

Guidelines

- **FOOD and DRINKS** are **NOT ALLOWED** in the LAC (All areas)!
- Due to College policy, **PLEASE DO NOT BRING CHILDREN TO THE LAC.**
- **ALL STUDENTS** using the LAC facility **MUST SIGN IN and OUT!**
- Cell phone usage is *outside all areas* of the LAC.
- Chatting on **ANY** social networking site on Bishop State computers is **PROHIBITED.**
- Downloading and Uploading Applications such as Games, Pictures or Music are not permitted.
ONLY ACADEMIC WORK ON THE COMPUTERS!
- LIMITED PRINTING on the Copier and from the Printers! Speak with staff for assistance.
- Wearing hoods, dark glasses (unless for medical reasons), displaying (showing) underwear, and holding pants up are discouraged.
- *Talking must be kept at a minimum to avoid disturbing others.*
- Students meeting their **course requirement** should keep a record of their visits.
- LAC visits for English 099, Math 098 and 100 are at least 30 minutes.
- **Students are allowed one (1) credit visit per subject area a day.**
- A student friendly WORK STATION is available and stocked with useable items.
- If it becomes obvious you are **unable to abide by these guidelines**, you will be asked to leave *and* possibly not allowed to return.
- It is our desire to HELP YOU ACHIEVE YOUR GOAL in an atmosphere conducive to learning while you are a student at Bishop State.
- For questions and/or comments contact Mr. Cooley (405-7102 or jcooley@bishop.edu)

STAFF:

Ms. G. Williams, Secretary

Mrs. L. Johnson, Math Skills

Ms. T. Wallace, Computer Information

Ms. M. Westry, Math Skills

Mr. Justin Thomas, English Skills

Ms. Jasmine Wright, Math Skills

Ms. Silvia Pettway, English Skills

Mr. T. Mullen, Math Skills

Mrs. J. Wilson, Peer Tutor Coordinator

Mr. J. Cooley LAC Coordinator