



December 2016 Graduates L to R: Kelli Wallace, Natalie Hopes, Abigail Dario & India Boudreaux

## Carolinas College of Health Sciences | January 2017



**CCHS Hours of Operation**  
 Monday to Friday  
 7:30 AM to 4:30 PM  
 Badge access: 24/7  
**The college will be closed January 2, 2017.**

**CCHS Computer Lab**  
 M to Th, 7:30 AM to 7:30 PM  
 Friday, 7:30 AM to 4:30 PM  
 (No after-hours staff on Fridays.)  
 Saturday, 11 AM to 4 PM  
 Sunday - Not staffed  
 Badge access: 24/7

**CCHS Nursing Skills Lab**  
 M to F, 7:30 AM to 4 PM

**AHEC Library**  
 Monday to Friday  
 8 AM to 5 PM  
 Badge access: 24/7.

**The library will be closed January 2, 2017.**

Connect  
with CCHS



### WELCOME NEW AND RETURNING STUDENTS

by Dr. Karen Lewis, Dean of Student Affairs and Enrollment Management

At the end of each year, we tend to reflect over the year – committing to carry forward lessons learned and victories won, while shedding the obstacles and challenges that may have presented themselves throughout the year. We carry a spirit of hope and anticipation into the new year with goals and dreams about things we hope to accomplish. On **January 4**, Carolinas College welcomes about 130 new nursing, medical laboratory sciences, histotechnology, general studies, and general studies pre-nursing track students who are starting off their new year pursuing their dreams of careers in the health professions. We are honored you have chosen Carolinas College to receive your rigorous training, and welcome you to our family of administrators, faculty, staff and students who are committed to excellence in meeting the healthcare needs of our communities. We encourage you to embrace Carolinas College’s nurturing and collegial environment. Our institutional success is grounded in the success of each of our students. As you face the challenges of managing time, stress, your studies, and personal commitments, remember to stay connected to your purpose. Your purpose and motivation will sustain you through many long nights of preparing for exams, clinical rotations, and laboratory discovery. Take advantage of the resources and services we have in place to help you not just survive - but to thrive. Welcome to the family!!



### BUSINESS OFFICE NEWS

The College will issue 1098-T tax reports detailing your eligible educational expenses via your SONIS account starting **January 31**. A hard copy will also be mailed to your home. Please check SONIS to ensure the College has your current mailing address!

Financial aid refund checks will be available for pickup from the business office starting **January 24** at 10 a.m. for those with a completed file who are due a refund. You must show your college ID badge to pick-up your check.

### OPEN FORUM WITH PRESIDENT HOPKINS

**January 12**, 1 to 1:30 PM, room 135. This is one of the opportunities CCHS students have for input into college decision-making - what’s working well? What isn’t? Have a question about college policies? Come share your thoughts or concerns.

## WELCOME NEW TEAMMATE!

Caroline, who will teach the online course Ethics/PHI 201, is a native of Annapolis, MD. She attended Mary Washington College in Fredericksburg, VA where she received a BS in biology and chemistry in 1995. She then attended the University of South Carolina while conducting research and teaching under the guidance of Professor George Khushf, Director for the Center of Bioethics. She graduated with honors in 1997 from UCS with her master's in arts with a focus in ethics and bioethics. Caroline has been employed as a director of social work in several area skilled nursing care facilities in addition to teaching at York Technical College for the last 17 years. She is currently a manager for the American Cancer Society. She has also had an extensive career in the performing arts as well. Caroline has directed several area dance programs as both an instructor and a choreographer. She lived in York, SC for over 20 years but now calls the mountains of Western North Carolina her home. She and her 16-year-old twin son and daughter live in beautiful Flat Rock where they hike, camp and enjoy the beauty of the mountains. Caroline is very excited to join the faculty team at Carolina's College of Health Sciences!



Caroline Wheless

## PRESIDENT'S LIST

Congratulations to these exceptional students, named to the President's List based on fall 2016 grades. The criterion for President's List is a GPA of 4.0 when enrolled in at least 6 semester hours of coursework.

