

HGTC

Horry-Georgetown
Technical College

COURSE INSTRUCTIONAL PACKAGE

MLT 115
Immunology

Effective Term
Fall 2026

Part I: Course Information

Effective Term: Fall 2026

COURSE PREFIX: MLT 115

COURSE TITLE: Immunology

CONTACT HOURS: 5 hours

CREDIT HOURS: 3 hours

RATIONALE FOR THE COURSE:

This course provides a study of the immune system, disease states, and the basic principles of immunological testing.

COURSE DESCRIPTION:

This course provides a study of the immune system, disease states, and the basic principles of immunological testing.

PREREQUISITES/CO-REQUISITES:

Pre-Req ENG 101, MAT 120, CHM 105 or CHM 110, BIO 112 or higher; Co-Req MLT 131, MLT 105, MLT 102.

REQUIRED MATERIALS:

Please visit the [BOOKSTORE](#) online site for most current textbook information.

Enter the semester, course prefix, number and section when prompted and you will be linked to the correct textbook.

ADDITIONAL REQUIREMENTS:

All items will be provided for lab class.

TECHNICAL REQUIREMENTS:

Access to Desire2Learn (D2L), HGTC's learning management system (LMS) used for course materials.

Access to myHGTC portal for student self-services.

College email access – this is the college's primary official form of communication.

ATTENDANCE VERIFICATION:

The Add/Drop Period is the first 7 days of the semester for **full term** classes. Add/Drop periods are shorter for accelerated format classes. Please refer to the [academic calendar](#) for deadlines for add/drop. You must attend at least one meeting of all your classes during that period. If you do not, you will be dropped from the course(s) and your Financial Aid will be reduced accordingly

STUDENT COURSE EVALUATIONS:

Each semester, students are provided with an opportunity to participate in course evaluation surveys. These evaluations offer crucial feedback to instructors and the College, leading to enhancement of educational quality. By completing these surveys, you play a key role in the ongoing improvement of teaching methods and course content, ensuring future students enjoy a better learning experience. Students are encouraged to complete these surveys as your active participation in this process reflects your dedication to your education and drives positive change.

CLASSROOM ETIQUETTE AND STUDENT RIGHTS AND RESPONSIBILITIES:

As a matter of courtesy to other students and your professor, please turn off cell phones and other communication/entertainment devices before class begins. If you are monitoring an emergency, please notify your professor prior to class and switch cell phone ringers to vibrate.

To ensure a positive College experience, guidelines exist in numerous areas of campus life. The Student Code for The South Carolina Technical College System "The Student Code" (3-2-106.1) applies to all HGTC students. The Student Code sets forth rights and responsibilities of the individual student, identifies behaviors that are not consistent with the values of college communities, and describes the procedures that will be followed to adjudicate cases of alleged misconduct. Students are expected to conduct themselves in a civil manner, that is respectful of the rights of others, and that is compatible with the college's educational mission. Students are expected to comply with all of the college's duly established rules and regulations regarding student behavior while on campus; while participating in off-campus college sponsored activities; and while participating in off-campus clinical, field, internship, or in-service experiences. Students are

expected to comply with all course requirements as specified by instructors in course syllabi and to meet the standards of acceptable classroom behavior set by instructors. For more information, login to your myHGTC account under “Student Rights and Responsibilities” card then select “Student Code of Conduct” or the “Student Catalog and Handbook.”

Part II: Student Learning Outcomes

COURSE LEARNING OUTCOMES and ASSESSMENTS*:

After successful completion of this course, the student will be able to:

1. Describe Theory of Immunologic and Serologic procedures.
2. Discuss pre-analytical, analytical and post analytical testing components for Immunology/Serology Department.
3. Differentiate Immunologic manifestations of Infectious Diseases.
4. Discuss Transplantation & Tumor Immunology.
5. Explain procedures of serologic testing used in Immunology & Serology laboratories.
6. Complete the EPIC writing assignment.

