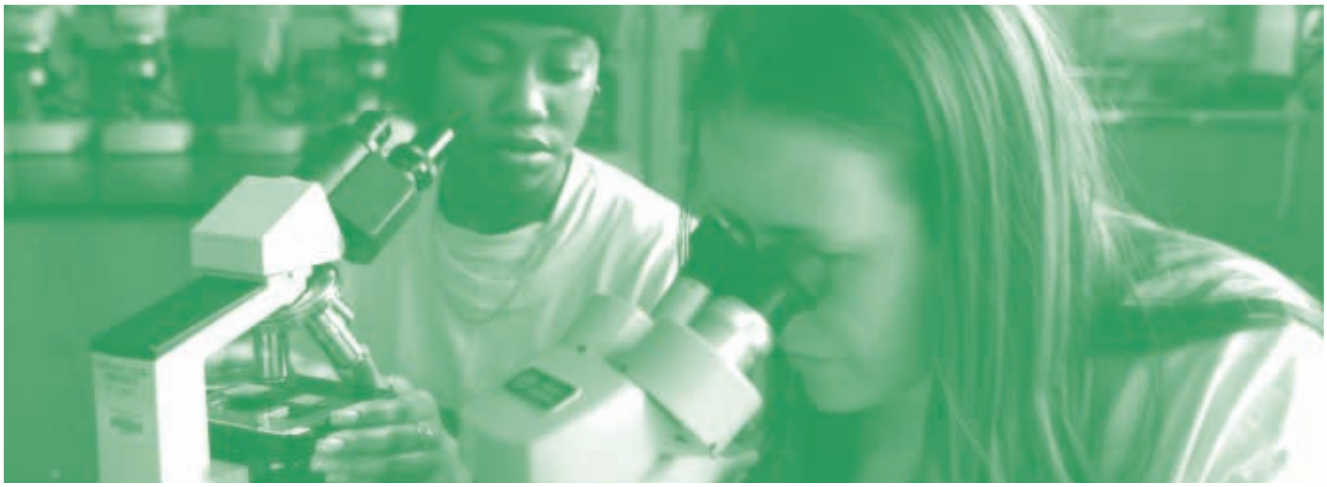
Kentucky State University



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ACCREDITATION

Kentucky State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; telephone number 406-679-4501) and awards undergraduate and graduate degrees.

EQUAL OPPORTUNITY

It is the policy of Kentucky State University not to discriminate against any individual in its educational programs, activities, or employment on the basis of race, color, national origin, sex, disability, veteran status, age, religion, or marital status.

CATALOGUE INFORMATION

The information in this Catalogue is current at the time of publication. Curricula, courses, degree requirements, fees, and policies are subject to constant review. Specific details may vary from the statements printed here without further notice. If you are pursuing a degree, you are obliged to fulfill the requirements as they were listed in the Catalogue for the semester in which you enrolled in the program. If the requirements change after you enroll in the program, see the policy "Catalogue of Record" in the Academic Policies section of this Catalogue.

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Campus Operator—(502) 597-6000

	Campus Address	Extension
Office of the President	Hume Hall, Suite 201	6260
Vice President for Academic Affairs	Hume Hall, Suite 202	6442
Vice President for Student Affairs	Student Center, Suite 330	6671
Chief Financial Officer	Acad. Serv. Bldg., Suite 259	6343
Vice President for External Relations & Development	Hume Hall, Suite 102	6760

College of Arts, Social Sciences, and Interdisciplinary Studies

Office of the Dean	Carver Hall, Room 133	6411
Division of Behavioral and Social Sciences	Hathaway Hall, Room 225	5922
Division of Integrative Studies	Hathaway Hall, Room 313	5924
Division of Fine Arts	Bradford Hall, Room G-5	6496
Division of Literature, Languages, and Philosophy	Hathaway Hall, Room 317	6990
Endowed Chair of the Humanities	Hathaway Hall, Room 419	6583
Whitney Young School of Honors & Liberal Studies	Carver Hall, Room 133	6411

College of Mathematics, Science, Technology, and Health

Office of the Dean	Carver Hall, Room 135	5977
Division of Mathematics and Sciences	Carver Hall, Room 132	6603
Division of Aquaculture	Aquaculture Research Ctr.	8103
Division of Computer and Technical Sciences	Hathaway Hall, Room 410B	6384
Industrial Technology	Shauntee Hall, Room 113	6652
School of Nursing	Betty White Health Center	5957

College of Professional Studies

Office of the Dean	Acad. Serv. Bldg., Suite 334	6117
School of Business	Bradford Hall, Room 105	6708
School of Education	Hathaway Hall, Room 215	5919
Applied Human Sciences	Hathaway Hall, Room 424	6184
Health, Physical Education, and Recreation	Exum Center, Room 270	5867
School of Public Administration, Social Work, and	Acad. Serv. Bldg., Suite 334	6117

