Coastal Carolina University (CCU) does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, genetic information, mental or physical disability, or status as a disabled or Vietnam-era veteran in its admissions policies, programs, activities or employment practices. For more information relating to discrimination, please contact the CCU Title IX Coordinator/EEO Investigator, Coastal Carolina University, Kearns Hall 104B, Conway, SC; Title IX email titleix@coastal.edu; office phone 843-349-2382; Title IX cell phone 843-333-6229; EEO email eeo@coastal.edu; or the U.S. Dept. of Education Office for Civil Rights at www2.ed.gov/ocr.
Have your high school send an official transcript and your SAT/ACT test scores to HGTC.

- If you have taken AP courses, you will also need to request that your AP test scores be sent by the College Board to Horry Georgetown Technical College.
- If you have taken college-level courses during high school, you will need to contact the college that awarded the credits and have them send an official transcript also.
- If your SAT/ACT test scores are not on your high school transcript, you will need to have the College Board send them to HGTC. Your guidance counselor can help you with this.

Submit your immunization records.

- Immunization requirements can be found at www.coastal.edu/immunoreqs.html.

Review and submit all housing information.

- All Bridge Program students living more than 50 miles from CCU are required to live on campus.
- If you are living with a parent/legal guardian within 50 miles of CCU and this is the address on file with the Office of Admissions, you are not required to live on campus.
- To apply for housing, you must submit the online housing application and the $150 housing application/housing fee prepayment. This application fee is nonrefundable.
- You can find the housing application through your WebAdvisor account or www.coastal.edu/housing/applyforhousing.

Pay tuition or set up payment plan.

- Payments can be made at HGTC via WaveNet or in person at the Office of Student Accounts. You must have your HGTC username, password and H-number. Go to www.hgtc.edu, log on to WaveNet, go to the MY STUDENT tab, click the highlighted term under MY ACCOUNT, scroll down to bottom and choose either view installment plan or amount due, and make payment. Contact the HGTC Helpdesk (helpdesk@hgtc.edu or 843.349.5340) for user assistance.

Tuition must be paid in full or a payment plan must be in place prior to July 19, 2017.

Complete CCU’s AlcoholEdu for College/Haven by following the directions sent to your CCU email account after July 1, 2017. Part 1 must be completed by August 18, 2017.
HGTC CONWAY CAMPUS

BUILDING 100
President’s Office
Finance Office
College Marketing Office
Procurement
Payroll

BUILDING 200
Administration
Advanced Manufacturing
Barnes & Noble College Bookstore
Classrooms
Deans’ Office
Human Resources
Print Shop
Science Labs

BUILDING 300
Classrooms
Electronics Technology
Civil Engineering Technology
Golf & Sports Turf Management Technology

BUILDING 500
Cosmetology

BUILDING 700
Classrooms
CSI Labs

BUILDING 800
Early Care & Education

BUILDING 900
Faculty Offices

BUILDING 1000
Classrooms
Computer Technology
General Business Technology
Office Systems Technology
Science Labs

BUILDING 1100
Admissions & New Student Advising
A.V. P. for Student Affairs
Burroughs & Chapin Auditorium
Cafe 1100
Career Resource Center
Child Care Development Center
Classrooms
Conference Rooms
Continuing Education
Educational Talent Search
Financial Aid/Veterans Affairs
Library
Registrar
Richardson Art Gallery
Public Safety Office
Services for Students with Disabilities
Student Engagement
Student Financial Services
Student Information Center - WaveNet Central
Student Success & Tutoring Center
Testing Center
Upward Bound

Vending Machines
Student Parking

To Conway
HIGHWAY 501
To Myrtle Beach

Parking on grass is prohibited.

Fishing, swimming and/or wading in any of the campus ponds is prohibited.
THE BRIDGE PROGRAM

The Bridge Program is a comprehensive, rigorous, residential program that provides an opportunity for students to improve their academic skills and meet the admission requirements of Coastal Carolina University (CCU). Jointly administered by Coastal Carolina University and Horry Georgetown Technical College (HGTC), the program provides support for the transition from high school to college and places primary emphasis on engaged learning in an active community of teacher-scholars and students.

The HGTC/CCU Bridge Program offers a unique experience due to the proximity of the institutions. Bridge Program participants reside in Eaglin Hall on CCU’s main campus and are encouraged to participate in CCU events while attending classes on HGTC’s Conway campus.

The HGTC/CCU Bridge Program is intended to be a year-long program that prepares students for the rigorous curriculum at CCU. Participants will have the fall and spring semesters to earn 21 university transfer credit hours and a minimum 2.25 GPA. Those meeting the requirements will transfer to CCU the following fall.

Most Bridge Program participants need some type of developmental coursework to help improve their reading, writing or math skills. Although required, these courses do not grant transferable credits. The following courses are developmental/skill-building courses: ENG 100, MAT 101 and MAT 102. Students will be placed in these courses based on their SAT/ACT/high school grades. Successful completion is required for students to transfer.

Some participants will only need one semester in the Bridge Program. If participants are able to earn 12 university transfer credit hours and a minimum 2.75 GPA, they will be offered the opportunity to transfer to CCU for the spring semester. Because of this opportunity, it is important that both HGTC and CCU are included on your Free Application for Federal Student Aid (FAFSA).

If a participant is unable to meet the requirements as outlined above, they will be encouraged to continue at HGTC (without housing privileges) or at their local technical/community college and apply for admission to CCU at a later date.