Week 1

Lecture

Materials Covered: Immunology & Serology in Laboratory Medicine, Turgeon
Chapter One

1. Understand the immune system’s main job—to protect the body by telling self from non-self and fighting off harmful invaders.
2. Name and describe the five main types of white blood cells and how each helps defend the body.
3. Explain what immune cells do, including granulocytes, monocytes/macrophages, lymphocytes, and plasma cells.
4. Tell the difference between primary and secondary lymphoid organs, and what they do in the immune system.
5. Describe how a lymph node works and how it helps monitor infections.
6. Explain how the thymus helps T cells mature, including how it selects the right ones.
7. Describe how B cells grow and change, from bone marrow to becoming plasma cells that make antibodies.
8. List the body’s three lines of defense: physical barriers, innate immunity, and adaptive immunity.
9. Compare innate and adaptive immunity—how fast they act, how specific they are, and how they remember threats.

10. Explain how the body recognizes germs using special receptors (PRRs) and patterns (PAMPs).
11. Describe how the immune system responds to COVID-19, using both innate and adaptive defenses.

Chapter Two

1. Name and compare the three complement activation pathways.
2. Describe the mechanisms and consequences of complement activation.
3. Name three reasons for measuring complement levels.
4. Explain the biological functions of the complement system.
5. Briefly describe how complement levels are assessed.
6. Discuss the clinical applications of C-reactive protein.
7. Compare methods used to measure acute-phase reactants.
8. Describe the principle, reporting, sources of error, limitations, and clinical applications of the C-reactive

Lab:

Materials Covered: Lab Manual

1. Perform Dilutions.
2. Explain serial dilution procedures.
3. Examine 5 WBC blood smears.

Week 2

Lecture

Materials Covered: Immunology & Serology in Laboratory Medicine, Turgeon

Chapter Three

1. Define and differentiate immunogens, antigens, haptens, and epitopes.
2. Describe the structure and function of major histocompatibility complex (MHC) and human leukocyte antigens (HLA).
3. Explain the clinical relevance of HLA in transplantation, disease association, and forensic medicine.
4. Compare MHC Class I and Class II molecules in terms of loci, distribution, and function.
5. Identify the chemical and physical characteristics of antigens.
6. Describe the general structure and function of antibodies (immunoglobulins).
7. List and compare the five immunoglobulin classes (IgG, IgA, IgM, IgD, IgE) including their molecular weights and half-lives.
8. Explain the functional roles of each immunoglobulin class.
9. Describe antibody synthesis and the difference between primary and secondary responses.
10. Define antibody affinity, avidity, and immune complexes.
11. Explain antigen-antibody interactions and detection methods.
12. Describe the role and production of monoclonal antibodies.

13. Explain the concept and significance of neutralizing antibodies, especially in the context of SARS-CoV-2.

Chapter Four

1. Define key immunological terms such as phagocytosis, cytokines, monoclonal antibodies, and cytokine storm.
2. Describe the roles of neutrophils and monocytes/macrophages in innate immunity.
3. Explain the process and stages of phagocytosis.
4. Identify and differentiate between disorders of neutrophils and monocyte-macrophage systems.
5. Discuss the phases and functions of adaptive immunity, including the roles of B and T lymphocytes.
6. Explain the differentiation and function of CD4⁺ and CD8⁺ T cells.
7. Describe the characteristics and roles of memory cells in immune response.
8. Understand the pathophysiology and clinical implications of cytokine storm syndromes, including their relevance to diseases like COVID-19.
9. Recognize the significance of cell surface markers and monoclonal antibody testing in immunophenotyping.
10. Differentiate between primary and secondary immune-mediated diseases.

Lab:

Materials Covered: Lab Manual

1. Perform Serial Dilutions.
2. Explain justification for serial dilutions.
3. ABO tube testing:
 - a. Follow the directions accurately.
 - b. Interpret test results as to what the results mean for the patient.
 - c. Identify potential sources of error of the test.
4. Identify the 5 normal Leucocyte cells seen on blood smears.

