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2009-2010 School Calendar

- **August 7th – First day of school for students**
- **September 7th – Labor Day Holiday for All**
- **October 9th – Quarter 1 Ends**
- **October 12th – Columbus Day Holiday for All**
- **October 24th – Alumni Parade**
- **November 1st – President’s Day Parade**
- **November 11th—Veteran’s Day Parade**
- **November 25th – 29th – Thanksgiving Holidays**
- **December 9th, 10th, 11th – Half days and Exams**
- **December 12th – January 3rd – Christmas break for All**
- **January 4th – Professional Day for Teachers (Student Holiday)**
- **January 15th – Martin Luther King Parade**
- **January 18th – Martin Luther King Holiday for All**
- **February 12th – President’s Day Parade**
- **February 15th, 16th – Presidents Day Holiday for All**
- **March 12th – Quarter 3 Ends**
- **March 12th – Military Honors Parade**
- **March 15th – Professional Day for Teachers (Student Holiday)**
- **March 29th – April 2nd – Spring Break for All**
- **April 23rd – Academic Honors Parade**
- **May 9th – Mothers Day Parade**
- **May 10th – Snow Day – Holiday for All if not previously used**
- **May 21st – Memorial Day Parade**
- **May 26th, 27th, 28th – Half Days and Exams**
- **May 28th - Last Day of School for Students**
- **May 28th – Graduation**

Class Schedules

6th and 7th Grades

7:40	Formation
8:00-8:50	1 st Period
9:00-9:50	2 nd Period
10:00-10:50	3 rd Period
11:00-11:30	Lunch
11:40-12:30	5 th Period
12:40-1:30	6 th Period
1:35-2:25	7 th Period
2:30-3:15	Drill/Elective

8th and 9th Grades

7:40	Formation
8:00-8:50	1 st Period
9:00-9:50	2 nd Period
10:00-10:50	3 rd Period
11:00-11:50	4 th Period
12:00-12:30	Lunch
12:40-1:30	6 th Period
1:35-2:25	7 th Period
2:30-3:15	Drill/Elective

10th, 11th, and 12th Grades

7:40	Formation
8:00-8:50	1 st Period
9:00-9:50	2 nd Period
10:00-10:50	3 rd Period
11:00-11:50	4 th Period
12:00-12:50	5 th Period
1:00-1:30	6 th Period
1:35-2:25	7 th Period
2:30-3:15	Drill/Elective

CHAPTER 1 GEORGIA MILITARY COLLEGE HISTORY

Milledgeville was founded in 1804 for the specific purpose of serving as the capital of the State of Georgia. Capital Square, the site for the legislative building (now known as the Old Capitol Building), was located on a rising eminence overlooking the Oconee River. Architects Smart and Lane designed the building in the Neo-Gothic style in order to emphasize the serious business of government. The basic design has remained unchanged despite fires that destroyed the Old Capitol Building in 1880, 1884, and 1941.

Within the walls of the Capitol Building some of the greatest debates in Georgia's history took place, including those surrounding tariffs in 1830 and Secession in 1861. During the Civil War, the Capital served as headquarters for the Georgia militia until Union General William T. Sherman captured the city of Milledgeville in 1864. General Sherman's forces occupied the capital grounds and held a mock session of the Georgia Legislature in the Capitol Building.

Following the Civil War, the Georgia State Capital was moved to Atlanta, mainly because of its railroad facilities. Yet, the importance of the old legislative Capitol building did not diminish.

Georgia Military College was created in 1879 by an act of the Georgia General Assembly "To educate young men and women from the Middle Georgia area in an environment that fosters the qualities of good citizenship." The General Assembly intended to establish the school as a unit of the slowly forming University of Georgia System. State property in Milledgeville, at the site of the seat of government for the State of Georgia from 1807-1868, was loaned to the University of Georgia by the Act of 1879, and the Board of Trustees of the University of Georgia was given veto powers by this Act over the acts of the local Board of Trustees of the new institution. The school was originally called Middle Georgia Military and Agricultural College. The Old Capitol Building, then as now, was the main college facility and sat on the highest point within the Milledgeville city limits. In 1880, the school's first session opened with 219 male and female students. This class was guided by the school's first president, Doctor W. M. Dudley.

The College was founded in an era when what we now consider public education throughout the South was practically non-existent. It was the desire of the Georgia legislature to take some step to correct this lack of educational opportunity. The word, "College," as applied to the institution, was, perhaps, not quite accurate. The school began as what would now be termed a high school. However, its curriculum included subjects far beyond the scope of the high schools of today, making it possible for Georgia Military College graduates to enroll with advanced standing in the University of Georgia and other institutions of higher learning. The Georgia General Assembly created the new school to offer preparatory instruction that would enable graduates to enter higher classes at the University of Georgia, to give training in agriculture and mining, and finally, to train teachers.

The name of the school was changed to Georgia Military College in 1900. Legislative acts of 1920 and 1922 severed the relationship with the University of Georgia and gave the local Board

of Trustees total power over the operations of the school. In 1930 the official addition of a junior college division to the College-preparatory secondary school finally justified its name. In 1932 the school became an Honor Military Academy. In 1946, the United States Army gave Georgia Military College the rating of Military Institute. In 1950, the War Department designated the institution a "Military Junior College." Today, it is one of only five military junior colleges remaining in the U.S.

The signature gates to the campus were constructed in 1867. Main Barracks, then known as New Barracks, was completed in 1897. In 1922, the parade ground was named Davenport Field for Cadet Wyatt Davenport, who was fatally injured on the field during a baseball game in April 1922. The American Legion and other town groups built a wall around the field and added replicas of the campus's north and south gates. Vinson Hall was constructed between 1939-40 and was named for Carl Vinson, a Milledgeville resident and a member of the Class of 1900, who later became a member of Congress.

The Georgia Military College of today is a two-year, multi-site, college and high school/middle school. It is a co-educational public institution, operating under the direction of a publicly elected Board of Trustees. The College, in part by design and in part by serendipity, has come to match its name by operating five junior-college Distance Learning Center campuses on, or in close proximity to, military installations throughout Georgia while continuing to maintain a Corps of Cadets at the tradition-rich Milledgeville campus.

Georgia Military College has contributed many brave men and women to the Armed Forces of our nation since the college's creation. Alumni of the college have served gallantly and honorably in all major military conflicts and military engagements. Graduates have also served honorably and with great distinction in the fields of business, education, government, public service, and law enforcement. We have every right to be proud of the history and traditions of our Alma Mater and those who have gone before us.

CHAPTER 2

GEORGIA MILITARY COLLEGE MISSION

The mission of Georgia Military College is to produce educated, contributing citizens by providing its junior and senior high school students an inclusive college preparatory curriculum and its college students a liberal arts based two-year undergraduate curriculum in an environment conducive to the holistic development of the intellect and character of its students.

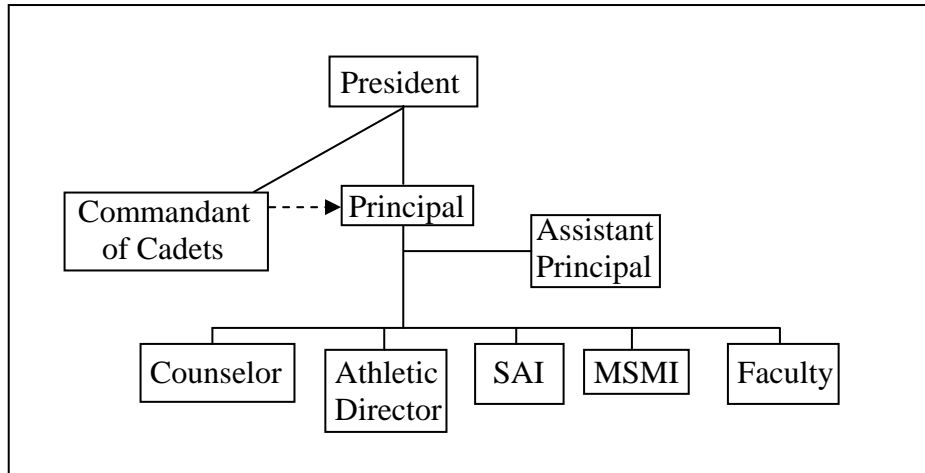
Georgia Military College will be successful in the educational development of citizens through integration of two dimensions of education: development of the intellect and elevation of character. Possession of these two dimensions, which includes the capacity to act upon one's knowledge, provides an individual the ability to function as a responsible citizen within a republic. Georgia Military College graduates shall have an appreciation for the centrality of education as a lifelong pursuit.

Georgia Military College will produce citizens who serve as role models by actively involving themselves in their communities and in the democratic process. This will be accomplished by creating and continually refining programs of formal study of ethics, providing time for reflection, and training students in right behaviors. The institution will encourage all members of the educational community - students, faculty, and staff - to work in partnership with the communities in which they live.

