution, students should obtain a copy of that institution's program requirements to assist in planning their courses to be taken at Marion Military Institute.

Semester Hour (SH) Distribution Requirements by Academic Area <sup>1</sup>	SH	AREA III: Natural Sciences and Math Must complete 3 semester hours in Mathematics at the Pre-calculus Algebra or Finite Math level Must complete 8 semester hours in the Natural Sciences which must include one laboratory experience	(11)
<b>AREA I: Written Communication</b> Must Complete Written Composition I and II (ENG 101 and ENG 102)	(6)	<b>AREA IV: History, Social, and Behavioral Sciences</b> Must complete 3 semester hours in History <sup>2</sup> Must complete at least 9 semester hours from among other disciplines in the Social and Behavioral Sciences	(12)
<b>AREA II: Humanities and Fine Arts</b> Must complete 3 semester hours in Literature <sup>2</sup> Must complete 3 semester hours in the Arts Must complete 6 additional semester hours in humanities	(12)	<b>AREA V: Pre-Professional, Major, and Electives</b> Must complete additional Associate in Science Degree courses appropriate to the degree requirements and the intended baccalaureate major of the individual student <sup>3</sup>	(23)
		<b>Credit Hour Total in Areas I-V of the AS Program</b>	(64)

<sup>1)</sup> Requirements in one area do not satisfy or substitute for requirements in another area.

<sup>2)</sup> Students must complete a six semester hour sequence either in literature or history. The sequence in Area II in literature, or Area IV in history should be determined by the requirements of the student's intended major and transfer plans. (Most majors at Auburn University require a two-semester sequence in both literature and history. Requirements will vary according to transfer institutions. Students should consult catalog or website of the specific transfer institution to determine the specific courses within each Area. In the event that a question cannot be readily answered, the STARS guide should always take precedence for an Alabama state institution transfer.)

<sup>3)</sup> Respective programs of study for bachelor's degrees at Alabama public universities range from 120 to 128 semester credit hours in length. Dependent upon the total hours allocated for the bachelor's degree, institutions in The Alabama College System are only authorized to provide (i.e., transfer fifty (50) percent of that total (60-64).

## Academic Concentrations

An academic concentration shows that a student has spent the time and effort to begin to acquire depth in a particular discipline, in addition to meeting MMI's normal breadth of General Studies requirements. The "concentration" courses may lead to an intended major at a four-year institution or may simply be a topic a cadet is interested in studying in depth while pursuing the associate degree.

MMI offers concentrations in the following areas:

- Criminal Justice
- History
- Leadership
- Natural Science
- Pre-Engineering
- Pre-Nursing
- Psychology
- Sociology

Students must complete 15 credit hours in the concentration courses. These credits will apply to the electives portion of the associate transfer degree, with other credits used to satisfy MMI's general education and distribution requirements. A typical program outline for the Leadership concentration might look as follows (boldfaced courses are requirements for this concentration):

### Psychology

1 <sup>st</sup> Semester		2 <sup>nd</sup> Semester		3 <sup>rd</sup> Semester		4 <sup>th</sup> Semester	
Course	Credits	Course	Credits	Course	Credits	Course	Credits
ENG 101	3	ENG 102	3	Humanities	3	Humanities	3
Math/ Natural Science	3	Math/ Natural Science	4	Humanities	3	<b>CRJ 100</b>	<b>3</b>
Math/ Natural Science	4	History/ Social Science	3	<b>SOC 210</b>	<b>3</b>	Humanities	3
<b>PSY 200</b>	<b>3</b>	<b>SOC 200</b>	<b>3</b>	<b>PSY 210</b>	<b>3</b>	Elective	3
Military Science	1-3	Military Science	1-3	Military Science	1-3	Military Science	1-3
Elective	1-3	Elective	1-3	Elective	1-3	Elective	1-3
Elective		Elective		Elective		Elective	
Total Credits	15- 19	Total Credits	15- 19	Total Credits	14- 18	Total Credits	14- 18

## CONCENTRATION – CRIMINAL JUSTICE

Associate of Science

<b>AREA I: Written Composition</b>	<b>Credits</b>	<b>6</b>
<b>AREA II: Literature, Humanities, and Fine Arts</b>	<b>12</b>	
Literature	(3-6)	
Fine Arts	(3)	
Additional electives, as needed		
<b>AREA III: Mathematics and Natural Sciences</b>	<b>11</b>	
Math 110, Finite Math	(3)	
Biology 103-104, Principles of Biology I & II	(8)	
or Physical Science 111 & 112		
<b>AREA IV: History, Social &amp; Behavioral Science</b>	<b>12</b>	
History	(3-6)	
Additional electives, as needed		
<b>AREA V*: Pre-Professional, Major and Electives</b>	<b>(19-23)</b>	
Criminal Justice 100, 110, and 146	(9)	
Computer Science 146	(3)	
Psychology 200, Intro to Psychology	(3)	
Sociology 200, Intro to Sociology	(3)	
Military Science	(4-12)	
Additional electives, as needed		
<b>Credits needed to graduate:</b>		<b>64</b>

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## CONCENTRATION – HISTORY

Associate in Science

<b>AREA I: Written Composition</b>	<b>Credits</b>	<b>6</b>
<b>AREA II: Literature, Humanities, and Fine Arts</b>	<b>12</b>	
Literature	(3-6)	
Fine Arts	(3)	
Additional electives, as needed		
<b>AREA III: Mathematics and Natural Sciences</b>	<b>11</b>	
Math 110, Finite Math	(3)	
Biology 103-104, Principles of Biology I & II	(8)	
or Physical Science 111 & 112		
<b>AREA IV: History, Social &amp; Behavioral Science</b>	<b>12</b>	
HIS 220, Contemporary Topics	(3)	
Additional electives, as needed		
<b>AREA V*: Pre-Professional, Major and Electives</b>	<b>(19-23)</b>	
History 201 and 202, U.S. History I and II	(6)	
History 121 and 122, World History I and II	(6)	
Sociology 200, Intro to Sociology	(3)	
Military Science	(4-12)	
Additional electives, as needed		
<b>Credits needed to graduate:</b>		<b>64</b>

<b>CONCENTRATION – LEADERSHIP</b>		<b>CONCENTRATION – PRE-ENGINEERING</b>	
Associate in Science		Associate in Science	
	Credits		Credits
<b>AREA I: Written Composition</b>	<b>6</b>	<b>AREA I: Written Composition</b>	<b>6</b>
<b>AREA II: Literature, Humanities, and Fine Arts</b>	<b>12</b>	<b>AREA II: Literature, Humanities, and Fine Arts</b>	<b>12</b>
Literature	(3-6)	Literature	(3-6)
Spanish 101	(3)	Fine Arts	(3)
Additional electives, as needed		Additional Literature, Humanities, Fine Arts course as needed	
<b>AREA III: Mathematics and Natural Sciences</b>	<b>11</b>	<b>AREA III: Mathematics and Natural Sciences</b>	<b>12</b>
Math 110, Finite Math	(3)	Math 125, Calculus I	(4)
Biology 103-104, Principles of Biology I & II		Physics 213, General Physics with Calculus I	(4)
or Physical Science 111 & 112	(8)	Physics 214, General Physics with Calculus II	(4)
<b>AREA IV: History, Social &amp; Behavioral Science</b>	<b>12</b>	<b>AREA IV: History, Social &amp; Behavioral Science</b>	<b>12</b>
History	(3-6)	History	(3-6)
Psychology 200, Intro to Psychology	(3)	CIS 146, Microcomputer Applications	(3)
Sociology 200, Intro to Sociology	(3)	Additional electives, as needed	
Additional electives, as needed			
<b>AREA V*: Pre-Professional, Major and Electives</b>	<b>(19-23)</b>	<b>AREA V*: Pre-Professional, Major and Electives</b>	<b>(23)</b>
HUM 298, Introduction to Leadership	(3)	Math 126, Calculus II	(4)
PHL 206, Ethics & Society	(3)	Math 227, Calculus III	(4)
Psychology 210, Human Growth and Development	(3)	Chemistry 111-112, College Chemistry I and II	(8)
Speech 107, Fundamentals of Public Speaking	(3)	Military Science	(4-12)
Computer Science 146, Microcomputer Applications	(3)	Additional electives, as needed	
Military Science	(4-12)		
Additional electives, as needed			
<b>Credits needed to graduate:</b>	<b>64</b>	<b>Credits needed to graduate:</b>	<b>64</b>

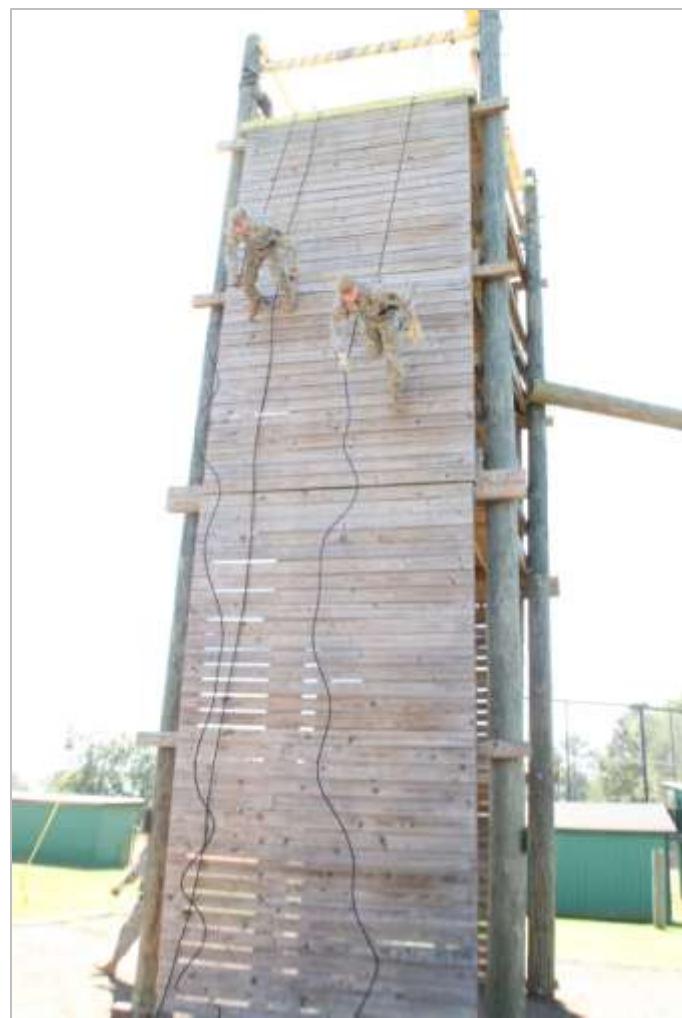
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<b>CONCENTRATION – NATURAL SCIENCES</b>		<b>CONCENTRATION – PRE-NURSING</b>	
Associate in Science		Associate in Science	
	Credits		Credits
<b>AREA I: Written Composition</b>	<b>6</b>	<b>AREA I: Written Composition</b>	<b>6</b>
<b>AREA II: Literature, Humanities, and Fine Arts</b>	<b>12</b>	<b>AREA II: Literature, Humanities, and Fine Arts</b>	<b>12</b>
Literature	(3-6)	English 251-252, American Literature	(3-6)
Fine Arts	(3)	Fine Arts	(3)
Additional Literature, Humanities, Fine Arts course as needed		Additional electives as needed	
<b>AREA III: Mathematics and Natural Sciences</b>	<b>11</b>	<b>AREA III: Mathematics and Natural Sciences</b>	<b>11</b>
Math 112, Pre-calculus Algebra or higher	(3)	Biology 103	(4)
Additional electives, as needed		Math 112 (minimum requirement) or 113 or 125	(3-4)
<b>AREA IV: History, Social &amp; Behavioral Science</b>	<b>12</b>	Additional electives, as needed	
History	(3-6)	<b>AREA IV: History, Social &amp; Behavioral Science</b>	<b>12</b>
Psychology 200, Intro to Psychology	(3)	History	(3-6)
Psychology 210, Human Growth and Development	(3)	Psychology 200, Intro to Psychology	(3)
Additional electives, as needed		Sociology 200, Intro to Sociology	(3)
<b>AREA V*: Pre-Professional, Major and Electives</b>	<b>(23)</b>	Additional electives, as needed	
<b>Biology 103-104, Principles of Biology I &amp; II</b>	<b>(8)</b>	<b>AREA V*: Pre-Professional, Major and Electives</b>	<b>(19-23)</b>
or		<b>Chemistry 104, Intro to Inorganic Chemistry</b>	<b>(4)</b>
<b>Chemistry 111-112, College Chemistry I and II</b>	<b>(8)</b>	<b>Biology 201-202, Human Anatomy and Physiology</b>	<b>(8)</b>
or		<b>HEC 140, Principles of Nutrition</b>	<b>(3)</b>
<b>Physics 201-201, General Physics I &amp; II</b>	<b>(8)</b>	Military Science	(4-12)
Military Science	(4-12)	Additional electives, as needed	
Additional electives, as needed			
<b>Credits needed to graduate:</b>	<b>64</b>	<b>Credits needed to graduate:</b>	<b>64</b>

**CONCENTRATION – PSYCHOLOGY**

Associate in Science

	Credits
<b>AREA I: Written Composition</b>	<b>6</b>
<b>AREA II: Literature, Humanities, and Fine Arts</b>	<b>12</b>
Literature	(3-6)
Fine Arts	(3)
Speech 107	(3)
Additional electives as needed	
<b>AREA III: Mathematics and Natural Sciences</b>	<b>11</b>
Math 110, Finite Math	(3)
Biology 103-104, Principles of Biology I & II	
Or Physical Science 111 & 112	(8)
<b>AREA IV: History, Social &amp; Behavioral Science</b>	<b>12</b>
History	(3-6)
Additional electives, as needed	(6-9)
<b>AREA V*: Pre-Professional, Major and Electives</b>	<b>(19-23)</b>
Psychology 200, Introduction to Psychology	(3)
Psychology 210, Social Problems	(3)
Sociology 200, Introduction to Sociology	(3)
Sociology 210, Social Problems	(3)
Criminal Justice 100, Introduction to Criminal Justice	(3)
Military Science	(4-12)
Additional electives, as needed	
<b>Credits needed to graduate:</b>	<b>64</b>

**CONCENTRATION – SOCIOLOGY**

Associate in Science

	Credits
<b>AREA I: Written Composition</b>	<b>6</b>
<b>AREA II: Literature, Humanities, and Fine Arts</b>	<b>12</b>
Literature	(3-6)
Fine Arts	(3)
Additional electives as needed	
<b>AREA III: Mathematics and Natural Sciences</b>	<b>11</b>
Math 110, Finite Math	(3)
Biology 103-104, Principles of Biology I & II	
Or Physical Science 111 & 112	(8)
<b>AREA IV: History, Social &amp; Behavioral Science</b>	<b>12</b>
History	(3-6)
Psychology 210, Human Growth and Development	(3)
Additional electives, as needed	(3)
<b>AREA V*: Pre-Professional, Major and Electives</b>	<b>(19-23)</b>
Sociology 200, Introduction to Sociology	(3)
Sociology 210, Social Problems	(3)
Psychology 200, Introduction to Psychology	(3)
Political Science 200, Introduction to Political Science	(3)
Criminal Justice 100, Introduction to Criminal Justice	(3)
Military Science	(4-12)
Additional electives, as needed	
<b>Credits needed to graduate:</b>	<b>64</b>

\* Cadets should consult with an advisor and refer to the Statewide Transfer and Articulation Reporting System (STARS) at <http://stars.troy.edu/> and additionally the degree requirements of the intended transfer institution to select appropriate courses for AREA V regardless of the concentration choice.