**General Studies/Pres-Nursing Track:** Hayley Cromer, Lisa DeCoste, Dallas Ellis, Thomas Gardner, Cassandra Grzeszczak, Jana Hersek, Julie Hooper, Erin Human, Jessica King, Grant Lane, Deaja Lee, Jansy Maldonado-Flores, Dawn Massey, Jasmine McRae, Luis Ocampo, Jennifer Popieniek, Rachel Price, Jennifer Rinaldo, Julia Rouse, Katie Stepanyuk, Sarah Thomsen, Juliann Toro, Lucretia Torrence

**General Studies/Pres-Rad Tech Track:** Stacy Grogg, Huynh Nguyen, Amber Page

**Nursing:** Kristen Barrowclough, Gloria Chapman, Meghan McGrath, Cassie Levigne, Cameron Monie, Tracy Mulligan, Caitlin Murray, Caitlin Sweeney, Karanda Weaver

**Surgical Technology/AAS:** Shereece Dove, Ashley Hill

**Radiologic Technology:** Bryan Case, Elyse Bridgewater, Cecelia Lapp, Emiley Peterson

**Radiation Therapy:** Lindsay Smith

## DEAN'S LIST

Congratulations to these exceptional students, named to the Dean's List based on fall 2016 grades. The criterion for Dean's List is a GPA of 3.50 or higher when enrolled in at least 6 semester hours of coursework.

**General Studies:** Caitlynn Mullins, Philip Nash, Ashley Rhodes

**General Studies/PreNursing Track:** Allison Chessler, Brittany Godwin, Alexandra Hill, Kelli Riowland

**Nursing:** Lauren Albano, Julie Brown, Tara Charobee, Ashley Hilton, Christine Hughes, Logan Nail, Marie Nolan, Tess Pibbs, Amy Raney, Desiri Sido

**Radiation Therapy:** Victoria Hyland

**Radiologic Technology:** Anna Littlejohn, Danielle Reames, Shelia Wallace



## STUDENT SUCCESS by Sam Smith, MBA

Put your heart, mind, and soul into even your smallest acts. This is the secret of success.

-- Swami Sivananda

**WELCOME to 2017!** There are several changes being implemented that will be conducive to your success here at CCHS. Some of those are:

- ☞ Information board outside of the student success office (room 254).
- ☞ New and improved student success Moodle page (Check it out today!)
- ☞ New group peer tutoring sessions.
- ☞ Student Success Week (More details forthcoming).
- ☞ Veterans Club (More details forthcoming).

- ☞ School-wide workshops on test taking strategies, studying tips, resume, networking, and improving communications skills (More details forthcoming).

I would also like to know your thoughts...what would you like to see changed or improved within the Student Success department? Send your suggestions, concerns, questions to [studentsuccess@cchsmail.org](mailto:studentsuccess@cchsmail.org).

**Success Tip of the Month: Take Care of Your Body, Mind and Spirit.** Successful students know that their body, mind and spirit are interconnected. You won't do your best work if you have physical, mental or emotional challenges. How do you take care of yourself?

- ☞ Eat healthy foods
- ☞ Get at least eight hours of sleep each night
- ☞ Avoid self-medicating with alcohol and/or illegal drugs
- ☞ Maintain healthy relationships and personal support systems
- ☞ Be as kind to yourself as you are to your friends

For more success/study tips, check out the Student Success Center page on the information portal (click on *Student Success Center* under *Study Skills and Self-Help*) or visit the Student Success Center (room 254) early in the semester.

### Recruiting Peer Tutors for SPRING 2017 Courses

- ☞ Do you enjoy helping other students learn?
- ☞ Do you want to keep past course material fresh in your mind?
- ☞ Are you looking for a flexible service opportunity you can arrange around your schedule and priorities?
- ☞ Consider becoming a Carolinas College Peer Tutor!

If you've earned an "A" or a "B" in a course and feel you could help another student with some academic coaching, please contact: Sam Smith. Student Success Center, room 254, 704.355.4025, [samuel.smith@carolinashealthcare.org](mailto:samuel.smith@carolinashealthcare.org)

**Spring 2017 Nursing Graduates Interviewing Workshop.** All May 2017 nursing graduates (ONLY) must attend this **mandatory** workshop at 1 PM on **January 23**. Contact [Samuel.Smith@carolinashealthcare.org](mailto:Samuel.Smith@carolinashealthcare.org) or 704.355.4025 with questions.