CONTACT INFORMATION

Dr. Daphne Holland, CCU
Assistant Provost of Summer Session Initiatives and First Year Success
Singleton 217 • 843.234.3463
dhollan1@coastal.edu

Shannon Sarvis, HGTC
New Student Enrollment Advisor
Bldg 1100, Room 101-A • 843.349.7509
shannon.sarvis@hgtc.edu

IMPORTANT TELEPHONE NUMBERS

HORRY GEORGETOWN TECHNICAL COLLEGE
Academic Advising ........................................ 843.349.7509
Bookstore.................................................... 843.349.5220
Disability Services ........................................ 843.349.5249
Financial Aid.................................................. 843.349.5251
Student Accounts......................................... 843.349.5310
Student Information Center/ Technology Training .................. 843.349.5182
Tutoring/Academic Coaching .......................... 843.349.7872

COASTAL CAROLINA UNIVERSITY
Campus Dining.............................................. 843.349.2255
Campus Shuttle............................................ 843.349.3433
CINO Card.................................................... 843.349.6435
Counseling Services ................................. 843.349.2305
Learning Assistance Center ....................... 843.349.6536
Public Safety .............................................. 843.349.2177
Student Accounts........................................ 843.349.2159
Student Health Services.............................. 843.349.6543
University Housing .................................. 843.349.6400
DIRECTIONS to buildings east of U.S. 501 (in the Atlantic Center)
From University Boulevard, go across U.S. 501 and yield to the right at the four-way stop.

DIRECTIONS to the BAND HALL
From University Boulevard on the main campus, turn right on U.S. 501. Go 0.6 miles (0.96 km) to the first traffic light (in front of Lowe’s) and turn left onto Century Circle. Cross the railroad tracks and take the first right on Whistle Stop Road; go one block to Winyah Road and turn right to cross the railroad tracks again. The University Band Hall is located on the left.

DIRECTIONS to UNIVERSITY PLACE
From University Boulevard on the main campus, turn left on S.C. 544. Go 0.5 miles (0.8 km) to the first traffic light and turn right on Jackson Bluff Road. The next immediate right is the main entrance to University Place.

For Traffic and Parking Rules and Regulations, visit coastal.edu/safety/parking

Campus Map Key

1 Baxley Hall (BAXL) (Rotunda-Welcome Center / Admissions / Financial Aid / Student Accounts / Registrar / CINO Card Office)
2 Horry County Scholars Academy
3 Kingston Hall
4 Mense Hall (MNSE) (ROTC)
5 Central Energy Plant
6 Jackson Student Union (STCR) / CINO Grille (Career Services / International Programs & Services)
7 Spadoni Park / Graham Family Bell Tower
8 Wheelwright Auditorium (WHEL)
9 Kimbel Library (KLIB)
10 Bryan Information Commons (BICL)
11 Kearns Hall (KRNS) (University College)
12 Blanton Park
13 Atheneum Hall (ATNA) (Philanthropy / Alumni Relations)
14 Singleton Building (SNGL) (University Administration)
15 Prince Building (PRBN) (Spadoni College of Education)
16 Smith Building (SCI) (College of Science)
17 Science II (SCI2) (College of Science)
18 Swain Hall (KESB) (College of Science)
19 Academic Building (under construction)
20 Wall Building (WALL) (Wall College of Business Administration)
21 Brittain Hall (BRTF) (Edwards College of Humanities and Fine Arts)
22 Edwards Building (EHFA) (Graduate Studies)
23 Indigo Hall (INDO) (Graduate Studies)
24 Laurel Hall (Photography)
25 Hampton Hall (Video / Media Services)
26 Chauncey’s Choice (Dining Facility)
27 Kimbel Arena (Intramural Basketball)
28 Williams-Brice (WB) (Recreation Center)
29 Hitting Facility
30 Springs Brooks Stadium / Vrooman Field
31 Brooks Stadium / Benton Field
32 Adams Field House (ADFH)
33 Nichols Tennis Center
34 Softball Stadium
35 Arcadia Hall (ARCA) (Athletic Administration)
36 Athletic Practice Fields
37 Track and Field Facility
38 Facilities (BHA / Facilities Administration)
39 Sands Hall (U.S. Post Office)
40 HTC Center (SRCC) (Recreation Center / Bookstore)
41 Student Housing Complex
42 Eglin Residence Hall
43 Hicks Hall (Dining Hall)
44 Ingle Residence Hall
45 Woods Residence Halls
46 Soccer Stadium
47 Gardens Residence Halls
48 Hackler Golf Course (JHGC)
49 Thrash Learning Center / Driving Range
50 Lackey Chapel
51 Public Safety
52 Student Health Center (Student Health Services / Counseling Services)
53 Human Resources
54 Burroughs & Chapin Center (BCMW) (Procurement / Shipping and Receiving)
55 Coastal Science Center (CSCC) (College of Science / Academic Testing Center)
56 Tennis Facility
57 Intramural Fields (INFD)
58 Atlantic Hall
59 430 Century Circle
60 Department of Environmental Health and Safety / Transportation
61 Band Hall (CCHH)
62 University Place (Residence Halls)
# TABLE OF CONTENTS

