

# ADMISSIONS

## RESIDENCY STATUS

The determination of the residency status of students is made at the time of admission under rules adopted by the Missouri Department of Higher Education. Residency status relates to student fee charges and to eligibility for financial aid furnished by the state of Missouri. Students who are classified by the University as non-residents and who believe they are entitled to resident status should contact the Registrar's Office to obtain a copy of the booklet entitled "Residence and Educational Fee Rules," which includes an Application Requesting Consideration for In-State Fees.

## CLASSIFICATION OF STUDENTS

**Degree-seeking students** are those who intend to pursue a degree; have submitted the required application form, transcripts, and test scores; and have met the scholastic requirements for admission to a program.

**Non-degree-seeking students** are persons who are interested in taking undergraduate or graduate courses but are not interested in pursuing a degree. Undergraduate students taking coursework non-degree must re-apply each semester through the Office of Admission. Non-degree applicants who have a bachelor's degree should apply through the Graduate Office.

Students with a BA or a BS degree who return to complete requirements to teach must complete certification requirements. Students who wish to enter the Master of Arts in Education program must satisfy all undergraduate prerequisites.

**Reapplicants** are students who have attended Truman as degree-seeking students for any period of time during prior semesters and who have not attended another college or university since leaving Truman. Reapplicants must apply through the Admission Office if they have been away from the University for one semester or longer. The summer session is not counted as one semester.

**Special graduate students** are those who a) are eligible for admission to the graduate program but do not wish to work on a Master's degree at Truman; e.g., students who wish to take graduate work for professional improvement; b) have a Bachelor's degree but do not meet the requirements for admission as a degree-seeking student but may be permitted to enroll in undergraduate courses or in workshops or in-service courses for graduate credit as a non-degree-seeking student. All of these require application and admission through the Graduate Office.

**Visiting students** are those who are enrolled at other colleges or universities and who are interested in taking one or two courses at Truman for transfer credit.

NOTE: Not more than six semester hours of credit, if taken prior to completion of admission as an undergraduate or a Master's degree-seeking student, may be applied toward a degree.

## ADMISSION REQUIREMENTS

Admission to Truman State University is based on a student's high school curriculum, with a college preparatory

course of study carrying greater weight; high school grade point average and rank; standardized test scores (ACT, SAT); special abilities, talents or achievements; and an original essay.

Students applying for admission are required to complete 16 high school units, including four units of English and language arts, three units of mathematics (four units strongly recommended,) three units of natural science, three units of social science/history, two units of foreign language (the same language), and one unit of fine arts. (A unit equals one year of high school work.)

The following is an academic profile of Truman's Fall 2003 freshman class:

	Class Rank	Test Score
Upper 10%	47%	59%
80 - 89%	26%	19%
70 - 79%	15%	15%
60 - 69%	7%	4%
Below 60%	5%	3%

Average grade point on 4.0 scale	3.75
Average test percentile	.91
Average enhanced ACT test raw score	.27
ACT mid-range	.25-30

The University reserves the right to deny admission to applicants who have criminal convictions showing moral turpitude.

Students who have participated in dual enrollment programs and/or those who have earned prior college credit are required to have official transcripts sent from all colleges and universities through which credit has been attempted. Official transcripts for incoming freshmen and new transfer students must be sent to the Admission Office prior to matriculation at Truman.

## APPLYING FOR ADMISSION

Students with test scores and high school ranks at or above the 85th percentile will be considered for early admission if they apply by November 15. Students will be notified of early admission decisions beginning December 15.

Applications received after November 15 will be considered on a rolling basis.

The recommended final deadline for applying is March 1 for the Fall semester.

It is the policy of Truman State University that no applicant will be denied admission on the basis of race, color, sex, religion, national origin, age, or handicap.

## EARLY-OUT ADMISSION

Students who desire to discontinue high school before graduation and attend the University must meet specific criteria. They must have a minimum of 16 high school units of credit, submit letters of recommendation from a high school counselor and principal or superintendent, and show an academic record which reflects readiness for college-level work. Admission is contingent upon approval by the Admission Committee.

## GENERAL EDUCATION DEVELOPMENT (GED) TEST

Persons who have passed the GED test must submit a copy of the high school equivalency certificate and a transcript of their high school academic record up to the point of leaving school. They must also take the ACT, and their scores must meet the standard established for the admission of entering freshmen.

Missouri residents who are at least 16 years of age are eligible to take the GED test. Non-resident students should seek information about the GED test through their own state department of education, since requirements vary slightly from state to state.

## ADMISSION OF STUDENTS WITH DIAGNOSED LEARNING DISABILITIES

Students with diagnosed learning disabilities apply and are considered for admission to the University in the same manner as any other applicant and must meet the same admission standards. Applicants may submit scores from a non-standard (e.g., extended time) administration of the American College Test (ACT) to be used in evaluating credentials for admission.

Upon acceptance, students with diagnosed learning disabilities may gain access to support programs by contacting the Disability Services Office and providing the following documentation:

1. A comprehensive psycho-educational evaluation conducted within the past three years by a licensed psychologist; or,
2. Verification that the student was diagnosed by a licensed psychologist or credentialed special education professional using commonly recognized protocols, and received services within the past three years as a learning disabled student; and,
3. Any relevant educational, medical, or diagnostic records which would provide additional information.

If these criteria cannot be satisfied, students may present the results of a current evaluation performed at their own expense by a licensed psychologist to the Disability Services Office for verification of a learning disability.

Students already enrolled at Truman State University who suspect that they have a specific learning disability should seek assistance from the Disability Services Office, where they can be referred to a licensed psychologist. The results of the evaluation will be submitted to the Disability Services Office for verification of learning disability status.

## INTERNATIONAL STUDENT ADMISSION REQUIREMENTS & POLICIES

International undergraduate student applicants who are not citizens of the United States must comply with the guidelines and policies listed below.

**When applying for admission, submit the following to the International Student Office:**

1. Official TOEFL score of 550 or above for paper-based or 213 or above for the computer-based test. The TOEFL score requirement can be waived only by submitting the appropriate SAT, ACT or other standard measure of English and academic ability as approved by the International Student Office.

2. Official records or transcripts, in both English and in the native language of the country of origin, for all secondary school coursework, pre-college preparation coursework and college or university-level coursework.
3. The International Student Application for Admission.
4. The Certificate of Financial Support with supporting bank documents.
5. A School Transfer Notification if transferring from a U.S. school.
6. A one page essay.

**To obtain and maintain course registration for the semester, the international student must complete the following requirements:**

1. Complete the University English Placement Tests within 3 days of arrival at the University.
2. Enroll in the English course indicated by the outcome of the University English Placement Tests.
3. Pay tuition and fees IN FULL by the last day of the first week of the semester.
4. Purchase the University approved health insurance or make application for a waiver of the University approved health insurance by completing the Request for Insurance Exemption Form and presenting written proof of comparable health insurance coverage.
5. Make any deposits or prepayments required by the University and the International Student Office.

### Other Policies

1. Admission to the University automatically qualifies all non-native English speaking undergraduate international students for a waiver of the Foreign Language Requirement for the Liberal Studies Program and for the Foreign Language Requirement for a Bachelor of Arts Degree. This is a waiver without credit. This waiver does not apply to major requirements.
2. International students must comply with all University policies.

### Scholarships

International undergraduate applicants may apply for the President's Honorary Scholarship, the International Excellence Scholarship and the Kirksville Rotary Club Scholarship.

### Residency Requirement for International Students

International transfer students must meet all residence credit requirements for graduation.

### Housing for International Students

1. All beginning freshmen international students under 21 years of age, with the exception of married students living with their families, are required to live in the University residence halls or apartments for two semesters.
2. Transfer freshmen with less than two full semesters of university experience are required to live in the University residence halls for a minimum of one semester. International transfer freshmen entering in August or in January will be required to live on campus through the end of May.
3. Other transfer students are encouraged to live in the University residence halls to enhance their English skills and cultural adaptation.

### COMMUTER SERVICES

Students living off campus their freshman year are considered to be commuter students. Commuter Services

ACADEMIC  
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addresses these students' unique needs as members of the University Community by providing vital advising and academic programs. Workshops introduce campus resources and services. Encouraging students to become involved in a variety of ways as active members of the Truman Community is a key to fostering a successful college experience the first year at the University.

**TRANSFER STUDENT ADMISSION**

Students who have earned previous college credit from other accredited institutions may apply for admission to Truman State University prior to all academic semesters. Such students must show a preparedness for study at Truman based on the following criteria: 1) high school academic record, 2) previous college entrance examination score(s), 3) cumulative grade point average on previous college credits, and 4) the strength of their high school and college curricula. Students who would not meet the University's first-time freshman admission criteria are not normally granted admission as transfer students.

Transfer students whose only college credits are those earned from a non-accredited institution will be considered for admission based upon their high school academic records and their college entrance examination score(s).

Any transfer applicant who does not meet the previously stated standards receives individual consideration by the Admission Committee.

A transfer applicant who is on academic suspension from any other college or university, or who has been academically suspended more than once from such a college or university, will not be admitted to Truman.

A transfer student who has been academically suspended from his/her previous college will be eligible for consideration when he/she would be eligible to return to the school from which he/she has been suspended.

The Admission Committee will screen all applicants with respect to previous social conduct. In those cases where questionable conduct may be indicated, an inquiry will be made with the Dean of Student Affairs of the college from which the transfer student comes.

Students transferring credits from other recognized colleges or universities will receive advanced standing for transferable courses semester hour for semester hour. However, it should be recognized that credit accepted from another institution may or may not be applicable to specific degree programs. The University reserves the right to make the decision regarding applicability.