MARION  
MILITARY INSTITUTE

MMI  
Course Descriptions

**AFS 101 The Air Force Today** (1 Credit Hour) This freshman-level course is a survey of topics relating to the Air Force and national defense. Course discussion covers the purpose, structure, and career opportunities in the United States Air Force. The course provides an introduction to effective written communications. The AFS 101 Leadership Laboratory is a co-curricular activity that includes a study of Air Force customs and courtesies, drill and ceremonies, and military commands.

**AFS 102 The Air Force Today II** (1 Credit Hour) This course is an introduction to interpersonal communications that focuses on effective listening techniques, verbal and nonverbal communications. The instruction provides practical exercises and group projects designed to demonstrate barriers to effective communications and techniques to overcome barriers. The cadets will develop presentations focusing on oral communications. Strategy, technique, and delivery of effective oral presentations will be evaluated. Student practicum. The AFS 102 Leadership Laboratory is a co-curricular activity that includes a study of Air Force customs and courtesies, drill and ceremonies, and military commands. Prerequisite: AFS 101

**AFS 201 The Air Force Way I** (1 Credit Hour) This sophomore-level course is a historical survey of technological innovation in warfare. The course focuses on the emergence of air power and its significance in war and national security policy implementation. The FAS 201 Leadership Laboratory is a co-curricular activity that includes a study of Air Force customs and courtesies, drill and ceremonies, and military commands. Prerequisite: AFS 102

**AFS 202 The Air Force Way II** (1 Credit Hour) This course of instruction provides an analysis of leadership and followership traits in the context of a modern military force. The course includes discussion of ethical standards of military officers and Air Force core values. There is an introduction to total quality management. Advanced practical application of oral communications skills is included in the instruction as well as organization, research, delivery and audience analysis for briefings and presentations. Group leadership problems designed to enhance interpersonal communications are included in the program of instruction. The AFS 202 Leadership Laboratory is a co-curricular activity that includes a study of Air Force customs and courtesies, drill and ceremonies, and military commands. Prerequisite: AFS 201

**ART 100 Art Appreciation** (3 Credit hours) This course is designed to help the student find personal meaning in works of art and develop a better understanding of the nature and validity of art. Emphasis is on the delivery of form and content in original artwork. Upon completion, students should understand the fundamentals of art and materials used and have a basic overview of the history of art.

**ART 113 Drawing I** (3 Credit hours) This course provides the opportunity to develop perceptual and technical skills in a variety of media. Emphasis is placed on communication through experimenting with composition, subject matter and technique. Upon completion, students should demonstrate and apply the fundamentals of art to various creative drawing projects.

**ART 114 Drawing II** (3 Credit hours) This course advances the students drawing skills in various art media. Emphasis is placed on communication through experimentation, composition, technique and personal expression. Upon completion, students should demonstrate creative drawing skills, the application of the fundamentals of art, and the communication of personal thoughts

and feelings. Prerequisite: ART 113

**ART 175 Digital Photography** (3 Credit hours) This course introduces students to digital imaging techniques. Emphasis is placed on the technical application of the camera, digital photographic lighting methods, and overall composition. Upon completion, students should be able to take digital images and understand the technical aspects of producing high quality photos.

**ART 203 Art History I** (3 Credit hours) This course covers the chronological development of different forms of art, such as sculpture, painting, and architecture. Emphasis is placed on history from the ancient period through the Renaissance. Upon completion, students should be able to communicate a knowledge of time period and chronological sequence including a knowledge of themes, styles and of the impact of society on the arts.

**ART 204 Art History II** (3 Credit hours) This course covers a study of the chronological development of different forms of art, such as sculpture, painting and architecture. Emphasis is placed on history from the Baroque to the present. Upon completion, students should be able to communicate a knowledge of time period and chronological sequence including a knowledge of themes, styles and of the impact of society on the arts.

**ART 231 Watercolor Painting I** (3 Credit hours) This course introduces materials and techniques appropriate to painting on paper with water-based medium. Emphasis is placed on developing the technical skills and the expressive qualities of watercolor painting. Upon completion, students should be able to demonstrate a basic proficiency in handling the techniques of watercolor and how it can be used for personal expression. Prerequisite: ART 113 or Permission of the Instructor

**ART 232 Watercolor Painting II** (3 Credit hours) This course advances the skills and techniques of painting on paper using water-based medium. Emphasis is placed on exploring the creative uses of watercolor and developing professional skills. Upon completion, students should demonstrate and compile a body of original paintings that reflect a personal awareness of the media's potential. Prerequisite: ART 231

**ART 233 Painting I** (3 Credit hours) This course is designed to introduce the student to fundamental painting processes and materials. Topics include art fundamentals, color theory, and composition. Upon completion, students should be able to demonstrate the fundamentals of art and discuss various approaches to the media and the creative processes associated with painting. Prerequisite: ART 113 or Permission of the Instructor

**ART 234 Painting II** (3 Credit hours) This course is designed to develop the student's knowledge of the materials and procedures of painting beyond the introductory level. Emphasis is placed on the creative and technical problems associated with communicating through composition and style. Upon completion, students should be able to demonstrate the application of the fundamentals of painting and the creative process to the communication of ideas. Prerequisite: ART 233

**ART 251 Lettering I** (3 Credit hours) This course introduces script and constructed lettering. Topics include types of lettering, materials, techniques, styles, layout and composition. Upon completion, students should be able to demonstrate lettering

procedures and skills that reflect appropriate uses.

**ART 252 Lettering II** (3 Credit hours) This course advances the students' lettering skills in script and constructed letter forms. Emphasis is placed on technical skills and creativity in using the constructed letter. Upon completion, students should demonstrate through assigned projects the personal, creative, and competent use of lettering styles. Prerequisite: ART 251

**BIO 103 Principles of Biology I** (4 Credit hours) This is an introductory course for science and non-science majors. It covers physical, chemical, and biological principles common to all organisms. These principles are explained through a study of cell structure and function, cellular reproduction, basic biochemistry, cell energetics, the process of photosynthesis, and Mendelian and molecular genetics. Also included are the scientific method, basic principles of evolution, and an overview of the diversity of life with emphasis on viruses, prokaryotes, and protist. A laboratory is required.

**BIO 104 Principles of Biology II** (4 Credit hours) This course is an introduction to the basic ecological and evolutionary relationships of plants and animals and a survey of plant and animal diversity including classification, morphology, physiology, and reproduction. A laboratory is required.

**BIO 201 Human Anatomy and Physiology I** (4 Credit hours) This course covers the structure and function of the human body. Included is an orientation of the human body, basic principles of chemistry, a study of cells and tissues, metabolism, joints, the integumentary, skeletal, muscular, and nervous system, and the senses. Dissection, histological studies, physiology are featured in the laboratory experience. A laboratory is required. Prerequisite: BIO 103

**BIO 202 Human Anatomy and Physiology II** (4 Credit hours) This course covers the structure and function of the human body. Included is a study of basic nutrition, basic principles of water, electrolyte, and acid-base balance, the endocrine, respiratory, digestive, excretory, cardiovascular, lymphatic and reproductive systems. Dissection, histological studies, and physiology are featured in the laboratory experience. A laboratory is required. Prerequisite: BIO 103 and "C" in BIO 201

**BUS 100 Introduction to Business** (3 Credit hours) This is a survey course designed to acquaint the student with American business as a dynamic process in a global setting. Topics include the private enterprise system, forms of business ownership, marketing, factors of production, personnel, labor, finance, and taxation.

**BUS 146 Personal Finance** (3 Credit hours) This course is a survey of topics of interest to the consumer. Topics include budgeting, financial institutions, basic income tax, credit, consumer protection, insurance, house purchases, retirement planning, estate planning, investing, and consumer purchases.

**BUS 186 Elements of Supervision** (3 Credit hours) This course is an introduction to the fundamentals of supervision. Topics include the functions of management, responsibilities of the supervisor, management-employee relations, organizational structure, project management, and employee training and rating.

**BUS 241 Principles of Accounting I** (3 Credit hours) This course is

designed to provide a basic theory of accounting principles and practices used by service and merchandising enterprises. Emphasis is placed on financial accounting, including the accounting cycle, and financial statement preparation analysis. Prerequisite: MTH 100 or ACT Math Score of 22 or above (or SAT equivalent).

**BUS 242 Principles of Accounting II** (3 Credit hours) This course is a continuation of BUS 241. In addition to a study of financial accounting, this course also places emphasis upon managerial accounting, with coverage of corporations, statement analysis introductory cost accounting, and use of information for planning, control, and decision making. Prerequisite: BUS 241

**BUS 263 The Legal and Social Environment of Business** (3 Credit hours) This course provides an overview of the legal and social environment for business operations with emphasis on contemporary issues and their subsequent impact on business. Topics include the Constitution, the Bill of Rights, the legislative process, civil and criminal law, administrative agencies, trade regulations, consumer protection, contracts, employment and personal property.

**BUS 271 Business Statistics I** (3 Credit hours) This is an introductory study of basic statistical concepts applied to economic and business problems. Topics include the collection, classification, and presentation of data, statistical description and analysis of data, measures of central tendency and dispersion, elementary probability, sampling, estimation and introduction to hypothesis testing. Prerequisite: MTH 100 or ACT Math Score of 22 or above (or SAT equivalent).

**BUS 272 Business Statistics II** (3 Credit hours) This course is a continuation of BUS 271. Topics include sampling theory, statistical interference, regression and correlation, chi square, analysis of variance, time series index numbers, and decision theory. Prerequisite: BUS 271

**BUS 275 Principles of Business Management** (3 Credit hours) This course provides a basic study of the principles of management. Topics include planning, organizing, staffing, directing and controlling with emphasis on practical business applications. Prerequisite: BUS 186

**BUS 285 Principles of Marketing** (3 Credit hours) This course provides a general overview of the field of marketing. Topics include marketing strategies, channels of distribution, marketing research, and consumer behavior. Prerequisite: BUS 100.

**CHM 104 Introduction to Inorganic Chemistry** (4 credit hours) This is a survey course of general chemistry for students who do not intend to major in science or engineering and may not be substituted for CHM 111. Lecture will emphasize the facts, principles, and theories of general chemistry including math operations, matter and energy, atomic structure, symbols and formulas, nomenclature, the periodic table, bonding concepts, equations, reactions, stoichiometry, gas laws, phases of matter, solutions, pH, and equilibrium reactions. Laboratory is required. Prerequisite: MTH 098 with a grade of C or higher; or Equivalent Math Placement Score

**CHM 105 Introduction to Organic Chemistry** (4 credit hours) This is a survey course of organic chemistry and biochemistry for students who do not intend to major in science or engineering. Topics will

include basic nomenclature, classification of organic compounds, typical organic reactions, reactions involved in life processes, function of biomolecules, and the handling and disposal of organic compounds. A laboratory is required. Prerequisite: CHM 104

**CHM 111 College Chemistry I (4 Credit hours)** This is the first course in a two-semester sequence designed for the science or engineering major who is expected to have a strong background in mathematics. Topics in this course include measurement, nomenclature, stoichiometry, atomic structure, equations and reactions, basic concepts of thermochemistry, chemical and physical properties, bonding, molecular structure, gas laws, kinetic-molecular theory, condensed matter, solutions, colloids, and some descriptive chemistry topics. A laboratory is required. Prerequisite: ACT Math Score of 22 or above (or SAT equivalent).

**CHM 112 College Chemistry II (4 Credit hours)** This is the second course in a two-semester sequence designed primarily for the science and engineering student who is expected to have a strong background in mathematics. Topics in this course include chemical kinetics, chemical equilibria, acids and bases, ionic equilibria of weak electrolytes, solubility product principle, chemical thermodynamics, electrochemistry, oxidation-reduction, nuclear chemistry, an introduction to organic chemistry and biochemistry, atmospheric chemistry, and selected topics in descriptive chemistry including the metals, nonmetals, semi-metals, coordination compounds, transition compounds, and post-transition compounds. A laboratory is required. Prerequisite: CHM 111

**CHM 221 Organic Chemistry I (4 Credit hours)** This is the first course in a two-semester sequence. Topics in this course include nomenclature, structure, physical and chemical properties, synthesis, and typical reactions for aliphatic, alicyclic, and aromatic compounds with special emphasis on reaction mechanisms, spectroscopy, and stereochemistry. A laboratory is required and will include the synthesis and confirmation of representative organic compounds with emphasis on basic techniques. Prerequisite: CHM 112

**CHM 222 Organic Chemistry II (4 Credit hours)** This is the second course in a two-semester sequence. Topics in this course include nomenclature, structure, physical and chemical properties, synthesis, and typical reactions for aliphatic, alicyclic, aromatic, and biological compounds, polymers and their derivatives, with special emphasis on reaction mechanisms, spectroscopy, and stereochemistry. A laboratory is required and will include the synthesis and confirmation of representative organic compounds with emphasis on basic techniques. Prerequisite: CHM 221

**CIS 113 Spreadsheet Software Applications (3 Credit Hours)** This course provides students with hands-on experience using spreadsheet software. Students will develop skills common to most spreadsheet software by developing a wide variety of spreadsheets. Emphasis is on planning, developing, and editing functions associated with spreadsheets. Prerequisite: CIS 146.