ADMINISTRATIVE OFFICES

	Campus Address	Extension
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Academic Center for Excellence (ACE)	Student Center, Room 110	6680
Academic Computing	Acad. Serv. Bldg., Suite 503	6938
Admissions	Acad. Serv. Bldg., Suite 312	6813
Alumni Relations	Hume Hall, Suite 102	6511
Alumni Stadium	Athletic Drive	6011
Aquaculture Research Facility	Athletic Drive	8103
Athletic Director	Alumni Stadium, Room 137	6014
Blazer Library	Blazer Library	6852
Bookstore	Student Center Lobby	6352
Cafeteria	Carl M. Hill Student Center	6398
Cashier	Acad. Services Bldg., 3rd Fl.	6250
Center for Professional and Career Preparation	Hathaway Hall, Room 109	6206
Center of Excellence for the Study of KY African Americans	Jackson Hall, Room 103	6315
Community Recruitment	Acad. Serv. Bldg., Suite 312	6350
Comprehensive Counseling	Betty White Health Center	6970
Continuing and Distance Education	Acad. Serv. Bldg., Suite 526	5611
Counseling and Placement	Acad. Serv. Bldg., Suite 241	5948
Distance Learning/Videoconferencing	Acad. Serv. Bldg., Suite 526	5050
Exum Center	Exum Center	5867
Financial Aid	Acad. Serv. Bldg., Suite 349	5960
Financing and Collections	Acad. Serv. Bldg., Suite 349	6278
First-Year Experience	Acad. Serv. Bldg., Suite 261	6217
Health Services	Betty White Health Center	6271
Land Grant Programs	Cooperative Extension Bldg.	6310
Registrar	Acad. Serv. Bldg., Suite 323	6234
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	Combs Hall	6920
	Hunter Hall	6171
	Kentucky Hall	5952
	McCullin Hall	6973
	Young Hall	5082
Residence Life	Acad. Serv. Bldg., Suite 317	5951
Student Life/Organizations	Student Center	6989
Testing Services	Hathaway Hall, Room 109	6206
University Police	Exum Facility, Room 248	6878
Video Conferencing	Acad. Serv. Bldg., Suite 526	5050

This is not a complete listing of University Administrative Offices. For numbers not listed, please call the University switchboard at (502) 597-6000 or visit the KSU Web site at www.kysu.edu.

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A LETTER FROM THE PRESIDENT

The 2005–2006 academic year will mark my second year as President of Kentucky State University. It will be the first academic year where I have had an opportunity to apply my vision to the overall goals and objectives of the institution. I, along with the faculty and staff, will continue the University's march toward excellence and its transformation to meet the demands of today's students by delivering instruction in both traditional and non-traditional ways.

Kentucky State University is proud of its heritage as a historically black college. This designation was the basis for the institution's "Land Grant" designation—that only the University of Kentucky and KSU have in the state—and subsequently its designation as a small liberal arts university. Those three "jewels" working in concert with each other, truly make KSU a strong, relevant, and viable institution. From these "jewels," quality programs have been established that offer students the ability to learn in the smallest student-to-instructor ratio in the Commonwealth.

As you review the contents of this catalogue, you will see a host of programs that will help you meet your educational needs at the associate, bachelor's, or master's levels. New to the upcoming degree offerings is the Masters of Business Administration. This new offering adds to the institution's other outstanding programs that cover a broad academic spectrum—from Nursing to Education, concluding with Aquaculture—our Program of Distinction. You will find a student body, faculty, and staff that are very ethnically diverse and that come from varying backgrounds.

Quickly you will see that the vibrancy of Kentucky State University is evidenced in its students, faculty, and staff. KSU is committed to producing good students who will become leaders in the communities in which they live. Our graduates include some of the best and brightest from across the region and the state, including state legislators and government officials. KSU's continued excellence will depend on students like you, who show an interest in attending the university.

We promise you that if you attend Kentucky State University, our university community will work hard to ensure that you will not be disappointed. Once you are on campus, I believe you will have an enriching experience both inside and outside of the classroom. We will work diligently to provide you with the advising and counseling assistance you may need as you move toward graduation.

As the university continues its move toward becoming more prominent in this region and throughout Kentucky and the nation, we will need your assistance and the help of all of our friends. When you come to KSU, please help

us spread the word about the University so that more people will know what a great asset we are to the Commonwealth. Lastly, your feedback on how we can make the university better is equally as important. There is not a more important deed that you can do for this university than to offer your suggestions on how it can improve the delivery of education to students. Your legacy will truly be established.

Thank you for your interest in KSU, and I hope to see you in the upcoming academic year.