Georgia Military College graduates will understand the importance of and the need to respect the dignity and humanity of others. They will be sensitive to persons of diverse backgrounds, with different values and ways of communicating.

**CHAPTER 3
ADMINISTRATIVE ORGANIZATION**

ORGANIZATIONAL DIAGRAM



PRESIDENT, GMC

Acting for the Board of Trustees, the President is responsible for the administration of the institution. He has the authority to suspend or modify any portion of this regulation or to publish special regulations or instructions when he considers it necessary. He exercises final authority in matters concerning the management, training, and discipline of the Corps of Cadets.

PRINCIPAL

The Principal is responsible for the administration, instruction, and discipline within the High School/ Middle School. He has the authority to suspend or modify any part or portion of this regulation that pertains to the cadets. He may delegate duties to the Assistant Principal.

COMMANDANT OF CADETS

The Commandant of Cadets manages the cadet disciplinary system for the Principal.

COUNSELOR

The Counselor is responsible to the Principal for counseling and testing programs within the Prep School.

ATHLETIC DIRECTOR

The Athletic Director answers to the Principal. The Athletic Director is responsible for scheduling, equipping, and facility programming for all athletic events. The Athletic Director ensures qualified and motivated personnel produce an athletic, physically fit and competitive student body.

SENIOR ARMY INSTRUCTOR (SAI)

The SAI is responsible to the Principal for the management of the High School Junior ROTC program. He is the Chief Instructor of the High School JROTC unit and is responsible for Assistant Instructors who shall be assigned or hired to present instruction within the High School JROTC Department.

MIDDLE SCHOOL MILITARY INSTRUCTOR (MSMI)

The MSMI is responsible to the Principal for developing, organizing, and implementing the Middle School Cadet Program. He is the primary drill instructor and chairman of selection boards for the Middle School Cadets.

PREP SCHOOL FACULTY

The Prep School Faculty consists of Instructors and Administrative Officers. Teachers, instructors, and other teaching personnel are approved by the Board of Trustees.

**CHAPTER 4
ACADEMICS**

6th – 8th Grade Curriculum

6th Grade:

Language Arts
Math
Earth Science
Social Studies
P.E. / Health
Exploratory
Enrichment

7th Grade:

Language Arts
Math
Life Science
Social Studies
P.E. / Health
Exploratory
Enrichment

8th Grade:

Language Arts
Math
Physical Science
Georgia History
P.E. / Health
Exploratory
Enrichment

High School Curriculum

English - 4 Units

English I
English II
English III or
AP Language
English IV

Math – 4 Units

*Classes graduating prior to 2011
Algebra I
Algebra II
Geometry
Advanced Algebra and Trig
Algebra III
AP Statistics
AP Calculus

Math – 4 Units

*Classes graduating after 2011
Math I or Advanced Math I
Math II or Advanced Math II
Math III or Advanced Math III
AP Calculus
AP Statistics

Science – 4 Units

Physical Science
Biology I
Chemistry
Human Anatomy &
Physiology or
Physics or
Environmental Science or
AP Biology

Social Studies – 4 Units

World History
American History
Economics
Government

Foreign Language

(2 Consecutive Units)
Spanish I
Spanish II

JROTC – 4 Units

LET I
LET II
LET III
LET IV

Fine Arts/Technology - 1 Unit

Computer Applications (1/2 unit)
Music Appreciation (1/2 unit)

Health / P.E.

Health (1/2 unit)
Physical Education (1/2 unit)

JOINT ENROLLMENT

Qualified GMC Prep School Seniors may choose to participate in the Joint Enrollment (ACCEL) program by enrolling in college courses offered through GMC Junior College. The cost for the JE program is covered by Georgia's HOPE scholarship plan.

COUNSELING SERVICES

Counseling services are available to all students. Counseling includes a variety of services: conferences regarding individual personal problems, colleges or occupational information, help with the student's schedules, teacher and parental conferences, etc.

COURSE CREDIT

To receive credit for any course, a student must fulfill certain requirements:

- Successfully complete the academic requirements of the class (70 or better average on tests, completion of required activities such as projects, papers, oral presentations, ordinary homework assignments, book reports/ reviews, etc.)
- Successfully meet the attendance requirements. Students will not receive credit for a year course if they have more than ten unexcused absences in that course for the year. For the ½-year courses students will not receive credit if they have more than five unexcused absences in that course for the semester.

EXTRA HELP

All teachers in the Prep School are available, Monday through Thursday, after school for the purpose of student conferences, parent conferences, or extra help for students. Teachers can be available at other times but appointments should be made. The counselor is available to assist students in any way possible with academic and personal problems. The counselor also maintains a list of acceptable tutors in the community.

GRADE REPORTING

The school year is divided into two (2) half-year periods called semesters. Each semester is divided into two (2) nine week grading periods called quarters. Parents and students will be able to log into Edline at any time to get a current listing of grades and attendance for each class. Report cards will also be posted to Edline at the end of each quarter and parents will be mailed a copy of the report card at the end of the school year. Teachers can be e-mailed through Edline or directly, and parents are encouraged to use this mode of communication with them to request specific information.

GRADING SYSTEM

Numerical grades are given for all classes. The following is the letter grade/numerical grade correspondence:

A=90-100, B=80-89, C=70-79, F=BELOW 70

Grades of Incomplete (IC) may be given for any grading period if the student has been unable to complete the required work through no fault of the student. Grades of Incomplete must be made up within two weeks (10 school days) after the end of the grading period. If not made up during this time the Incomplete will convert to a grade of "F" with a numerical grade of 50. The Principal may grant an extension of the time if there are extenuating circumstances involved.

MAKE UP WORK

If a student misses a test or other required work then the student has three (3) school days after returning to school (this includes the day that the student returns) to negotiate with the teacher for an opportunity to make up the work. If a student misses only one day, and a test or quiz was scheduled for that day, the students will make up the quiz or test the day when he/she returns. No student will be allowed to miss a scheduled activity (class, formation, etc.) to make up the work. If a test has been announced for a specific time in advance, and a student is absent on a day before the announced test day, then the student must take the test as scheduled, **unless** new material is covered on the day of the student's absence. If work is made up during Bullring then no credit will be given for Bullring hours that are missed. **Remember that it is the student's responsibility to contact the teacher about make-up work.**

PROMOTION POLICY

In order to be promoted from the 8th grade to the 9th grade, students must pass four out of the following five courses: English, Health/P.E., Math, Science, and Social Studies. To be considered a Sophomore (10th Grade) a student must earn at least 5 high school credits in the 9th grade. To be a Junior (11th Grade) a student must have earned at least 10 credits and to be a Senior (12th Grade) a student must have earned at least 16 credits.

TRANSCRIPTS

Transcripts are classified as "Official" or "Unofficial." "Official" transcripts will be issued to educational institutions and appropriate governmental agencies. "Unofficial" transcripts must be requested by the parent or guardian or student if 18 years of age or over. Transcripts may be sent to an educational institution for the purpose of student enrollment without written permission of the parent. There is no cost for this service.

SCHOLASTIC HONORS

Students may qualify for the following awards/recognitions:

- **Principal's List** Any student who makes an A in all subjects for any grading period is eligible for inclusion on the Principal's List for that period.
- **Honor Roll** Any student who makes an 85 or higher average (with all A's and/or B's), but is not eligible for the Principal's List for any grading period is eligible for inclusion on the Honor Roll for that grading period.
- **Excellence in Each Academic Discipline Award** The student who has the highest average in an academic discipline for 6-8th grades and 9-12th grades is awarded a medal at an appropriate ceremony.
- **Valedictorian** Medal is awarded at graduation to the graduating senior with the highest cumulative mathematical average in all high school courses. Student must complete either AP Calculus or AP statistics, and complete both his or her Junior and Senior years at GMC Prep School.
- **Salutatorian** Medal is awarded at graduation to the graduating senior with the second highest cumulative mathematical average in all high school courses. Student must complete either AP Calculus or AP statistics, and complete both his or her Junior and Senior years at GMC Prep School.
- **Graduate With Honors** To graduate "With Honors" from GMC, a student must earn a cumulative mathematical average. GPA is not rounded up.
- **Graduate With Distinction** To graduate "With Distinction" from GMC, a student must earn a cumulative mathematical average of 85 or better but less than 90.
- **W. J. Usery Award** This is presented to the senior who exemplifies the ideals of the academic, military, and athletic programs of GMC High School. The award is determined by Mr. Usery and the Principal. The recipient will receive a cash award and his/her name will be engraved on a plaque permanently displayed in the Old Capital Building outside the President's office.
- **National Honor Society** The National Honor Society chapter of Georgia Military Prep School is a duly chartered and affiliated chapter of this prestigious national organization. Membership is open to those students who meet the required standards in four areas of evaluation: **scholarship, leadership, service, and character**. Students in the 10th, 11th, or 12th grades are eligible for membership. [Note: 10th graders must have completed one semester of study.] For the scholarship criterion, a student must have a cumulative GPA of 90.00. Those students who meet this criterion are invited to complete a Student Activity Information Form that provides the principal-appointed Faculty Council with information regarding the candidate's leadership and service. A written history of leadership experiences and participation in school or community service is also required. Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members. Once inducted, new members are required to maintain the same level of performance (or better) in all four criteria that led to their selection. This obligation includes regular attendance at chapter meetings held monthly during the school year, and participation in the chapter service project(s).
- **Junior Beta Club** This is an honor service organization. A student must be in the seventh, eighth or ninth grade and must have a 90 or better cumulative academic average from 6th grade to be considered for membership. Averages will not be rounded up and qualifications will be reviewed each semester.