**CIS 146 Microcomputer Applications (3 Credit hours)** This course is an introduction to the most common microcomputer software applications. These software packages should include typical features of applications, such as word processing, spreadsheets, database management, and presentation software. Upon completion, students will be able to utilize selected features of these packages.

**CIS 147 Advanced Micro Applications (3 Credit Hours)** This course is a continuation of CIS 146 in which students utilize the advanced features of topics covered in CIS 146. Advanced functions and integration of word processing, spreadsheets, database and presentation packages among other topics are generally incorporated into the course and are to be applied to situations found in society and business. Upon completion, the student should be able to apply the advanced features of selected software appropriately to typical problems found in society and business. Prerequisite: CIS 146.

**CRJ 100 Introduction to the Criminal Justice System (3 Credit hours)** This course surveys the entire criminal justice process from law enforcement to the administration of justice through corrections. It discusses the history and philosophy of the system and introduces various career opportunities. Prerequisite: ENG 093 with a grade of C or higher or ACT English Score of 20 or above (or SAT equivalent).

**CRJ 110 Introduction to Law Enforcement (3 credit hours)** This course examines the history and philosophy of law enforcement, as well as the organization and jurisdiction of local state, and federal agencies. It includes the duties and functions of law enforcement officers. Prerequisite: ENG 093 with a grade of C or higher or ACT score of 20 or above (or SAT equivalent).

**CRJ 130 Introduction to Law and Judicial Process (3 Credit hours)** This course provides an introduction to the basic elements of substantive and procedural law, and the stages in the process. It includes an overview of state and federal court structure. Prerequisite: ENG 093 with a grade of C or higher; or ACT English Score of 20 or above (or SAT equivalent).

**CRJ 140 Criminal Law and Procedure (3 Credit hours)** This course examines both substantive and procedural law. The legal elements of various crimes are discussed, with emphasis placed on the contents of the Alabama Code. Areas of criminal procedure essential to the criminal justice profession are also covered. Prerequisite: ENG 093 with a grade of C or higher; or ACT English Score of 20 or above (or SAT equivalent).

**CRJ 146 Criminal Evidence (3 Credit hours)** This course considers the origins of the law of evidence and current rules of evidence. Types of evidence, their definitions and uses are covered, as well as the functions of the court regarding evidence. Prerequisite: ENG 093 with a grade of C or higher; or ACT English Score of 20 or above (or SAT equivalent).

**CRJ 147 Constitutional Law (3 Credit hours)** This course involves constitutional law as it applies to criminal justice. It includes recent Supreme Court decisions affecting criminal justice professionals, such as right to counsel, search and seizure, due process and civil rights. Prerequisite: ENG 093 with a grade of C or higher; or ACT English Score of 20 or above (or SAT equivalent).

**ECO 231 Principles of Macroeconomics (3 Credit hours)** This course is an introduction to macroeconomic theory, analysis, and policy applications. Topics include the following: scarcity, demand and supply, national income analysis, major economic theories concerning monetary and fiscal policies as stabilization measures, the banking system, and other economic issues or problems including international trade. Prerequisite: MTH 100

**ECO 232 Principles of Microeconomics (3 Credit hours)** This course is an introduction of the microeconomic theory, analysis, and

applications. Topics include scarcity; the theories of consumer behavior, production and cost, markets, output and resource pricing, and international aspects of microeconomics. Prerequisite: MTH 100

**ENG 092 Basic English I (4 Credit hours)** This course is a review of basic writing skills and basic grammar. Emphasis is placed on the composing process of sentences and paragraphs in standard American written English. Students will demonstrate these skills chiefly through the writing of well-developed, multi-sentence paragraphs. The class meets 4 periods per week for one semester and includes a laboratory session. This class does not meet the English General Education Requirement. Co-requisite of ENG 080

**ENG 093 Basic English II (4 Credit hours)** This course is a review of composition skills and grammar. Emphasis is placed on coherence and the use of a variety of sentence structures in the composing process and on standard American written English usage. Students will demonstrate these skills chiefly through the writing of paragraph blocks and short essays. The class meets 4 periods per week for one semester and includes a laboratory session. This class does not meet the English General Education Requirement. Prerequisite: ENG 092 with a grade of C or higher; or Equivalent Placement Score. Co-requisite of ENG 080

**ENG 101 Freshman Composition I (3 Credit hours)** English Composition I provides instruction and practice in the writing of six (6) extended compositions and the development of analytical and critical reading skills and basic reference and documentation skills in the composition process. English Composition I may include instruction and practice in library usage. Prerequisite: ENG 093 with a grade of C or higher or ACT English Score of 20 or above (or SAT equivalent); or Equivalent English Placement Score.

**ENG 102 Freshman Composition II (3 Credit hours)** English Composition II provides instruction and practice in the writing of six (6) formal, analytical essays, at least one of which is a research project using outside sources and/or references effectively and legally. Additionally, English Composition II provides instruction in the development of analytical and critical reading skills in the composition process. English Composition II may include instruction and practice in library usage. Prerequisite: ENG 101 with a grade of C or higher.

**ENG 251 American Literature I (3 Credit hours)** This course is a survey of American literature from its inception to the middle of the nineteenth century. Emphasis is placed on representative works and writers of this period and on the literary, cultural, historical, and philosophical forces that shaped these works and that are reflected in them. Upon completion and in written compositions, students will be able to interpret the aesthetic and thematic aspects of these works, relate the works to their historical and literary contexts, and understand relevant criticism and research. Prerequisite: ENG 102

**ENG 252 American Literature II (3 Credit hours)** This course is a survey of American literature from the middle of the nineteenth century to the present. Emphasis is placed on representative works and writers of this period and on the literary, cultural, historical, and philosophical forces that shaped these works and that are reflected in them. Upon completion and in written compositions, students will be able to interpret the aesthetic and thematic aspects of these works, relate the works to their historical and literary contexts, and understand relevant criticism and research. Prerequisite: ENG 102

**ENG 271 World Literature I (3 Credit hours)** This course is a study of selected literary masterpieces from Homer to the Renaissance. Emphasis is placed on representative works and writers of this period and on the literary, cultural, historical, and philosophical forces that shaped these works and that are reflected in them. Upon completion and in written compositions, students will be able to interpret the aesthetic and thematic aspects of these works, relate the works to their historical and literary contexts, and understand relevant criticism and research. Prerequisite: ENG 102

**ENG 272 World Literature II (3 Credit hours)** This course is a study of selected literary masterpieces from Renaissance to the present. Emphasis is placed on major representative works and writers of this period and on the literary, cultural, historical, and philosophical forces that shaped these works and that are reflected in them. Upon completion and in written compositions, students will be able to interpret the aesthetic and thematic aspects of these works, relate the works to their historical and literary contexts, and understand relevant criticism and research. Prerequisite: ENG 102

**HEC 140 Principles of Nutrition (3 Credit hours)** This course introduces students to the principles of nutrition and the role and functions of nutrients in man's food. Basic information concerning food selection and nutrition as a factor in health, ecology, and economy is included. Implications of nutrition for children may be stressed.

**HED 231 First Aid (3 Credit hours)** This course provides instruction to the immediate, temporary care which should be given to the victims of accidents and sudden illness. It also includes standard and advanced requirements of the American Red Cross, and/or the American Heart Association. CPR training also is included.

**HIS 121 World History I (3 Credit hours)** This course surveys social, intellectual, economic, and political developments which have molded the modern world. Focus is on both non-western and western civilizations from the prehistoric to the early modern era. Prerequisite: ENG 093 with a grade of C or higher; or ACT English Score of 20 or above (or SAT equivalent); or Equivalent English Placement Score.

**HIS 122 World History II (3 Credit hours)** This course is a continuation of HIS 121. It covers world history, both western and non-western, from the early modern era to the present. Prerequisite: ENG 093 with a grade of C or higher; or ACT English Score of 20 or above (or SAT equivalent); or Equivalent English Placement Score.

**HIS 201 United States History I (3 Credit hours)** This course surveys United States history during colonial, Revolutionary, early national and antebellum periods. It concludes with the Civil War and Reconstruction. A research paper using library resources is required. Prerequisite: ENG 093 with a grade of C or higher; or ACT English Score of 20 or above (or SAT equivalent); or Equivalent English Placement Score.

**HIS 202 United States History II (3 Credit hours)** This course is a continuation of HIS 201. It surveys United States history from the Reconstruction era to the present. A Research Paper using primary sources is required. Prerequisite: ENG 093 with a grade of C or higher; or ACT English Score of 20 or above (or SAT equivalent); or Equivalent English Placement Score.

**HIS 210 U.S. Military History** (3 Credit hours) This course, required for MSC IV cadets, is a survey of United States Army history from colonial to modern times. It provides an understanding of the evolution of warfare with an emphasis on leadership, tactics, and technology.

**HIS 220 Contemporary Studies (3 Credit hours)** This course provides a survey of contemporary problems and issues within a historical context. Topics may include nationalism, the rise of Islam as a powerful influence in the post-Cold War environment, environmental issues, and the impact of colonialism on modern, Third World Society. Prerequisite: ENG 101 with a grade of C or higher, or ACT English score of 20 or above (or SAT equivalent).

**HUM 101 Introduction to Humanities I** (3 Credit hours) This is the first course in a two-semester sequence which offers the student an introduction to the humanities using selections from art, music, literature, history, and philosophy which relates to a unifying theme.

**HUM 102 Introduction to Humanities II** (3 Credit hours) This course is a continuation of HUM 101.

**HUM 298 Introduction to Leadership** (3 credit hours) This course considers the concepts and practices which account for effective leadership, including the traits, skills, and goals needed by leaders to create a vision, set standards, handle conflicts, overcome obstacles, while using high ethical standards. Pre: ENG 101.

**LBS 101 Information in the Electronic Age** (1 Credit Hour) An introductory course in the fundamentals of research. This course provides instruction and practice in the use of library and information sources. Emphasis is placed on locating, evaluating, and effectively using information in both traditional formats and newer information technologies.

**MSC 106 and MSC 108 Military Science I** (1 Credit Hour Each) These courses serve as an introduction to drill and ceremonies, inspections, customs and traditions of the service.

**MSC 120 and MSC 122 Military Science II** (1 Credit Hour Each) A study of preventive medicine and first aid, marksmanship, water survival, rappelling, written and oral communications, leadership and related military topics.

**MSC 110 Physical Training** (1 Credit Hour) This course involves instruction on the Army Physical Fitness Program..

**MSC 201 and MSC 202 Military Science III** (3 Credit hours Each) These courses provide preparation for service in the United States Army as commissioned officers. Specific skills are taught in preparation for Army ROTC Advanced Camp where cadets are evaluated on their leadership skills in a tough six-week period of rigorous officer training. Topics includes basic leadership skills, drill and ceremonies, map reading/ land navigation, marksmanship, rappelling, radio and wire communications, basic small unit tactics, water survival, and weekend field training exercises. Leadership laboratory and physical fitness training is required. Prerequisite: Enrollment in the Early Commissioning Program.

**MSC 241 and MSC 242 Military Science IV** (3 Credit hours Each) These courses continue preparation for service as an officer in the United States Army. Topics include written and oral communication, counseling and related leadership tasks, training management,

general military subjects, ethics and professionalism, military justice, marksmanship, water survival, rappelling, and field training exercises. Leadership laboratory and physical fitness training are required. These courses are identical to MS 401 and 402 courses taught at four-year universities. Prerequisite: Enrollment in the Early Commissioning Program and successful completion of Military Science III.

**MTH 090 Basic Mathematics** (4 Credit hours) This is a developmental course reviewing arithmetical principles and integers and computations designed to help the student's mathematical proficiency. The class meets 4 periods per week for one semester and includes a laboratory session This course does not meet the Mathematics General Education Requirement

**MTH 098 Elementary Algebra** (4 Credit hours) This course is a review of the fundamental arithmetic and algebra operations. The topics include the numbers of ordinary arithmetic and their properties; integers and rational numbers; the solving of equations; polynomials and factoring; and an introduction to systems of equations and graphs. The class meets 4 periods per week for one semester and includes a laboratory session This course does not meet the Mathematics General Education Requirement. Prerequisite: MTH 090 with a grade of C or higher; or Equivalent Placement Score.

**MTH 100 Intermediate Algebra** (3 Credit hours) This course provides a study of algebraic techniques such as linear equations and inequalities, quadratic equations, systems of equations, and operations with exponents and radicals. Functions and relations are introduced and graphed with special emphasis on linear and quadratic functions. This course does not meet the Mathematics General Education Requirement. Prerequisite: MTH 098 with a grade of C or higher or Math ACT Score of 20-24 or equivalent placement score.

**MTH 110 Finite Math** (3 Credit hours) This course gives an overview of topics in finite mathematics together with their applications, and is taken primarily by students who are not majoring in science, engineering, commerce, or mathematics. This course draws on and significantly enhances the student's arithmetic and algebraic skills. The course includes sets, counting, permutations, combinations, basic probability (including Baye's Theorem), and introduction to statistics (including work with Binomial Distributions and Normal Distributions), matrices and their applications to Markov chains and decision theory. Additional topics may include symbolic logic, linear models, linear programming, the simplex method and applications. Prerequisite: MTH 100 with a grade of C or higher; or Math ACT Score of 25 or above (or SAT equivalent); or Equivalent Placement Score.