Credit attempted from another institution will become part of the permanent record of the student and will affect the GPA of the student for admission purposes.

Post-baccalaureate credit from other institutions will be recorded on the student's transcript only when such work is acceptable in an advanced degree program at Truman State University.

Although there is no actual application deadline, **it is recommended that students transferring from other colleges and universities should have their application and official transcripts on file by May 1 for the fall term and**

**by November 15 for the spring term.** Official transcripts must be sent directly from each college and university attended to the Admission Office at Truman State University. The transcripts must indicate that the student is in good standing or entitled to honorable dismissal. Failure to reveal attendance at any institution will make the student liable to dismissal.

Transfer students must meet the same residence requirements for a degree from Truman that apply to all students. (See "Residence Credit Requirements" in this section of the Catalog.)

**TRANSFER CREDIT EVALUATION**

Students who have completed an Associate of Arts (AA) degree, a Truman-approved Associate of Science degree (Applied Science degree not included), or the Missouri 42-Hour General Education Block from an accredited college or university will fulfill the Essential Skills, the Modes of Inquiry, and the Intercultural and Truman Week requirements of Truman's Liberal Studies Program. In addition, students who have completed the Associate's degree from a public institution in the State of Missouri, or who have completed the Missouri 42-Hour General Education Block, will also fulfill the Missouri Statute requirement.

Coursework for transfer students who have not completed the Associate of Arts degree, a Truman-approved Associate of Science degree, or the Missouri 42-Hour General Education Block will be evaluated on a course-by-course basis.

Not more than 64 semester hours of credit will be accepted from a community/junior college toward a Truman degree. In addition, if work is interspersed from a community/junior college and a four-year college, credit will not be accepted from a community/junior college after the student has completed his or her 64th semester hour of credit. Therefore, after a student has completed 64 semester hours, credit should not be taken at a community/junior college.

Transfer students are granted class standing appropriate to the number of credit hours received by Truman. Students who have completed the Associate of Arts degree, or a Truman-approved Associate of Science degree, are granted junior status.

All transfer students must complete the same requirements for degree completion as native students, including prerequisites for later coursework.

**ADMISSION FOR NON-DEGREE SEEKING AND VISITING STUDENTS**

Non-degree seeking students may apply to take courses for credit or non-credit (audit) at Truman. Not more than six semester hours of credit acquired at Truman, if taken prior to completion of application requirements into undergraduate or graduate study, may be applied toward a degree.

Students who eventually decide to seek a degree must complete the full application for admission and submit all school transcripts. Visiting students who are enrolled at other colleges or universities and who are interested in taking one or two courses at Truman for transfer credit must be in good standing at their institutions. The Admission Office retains the right to request full academic documentation from non-degree seeking or visiting students. **Admission as a non-degree seeking student does not**

guarantee eventual acceptance as a degree-seeking student.

### ADMISSION TO NURSING

Admission to the Nursing major is dependent on the number of spaces available and individual evaluation of the student's application by the Nursing Program Student Affairs Committee.

Applicants to the Nursing Program must be accepted by Nursing in addition to being accepted to the University. A special "Application to Nursing" and a summary of career goals must be completed and sent directly to the Nursing Program. The application deadline for admission to the Nursing major is January 31 of each year.

Transfer students must meet current Program of Nursing academic requirements as part of the admission process. Qualified students may petition for advancement.

### ADMISSION TO TEACHER EDUCATION

The student who intends to become a teacher through the program offered at Truman must first pursue a Bachelor's degree in an academic discipline. The major part of the professional education coursework is taken at the graduate level. Completion of the components of this graduate program culminates in a Master of Arts in Education (MAE) degree. **Admission to Truman's graduate education program is a process which is separate from undergraduate admission.** Admission requirements for the MAE Program are listed in the Graduate section, under the Division of Education of this Catalog.

Undergraduate students whose interest is teaching should work closely with the Division of Education and the teacher education faculty, who will advise them regarding courses required for the teaching degree. Students matriculating for a baccalaureate degree at Truman are advised that pre-education may be declared as an interest upon admission as an entering freshman.

## ADVANCED COLLEGE PLACEMENT/ CREDIT PROGRAMS

The University accepts a wide variety of proficiency and placement examinations to award credit and/or to place students into courses. Advanced college credit programs recognized by Truman include: Advanced Placement Program (AP) examinations; College Level Examination Program (CLEP) examinations; Dual Enrollment and Prior College Credit Programs; International Baccalaureate (IB) examinations; military experience; and Truman State University designed examinations.

Interested students should contact the Registrar's Office to request a copy of the brochure entitled, "Advanced College Placement/Credit Programs."

## ASSESSMENT REQUIREMENTS

The Assessment Program is conducted University-wide to measure student progress toward educational goals, to determine academic progress, to improve teaching and learning, and to evaluate institutional effectiveness. The Assessment Program includes the systematic testing and surveying of students, a writing competency assessment, a senior test, and a progressive portfolio collection of course projects by students.

### JUNIOR TESTS

The Collegiate Assessment of Academic Proficiency or the Academic Profile is administered to all degree-seeking undergraduate students who have completed 60 credit hours before permission to enroll in classes will be granted. A grace period of one semester exists for transfer students.

### SENIOR TESTS

All students are required to take a nationally-normed comprehensive examination in their major during the senior year prior to graduation.

### SURVEYS

Survey instruments add a valuable component to Truman's Assessment Program. Surveys provide information from students at every level of their progress through the University. The institutional surveys include: 1) the Cooperative Institutional Research Program (CIRP) freshman survey, administered every Truman Week to incoming first-year students; 2) the College Student Experience Questionnaire (CSEQ), administered each semester to juniors enrolled in JINS courses; 3) the National Survey of Student Engagement (NSSE), administered to a sampling of first-year and senior students; 4) the Graduating Student Questionnaire (GSQ), administered each semester to all graduating students as part of the graduation clearance procedure; and 5) the Alumni Survey, distributed triennially to systematically selected classes. A "Survey of Employers" is also conducted triennially.

### INTERVIEWS

A random sample of one or two academic classes is selected annually for in-depth interviews concerning students' Truman experiences. Interviews are conducted by a combination of faculty, staff and students.

### WRITING ASSESSMENT

In Spring 2002, the Sophomore Writing Experience, the University's writing assessment program in place since 1989, was discontinued in order to speed the development of a new writing assessment suited to the changing needs of the University and its student body. The interim writing assessment policy requires students to provide their Junior Interdisciplinary Seminar instructors with a paper they feel best represents their writing abilities. The students are then asked to identify their strengths, weaknesses, and goals as writers as part of the interim writing assessment program. Instructors are encouraged to address the unique writing strengths, weaknesses, and goals of each student when providing feedback on written assignments. At the end of each semester, student goals sheets are collected and then compiled for University assessment purposes.

ACADEMIC  
INFORMATION**PORTFOLIOS**

Undergraduate students are required to maintain a portfolio containing representative pieces of work from their in- and out-of-class experiences at Truman. The purpose of the portfolio is fourfold: (1) to provide students with a record of their academic growth and achievement; (2) to encourage self-reflection on what has been learned; (3) to give advisors useful information about what their advisees are learning; and, (4) to allow the University to ascertain what knowledge and skills are promoted by a variety of courses and University experiences across the curriculum.

**GRADES AND  
GRADE POINT  
AVERAGE**

Grades are expressed in letters, with equivalents as follows:

A	Superior	4 honor points
B	Above Average	3 honor points
C	Average	2 honor points
D	Below Average	1 honor point
F	Failure	0 honor point
WF	Withdrew Failing	0 honor point

The following grades do not affect a student's grade point average (GPA):

W	Withdrew
P	Pass
AU	Audit
Y	Credit earned in a credit/no credit course
Z	No credit earned in a credit/no credit course
IC	Incomplete
T	Test Credit
NC	No Credit (generally assigned to laboratory courses)

To compute the GPA, the total earned honor points are divided by the total semester hours attempted.

All candidates for the baccalaureate degree must have a cumulative Truman GPA and major GPA of 2.0 or better at the end of the last semester or term in residence. Some programs have higher requirements. Students should check their division's section in this catalog for graduation requirements.

**CREDIT/NO CREDIT**

To provide students the opportunity to broaden their experiences, Truman allows students to enroll in a limited number of classes on a Credit/No Credit basis. Forms are available in the Registrar's Office to document selection of this grading option. The following Credit/No Credit guidelines apply.

1. A student may take only "free elective" undergraduate courses as Credit/No Credit classes. "Free electives" are those courses not used to fulfill the requirements in the liberal studies program, in the student's major program (including required support), in the additional foreign language component for the BA, in the additional science component for the BS, minor requirements, departmental honors, or general honors requirements.

2. Credit standing is achieved by a "D" grade or above, while failing a course results in No Credit.
3. A student may take up to five (5) hours per semester as Credit/No Credit.
4. A student may change to or from a Credit/No Credit grading system by the last day allowed to drop the course.
5. With a Credit standing, the student will receive credit for the course, and recognition of passing the course will appear on the student's transcript.
6. With a No Credit standing, the student will not receive credit for the course though the student's transcript will show that the student attempted, yet no credit was received, for the course.
7. Courses taken under the Credit/No Credit grading option will not affect the student's grade point average.
8. During the semester, only the student, the student's advisor, and the Registrar's Office will know that the student is taking the course on a Credit/No Credit basis.
9. Up to 12 credit hours of Credit/No Credit may be counted toward graduation.

All students should consult their advisors prior to deciding to take any course Credit/No Credit.

Pre-Education students are advised that professional education courses **cannot** be taken Credit/No Credit. Students planning to pursue the MAE degree should contact the Certification Office in the Division of Education for specific information.