HOLD POLICY

Students are responsible for all textbooks, uniforms, science equipment, athletic gear, library materials, etc. issued to them during the school year. Each item must be returned at the end of the period used (year, grading period, or season) to the teacher or individual who issued the item. Items returned to any one other than the issuing person remain on the student's record. If, at the end of the year, a student has not cleared, then all of his/her grades will be placed on **hold**. At this point in time a student may not receive his/her report card. A **hold** may be cleared at any time by returning the item to the proper person. A **hold** may also be cleared by paying for the missing item and presenting a slip to the principal's office from the Business Office showing proof of payment.

LIBRARY

The Sibley-Cone Library on the Milledgeville campus operates on the following schedule:

When the Junior College is in session

Monday - Thursday	7:45 AM to 9:00 PM
Friday	7:45 AM to 4:00 PM
Saturday	Closed
Sunday	2:00 PM to 9:00 PM

When the Junior College is not in session

Monday - Thursday	7:45 AM to 5:00 PM
Friday	7:45 AM to 4:00 PM*
Saturday	Closed
Sunday	Closed

* During the summer the library closes at noon on Friday.

TEXTBOOKS

Teachers will issue textbooks for student use during the school year. Textbooks are to be returned at the end of the school year in reasonably the same condition as issued. If a student loses a book, or the book is damaged to the point that it cannot be reissued, then he or she must pay the replacement cost of the book. If a book is damaged beyond normal wear and tear, but can be reissued, a damage fee will be assessed.

Many classes now issue students a workbook that supplements the textbooks. The first workbook is issued at no cost to the student, but if it is lost, the student is required to pay the replacement fee .

CHAPTER 5 EXTRACURRICULAR ACTIVITIES

GENERAL

Any Senior High School Cadet who wishes to participate in any extracurricular activity must meet State and GMC eligibility and participation rules. Extracurricular activities are defined as: "Any school sponsored program for which some or all of the activities are outside the regularly scheduled class day". Examples are: All individual and team sports, cheerleading, literary meets, bands, chorus, clubs, drill team, color guard and academic bowls. It does not include field trips, homework or occasional work required outside the school day for a scheduled class.

ELIGIBILITY

To be eligible to participate in an extracurricular activity a cadet must meet the following requirements:

- Be a cadet who is in regular attendance and is taking a minimum of five subjects toward graduation.
- Have passed a minimum of five courses the preceding semester during each sport season. If two classes are failed at the end of a semester, the athlete is ineligible. Enrichment classes do not count for eligibility. Eligibility will be lost beginning on the first day of the new school semester and will end on the first day of the next semester. If an athlete fails more than two classes during spring semester, that athlete may be allowed to make up one credit during summer school. It is the responsibility of the athlete to register and pay for these classes. GMC is on the yearly grading system, which means that the two semesters will be added together to give a yearly grade to determine pass or fail. This yearly grade has nothing to do with eligibility. If a cadet were to fail three classes for the spring semester, but pass all for the year, that cadet would still be ineligible. This is because the Georgia High School Association (GHSA) goes by the semester grade for eligibility. Also these classes could not be taken in summer school due to limitations on taking courses that have been failed for the year.
- Meet the requirements of normal semester or years of enrollment. A cadet is ineligible for further participation for eight consecutive quarters or four consecutive years from the date of first entrance or enrollment in the ninth grade.
- Be an amateur.
- Has not played for four years of athletic competition in that sport or event.
- May not have attained his/her nineteenth birthday prior to May 1st preceding the year of participation.
- Not be a migrant student of less than a year's standing.
- Has not participated in any unauthorized game or contest.
- Be on track toward graduation:
 - At the end of 8th grade, have passed a minimum of 5 classes.
 - At the end of 9th grade, have earned a minimum of 5 credits.
 - At the end of 10th grade, earned a minimum of 10 credits.
 - At the end of 11th grade, earned a minimum of 16 credits.

- Have on file in the Athletic Director's Office a completed GHSA certificate of annual physical examination, insurance form (release), permission to authorize medical treatment, and birth certificate.
- Follow all rules established by the coach of the specific activity.
- Cadets may not practice for, nor participate in, extracurricular activities while suspended from school to include In School Suspension (ISS). However, ISS is over at 3:15 p.m. and if the cadet has completed his/her hours he/she may participate after school. He/she will not be permitted to leave ISS before 3:15 p.m. to participate.
- All cadets must attend at least four periods of the school day to be eligible for extra curricular activities on that day.
- A cadet must be present for at least four class periods on Friday in order to be eligible to participate in an extracurricular activity on the following Saturday or Sunday.

EXTRACURRICULAR ACTIVITIES

GMC has several high school and middle school extracurricular activities including: football, boy's and girl's basketball, baseball, girl's softball, boy's and girl's tennis and golf, rifle team, cross country, track, soccer, chorus, spring musical, drill team, band, color guard, Odyssey of the Mind, and literary competitions.

CHAPTER 6 ADMINISTRATIVE MATTERS

ATTENDANCE POLICY

Attendance Policy for students under the age of 16:

- Students at Georgia Military College Prep School who are under the age of 16 are covered by the State of Georgia Compulsory Attendance Law (OCGA 20-2-690.1). This law requires students to **regularly** attend school until their 16th birthday.
- The Georgia Compulsory Attendance Law requires that the School provide each parent/guardian a written summary of possible consequences and penalties for failing to comply with the compulsory Attendance Law. The parent/guardian and student shall sign a statement indicating receipt of such written statement and indicating that they have read and understand the Attendance Policy of the Georgia Military College Prep School as documented in the School Handbook.

Excused Absences

A parent may submit undocumented excuses (parent notes) for ten (10) days per school year. All other absences must be documented with a statement from a doctor or a medical facility. These excuses **must be submitted by 9:00 a.m. of the day the Cadet returns to school.** The following information must be specified on each excuse: The date excuse is written; the date(s) and day(s) of absence(s); the reason for the absence (s), and must be signed by the parent/guardian.

Reasons Accepted for Excused Absences:

- Personal illness and when attendance would endanger the health of the Cadet or others.
- Serious illness or death in the family that would reasonably necessitate absence from school.
- On special and recognized religious holidays observed by one's faith.
- Registering to vote (for a period not to exceed one day).
- When absence is mandated by order of government agencies.
- Physical examination for armed services or court ordered appearances.
- Conditions rendering attendance impossible or hazardous to the health or safety of the student (such as severe weather conditions).
- Any other reason approved by the administration.

Procedures for Students under the age of 16 with excessive unexcused absences:

- When a student accumulates ten (10) unexcused absences, the school shall contact the parent/guardian by letter informing them of the ten (10) unexcused absences.
- The school's administration shall notify the parents/guardian (by certified mail, return receipt requested) notifying of the absences and include a written summary of the consequences for failing to comply with the Compulsory Attendance Law.
- Penalties are fines up to 100 per day; up to 30 days per jail, community service or a combination of the penalties, at the discretion of the court.
- Each unexcused absence over (10) is considered a separate offense. After ten (10) unexcused absences, the school's administration will refer the student to the Baldwin County Truancy Office. Upon receiving a referral, the Attendance Officer may refer cases of ten (10) unexcused absences to the Dept. of Family and Children Services (or other appropriate community agencies), Interagency Council and/or to the Attendance Support Team for the School. The Attendance Support Team can be composed of the System Attendance Officer, School administrator, school counselor, parent, student, and any other pertinent party. Failure of a parent/guardian to attend and participate in the Attendance Support Team Meeting will be considered as non-compliance.

- If the truancy issue is not resolved after the above processes, legal action will be taken against the parent and the student. A Juvenile Complaint Report will be filed on the student and a State Warrant will be issued for the parent/guardian.