**MTH 112 Algebra for Calculus** (3 Credit hours) This course emphasizes algebraic functions - including polynomial, rational, exponential, and logarithmic functions. The course also covers systems of equations and inequalities, quadratic inequalities, and the binomial theorem. Additional topics may include matrices, Cramer's Rule, and mathematical induction. Prerequisite: MTH 100 with a grade of C or higher; or Math ACT Score of 25 or above (or SAT equivalent); or Equivalent Placement Score.

**MTH 113 Trigonometry for Calculus** (3 Credit hours) This course includes the study of trigonometric (circular functions) and inverse trigonometric functions, and includes extensive work with

trigonometric identities and trigonometric equations. The course also covers vectors, complex numbers, DeMoivre's Theorem, and polar coordinates. Additional topics may include conic sections, sequences, and using matrices to solve linear systems. Prerequisite: MTH 112 with a grade of C or higher.

**MTH 115 Precalculus Algebra and Trigonometry** (4 Credit hours) This course is a one-semester combination of Precalculus Algebra and Precalculus Trigonometry and covers the following topics: the algebra of functions (including polynomial, rational, exponential, and logarithmic functions), systems of equations and inequalities, quadratic inequalities, and the binomial theorem, as well as the study of trigonometric (circular functions) and inverse trigonometric functions, and includes extensive work with trigonometric identities and trigonometric equations, vectors, complex numbers, DeMoivre's Theorem, and polar coordinates. Prerequisite: Math ACT Score of 27 or above (or SAT equivalent).

**MTH 125 Calculus I** (4 Credit hours) This is the first of three courses in the basic calculus sequence taken primarily by students in science, engineering, and mathematics. Topics include the limit of a function; the derivative of algebraic, trigonometric, exponential, and logarithmic functions; and the definite integral and its basic applications to area problems. Applications of the derivative are covered in detail, including approximations of error using differentials, maximum and minimum problems, and curve sketching using calculus. Prerequisite: MTH 113 or MTH 115 with a grade of C or higher; or Math ACT Score of 30 or above (or SAT equivalent).

**MTH 126 Calculus II** (4 Credit hours) This is the second of three courses in the basic calculus sequence. Topics include vectors in the plane and in space, lines and planes in space, applications of integration (such as volume, arc length, work and average value), techniques of integration, infinite series, polar coordinates, and parametric equations. Prerequisite: MTH 125 with a grade of C or higher.

**MTH 227 Calculus III** (4 Credit hours) This is the third of three courses in the basic calculus sequence. Topics include vector functions, functions of two or more variables, partial derivatives (including applications), quadric surfaces, multiple integration, and vector calculus (including Green's Theorem, Curl and Divergence, surface integrals, and Stokes' Theorem.) Prerequisite: MTH 126 with a grade of C or higher.

**MTH 265 Elementary Statistics** (3 Credit hours) This course provides an introduction to methods of statistics, including the following topics: sampling, frequency distributions, measures of central tendency, graphic representation, reliability, hypothesis testing, confidence intervals, analysis, regression, estimation, and applications. Probability, permutations, combinations, binomial theorem, random variables, and distributions may be included. Prerequisite: Math 110

**MUL 180 – 181; 280 – 281 Chorus I, II, III, IV** (1 Credit Hour Each) This course provides an opportunity for students to participate in the MMI Chorus. Emphasis is placed on rehearsing and performing literature appropriate to the mission and goals of the group. Upon completion, students should be able to effectively participate in performances presented by the ensemble.

**MUL 198 – 199; 298 – 299; Marching Band I, II, III, IV** (1 Credit Hour Each) This course provides an opportunity for students to participate in the MMI Marching Band. Emphasis is placed on rehearsing and

performing literature appropriate to the mission and goals of the group. Upon completion, students should be able to effectively participate in performances presented by the ensemble.

**MUS 101 Music Appreciation** (3 Credit hours) This course is designed for non-music majors and requires no previous musical experience. It is a survey course that incorporates several modes of instruction including lecture, guided listening, and similar experiences involving music. The course will cover a minimum of three (3) stylistic periods, provide a multi-cultural perspective, and include both vocal and instrumental genres. Upon completion, students should be able to demonstrate a knowledge of music fundamentals, the aesthetic/stylistic characteristics of historical periods, and an aural perception of style and structure in music.

**ORI 101 Orientation to College** (1 Credit Hour) This introductory course is designed for first-year cadets at MMI. Among the topics that will be covered are campus resources, study skills, academic honesty and personal responsibility.

**PED 100 Fundamentals of Fitness** (3 Credit hours) This lecture course includes the basic principles of physical education and physical fitness. It explores psychological and physiological effects of exercise and physical fitness, including effects on the human skeleton, muscle development, respiration, and coordination. It is viewed as an introduction to such laboratory courses as slimnastics, weight training, and conditioning. The course may also include fitness evaluation, development of individual fitness programs, and participation in fitness activities.

**PED 103 Weight Training (Beginning)** (1 Credit Hour) This course introduces the basics of weight training. Emphasis is placed on developing muscular strength, muscular endurance, and muscle tone. Upon completion, students should be able to establish and implement a personal weight training program.

**PED 104 Weight Training (Intermediate)** (1 Credit Hour) This course covers advanced levels of weight training. Emphasis is placed on meeting individual training goals and addressing weight training needs and interests. Upon completion, students should be able to establish and implement an individualized advanced weight training program.

**PED 105 Personal Fitness** (1 Credit Hour) This course is designed to provide the student with information allowing him/her to participate in a personally developed fitness program. Topics include cardiovascular, strength, muscular endurance, flexibility and body composition.

**PED 106 Aerobics** (1 Credit Hour) This course introduces a program of cardiovascular fitness involving continuous, rhythmic exercise. Emphasis is placed on developing cardiovascular efficiency, strength, and flexibility and on safety precautions. Upon completion, students should be able to select and implement a rhythmic aerobic exercise program.

**PED 148 Lifeguard Training** (3 Credit hours) This course provides the individual with special training in handling emergencies, water-search and rescue operations, health and sanitation inspections and types and uses of equipment. It also includes Standard First Aid, and Red Cross or American Heart Association CPR requirements. Prerequisite: Permission of instructor.

**PED 153 Karate (Beginning)** (1 Credit Hour) This course introduces the martial arts using the Japanese Shotokan form. Topics include proper conditioning exercise, book control, proper terminology, historical foundations, and etiquette relating to karate. Upon completion, students should be able to perform line drill techniques and Kata for various ranks.

**PED 154 Karate (Intermediate)** (1 Credit Hour) This course is a continuation of beginning Karate. Topics include proper conditioning exercise, book control, proper terminology, historical foundations, and etiquette relating to karate. Upon completion, students should be able to perform line drill techniques and Kata for various ranks.

**PED 155 Self-Defense** (1 Credit Hour) This course is designed to aid students in developing rudimentary skills in self-defense. Emphasis is placed on stances, blocks, punches, and kicks as well as non-physical means of self-defense. Upon completion, students should be able to demonstrate basic self-defense techniques of a physical and non-physical nature.

**PED 236 Canoeing** (1 Credit Hour). This course provides basic instruction for the beginning canoeist. Emphasis is placed on safe and correct handling of the canoe and rescue skills. Upon completion, students should be able to demonstrate basic canoeing, safe-handling, and self-rescue skills.

**PED 248 Varsity Basketball I** (1 Credit Hour) This course covers advanced fundamentals of basketball. Emphasis is placed on skill development, knowledge of the rules, and basic game strategy. Upon completion, students should be able to participate in competitive basketball. Prerequisite: Permission of Instructor.

**PED 249 Varsity Basketball II** (1 Credit Hour) This course covers advanced fundamentals of basketball. Emphasis is placed on skill development, knowledge of the rules, and basic game strategy. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to participate in competitive basketball. Prerequisite: Permission of Instructor.

**PED 250 Varsity Basketball III** (1 Credit Hour) This course covers advanced fundamentals of basketball. Emphasis is placed on skill development, knowledge of the rules, and basic game strategy. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to participate in competitive basketball. Prerequisite: Permission of Instructor.

**PED 251 Varsity Basketball IV** (1 Credit Hour) This course covers advanced fundamentals of basketball. Emphasis is placed on skill development, knowledge of the rules, and basic game strategy. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to participate in competitive basketball. Prerequisite: Permission of Instructor.

**PED 252 Varsity Baseball I** (1 Credit Hour) This course covers advanced baseball techniques. Emphasis is placed on refining skills and developing more advanced strategies and techniques. Upon completion, students should be able to play baseball at a competitive level. Prerequisite: Permission of Instructor.

**PED 261 Varsity Baseball II** (1 Credit Hour) This course covers

advanced baseball techniques. Emphasis is placed on refining skills and developing more advanced strategies and techniques. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play baseball at a competitive level. Prerequisite: Permission of Instructor.

**PED 262 Varsity Baseball III** (1 Credit Hour) This course covers advanced baseball techniques. Emphasis is placed on refining skills and developing more advanced strategies and techniques. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play baseball at a competitive level. Prerequisite: Permission of Instructor.

**PED 263 Varsity Baseball IV** (1 Credit Hour) This course covers advanced baseball techniques. Emphasis is placed on refining skills and developing more advanced strategies and techniques. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play baseball at a competitive level. Prerequisite: Permission of Instructor.

**PED 254 Varsity Softball I** (1 Credit Hour) This course introduces the fundamental skills and rules of softball. Emphasis is placed on proper techniques and strategies for playing softball. Upon completion, students should be able to play competitive softball. Prerequisite: Permission of Instructor.

**PED 271 Varsity Softball II** (1 Credit Hour) This course introduces the fundamental skills and rules of softball. Emphasis is placed on proper techniques and strategies for playing softball. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play competitive softball. Prerequisite: Permission of Instructor.

**PED 272 Varsity Softball III** (1 Credit Hour) This course introduces the fundamental skills and rules of softball. Emphasis is placed on proper techniques and strategies for playing softball. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play competitive softball. Prerequisite: Permission of Instructor.

**PED 273 Varsity Softball IV** (1 Credit Hour) This course introduces the fundamental skills and rules of softball. Emphasis is placed on proper techniques and strategies for playing softball. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play competitive softball. Prerequisite: Permission of Instructor.

**PED 255 Varsity Tennis I** (1 Credit Hour) This course emphasizes the refinement of playing skills. Topics include continuing the development of fundamentals, learning advanced serves, and strokes and pace and strategies in singles and doubles play. Upon completion, students should be able to play competitive tennis. Prerequisite: Permission of Instructor.

**PED 274 Varsity Tennis II** (1 Credit Hour) This course emphasizes the refinement of playing skills. Topics include continuing the development of fundamentals, learning advanced serves, and strokes and pace and strategies in singles and doubles play. This

course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play competitive tennis. Prerequisite: Permission of Instructor.

**PED 275 Varsity Tennis III** (1 Credit Hour) This course emphasizes the refinement of playing skills. Topics include continuing the development of fundamentals, learning advanced serves, and strokes and pace and strategies in singles and doubles play. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play competitive tennis. Prerequisite: Permission of Instructor.

**PED 276 Varsity Tennis IV** (1 Credit Hour) This course emphasizes the refinement of playing skills. Topics include continuing the development of fundamentals, learning advanced serves, and strokes and pace and strategies in singles and doubles play. This course builds upon previous instruction and provides additional opportunities to develop skills. Upon completion, students should be able to play competitive tennis. Prerequisite: Permission of Instructor.

**PHL 106 Introduction to Philosophy** (3 Credit hours) This course is an introduction to the basic concepts of philosophy. The literary and conceptual approach of the course is balanced with emphasis on approaches to ethical decision making. The student should have an understanding of major philosophical ideas in an historical survey from the early Greeks to the modern era. Prerequisite: ENG 093.

**PHL 206 Ethics and Society** (3 Credit hours) This course involves the study of ethical issues which confront individuals in the course of their daily lives. The focus is on the fundamental questions of right and wrong, human rights, and conflicting obligations. The student should be able to understand and be prepared to make decisions in life regarding ethical issues. Prerequisite: ENG 101

**PHL 299 Special Topics in Philosophy** (Variable Credit) Directed Study. A course featuring an in-depth examination of selected topics in philosophy. Prerequisite: Permission of instructor.

**PHS 111 Physical Science** (4 Credit hours) This course provides an introduction to the basic principles of geology, oceanography, meteorology, and Astronomy. Laboratory is required.

**PHS 112 Physical Science II** (4 Credit hours) This course provides an introduction to the basic principle of chemistry and physics. Laboratory is required.

**PHS 230 Introduction to Meteorology** (4 Credit hours) This course is an introductory survey of meteorology emphasizing the hydrologic cycle, cloud formation, weather maps, forecasting, and wind systems. Local weather systems will be given detailed study. Laboratory is required.

**PHY 201 General Physics I – Trig Based** (4 Credit hours) This course is designed to cover general physics at a level that assumes previous exposure to college algebra and basic trigonometry. Specific topics include mechanics, properties of matter and energy, thermodynamics, and periodic motion. A laboratory is required. Prerequisite: Math ACT Score of 20 or above (or SAT equivalent); or Equivalent Placement Score.

**PHY 202 General Physics II – Trig Based** (4 Credit hours) This course is designed to cover general physics using college algebra and basic trigonometry. Specific topics include wave motion, sound, light optics, electrostatics, circuits, magnetism, and modern physics. Laboratory is required. Prerequisite: PHY 201.

**PHY 213 General Physics with Calculus I** (4 Credit hours) This course provides a calculus-based treatment of the principle subdivisions of classical physics. Topics include mechanics and energy (thermodynamics). Laboratory is required. Prerequisite: Math ACT Score of 30 or above (or SAT equivalent).

**PHY 214 General Physics with Calculus II** (4 Credit hours) This course provides a calculus-based study in classical physics. Topics included are simple harmonic motion, waves, sound, light, optics, electricity and magnetism. Laboratory is required. Prerequisite: PHY 213.

**POL 200 Introduction to Political Science** (3 Credit hours) This course is an introduction to the field of political science through examination of the fundamental principles, concepts, and methods of the discipline, and the basic political processes and institutions of organized political systems. Topics include approaches to political science, research methodology, the state, government, law, ideology, organized political influences, governmental bureaucracy, problems in political democracy, and international politics. Upon completion, students should be able to identify, describe, define, analyze, and explain relationships among the basic principles and concepts of political science and political processes and institutions of contemporary political systems. Prerequisite: ENG 093 with a grade of C or higher.