Courses taken Credit/No Credit do not fulfill requirements for load considerations by the Veterans Administration if the final grade assigned is No Credit.

**PASS/FAIL COURSES**

Some Truman courses have a Pass/Fail grading system instead of "A" to "F" grading. Primary examples of Pass/Fail courses include Truman Week and some internships. Students receive either a "P" (Pass) or "F" (Failure) grade.

**AUDITING COURSES**

A student may audit a class for no credit only on the approval of the instructor. Regular fees and enrollment procedures are required. However, the student will not be permitted to take the final examination and no credit hours earned nor any indication of the level of performance will appear on the transcript entry. Audit enrollments do not fulfill requirements for load considerations by the Veterans Administration.

Students auditing a course are expected to make a commitment to their education by attending classes regularly. If the auditing student fails to meet the regular attendance requirement as defined by the instructor, the instructor will record a "W" on the final grade report to the Registrar.

Students who initially enroll in a course for credit may be permitted to change their enrollment to audit during the free add-drop period of the semester.

During the term that a course is being audited, the audit cannot be changed to graduate or undergraduate credit. However, the student may enroll in the same course for credit at a later semester. Course work must be completed during the semester that credit is earned.

## INCOMPLETE

An Incomplete is to be awarded only when extraordinary circumstances have impeded the timely completion of requirements for a class. In order to receive a grade of "IC" (Incomplete), an agreement must be made between the student and instructor. A student receiving a grade of Incomplete is allowed a certain period of time (determined by the instructor, but no longer than the end of the subsequent fall or spring semester), in which he/she must complete the course requirements to receive credit. If the requirements are not met in that period, the grade will become what has been predetermined by the instructor. All "Incompletes" must be resolved prior to graduation.

## TRANSCRIPTS

An academic record (transcript) is permanently maintained for each student who enrolls at Truman State University. Transcripts cost \$5 each. Transcripts will be issued by the Registrar's Office upon receipt of the student's written request, in accordance with the federal Family Educational Rights and Privacy Act (FERPA) of 1974. Partial transcripts cannot be issued.

Requests for transcripts are not construed as notification of intent to withdraw. Refer to section entitled "Withdrawal From School" for procedures to withdraw.

## GRADE APPEALS POLICY

In a case where a student has a grievance regarding a final course grade, the student should first attempt to resolve the matter with the instructor. If the grade dispute is not resolved at this level, the student may initiate an appeal at the division-level not later than ten working days after the first day of class of the following semester, spring or fall. If the grievance is not resolved at the division-level, an appeal to the Vice President for Academic Affairs may be initiated not later than ten working days after the student receives written notification of the results of the division process. Final authority in regard to grades rests with the Vice President for Academic Affairs.

The instructor's grade shall not be changed unless there is clear and convincing evidence that the grade was determined in an unreasonable manner or in violation of some other established ethical or legal rule. Instructors are entitled to the widest range of discretion in making judgments about academic performance. Each division office has available for student review a copy of their grade appeal policy.

## UNDERGRADUATE PROBATION AND SUSPENSION

Truman's undergraduate probation and suspension policy is based on the need for students to achieve minimum academic standards with a concern for the welfare of the individual student. In order to graduate from the University, students need at least a "C" (2.0) overall average in all the classes they have taken and at least a "C" (2.0) average in the classes they have taken at Truman. However, some majors have higher cumulative GPA graduation requirements. Thus, students who consistently make low grades will not graduate.

In order to guide and to encourage students in meeting minimum academic requirements, the University has adopted the following probation and suspension regulations.

### Probation and Suspension

At the end of a semester in which a student has obtained a semester GPA less than 2.0 and equal to or greater than 1.0, the student will be placed on academic probation.

At the end of a semester in which a student has obtained a semester GPA less than 1.0, the student will be placed on academic probation and under contract (each contract is designed to meet the specific needs of each student).

If, while on probation or on probation under contract, a student receives a Truman semester GPA less than 2.0, and has a Truman cumulative GPA below 2.0, the student will be suspended from Truman State University. If, while on probation or on probation under contract, a student does not receive passing grades in at least 6 credit hours each semester, and has a Truman cumulative GPA below 2.0, the student will be suspended from Truman State University. If a student on probation under contract does not fulfill all terms of the contract, the student will be suspended from Truman State University.

A suspended student must wait at least one semester before petitioning to be reinstated, and the petition must include clear evidence of the student's capability to succeed academically. If a student becomes eligible for suspension a second time, the student will be permanently dismissed from the University.

A student on probation will be removed from probation at the end of a semester in which he or she has passed at least 6 hours at Truman with a semester, Truman and cumulative GPA of 2.0 or above. A student on probation under contract must, in addition, have met all terms of the contract.

### Appeal Process

A student who believes that he or she had special or extenuating circumstances has the right to appeal a suspension decision. The appeal must be in written form and be sent to the Academic Standards Committee, c/o the Vice President for Academic Affairs.

### Reinstatement Process

After one semester of suspension, a student may petition for reinstatement. The application must be in written form and be sent to the Academic Standards Committee, c/o the Vice President for Academic Affairs, at least 14 days before the opening of the semester in which the student wishes to enroll. A petition for readmission is not automatically granted. Factors influencing the Committee's decision include evidence of academic achievement (transferable credit from another college during the suspension period), any activities or plans that may lead to improved scholastic performance, the student's grade point average, reasons for poor academic performance, and extenuating circumstances.

If a petition is successful, reinstatement will include a contract which may specify, for instance, a minimum semester GPA that the student must achieve. A student who again becomes eligible for suspension after having been reinstated at Truman State University will be permanently dismissed from the University.

# ACADEMIC PROCEDURES & REGISTRATION

## ACADEMIC CALENDAR

The University's academic year is divided into fall and spring semesters and a summer term. The summer term classes vary in length depending on the demands of the courses. Admission to Truman may be effected at the beginning of any semester or term.

## ACADEMIC ADVISING AND SUPPORT SERVICES

Advising is a cooperative process that assists students in developing an educational plan consistent with their life goals and with the liberal arts and sciences mission of the University. Advising is a shared responsibility between students and advisors. It empowers students by helping them develop skills in planning, decision-making, and self-understanding. Ultimately, advising fosters students' growth as lifelong learners.

## ACADEMIC SUPPORT SERVICES

The full-time professional advisors in the Residential College Program (RCP) also provide instructional and academic support services. They assist with such administrative tasks as freshmen summer registration and Truman Week, and they provide informational workshops on the LSP to new faculty and students. For students within the residence halls, the Residential College Program academic advisors offer student developmental, academic skill, and liberal arts career programming. These RCP advisors also maintain liaisons with the academic divisions and other key administrative offices, such as Student Affairs, Multicultural Affairs, and the International Student Office. The intention of these connections is to provide systematic support for the academic, career, and personal needs of Truman students.

## ADVISORS

During the summer before the first semester of enrollment, each student is assigned an advisor. All entering students work with a professional academic advisor within the Residential College Program (RCP); for on-campus students, these advisors are found within the students' own residence halls. The Residential College Program advisors also work closely with faculty in the disciplines to provide guidance to declared majors.

Upperclassmen who have not chosen a major ("undeclared" students) continue to receive their academic advising from the professional advisors on staff in the Residential College Program. Those upperclass students who have declared a major typically have a faculty member who assists them with academic and career planning issues throughout the remainder of their Truman careers. Exceptions are sophomore psychology and pre-Business and pre-Accountancy majors who continue to work with professional advisors.

This advising assistance does not relieve the student of the personal responsibility to study the General Catalog and fulfill the requirements of the chosen degree; however, it does provide the student with a valuable resource for

answering questions concerning courses, majors, and educational plans beyond the bachelor's degree.

## REGISTRATION PROCEDURES AND REGULATIONS

In no case is credit allowed in any course for which the student is not duly registered and not properly entered on his or her official registration card. Registration is not complete until all fees have been paid.

## LATE REGISTRATION

Students who enter classes after the first day of classes are limited to a schedule with a reduced number of semester hours. No late registrant may enter a class after the first week of classes, without consent of the instructor, advisor, and division head of the course. Normally, students may register for no more than 14 semester hours during the first three days of classes and no more than 12 hours during the fourth and fifth days of classes. Except in extraordinary circumstances, students may not enroll after the first five days of classes.

## ADDING CLASSES AFTER THE PUBLISHED DEADLINE

Students are not allowed to add full-semester or block courses after the published deadline, except in extraordinary circumstances. In those circumstances, the student must submit a Change of Program form signed by the instructor, the academic advisor and division head of the course discipline(s.) (Students may add second block courses prior to the start of these courses with their advisor's signature only.) If approved, the student must process the Change of Program form through the Registrar's Office. A student may not drop a full-semester course and take the same one as a block course in the same semester.

## CLASS LOAD

The unit of academic credit at Truman State University is the semester hour. A semester hour is based on 15 hours of lecture and/or recitation. An academic year commonly consists of 30 to 36 semester hours. A typical class carries 3 semester hours credit. The terms semester hour and credit hour are synonymous.

The normal class load for the semester is 15-17 semester hours. Twelve credit hours must be taken to be considered a full-time student for financial aid and other purposes. Students employed in outside work should make necessary adjustments in the number of hours they attempt to carry. It is recommended that the class load be reduced by 2 to 3 semester hours for each 12 hours of outside work undertaken per week. **A veteran must be enrolled for 12 semester hours as an undergraduate to receive maximum benefits.**

The maximum standard class load for fall and spring semesters is 17 semester hours. Students desiring to enroll in more than 17 hours should have either a 3.0 GPA for the semester (excluding summer school) immediately preceding the semester in which the overload is desired or a cumulative GPA of at least 3.0. The student must obtain the permission of the Vice President for Academic Affairs to carry an overload. Additional tuition costs are incurred by taking on overload.