Sincerely,

Mary Evans Sias

Mary Evans Sias, Ph.D.
President
Spring 2005

ACCREDITATIONS AND INSTITUTIONAL MEMBERSHIPS

Kentucky State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS—1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone Number 404-679-4501) to award degrees at the associate, baccalaureate, and master's levels.

Credits earned at Kentucky State University are accepted by other accredited institutions of higher education throughout the country for transfer credit, graduate study, professional placement, and employment opportunities. The University also holds full membership in and/or accreditation from the following state, regional, and national educational or professional organizations:

American Alliance of Physical Education, Health, Recreation, and Dance
American Association for Higher Education
American Association for Adult and Continuing Education
American Association of Colleges for Teacher Education
American Association of Collegiate Registrars and Admissions Officers
American Association of State Colleges and Universities
American College Health Association
American Council on Education
American Library Association
Association for Institutional Research
Association for Student Judicial Affairs
Association of American Colleges and Universities
Association of College and University Auditors
Association of Collegiate Business Schools and Programs
Association of Gerontology in Higher Education
Association of Governing Boards of Universities and Colleges
Association to Advance Collegiate Schools of Business (AACSB)
The College Board
The Cooperative Center for Study Abroad
Council for Adult and Experiential Learning
Council for the Advancement and Support of Education
Council of Historically Black Graduate Schools
Council of National Alumni Associations, Inc.
Council on Social Work Education
HBCU Library Alliance
International Studies Association
Kentucky Academy of Science
Kentucky Association of Collegiate Registrars and Admissions Officers
Kentucky Board of Nursing
Kentucky Council for International Education
Kentucky Council of Associate Degree Nursing
Kentucky Education Professional Standards Board
The Kentucky Institute for International Studies
National Academy of Early Childhood Programs
National Association for Equal Opportunity in Higher Education
National Association for the Education of Young Children
National Association of College Deans, Registrars and Admissions Officers
National Association of Colleges and University Business Officers
National Association of Schools of Music
National Association of Schools of Public Affairs and Administration
National Association of State Universities and Land Grant Colleges
National Association of Student Affairs Professionals
National Association of Student Financial Aid Administrators
National Association of Student Personnel Administrators
National College Testing Association
National Collegiate Athletic Association
National Collegiate Honors Council
National Council for Accreditation of Teacher Education
National Council for Education Opportunity Associations
National League for Nursing Accreditation Commission
Professional and Organizational Development Network in Higher Education
SCT Education Technology Association
Society for College and University Planning
South-East Consortium for International Development
Southern Association of College and University Business Officers
Southern Association of Collegiate Registrars and Admissions Officers
Southern Council of Collegiate Education for Nursing
Southern Intercollegiate Athletic Conference
Southeastern Library Network
1890 Land Grant and Tuskegee Library Director's Association

UNIVERSITY ACADEMIC CALENDAR

2005–2006

Fall Semester 2005

August 16–17	Tuesday-Wednesday—New student orientation
August 17	Wednesday—Registration for new students
August 18–19	Thursday-Friday—Continuing students register or complete registration
August 20	Saturday—Classes begin
August 26	Friday—Last day of late registration Friday—Last day to add/change registration
September 2	Friday—Fall payment deadline
September 5	Monday—Academic holiday (Labor Day)
September 16	Friday—Last day for students to submit an Application for Degree to Departments for the Spring 2006 semester
September 23	Friday—Last day for Departments to submit Applications for Degree to the Office of the Registrar for the Spring 2006 semester
October 7	Friday—Founders' Day
October 8	Saturday—Homecoming
October 10–15	Monday-Saturday—Midterm assessment/examinations
October 14	Friday—Last day for students to submit work for Incomplete grade received in Spring & Summer 2005 semester/session
October 17	Monday—All Midterm Warnings to be input by departments no later than 12:00 noon
October 24	Monday—All grade changes for Incomplete work from Spring & Summer Sessions 2005 due in the Office of the Registrar
October 28	Friday—Last day to drop classes or withdraw from the University with a "W"
October 24–28	Rising Junior Assessment
Oct. 31–Nov. 11	Student evaluations of faculty
November 7	Monday—Preregistration for the Spring, Intersession and Summer 2006 terms begins
November 23	Wednesday—Thanksgiving holiday begins
November 28	Monday—Classes resume
December 9	Friday—Last day of classes
Dec. 10–16	Saturday-Friday—Final examinations
December 14	Wednesday—Reading Day (no exams except for Wednesday evening classes)
December 16	Friday—Semester ends
December 19	Monday—All grades to be input by faculty no later than 12:00 noon