The Bridge Program .................................................................................................................................................. 1
Contact Information .................................................................................................................................................. 1
Important Telephone Numbers .......................................................................................................................... 1
Tuition Payment Plans .......................................................................................................................................... 2
Financial Aid ......................................................................................................................................................... 2
HGTC/CCU Bridge Program Required Fees ...................................................................................................... 3
Requirements for Admission to CCU through the Bridge Program .................................................................... 4
Transitioning .......................................................................................................................................................... 4
Transferability of Coursework ............................................................................................................................. 4
Services for Students with Disabilities ................................................................................................................ 5
Health Services .................................................................................................................................................... 5
Student Life .......................................................................................................................................................... 5
Athletics and Greek Life ..................................................................................................................................... 5
CINO Card, Cash and Meal Plan .......................................................................................................................... 6
Shuttle Service / Bringing a Card .......................................................................................................................... 6
Campus Living .................................................................................................................................................... 7
Student Codes of Conduct .................................................................................................................................. 7
Bookstores ............................................................................................................................................................. 8
Course Load Requirements ................................................................................................................................ 8
Program Withdrawal .......................................................................................................................................... 8
Professional Academic Advising ........................................................................................................................ 8
Course Placement ................................................................................................................................................. 9
Freshman Seminar COL 105 .................................................................................................................................. 9
HGTC Academic Support .................................................................................................................................... 9
CCU Academic Support ....................................................................................................................................... 9
Reverse Transfer .................................................................................................................................................. 10
Academic Integrity .............................................................................................................................................. 10
Attendance Policy ................................................................................................................................................ 10
FERPA .................................................................................................................................................................. 11
Bridge Program Merit Award .............................................................................................................................. 11
Orientation ............................................................................................................................................................ 11
Frequently Asked Questions ............................................................................................................................... 12-13
Notes ................................................................................................................................................................. 14
Campus Maps: CCU and HGTC .......................................................................................................................... back pages
TUITION PAYMENT PLANS

To make paying tuition and fees more convenient, Horry Georgetown Technical College offers convenient payment plans.

IMPORTANT INFORMATION ABOUT THE PAYMENT PLANS:

- The balance due for the term must be at least $150.
- A nonrefundable set-up fee of $25 is due at the time of enrollment in the payment plan.
- Students will not be dropped from their classes as long as the installment(s) are paid by the due date(s).
- Only tuition and fee charges billed by the Student Accounts department for the term specified will be included in the payment plan. Charges for parking citations, books, library fines, etc., will not be included. No prior balances from other terms can be included.
- A $25 late fee will be applied to the student's account each time a payment is not received by the due date.
- If your account is not paid in full or you are not in good standing on a tuition payment plan, you may be dropped from classes and/or have a financial hold placed against your account. A financial hold will result in you not being able to access official transcripts.
- If financial aid, student loans or third-party payments are applied to the account after enrolling in the plan, the installments will be adjusted equally.
- If the amount of your actual charges exceeds the total installment payments, you will need to pay the difference in a lump sum directly to the college by the last installment payment due date.
- If you withdraw from the college or change your course load, and the amount of your installment payments exceeds the amount you owe, you will receive a refund.
- Reminder emails are system-generated, so before taking any action, please review your student account activity to determine if the information in the reminder email is valid.
- Previous balances cannot be included on the payment plan and must be paid prior to enrolling in the payment plan.
- Students may enroll in only one payment plan at a time.

FINANCIAL AID

HGTC will process and award all federal and state financial aid for Bridge Program students. To receive priority consideration, you should complete and submit the online Free Application for Federal Student Aid (FAFSA) by May 1. The HGTC school code is 004925.

If you have already submitted your FAFSA form to CCU, you should log in to your submitted FAFSA and request duplicate results to be sent to HGTC, school code 004925. All information for financial aid should be submitted to HGTC. Please look at information requests carefully and only respond to HGTC or Bridge Program requests for information regarding financial documents. Do not send copies of your IRS 1040s.

Please note that the U.S. Department of Education selects 30 percent of FAFSA applications for verification, meaning the HGTC Financial Aid Office will verify that the information on your FAFSA matches the information on your most recent tax return (or that of your parent/guardian, if you are a dependent). If you are selected for verification, you will be instructed to send specific documents to the HGTC Financial Aid Office. Once documents are received, the verification process can take a minimum of four weeks. Verification documents must be received by June 1 in order to be processed prior to the tuition deadline date.

Generally, most students do not receive enough funds through grants and scholarships to cover all of the costs associated with attending the Bridge Program. If you need additional funding in the form of loans to fulfill your tuition and room/board obligations, please be aware that loans require repayment. Changes to your enrollment status or failure to attend classes may cause an immediate reduction in your eligibility for funds. Please do not rely on your financial aid to purchase books. If you are interested in a Federal Parent Loan for Undergraduate Students (PLUS) or an alternative loan, go to HGTC's Loan Programs page. www.hgtc.edu/admissions/financialaid/index.html.

Financial aid awards are ONLY posted in your WaveNet account. You will not receive a paper copy of your financial aid award. All financial aid information is also posted to the HGTC Student Account on WaveNet. To view this information, log on to WaveNet, select My Student and then My Financial Aid to see award amounts, required documents and more.

If you receive any form of financial aid and transfer to CCU after the first semester, you will need to work with the CCU Financial Aid and Scholarships office as soon as possible. The CCU Financial Aid and Scholarships information is located at www.coastal.edu/financialaid.