**POL 211 American National Government** (3 Credit hours) This course surveys the background, constitutional principles, organization, and operation of the American political system. Topics include the U. S. Constitution, federalism, civil liberties, civil rights, political parties, interest groups, political campaigns, voting behavior, elections, the presidency, bureaucracy, Congress, and the justice system. Upon completion, students should be able to identify and explain relationships among the basic elements of American government and function as more informed participants of the American political system. Prerequisite: ENG 093 with a grade of C or higher.

**POL 236 Survey of International Relations** (3 Credit hours) This course is a survey of the basic forces affecting international relations. Topics include bases of national power, balance of power, causes of war, international political economies, international law, international organization, and possible futures of international relations. Upon completion, students should be able to identify and discuss relevant terms and concepts, and identify, analyze, evaluate, and discuss the primary factors influencing the international relations of selected states. Prerequisite: ENG 101

**PSY 200 General Psychology** (3 Credit hours) This course is a survey of behavior with emphasis upon psychological processes. This course includes the biological bases for behavior, thinking, emotion, motivation, and the nature and development of personality.

**PSY 210 Human Growth and Development** (3 Credit hours) This course is the study of the psychological, social, and physical factors that affect human behavior from conception to death. Prerequisite: PSY 200.

**RDG 080 Reading Laboratory** (2 Credit Hours) This course provides students with a laboratory environment where they can improve reading skills at the developmental level. Emphasis is placed on one-to-one guided instruction. This course does not meet the Reading General Education Requirement.

**REL 100 History of World Religions** (3 Credit hours) This course introduces the student to the major world religions, their history and development. The course discusses the worldviews underlying each religion. The impact of world religions on American life and culture receives special emphasis. The course highlights the role of religion in the modern Middle Eastern conflicts.

**REL 151 Survey of the Old Testament** (3 Credit hours) This course is an introduction to the content of the Old Testament with emphasis on the historical context and contemporary theological and cultural significance of the Old Testament. The student should have an understanding of the significance of the Old Testament writings upon completion of this course.

**REL 152 Survey of the New Testament** (3 Credit hours) This course is a survey of the books of the New Testament with special attention focused on the historical and geographical setting. The student should have an understanding of the books of the New Testament and the cultural and historical events associated with these writings.

**SAP 101 ACT/SAT Prep for English** (1 Credit Hour) This course is a tutorial course, designed to assist cadets in boosting ACT/SAT scores in English.

**SAP 102 ACT/SAT Prep for Mathematics** (1 Credit Hour) This course is a tutorial course, designed to assist cadets in boosting ACT/SAT scores in mathematics.

**SOC 200 Introduction to Sociology** (3 Credit hours) This course is an introduction to the vocabulary, concepts, and theory of sociological perspectives of human behavior.

**SOC 210 Social Problems** (3 Credit hours) This course examines the social and cultural aspects, influences, incidences, and characteristics of current social problems in light of sociological theory and research. Prerequisite: SOC 200

**SPA 101 Introductory Spanish I** (4 Credit hours) This course provides an introduction to Spanish. Topics include the development of basic communication skills and the acquisition of basic knowledge of the cultures of Spanish-speaking areas.

**SPA 102 Introductory Spanish II** (4 Credit hours) This continuation course includes the development of basic communication skills and the acquisition of basic knowledge of the cultures of Spanish-speaking areas. Prerequisite: SPA 101.

**SPA 201 Intermediate Spanish I** (3 Credit hours) This course includes a review and further development of communication skills. Topics include readings of literary, historical, and/or cultural texts. Prerequisite: SPA 102.

**SPA 202 Intermediate Spanish II** (3 Credit hours) This continuation course includes a review and further development of communication skills. Topics include readings of literary, historical, and/or cultural texts. Prerequisite: SPA 201.

**SPH 107 Fundamentals of Public Speaking** (3 Credit hours) This course explores principles of audience and environment analysis as well as the actual planning, rehearsing and presenting of formal speeches to specific audiences. Historical foundations, communication theories and student performances are emphasized.

**THR 113 Theater Workshop I** (1 Credit Hour) This is the first in a course sequence which provides practical experience in the production and performance of a dramatic presentation with assignments in scenery, lighting, props, choreography, sound, costumes, make-up, publicity, acting, directing, and other aspects of theater production.

**THR 114 Theater Workshop II** (1 Credit Hour) This is the second in a course sequence which provides practical experience in the production and performance of a dramatic presentation with assignments in scenery, lighting, props, choreography, sound, costumes, make-up, publicity, acting, directing, and other aspects of theater production.

**THR 115 Theater Workshop III** (1 Credit Hour) This is the third in a course sequence which provides practical experience in the production and performance of a dramatic presentation with assignments in scenery, lighting, props, choreography, sound, costumes, make-up, publicity, acting, directing, and other aspects of theater production.

**THR 213 Theater Workshop IV** (1 Credit Hour) This is the fourth in a course sequence which provides practical experience in the production and performance of a dramatic presentation with assignments in scenery, lighting, props, choreography, sound, costumes, make-up, publicity, acting, directing, and other aspects of theater production.





# MARION MILITARY INSTITUTE

## MMI Cost, Financial Aid & Scholarship Programs

- **Charges for Boarding College Cadets**
- **Refund Policy**
- **Financial Assistance**
- **Satisfactory Academic Progress Policy**
- **Institutional Scholarships**
- **ARMY ROTC Scholarships**
- **Marion Military Institute Foundation Scholarships**

Marion Military Institute is a member of the Alabama Community College System, and its tuition and fees are established in accordance with their guidelines. The Institute reserves the right to change, modify, or alter fees, charges, expenses, and costs of any kind without notice as approved by the Department of Postsecondary Education and the Alabama State Board of Education. Tuition and activity fees include cost of instruction, admission to athletic events, guest lectures, haircuts, and use of the athletic facilities.

### **Charges for Boarding College Cadets**

#### **Tuition and Fees**

These are yearly charges for boarding college cadets.

	Alabama Resident	Non-Resident
Tuition	\$6000	\$12000
Technology Fee	\$378	\$378
Facility Fee	\$378	\$378
ACS Reserve Fee	\$42	\$42
Accident Insurance	\$130	\$130
Uniform Fee	\$1,850	\$1,850
<b>TOTAL TUITION AND FEES</b>	<b>\$8,778</b>	<b>\$14,778</b>
Room and Board	\$3,950	\$3,950
Books	\$1,200	\$1,200
<b>TOTAL COSTS</b>	<b>\$13,928</b>	<b>\$19,928</b>

Uniform fee is payable the first semester enrolled.

Fees are based on a 21 hour course load and will vary.

Tuition and/or fees can change with approval by the State Board of Education. Book costs are estimated and will vary based on course load.

Costs for college cadets entering in the fall semester are payable as follows:

	Alabama Resident	Non-Resident
Tuition	\$3,000	\$6,000
Technology Fee	\$189	\$189
Facility Fee	\$189	\$189
ACS Reserve Fee	\$21	\$21
Accident Insurance	\$65	\$65
Uniform Fee	\$1,850	\$1,850
Total Tuition/fees	\$5,314	\$8,314
Room and Board	\$1,975	\$1,975
Books	\$600	\$600
Due First Day of Class	\$7,889	\$10,899

### **Delinquent Accounts**

1. If payment is not made by the midpoint of the term (after the first billing by the institution), a late payment charge of \$25 will be added to the outstanding balance for each additional monthly billing up to a maximum of \$100 in late payment charges.
2. In the event of an unpaid balance at the midpoint of the term, the student will be evicted from housing and all meal tickets canceled. If the balance is still unpaid at the end of the term, grade reports, college credits, transcripts or

diplomas will not be issued or released. A student with a delinquent account shall not be allowed to enroll in subsequent terms until all delinquent balances are paid in full.

3. The institution will refer the student's delinquent account to a collection agency for failure to meet financial obligations of any kind to the institution, including the payment of additional late payment charges, attorneys' fees, and any other costs and charges necessary for the collection of any late payment.

### **Refund Policy**

Planning and contracting for services are done for the entire year. Hiring of faculty and staff is based on the entire year. When cadets leave early, these expenses are still present. Marion Military Institute's refund policy is clearly outlined as follows.

1. **Refund for Complete Withdrawal**
  - 1.1. A student who officially or unofficially withdraws from all classes before the first day of class will be refunded the total tuition and other institutional charges.
  - 1.2. A student who officially or unofficially withdraws on or after the first day of class but prior to the end of the third week of classes will be refunded according to the withdrawal date as follows:
    - 1.2.1. Withdrawal during first week: 75% of tuition and other institutional charges
    - 1.2.2. Withdrawal during second week: 50% of tuition and other institutional charges
    - 1.2.3. Withdrawal during third week: 25% of tuition and other institutional charges
    - 1.2.4. Withdrawal after third week: No refund
    - 1.2.5. For calculating refunds, a "week" is defined as seven calendar days.
2. **Administrative Fee**  
An administrative fee not to exceed 5% of tuition and other institutional charges or \$100, whichever is smaller, shall be assessed for each withdrawal within the period beginning the first day of classes and ending at the end of the third week of classes.
3. **Books and Supplies**  
A student who withdraws and who has purchased returnable books, and /or supplies from the institution and returns the items in new/unused condition by the end of the third week of the semester/term will be refunded the full purchase price. Books and/ or supplies returned in used condition by the end of the third week of the semester/ term will be refunded 50% of purchase price.
4. **Room and Board**  
Students who officially request a meal ticket refund and/or withdraw from a residence hall before the official first day of classes or during the first three weeks of the term will receive a refund calculated as outlined in 1.2 above.
5. **Refund for Partial Withdrawal**  
Students who do not completely withdraw from the institution but drop a class during the regular drop/add period will be

refunded the difference in tuition paid and the tuition rate applicable to the reduced number of hours, including fees appropriate to the classes dropped. There is no refund due to a student who partially withdraws after the official drop/add period.

**6. Refund in Compliance with Federal Regulations**

All Alabama Community College System institutions shall comply with federal regulations relative to refund of tuition and other institutional charges for first time, first-term Title IV recipients.

**7. Refund for Alabama National Guard and Reservists Called to Active Duty**

Students who are active members of the Alabama National Guard or Reserves or who are active duty military who are called to active duty in the time of national crisis shall receive a full tuition refund at the time of withdrawal, if such student is unable to complete the term due to active duty orders or assignment to another location. If a National Guard student is receiving Title IV funding, a recalculation must be performed as required by Federal Title IV regulations, which could result in less than a 100% refund.

**8. Exception to Policy**

The President has the authority to make exceptions to the refund policy in the event of the death of a student or of a family member requiring the student to leave the institution.

**9. Refund policies are governed by the Alabama State Board of Education.**

The above policies are based on State Board Policy 803.02: Refunds, and are effective June 1, 2009, for implementation beginning in the Fall 2009 term. Guidelines for implementation of this policy are established by the Chancellor.

**Financial Assistance**

It is the philosophy of Marion Military Institute that the primary responsibility for financing a college education must be assumed by the student, but the Institute believes that no student should be denied the opportunity of acquiring an education because of financial barriers. Consequently, Marion Military Institute is authorized to administer Federal Title IV, state, institutional, and outside financial aid programs. Cadets seeking any type of aid must apply for federal financial aid by completing the Free Application for Federal Student Aid (FAFSA) via website [www.fafsa.ed.gov](http://www.fafsa.ed.gov) to establish financial need and to determine eligibility for federal, state, and institutional funds. Students are required to file the FAFSA yearly via the web and should apply as soon as possible after January 1. To supplement the efforts of students and parents to meet educational costs, the Office of Financial Aid strives to assist each student by creating a financial aid package to include Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, Federal Work-Study, Direct Loans, State Grant funds, Veteran Administration Benefits, Scholarships, and Tuition Waiver.

**Eligibility Requirements**

MMI eligibility for most financial assistance programs requires that a student:

1. File a free application for Federal Student Aid (FAFSA)
2. Demonstrate financial need;

3. Have a high school diploma or GED;
4. Be a U.S. citizen or permanent resident;
5. Be enrolled as a regular full-time student in an eligible degree program;
6. Maintain Satisfactory Academic Progress;
7. Not be in default on any federal loan nor owe a refund on any federal grant or state grant program at any institution; and
8. Agree to use any Federal Student Aid received solely for educational purposes.

**Application Procedures**

To apply for financial assistance, all applicants must follow the procedures listed below:

1. Apply for admission and have high school transcripts or GED, and ALL college transcripts on file.
2. File a free application for Federal Student Aid via the website [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and add MMI school code 001026.
3. Within 24-72 hours the Financial Aid Office will receive and verify the Student Aid Report (SAR)
4. The Financial Aid Office may require you to submit additional documentation after your Student Aid Report has been received. Documentation MMI may require:

- 4.1. Student/spouse most recent U.S. Income Tax Return
- 4.2. Parents most recent U.S. Income Tax Return
- 4.3. Non-Taxable Income
- 4.4. Verification Worksheet

5. Once documentation is received, the Office of Financial Aid will complete the following procedures:

- 5.1. Review all verification information submitted to the Financial Aid
- 5.2. Any conflicting information will be corrected and resubmitted to FAFSA to generate a correct Estimated Family contribution (EFC)
- 5.3. The student/parents will be notified of any changes in awards.

**Financial Aid Program Descriptions**

**1. Federal Pell Grant**

The Pell Grant Program is the basis for financial assistance to which aid from other federal and non-federal sources may be added. The amount of Pell Grant that a cadet may receive for the 2013-14 academic year ranges from \$605 to \$5,645. Eligibility is determined by completing a FAFSA online.