## COURSE NUMBERS

Courses are numbered to indicate the level at which the

course is recommended; i.e., freshman-100, sophomore-200, junior-300, and senior-400. The 500 classification indicates courses of graduate performance-level which are generally for graduate students but which may be taken by seniors who meet the graduate performance standards demanded in the course. The 600 courses are for graduate credit only.

### UNDERGRADUATE CLASS LEVEL

The designation of class level is based on the number of hours earned to include hours transferred and credited:  
 Freshman . . . . .0-29 semester hours  
 Sophomore . . . . .30-59 semester hours  
 Junior . . . . .60-89 semester hours  
 Senior . . . . .90-and above semester hours

### ACADEMIC PROGRESS FOR FINANCIAL AID

Students are expected to make satisfactory progress toward their degrees. To receive financial aid as a full-time undergraduate student, a minimum of 12 semester hours must be attempted per semester, and 20 of those hours must be passed per academic year. For graduate students, nine semester hours of graduate-level work (500-level classes or above) per semester is considered full-time. Degree requirements must be completed within a specified time. A bachelor's degree must be completed within 180 attempted credit hours. A master's degree must be completed within 54 credit hours.

Part-time undergraduate students desiring financial aid must notify the Financial Aid Office of the intention to be either a half-time student (6-8 credit hours per semester) or a three-quarter-time student (9-11 credit hours per semester). All aid will be awarded on a full-time basis unless notified otherwise.

To continue receiving federal aid, students are required to maintain a 2.00 cumulative GPA after completing four semesters of coursework at Truman.

A complete Academic Progress Policy can be obtained from the Financial Aid Office, McClain Hall 103.

### SUMMER WORKSHOPS

Workshops, clinics, and other short, concentrated courses of study differ in their purposes and objectives, specific content and issues, and experiences and techniques. Students interested in such workshops should examine the semester schedule of classes for a description of available workshops. No more than 5 semester hours of credit earned through workshops may be applied toward undergraduate degree requirements.

### OFF-CAMPUS CLASSES

The Division of Professional Development works with clients both on and off-campus, to develop and disseminate educational programs for credit or non-credit.

With **prior approval**, Professional Development credit courses may apply toward degrees from Truman. Acceptance into Professional Development classes does not constitute acceptance into degree programs. A student may not take classes which will result in an overload (more than 17 semester hours) without approval from the Vice President for Academic Affairs.

Non-credit courses make a significant contribution to the individual in achieving personal and career goals, and to organizations as well, through increased productivity outside the traditional credit format. These courses enable the student to learn in an informal, non-competitive environment. Acceptance into non-credit courses does not constitute acceptance into degree programs and non-credit courses cannot be applied to a degree program.

Continuing Education Units (CEUs) are awarded to individuals for successful completion of qualified non-credit programs. The CEU is a recognized unit of measurement of a non-credit continuing education experience even though such an educational effort is not applicable toward a formal degree.

Both credit and non-credit Professional Development courses provide the student the opportunity for the broadening of knowledge and the refinement of skills. Interested parties may obtain additional information from the Division of Professional Development located in Violette Hall, Room 2200.

### CHANGE OF SCHEDULE POLICY

Changes in class schedule should be made during the specified "Drop and Add Period" (prior to or during the first five days of the semester or the equivalent period of time for summer and special sessions). **Students dropping individual courses on or after the first day of the semester are not entitled to a reduction in enrollment fees for that semester.**

**All changes in class schedule must be approved by an academic advisor.** A \$15 processing fee will be charged for changes initiated by the student after the first five days of the semester (or the equivalent period of time for summer and special sessions). Failure to follow the proper procedure will result in assignment of a grade of "F."

If a course is dropped before the end of the fourth week, it will not appear in the student's transcript. If a course is dropped between the end of the fourth week and the normal drop deadline (tenth week) a grade of "W" will be placed on the student's transcript. Individual full semester courses cannot be dropped after the tenth week of the semester. See the schedule of classes for exact dates. Any exception to this policy must be approved by the Academic Standards Committee. If this approval is granted, the instructor of record for the course will be asked to assign a "W" or a "WF" grade. A grade of "WF" will be calculated in the Grade Point Average.

Courses other than a full academic semester of fifteen weeks (e.g., block, summer courses) will have a "W" assigned if dropped after first quarter of the courses, and a "W" or "WF" assigned if dropped after the first two thirds of the courses.

### CHANGE OF MAJOR

An undergraduate student who wishes to change his/her major should check the admission requirements of the new major since requirements for various majors differ. This advance checking will facilitate completing of a Change of Major form, with appropriate information and signatures.



## REPEAT COURSES

Undergraduate students may retake classes in which they received an “F,” a “D” or a grade lower than that required to fulfill graduation requirements. Grades received in all repeat attempts are counted in calculating grade point averages and can only count once toward degree requirements and credit earned.

## CREDIT RESTRICTION POLICY

Undergraduate credits for most courses can be counted only once toward degree requirements. Any exceptions to the Credit Restriction Policy are specified in the course descriptions, which are included in the division sections of this catalog.

## PRE-APPROVAL OF TRANSFER CREDIT FOR ENROLLED STUDENTS

Currently enrolled undergraduate degree-seeking students who wish to transfer courses to Truman from another accredited institution must complete a “Pre-Approval of Transfer Credit” form. This form must be approved by the advisor, division head of the major, and the Registrar. The “Pre-Approval of Transfer Credit” form should be submitted for approval *prior* to enrolling in courses at another institution.

Students may not transfer courses from a community/junior college after they have earned 64 credit hours, or if the hours transferred will constitute hours beyond the 64th credit hour, without special permission from the Division Head of the major and the Vice President for Academic Affairs.

Students may not transfer courses during the last 28 hours prior to graduation without special permission from the Division Head of the major and the Vice President for Academic Affairs.

The University reserves the right to deny transfer of any coursework that has not been previously approved.

## WITHDRAWAL FROM SCHOOL

The Vice President for Academic Affairs (VPAA) Office handles all withdrawals from the University.

**Students are responsible for initiating withdrawal procedures for any semester or term for which they are enrolled. If a student fails to withdraw from the University officially, the grades earned for all courses will be entered on his or her permanent record. Withdrawal requests must be either made in person in the VPAA Office (McClain Hall 203) or in writing or via e-mail.**

Students who enroll and later decide not to attend Truman should officially withdraw by completing the steps covered in the official withdrawal form which may be obtained from the VPAA Office. Students may withdraw from school until the last day of regular classes; however, the deadline for withdrawing without academic penalty is the last day to drop full semester courses. After this deadline, instructors will assign a W or WF in each course. If a student withdraws between the end of the fourth week and the end of the tenth week, a grade of “W” will appear on the transcript by each of the courses in which the student was enrolled. Check the Schedule of Classes for exact dates.

## Medical Withdrawal

Students wishing to withdraw after the withdrawal deadline for medical reasons must have the following medical documentation with their appeal:

1. diagnosis of condition being treated
2. date of onset
3. date(s) of medical consultations
4. why or how this condition affected the student’s academic performance

The student’s permanent record will indicate withdrawal for the semester except when the student has earned a WF. Enrollment fee refunds will be made in accordance with guidelines stated in the General Catalog under Return of Enrollment Fees, and in the schedule of classes.

Students who are pre-enrolled for an upcoming semester must officially withdraw from the University **prior to the first day of classes**. Students who fail to do this will owe a percentage of the University fees, based on the date of withdrawal.

A student who withdraws from all courses during a semester may re-enroll for the following semester without submitting an application for readmission to the Admission Office.

# GRADUATION REQUIREMENTS

## RESIDENCE CREDIT REQUIREMENTS

The minimum residence credit required for a Bachelor’s degree is 45 semester hours, 28 of which must immediately precede completion of requirements for the degree. At least 15 of the 45 hours must be for courses which count toward the student’s major requirement. A student’s program of study must include 2 semesters of not less than 9 hours of work in each semester. These requirements may be waived only with approval of the head of the respective division and the Vice President for Academic Affairs.

Students are advised that an official transcript for coursework completed from another college or university should be received by the Truman Registrar’s Office prior to the first day of classes of the last 28 semester hours immediately preceding completion of degree requirements.

## DATE OF CATALOG FOR CHECKING CREDITS

The date of the General Catalog by which credits are checked may not be more than five years earlier than the date of the issuance of the degree. A student may not be checked by a catalog dated earlier than the time of his/her entrance. If a student’s work is interrupted by required service in the armed forces, an extension of time will be allowed equal to the period of interruption.

## POST-BACCALAUREATE MAJORS AND ADDITIONAL DEGREES

A student who has earned a baccalaureate degree and wishes to pursue further undergraduate work may complete a post-baccalaureate major and have it noted on the transcript with the date of completion, or earn a second degree if it is different from the first degree (for example, earn a Bachelor of Science degree if the first degree earned was a Bachelor of Arts).

When a person returns to the University to pursue an additional major or degree, he or she must **file for admission through the Admission Office**. The student is required to earn additional hours in residence after the first degree (consult with the Registrar's Office or the Vice President for Academic Affairs' Office about the current policy), and complete all requirements for the post-baccalaureate major or degree, including all Liberal Studies Program, Required Support, and BA/BS requirements.