Please submit your information early!
HGTC/CCU BRIDGE PROGRAM REQUIRED FEES

These fees are estimates for the 2017-2018 academic year.

### BRIDGE PROGRAM FEES ESTIMATE

<table>
<thead>
<tr>
<th></th>
<th>FALL SEMESTER</th>
<th>SPRING SEMESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PROGRAM FEES:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The Bridge Program fees covers student supports services, student activity fees, technology fees, health center fees and other program-specific fees.</td>
<td>$1,850</td>
<td>$1,850</td>
</tr>
<tr>
<td><strong>HOUSING FEE (Eaglin Hall):</strong></td>
<td>$2,720</td>
<td>$2,720</td>
</tr>
<tr>
<td>The housing fee covers residence in Eaglin Hall as well as programmatic support with and beyond the living/learning community through University Housing.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>MEAL PLAN:</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Meal Plan shown is the Bronze plan which includes 14 meals per week and $150 dining dollars.</td>
<td>$1,575</td>
<td>$1,575</td>
</tr>
</tbody>
</table>

### HORRY GEORGETOWN TECHNICAL COLLEGE TUITION AND FEES

<table>
<thead>
<tr>
<th></th>
<th>FALL SEMESTER</th>
<th>SPRING SEMESTER</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>IN-COUNTY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Horry and Georgetown counties)</td>
<td>$2,489</td>
<td>$2,489</td>
</tr>
<tr>
<td><strong>IN-STATE BUT OUT-OF-COUNTY</strong></td>
<td>$3,074</td>
<td>$3,074</td>
</tr>
<tr>
<td><strong>OUT-OF-STATE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>$4,934</td>
<td>$4,934</td>
</tr>
</tbody>
</table>

*The rates above are based on a double-occupancy room in Eaglin Hall and are estimates. The fall term rate will include a one-time application fee and housing pre-payment. Single- and triple-occupancy rooms may be available at an adjusted cost and will be assigned based on availability and a student's indicated preferences. Final rates will be approved by the CCU board of trustees prior to the 2017-2018 academic year. Housing costs are available at [www.coastal.edu/studentaccounts/tuitioncostofattendance](http://www.coastal.edu/studentaccounts/tuitioncostofattendance).

** The tuition rates listed above are based on 15 credit hours.

***Other meal plans are available. For more information, visit [www.coastaldine.com](http://www.coastaldine.com) Prices listed are for school year 2016-2017.

All students are required to submit a $300 enrollment deposit which will be applied to the fall semester tuition bill. Horry Georgetown Technical College tuition and fee information can be found at [www.hgtc.edu/admissions/financialaid/tuition_and_fees](http://www.hgtc.edu/admissions/financialaid/tuition_and_fees).
REQUIREMENTS FOR ADMISSION TO CCU THROUGH THE BRIDGE PROGRAM

- Earn at least 12 university transfer credit hours with a minimum 2.75 grade point average by the end of the fall semester and submit the Transfer Undergraduate application online, to transfer to CCU for the subsequent semester. CCU Admissions will visit your COL 105 class and assist you in submitting the Transfer Undergraduate application electronically.

- Earn at least 21 university transfer credit hours with a minimum 2.25 grade point average by the end of the spring semester.

- If you do not meet these requirements, you may apply for admission to CCU at a later date as a transfer student.

- Grades earned at HGTC are not subsequently included in your CCU grade point average; however, the credits for courses are. Grades and credits earned at HGTC will count toward determining your eligibility for the South Carolina LIFE Scholarship and the Standards of Academic Progress for federal financial aid programs.

- Please note that financial aid is determined on a yearly basis, and aid will need to be recalculated for those transferring in the spring.

- Refer to the South Carolina Commission on Higher Education Statewide Articulation Agreement for a list of university transfer courses.

TRANSITIONING

Once you complete either the first semester with 12 transferable credits and a minimum 2.75 GPA, or your first year with 21 transferable credits and a minimum 2.25 GPA, your official transcripts will be forwarded to CCU’s Office of Admissions from HGTC for review. You will be notified by mail of your admission to CCU or of your options outside of the Bridge Program to continue preparation for transfer.

If you have not earned 21 transferable credits and a minimum 2.25 GPA by the end of the spring term, you no longer qualify as a Bridge Program participant nor are you eligible for admission to CCU or eligible for University Housing.

If you choose to continue at HGTC or another institution, you will be responsible for housing and meal arrangements. You may apply to CCU for admission when you meet the transfer student eligibility requirements. You will be responsible for sending official transcripts to CCU.

Spring transition: If you meet the requirements to transfer to CCU after one semester, you will be notified by phone after final grades for the fall semester have been posted. It is important to note that both institutions close through the holidays. Refer to the Student Account deadlines for CCU and HGTC. It is highly recommended that you set up a payment plan with HGTC to accommodate for this process.

TRANSFERABILITY OF COURSEWORK

You may require developmental coursework in addition to college-level classes at HGTC. Developmental courses (0-100 level, Math 101, 102 and 155) do NOT count toward meeting graduation requirements and are not transferable; however, they are required for enrolling in college-level classes.
SERVICES FOR STUDENTS WITH DISABILITIES

Appropriate and reasonable accommodations are available to assist any HGTC student who has a documented disability. The student must identify as having a disability and must provide documentation of the disability to the HGTC Disability Services counselor on the Conway campus to begin the process to receive accommodations. More information is located at www.hgtc.edu/current_students/disabilityservices.html.