**2. Federal Supplemental Educational Opportunity Grant (FSEOG)**

The Federal Supplemental Educational Opportunity Grant (FSEOG) Program is for undergraduates with exceptional financial need. Pell Grant recipients with the lowest expected family contributions (EFC) will be considered first for a FSEOG. MMI understands and complies with the 25 percent non-federal share requirement, unless waived and 75 percent federal dollars will be contributed to the FSEOG program. MMI's priority order in awarding FSEOG recipients is the following:

- 2.1. First selection group: Pell eligibility and the lowest EFCs
- 2.2. Second selection group: Non-Pell eligible students with the lowest EFCs

2.3. The maximum FSEOG award for MMI recipients is \$2000 each semester.

### 3. Federal Work-Study Program (FWS)

The purpose of the MMI Federal Work-Study Program is to award part-time employment opportunities to cadets with demonstrated financial need. Under the Federal Work-Study Program cadets may work either on or off campus while attending college, work 10 hours per week, and are paid comparative wages based on the federal minimum wage law.

A completed Free Application for Federal Student Aid (FAFSA) is required as well as an MMI institutional FWS application. The Federal Work Study and Federal Student Aid Applications can be obtained through the MMI website at [www.marionmilitary.edu](http://www.marionmilitary.edu).

### 4. Direct Subsidized/Unsubsidized Loans

Direct loans allow cadets to meet some of the educational expenses by borrowing money from lenders at favorable rates (6% as of July 1, 2008). Loans are awarded only after all other aid is exhausted and cannot exceed the cost of attendance. Loans must be repaid! Repayment may be deferred up to six months after the cadet graduates, leaves school or drops below six credit hours. If awarded a Subsidized Direct Loan, the federal government will pay the interest while the cadet is enrolled at least half-time (six credit hours and during deferment.) Eligible cadets may receive an unsubsidized loan regardless of family income if within federal budget guidelines. Interest does accrue while the borrower is enrolled, and there are a number of repayment options available. Cadets must do the following to be eligible and receive a Direct Loan: (1) Gain admittance to MMI, (2) complete a FAFSA.

### 5. Federal Parent Loan for Undergraduate Students (PLUS)

PLUS loans are guaranteed through the Federal Family Educational Loan Program (FFELP) and make loan-term loans available to cadets and parents to pay educational costs. Although it is not mandatory, a FAFSA should be filed to determine need for a PLUS loan. Parents are eligible to apply for a credit worthiness loan on behalf of dependent undergraduate students. If a parent is denied a PLUS loan, a student may be eligible to borrow additional funds under the Unsubsidized Stafford Loan Program.

### 6. State and Institutional Scholarship/Tuition Waiver Programs

Marion Military Institute offers numerous state and institutional, scholarships including Need-Based, Service Academy Program, Athletic and Performing Arts. Contact the office of Financial Aid for scholarship applications. The priority deadline for submission is February 1. All scholarship application must be received in the office of Financial Aid by March 1. Additional information can be obtained as follows:

For Performing Arts Auditions	Ms. Deborra Street, Band Director	dstreet@marionmilitary.edu
For employee and dependent tuition discounts and/or waivers	Ms. Jacqueline Wilson, Director of Financial Aid	jwilson@marionmilitary.edu

### 7. MMI Foundation Scholarships

The Marion Military Institute Foundation offers scholarships to qualified students attending or planning to attend the Institute. Each scholarship has its own eligibility requirements but awards are usually based on academic qualifications, leadership potential, community service, and financial need.

For more information, visit

[www.marionmilitary.edu/admissions/financial-scholarships.da](http://www.marionmilitary.edu/admissions/financial-scholarships.da).

Please note that the completion of a FAFSA is not required for Foundation scholarships unless the student is applying for a need-based scholarship.

### Disbursement Procedures

The following procedures are outlined so that students will be aware of the time of check disbursement, governing policies, and approved procedures that will be adhered to by the office of Financial Aid.

1. Pell Grant: Students who have established Pell Grant eligibility (submitted a valid Student Aid Report and all required documentation ten (10) days prior to registration), have registered, and are attending class will receive the balance of their Pell Awards on the fourteenth day of classes each semester. By signing an agreement, tuition, fees, room/board for on-campus housing (if applicable), and uniform fees may be deducted from your Pell Grant award prior to and during registration and late registration. Also, by signing the agreement, required books and supplies may be charged to your Pell Grant award only after you have attended at least one class session for each registered class. Students who do not attend class are not eligible to receive any federal funding.

On the fourteenth (14<sup>th</sup>) day of classes, a check for the remaining balance of your Pell Grant award will be available in the Business Office. You must show a photo I.D. to obtain your check.

Students who establish their Pell grant eligibility (submit a valid Student Aid Report and all required documentation) after the beginning of the semester will receive the balance of his or her eligible Pell Grant and/or Direct Loan on established designated days to be determined in agreement with the Office of Financial Aid and the Business office. These dates will be published at the beginning of each semester in the Office of Financial Aid. After the initial disbursement, checks will be processed monthly. To receive a Pell Grant disbursement, students must be enrolled, attending classes in compliance with the satisfactory academic progress policies, and must not have any holds on the student account at the time of disbursement.

2. Federal Direct Loan: Recipients may charge tuition, fees, books and supplies, room and board, and uniforms to their loan account. If the award is more than the account balance, a disbursement will be generated and issued to the student in the form of a check. If the award is less than the account balance, the student will be billed for the remaining amount of the account. First time borrowers cannot receive the first

	Contact	Email Address
For SAP Appointments	LTC Carlos G. Lewis, Director of Service Academy Program	glewis@marionmilitary.edu
For Athletic Tryout Dates	Michelle Ivey, Director of Athletics	mivey@marionmilitary.edu

installment of a loan until they have been in attendance at MMI for 30 days. The second disbursement is made at the midterm point of the semester. Federal regulations require multiple disbursements for one semester loans. The second disbursement cannot be delivered until at least one half of the loan period has elapsed. This is true for the first semester and the last semester the student receives a loan. To receive a loan disbursement, a student must be enrolled and currently attending classes in compliance with the satisfactory academic progress policies at the time of disbursement.

3. **Federal Work-Study:** Work Study positions are assigned based on financial need, availability of positions and funding. Timesheets for the Work Study Program must be submitted to the Financial Aid Office on the last working day of the month. The timesheet must be signed by the worker/student and supervisor. The worker/student is responsible for the timesheet being submitted on time; failure to do so may result in a delay in payment. Payroll period begins the first of each month and ends on the last working day of the month. Work Study checks are available the Friday following the last working day of the month.
4. **Veteran's Benefits:** Before dropping or adding a course or when withdrawing from the College, a student must first notify the Office of Financial Aid. Each withdrawal or drop resulting in a reduction in course load must show the effective date and reason for change. A student who completes an application and brings in his/her required documentation at the beginning of the semester should expect a VA processing period of 90 to 120 days after certification. If the estimated time has elapsed and a check has not arrived, contact the MMI VA certifying official. If the funds are not received by the end of registration, the student is required to pay for his/her tuition, fees, and any other expense that was to be covered by VA benefits. MMI cannot waive tuition and fees in anticipation of the arrival of advance funds.
5. The law specifies how MMI must determine the amount of Title IV program assistance that a student earns if he/she withdraws from school. The Title IV programs that are covered by this law are the following: Federal Pell Grants, Direct Loans, PLUS Loans, Federal Supplemental Educational Opportunity Grants (FSEOGs).

When a student withdraws during the payment period or period of enrollment (Fall 2013 or Spring 2014), the amount of Title IV program assistance earned up to that point is determined by a specific formula. If a student received (or MMI or parent received on the student's behalf) less assistance than the amount that earned, the student may be able to receive those additional funds.

If a student receives more assistance than the student earned, the excess funds must be returned by the school and/or the student. The amount of assistance that has been earned is determined on a prorated basis.

For example, if a student completed 30% of the payment period or period of enrollment, the student earns 30% of the assistance he/she was originally scheduled to receive. Once the student has completed more than 60% of the payment period or period of enrollment, he/she earns all the assistance that was scheduled to be received for that period.

60% of the payment period for 2013-14:

Fall Semester:	October 21, 2013
Spring Semester:	March 13, 2014

If a student did not receive all of the funds that were earned, he/she may be due a post-withdrawal disbursement. If the post-withdrawal disbursement includes loan funds, MMI must obtain the student's permission before it can disburse them. The student may choose to decline some or all of the loan funds so additional debt is not incurred. MMI may automatically use all or a portion of the post withdrawal disbursement of grant funds for tuition, fees, and room and board charges (as contracted with the MMI).

6. MMI needs student permission to use the post-withdrawal grant disbursement for all other school charges. The student will receive a post withdrawal disbursement letter inquiring how remaining funds are to be disbursed. However, it may be in the student's best interest to allow MMI to keep the funds to reduce the student's MMI debt.

#### For New Students ONLY

There may be some Title IV funds that a student was scheduled to receive that cannot be disbursed once the student withdraws because of other eligibility requirements. For example, if the student is a first-time, first-year undergraduate cadet and has not completed the first 30 days of the program before the student withdraws, the student will not receive any Direct Loan funds that would have been received had the student remained enrolled past the 30th day.

If the student receives (or MMI or parent receives on the student's behalf) excess Title IV program funds that must be returned, MMI must return a portion of the excess equal to the lesser of MMI charges multiplied by the unearned percentage of the funds, or the entire amount of excess funds. MMI must return this amount even if it didn't keep this amount of the student's Title IV program funds.

#### Satisfactory Academic Progress Policy

Recipients of Financial Aid (Pell Grant, College Work Study, Supplemental Grant, or a Direct Loan) must maintain at least a minimum standard of academic progress. Academic progress will be assessed at the time a cadet is awarded financial aid, and reviewed each academic year. Academic progress will be monitored for all terms of enrollment, whether or not financial aid was received. In accordance with federal guidelines, cadets receiving federal financial aid at MMI must meet the following requirements:

1. **Time frame:** Cadets receiving financial aid are subject to a maximum time frame in which they can receive financial assistance. The maximum time frame that a cadet can receive financial aid to complete a degree is 150% of the published program length measured in semester hours attempted. The average time allotted for an Associate degree program is 97 hours attempted. Cadets who transfer from other colleges will have all credit hours taken at other schools included in the 97 hour total.
2. **Grade Point Average:** Each cadet will be expected to meet or exceed the following GPA at the indicated points in his/her

program of study:

Credit Hours	Minimum Cumulative GPA
12 – 21 semester hours	1.50
22 – 32 semester hours	1.75
33 + semester hours	2.00

3. Completion Rate: In order to maintain the minimum standard of academic progress toward the completion of their degrees, cadets must successfully complete 2/3 of all MMI credit hours attempted. (Hours attempted include repeated courses, dropped courses, withdrawals and incomplete courses.) This measure becomes effective when a cadet has completed 21 MMI credit hours. Withdrawals count as hours attempted but not earned.
4. Developmental Courses: A cadet may not enroll in the same developmental course more than three times and continue to receive financial assistance for that course. A federal financial aid recipient may not receive aid for more than 30 semester hours of developmental work. Also, effective beginning Fall Semester 2009, developmental hours taken will not be included when determining a cadet's grade point average, completion rate progress for financial aid or maximum time frame allotment.
5. Financial Aid Probation: A cadet who fails to meet one or more of the SAP requirements for the first time will be placed on Financial Aid Probation during the next term of enrollment at MMI. The cadet will still be eligible to receive financial aid while on probation.
6. Extension of Financial Aid Probation: A cadet on Financial Aid Probation who meets all of the SAP requirements for coursework attempted during their probationary term but is still not meeting one or more of the minimum SAP requirements may request in writing to the Director of Financial Aid an extension of their Financial Aid Probation.

If, at the end of the second probationary semester, the cadet is still not meeting one or more of the minimum SAP requirements, the cadet will be placed on Financial Aid Suspension and will become ineligible for federal and state financial aid.
7. Financial Aid Suspension: If, at the end of the probationary semester, the cadet does not meet all the SAP requirements for coursework attempted that semester but is still not meeting one or more of the minimum SAP requirements, the cadet will be placed on Financial Aid Suspension and will become ineligible for federal and state financial aid.
8. Review Process: Academic progress will be assessed at the time a cadet is awarded financial aid and reviewed each academic year.
9. Regaining eligibility: In order to regain eligibility, a cadet must attend MMI at his/her own expense until the standards outlined in this policy are met.
10. Appeal Process: A cadet who loses his/her financial aid because of a failure to meet these academic progress requirements may appeal if there are extenuating circumstances. Appeals must be submitted in writing, and the appeal will be reviewed by the Financial Aid Committee. Each cadet will be notified in writing as

to the outcome of his/her appeal.

### **MMI Institutional Scholarships**

Marion Military Institute provides multiple scholarship opportunities for qualified students attending or planning to attend Marion Military Institute. Each scholarship has its own eligibility requirements, but awards are usually based on academic qualifications, leadership potential, community service, and financial need. "Bundling" restrictions apply to most institutional scholarships and further details can be provided by the MMI Financial Aid Office.

#### In-State Cadetships / Out-of-State Cadetships

These two scholarship programs are used to fund participants in the Leadership Education Program (LEP) at MMI. Both in-state residents and out-of-state residents respectively may be eligible to receive an award in the amount of 25% of their tuition.

#### Athletic Scholarships

Athletic scholarships are awarded based on tryouts and/or demonstrated ability to compete on the intercollegiate level. Awards are available in Baseball, Men's Basketball, Softball, Men's Tennis and Women's Tennis and may be granted to new or current MMI students. Scholarships are awarded for one year and are renewable based on athletic performance and eligibility.

#### Service Academy Program (SAP) Scholarships

The SAP Scholarships are awarded to students whose record exemplifies academic diligence and demonstrated leadership. Scholarships are awarded for one year only and recipients must be enrolled in the SAP Program.

#### Band Scholarship

The MMI Band Scholarship will award 50% tuition. Letters of recommendation are required from previous Band Director or Choral Leader. MMI's Band Director will recommend the recipients to the scholarship committee.

#### Presidential Scholarship

This is an academic scholarship which rewards recipients 75% tuition. The scholarship is available to both in-state and out-of-state residents. Applicants must have a minimum 25 ACT Composite and/or 1140 SAT (Critical Reading and Math) with a 3.75 Cumulative GPA and have held top position(s) in extracurricular activities such as JROTC Battalion Commander, Eagle Scout/Gold Award Girl Scout, Honor Society president, Boys/Girls State, Drill/Rifle Team Commander, Valedictorian/Salutatorian, and/or The MacArthur Award. Five scholarships are available, but limited to incoming freshmen only.