Week 3

Lecture

Materials Covered: Immunology & Serology in Laboratory Medicine, Turgeon

Chapter 6

1. Define quality assurance (QA) and quality control (QC) in the clinical laboratory.
2. Explain the importance of documentation in maintaining laboratory quality.
3. Describe key statistical measures used in QC, including standard deviation and coefficient of variation.
4. Differentiate between analytical and clinical sensitivity and specificity.

5. Interpret predictive values and their role in test evaluation.
6. Identify common factors that lead to "out of control" test results.
7. Understand the process of validating new laboratory procedures.

Chapter 7

1. Define key serologic terms including dilution, antibody titer, and complement inactivation.
2. Describe proper blood specimen preparation and handling for serologic testing.
3. Explain the principles of antibody detection and titer interpretation.
4. Identify types of specimens and conditions that may affect test validity.
5. Understand the categories of CLIA testing and their complexity levels.
6. Describe non-instrument-based testing methods for diseases such as malaria, HIV, and pregnancy.
7. Recognize the importance of complement inactivation in preventing false-positive results.

Chapters 8

1. Define precipitation and agglutination and explain their immunologic principles.
2. Describe various types of precipitation assays and their clinical applications.
3. Explain particle agglutination techniques and how they are enhanced.
4. Identify causes of false-positive and false-negative agglutination reactions.
5. Discuss the principles and interpretation of pregnancy and flocculation tests.
6. Describe the principle and clinical relevance of nephelometry.
7. Understand mechanisms of agglutination and factors influencing antigen-antibody interactions.

Chapter 9

1. Define electrophoresis and describe its principle.
2. Identify the major serum protein fractions separated by electrophoresis.
3. Explain the clinical significance of serum protein electrophoresis (SPE).
4. Describe the principle and interpretation of immunofixation electrophoresis (IFE).
5. Compare traditional and capillary electrophoresis techniques.
6. Recognize electrophoresis patterns associated with disease states.
7. Understand the advantages and applications of microchip capillary electrophoresis.

Chapter 10

1. Define key terms related to immunoassay labeling techniques (e.g., EIA, RIA, chemiluminescence).
2. Differentiate between heterogeneous and homogeneous immunoassays.
3. Describe the principles and applications of enzyme immunoassays (EIA/ELISA).
4. Identify common enzymes used in immunoassays and their characteristics.
5. Explain the mechanisms of chemiluminescent and fluorescent immunoassays.
6. Compare competitive and noncompetitive immunoassay formats.
7. Recognize the advantages and limitations of various labeling technologies.

8. List examples of diseases or conditions diagnosed using immunoassays.

Chapter 12

1. Define key molecular biology terms such as DNA, RNA, PCR, primers, and FISH.
2. Describe the structure and function of DNA and RNA.
3. Explain the steps and purpose of the polymerase chain reaction (PCR).
4. Differentiate between types of amplification techniques (target, signal, probe).
5. Identify the applications and advantages of molecular diagnostic testing.
6. Compare traditional PCR with real-time PCR (RT-PCR).
7. Summarize the principles and uses of electrophoresis, Sanger sequencing, and hybridization.
8. Describe the role and process of next-generation sequencing (NGS).
9. Explain the purpose and process of microarray and FISH technologies.

Lab:

Materials Covered: Lab Manual

1. In order to perform and report the C-Reactive Protein test and Anti-Streptolysin O (ASO) test properly, the student must be able to:
 - a. Follow the directions accurately.
 - b. Recognize when test results are falsely positive or falsely neg.
 - c. Interpret test results as to what the results mean for the patient.
 - d. Identify potential sources of errors of the test.
 - e. Resolve discrepancies.
 - f. Provide justification for the ordering of the test.
2. Demonstrate lab work bench organization.
3. Discuss the HCG test study:
 - a. Interpret test results as to what the results mean for the patient.
 - b. Identify potential sources of errors of the test.