Unexcused Absences for Students over the age of 16:

- Students with more than ten (10) consecutive days due to unexcused absences, who are not subject to compulsory school attendance (over the age of 16), and who are not receiving instructional services required by the Federal Individuals with Disabilities Act (IDEA) may be disenrolled from GMC.
- If a student is between 14 and 18 years of age and ten unexcused absences are accumulated within one year, his/her eligibility to obtain or retain an instruction permit or driver's license may be impacted.

TARDIES

Cadets are late when they enter a class, a formation or any other school activity after the assigned time for the activity to begin. Cadets will earn 5 demerits for each unexcused late. Cadets arriving at school after 7:40 must report to the Miller Office for HS, or the Jenkins Hall Office for MS, to sign in. Students must be accompanied by a parent or bring a parental note at the time they sign in. High school students who miss morning formation for an unexcused reason, (excused reasons are the same as for excused absences) will report to the military department at 4:00 P.M. for an afternoon formation. Failure to report will result in two hours of bullring.

SCHOOL HOURS

Students must not arrive at school before 7:00 a.m. as there are no personnel on duty. Students will not be allowed in the building before 7:00 a.m. The school cannot be responsible for your child's safety before this time.

Cadets, not under the direct supervision of a faculty or staff member, must leave the campus not later than 4:00 p.m. daily, or they must be in a designated location (published each school year). Cadets who are under the supervision of a faculty or staff member must stay in that area. They must leave the campus or report to the designated gathering point immediately following the activity. Cadets who are not in the proper place at the proper time are guilty of a deficiency in the virtue of punctuality.

BULLDOG CLUB

GMC's booster club is called the Bulldog Club. Its membership consists of parents, teachers and other friends of GMC. The club has various money-making and service projects during the year. Cadet, parent and faculty support is encouraged at all Bulldog Club events.

SCHOOL MEALS

- **General.** School regulations prohibit cadets from leaving campus during the school day; therefore cadets must eat lunch on campus. Cadets may bring their lunches to school if they do not wish to participate in the school prepared lunch program. Cadets who elect to bring their lunches should bring them from home in the morning. Food will not be delivered to the school.
- **Dining Hall.** A dining hall is provided where cadets may eat lunch. Cadets may order a full meal, short order, or salads.
- **Conduct.** Cadets are expected to maintain order and observe proper etiquette in the Dining Hall. The first floor in the new academic building atrium is off limits to Middle School Cadets must eat in the dining hall. High School Cadets may purchase their meals in the canteen or the dining hall, and may eat in either the dining hall or atrium area.

FIELD TRIPS

All cadets must have written permission (signed permission slip) from their parents or guardians to go on any field trip sponsored by GMC. Cadets are responsible for arrangements to complete work missed during a field trip. A cadet may be prohibited from participating due to disciplinary reasons.

ILLNESS

Any cadet who becomes ill during the school day must report, with permission, to Health Services. The nurse will determine whether the cadet is able to remain in class or whether the cadet should be allowed to go home. If the nurse is not available, the Principal or his designee will determine the cadet's disposition. The Principal's or Nurse's office will contact the cadet's parents or guardians to make them aware of the need for the cadet to leave school.

MEDICAL INFORMATION

The parents or guardians of a cadet who has a medical problem must advise the school nurse of the nature of that problem and prescribed medication that the cadet may be taking. If the nature of the medical problem dictates, the school nurse will inform the Principal, Senior Army Instructor or Middle School Military Instructors, and the student's classroom teachers.

LEAVING SCHOOL BEFORE END OF SCHOOL DAY

No cadet is allowed to leave the campus for any reason during the school day without permission from the Principal or his designee. If a cadet must leave school before the end of the school day, the cadet's parent or guardian must send a note giving the time that the cadet is to leave and the telephone number at which the parent or guardian can be reached, or the parent must actually come into the building and sign the student out. A cadet must leave campus immediately after being signed out.

INSURANCE

Full time accident insurance is provided as a part of the required fees paid by the cadets. The policy provides coverage for doctor and hospital services required as a result of accidental injury only, co-beneficial with any other health insurance that provides coverage for the cadet. Participation in football is not covered by ordinary school accident insurance.

VISITORS

Cadets may not have visitors on campus during the school day except for parents or guardians. Upon arrival on campus, all visitors' must report to the Miller or Jenkins Hall Office to obtain a visitor's pass.

PARKING

Students parking on campus are required to have a current and properly displayed parking pass, and are authorized to park only in legitimate parking spaces. Cadets may park on city streets or in designated lots, which will be announced at the beginning of each year. Parking violations may result in fines, which will be posted to the students' accounts in the Business Office.

Vehicles are off-limits during the school day. If a situation arises which requires a student to visit his/her vehicle during school hours, the student must obtain written permission from a designated school representative (HS staff or faculty). Failure to abide by this rule may result in one's parking privileges being revoked and the student will also receive a conduct report for being in an off limits area.

CHAPTER 7 COURTESY

GENERAL

Cadets are expected to be courteous to everyone at all times. In addition to normal courtesy, cadets are also expected to render proper military courtesy. Courtesy is nothing more than good manners and consideration in dealing with other people. Military courtesy differs from civilian courtesy only in the observance of practices that have become customs and traditions of the service. For example, all cadets are expected to initiate greetings to adults they meet on campus and, when appropriate, salute.

INDIVIDUAL SALUTES

- **General.** The hand salute is an important courtesy and is the military way of saying “Hello”.
- **Outdoors.** All cadets in uniform will salute commissioned and warrant officers of the Armed Forces and GMC faculty members in uniform, both on and off campus.
- **Salute and Greeting.** The hand salute is given when the cadet is within approximately six paces of the superior. The cadet will hold the salute until the superior returns it. The hand salute will always be accompanied by a greeting such as, “Good morning sir/ma’am”, or “Character above all, sir/ma’am.”
- **Indoors.** Cadets do not salute indoors except when reporting. Individuals will, however, stand at attention when the Colors are presented or honors played indoors.

SALUTING IN GROUPS

- **General.** Only the cadet in charge of a formation salutes. Individual cadets in a formation only salute upon the command of “Present arms.”
- **Outdoor Groups.** On the approach of an officer senior in rank, a group of individuals not in formation is called to attention by the first person observing the officer. All come to attention, but only the cadet who called the group to attention will salute and greet the officer.
- **Games and Details.** Individuals participating in games and members of details at work do not salute. The cadet in charge of the detail or group, if not actively engaged, salutes and greets for the entire detail. However, if an officer approaches and addresses an individual cadet, the cadet will come to attention. The cadet will remain at attention, unless otherwise instructed, until termination of the conversation. At that time the cadet will salute and carry on.

REPORTING

- **Indoors.** When reporting to a superior indoors, a cadet will uncover (remove his/her hat,) unless under arms, knock on the superior's door, and when instructed to do so, will enter the room. Upon entering the room, the cadet will halt two paces from the superior's desk, salute, and say, "Sir, cadet (last name) reports." The cadet will hold the salute until the superior returns it. The cadet will remain at the position of attention unless told to do otherwise. When his business is completed, the cadet will stand at the position of attention, salute, hold the salute until it is returned, take one step to the rear, do an about face, and depart the room.
- **Outdoors.** When reporting to a superior outdoors, a cadet will halt at attention two paces in front of, and facing the superior, and then follow the procedure outlined above.

COURTESY TO THE NATION

When the "Star Spangled Banner" is played, cadets will stand at attention, face the flag (if one is visible), or the source of the music (if no flag is visible), and salute until the national anthem is completed. When the flag of The United States of America is raised or lowered, cadets will face the flag and salute until the flag has been completely raised or lowered. When the flag of The United States of America passes while carried by a color guard and uncased, cadets will stand at attention and salute when the flag is six paces away and hold the salute until the flag has passed away six paces. When cadets pass a color guard with Colors not cased, they will salute six paces prior to reaching the color guard and hold the salute until they have passed six paces beyond the color guard.

COURTESY TO ADULTS

Cadets should address all faculty and staff by their military rank or as Miss, Mrs., or Mr. if they have none. Replies to questions and directions should be, "Yes (No) Ma'am" or "Yes (No), Sir." When an adult above the rank of Major enters a classroom, the highest ranking officer will call the class to attention and the group will stand until otherwise directed.

CHAPTER 8 THE HIGH SCHOOL HONOR SYSTEM

THE HONOR CODE

A cadet does not lie, cheat, steal, or tolerate those who do. These simple words provide the basis for a code of ethics designed to serve any young man or woman throughout his or her life.

PURPOSE

The purpose of the Honor Code is to foster a commitment to honorable living. It is a baseline standard of behavior to which all cadets are expected to adhere. But, as part of their moral ethical development at GMC, cadets are expected to go beyond this baseline and develop an understanding of the “Spirit of the Code.”

