



Dartton College
University System of Georgia
2400 Gillionville Road
Albany, GA 31707
(229) 317-6740
Fax (229) 317-6607

Application Procedures and Instructions

All applicants should check the current college catalog for more specific details concerning admissions procedures and requirements.

Application Procedure

1. Complete the Application for Admission and submit it, along with a \$20.00 non-refundable application fee, to:

Director of Admissions
Dartton College
2400 Gillionville Road
Albany, GA 31707

2. Submit an official copy of your high school transcript or GED scores, if applicable.
 3. Submit a completed copy of the Certificate of Immunization.
 4. Schedule a time to take the COMPASS Placement Examination and the Institutional ACT, if applicable.
 5. Students who have previously attended another post-secondary school must request an official transcript to be sent directly to Dartton College.
 6. After the Application for Admission has been submitted, students will receive a letter from the Admission's Office requesting any additional information required along with the dates for any testing to be completed before entering college.
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Definitions of Admission Categories and Additional Instructions

Beginning Freshman

Beginning Freshmen are applicants not previously enrolled in college. Beginning Freshmen must also provide:

- A copy of the final high school transcript showing date of graduation or satisfactory scores on the GED examination.
- SAT and/or ACT scores are not required; however, students who submit SAT scores of a minimum 430 critical reading (17 English ACT) and 400 math (17 Math ACT) may exempt COMPASS placement testing if they completed the College Preparatory Curriculum in high school.

Joint Enrollment

Joint Enrollment students are those applicants planning to attend college and high school simultaneously. Joint enrollment applicants must provide:

- A copy of the high school transcript with credits to date
- Scholastic Aptitude Test (SAT) or ACT Assessment scores
- A letter of approval from the high school principal
- Written consent from the parents for students under 18 years of age

Accelerated Junior

Accelerated Junior applicants are those seeking admission after the junior year of high school. Accelerated Junior applicants must provide:

- A copy of the high school transcript with credits to date
- Scholastic Aptitude Test (SAT) or ACT Assessment scores
- A letter of approval from the high school principal
- Written consent from the parents for students under 18 years of age

Transfer

Transfer applicants are those who have attended another college previously. Transfer applicants must provide official transcripts from *all* colleges and universities previously attended.

Transient

Transient applicants are those enrolling at Darton with the intent of transferring the earned credit to their home institution. Transient applicants must provide a letter from the Registrar or other designated official of the home institution recommending acceptance as a transient and stating any conditions which must be satisfied.

Audit Only

Audit Only applicants are those wishing to enroll without receiving academic credit. Audit applicants must provide proof of graduation from an accredited or approved high school or satisfactory GED scores.

Irregular

Irregular (or non-degree seeking) applicants are those seeking credit but not a degree. Irregular applicants must meet the requirements of the appropriate category above or provide proof of a four-year degree.

Non-Traditional Student

Non-Traditional Student applicants are those who have not attended high school or college within the previous five years and have earned fewer than 30 transferable hours of college work. Non-traditional student applicants must provide proof of high school graduation or satisfactory GED scores and official copies of college and university transcripts, if applicable.

Majors and Major Codes

Major Code

Associate of Arts (A.A.) Transfer Programs

Art	002
English	022
Foreign Language	023
History	033
Journalism	009
Music	011
Philosophy	034
Speech	016
Theatre	075

Associate of Science (A.S.) Transfer Programs

Agriculture	001
Anthropology	093
Biological Science	003
Business Administration	004
Business Education	005
Chemistry	006
Computer Information Systems	091
Computer Science	041
Criminal Justice	019
Diagnostic Medical Sonography	094
Economics	073
Engineering Technology	047
Engineering Technology/ Electrical Option	147
Environmental Science	074
Forensic Science	097
Forestry	008
General Studies	099
Geography	032
Health and Physical Education	018
Health Information Management	025
Industrial Distribution Technology	096
Mathematics	010
Medical Technology	026
Nuclear Medicine Technology	049
Nursing	029
Occupational Therapy	085
Office Administration	042
Physical Therapy	027
Physics	012
Political Science	035
Pre-Dentistry	028
Pre-Engineering	044
Pre-Medicine	038
Pre-Optometry	039
Pre-Pharmacy	013
Pre-Physician's Assistant	045
Pre-Veterinary Medicine	030
Psychology	036
Respiratory Therapy	086
Secondary Education	014
Social Work	071
Sociology	037
Secondary Education	014

Early Childhood Education	088
Middle Grades Education	089

Major Code

Trade & Industrial Education	092
Undecided as to Major	050

Associate of Science Health Pre-Baccalaureate Career Programs

Cardiovascular Technology	381
Dental Hygiene	355
Emergency Medical Services	367
Health Information Technology	370
Human Services Technology	371
Medical Laboratory Technology	365
Nursing	353
Occupational Therapy Assistant	372
Physical Therapist Assistant	363
Respiratory Care	366

Associate of Applied Science Pre-Baccalaureate Career Programs

Accounting	358
Business Computer Systems	357
Governmental Services	362
Histologic Technology	373
Management	351
Office Administration	352
Psychiatric Technician	374
Non-Degree Seeking	999

Certificate Programs

Accounting	561
Addiction Counseling	570
Athletic Field Maintenance	580
Athletic Training Certificate	579
Business Computer Systems	576
Church Music	565
Coaching Certificate	578
Educational Paraprofessional	575
Office Administration	556
Medical Coding Certificate	563
Emergency Medical Services	566
Family-Child Welfare Practitioner	571
Graphic Design	574
Histology	564
Medical Coding	563
Medical Transcription	568
Management	586
Middle Grades Math Certificate	581
Middle Grades Science Certificate	582
Polysomnography	366
Teacher Communications & Crisis Mgmt	572

*30-Hour Program

Racial/Ethnic Codes

01 Caucasian/White

A person having origins in any of the original peoples of Europe, North Africa, the Middle East, or the Indian Subcontinent.

02 Black/African-American

A person having origins in any of the black racial groups of Africa.

03 American Indian or Alaskan Native

A person having origins in any of the original peoples of North America.

04 Asian or Pacific Islander

A person having origins in any of the original peoples of the Far East, Southeast Asia, or Pacific Islands (Japan, Korea, China, the Philippine Islands, and Samoa)

05 Hispanic

A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race

06 Non-Resident Alien

A person who is not a citizen of the United States but is in this country on a temporary basis—o permission to remain indefinitely in the United States

07 Multiracial

A person having origins in more than one of the categories shown above.