HEALTH SERVICES

Health care services are available to you on the CCU campus. The program fee covers professional medical services, counseling and psychological services, and health education. Student Health Services is located at 251 University Blvd., across from Baxley Hall. More information is at www.coastal.edu/services/studenthealth

Every student entering a South Carolina college or university must provide an immunization record. Please complete and submit the Health History Form found at www.coastal.edu/health/immunoreqs.html.

STUDENT LIFE

During your freshman year, you will be enrolled full time at HGTC; in addition, you will have access to CCU and HGTC club sports, intramural sports, student clubs and organizations, ROTC and scheduled student activities. More information is at www.coastal.edu/osl/.

To participate in CCU student life events, you will receive a CINO Card. This card is your identification card, meal plan card, library card and HGTC identification card. You can find more information about the CINO Card at www.coastal.edu/cinocard or on Page 6.

ATHLETICS AND GREEK LIFE

NCAA sports, fraternities and sororities are reserved for full-time CCU students. You are highly encouraged to participate in intramural and club sports.

More information about intramural sports is at www.coastal.edu/recreation/intramuralsports.
CINO CARD
The CINO Card is CCU’s official photo identification card. The card has multiple uses on campus and should be carried at all times to identify yourself as a member of the University community. Gain access to the residence halls, HTC Student Recreation Center, Kimbel Library and campus events. Borrow books from Kimbel Library. Pick up tickets to athletic and cultural events. Use meal plan at on-campus dining facilities. Pay for food and services on campus with CINO Cash. CINO Cash can also be used at more than 20 different off-campus locations.

Log in to your account to make deposits and view meal plan balance and transaction history. More information can be found at www.coastal.edu/cinocard

CINO CASH
CINO Cash is pre-deposited funds accessed by your CINO Card. If you chose this feature, an on-campus account will be established. You can also load CINO Cash onto your CINO card that can be used at Café 1100 at the HGTC campus. Café 1100 provides Wi-Fi access and room to relax, study and grab a bite to eat. The menu features hot & cold grab and go choices, a la carte grill with daily specials, build your own salad bar and a daily soup bar. They also have Taco Tuesdays and Chix Wing Thursdays along with other special menu items prepared fresh daily.

Hours: 7:30 a.m. until 2 p.m. Monday through Thursday, closed on Fridays. More information about Café 1100 can be found at www.hgtc.edu/community/cafe.html.

CCU MEAL PLAN
All residents who are required to live on campus are required to have a meal plan. You will indicate your meal plan choice on your housing application. #CCUFoodCrew currently provides the students with 13 dining locations on campus. If you are looking for a place to relax with friends or grab a quick bite to eat, we have you covered.

To view all 13 locations with menus and hours of operation, visit www.coastaldine.com.

SHUTTLE SERVICE/ CAMPUS PARKING
Shuttle service is provided from CCU to HGTC while classes are in session. The schedule can be found at www.coastal.edu/campuslife/shuttle/.

Parking decals may be purchased online at www.coastal.edu/safety. Decals can be picked up at the Department of Public Safety office Monday through Friday between 7:30 a.m. and 5 p.m. Parking decals may also be paid for at the Office of Student Accounts. To obtain the parking decal, present the receipt for payment, vehicle registration and picture identification to the Department of Public Safety. The parking decal allows you access to park in student parking sections on both the CCU and HGTC Conway campuses.
CCU is committed to providing its students with a comprehensive educational experience that includes a residential component. Therefore, all degree-seeking, full-time, first- and second-year students who graduated from high school within two calendar years prior to enrolling in CCU are required to live in residential communities operated by University Housing and to purchase a meal plan. Therefore, if you are successful in transferring to CCU out of the Bridge Program and are in your second year as a CCU student, you are required to live on campus unless you meet exemption requirements.

Please begin your housing application as soon as you receive your official acceptance letter from the Bridge Program director. To apply for housing and later select your space, you must submit the online housing application, the $50 housing application fee and the $100 housing prepayment fee – both of which are nonrefundable. Directions regarding how to apply for housing and select your room can be found at www.coastal.edu/housing.

As a Bridge Program participant, you are expected to adhere to HGTC policies and procedures as outlined in the HGTC Catalog & Student Handbook on Page 30. Students living in CCU housing must adhere to CCU’s University Housing Community Living Guide and the Code of Student Conduct. If you are in violation of policies due to a conduct violation, you will be removed from University Housing and the Bridge Program. More information can be found at www.coastal.edu/conduct/index.html.
BOOKSTORES
The HGTC Bookstore, located on the Conway campus, is operated by Barnes & Noble and sells books and materials for HGTC classes. The Chanticleer Stores sells books for Coastal Carolina classes, plus Chanticleer gear and other products. You are responsible for buying your books and materials. The cost each semester can range from $200 upward, depending on the number and type of courses being taken. Please do not rely on financial aid to cover the cost of books, since most of you will not receive enough aid to cover the cost of books.

To reduce book costs, consider purchasing used books from the bookstore or rent textbooks. You may purchase your books through the HGTC bookstore online at hortec.bncollege.com.

Remember, you must have the required materials for classes on the first day of class.

COURSE LOAD REQUIREMENTS
You must maintain a full-time HGTC course load of a minimum of four three-credit courses, which is 12 semester hours.

Failure to maintain a full-time course load will result in immediate removal from University Housing and the Bridge Program.