After ingraining the prohibitions of the Code in cadets, the character development program focuses on inculcating this related principle. Instead of limiting cadets to just lying (a proscription), the Spirit of the Code accentuates being truthful in all matters. This also applies to the principles of fairness (cheating), respect for others and their property (stealing), and corporate responsibility (toleration). Cadets who live and abide by the Spirit of the Code will never have to worry about violating the proscriptions of the Code.

The Spirit of the Code is embodied in positive principles behind each of the Code’s four prohibitions. As an assertion of the way of life that marks true men and women of character, the Spirit of the Code goes beyond the mere external adherence to rules and procedures. Cadets who live and abide by the Spirit of the Code are truthful, fair, respectful, and corporately responsible.

STANDARDS

The Honor Code is the heart of GMC. It binds graduates across the years and allows us to “hold our comrade’s hands” across the generations. The Code pervades every personal, academic, and military activity of the Corps, and it represents a rigid standard by which all cadets must live. Because the code is such an integral part of the life of each cadet, its very existence depends on the vigilance of every cadet at GMC. Therefore, suspicion of a violation of this Code must be reported immediately. A cadet who has knowledge of a breach of the Honor Code, and who does not report the breach is himself guilty of a violation of the Honor Code (toleration).

ADMINISTRATION AND ENFORCEMENT

The code is administered and enforced by the cadets themselves, and therefore belongs to the Corps. In the broadest sense, however, it belongs to all GMC men and women everywhere—those who have been cadets, those who are cadets, and just as importantly, to those who will be cadets in the future. The Code must be their most jealously guarded possession - their honor.

But the Code is never to be left behind when a cadet departs the campus. Although a cadet may be in summer school or another college, there remains a moral obligation to the Code and the personal standards set by the Code. It is, therefore, far more than just a set of principles for the years in the life of a cadet. It is a Code that must be strictly followed by cadets wherever they may be, if they wish to preserve their most priceless possession - their honor.

GENERAL POLICIES (Definitions)

With a personal honor code, it is inconsistent to have a written set of rules to serve as the sole basis of determining honorable conduct. Any action detrimental to the honor of the Corps as a whole shall be considered a violation of the Code and shall be judged accordingly. The topics that follow serve only to elaborate on the basis of the Code: a cadet does not lie, cheat, steal, or tolerate those who do.

- The word “**Certified**” when applied to any cadet’s act, statement, or written work, endorses such behavior as equal in every way to a code of honorable conduct. It implies reliability, validity and complete truth. Half truths, evasive answers, or quibbling cannot, and will not, be tolerated.
 - **Official Statements.** All official statements, written or oral, are certified. An official statement is defined as one made to an officer of GMC, an instructor, or any person acting in an official capacity.
 - **Delinquencies.** Cadets acting in an official capacity are certified to transmit accurately to the proper authority all reports transmitted to them by other persons acting in official capacities. When reporting delinquencies and answering reports, all cadets are certified to make a full and clear report to the proper authority.
 - **Roll Call.** When a report of the roll at any official duty is given, the report is certified as correct in its entirety.
 - **Official Records.** Stealing, destroying or changing in any manner any official record with intent to deceive is a violation of the Honor Code.
- **Lying.** Lying is making an oral or written statement with intent to deceive another person for purpose of personal gain or advantage.
- **Cheating.** Cheating is giving or receiving unauthorized aid in school work. It is also the representation of another person’s work as one’s own. All assigned academic work is certified as the cadet’s own even though the word certified or pledged is not written on the work itself. Each cadet is responsible for understanding the policies of his instructors in matters concerning academic work.
- **Plagiarism.** Plagiarism is using the ideas and/ or work of another person, and representing those as one’s original work. Plagiarism is cheating and a violation of the Honor Code.
- **Stealing.** Stealing is the taking of any property from the true owner with the intent of deprivation of ownership, use or benefit of the property, or the appropriation of it for the use of someone other than the true owner.
- **Instigation.** It is a violation of the Honor Code for a cadet to attempt to influence another cadet to violate his honor.
- **Investigation.** A cadet involved in any Honor Court Investigation, Proceeding, or Hearing is certified to keep all such information completely secret. A breach of this secrecy is an Honor Code violation.
- **Malingering.** To claim illness so as to avoid duty is a violation of the Honor Code.

- **Questioning.** Cadets will not be asked questions that will be the sole basis for determining guilt or punishment. Questions will be asked only when there is other sufficient information present to indicate an Honor Violation has occurred. Only questions to clarify a situation will be asked, not questions inviting self-incrimination.

CHARACTER VALUES

Any disciplinary system should be designed to reward exemplary behavior and to identify and correct substandard behavior. At Georgia Military College, we also want to develop character and focus the disciplinary system on improving the following virtues: Duty, Honor, Country, Loyalty, Self Discipline, and Respect for Others.

Character is the “true north” of Georgia Military College’s moral compass and it is also the concept that embodies our Core Values, which are: **Duty, Honor, and Country.**

Duty describes a moral obligation--that is, the compulsion felt to meet one’s obligations. Duty compels us to do the right thing at the right time, regardless of adverse consequences. It is a precursor to both discipline and obedience. Duty requires that we accept responsibility for our actions. Duty is a personal choice. It is an expression of individual will. It reveals itself through the accomplishment of all required tasks, in a timely manner, and to the best of one’s ability. Duty also looks beyond merely satisfying the needs of the individual to finding opportunities to benefit the organizations to which one belongs. It is duty that encourages us to honor commitments that might later cause us inconvenience. Duty is all about doing the right thing, in the right way, for the right reason, at the right place, at the right time, for as long as we can. We should do our duty simply because it is the right thing to do and for no other reason. General Robert E. Lee once wrote: “Duty then is the most sublime word in our language. Do your duty in all things. You cannot do more. You should never wish to do less.”

Honor is the tribute we pay to virtue. Honor is not so much a thing in itself as recognition of other things, especially recognition of lives lived in accordance with the Virtues, most notably prudence, justice, temperance, fortitude, faith, hope, and charity. When we honor people, the honor comes not from us but from them, from that which they reflect in their lives. The honor they exemplify by living virtuously is an admonition to us to go and do likewise. Duty and Honor are inseparable companion values that travel everywhere together. After all, it is our duty to behave honorably. Honor requires of us that we habitually live to the highest moral standards. An honorable person subscribes to the belief that there are universal moral principles that bind us all. The principle that calls on us to think, feel, and act honorably forms the foundation of the GMC Student Honor Code.

The third of our core values is **Country.** Despite all of its problems, and there are many, America is still the greatest country in the world. Its greatness is not based solely on its economic or military strength. Rather, its greatness is founded on shared timeless principles such as those addressed in our nation’s Constitution: Life, Liberty, the Pursuit of Happiness, the Dignity of Man, and Freedom. It is also founded on our collective willingness to share our good fortune and our strength with anyone in the world who genuinely needs it.

Generations of Americans have reaffirmed their loyalty and devotion to our country. During times of war, Americans have fought and died to defend our liberty and promote the ideals of democracy. In times of peace, we strive to preserve the rights secured for us in the Constitution

and to ensure that every American enjoys the full protection of those rights. Throughout the decades, Americans have strived to build upon the "more perfect Union" envisioned by our country's founders.

Most dictionaries define patriotism as "love of country and devotion to its welfare." A patriot is "one who loves his (or her) country and **zealously** supports its interests." We want our students to be fierce patriots. Patriotism means love of country and implies a readiness to sacrifice for it, to fight for it, perhaps even to give one's life for it. In the traditional or Spartan sense, patriots are those who love their country simply because it is their country--because it is "their birthplace and the mansion of their fathers," as Alexis de Tocqueville wrote in Democracy in America. It is a kind of filial piety. The value of **country** is inextricably linked with the virtue of loyalty. And, by extension, the loyalty to country extends to our state, school, family and friends.

Self-discipline is a pre-requisite for any of the other virtues. A person exhibiting complete self-discipline has little to fear from any vice. Rather, it is yielding self-discipline to our weaker impulses that result in a lack of virtue. The Greek philosopher Aristotle noted that to achieve a happy life, we must not only know virtue, but we must practice it. We must live it. We rely on self-discipline to practice virtuous behavior until virtue becomes habit, and we have inculcated virtue into our character.

Both moral and physical courage are akin to self-discipline. Although it is readily apparent that moral courage is the harder of the two, true character must have both. We must not only know "the good" as Plato asserted, but we must also have the courage to "do the good," even in the face of adversity.

Respect for Others is a critical virtue for those living in community. Respect for Others recognizes that all human beings have an inherent worth and deserve to be treated with dignity and respect. We follow the Golden Rule of Reciprocity that is part of the foundation of our moral code. We treat other people as we would want to be treated. By living this virtue, we give voice to our belief that we live in a moral community in which it is our duty to treat others with respect, dignity, and kindness, and in ways where cost is not counted.

