

environment. Even though precautions are taken to maintain adequate security, the College cannot assume responsibility for loss or damage to student possessions. Students are encouraged to carry appropriate insurance to cover losses. It is the responsibility of all residence hall students to become aware of and observe all published rules found in the Student Handbook and in *A Guide to Campus Life*, which are furnished upon entrance into a residence hall.

Dorm Applications should be addressed to the Housing Office, Jones County Junior College, Ellisville, MS 39437. A deposit of \$100.00 should accompany the application. A portion of the deposit is refundable after living accommodations are terminated less the cost of any room damages or items lost. If applicants find it necessary to cancel reservations, \$75.00 is returnable until the date stated on the room deposit application. All students must re-apply each school year. Applications are not transferable from one school year to the next.

On Campus Child Care

Jones County Junior College operates a preschool program on campus to serve as a model learning situation for children ages three and four years old. The purpose of the laboratory is to provide a supervised environment in which a Child Development student can gradually assume the responsibilities as a teacher of young children.

Eligibility/Admission for Daycare

Any faculty, staff, or student of Jones County Junior College along with faculty of area educational facilities or state agencies may apply for enrollment by completing an interest application annually. Parents will be notified of eligibility prior to the beginning of the fall semester. Children must be in good physical health with a recent physical immunization record. Interest applications may be picked up at the Child Development Office in the Community Services Building or in the Home and Health Building.

Daycare Attendance

Children are enrolled in a 5-day/week program, Monday through Friday. Hours of operation are 7:15 a.m. until 4:45 p.m. Regular attendance is essential. Parents provide transportation to and from the centers.

Daycare Fees

Jones County Junior College Child Development centers accept payment from federal funding program. Students may also use the Pell grant refund to be applied to the tuition incurred during the semester in which the child is enrolled in the Child Care program. The parent/guardian is responsible for any balance due beyond the refund.

Daycare Licensing

The Mississippi State Board of Health licenses the centers.

Library, Media Center, and Computer-Aided Learning Lab

The Terrell Tisdale Library is a unit of the school that supports and enhances the curriculum and meets the educational needs and interest of the College community.

The library publishes a handbook which is available at the circulation desk and which gives both policies and information on using the library. A student ID card is required to check out books, and overdue items do incur fines. The library is open Monday through Thursday from 7:00 a.m. to 9:00 p.m. and on Friday from 7:00 a.m. to 3:30 p.m. It is closed weekends and school holidays.

The Media Center, located on the second floor of the library, houses audio-visual materials and related equipment. The Center owns over 6,000 films, slides, videotapes, records, and tapes that are available for student and faculty use. It includes a projection room for classes, viewing/listening room with study carrels, and a workroom. Students may check out audio-visuals not currently needed for classroom use or that are not on reserve. Media Center hours are Monday through Thursday from 7:00 a.m. to 3:30 p.m. and Friday from 7:00 a.m. to 2:30 p.m.

The Computer-Aided Learning Lab (CAL Lab) offers students access to IBM compatible computers and software. Located on the first floor of the Academic Support Building, the Lab provides tutorial, work processing, spreadsheet, and database software along with basic skills software. The Lab director, staff, and student assistants are available to assist users. CAL Lab hours are Monday through Thursday from 7:30 a.m. to 9:00 p.m. and Friday from 7:30 a.m. to 3:30 p.m.

Bookstore

Bookstore Hours of Operation

Monday – Thursday: 8:00 a.m. - 4:00 p.m.

Friday: 8:00 a.m. - 3:00 p.m.

Bookstore hours are extended during book rush; however, the Bookstore observes all school holidays.

Bookstore Buyback Policy

- Students are required to have student ID.
- A student may sell textbooks to the College Bookstore daily. Students having unpaid fees are not permitted to receive cash from the sale of books. However, the Bookstore will issue a credit to the student's account in the Business Office for the amount of sale.

Textbook Return Policy

Full cash or financial aid credit is issued only during the first week of the summer semester and during the first two weeks of the fall and spring semesters. All books will be considered "Used" after these dates.

Bookstore hours and policies are subject to change without notice. Current written policies are available in the Bookstore.