

**VALLEY COLLEGE**  
 PRINCETON CAMPUS  
 CATALOG SUPPLEMENT\*  
 April 8, 2019

**STAFF**

<b>Name</b>	<b>Title</b>
Beth Gardner	Acting Campus Director
Melanie Hall	Campus Coordinator/ Enrollment Coordinator/Bursar
George Campbell	Senior Admissions Representative
Laura Belcher	Career Services Advisor
Amy Bolen	Financial Aid Advisor (Acting)
Linda Wiley	Director of First Impressions
Beth Gardner	Director of Academic Affairs (Acting)
Bobby Barbour	Maintenance Tech

**Academics**

<b>Name/Title/Credential/Program</b>
Beth Gardner Director of Academic Affairs (Acting) B.S. French –Marshall University B.S. Psychology – Marshall University
Amanda Hatcher, RRT/NPS/BSED MCA-Instructor (Full-Time) Extern Coordinator B.S. Health Science Education – Mountain State A.S. Respiratory Therapy – WV University Institute of Technology
Jaime Metrick MCA-Instructor (Part-Time) Program Head A.S. Medical Assisting - The College of West Virginia

**Schedules**

**2018 -2019 Holiday Schedule**

(The campus is closed on Holidays)

January 1, 2019	New Year’s Day	November 28, 2019	Thanksgiving
May 27, 2019	Memorial Day	November 29, 2019	Thanksgiving
July 4, 2019	Independence Day	December 24, 2019	Christmas
September 2, 2019	Labor Day	December 25, 2019	Christmas

**Campus Hours:**

Valley College operating hours will be 8am to 5pm Monday - Friday.  
 (To schedule after hours appointments on Monday-Thursday, please contact the school)

Requests for information by current and perspective students about the college should be directed to the Campus Director. Other employees, such as Admissions Representatives and Financial Aid Advisors may provide information regarding their specific areas of responsibility. If a student needs a paper copy of any of the information they can contact the Campus Director, Admissions or Financial Aid Departments.

\*The catalog supplement is subject to change without notice. For the most current information, contact the Campus.  
 Valley College 617 Mercer Street, Princeton, WV 24740 Telephone: (304) 425-2323 or 1-888-53LEARN

## Class Hours:

### MCA Class Schedule

Monday – Thursday 9am to 2pm

Friday classes are held to make-up time for a scheduled holiday (May 24, 2019, July 12, 2019 and September 6, 2019)

## Student Break Days\*

Dates of Schedule Breaks may change.

**\*Students in their externship are excluded from the long scheduled breaks.**

December 21, 2018 to January 6, 2019

June 21, 2019 to January 6, 2019 to June 30, 2019

As the majority of demand for training programs in the Princeton, West Virginia area is for Valley College Online programs, **Valley College has decided to discontinue enrollments and teach out its ground campus-based Medical Clinical Assistant (MCA) program, effective April 8, 2019.** The college will also discontinue its Certified Nursing Assistant training at this location.

## Medical Clinical Assistant Final Class Schedule

Start Date	Projected Completion Date
December 3, 2018	September 19, 2019
January 7, 2019	October 10, 2019
January 28, 2019	October 31, 2019

The program completion date will vary depending on the dates/hours of the externship. Typically, externships run for six weeks (30 hours a week).

Please see: <https://www.valley.edu/campus-locations/princeton/> for more information.

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