Week 4

Lecture

Materials Covered: Immunology & Serology in Laboratory Medicine, Turgeon

Chapter 13

1. Describe the body's immune defenses against infectious diseases.
2. Identify the components and clinical significance of the TORCH test panel.
3. Explain the serologic testing methods used for diagnosing toxoplasmosis, rubella, CMV, and herpesvirus infections.
4. Compare rubella and rubeola (measles) in terms of symptoms, transmission, and complications.
5. Understand the immunologic characteristics of CMV infection and its reactivation.
6. Recognize the role of immunohistochemistry in infectious disease diagnostics.

7. Summarize the clinical features, diagnostic methods, and laboratory findings associated with COVID-19.
8. Describe molecular and serologic techniques used to detect SARS-CoV-2.

Chapter 15

1. Define key terms related to syphilis and its laboratory diagnosis.
2. Describe the causative organism of syphilis and its characteristics.
3. List the stages of syphilis and associated clinical symptoms.
4. Differentiate between treponemal and nontreponemal tests.
5. Explain the principles of diagnostic methods such as RPR, VDRL, and FTA-ABS.
6. Compare traditional and reverse sequence syphilis testing algorithms.
7. Identify the advantages and limitations of various syphilis testing methods.

Chapter 16

1. Define key terms related to vector-borne diseases.
2. Identify common vectors (e.g., ticks, mosquitoes) and the diseases they transmit.
3. Describe the etiology, epidemiology, and clinical features of Lyme disease, ehrlichiosis, RMSF, babesiosis, and mosquito-borne illnesses.
4. Explain diagnostic methods used for detecting vector-borne diseases.
5. Compare the signs, symptoms, and diagnostic approaches of different vector-borne infections.

Lab:

Materials Covered: Lab Manual

1. Explain the Mini PCR testing procedure.
2. Set up specimens for PCR testing.

Week 5

Lecture

Materials Covered: Immunology & Serology in Laboratory Medicine, Turgeon

Chapter 17

1. Describe the cause, spread, and symptoms of infectious mononucleosis.
2. Explain the role of heterophile antibodies in diagnosis.
3. Identify key laboratory findings associated with acute infectious mononucleosis.
4. Interpret Epstein-Barr virus (EBV) serology results.
5. Apply lab data to clinical case scenarios involving mononucleosis.

Chapter 18

1. Define hepatitis and distinguish between primary and secondary hepatitis viruses.
2. Identify the types of hepatitis (A, B, C, D, E, G) and their modes of transmission.
3. Describe the signs, symptoms, and immunologic responses for each type of hepatitis.
4. Recognize key laboratory markers used in diagnosing hepatitis.
5. Compare acute vs. chronic hepatitis and understand carrier states.

6. Explain the principle and limitations of rapid hepatitis C testing.

Chapter 19

1. Define primary and acquired (secondary) immune deficiencies.
2. Identify common types of primary immunodeficiency disorders (PIDs).
3. Describe causes and examples of secondary immune deficiencies.
4. Explain the etiology and viral characteristics of HIV/AIDS.
5. Recognize opportunistic infections associated with AIDS.
6. Interpret serologic markers and laboratory methods used in HIV diagnosis.
7. Summarize treatment options and postexposure prophylaxis for HIV/AIDS.

Chapter 20

1. Define key terms related to hypersensitivity, including allergy, sensitization, and immunization.
2. Identify the four types of hypersensitivity reactions (Types I-IV).
3. Describe the immunologic mechanisms and symptoms of Type I hypersensitivity.
4. Explain the causes and consequences of latex sensitivity.
5. Recognize examples of Type II hypersensitivity reactions and their lab evaluations.
6. Understand the role of immune complexes in Type III reactions.
7. Describe the cell-mediated processes involved in Type IV hypersensitivity.

Chapter 24

1. Describe the etiology and epidemiology of rheumatoid arthritis (RA).
2. Recognize the signs and symptoms of RA and juvenile rheumatoid arthritis (JRA).
3. Explain the immune mechanisms involved in RA.
4. Identify key laboratory markers used in the diagnosis of RA.
5. List common treatments for RA, including traditional and biologic therapies.