**Student Employment Opportunities:** If you're interested in part-time/PRN employment with CMC, sign up for a 15 -minute appointment with CHS Recruitment Specialist Clifton Chapman in the lobby between 10 AM and noon on **January 9**.

*To make an appointment:*

- ☞ Log onto the information portal and click on *Student Success Center* under *CCHS Quick Links* on the home page.
- ☞ Select the *Employment Resources* tab. When you open that section, the interview sign-up sheet will be under *Current Part-time and PRN Job Opportunities*. You may sign up for any open 15 minute timeslot.

You can talk with the Cliff on a drop-by basis as long as he is not busy with another student. A human resources representative usually visits the college on the first Monday of each month. E-mail or call [Clifton.Chapman@CarolinasHealthcare.org](mailto:Clifton.Chapman@CarolinasHealthcare.org), 704.631.0347, with any questions.

I am also available to support your job search efforts. I look forward to a great 2017 and am anxious to meet with each of you.

## PHI THETA KAPPA (PTK) UPDATE

It's was a busy December...on the 1st, nine volunteers served dinner to 84 men and distributed toiletries and personal items from the Commissary at the Men's Shelter of Charlotte (MCS), Statesville Ave campus; on the 17th, four members of PTK and numerous other volunteers sang Christmas carols with and provided home baked goodies and toiletry items to the men at the N. Tryon St. campus of the MSC.

Teresa Green, nursing graduate, was the recipient of the December PTK scholarship given in recognition of her academic excellence, leadership and community involvement. Congratulations to Teresa and all the other December 2016 PTK graduates!

**Upcoming Events** (All PTK members please plan to attend.)

- ☞ **January 13:** Next general meeting, 11:30 to 12:30 p.m., room 157
- ☞ **January 17:** Fellowship Event at Brixx Pizza on East Blvd., 5 to 7 p.m.

During the meeting on Jan. 13 we will elect a new treasurer and an outreach coordinator to replace the positions vacated by graduation. More details can be found on PTK's page on the information portal regarding the responsibilities and time commitment of each office.

Blue/gold and green/blue PTK t-shirts are available for \$10/each. All sizes available.

PTK is a national honor society, which recognizes and encourages the academic achievement of 2-year college students and provides opportunities for individual growth and development through participation in honors, leadership, fellowship, and service programming. For questions, please contact PTK President Shelia.Wallace@cchsmail.org or PTK faculty advisor [cathey.miller@carolinashealthcare.org](mailto:cathey.miller@carolinashealthcare.org).

## STUDENT NURSES ASSOCIATION (SNA) UPDATE by Natasha DeMaio, SNA President

Congratulations on another semester completed and to all of the 2016 graduates! Several SNA members had the privilege of volunteering as marshal's at the recent Commitment to Caring Ceremony held December 14. From the lighting of the candle ceremony to the pinning of the graduates with beautiful tributes to families and friends, it was a special evening indeed. Kudos to SNA member Rachel Williams for her special photo collage of nursing school memories.

On November 28, SNA provided a panel presentation entitled, *Tips for Success in the Intermediate Level of Nursing*. NUR 101 students enjoyed the panel discussion, advice and tips which will help prepare them for entry into intermediate level nursing. Look for information to be sent soon regarding a luncheon for NUR 101 students in January. We invite all nursing students to join SNA.

Nursing graduate April Davis was awarded a \$250 Cynthia Favorite Scholarship at the recent graduation awards breakfast. April was nominated by a fellow NUR 202 classmate who said, "April is a role model to me. She has worked so hard in balancing school and being an amazing mom to four children. I have faith that throughout her lifetime, not only in her career, she will help people in various charitable ways - taking her knowledge and skills to locations where people would not normally be offered these services that they desperately need."

The following students are newly elected SNA Board members: President - Natasha DeMaio; Vice President - Allen Smeltzer; Secretary - Nicole Denniston; Treasurer - Alley Rick; Marketing - Katie Prisco; Fundraising - Brianna Zike; Membership chair -Becca Shaw; NUR 101 - Rosalie Hawkins; Community Chair - Hailey Rotenberry.