#### Academic Dean Scholarship

This is an academic scholarship which rewards recipients 50% tuition. Available to both in-state and out-of-state residents, it requires a minimum 23 ACT Composite and /or 1070 SAT (Critical Reading and Math) with a 3.00 Cumulative GPA. Twenty scholarships are available, but limited to incoming freshmen only.

#### Leadership Scholarship

The Leadership Scholarship which awards recipients 50% tuition (in-state or out-of-state) for two semesters, is open to incoming freshmen meeting the minimum academic requirements of a 19 ACT Composite and/or 910 SAT (Critical Reading and Math) with a 2.50 Cumulative GPA who have held top position(s) in an extracurricular activity (ex. SGA President or Vice President, JROTC Battalion

Commander or Executive Officer, Beta Club President or Vice President, Sports Captains, Class Officers).

#### Knight Fox Scholarship

This scholarship was established to encourage participation in the annual Knight Fox Challenge where junior and senior high school students can experience both mental and physical challenges in the environment of a military atmosphere. All Knight Fox attendees will receive a minimum \$2000 Corps of Cadet Scholarship upon registration at MMI, and if qualified, be given first chance at over 60 available Army ROTC Scholarships.

#### Black Belt Scholarship

To be eligible for this Room and Board Scholarship, a cadet must have permanent residence in one of the 18 counties in the Black Belt of Alabama, and have graduated from an Alabama Black Belt high school or obtained a GED.

#### White Knight Scholarship

The White Knight Precision Drill Team awards 50% tuition for two semesters to a drill-skilled incoming freshmen student. To be considered, students must submit a video or video link of drill skills being performed. Requires a minimum 17 ACT Composite and/or 850 SAT (Critical Reading and Math) and a high school grade point average of 2.0 (on a 4.0 scale). Open to in-state and out-of-state students.

#### Military High School

This 50% tuition scholarship is open to students who attended one of the eligible AMCSUS (Association of Military Colleges & Schools of the United States) military high schools for at least the junior and senior years of high school preceding attendance at MMI. Minimum academics required are a 17 ACT Composite and /or 850 (Critical Reading and Math) score, and a high school grade point average of 2.0 (on a 4.0 scale).

#### **Army ROTC Scholarships**

Applicants must meet the qualification requirements for acceptance into the Early Commissioning Program (ECP) and have a high school grade point average of 2.5 (on a 4.0 scale) to qualify to compete for an Army ROTC Scholarship.

Recipients of these ROTC scholarships will receive financial assistance for two years in their pursuit of an associate degree from Marion Military Institute and a commission in the U.S. Army. Individuals continue on to a baccalaureate degree without benefits. During the two-year duration of the scholarship, the Army will pay college tuition and educational fees, or room and board, whichever is chosen by the student. Additionally, a flat rate of \$1,200 per year is provided to purchase textbooks.

Army ROTC scholarship winners also receive a monthly tax-free subsistence allowance for 20 months. The monthly amount will be tiered commensurate with the Military Science Class -- MS3 = \$450 per month; MS4 = \$500 per month. Cadets will be commissioned in the USAR or ARNG and assigned to a Troop Program Unit (TPU) (paragraph 2-16, AR 140-10) upon graduation from MMI provided all eligibility requirements are met. Interested candidates should contact the MMI ROTC Department.

#### **Marion Military Institute Foundation Scholarships**

The Marion Military Institute Foundation offers scholarships to qualified students attending or planning to attend Marion Military

Institute. Each scholarship has its own eligibility requirements, but awards are usually based on academic qualifications, leadership potential, community service, and financial need. Total scholarships awarded for 2012-13 totaled more than \$80,000.

#### Albert Cesarine, Sr. Memorial Scholarship

This scholarship was established by Mr. and Mrs. Albert T. Cesarine, III, of New Castle, Delaware, in honor of their grandfather, Mr. Albert Cesarine, Sr. This scholarship will be awarded each year to support flying lessons for MMI cadets interested in a career in aviation.

#### Alfred I. duPont Foundation, Inc. Academic Scholarship Fund

This scholarship is awarded each year to quality students from across Alabama and the Southeast who are in need of assistance. The Alfred I. duPont Foundation is a non-profit Florida corporation founded in 1936 by Jessie Ball duPont to honor her late husband, Alfred I. duPont, founder of the modern-day duPont Chemical Company and St. Joe Paper Company.

#### Chadbourne Foundation Scholarship

This scholarship was established by the Chadbourne Foundation of Pensacola, Florida and its trustees, Mr. and Mrs. Edward M. Chadbourne, Jr., Mr. and Mrs. Edward M. Chadbourne III, and Mr. and Mrs. F. Brian DeMaria. Mr. Chadbourne III is an alumnus of Marion Military Institute's class of 1978.

#### Charles and Houston Drennen Memorial Scholarship

This scholarship was established by Mrs. Louis J. Drennen and Mrs. Sue P. Drennen in memory of their late husbands, Charles and Houston Drennen of Birmingham, Alabama.

#### Class of 1935 Endowment Fund

This scholarship is awarded annually to students who possess demonstrated potential for academic success and leadership. Preference will be given to students who have financial need. The Fund was established in 1986 by members of the Marion Military Institute Class of 1935, who had just celebrated their 50th reunion.

#### David E. McCollum Aviation Endowed Scholarship Fund

This scholarship was established by Mr. and Mrs. Offa Shivers McCollum, Jr. of Highland, Maryland, to honor their son David Ellis McCollum who died at the age of 47 in a test flight crash on April 2, 2011 in Roswell, New Mexico. David lived in Savannah, Georgia where he was a Flight Test Engineer at Gulfstream Aerospace Corporation. A native of Highland, Maryland, David graduated from the Marion Military Institute high school in 1981 and the junior college in 1983. He earned his BS degree in Engineering Science and Mechanics from Georgia Tech in 1988. This scholarship will be awarded each year to support flying lessons for MMI cadets interested in a career in aviation.

#### David J. Robinson Memorial Scholarship

This scholarship is awarded to a student whose record exemplifies academic diligence, athletic accomplishment and demonstrated leadership. This scholarship fund was established in memory of David J. Robinson, a college graduate of Marion Military Institute, Class of 1965.

#### Dr. Arthur F. Wilkerson, Jr. Scholarship

Funds from this scholarship are awarded to an accomplished and dedicated student. The scholarship was established in 1987 by his family in memory of Dr. Wilkerson, who graduated from Marion Military Institute in 1928.

#### Ernest A. Fite Army Aviation Endowed Scholarship

This scholarship was established by Colonel Ernest A. Fite USA (Ret), Class of 1965, from Florence, Alabama. The proceeds from this endowment are to be used for awarding one or more scholarship annually to MMI cadets. Priority of consideration shall be given to cadets who demonstrate financial need and/or demonstrate an interest in army aviation as an aviator and/or any other capacity.

#### The F. Dixon Brooke, Jr. Scholarship

This scholarship was established in 2006 by EBSCO Industries of Birmingham, Alabama to be awarded in the name of Mr. F. Dixon Brooke, Jr. Mr. Brooke is a 1968 alumnus of MMI and is President and CEO of EBSCO. The scholarship will fund five \$2,000 scholarships each year to junior college cadets based on merit and need.

#### Franklin Sizemore Adams Scholarship

This scholarship, established by Mr. and Mrs. Quincy F. Adams as a living memorial in honor and appreciation of their son, Franklin Sizemore Adams, an alumnus of Marion Military Institute, is awarded annually to a qualified college student. Preference is given to Alabama students from Clarke, Lamar, or Marengo counties.

#### Garland Sledge Rankin Memorial Scholarship

This scholarship was established in memory of Garland Sledge Rankin, a graduate of the MMI Preparatory School in 1974. It was created in 1975 by Mr. and Mrs. Amzi G. Rankin of Faunsdale, Alabama. The scholarship is available to college students from the Marengo County area.

#### George Blue Lee Memorial Scholarship

This scholarship is awarded to a student qualified for admission into the Early Commissioning Program. The student must be a diligent student with athletic ability and demonstrated leadership potential. The scholarship was established by Mr. and Mrs. Frank Earle of Blacksher, Alabama, in memory of their nephew, George Blue Lee, a graduate of Marion Military Institute. Mr. Lee gave his life in defense of his country in 1967.

#### George M. and Zoe A. Williams Memorial Scholarship

This scholarship is awarded to a deserving student who understands the importance of duty to themselves, others, and their country. The fund was established by Mr. and Mrs. Robert George Williams and Mr. and Mrs. Evan E. Filby in honor of George M. and Zoe A. Williams.

#### Hopson Owen Murfee Academic Scholarship Fund

This scholarship was established in honor of H. O. Murfee by his grandson, Mr. William E. Matthews IV. H. O. Murfee was the second president of Marion Military Institute. He was a Phi Beta Kappa honor graduate in physics from the University of Virginia where his roommate was Woodrow Wilson. This scholarship is awarded each year to a student whose record exemplifies academic diligence.

#### James A. Mitchell Memorial Scholarship

Funds from this scholarship are awarded annually to a college student. The scholarship was established by James A. Mitchell, an MMI alumnus, class of 1917, in memory of his father.

#### James Dennis Nettles, Jr., Memorial Scholarship

This academic scholarship was established in memory of James Dennis Nettles, Jr., a graduate of the Preparatory School, Class of 1970. The fund was established by his parents, Dr. and Mrs. James D.

Nettles of Arlington, Alabama, and his friends. This scholarship will be awarded to college students who possess excellent leadership skills.

#### James Dudley Woodfin Memorial Scholarship

The funds from this scholarship are designated for a student from the Marion area planning to attend MMI who has demonstrated financial need. The scholarship was established in 1995 to honor the memory of Colonel Woodfin, an MMI graduate, Alumnus of the Year, and longtime faculty and staff member.

#### James Guy McCormick, Jr., Scholarship

This academic scholarship fund was established by Mrs. Carolyn S. McCormick of Demopolis, Alabama in memory of her husband, James Guy McCormick, Jr., Class of 1940. The funds from this scholarship are awarded annually.

#### James H. and Mary V. Benson Endowed Scholarship Fund

This scholarship was established by the MMI Board of Advisors in 2008 for James H. and Mary V. Benson in recognition of their outstanding service and dedication as the fifteenth president and first-lady of Marion Military Institute.

#### James H. and Cecile Gayle Scholarship Fund

This academic scholarship fund was established in 1966 by Mr. and Mrs. James H. Gayle of Marion, Alabama. The scholarship is awarded annually to a college student who is a resident of Alabama and who is qualified to participate in Marion Military Institute's academic, military, and athletic training program. The recipient of this scholarship must be willing to sign an oath of loyalty to the United States.

#### James T. Murfee Memorial Scholarship Fund

This scholarship was established to honor the founder and first president of the Institute and his family. The purpose of this fund is to award one or more annual scholarships to deserving cadets in the name of the school's founder Colonel James T. Murfee.

#### Jeane Parker Hallmark Scholarship

This scholarship was established by Luther (Luke) P. Hallmark, a 1977 MMI graduate, in memory of his mother, Mrs. Jeane Parker Hallmark. The scholarship is awarded to a student who participates in the athletic program.

#### Jemison and Day Family Scholarship Fund

This scholarship is awarded each year to a deserving student and was established by Jemison Investment Company, Inc., of Birmingham.

#### Joe C. Granade Endowed Scholarship Fund

This scholarship was established by Lucille W. Granade to honor her late husband, Mr. Joe C. Granade, a member of the Class of 1948. The purpose of this fund is to award one or more scholarships to cadets who demonstrate financial need.

#### Joel R. and Elizabeth E. Hillhouse Endowed Scholarship Fund

This scholarship was established by Joel R. and Elizabeth E. Hillhouse to promote the education of deserving cadets who are in need of financial assistance by providing funds for one or more scholarships annually.

#### John Charles Lindsay, Jr. Memorial Scholarship

This scholarship was established in memory of John Charles Lindsay, Jr., a graduate of the MMI Preparatory School, Class of 1972. The fund was created by his parents, Colonel and Mrs. John C. Lindsay of Orville, Alabama. Preference is given to students who excel in the study of mathematics and military training.

#### John Hunt Morgan Endowed Scholarship

This scholarship was established in 2005 by former members of the Morgan's Raiders in the name of General John Hunt Morgan to honor more than 58 years of service to Marion Military Institute by the Morgan's Raiders both as student leaders and as alumni. Priority for consideration shall be given full-time college cadets and also to returning scholarship recipients.



#### John Milton Hightower Scholarship

This academic scholarship was established in 1984 by Mrs. John M. Hightower of Sylacauga, Alabama, and her daughter, Mrs. Joseph C. P. Turner of Demopolis, Alabama, in memory of John Milton Hightower. Mr. Hightower was a graduate of the class of 1920.

#### LeCraw Leadership Scholarship

This scholarship was established in 1999 by Scott T. LeCraw, a Marion Military Institute graduate, Class of 1972, in memory of his mother, Mrs. Margaret LeCraw Towers. Funds from this scholarship are awarded annually to a student from the state of Georgia, who has a quality academic record, an interest in the military, and a proven record of leadership.

#### Lillian Moore Scholarship Fund

This scholarship was established by the late Lillian Moore of Marion, Alabama, in honor of her brother, R. Malcolm "Monk" Moore, who was Assistant Commandant at Marion Military Institute for many years. This scholarship is awarded each year to deserving cadets.

#### Mildred Prettyman Washburn Fund

This fund was established by James L. Washburn in memory of his wife, Mildred Prettyman Washburn. Income from this fund is awarded to a cadet who has demonstrated exemplary scholarship, leadership, and citizenship.

#### Mooty Brothers Endowed Scholarship Fund

This scholarship was established by June Louise Mooty Grube and Virginia Sittason to honor their brothers Harold, Doug, and Joe Mooty. The purpose of this scholarship is to award one or more scholarships annually to MMI cadets who demonstrate a financial need.