### MULTIPLE BACCALAUREATE DEGREES

The University confers five types of baccalaureate degrees: Bachelor of Arts, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science, and Bachelor of Science in Nursing. Students may earn only one of each type of baccalaureate degree. For example, a student may earn a Bachelor of Arts degree and a Bachelor of Science degree, but not two Bachelor of Arts degrees. A student may still, however, earn a single degree with multiple majors, such as a Bachelor of Arts degree with majors in English and French.

Students may receive more than one degree from the University only when the following requirements are met:

1. To earn more than one degree, students must complete at least twelve hours in addition to those required by the degree with the highest cumulative hour requirement.
2. Students may not earn a Bachelor of Arts degree and a Bachelor of Science degree in the same major with the following exception: students may earn both the Bachelor of Arts degree in English and the Bachelor of Science degree in English: Linguistics.

### GRADUATION APPLICATION AND PROCEDURES

An undergraduate student should file an application for the degree after completing 75 semester hours. The purpose of the application is for the student to present a total plan for degree completion, and to request a comprehensive degree audit from the Registrar's Office. A complete graduation application consists of:

1. A Bachelor Degree Application Form with advisor signature for each degree (e.g.; BA, BS, BM, BSN, BFA). Forms are available on the Truman Web page.
2. The appropriate major worksheet(s). (Also available online.)
3. The appropriate minor worksheet(s), if applicable. (In lieu of a minor worksheet, students may photocopy the page from the catalog listing the minor requirements.)
4. A worksheet for General Honors in Arts and Sciences, if applicable.

The following are minimum requirements that must be met by all undergraduate candidates:

1. A 2.0 minimum cumulative grade point average (unless a higher requirement is specified under the division sections in this catalog.)
2. A 2.0 minimum cumulative grade point average in all coursework completed at Truman State University.
3. A 2.0 minimum major grade point average (unless a higher requirement is specified.)
4. A minimum of 45 undergraduate hours earned at Truman (last 28 hours must be earned at Truman.)
5. A minimum of 15 hours in the major earned at Truman (unless a higher requirement is specified.)
6. A minimum 124 undergraduate semester hours (unless a higher requirement is specified.)

7. A minimum of 40 hours in 300-, 400-, and 500-level undergraduate courses.
8. 63 hours of approved Liberal Arts and Sciences coursework.
9. Assessment Requirements outlined in this catalog.
10. Completion of clearance materials (which will be distributed to graduating students approximately 6 weeks before graduation.)

Students having questions concerning graduation requirements should consult this catalog and speak with their academic advisors.

In addition to the items stated above, candidates should also take note of the following:

1. Off-campus and correspondence courses taken during the final semester must be cleared with the advisor, the Division Head, the Vice President for Academic Affairs, and the Registrar.
2. All courses substituted or waived must be approved through the advisor, the Division Head, and the Vice President for Academic Affairs.

### COMMENCEMENT CEREMONIES

Commencement exercises are held at the end of the fall, spring and summer sessions. Degree candidates should be present except under unusual circumstances. Persons wishing to receive their degree *in absentia* must notify the Vice President for Academic Affairs Office 30 days prior to the applicable commencement ceremony.

## ACADEMIC HONORS

### GRADUATION WITH HONORS

Undergraduate students receiving a baccalaureate degree with a grade point average of 3.50 or above will have the degree conferred with honors. Announcement of these honors will be published in the commencement program and the diplomas of the honorees shall be inscribed to indicate the honor received. Honor graduates will wear special insignia during commencement.

University Honors are awarded based on the following overall grade point averages:

<b>Cum Laude</b>	3.50-3.74 GPA
<b>Magna Cum Laude</b>	3.75-3.89 GPA
<b>Summa Cum Laude</b>	3.90 and above GPA

Students who have met the criteria for graduating with **General Honors, Departmental Honors, and University Honors** will also be published in the commencement program. (Refer to "Honors Programs" section of this Catalog below for the criteria to receive honors).

### PRESIDENT'S AND VICE PRESIDENT'S LIST

Undergraduate students who attain a semester GPA of 4.0 are named to the President's List and undergraduates who attain a semester GPA of 3.50-3.99 are named to the Vice President for Academic Affairs List for that semester, provided the following conditions are met: 1) complete at least 12 semester hours (fall or spring semester or 9 hours in the summer term), and 2) receive no grades of F, WF, or IC for that semester or term. Students making the list are notified via mailed announcements from the Vice President for Academic Affairs.

ACADEMIC  
INFORMATION

An announcement is sent to the hometown newspapers of students making the President's or Vice President's List by the Public Relations Office. Those students who list their hometown address as Kirksville will have their names sent only to the Kirksville paper unless they specify otherwise with the Public Relations Office. If students do not want this information released to the media they should inform the Public Relations Office.

**PRESIDENT'S RECOGNITION AWARD**

The President's Recognition Award is given to graduating seniors who have achieved at the 97th to 100th percentile on the required, nationally normed, senior exam prescribed by the faculty in their respective major field. Students receiving this recognition are sent a President's Certificate of Recognition for Outstanding Academic Achievement, along with an official copy of their transcript noting this achievement. The receipt of the President's Recognition Award becomes part of a student's official academic record and is annotated on all future transcripts.

**GENERAL HONORS IN ARTS AND SCIENCES**

General honors in arts and sciences shall be awarded to graduating seniors who have completed five approved courses, with at least one course from each of the areas of mathematics, science, humanities, and social science, and with a cumulative grade point average of at least 3.5. Only grades of "A" and "B" may count toward the General Honors grade point average requirement of at least 3.5 in those five courses and students must have an overall grade point average of 3.5. Also, only courses with three or more hours of credit may count towards General Honors.

**Students who complete a single undergraduate major may not satisfy general honors requirements with any course in their major field.** (For example, a student whose only major is mathematics may not use any course carrying the MATH prefix to satisfy general honors requirements.)

Students who complete two or more majors may use any approved courses to satisfy general honors requirements.

No credit toward General Honors shall be given for high school courses, transfer courses (including AP, CLEP, Study Abroad credit or substitutions) unless approved by the General Honors Committee.

**Many general honors courses have prerequisites or co-requisites. Refer to individual course descriptions for specific details.**

**MATHEMATICS****COMPUTER SCIENCE**

CS 310 Data Structures (3 hours).  
CS 460 Computer Graphics (3 hours).  
CS 480 Artificial Intelligence (3 hours).  
CS 490 Automata Theory and Formal Languages (3 hours).

**MATHEMATICS**

MATH 200 Foundations of Mathematics (3 hours).  
MATH 257 Discrete Mathematics (3 hours).  
MATH 263 Analytic Geometry and Calculus II (5 hours).\*  
MATH 264 Analytic Geometry and Calculus III (3 hours).\*

MATH 300 Introduction to Numerical Analysis (3 hours).  
**Any MATH course of 3 or more credit hours numbered 300 or higher.**

\* Math courses designated may not be applied toward general honors by any students whose degree program specifically lists those courses as requirements for graduation. This restriction does not apply to students with a double major.

**STATISTICS**

STAT 290 Statistics (3 hours).  
STAT 570 Mathematical Probability and Statistics I (3 hours).  
STAT 571 Mathematical Probability and Statistics II (3 hours).

**SCIENCE****BIOLOGY**

BIOL 150 Honors Biology (4 hours, includes lab).  
Prerequisite: consent of instructor.  
BIOL 200 Cell Biology (4 hours, includes lab).  
BIOL 300 Genetics (4 hours, includes lab).  
BIOL 301 Introduction to Ecology (4 hours, includes lab).  
BIOL 304 Microbiology (4 hours, includes lab).  
BIOL 315 Physiology (4 hours, includes lab).  
BIOL 362 Embryology and Developmental Biology (5 hours, includes lab).  
BIOL 405 Plant Physiology (4 hours, includes lab).  
BIOL 503 Evolutionary Biology (3 hours, lecture & discussions only).

**CHEMISTRY**

CHEM 150 Honors Chemistry for Contemporary Living (4 hours). Prerequisites: one year of high-school chemistry and a minimum math ACT score of 24 or at least a B for a college math course.  
CHEM 121 General Chemistry II (4 hours) (NOTE: will no longer be offered after 2003-2004 academic year).  
CMEM 121 Chemical Principles with Inorganic Chemistry II (5 hours) (NOTE: will be offered for the first time in the 2004-2005 academic year).  
CHEM 122 Honors General Chemistry with Qualitative Analysis (5 hours) will substitute for CHEM 121 General Chemistry II. Prerequisites: As listed in the Chemistry course descriptions in the Science section.

The following chemistry courses may not be applied toward general honors by any students whose degree program specifically lists these courses as requirements for graduation. This restriction does not apply to students with a double major.

CHEM 222 Introduction to Quantitative Analysis (4 hours, includes lab).  
CHEM 320 Organic Chemistry (4 hours, includes lab).  
CHEM 322 Instrumental Analysis (4 hours, includes lab).  
CHEM 323 Physical Chemistry I (3 hours) **AND**  
CHEM 324 Physical Chemistry I Laboratory (1 hour).  
CHEM 325 Physical Chemistry II (3 hours) **AND**  
CHEM 326 Physical Chemistry II Laboratory (1 hour).  
CHEM 329 Organic Chemistry I (3 hours) **AND**  
CHEM 330 Organic Chemistry I Laboratory (1 hour).  
CHEM 331 Organic Chemistry II (3 hours) **AND**  
CHEM 332 Organic Chemistry II Laboratory (1 hour).  
CHEM 421 Biochemistry (4 hours, includes lab).

**NATURAL SCIENCE**

NASC 400 History of Science to 1700 (3 hours).  
NASC 401 History of Science since 1700 (3 hours).