Lab:

Materials Covered: Lab Manual

1. In order to perform and report the Rapid Plasmin Reagin test, Monospot test, and Rheumatoid Factor test properly, the student must be able to:
 - a. Follow the directions accurately.
 - b. Recognize when test results are falsely positive or falsely neg.
 - c. Interpret test results as to what the results mean for the patient.
 - d. Identify potential sources of errors of the test.
 - e. Resolve discrepancies.
 - f. Provide justification for the ordering of the test.

Week 6

Lecture

Materials Covered: Immunology & Serology in Laboratory Medicine, Turgeon

Chapter 21

1. Describe the principle and application of the Bence Jones Protein Screening Procedure.
2. Compare the general characteristics of monoclonal and polyclonal gammopathies.

3. Describe and compare the etiology, epidemiology, signs and symptoms, immunologic manifestations, diagnostic evaluation, and treatment of multiple myeloma and Waldenström primary macroglobulinemia.

Chapter 23

1. Compare the different forms of lupus, citing manifestations, incidence, and other features.
2. Name the two most common drugs that can cause drug-induced lupus.
3. Explain the epidemiology and signs and symptoms of SLE.
4. Describe the immunologic manifestations of SLE, including diagnostic evaluation.
5. Discuss the laboratory evaluation of antinuclear antibodies.

Lab:

Materials Covered: Lab Manual

Materials Covered: EXL manual.

1. Perform hands on maintenance of Siemens EXL
 - a. Fluid change
 - b. Syringe change
 - c. Tubing change
 - d. Probe change

Week 7

Lecture

Materials Covered: Immunology & Serology in Laboratory Medicine, Turgeon

Chapter 25

1. Identify and describe the histocompatibility antigens.
2. Explain the clinical applications of histocompatibility antigens and human leukocyte antigens.
3. Name and describe the five goals of pre-transplantation screening.
4. Name three types of stem cell transplants.
5. Discuss the laboratory evaluation of patients and donors for transplantation.
6. Explain the etiology, epidemiology, signs and symptoms, manifestations, diagnosis, and prevention of graft-versus-host disease.

Chapter 26

1. Compare the characteristics of benign and malignant tumors.
2. Describe the epidemiology of cancer in adults and children.
3. Explain the characteristics of the three major causative factors in human cancer.
4. Compare the stages of carcinogenesis.
5. Identify and discuss the characteristics of tumor markers.
6. Discuss what's new in cancer diagnostic testing.

Lab:

Materials Covered: Lab Manual

1. Lab Comprehensive Evaluation

Week 7.5

Materials Covered: Immunology & Serology in Laboratory Medicine, Turgeon

1. Final Exam Review

****Students – please refer to the Instructor’s Course Information sheet for specific information on assessments and due dates.***

Part III: Grading and Assessment**EVALUATION OF REQUIRED COURSE MEASURES/ARTIFACTS*:**

Students’ performance will be assessed, and the weight associated with the various measures/artifacts are listed below.

EVALUATION*

Chapter Tests	50%
Lab Assignments	20%
Lab Comprehensive Evaluation	50%
Lab skills competencies	25%
Weekly Affective Skills	25%
Homework Assignments	5%
In class quizzes	5%
Final Exam	<u>20%</u>
	100%

****Students, for the specific number and type of evaluations, please refer to the Instructor’s Course Information Sheet.***

GRADING SYSTEM:

Please note the College adheres to a 10-point grading scale A = 100 – 90, B = 89–80, C = 79 – 70, D = 69 – 60, F = 59 and below.

Grades earned in courses impact academic progression and financial aid status. Before withdrawing from a course, be sure to talk with your instructor and financial aid counselor about the implications of that course of action. Ds, Fs, Ws, and Is also negatively impact academic progression and financial aid status.