At Georgia Military College, the staff, faculty, and cadet leadership are committed to fostering virtue and developing character. When a cadet exhibits any of these traits in an exemplary manner, he or she will be recognized and rewarded with merits. Conversely, if a cadet demonstrates by his or her actions a deficiency in one or more of the above virtues, corrective training and/or disciplinary procedures will be used to identify the deficiency and correct the misbehavior. Then, in the Aristotelian tradition, a cadet will practice that virtue until it becomes habit and is subsequently inculcated into their character.

HONOR VIOLATION REPORTING/COUNCIL PROCEDURES

- **Purpose and Function of the Honor Council.** The primary purpose of the Cadet Honor Council is to conduct hearings on Honor Code violations involving Georgia Military

College Prep School Cadets. The hearings are held to determine the facts relevant to each Honor Code violation, whether a case should be dismissed as unfounded, to determine guilt or innocence, and to recommend for disciplinary action. The functions of the GMC Honor Council are to conduct Honor Code violation investigations, conduct Honor Council hearings, and create an atmosphere of honor.

- **Honor Council Composition.** The Honor Council is composed of 12 members including a non-voting advisor. Elections will be held by the student body from selected members of the Corps of Cadets. Each class in the High School (grade 9-12) will elect three members with the faculty making the final approval. The Chairman of the Council must be a senior and is elected by members of the Honor Council. The Honor Council Faculty Advisor will be appointed by the Principal and shall serve as the non-voting member of the Honor Council.
- **Reporting Honor Code Violations.** Any person at GMC (cadet, staff or faculty member) who determines that an Honor Code violation has taken place shall immediately report the violation to the Principal or the Commandant of Cadets. The Principal will initiate the Honor Council proceedings by formally notifying the Chairman of the Council that a violation has been reported and requires investigation and further action as decided.
- **Honor Council Proceedings (General).** Honor Council proceedings are and will remain matters internal to GMC. Honor Council proceedings are administrative and no one except those specifically called to take part in Council proceedings will be allowed to sit in on the sessions including parents, friends and staff or faculty members. Cadets serving on, or appearing before, the Honor Council are required to treat what goes on during the proceedings and the decisions of the Council as privileged and confidential information. Council members may not discuss matters conducted by the Council with anyone outside the membership of the Honor Council. When the Chairman of the Honor Council is formally notified by the Principal that an Honor Code violation may have occurred, the Chairman will:
 - Appoint an investigating officer to discreetly investigate the alleged violation and within two days submit a recommendation to the Chairman as to whether the case should be continued or dropped.
 - If sufficient reason exists to continue, set a date, time and place for the Council to meet. Notify the Council and Faculty Advisor.
 - If sufficient reason does not exist to continue, notify the Faculty Advisor and the Principal. The Principal will notify the accused cadet that the matter has been dropped and all records have been destroyed.

ORIENTATION

Each cadet will be given annual instruction on the Honor Code by the members of the Honor council.

CHAPTER 9

THE CADET DISCIPLINARY SYSTEM

GENERAL

Cadets enrolling in Georgia Military College Prep School are afforded at least two significant advantages that their peers in other schools do not have. First, the cadets have the opportunity to develop their leadership potential and learn, first-hand, the value of teamwork that results from working together within a military framework. Second, while the strong academic program develops the cadets' minds, the character education program, which includes the Corps of Cadets' organization, facilitates the elevation of character.

Our core values are Duty, Honor, and Country. We seek every opportunity to develop and refine these values in cadets. We also seek to foster self-discipline and respect for other people.

Exemplary performance in these values is rewarded while deficiencies are identified and corrected. The purpose of rewards is to encourage both individual and team excellence while the purpose of corrective training or disciplinary action is to improve on character deficiencies.

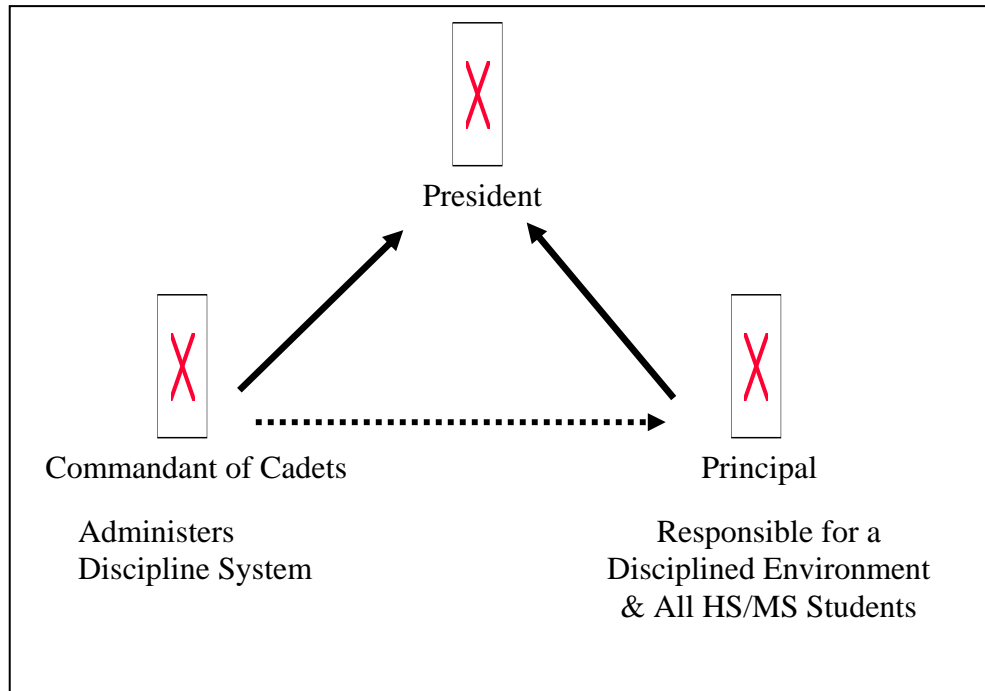
By enrolling in Georgia Military College Prep School, students obligate themselves to obey the rules, regulations, policies, and procedures of the school and to conform to the disciplinary system described in this chapter.

MILITARY FRAMEWORK

The Georgia Military College Corps of Cadets is organized and administered in a manner common to military organizations. The Cadet Regiment is composed of Cadet Battalions and battalions are composed of Cadet Companies. Each company is further organized into Cadet Platoons and Cadet Squads. A Cadet Chain of Command is superimposed over this organization and given the responsibility of insuring that good order and discipline prevail within the Corps of Cadets. Additionally, Junior ROTC officers, and Non-Commissioned Officers (NCOs), and other staff and faculty are responsible for guaranteeing the discipline and training within cadet battalions and companies. Cadets are expected to promptly obey the orders and follow the instructions of the GMC staff and faculty and the cadet chain of command. Obedience to orders includes fulfilling the intent of each order.

The Principal is the senior GMC official placed in charge of all High School and Middle School cadets. The President of Georgia Military College has made him responsible for maintaining good order and discipline within the High School and Middle School. He is also responsible for establishing cadet rules, regulations, policies, and procedures, and for maintaining cadet disciplinary records. The Principal is responsible for maintaining a safe, disciplined environment conducive to learning.

The Commandant of Cadets administers the disciplinary system and provides information to the Principal to support the Principal's responsibility for a disciplined environment. Although the Commandant maintains disciplinary records, it is the Principal who interacts with parents and takes final action on major disciplinary cases such as those that result in suspension or referral to a Disciplinary Board for possible expulsion. The chart below illustrates the various relationships in the Disciplinary System.



The above illustration is intended to show that, in the High School/Middle School, the Principal is responsible for all students and for maintaining a disciplined environment. The Commandant of Cadets, who administers the Disciplinary System and reports problems to the Principal on a by-exception basis, supports the Principal.

CADETS AS STUDENTS

Cadets as students are expected to behave and perform to high disciplinary and academic standards. Disciplinary standards are established by the Principal and enforced by the Commandant of Cadets, the Senior Army Instructor, the faculty, and the cadet chain of command. Academic standards are established by the Principal and enforced by the Georgia Military College faculty. Cadets who misbehave in the classroom or elsewhere on the GMC campus and in the surrounding community are referred for disciplinary action.

THE DISCIPLINARY SYSTEM

Cadets earn **merits** for exemplary behavior, performance, and service. Any cadet commander or any Georgia Military College Staff or Faculty member can recommend merits. Merits cancel out demerits on a one for one basis. Cadets earn **demerits** for violating cadet rules and procedures. Most demerits are earned as a result of committing minor infractions such as uniform violations, problems with personal appearance, tardiness, etc. More serious violations may result in having the Principal/Assistant Principal suspend or refer the matter to a Cadet Honor Council. If appropriate, the Principal will refer the case to the Georgia Military College Disciplinary Board. A detailed list of violations, demerits, and Bullring hours is found elsewhere in this manual. In addition to the disciplinary assessments listed later, minor use of physical training may be used in order to reinforce a teaching point.