**PHYSICS**

PHYS 185 College Physics I (4 hours, includes lab).\*\*  
PHYS 186 College Physics II (4 hours, includes lab).\*\*  
PHYS 195 Physics with Calculus I (5 hours, includes lab).\*\*  
PHYS 196 Physics with Calculus II (5 hours, includes lab).\*\*

\*\* Physics courses designated may **not** be applied toward general honors by any student whose degree program specifically lists those courses as requirements for graduation. This restriction does not apply to students with a double major.

PHYS 320 Electronics (3 hours).  
PHYS 380 Optics (3 hours).  
PHYS 382 Mathematical Physics (3 hours).  
PHYS 386 Classical Mechanics (3 hours).  
PHYS 388 Advanced Laboratory I (3 hours).  
PHYS 441 Physics Research I (3 hours).  
PHYS 482 Electricity and Magnetism (3 hours).  
PHYS 486 Thermodynamics and Statistical Mechanics (3 hours).  
PHYS 580 Quantum Mechanics (3 hours).

**HUMANITIES****ART HISTORY**

ART 323 Medieval Art (3 hours).  
ART 324 Renaissance Art (3 hours).  
ART 325 Modern Art (3 hours).  
ART 326 Contemporary Art (3 hours).  
ART 327 Egyptian Art (3 hours).  
ART 328 The Art of Greece & Rome (3 hours).  
ART 329 Historical Methods (3 hours).  
ART 332 Baroque Art (3 hours).  
ART 428 Topics in Art History (3 hours).

**COMMUNICATION/CLASSICS**

COMM 390 Classical Rhetoric (3 hours).

**ENGLISH**

All English courses worth 3 or more credit hours at the 300 level and above except: **ENG 314 Comp II; ENG 329 Non-Fiction Writing: Topics; ENG 352 Academic Writing; ENG 354 Academic Speaking; ENG 375 Career Seminar; ENG 401 Undergraduate Readings; ENG 403 Writing Consultation Practicum; ENG 412 Teaching English as a Second Language; ENG 451-452 Internship and Evaluation of Internship; and ENG 498 Senior Seminar.**

**FRENCH**

FREN 321 French Literature I (3 hours).  
FREN 322 French Literature II (3 hours).  
FREN 323 French Civilization I (3 hours).  
FREN 324 French Civilization II (3 hours).  
FREN 401 Topics in Francophone Literature (3 hours).  
FREN 402 Topics in Modern French Literature (3 hours).  
FREN 403 Topics in Francophone Women Writers (3 hours).  
FREN 404 Topics in Literature of the the "Ancien Régime" (3 hours).

**GERMAN**

GERM 332 Introduction to German Literature I (3 hours).  
GERM 333 Introduction to German Literature II (3 hours).  
GERM 335 German for International Business Communication (3 hours).  
GERM 336 German Civilization I (3 hours).  
GERM 338 German Civilization II (3 hours).  
GERM 430 Topics in German (3 hours).  
GERM 435 Translation: German-English/English-German (3 hours).  
GERM 437 Eighteenth and Nineteenth Century Masterpieces of German Literature (3 hours).  
GERM 439 Twentieth Century Literature of the German Speaking Countries (3 hours).

**GREEK**

GREK 201 Intermediate Classical Greek II (3 hours).  
GREK 211 New Testament Greek (3 hours).  
GREK 300 Greek Epic Poetry (3 hours).  
GREK 301 Greek Drama and Lyric Poetry (3 hours).  
GREK 302 Greek Prose (3 hours).  
GREK 303 Hellenistic Greek Literature (3 hours).  
GREK 329 Readings in Hellenistic Greek Literature (3 hours).

**LATIN**

LATN 350 Readings in Latin Literature (3 hours).  
LATN 351 Vergil: Aeneid (3 hours).  
LATN 352 Readings in Post-Classical Latin (3 hours).  
LATN 353 Survey of Latin Historians (3 hours).  
LATN 354 Readings in Latin Poetry (3 hours).  
LATN 355 Readings in Latin Drama (3 hours).  
LATN 450 Latin Prose Composition (3 hours).

**MUSIC**

MUSI 231 Music Analysis IV (2 hours) **AND**  
MUSI 233 Aural Skills IV (1 hour).  
MUSI 339 Music Literature (3 hours).  
MUSI 340 Music History I (3 hours).  
MUSI 341 Music History II (3 hours).  
MUSI 530 Twentieth Century Compositional Practices and Literature (3 hours).

**PHILOSOPHY AND RELIGION**

PHRE 325 Philosophy of Art (3 hours).  
PHRE 336 History of Philosophy I: Ancient (3 hours).  
PHRE 337 History of Philosophy II: Philosophy of the Modern Period (3 hours).  
PHRE 346 Studies in Religion I (3 hours).  
PHRE 347 Studies in Religion II (3 hours).  
PHRE 354 Medieval Philosophy (3 hours).  
PHRE 356 Philosophy of Action (3 hours).  
PHRE 385 Philosophy and Public Affairs (3 hours).

**RUSSIAN**

RUSS 340 Russian Drama (3 hours).  
RUSS 370 Survey of Russian Literature I (3 hours).  
RUSS 371 Survey of Russian Literature II (3 hours).  
RUSS 420 Major Russian Novel (3 hours).  
RUSS 480 Major Russian Writers (3 hours).

**SPANISH**

SPAN 362 Civilization of Spain (3 hours).  
SPAN 363 Latin American Civilization (3 hours).  
SPAN 364 Spanish Phonetics (3 hours).  
SPAN 450 Advanced Spanish Grammar and Composition (3 hours).

ACADEMIC  
INFORMATION

SPAN 455 Introduction to Translation (3 hours).  
 SPAN 456 History of the Spanish Language (3 hours)  
 SPAN 460 Survey of Peninsular Literature (3 hours).  
 SPAN 461 Survey of Latin American Literature (3 hours).  
 SPAN 462 Topics in Literature (3 hours).  
 SPAN 463 Topics in Culture (3 hours).

**SOCIAL SCIENCE****ECONOMICS**

ECON 300 Intermediate Microeconomics (3 hours).  
 ECON 303 Intermediate Macroeconomics (3 hours).  
 ECON 304 Mathematical Economics (3 hours).  
 ECON 306 Economics of Law (3 hours).  
 ECON 307 Natural Resources Economics (3 hours).  
 ECON 310 Economics of Health Care (3 hours).  
 ECON 313 History of Economic Thought (3 hours).  
 ECON 345 Economic Analysis of Social and Policy Issues  
 (3 hours).  
 ECON 373 Econometrics (3 hours).  
 ECON 402 Economic Development (3 hours).  
 ECON 403 International Trade Theory and Policy (3  
 hours).  
 ECON 412 International Monetary Theory and Policy (3  
 hours).  
 ECON 467 Labor Economics (3 hours).

**GEOGRAPHY**

GEOG 311 Environmental Geography (3 hours).  
 GEOG 313 Geography of Europe (3 hours).  
 GEOG 315 Political Geography (3 hours).  
 GEOG 317 Economic Geography (3 hours).  
 GEOG 321 Geography of Africa (3 hours).  
 GEOG 322 Geography of Asia (3 hours).

**HISTORY**

All history courses, worth 3 or more credit hours num-  
 bered 300 or higher (**except** the following courses: **HIST**  
**471 Internship:History; HIST 472 Internship Evaluation**  
**and Analysis; HIST 485 Readings in History; HIST 499**  
**Workshop:History; HIST 554 Independent Studies in**  
**History; and HIST 598 Workshop:History).**

**POLITICAL SCIENCE**

POL 355 Politics of Sub-Saharan Africa (3 hours).  
 POL 356 Politics in East Asia (3 hours).  
 POL 357 American Foreign Relations (3 hours).  
 POL 364 The Presidency (3 hours).  
 POL 461 European Politics (3 hours).  
 POL 464 The Politics of Change in the Developing World  
 (3 hours).

**SOCIOLOGY AND ANTHROPOLOGY**

SOAN 232 Anthropology of Gender (3 hours).  
 SOAN 320 World Prehistory (3 hours).  
 SOAN 494 History of Social Thought (3 hours).  
 SOAN 496 Anthropological Theory (3 hours).

**DEPARTMENTAL HONORS**

Departmental honors in the major are available in several  
 disciplines for outstanding majors who have achieved dis-  
 tinction as determined by measures specific to the  
 Departmental Honors Program. Students meeting the  
 requirements for Departmental Honors will have their  
 transcript annotated.

For additional information and criteria regarding the  
 departmental honors programs listed below, refer to the  
 disciplinary section of the appropriate division in this  
 Catalog. Departmental honors are currently available in the  
 following disciplines:

**Biology**-Division of Science  
**Chemistry**-Division of Science  
**Classics**-Division of Language and Literature  
**Communication**-Division of Language and Literature  
**Computer Science**-Division of Mathematics and Computer  
 Science  
**English**-Division of Language and Literature  
**Exercise Science**-Division of Human Potential and  
 Performance  
**Health Science**-Division of Human Potential and  
 Performance  
**History**-Division of Social Science  
**Mathematics**-Division of Mathematics and Computer  
 Science  
**Nursing**-Division of Human Potential and Performance  
**Philosophy and Religion**-Division of Social Science  
**Physics**-Division of Science  
**Spanish**-Division of Language and Literature

TRUMAN  
POLICIES &  
REGULATIONS**WITHHOLDING ACADEMIC  
INFORMATION**

At times the student may have his or her grade reports,  
 registration, transcripts, certification, or other information  
 withheld because of financial obligations or other non-aca-  
 demic regulations. Such obligations must be fulfilled  
 before a release can be made.