PROGRAM WITHDRAWAL
Both HGTC and CCU hope all Bridge Program students make a successful transition to CCU. Unfortunately, circumstances such as illness, family obligations, unwise decisions or a change in career goals may require you to withdraw from HGTC and the Bridge Program. If you need to withdraw from the Bridge Program or do not plan to return in the spring semester, you must schedule an exit interview with the Assistant Provost.

If you withdraw from classes and/or the University during the semester, you may still incur tuition, housing and student conduct fees. If you are removed from housing, according to the Code of Student Conduct, you will not be issued a refund and you will be charged the full housing amount. If you withdraw from the University, remain withdrawn for the full academic term, and check out pursuant to the required procedures for your assigned residence, you will be charged housing fees based on the dates of your occupancy plus a license agreement release fee according to the dates published in the University Housing License Agreement. More information can be found at www.coastal.edu/housing/futureresidents/licenseagreement.

PROFESSIONAL ACADEMIC ADVISING
You will be assigned to a professional academic adviser for course advisement. The professional adviser will build your fall semester schedule and assist you with choosing courses for the spring semester. The assistant provost will also serve as a resource for other issues and concerns.

You should not attempt to create or change your schedule without assistance from your HGTC adviser. If you have questions about your schedule, please contact your HGTC academic adviser.
COURSE PLACEMENT

Your schedule will be created based on the information provided from your standardized test scores, prerequisites needed for university transfer courses, and university transfer courses that are part of Coastal Carolina University’s core curriculum. Your schedule will vary based on your individual student record. Days and times of classes are based upon availability. A great deal of time, effort and thought goes into the building of your schedule; therefore, you should not attempt to create or change your schedule without assistance from your HGTC adviser.

FRESHMAN SEMINAR
COL 105

This course is the equivalent of UNIV 110 at CCU and is a graduation requirement at CCU.

This course is a study of the purposes of higher education and provides a general orientation to the functions and resources of the college. The course is designed to help freshmen adjust to the college community, develop a better understanding of the learning process, and acquire essential academic survival skills. An emphasis will be placed on the technology skills needed for academic success at the college level.

HGTC ACADEMIC SUPPORT

Academic support resources at HGTC are available to help students succeed. HGTC offers a variety of academic assistance and support services, including the Student Success and Tutoring Center (SSTC) and the Writing Center (WC). The SSTC/WC offers tutoring and is a resource center for HGTC students who need academic coaching/tutoring, Math Center support, Writing Center assistance, college skills training, and/or online academic study tools and support. More information can be found at www.hgtc.edu/current_students/studentsuccesscenter.

CCU ACADEMIC SUPPORT

As a Bridge Program student, you are highly encouraged to take advantage of tutoring sessions specifically scheduled for the Bridge Program for assistance with subjects from math to English and more. These sessions will be offered Monday through Friday, multiple times a day at multiple convenient locations on the CCU campus. Once the Bridge Program student schedules are built, you will be notified of the times and locations of the tutoring sessions. You are encouraged to be proactive and seek the assistance of the tutors.

Tutoring sessions for Bridge Program students will be available at the following locations on the CCU campus: Eaglin Residence Hall and Kearns Hall.

The Bridge Program realizes that participants are college students looking forward to making their own decisions about when and how to study; however, it is our goal to offer as many opportunities to improve your academic success as possible.

Additional opportunities for tutoring outside of the specific Bridge Program tutoring sessions may be found at the Learning Assistance Centers located in Kearns. The LAC houses the Foreign Language Instructional Center (FLIC), Mathematics Learning Center (MLC), Writing Center (WC), Structured Learning Assistance (SLA), and Learning Assistance in the Sciences. These peer tutoring labs are academic resources available to all CCU students free of charge. More information can be found at www.coastal.edu/lac.

The Kimbel Library and Bryan Information Commons also provide an excellent place to study, research and collaborate with fellow students. In addition, the Bryan Information Commons provides individual computer workstations, collaborative group Mediascapes, high-tech study and presentation rooms and areas of comfortable soft seating to allow for reflection and study. More information can be found at www.coastal.edu/library.
REVERSE TRANSFER
HGTC offers reverse transfer to ensure that students who have earned a minimum of 25 percent of their coursework at HGTC may receive their associate degrees or diplomas or certificates. Interested students should complete the following two steps:

1) Request their transcript from the most recent institution be sent to HGTC Office of the Registrar when sufficient credits have been earned to complete HGTC degree requirements.

2) Complete and submit the HGTC Graduation Application. The registrar’s office will review and determine eligibility for graduation. Inquiries should be addressed to registrar@hgtc.edu.

To access a clickable directory of HGTC associate degree, diploma and certificate program requirements, students should visit Academic Programs and Departments at www.hgtc.edu/academics.

ACADEMIC INTEGRITY
The Student Code for the South Carolina Technical College System applies to all HGTC students and is revised periodically. As a state policy, this student code applies to all students enrolled in The SC Technical College System. More information can be found at www.hgtc.edu/oudev_catalog/current/studentrights/code.html.

All forms of academic misconduct including, but not limited to, cheating on tests, plagiarism, collusion, and falsification of information may call for disciplinary action.