#### Offa Shivers McCollum Memorial Scholarship Endowment

This scholarship was established by Offa Shivers McCollum, Jr., in honor of his father, Lieutenant Colonel Offa Shivers McCollum. One or more scholarship will be awarded annually to MMI cadets. The use of income generated from this gift may include, but not be limited to, tuition, room and board, uniforms, books, and such other expenses deemed necessary to attend Marion Military Institute.

#### Paul W. Rutledge and Margaret S. Rutledge Scholarship

This scholarship was established in 1985 by Mrs. Margaret S. Rutledge in memory of Major General Paul W. Rutledge, United States Army. Preference for this award is given to students who aspire to be commissioned as an officer in the United States Army.

#### Peyton Tutwiler III Scholarship

This scholarship was established by Mrs. Lucille P. Tutwiler to honor her husband, Peyton Tutwiler, III. Priority of consideration will be given to candidates from Mobile County, Alabama who express an interest in the field of engineering as a civilian or military officer.

#### R. Leigh Pegues Endowed Scholarship Fund

This scholarship was established by the Presidential Advisory Council (PAC) committee of Marion Military Institute to honor the memory of Mr. R. Leigh Pegues. The purpose of this fund is to award one or more scholarships annually to deserving cadets who demonstrate a financial need.

#### Robert Peter "Pete" Findlay Memorial Scholarship Fund

This scholarship was established by the Alumni Brigade in honor of Pete Findlay who served as Brigade Commander of the Cadet Corps in 1973. Funds from this scholarship are awarded annually to a cadet who has demonstrated high conduct and academic achievement.

#### Taylor D. (Red) Wilkins, Jr. Athletic Endowed Scholarship

This scholarship was established by the MMI Board of Trustees in 2002 to honor Mr. Taylor D. "Red" Wilkins, Jr., an alumnus of MMI, a prominent Alabama attorney and an inductee of the Alabama Sports Hall of Fame. Its purpose is to recognize the importance of athletics in achieving the physical development of cadets as required by the MMI mission to provide funding for annual scholarships in order to attract cadet athletes to Marion Military Institute who excel in a specific sport.

#### Walter P. Nichols Scholarship

This academic scholarship is awarded to a student with a strong academic background with preference given to students from Marion, Alabama.

#### William Speight Burton Scholarship Fund

This fund was established by Mr. William Speight Burton and is awarded each year to deserving cadets.



**MARION  
MILITARY** INSTITUTE

MMI Foundation and  
Board of Trustees and Advisors

## THE MMI FOUNDATION AND BOARD OF TRUSTEES AND ADVISORS

The Marion Military Institute (MMI) Foundation was organized and incorporated for the purpose of stimulating voluntary private support from alumni, parents, friends, corporations, foundations, and others for the benefit of Marion Military Institute. The Foundation is governed by a Board of Trustees. Under provisions of ACT 230-2006 of the Alabama Legislature, they also act as a Board of Advisors to provide advice and counsel to the President, the Chancellor of the Department of Post-Secondary Education, and the Alabama State Board of Education. The MMI Foundation serves as the custodian for the MMI archives, artifacts, and the endowment.

The MMI Foundation obtains, retains, and invests donations from private individuals and other entities to support the mission and priorities of MMI. The Foundation provides scholarships for cadets and necessary resources to improve and expand educational programs and facilities to a level not otherwise achievable with institutional funds.

<b>Officers</b>	
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Mrs. Suzanne McKee Executive Director	
<b>Emeritus Foundation Board Members</b>	
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Mr. Joseph C. McCorquodale, Jr. Jackson, AL	





## MMI Governance, Administration, Staff & Faculty

- Alabama State Board of Education
- Alabama Department of Post Secondary Education
- Marion Military Institute
  - Office of the President
  - Academic Affairs
  - Enrollment and Admissions
  - Commandant's Office/Student Affairs
  - Financial Affairs
  - Institutional Advancement
  - Athletics
  - Buildings and Grounds
  - Human Resources
  - Military Science
  - Baer Memorial Library
  - Faculty
  - Alabama Military Hall of Honor

### Alabama State Board of Education

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President

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Ms. Betty Peters	District 02 Representative
Mrs. Stephanie Bell	Vice President and District 03 Representative
Dr. Yvette Richardson Ed.D.	District 04 Representative
Mrs. Ella B. Bell	President Pro Tem and District 05 Representative
Dr. Charles E. Elliott M.D.	District 06 Representative
Mr. Jeff Newman	District 07 Representative
Mrs. Mary Scott Hunter	District 08 Representative

### Department of Postsecondary Education Alabama Community College System

Dr. Mark Heinrich  
Chancellor

### Marion Military Institute Administration, Staff and Faculty



#### Office of the President

**COL David J. Mollahan, USMC (Ret) - President**

Dawn Curtis	Executive Assistant to the President
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#### Office of the Executive Vice President/Academic Affairs

Dr. Susan G. Stevenson - Executive Vice President and Chief Academic Officer

David Tipmore	Chief Instructional Officer
Shawna Baker	Admin. Asst. to the Executive Vice President and Chief Academic Officer
Wanda Calame	Registrar
Lisa Fitts	Assistant to the Academic Dean & Testing Coordinator
Donna Leemon	Director, Institutional Research
<i>Position Vacant</i>	Director of Human Resources

#### Enrollment and Admissions

LTC James Lake, ALARNG - Vice President for Enrollment Management

LTC Gerry Lewis, USA (Ret)	Director, Service Academy Program
Brittany Crawford	Director of Admissions
1LT Jeffery Logan, ALNG	Assistant Director of Admissions
Haley Tolar	Receptionist/Administrative Asst. for Admissions' Records
Eva Vasquez	Admissions Counselor

#### Commandant's Office / Student Affairs

COL Thomas L. Tate, USA (Ret) - Commandant and Vice President for Student Affairs

MSG Dudley Barton, USAR (Ret)	Chief of Security
Polly Burns	Tactical Support Officer
Chelsea Carr	Coordinator of Student Leadership
Doris Colburn	Executive Asst. to the Commandant
Wendell Crews	IT Technician
1SG Michael Dunfee	TAC Officer
Sue Hazewinkel	Director, Health Services
Christine Jackson	Evening Barracks Supervisor
Stacy Jackson	Auxiliary Officer/Campus Security
SFC Kent James, USA (Ret)	TAC Officer
SGT John Lapsley, USAR (Ret)	Officer in Charge
Edd Miree	Officer in Charge

Emil Reeves	Coordinator, Transportation
1SG Matthew Stewart	Officer in Charge
Fanninet Suttles	Fitness Facility Supervisor
Linda Winn	Barber

#### Financial Affairs

Mrs. Jennifer Barnette - Interim Vice President for Finance & Business Affairs

Erica Billingsley	QM Worker
Joey Buchanan	MMI Golf Pro Shop Manager
A.J. Crittenden	Network Administrator
Sarah Friday	Sales Clerk
Jada Harrison	Assistant Accountant
Lori Holifield	Sales Clerk
Craig Hill	Groundskeeper, Golf Course
Myra Jean Hopkins	Mail Clerk
Logan Logan	Accounting Specialist
Becky Long	Subsidiary Accounts Receivable
Cindy Meisenheimer	Manager, Auxiliary Services
Gloria Morrison	Seamstress
Mona Reeves	Coordinator, QM

#### Financial Aid

Ms. Jacqueline Wilson- Director, Financial Aid

Katie Jones	Financial Aid Officer
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#### Institutional Advancement

Mrs. Suzanne McKee - Vice President for Institutional Advancement

Brooklynn Ashcraft	Advancement Services Officer
Chelsea Barton	Public Information Officer Assistant
Marietta Holmes	Public Information Officer
O'Neal Holmes	Development and Grants Officer
Erin Jones	MMI Foundation Archivist
Brandon Taylor	Director of Alumni Affairs & Annual Fund

#### Athletics

Mrs. Michelle Ivey - Director, Athletics

Kristi Basso	Head Softball Coach/Instructor
Tyler Cole	Assistant Basketball Coach
Matt Downs	Head Baseball Coach
Christian Harris	Assistant Baseball Coach
Dave Hazewinkel	Wrestling Coach
Jim Hazewinkel	Wrestling Coach/Physical Education Instructor
Kerri Reeves	Athletic Trainer
Raina Stiffler	Assistant Softball Coach/Summer

		Camp Director
	Evelyn Vetzl	Administrative Asst. for Athletics
	Trace Williams	Bus Transportation/Athletic
	Chuck Wright	Men's and Women's Tennis Coach/English Instructor
	Phillip Stitt	Head Basketball Coach

#### Buildings and Grounds

SCPO Dan Sumlin, USN (Ret) - Director, Information Technology, Procurement, and Property Management

	Brian Hale	Superintendent
	Jeremy Arrington	Groundskeeper
	Jeffrey Brown	Groundskeeper
	Phillip Clements	HVAC Technician and Asst. Superintendent
	Patricia Luker	Housekeeper
	Stacy Deavours	Carpenter
	Aldin Essex	Groundskeeper
	Carolyn Essex	Secretary
	Darlene Harris	Housekeeper
	Joseph Horton	Groundskeeper
	Larry Jackson	Groundskeeper
	Nick Jones	Groundskeeper
	Shane Macomb	Carpenter's Assistant
	Ned Miree	Groundskeeper
	Eddie Pierce	Plumber
	Hugh Lee Sanders	Foreman
	Linda Tucker	Housekeeper

#### Military Science

LTC Gregory Wall -- Professor, Military Science

	MSG Walter Davis	Senior Military Science Instructor
	Position Vacant	Asst. Professor, Military Science (Executive Officer)
	MAJ Sean Hevey	Asst. Professor, Military Science
	CPT Annette Williams	Asst. Professor, Military Science
	CPT Albert Ross	Logistics Officer
	Mr. Justin Baxter	Asst. Professor, Military Science (Contractor)
	Ms. Muriel Rouzeau	Asst. Professor, Military Science (Contractor)
	Mr. Jeran Hill	Asst. Professor, Military Science
	Mr. Gary Kramer	Recruiting Operations Officer
	SFC Marcus Woolfolk	Military Science Instructor
	SFC Christopher Johnston	Military Science Instructor (Operations NCO)
	SFC Allan Alexander	Military Science Instructor
	MAJ Brian Miller	Asst. Professor, Military Science (ARNG/USAR Liaison)

Mr. Anthony Clemons	Military Science Instructor
Mr. Freddy L. Long	Human Resource Assistant
Mrs. Susan Cochran	Human Resource Assistant
Mr. John Shipe	Supply Technician
Mrs. Quiana Turner	Human Resource Assistant

Baer Memorial Library
Glenda Lammers – Director of Library Services, Baer Memorial Library

Joyce Allison	Library Assistant
Charlotte Oglesby	Assistant Librarian
Alice Tubbs	Library Assistant
<b>Alabama Military Hall of Honor</b>	
COL John K. Gibler, USA (Ret)	Director
MSG J. Randy Lee	Assistant Director



### Faculty

Darren Allen – Instructor, Mathematics	Jeffrey Beall - Instructor, English
B.S., Middle Tennessee State University M.S., Middle Tennessee State University	B.S., United States Military Academy M.A.T., University of Florida
COL Stanley Bamberg, ALARNG - Instructor, Philosophy and Religion	LTC James R. Biles - Instructor, Biology
B.A., University of Montevallo M. Div., Reformed Theological Seminary Doctorandus, Free University of Amsterdam	B.S., Auburn University M.A. Ed., University of North Alabama
LTC David W. Bauer, USA (Ret.) - Instructor, History	Kirtley Brown – Instructor, Criminal Justice
B.S., United States Military Academy M.A.T., University of Florida	B.S., University of Alabama J.D., University of Alabama

Beatriz Castro-Nail - Instructor, Spanish	B.A., Universidad del Quindio, Columbia MATL, University of Southern Mississippi	Leta Stephens – Instructor, English & QEP Director	B.A. Mississippi State University B.S. Mississippi State University M.Ed, William Carey College
Brenda Cook - Director, Counseling	B.S., Judson College M.S., Troy University	J.W. Sam Stevenson -Department Chair, Mathematics and Natural Science; Instructor, Chemistry	B.S., Northern Arizona University Ph.D., University of South Carolina
Mark Doyle - Chair, Humanities Department; Instructor, English	B.S., Virginia Military Institute M.B.A., The College of William and Mary M.A., The College of Saint Rose Ph.D., Indiana University	Debora L. Street - Instructor, Band, Chorus, and Theater	B.M.E., Troy State University M.S., Troy State University Ed.S., Troy State University
Jimmy Ellenburg -Instructor, English	B.S., University of Alabama M.A., University of Alabama	Buffy Walters - Instructor, Art	B.A., Auburn University M.F.A., University of Alabama
Jim Hazewinkel - Wrestling Coach; Instructor, Physical Education	B.S., St. Cloud State University M.S., United States Sports Academy	David Tipmore – Chief Instructional Officer	B.A., University of Michigan M.A., Florida International University
Dr. Thomas Hock – Instructor, Biology and Anatomy & Physiology	B.S., Florida State University M.S., Florida State University Ph.D., University of Alabama	MAJ Brant Thomason - Instructor, History	B.S., University of Montevallo M.A., University of Alabama M.Ed., University of Georgia
Carol Hughes - Biology Lab and Library Assistant	B.S., Judson College M.Ed., University of Montevallo	Charles Wright - Tennis Coach; Instructor, English	B.A., Edinboro University of Pennsylvania M.A., Slippery Rock University
David P. Ivey - Department Chair, History, Social Science, and Leadership; Instructor, Psychology and Sociology	A.A., Marion Military Institute B.S., Judson College M.S., University of West Alabama	Xiaoli Yang - Instructor, Mathematics	B.S., Yunnan Normal University, China M.S., East China Normal University Ph.D., University of Alabama
Camie Jones - Instructor, Mathematics	B.S., Auburn University M.Ed., Troy University		
LCDR Curtis Meisenheimer, USN (Ret) - Instructor, Physics	B.A., University of California, Los Angeles M.S., Naval Postgraduate School		
Frankie Oglesby -Instructor, Reading and English	B.S. Southern Arkansas University M.S., Henderson State University Ed.D., University of Arkansas		