The SNA Board and faculty co-advisors were privileged to sponsored two children from the Angel Tree, providing support and good cheer.

We would like to thank the faculty for a wonderful year! SNA members have been blessed with many opportunities through your generosity. A special thank you to Diahanne Holandez and Terri Lynch, SNA Co-Advisors. On behalf of all SNA members Happy New Year!



Left to right: Krysta Chirino, Allison Campbell, Summer Nunn, Rachel Williams, SNA Co-Advisor Diahanne Holandez, Brianna Zike, Steven Cuzmenco, SNA Co-Advisor Terri Lynch & Natasha DeMaio

## STUDENT GOVERNMENT ASSOCIATION (SGA) UPDATE by Heidi Curette, SGA PR Rep

The officers and members of SGA welcome all new and returning students! We hope you had a terrific holiday and are ready for a challenging and rewarding year ahead!

The 2016/2017 SGA officers are: **President** – Summer Nunn; **Vice President** – Jazmin Hermosillo; **Secretary** – Brittani Montes; **Treasurer** – Rachel Williams; **Public Relations Representative** – Heidi Curette; **Membership Coordinator** - Jasmine McRae; **Faculty Co-Advisors** – Joy Godwin and Carla Cozzen.

The SGA is looking forward to organizing and hosting new, fun and exciting events in 2017! Please consider joining; we are always looking for new members to be a part of the SGA and we welcome all students from all programs. It's a great opportunity to meet new people and be a part of planning and participating in fun events. Please join us and help make 2017 a great year!

## CONTINUING EDUCATION OPPORTUNITIES

**CCHS Admissions Information Session. January 3**, 3:30 to 5 PM. Have friends who want to know about CCHS? Contact Joy Godwin at the front desk or 704.355.5051 to sign up for an info session. For information on Medical Laboratory Science or Histotechnology, contact Kelly Shirley, 704.355.4275.

**CPR: BCLS for the HealthCare Provider. January 18**, 8 AM to noon. Cost \$50. Textbook included. This course is designed for professional rescuers or students required to have professional rescuer certification for their healthcare program of study. The course provides information on adult and pediatric CPR, two-rescuer scenarios, use of the bag-valve mask, foreign-body airway obstruction (conscious and unconscious), AED, special resuscitation situations, and other cardiopulmonary emergencies. Questions about course information or requirements should be directed to Christy Dull at 704-355-5699 or Christy.Dull@carolinashealthcare.org.

**CPR: BCLS Online - Part 1.** Cost \$28.50 (Online payment required - cannot register via brochure.) Access the American Heart Association website by typing in the web address: [www.onlineaha.org/index.cfm?fuseaction=main.registration&login=redirect](http://www.onlineaha.org/index.cfm?fuseaction=main.registration&login=redirect)). Choose BLS Online - Part 1. The course takes approximately 1 hour. The test has to be completed in one sitting. Print the Course Completion Certificate to bring to BCLS Online Skills Check Part 2.

**CPR: BCLS Online Skills Check - Part 2. January 4, 11, 18 & 25.** 1 to 3 PM. Cost \$25.00. You must bring the Part 1 Course Completion Certificate (Passing) to Part 2. Be ready to check off on all BLS Skills. Complete skills check (Part 2) within 60 days of completion of online BLS (Part 1).

**Budgeting 101 (Multiple Webinar Dates). Jan. 10 (9 to 10 AM); Jan. 18 (Noon to 1 PM); Jan. 26 (1 to 2 PM).** Goals of the webinar include: 1) Ways to set financial goals; 2) Effective budgeting methods and skills; 3) Tips for reducing household expenses. Sponsored by CHS Employee Assistance Program (EAP), 720 East Blvd. **FREE** for CCHS students! Advanced registration is required and space is limited so please call 704.355.5021 to register.