**ACADEMIC DISHONESTY**

Students are expected to do their own academic work. Any  
 student involved in cheating on a paper, an examination or  
 in any other form of academic dishonesty will be subject  
 to disciplinary action, including suspension or expulsion  
 from the class, the student's academic program, or the  
 University.

It is the responsibility of faculty members 1) to inspire in  
 their students an appreciation of and a desire for honesty  
 in academic work; 2) to discourage dishonesty and to pro-  
 tect the honest student; and 3) to take appropriate action  
 in instances of dishonesty. Such action may include the  
 reduction or elimination of a dishonest student's score for  
 an affected test or project, the lowering of a grade for the  
 affected class (including the assignment of an "F" grade), or  
 the expulsion of a student from the affected class.

Serious cases of academic dishonesty are reported by the  
 faculty member to his or her Division Head, who may take  
 additional disciplinary action against the dishonest stu-  
 dent, including suspension or expulsion from classes in  
 the academic division. The Division Head may also report  
 the dishonesty to the division in which the dishonest stu-  
 dent is enrolled as a major and/or to the Dean of Student  
 Affairs. The head of the division in which the dishonest  
 student is enrolled as a major may suspend or expel the  
 student from the academic program. The Dean of Students

may also suspend or expel the student from the University as outlined in the Student Conduct Code for incidents of academic dishonesty.

Disciplinary action by a faculty member for academic dishonesty may be appealed to the head of the faculty member's academic division. Disciplinary action decisions by a Division Head may be appealed to the Vice President for Academic Affairs for review and final decision. Disciplinary action by the Dean of Student Affairs for academic dishonesty may be appealed through the same process as other disciplinary actions by the Dean of Student Affairs for student misconduct.

### ATTENDANCE POLICY

A student is expected to be present at all classes. Regular class attendance is necessary in order for a student to achieve the desired standard of academic achievement. Irregular attendance normally results in lower levels of achievement.

It is University policy that each instructor determine and communicate the attendance requirements for the class. Only the instructor can excuse missed classes or assignments. An Attendance Policy Appeals Committee exists to hear appeals if a student cannot resolve his or her situation with the instructor and/or instructor's Division Head.

An appeal of the instructor's application of the Attendance Policy will not be sustained unless there is clear and convincing evidence that it was applied in an unreasonable manner or is in violation of widely held ethical or legal principles.

#### Guidelines and Principles:

1. The University entrusts the faculty with the responsibility of determining how absences will affect student grades, recognizing that the instructor is in the best position to judge which educational activities are most critical in achieving a course's outcome objectives. The instructor is also best suited to determine what alternate means, if any, may most closely approximate those objectives if the student is unable to participate in the original educational activity/ assignment.
2. University faculty must strive to ensure that all students in a given class are evaluated equitably.
3. University faculty are encouraged, whenever possible, to accommodate students who must miss class for important reasons. These reasons may include family and personal emergencies, special religious observances, and extraordinary opportunities that lie beyond the classroom.
4. University faculty should make an attendance policy available to students in a written format within the first week of the class. The policy should be reasonably clear and help students understand how absences might affect their learning and grades. Not every eventuality can be foreseen, and the individual instructor will have to make some judgements beyond the details outlined in the policy.
5. Students are encouraged to consult with faculty about absences, in advance if possible, to resolve scheduling conflicts.
6. The University Community recognizes that on occasion, an Absence Policy Appeals Committee may be called upon to review and settle disputes that result from an inconsistent application of the absence policy as articulated

in the class and in this Catalog. Resort to this option would occur only after the student first seeks a satisfactory outcome with the instructor, and, if that fails, with the Division Head.

### MUTILATION OF LIBRARY MATERIALS

The learning process is hindered for many students by the misuse, mutilation, and abuse of library materials by a few students. As a result of this concern for student learning, anyone apprehended in the mutilation or theft of library materials will be prosecuted under the applicable law and/or made subject to University discipline through standard disciplinary channels.

### POLICY FOR A DRUG-FREE AND ALCOHOL-FREE CAMPUS

#### Code of Policies of the Board of Governors, section

**16.030.** Truman endorses the following statement of policy to prevent the use of illicit drugs and the abuse of alcohol by students and employees. "The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited on all property owned or operated by the University, herein referred to as the University campus. The manufacture, distribution, dispensing, possession, or use of intoxicating liquor is also prohibited on the University campus, except for those times, places, and purposes approved by the President of the University. The presence of persons under the influence of unlawful drugs or intoxicating liquor, regardless of where the use or consumption of such drugs or liquor may have occurred, is also prohibited on the University campus. Any employee who violates this policy will be subject to disciplinary action, up to and including termination of employment, and any student who violates this policy will be subject to disciplinary action, up to and including expulsion from the University. As a condition of their employment, due to the University's receipt of federal grants, employees of the University, both full-time and part-time, 1) must abide by the prohibition against controlled substances, and 2) must notify the University, no later than five days after their conviction, of any criminal drug statute conviction for a violation occurring on the campus."

### DRUG AND ALCOHOL ABUSE PREVENTION PROGRAM

1. **Code of Policies of the Board of Governors (Sec. 8.050 and Sec. 16.030, Code of Policies):** The following acts are prohibited and any student found to have committed, to have attempted to commit, or to have willfully aided or abetted these acts of misconduct is subject to disciplinary sanctions. Public intoxication on University premises or use, possession or distribution of alcoholic beverages on University premises, when such use, possession or distribution is prohibited by law or University regulations. Use, possession or distribution of narcotic or other controlled substances, except as expressly permitted by law.
2. **Applicable Legal Sanctions:** Illicit drug purchase, possession and use is a crime under state and federal law. The Kirksville City Code and Missouri law prohibit a variety of alcohol related conduct, including the purchase or possession of alcohol by one under 21 years of age. Violations of law are punishable by fines, imprisonment or both.
3. **Health Risks:** Numerous health risks are associated with the use of illicit drugs or the abuse of alcohol. Repeated use of either drugs or alcohol can lead to

ACADEMIC  
INFORMATION

dependence. Use of illicit drugs and abuse of alcohol causes a substantial number of health problems and can be fatal. Contact the Student Health Center in the McKinney Center (785-4182) for a complete description of the health risks associated with use of illicit drugs and alcohol abuse.

4. **Available University Services:** Students and employees seeking additional information about the effects of drug or alcohol use or seeking assistance for alcohol or drug related problems should contact the Student Health Center (785-4182) or University Counseling Services (785-4014) for referral information.
5. **Sanctions:** Disciplinary sanctions will be imposed on students and employees for violations of the University policy governing illicit drugs and alcohol. Sanctions may range from referral for rehabilitation to expulsion, termination of employment and referral for prosecution.
6. **Further information:** For further information about drug and alcohol issues or to receive a more complete description of the health risks associated with drug use and alcohol abuse and the relevant legal sanctions, contact the Student Health Center in the McKinney Center (785-4182).

**SEXUAL HARASSMENT POLICY**

The University is committed to providing an environment that is free of illegal or unethical behavior. In keeping with such commitment, the University maintains a policy prohibiting unlawful harassment, including sexual harassment.

Any student who believes he or she has been harassed by a member of the faculty or staff, or by another student, may obtain assistance by contacting Counseling Services or the Office of the Dean of Student Affairs.

THE ACADEMIC  
PROGRAM:  
GENERAL  
INFORMATION**LIBERAL EDUCATION:  
INTELLECTUAL EXPLORATION  
AND INTEGRATION**

Truman's Liberal Studies Program provides each student with a strong liberal arts education of requisite knowledge, skills, and attitudes. Regardless of a student's academic major, the program commits Truman to enhancing students' a) essential skills needed for life-long learning; b) breadth across the traditional liberal arts and sciences and their modes of inquiry; and c) interconnecting perspectives that stress interdisciplinary thinking and multiple cultural perspectives. Each undergraduate major is designed to build on and be integrated with the University's liberal arts objectives, especially with respect to furthering students' higher order thinking skills and fostering opportunities for independent research and exploration. The major should provide students with such mastery of disciplinary concepts, knowledge, skills and attitudes so that they have the potential to compete nationally and internationally to enter the best graduate and professional schools in the nation or to pursue a challenging career immediately after graduation. (Additional information is available in the "Truman State University Curriculum" section of this catalog.)

**CONSTANT EXERCISE OF SKILLS**

The entire Truman curriculum involves active and ongoing practice of both basic and higher order intellectual skills. Such skills as writing, quantitative analysis, computer usage, problem solving, and critical thinking can atrophy if not constantly reinforced in the curriculum. Hence, coursework is carefully designed to require cumulative exercise of these intellectual skills.

**INTEGRATED LIVING/LEARNING  
ENVIRONMENT**

At Truman, faculty, students, and administrators work closely together to create a liberal arts educational environment that reaches beyond the classroom. A key component of this effort is the Residential College Program and the University's extensive co-curricular offerings. By intentionally fostering increased faculty-student interactions, the Residential College Program promotes integrative learning communities which seek to make a liberal arts education personally vital and engaging to the whole person. In addition, Truman provides a rich co-curricular environment that features over 200 student organizations. These activities provide students the opportunity to make purposeful connections with their academic goals and to foster the development of both personal and intellectual competencies. The integrated living/learning environment at Truman is centered in its liberal arts values and reinforces the campus's intellectual life.

**STUDENT RESEARCH**

An emphasis on undergraduate research and cooperative student/faculty scholarly activities distinguishes the Truman curriculum. Undergraduate students are encouraged to participate in research activities, in professional inquiry with instructors, in the creation of original art forms, and artistic performance. Stipends are available to assist students with their research. Intellectual discovery on all levels is stimulated by teacher-scholars of high caliber and by study within a stimulating intellectual environment. Students are given an opportunity to present the results of their work at Truman's annual Student Research Conference and at numerous national and regional research conferences.