For every 10 demerits a cadet accumulates, one hour of **Retraining** is awarded. Retraining is a punishment period supervised by a Military Instructor in which cadets are required to march or perform some form of work around campus for one-hour periods each day. Attendance at Retraining is mandatory. Unexcused absences reflect a deficiency in the virtues of Duty and Responsibility and result in additional disciplinary measures.

Both merit and demerit slips (conduct reports) that are written by high school cadets are reviewed by the SAI. The SAI is the primary conduit for all military related matters. Conduct reports written by middle school students are reviewed by the MSMI. All conduct reports written by staff and faculty (other than the JROTC instructors) are reviewed by the Assistant Principal. The Assistant Principal is the primary conduit for all academic related matters. Once approved, they are forwarded to the Discipline Secretary in the Office of the Commandant for posting.

The Retraining Execution/Warning List is published daily and is posted on the bulletin boards in Jenkins Hall and Miller Hall. Cadets are required to read the bulletin board at least twice a day. A cadet whose name appears on the Warning List has 24 hours to submit an appeal. Appeals should only be submitted for those charges that the cadet feels are unwarranted or for which special circumstances may deserve a mitigated punishment. Appeal sheets are available from the SAI or the MSMI and must be returned to them within 36 hours of demerit/offense posting. Failure to complete the appeal form correctly or return it within the allotted time may result in denial of the appeal.

MERIT AWARDS/DEMERIT ASSESSMENTS

MERIT AWARDS

▪ Cadet Officer/NCO of the Quarter	20 merits
▪ Cadet of the Quarter	20 merits
▪ Outstanding Appearance	5 merits
▪ Outstanding Performance	5 merits
▪ Special Projects (over 1 hour)	20 merits
▪ Voluntary Service	2 merits
▪ Voluntary Service (1/2 hour)	5 merits
▪ Voluntary Service (1 hour)	10 merits
▪ Blood Drive Merits	25 merits
▪ Saber Company	10 merits

VIRTUE DEFICIENCIES

1. SELF-RESPECT

Brass not shined
Improper nametag, nameplate
Dirty uniform
Failure to shave
Improper uniform
Patches not sewn on properly
No ID card
Hat not worn properly
Improper rank/award
Conduct prejudicial to good order

Button not buttoned
Dirty shoes/boots
Uncut/unprepared hair
Out of uniform
Poor personal hygiene
Unserviceable uniform
Unauthorized jewelry/hair ribbon
Hands in pockets
Poor military appearance

2. BEARING

Disturbance in the classroom,
dining hall, etc.
Disturbance/moving in ranks
Public display of affection
Chewing gum

Failure to salute/Improper salute
Profanity/Improper language
Loitering
Food or drink in an academic building
Fraternization with a college student

3. COOPERATION

Failure to follow instructions
Failure to sign in/out properly
Improper report
Littering
Lost weapon card
Sleeping in class
Unexcused absence from parade
Abandoning school property
Incorrect official report
Neglect of duty
Weapon/equipment improperly secured
Clothing record not cleared
Unauthorized activity
Unauthorized possession*
Habitual violator of rules
and regulations

Failure to prepare for class
Failure to secure equipment
Improper performance of duty
Walking on grass
Failure to follow directions
Unexcused absence from class/school
In an off-limits area**
Absence from assigned duty
Lack of responsible action
Removal of food from dining hall
Unexcused sign out
Conduct unbecoming a cadet
Abuse of school property
Unexcused bullring
Smoking or chewing tobacco

4. HONOR

Cheating on a test or exam
Lying or misrepresenting the truth
Plagiarism
Conviction under state criminal law
Conduct that discredits the school

Copying a fellow cadet's assignment
Producing a false signature
Stealing
Gambling

5. PUNCTUALITY

Late to school, class, formation, duty, or any other requirement

6. RESPECT FOR OTHERS

Failure to heed summons	Disrespect to cadet officer
Disrespect	Inappropriate physical contact
Vandalism	Threatening another person
Disrespect to the U.S. Flag	Disobedience of orders
Disrespect to faculty or staff	Insubordination to faculty or staff
Fighting	Hazing
Pulling fire alarms	Physical assault on faculty or staff
Bullying	

***Unauthorized-**Possession of alcohol, tobacco, illegal drugs, firearm, knife, firecrackers, smoke bombs, chain, weapon, pagers, radios, tape or CD players, video games, cell phones, or other electronic devices

****Off-Limits Areas-**Cadets are not allowed in the following areas, except as noted:

- On the top or outside surface of any building on campus.
- Commandant or Discipline Secretary's Office unless permission is first obtained.
- Football Field, except during scheduled authorized activities.
- Any grass or dirt areas. Cadets must use the paved walkways.
- Jenkins Hall Auditorium, except to attend scheduled activities or classes.
- The Old State Capitol Building except to attend scheduled activities or classes.
- Any sidewalk area which surrounds the main block of the campus, except the area at the crosswalks to the Cordell Events Center or to the portables adjacent to Parham Hall.
- The area behind the Cordell Events Center.
- The areas surrounding the Sibley-Cone Library except the sidewalk leading into its front entrance.
- Entrances into Jenkins Hall after 4:00 p.m. except to attend scheduled activities.
- Any parked automobile between 8:00 a.m. and 3:15 p.m.
- All campus facilities after dark except to attend an authorized scheduled event.
- The Press Box booth on Davenport Field, unless authorized by staff or faculty.

CONDUCT REPORTS

Merits and demerits are entered into a cadet's disciplinary record by the submission of "Conduct Reports."

Cadet leaders of every rank are expected to take corrective action when character deficiencies are manifested. JROTC Instructors also prioritize their efforts with corrective training over disciplinary punishment.

Conduct reports received one day will appear on a cadet's record the following day. A summary of disciplinary performance for each cadet is kept on file in the Discipline Office for three years.

MINOR VIRTUE DEFICIENCIES—CLASS I

In addition to corrective training, Class I deficiencies may be assessed demerits or disciplinary service (retraining) depending on the frequency and specific circumstances.

Self -Respect (Appearance): Minor deficiency in the virtue of self-respect as evidenced by personal appearance problems includes minor uniform infractions, personal appearance, and personal hygiene and grooming.

Bearing: Minor deficiency in the virtue of bearing is evidenced by shortcomings in areas such as failure to salute properly, poor performance of duty, minor public display of affection, or other unacceptable behavior.

Cooperation: Minor deficiency in the virtue of cooperation is evidenced by shortcomings in areas such as improper performance of duty, not preparing for upcoming events, neglect of duty, failing to secure property, violation of pass/leave procedures, etc.

Honor: Honor deficiencies are never minor.

Punctuality: Minor deficiency in the virtue of punctuality is evidenced by shortcomings in areas such as tardiness.

Respect for Others: Minor deficiency in the virtue of “Respect for Others” is evidenced by shortcomings in areas such as excessive noise, vulgarity, littering, walking on grass, etc.

MAJOR VIRTUE DEFICIENCIES—CLASS II

In addition to corrective training, Class II deficiencies are more serious and warrant more stringent measures. For the following deficiencies, cadets may be assessed disciplinary service (retraining) depending on the frequency and specific circumstances.

Self Respect (Appearance): Deficiency in the virtue of self-respect includes major uniform infractions, unprepared for inspection, etc.

Bearing: Deficiency in the virtue of bearing is evidenced by shortcomings in areas such as conduct prejudicial to good order and discipline, fraternization between college cadet leaders and subordinates, etc.

Cooperation: Deficiency in the virtue of cooperation is evidenced by shortcomings in areas such as abandoning property, failure to follow instructions, disobeying an order, failing to secure property, violation of restriction, dismissal from class, failure to prepare, insubordination, shirking duties, etc. This also includes any continual failure of the cadet to interact with peers, subordinates, or superiors in a normal manner, (i.e., whining or bickering.)

Honor: Deficiency in the virtue of honor is evidenced by shortcomings in areas such as violating profile, violating off-limits area, falsely accusing another, cheating, etc.

Punctuality: Deficiency in the virtue of punctuality is evidenced by shortcomings in areas such as being absent from one’s place of duty.

Respect for Others: Deficiency in the virtue of respect for others is evidenced by shortcomings in areas such as disrespect to national colors, disrespect to a fellow cadet, use of gross profanity, etc.

SERIOUS VIRTUE DEFICIENCIES—CLASS III

Serious character deficiencies warrant special attention. Class III deficiencies indicate grievous character flaws and a complete disregard for good order and discipline. Behavior that manifests these serious deficiencies call into question whether the cadet should be removed from the Corps of Cadets and/or expelled from Georgia Military College.