1. Cheating on tests is defined to include the following: a) copying from another student’s test or answer sheet; b) using materials or equipment during a test not authorized by the person giving the test; c) collaborating with any other person during a test without permission; d) knowingly obtaining, using, buying, selling, transporting, or soliciting in whole or in part the contents of a test prior to its administration; e) bribing or coercing any other person to obtain tests or information about tests; f) substituting for another student, or permitting any other person to substitute for oneself; g) Cooperating or aiding in any of the above.

2. “Plagiarism” is defined as the appropriation of any other person’s work and the unacknowledged incorporation of that work in one’s own work.

3. “Collusion” is defined as knowingly assisting another person in an act of academic dishonesty.

4. “Fabrication” is defined as falsifying or inventing information in such academic exercises as reports, laboratory results and citations to the sources of information.

ATTENDANCE POLICY
A student at Horry Georgetown Technical College is responsible for all coursework and all assignments made in each class; therefore, he/she is expected to attend regularly and promptly each class meeting in which he or she is enrolled. Students should limit absences to those that are unavoidable and, with the consent of the instructor, should make up all work which is missed. HGTC maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes in order to receive credit for any course.

However, due to the varied nature of courses taught at the college, some instructors may require up to 90 percent (90%) attendance. Each instructor will define his/her absence and tardy policy as a part of the instructional package distributed at the beginning of each semester. Students withdrawn from a course(s) due to excessive absences will receive a grade of W or WF dependent upon their academic status following the guidelines of HGTC Policy 8.6.3.
**FERPA Family Educational Rights and Privacy Act**

CCU and HGTC education record policies comply fully with the Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, enacted as section 438 of the General Education Provisions Act. The University provides official notice to students of their rights under FERPA by publishing such notice in the Coastal Carolina University Catalog and on the Office of the Registrar’s home page. More information about FERPA and CCU, please visit [www.coastal.edu/registrar/ferpa.pdf](http://www.coastal.edu/registrar/ferpa.pdf).

Horry Georgetown Technical College also maintains separate files for records in the following categories: 1) academic, 2) disciplinary, 3) counseling, 4) financial aid and 5) placement. More information can be found at [www.hgtc.edu/current_students/ferpa.html](http://www.hgtc.edu/current_students/ferpa.html).

**BRIDGE PROGRAM MERIT AWARD**

CCU will offer the Bridge Program Merit Award to all participants who have completed one year of the Bridge Program, have earned at least 21 transferable credit hours and have earned at least a 3.0 cumulative GPA at HGTC. The amount of the award is $1,000 for in-state students and $4,000 for out-of-state students.

If you transfer mid-year in the spring semester, the award would be half of the listed amount since the award is calculated per year. Please note that you can only receive one merit-based academic award.

**ORIENTATION**

You are required to complete orientation sessions at both CCU and HGTC. HGTC requires you complete its online orientation prior to moving into housing. If you do not complete the online orientation, you will not be allowed to move in. In addition, there will be a required CCU orientation program after you move onto the CCU campus.

You will also be required to participate in additional CCU campus activities/events, HGTC campus orientation programming and CINO TIE. More information on CINO TIE can be found at [www.coastal.edu/nsfp/ct/](http://www.coastal.edu/nsfp/ct/).
FREQUENTLY ASKED QUESTIONS

WHY WAS I SELECTED FOR THE BRIDGE PROGRAM?
You were selected for the Bridge Program because you did not meet the CCU admissions requirements based on your SAT/ACT test scores and/or academic performance while in high school, but demonstrate potential for success with academic support services and skill-building classes. We hope you will use this opportunity to get one step closer to becoming a CHANTICLEER!

ARE STUDENTS REQUIRED TO LIVE IN CAMPUS HOUSING IN ORDER TO PARTICIPATE IN THE BRIDGE PROGRAM?
Yes. Unless you are living with a parent/legal guardian within 50 miles of CCU and that is the address on file with the Office of Admissions, you are required to live on campus. There are many benefits to living on campus: You are closer to the action, getting to classes is easy, meals are prepared for you, and the library is open 24/7!

WHAT ARE THE ADVANTAGES OF THE BRIDGE PROGRAM?
The advantages of being in the Bridge program include a quality academic start at a cost savings, and use of HGTC and CCU facilities, including the HTC Fitness Center, student support services and student health services. Attending athletic events and cultural events and joining a club are also part of taking that step toward being a CHANTICLEER!

HOW DO I KNOW WHICH COURSES TO TAKE?
Your first semester schedule will be pre-built for you based on your SAT/ACT test scores. If you have taken courses and received college credit, please have the college that awarded the credit send official transcripts to CCU and HGTC. In addition, if you have taken AP courses, please have your scores sent from the College Board to CCU and HGTC. Your schedule will be created based on the information you provide through your transcripts, courses required as prerequisites to university transfer courses and university transfer courses that are part of Coastal Carolina University's core curriculum. Each student's schedule will vary based on that individual student's record.

HOW DO I GET TEXTBOOKS/WORKBOOKS/MATERIALS?
You are responsible for buying your books and materials. Most students do not receive enough financial aid to cover the costs of books and materials. The cost each semester could be $200 or more, depending on the number and type of courses you are taking. Textbooks can be purchased or rented at the HGTC bookstore or through online vendors.

CAN I PARTICIPATE IN THE MARCHING BAND AND/OR ROTC?
Please contact the Assistant Provost once you have auditioned and been accepted to participate in the marching band. For more information regarding the marching band, visit www.coastal.edu/spirit/history.html.

If you are interested in ROTC, contact the ROTC office on the CCU campus prior to enrolling. The office contact information is available at www.coastal.edu/rotc.