Part IV: Attendance

Horry-Georgetown Technical College maintains a general attendance policy requiring students to be present for a minimum of 80 percent (80%) of their classes to receive credit for any course. Due to the varied nature of courses taught at the college, some faculty may require up to 90 percent (90%) attendance. Pursuant to 34 Code of Federal Regulations 228.22 – Return to Title IV Funds, once a student has missed over 20% of the course or has missed two (2) consecutive weeks, the faculty is obligated to withdraw the student, and a student may not be permitted to reenroll. **Instructors define absentee limits for their class at the beginning of each term; please refer to the Instructor Course Information Sheet.**

Part V: Student Resources

THE STUDENT SUCCESS AND TUTORING CENTER (SSTC):



The SSTC offers all students the following **free** resources:

1. Academic tutors for most subject areas, Writing Center support, and Academic Coaching for college success skills.
2. Online tutoring and academic support resources.
3. Professional and interpersonal communication coaching.

Visit the [Student Success & Tutoring Center](#) website for more information. To schedule tutoring or coaching, contact the SSTC at sstc@hgtc.edu or self-schedule in the Penji iOS/Android app or at www.penjiapp.com. Email sstc@hgtc.edu or call SSTC Conway, 349-7872; SSTC Grand Strand, 477-2113; and SSTC Georgetown, 520-1455, or go to the SSTC [Online Resource Center](#) to access

on-demand resources.

STUDENT INFORMATION CENTER – TECH Central:

TECH Central offers all students the following free resources:

1. Getting around HGTC: General information and guidance for enrollment, financial aid, registration, and payment plan support!
2. In-person and remote assistance are available for Desire2Learn, Student Portal, Degree Works, and Office 365.
3. Chat with our staff on TECH Talk, our live chat service. TECH Talk can be accessed on the student portal and on TECH Central's website, or by texting questions to (843) 375-8552. Visit the [Tech Central website](#) for more information. Live Chat and Center locations are posted on the website. You may also call (843) 349-5199.

HGTC LIBRARY:

Each campus location has a library where HGTC students, faculty, and staff can check out materials with their HGTC ID. All three HGTC campus libraries have librarians and staff who can aid with research, computers to support academic research and related school-work, and individual/group study rooms. Printing is available as well at each location. Visit the [Library](#) website for more information or call (843) 349-5268.

STUDENT TESTING:

Testing in HGTC courses may occur during regularly scheduled class time or online, with or without proctoring. Tests may be delivered in the following formats:

- Digitally through D2L
- In writing on paper
- Through a publisher platform (note: some publisher platforms carry an associated fee)

Tests may include time limits and may require proctoring depending on the course.

When proctoring is required and is not provided by the course instructor in the classroom, students may complete their test face-to-face at an [HGTC Testing](#)

[Center](#) or another approved testing site, or online using HGTC's online proctoring provider. For more information about available proctoring options, visit the [Online Testing](#) section of the HGTC Testing Center webpage.

Students testing at an HGTC Testing Center should note the following:

- **Appointments must be scheduled at least 24 hours in advance.**
- **A physical, government-issued photo ID is required to test.**

The **Instructor Information Sheet** will have more details on test requirements for your course.

DISABILITY SERVICES:

HGTC is committed to providing an accessible environment for students with disabilities. Students seeking accommodations are encouraged to visit HGTC's [Accessibility and Disability Service webpage](#) for detailed information.

It is the student's responsibility to self-identify as needing accommodations and to provide appropriate documentation. Once documentation is submitted, the student will participate in an interactive process with Accessibility and Disability Services staff to determine reasonable accommodations. Students may begin the accommodations process at any time; however, accommodations are **not retroactive** and will only be applied from the point at which they are approved. Students must contact the office **each semester** to renew their accommodations.

For assistance, please contact the Accessibility and Disability Services team at disabilityservices@hgtc.edu or 843-796-8818 (call or text).