All Class III character deficiencies will be immediately brought to the attention of the Principal or Assistant Principal by anyone having knowledge of an offense. All Class III misconduct will be referred to the Principal or Assistant Principal who may then refer it to an Honor Council, the Georgia Military College Disciplinary Board, or take disciplinary action through a disciplinary hearing. Serious character flaws include the following misconduct:

Self -Respect (Appearance): Major deficiency in the virtue of self-respect as evidenced by shortcomings in areas such as complete disregard for Georgia Military College's cadet uniform, refusal to properly groom oneself properly, refusal to participate in required activities, etc.

Bearing: Major deficiency in the virtue of bearing is evidenced by shortcomings in areas such as fraternization between college cadets and high school/middle school cadets.

Cooperation: Major deficiency in the virtue of cooperation is evidenced by shortcomings in areas such as abandoning a formation, absence without leave, fighting and/or assault, possession of unauthorized weapons, pyrotechnics or explosives, etc.

Honor: Major deficiency in the virtue of honor is evidenced by shortcomings in areas such as violating drug & alcohol policies, lying, stealing, cheating, etc.

Punctuality: Major deficiency in the virtue of punctuality is evidenced by shortcomings in areas such as absent without leave.

Respect for Others: Major deficiency in the virtue of respect for others is evidenced by shortcomings in areas such as disrespect to staff or faculty, violation of sexual harassment policies, hazing, vandalism, etc.

Other Offenses: These offenses include any violation of the Student Handbook, gambling, participation in gang-related activities or dress, an offense that discredits the Corps of Cadets, and other major disciplinary violations not listed above.

Minor infractions should be handled by the individual faculty member. The Assistant Principal adjudicates major infractions. Serious infractions may be referred to a Disciplinary Board and, depending upon circumstances, result in expulsion and/or civil action.

When notified of a major or serious offense, the Assistant Principal will investigate to determine the facts of the case and to identify any extenuating or mitigating circumstances. Then, based on his investigation, he may do one of the following actions:

- Take no action
- Dismiss the case as unfounded
- Assess demerits/hours
- Request suspension or expulsion from the Principal
- Refer the case to a Disciplinary Board

EXCESSIVE DEMERITS, DISCIPLINARY TOURS AND EXCESSIVE RETRAINING HOURS

Immediate dismissal, suspension, or bullring hours may be awarded for certain offenses. Reduction in cadet rank may also result from Class II and Class III violations.

A one-hour disciplinary tour is awarded for each ten demerits accrued in excess of merits earned. Once served, 10 demerits will be removed from the cadet's record for each retraining hour served. The normal disciplinary tour is marching. A restricted tour (non-marching) is conducted for physically incapacitated cadets or during periods of inclement weather. Service tours are conducted when staff or faculty need assistance.

Disciplinary tours are conducted immediately after school. Excused absences are awarded for those cadets absent school or excused by the Assistant Principal or Principal for illness, family emergency/illness, or after-school academic assistance. Academic assistance requires that a cadet provide a note signed and dated by the appropriate faculty member. After school employment is not an excuse for missing bullring. Cadets are required to present appropriate written documentation to the Jenkins or Miller Hall Office by 9 a.m. the following school day. **Unexcused absence** from bullring will result in **2** additional hours being assessed.

Cadets who accumulate over five hours of Retraining will lose their extra-curricular activity privileges until their disciplinary obligation has been satisfied. For example, a band member or basketball player with excessive hours of Bullring is not allowed to practice, travel, or participate with the team until the disciplinary obligation is satisfied. Cadets who accumulate more than 10 hours will be subject to one day of In-School-Suspension. This will take 6 hours off the cadet's account. If a cadet goes over 10 hours for the second time, he or she will receive a 1 day suspension at home. Cadets who are suspended two or more times during a school year will be referred to the Disciplinary Board. This board will recommend intervention strategies. The board can also recommend suspension and, in extreme cases, recommend to the President that the cadet be expelled from Georgia Military College.

GEORGIA MILITARY COLLEGE DISCIPLINARY BOARD

Extremely serious cases of cadet misconduct may be referred by the Principal to the Georgia Military College Disciplinary Board. This Board is empowered by the President of the College to examine the facts, determine guilt or innocence, and make punishment recommendations of each case to the President of Georgia Military College. Expulsion from Georgia Military College is the most serious punishment the Disciplinary Board can recommend.

MERIT RECOGNITION

Cadets are recognized for exceptional behavior and/or displaying exceptional virtue. Specific circumstances warranting recognition include the following:

- Cadet NCO/Officer of the Quarter
- Outstanding appearance/performance
- Special projects
- Voluntary service

PARADES

Military parades are scheduled throughout the school year. Attendance at these scheduled parades is mandatory for all cadets. The dates and times of the parades are listed on the school calendar. Failure to attend will result in retraining hours. Funerals, weddings, graduations, and family emergencies are grounds for excusal from attending a parade. Any cadet requesting consideration for excusal from a parade must contact the SAI or MSMI at least 72 hours prior to the day of the parade.

CELL PHONES

Cadets may have cell phones at school, but they must be turned off from 7:40 to 3:15. Cadet cell phones should not be visible at any time during the school day. If a cadet forgets to turn off his/her cell phone and the learning environment is interrupted, he or she will be assigned DDO. If a cadet is texting or talking on a cell phone during school hours, two automatic hours will be assessed. Cadets may not use their cell phones in the library except in cases of emergency.

TOBACCO PRODUCTS

Cadets will not possess or use tobacco products on campus, while representing Georgia Military College at any event, or while the cadet uniform is being worn.

CHAPTER 10

CADET REGIMENTAL ACCOLADE AND MOTTO

PURPOSE

The purpose of the accolade is to remind cadets that **Character** is paramount and **Duty, Honor, and Country** are values worth living.

CADET FORMATIONS

The Regimental Commander initiates the Regimental Accolade at Cadet Regiment assemblies, when appropriate.

Commanders at all levels of command within the Regiment may call for the Regimental Accolade whenever they think appropriate.

The Regimental Accolade is called for during daily morning formations, parades, and formal retreat ceremonies.

Commander	“Prepare for the Regimental Accolade!”
Cadets in Unison	“Character Above All Sir!”
Commander	“Three Words to Live By!”
Cadets in Unison	“Duty, Honor, Country, Sir!”

CADET MOTTO

"Character Above All!"

Cadets are expected to know the motto and use it when greeting Georgia Military College officers, staff, and faculty in uniform.

CHAPTER 11

GEORGIA MILITARY COLLEGE ALMA MATER AND CADET PRAYER

The Alma Mater is the anthem of Georgia Military College. Singing or reciting the anthem is but one more way for cadets to bind themselves to the traditions of our college

*O'er the hills of dear old Georgia
Loyal all are we,
Year by year go marching onward Cheering GMC*

*Hail to thee, our Alma Mater,
May thy cause prevail,
And thy name fore'er be honored...
GMC all hail!*

*'Neath thy portals visions splendor
Fills with hope the soul,
And life of valiant service
Thou hast made our goal.*

*Hail to thee, Our Alma Mater,
May thy cause prevail,
And thy name fore'er be honored...
GMC all hail!*

*When we from thy halls have parted
And life's battles won,
Thy great spirit shall inspire us
Til eternal dawn*

*Hail to thee, Our Alma Mater,
May thy cause prevail,
And thy name fore'er be honored...
GMC all hail!*

CADET PRAYER

*Almighty God, General of all life's forces, Commander of nature,
we praise Thy holy name.*

Visit Thy presence upon us and all former GMC cadets.

Reinforce us in our quest for knowledge, integrity, and leadership.

Instill in us humanitarianism and bless our enemy whoever he might be.

*Extinguish from our daily lives greed and envy, and make us champions of right and
ladies and gentlemen of honor.*

May we glorify Thy name in victory and be courageous in defeat.

*Help us ever to think first of our comrades, and secondly of ourselves,
and always of Thee.*

Guide our footsteps and cleanse our minds.

May we be first in the service of our country and first in Thy service.

Lead us, O Lord, that we might lead.

Amen

The Regimental Chaplain and every cadet tasked to perform the duties of the cadet chaplain will commit the Cadet Prayer to memory and be prepared to recite it when called on to do so for special occasions.

CHAPTER 12 DISTINCTIVE UNIT INSIGNIA



Georgia Military College's Distinctive Unit Insignia is commonly called the "unit crest" and represents our heritage. The United States Army's Institute of Heraldry approved the crest on February 7, 1964.

The ivy leaves represent a school of higher learning and allude to students' academic achievement.

Opera Cum Fidelitate is Latin for "To Work (or Serve) with Fidelity." Service to others is an indicator of good character.

The wall running diagonally from upper-left to lower-right represents the ramparts of the gates to Georgia Military College.

The Star represents the recognition of Georgia Military College as a National Military Honor School by the Department of the Army.

Red and black are our school colors.