WHAT IF I DON'T EARN 21 TRANSFERABLE SEMESTER HOURS WITH A 2.25 GRADE POINT AVERAGE IN MY FIRST YEAR AT HGTC?
You will then have the option of continuing your enrollment at HGTC or another institution and applying to CCU when you have met the transfer admissions requirements. If you remain a student at HGTC or enroll at another institution, please note that you will no longer be eligible for University Housing and campus privileges.

WHAT ARE "TRANSFERABLE CREDITS"?
Credit hours are assigned to every college course. Some credit hours do not apply to graduation requirements, and some do not transfer to other institutions. For example, credits that are developmental do not apply toward graduation and do not transfer. However, these courses are required to develop skills and must often be taken before other courses. Your SAT/ACT scores will determine which English or math courses you are required to take.

HOW CAN I HELP ENSURE THAT MY FINANCIAL AID IS PROCESSED SMOOTHLY?
Return your Bridge Program application to HGTC and add HGTC to your FAFSA as soon as possible. By returning your Bridge Program application early to HGTC, you will receive your username and password for WaveNet, which is where you access your financial aid award and how HGTC will contact you if there are questions about your financial aid. Be sure to read your emails and check your account status through WaveNet to ensure your financial aid has been credited to your account. If not, you should contact HGTC immediately to prevent delays in starting classes or being dropped from classes.
ARE THE ACADEMIC CALENDARS OF EACH INSTITUTION DIFFERENT?
Yes. You will follow the HGTC academic calendar at www.hgtc.edu/academics/academiccalendars.html. It is important that you adhere to this calendar as the attendance policy is very strict.

WHEN WILL I BE ABLE TO SELECT MY ROOM?
You will be able to select your room at MyCoastalHome in mid-June. The timeline for room selection is available at www.coastal.edu/housing.

WHY CAN’T I PARTICIPATE IN NCAA SPORTS OR GREEK LIFE?
In order to participate in NCAA sports or Greek organizations, you must meet certain academic criteria as well as University admission standards. HGTC, like most community/technical colleges, does not sponsor NCAA teams or Greek organizations. When you establish academic eligibility and qualify for admission to the University, you may be eligible to participate in NCAA athletics and/or a Greek organization.

HOW CAN I FIND OUT WHAT’S GOING ON?
Check HGTC’s WaveNet and CCU’s student webmail regularly, preferably every day. You will see announcements, calendars, notices of activities and deadlines. You can also check your account balances, schedule, courses completed and more. WaveNet is the communication portal for HGTC students. CCU offers many ways to see what is going on, from postings in your residence hall, email, the CCU mobile app and Coastal Connections.

IF I NEED HELP, WHERE DO I GO?
As a Bridge Program student, you can benefit from services offered by both institutions. The following individuals are available to assist you: Resident Assistants and Bridge Peer Guides in your living area, your HGTC academic adviser in Bldg. 1100, tutors in HGTC’s Student Success and Tutoring Center (SSTC) and CCU’s Learning Assistance Centers, and the assistant provost. You can also get help with your computer and technology difficulties through HGTC’s Help Desk, HGTC’s Student Information Center: WaveNet Central, or CCU’s Student Technology Services. Both institutions are dedicated to your success.

WHAT ABOUT SUMMER SCHOOL?
You may attend summer classes at HGTC or another technical/community college. For more information, consult your adviser. However, the Bridge Program does not extend to the summer.

DO MY PARENTS HAVE ACCESS TO MY COLLEGE INFORMATION?
According to federal legislation called Family Education Rights and Privacy Act (FERPA), the right to review and/or amend education records transfers from parents to the student at age 18 or enrollment in postsecondary education. You, the student, are the only one (aside from authorized college officials) who has the right to view your records and information or authorize others to view your information. If you want to allow your parents or other parties to have access to your HGTC information, complete the FERPA Waiver form in the Registrar’s office on the HGTC Conway campus.

CAN I VISIT/TOUR BOTH HORRY GEORGETOWN TECHNICAL COLLEGE AND COASTAL CAROLINA UNIVERSITY?
CCU offers tours every weekday except holidays at 9:30 a.m. and 2 p.m. (September through April) and at 9:30 a.m. only (May through August). For more information, visit www.coastal.edu/admissions/visits.html. HGTC offers tours every Tuesday and Friday at 10 a.m. For more information, visit www.hgtc.edu/future_students/campus-tours.html

HOW CAN I GET MORE INFORMATION?
For more detailed information about Horry Georgetown Technical College, visit www.hgtc.edu. To learn more about CCU, go to www.coastal.edu. If you have additional questions about the Bridge Program or need more information, please contact Daphne Holland, Assistant Provost of Summer Session Initiatives and First Year Success at dholland1@coastal.edu.
Coastal Carolina University (CCU) does not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, gender expression, national origin, age, genetic information, mental or physical disability, or status as a disabled or Vietnam-era veteran in its admissions policies, programs, activities or employment practices. For more information relating to discrimination, please contact the CCU Title IX Coordinator/EEO Investigator, Coastal Carolina University, Kearns Hall 104B, Conway, SC; Title IX email titleix@coastal.edu; office phone 843-349-2382; Title IX cell phone 843-333-6229; EEO email eeo@coastal.edu; or the U.S. Dept. of Education Office for Civil Rights at www2.ed.gov/ocr.