**Chaplain's Grand Rounds - Compassion and Medicine. January 19**, Noon to 1 p.m. Held in the Suzanne Freeman Auditorium (at top of Loop Road turn right toward loading dock then left into Cannon Research Building). The theme of this series calls for the exploration of how compassion is healing for those who receive it as well as for those who offer it. Compassion is an antidote to burnout when caregivers offer it to others, receive it from others, and practice self-compassion in their own lives. This series aims to affirm that while modern day medicine continues to demonstrate breakthroughs in healthcare, the place of love and compassion in the healing spaces cannot be underestimated. This month's speaker is Malu Fairley, BCC; topic is *HOPE: A Tool for Compassion*. Bring your lunch!

## IT'S SNOWING...WHAT DO I DO NOW?

Should inclement weather necessitate the delay or closing of the college, the status will be posted on the college's Inclement Weather Hotline (704.446.7854) and information portal, as well as local television and radio stations. If a delayed opening is announced, count the delay from 8 a.m. So if there's a 2-hour delay, the college will open at 10 a.m. **Pop Quiz:** Your class regularly meets 9:00 to 11:00 a.m. On a day the college is on a 2-hour delay, what do you do? **Answer:** If you can do so safely, come in at 10:00 a.m. Your class will meet for one hour.



## JANUARY DATES/TIMES FOR COMPUTER LAB/ANNEX CLOSURES

To ensure the integrity of online exams, most will be offered in a proctored environment in the computer lab and/or annex. The size of the class will periodically necessitate the temporary closure of the computer lab and/or annex. During those periods, students will have access to a temporary computer lab set up in room 151 as well as continued access to computer resources in the AHEC Library. For planning purposes the lab closure days for January are listed below:

Date	Duration	Client	Time	What is closed?	Where will an alternative lab be accessible?
January 13	1	RAD 203	7:30 to 8:30 AM	Lab	Annex and AHEC library computer lab
January 13	1	RAD 111	11:30 AM to 12:30 PM	Lab	Annex and AHEC library computer lab
January 17	1	RAD 112	Noon to 1 PM	Lab	Annex and AHEC library computer lab
January 18	1.5	MLS 206	7 to 8:30 AM	Annex	Computer Lab and AHEC library computer lab
January 20	1	RAD 203	7:30 to 8:30 AM	Lab	AHEC library computer lab
January 20	5	NUR 202	8 AM to 1 PM	Annex	AHEC library computer lab
January 20	4	NUR 202	9 AM to 1 PM	Lab & Rm 161	AHEC library computer lab
January 20	2	RAD 111	11 AM to 1 PM	Room 240	AHEC library computer lab
January 23	2	NUR 154	9 to 11 AM	Lab & Annex	AHEC library computer lab
January 24	1	RAD 112	Noon to 1 PM	Lab	Annex and AHEC
January 24	1	NUR 202	2 to 3 PM	Lab & Annex	AHEC library computer lab
January 25	3	RAD 213	12:30 to 3:30 PM	Lab	Annex and AHEC library computer lab
January 26	30 min	NUR 154	10:45 to 11:15 AM	Lab & Annex	AHEC library computer lab
January 26	1.5	RTT 221	2 to 3:30 PM	Lab	Annex and Room 151
January 27	1	RAD 203	7:30 to 8:30 AM	Lab	Annex and Room 151
January 27	2.25	NUR 153	8:45 to 11 AM	Lab & Annex	Room 151 and AHEC library computer lab
January 27	1.5	RTT 250	10 to 11:30 AM	Room 211	Room 151 and AHEC library computer lab
January 27	1	RAD 111	11:30 AM to 12:30 PM	Lab	Annex and Room 151
January 27	2	NUR 154	12:30 to 2:30 PM	Lab & Annex	Room 151 and AHEC library computer lab
January 30	1	NUR 153	11 AM to Noon	Lab & Annex	AHEC library computer lab
January 31	1	RAD 112	Noon to 1 PM	Lab	Annex and AHEC library computer lab



### COMPLIANCE CORNER - Hand Hygiene

Carolinas HealthCare System (CHS) enlists the use of hand hygiene monitors who circulate in the hospital clinical areas to monitor compliance with hand hygiene which helps to reduce the incidence of hospital-acquired infections. CHS guidelines stress using an alcohol-based product and rubbing it between your hands for 15 to 20 seconds as routine handwashing procedure. If your hands are visibly dirty, use soap and water first and then an alcohol-based product to complete your hand washing. As a general rule, hands must be cleaned before each patient encounter and after direct contact with a patient or their environment. Sanitary guidelines direct handwashing before eating, preparing, or serving food; after using the restroom; and after sneezing, coughing or blowing your nose. However, in the clinical area, the need for handwashing extends to include:

- ☞ Before entering a patient room
- ☞ Before putting on sterile gloves for invasive procedures
- ☞ Before inserting any invasive device i.e.: Foley, IV catheter
- ☞ After coming in contact with any body fluids, mucous membranes or open skin
- ☞ After coming in contact with a patient
- ☞ When moving from a contaminated site to a clean body site during patient care
- ☞ After contact with patient equipment
- ☞ After removing gloves and
- ☞ Before leaving the patient room

# Activities & Deadlines For January

Complete information, with times, is elsewhere in the newsletter.

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
<b>1</b> <b>New Year's Day</b> 	<b>2</b> <b>Holiday - College &amp; AHEC Library Closed</b>	<b>3</b> <b>Admissions Information Session</b>	<b>4</b> <b>BCLS Online Skills Check Pt 2</b>  <div style="background-color: yellow; text-align: center; padding: 5px;"><b>New Student Orientation</b></div>	<b>5</b>	<b>6</b>	<b>7</b>
<b>8</b>	<b>9</b> <b>Full Spring Classes Begin</b>  <b>CHS HR Rep On Campus</b>	<b>10</b> <b>EAP Webinar on Budgeting</b>	<b>11</b> <b>BCLS Online Skills Check Pt 2</b>	<b>12</b> <b>Open Forum</b>	<b>13</b> <b>Registration Drop/Add Ends</b>  <b>PTK General Mtg</b>	<b>14</b>
<b>15</b>	<b>16</b> <b>Holiday - No Classes/ Administrative Offices Open</b>  	<b>17</b> <b>PTK Fellowship at Brixx</b>	<b>18</b> <b>BCLS for the HealthCare Provider</b>  <b>BCLS Online Skills Check Pt 2</b>  <b>EAP Webinar on Budgeting</b>	<b>19</b> <b>Chaplain's Grand Rounds</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b> <b>Mandatory Nursing Grad Interviewing Workshop</b>	<b>24</b> <b>Financial Aid Checks Available</b>	<b>25</b> <b>BCLS Online Skills Check Pt 2</b>	<b>26</b> <b>EAP Webinar on Budgeting</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b>	<b>31</b> <b>1098-T Tax Reports Available via Sonis</b>				

## Quick Reference Sheet

### Administration

#### President

Dr. T. Hampton Hopkins  
Room 111, 704.355.5316  
Hampton.Hopkins@CarolinasCollege.edu

Assistant: Pat Lewis, 704.355.2029  
Pat.Lewis@CarolinasCollege.edu

#### Provost: Lori Bequette, PhD

Room 212, 704.355.4305; Lori.Bequette@CarolinasCollege.edu  
Academic Programs, Online Bookstore; Technology; Faculty Matters, Moodle

#### Academic Department Support

Janice Bellamy, 704.355.1550; Janice.Bellamy@Carolinashealthcare.org  
Michelle Webb, 704.355.0712; Michelle.Webb@Carolinashealthcare.org

#### Technology

Larry Turner, 704.355-7577; Larry.Turner@CarolinasCollege.edu  
Chris Davenport, 704.355.7572; Chris.Davenport@CarolinasCollege.edu  
Janna McColgan, 704.355.2662; Janna.McColgan@CarolinasCollege.edu

### Student Support Services

#### Student Affairs

Dr. Karen Lewis  
Dean  
Room 164, 704.355.5585  
Karen.Lewis@CarolinasCollege.edu  
  
Enrollment Management, Student Affairs, Sonis

#### Admissions Office

Merritt Newman/Joy Godwin/Lauren Taylor  
Suite 166, 704-355-5051  
Joy.Godwin@CarolinasCollege.edu  
Merritt.Newman@CarolinasCollege.edu  
Lauren.Taylor1@CarolinasHealthCare.org  
  