COUNSELING SERVICES:

HGTC Counseling Services strives to optimize student success through managing personal and academic concerns that may interfere with achieving educational goals. Staff are available to every student for assistance and guidance on personal matters, academic concerns and other areas of concern. HGTC offers free in-person and telehealth counseling services to students. For more information about counseling services, please reach out to counseling@hgtc.edu or visit the website the [Counseling Services webpage](#).

STATEMENT OF EQUAL OPPORTUNITY/NON-DISCRIMINATION STATEMENT:

Our sincere commitment to both effective business management and equitable treatment of our employees requires that we present this Policy Statement as an embodiment of that commitment to the fullest.

Discrimination is conduct that includes unjust or prejudicial treatment based upon an individual's age, race, color, sex, religion, national origin, disability, and genetic information or any other protected classes deemed unlawful under State or Federal law that excludes an individual from participation in, denies the individual the benefits of, treats the individual differently, or otherwise adversely affects a term or condition of a person's working or learning environment. This includes failing to provide reasonable accommodation, consistent with state and federal law, to persons with disabilities.

All inquiries regarding the federal laws as they relate to discrimination on the basis of sex may be directed to Jen Riddei, Title IX Coordinator, Horry-Georgetown Technical College, Building 1100C, Room 107B, 2050 HWY 501 E, PO Box 261966, 843-349-5218, Jenifer.Riddei@hgtc.edu.

Student and prospective student inquiries concerning the federal laws and their application to the College or any student decision may be directed to Dr. Melissa Batten, Vice President, Student Affairs, and Section 504 & Title II Coordinator, Horry-Georgetown Technical College, Building 1100C, Room 107A, 2050 HWY 501 E, PO Box 261966-6066, 843-349-5228, Melissa.Batten@hgtc.edu.

Employee and applicant inquiries concerning the federal laws and their application to the College may be directed to Jacquelyne Snyder, Vice President, Human Resources and Employee Relations and the College's Affirmative Action/Equal Opportunity Officer, Horry-Georgetown Technical College, Building 200C, Room 205B, 2050 HWY 501 E, PO Box 261966, Conway, SC 29528-6066, 843-349-5212, Jacquelyne.Snyder@hgtc.edu.

TITLE IX REQUIREMENTS:

Title IX of the Education Amendments of 1972 protects students, employees, applicants for admission and employment, and other persons from all forms of sex discrimination.

HGTC prohibits the offenses of sexual harassment, domestic violence, dating violence, sexual assault, and stalking and will provide students, faculty, and staff with necessary information regarding prevention, policies, procedures, and resources.

Any student, or other member of the college community, who believes that they have been a victim of sexual harassment, domestic violence, dating violence, sexual assault, or stalking may file a report with the college's Title IX Coordinator or campus law enforcement*.

*Faculty and Staff are required to report these incidents to the Title IX Coordinator when involving students. The only HGTC employees exempt from mandatory reporting are licensed mental health professionals (only as part of their job description such as counseling services).

All inquiries regarding the federal laws as they relate to discrimination on the basis of sex may be directed to Jen Riddei, Title IX Coordinator, Horry-Georgetown Technical College, Building 1100C, Room 107B, 2050 HWY 501 E, PO Box 261966, 843-349-5218, Jenifer.Riddei@hgtc.edu.

PREGNANCY ACCOMMODATIONS

Under Title IX, colleges must not exclude a pregnant student from participating in any part of an educational program. Horry-Georgetown Technical College is committed to ensuring that pregnant students receive reasonable accommodations to ensure access to our educational programs.

Students should advise the Title IX Coordinator of a potential need for accommodations as soon as they know they are pregnant. It is extremely important that communication between student, instructors, and the Title IX Coordinator begin as soon as possible. Each situation is unique and will be addressed individually.

Title IX accommodations DO NOT apply to Financial Aid. Financial Aid regulations do not give the College any discretion in terms of Financial Aid eligibility.

Certain educational programs may have strict certification requirements or

requirements mandated by outside regulatory agencies. Therefore, in some programs, the application of Title IX accommodations may be limited.

To request pregnancy accommodations, please complete the *Pregnancy Intake Form* that can be found [here](#).