**CAPSTONE INTEGRATING EXPERIENCE**

To assist students in the integration and synthesis of knowledge, each major plans a "capstone," or culminating experience, for seniors. The capstone experience primarily prompts seniors to reflect on the knowledge they have gained throughout their learning experiences and to integrate the knowledge, skills, and attitudes of liberal learning with an in-depth understanding of the major. Such unified understanding characterizes the educated person, able to apply academic learning to real life situations.

**INTERNATIONAL EDUCATION  
ABROAD (STUDY ABROAD)**

Truman encourages students to participate in study abroad programs to enrich their knowledge acquired on campus. Such study dramatically enhances understanding of cultural similarities and differences and contributes substantially to a liberal arts and science education. Some 200 summer, semester, or year-long programs are offered through Truman in over 50 countries. Participating students learn about other cultures, other philosophies, other religions, and about themselves. They return transformed

with a different outlook on the world, for while we are all different we are also all the same. (For specific information, see the Center for International Education Abroad section of this Catalog.)

### INTERNSHIP PROGRAM

The internship program is designed for promising junior and senior students as a practical application of their academic work, as an exercise of the liberal arts skills and perspectives, and as a bridge between college and career. Student applicants for internship positions are individually screened by their academic advisor, their Division Head, and an Associate Vice President for Academic Affairs. A GPA of at least 2.75 is required to be eligible for an internship. Internship packets are available from the Office of the Vice President for Academic Affairs.

### PROFESSIONAL TEACHER EDUCATION

At Truman, prospective teachers work toward a bachelor's degree in a specific subject area and then seek teacher certification through Truman's innovative Master of Arts in Education (MAE) Program. The MAE Program is designed to provide each student with an intensive experience that will equip him or her to become an exemplary professional in the field of education. Admission criteria for the MAE Program are provided in the Graduate Education section of this Catalog.

## THE TRUMAN STATE UNIVERSITY CURRICULUM

### TRUMAN'S LIBERAL STUDIES PROGRAM

Since receiving its statewide liberal arts and sciences mission in 1985, Truman's faculty, staff, and students have been studying and deliberating the meaning of a quality liberal arts education as they seek continuous improvement in their programs. These conversations culminated in a new liberal studies curriculum in 1998, that heavily utilized the recommendations of the University's Liberal Arts and Sciences Task Force and the national publications of Phi Beta Kappa for evaluating essential characteristics of a liberal education. The University's Liberal Arts and Sciences Task Force identified two important models of the liberal arts tradition and recommended that Truman's curriculum embrace them both as necessary and interdependent learning paths for the whole, liberally educated person. The **artes liberales** model emphasizes social virtues, community and good citizenship through the study of established knowledge and norms while the **liberal free** model emphasizes individual freedom through independent intellectual exploration and development of critical and integrative thinking skills.

From Phi Beta Kappa, the University's Liberal Studies Program (LSP) adopted the following standards to help clarify the characteristics of liberal arts courses and a liberal arts education:

1. "In acquiring a liberal education, the undergraduate will study primarily subjects which illuminate the human condition, subjects which explore aspects of taste and feeling, of the reasoning process, of the physical and moral worlds, of individual and group responsibility, of the meaning of life as a whole;"

2. that "a liberal education is not primarily vocational;"
3. that "a liberal education seeks to quicken the mind and spirit by encouraging the full development of human capacities;" and
4. that "it is true that often a liberal education may have a definitive market value and may in that sense be considered vocational. It is true also that vocational programs sometimes contain liberal content. Nevertheless, the main lines of cleavage can, in practice, be seen. It is not difficult to distinguish between broad cultivation and technical competence." (*Phi Beta Kappa: The Founding of New Chapters, 1985, pp. 3-4*)

To accomplish these objectives, Truman State University created a Liberal Studies Program that consists of three areas: (a) **essential skills** needed for life-long learning; (b) breadth across the traditional liberal arts and sciences and their **modes of inquiry**; and (c) **interconnecting perspectives** that stress interdisciplinary thinking and multiple cultural perspectives regardless of a student's academic major. Students are also encouraged to supplement these requirements by taking advantage of some of the other opportunities the University offers such as: academic minors, General Honors, undergraduate research, study abroad, internships, and numerous academic organizations.

### ESSENTIAL SKILLS: (6-16 credit hours)

Essential skills provide a basis for a lifetime of learning through the acquisition and improvement of competencies in written and spoken communication, quantitative reasoning, and computer and information technology. These essential academic skills are joined with a program in physical health and personal well-being and promote growth and academic success. The essential skills are introduced early in a student's career and reinforced throughout the Truman curriculum.

- Writing as Critical Thinking**
- Speech**
- Elementary Functions**
- Statistics**
- Computer Literacy**
- Personal Well-Being**

### MODES OF INQUIRY: (22-26 credit hours)

The modes of inquiry portion of the Liberal Studies Program grows out of traditional liberal arts like mathematics and philosophy, but also includes developments, extensions, and advancements on traditional liberal arts, like the social sciences. Through studying different fields of knowledge and modes of inquiry, students will understand how disciplines approach subjects with unique perspectives. Thus a scientist views the rain forest with a different foundation of knowledge and approaches to learning than an artist, mathematician, or social scientist. Students are required to complete 7 of the 8 Modes of Inquiry.

- Aesthetic: Fine Arts**
- Aesthetic: Literature**
- Historical**
- Mathematical**
- Philosophical/Religious**
- Science: Life Science**
- Science: Physical Science**
- Social Scientific**



**INTERCONNECTING PERSPECTIVES:  
(4-15 credit hours)**

To assist students with the necessary task of integrating their many and diverse learning experiences, the Liberal Studies Program requires several “interconnecting perspective” experiences which include: a freshman program, writing-enhanced coursework, the study of other cultures, the practice of foreign language, and a Junior Interdisciplinary Seminar. Each requirement fosters student practice in making connections among course experiences, concepts, personal and cultural behaviors and beliefs, and ways of gaining knowledge.

The University’s Truman Program for first-year students initiates the process of making connections among ideas, concepts, and curricular and co-curricular experiences with Truman Week, a one-credit, one-week immersion into the University community. Each cluster of students registered for a Truman Week course will study together in a full-semester course. In addition, students will benefit from Truman’s Residential College Program that seeks to embody the living/learning environment crucial to the establishment of a liberal arts culture.

In order to further students’ abilities to be agile learners capable of moving beyond a single discipline, students will successfully complete a writing-enhanced junior interdisciplinary seminar that is designed to further the students’ ability to integrate the knowledge, concepts, and methodologies of two or more disciplines. In addition to the Writing as Critical Thinking requirement and the junior interdisciplinary seminar, students are required to complete two other writing-enhanced courses through which students will enhance their writing abilities and use writing to enhance learning.

**Truman Program**

**Foreign Language** (One year of a single foreign language or its equivalent as determined by a proficiency examination)

**Intercultural Perspective** (May double-count with other LSP, major, or minor requirements)

**Interdisciplinary, Writing-Enhanced Junior Seminar**

**MISSOURI 42-HOUR GENERAL  
EDUCATION BLOCK**

Truman State University is a signatory for the Missouri 42-Hour General Education Block. Students who complete the General Education Block at one Missouri college or university and who later transfer to another Missouri college or university will satisfy the general education requirements of the college or university to which they transfer, provided that school is also a signatory.

To complete the General Education Block at Truman, a student must complete the Essential Skills, the Modes of

Inquiry, and the Intercultural and Truman Week requirements of the Liberal Studies Program, as well as the Missouri Statute requirement and electives to total 42 hours. Likewise, students who transfer to Truman from another Missouri institution with completion of the General Education Block noted on their transcripts will have fulfilled the Essential Skills, the Modes of Inquiry, and the Intercultural and Truman Week requirements of the Liberal Studies Program, as well as the Missouri Statute requirement.

Students who have completed the requirements of the Missouri 42-Hour General Education Block and who are transferring from Truman to another Missouri college or university may request to have completion of the General Education Block noted on their transcripts. To make this request, students must submit a current copy of their degree worksheet to the Registrar’s Office during their last semester at Truman. If a review finds that the student has met all of the requirements for the General Education Block, the Registrar will add this notation to the student’s transcript after the posting of final grades for the semester.

**TRUMAN’S PROGRAMS IN THE MAJOR:  
FOCUS AND DEPTH**

The disciplinary major provides a focus for applying and for concretely developing the skills, knowledge, and values initiated in the Liberal Studies Program and reinforced throughout the curriculum. The major is the means to study a field in depth, to integrate the knowledge, methods, and values of the discipline with real-world practice, and to foster the further development of individuals capable of succeeding in the nation’s best graduate and professional programs as well as securing outstanding career opportunities. The majors are characterized by curricula that engage students in rigorous study of the breadth and depth of the discipline. Meaningful academic advisement, small communities of learning, research activity, honors programs, and integrative capstone experiences in each major enrich the student’s study of the major and help achieve the University’s liberal learning objectives.

**GRADUATING STUDENT REQUIREMENTS**

All graduating students will have successfully completed a minimum of 63 hours of liberal arts and sciences coursework of which 32-57 hours will be derived from Liberal Studies Program offerings, and a major program of study that reinforces liberal studies objectives and culminates in a capstone experience. Candidates for the Bachelor of Arts degrees will have demonstrated intermediate proficiency in one foreign language, and all candidates for the Bachelor of Science degrees will have an elementary proficiency in one foreign language. Additionally, BS graduates will have at least six hours of quantitative, formal reasoning-based courses beyond their Liberal Studies Program coursework.