Student Leadership, Organizations, Support

#### Director, Student Records and

**Information Management:** Chrisanne Rancati  
Chrisanne.Rancati@CarolinasCollege.edu  
Room 166, 704-355-6676  
Registration, Records, Grades, Transfer Credit

#### Student Success Center

Sam Smith, MBA  
Room 213, 704.355.4025  
Samuel.Smith@CarolinasCollege.edu  
Tutoring, Placement, and Student Success

### Administrative and Financial Services

#### Business Office

Dean Kim Bradshaw  
Room 207, 704.355.5584  
Kim.Bradshaw@CarolinasCollege.edu  
  
Support: Resheena Agee, 704.355.5229  
Resheena.Agee@CarolinasHealthCare.org  
Refunds, Tuition/Fees; Cash Handling; Sonis

#### Financial Aid Office

Kirstie Clark/Cynthia Peace  
Suite 208, 704.355.8894  
Kirstie.Clark@CarolinasHealthCare.org  
Cynthia.Peace@CarolinasHealthCare.org  
  
Support: Ann Keathley, 704.355.5486  
Ann.Keathley@CarolinasCollege.edu  
CHS Educational Loan Forgiveness, Federal Loans, Grants & Scholarships

### Additional Support Services

#### Charlotte AHEC Library

Medical Education Building, 1st & 2nd Floor  
704-355-3129  
Hours  
Staffed: Monday - Friday 8 AM to 5 PM  
(24/7 badge access)

#### On-line Bookstore

<http://direct.mbsbooks.com/CarolinasCollege.htm>  
CCHS Logo Store: [www.CarolinasCollege.edu](http://www.CarolinasCollege.edu)

#### Parking, Access Control & ID Badges

Annex Building  
(behind Medical Education Bldg., next to ED)  
704.355.3111

#### Employee Assistance Program

(Personal & Family Counseling)  
A free benefit for CCHS students  
704-355-5021

#### Computer Lab

Room 153, 704.355.7572  
  
Normal Operating Hours\*  
Monday & Thursday 8 am - 7:30 pm  
Tuesday, Wednesday & Friday 8 am - 4:30 pm  
Saturday 11 am - 4 pm  
Sunday Closed  
  
\*Evening & Weekend Hours Subject to  
last minute changes; call ahead

### Important Dates for Spring 2017

New Student Orientation (Clinical & Non-Clinical Student) .....	Jan 4 - 5
Full Spring & Spring I Classes Begin.....	Jan 9
Registration/Drop/Add Ends.....	Jan 13
Holiday - No Classes.....	Jan 16
Spring I Midterm.....	Feb 1
Last Day to Withdraw Spring I.....	Feb 10
Spring I Classes End.....	Feb 24
Spring I Final Exams .....	Feb 27 - Mar 3
Spring Break - No Classes.....	Mar 6 - 10
Full Spring Midterm.....	Mar 8
Spring II Classes Begin.....	Mar 13
Last Day to Withdraw - Full Spring.....	Apr 3
Spring II Midterm.....	Apr 5
Holiday - College Closed.....	Apr 14
Last Day to Withdraw - Spring II.....	Apr 17
Full Spring & Spring II Classes End.....	Apr 28
Full Spring & Spring II Final Exams .....	May 1 - 5
Spring Commencement .....	May 5

### Important Phone Numbers

College's Main Number .....	704.355.5043
College's Main Fax Number .....	704.355.5967
CPR/ACLS/PALS.....	704.355.5699
Disability Services .....	704.355.5585
Employee Assistance Program.....	704.355.5021
Employee Health .....	704.641.0206
Student Housing (Home Management) .....	704.731.8096
Human Resources (employment) .....	704.355.2101
Inclement Weather.....	704.446.7854
President's Office.....	704.355.5316
General Studies.....	704.355.3920
Radiation Therapy Program .....	704.355.6937
School of Clinical Laboratory Sciences .....	704.355.4275
School of Nursing.....	704.355.5343
School of Radiologic Technology .....	704.355.7688
School of Surgical Technology .....	704.355.1547
Security (CHS dispatch).....	704.355.3333
Security Escorts.....	704.355.2093