Spring Semester 2006

TBA	New student orientation
TBA	Registration for new students
January 11–13	Wednesday-Friday—Continuing students register or complete registration
January 14	Saturday—Classes begin
January 16	Monday—Academic holiday (Observance of Martin Luther King, Jr.'s Birthday)
January 20	Friday—Last day of late registration Friday—Last day to add/change registration
January 27	Friday—Spring payment deadline
February 10	Friday—Last day for students to submit an Application for Degree to Departments for the Summer session and Fall semester 2006
February 17	Friday—Last day for Departments to submit an Application for Degree to the Office of the Registrar for the Summer session and Fall semester 2006
March 4–10	Saturday-Friday—Midterm assessment/examinations
March 10	Friday—Last day for students to submit work for an Incomplete grade received in the Fall 2005 semester
March 11–17	Saturday-Friday—Spring vacation
March 18	Saturday—Classes resume
March 20	Monday—All Midterm Warnings to be input by departments no later than 12:00 noon
March 20	Monday—All grade changes for Incomplete work from Fall 2005 semester due in the Office of the Registrar
March 20–24	Rising Junior Assessment
March 24	Friday—Last day to drop classes or withdraw from the University with a "W"
March 27–31	Student evaluations of faculty

April 3	Monday—Preregistration for Summer 2006 session and Fall 2006 semester begins
April 29–May 5	Saturday-Friday—Final examinations for prospective graduates
May 5	Friday—Last day of classes
May 6–12	Saturday-Friday—Final examinations
May 8	Monday—All grades for prospective graduates to be input by faculty no later than 12:00 noon
May 10	Wednesday—Reading Day (no exams except for Wednesday evening classes)
May 12	Friday—Semester ends
May 14	Sunday—Commencement Convocation
May 15	Monday—All grades to be input by faculty no later than 12:00 noon

Intersession 2006 (Tentative)

May 13	Saturday—Registration for Intersession
May 15	Monday—Classes begin
May 29	Monday—Academic Holiday (Memorial Day)
June 11	Sunday—Intersession ends
June 13	Tuesday—All grades to be input by faculty no later than 12:00 noon

Summer Session 2006

June 2	Friday—Regular registration for Summer session
June 3	Saturday—Classes begin
June 7	Wednesday—Last day of late registration Wednesday—Last day to add/change registration
June 16	Friday—Last day for students to submit an Application for Degree to the Office of the Registrar for the Summer session and Fall semester 2006
June 24, 28–30	Saturday, Wednesday-Friday—Midterm examinations
July 4	Tuesday—Academic holiday (Independence Day)
July 10	Monday—Last day to drop classes or withdraw from the University with a "W"
July 22, 26–28	Saturday, Wednesday–Friday—Final examinations
July 28	Friday—Session ends
July 31	Monday—All grades to be input by faculty no later than 12:00 noon

2006–2007

Fall Semester 2006

TBA	New student orientation
TBA	Registration for new students
August 16–18	Wednesday-Friday—Continuing students register or complete registration
August 19	Saturday—Classes begin
August 25	Friday—Last day of late registration Friday—Last day to add/change registration
September 1	Friday—Fall payment deadline
September 4	Monday—Academic holiday (Labor Day)
September 15	Friday—Last day for students to submit an Application for Degree to Departments for the Spring 2007 semester
September 22	Friday—Last day for Departments to submit Applications for Degree to the Office of the Registrar for the Spring 2007 semester
TBA	Friday—Founders' Day
TBA	Saturday—Homecoming
October 7–13	Saturday-Friday—Midterm assessment/examinations
October 13	Friday—Last day for students to submit work for Incomplete grade received in Spring & Summer 2006 semester/session
October 16	Monday—All Midterm Warnings to be input by departments no later than 12:00 noon
October 23	Monday—All grade changes for Incomplete work from Spring & Summer Sessions 2006 due in the Office of the Registrar
October 23–27	Rising Junior Assessment
Oct. 30–Nov. 10	Student evaluations of faculty
October 27	Friday—Last day to drop classes or withdraw from the University with a "W"
November 6	Monday—Preregistration for the Spring semester, Intersession and Summer 2007 semester begins
November 22	Wednesday—Thanksgiving holiday begins

November 27	Monday—Classes resume
December 7	Friday—Last day of classes
December 9–15	Saturday-Friday—Final examinations
December 13	Wednesday—Reading Day (no exams except for Wednesday evening classes)
December 15	Friday—Semester ends
December 18	Monday—All grades to be input by faculty no later than 12:00 noon

Spring Semester 2007

TBA	New student orientation
TBA	Registration for new students
January 10–12	Wednesday-Friday—Continuing students register or complete registration
January 13	Saturday—Classes begin
January 15	Monday—Academic holiday (Observance of Martin Luther King, Jr.'s Birthday)
January 19	Friday—Last day of late registration Friday—Last day to add/change registration
January 26	Friday—Spring payment deadline
February 9	Friday—Last day for students to submit an Application for Degree to Departments for the Summer session and Fall semester 2007
February 16	Friday—Last day for Departments to submit an Application for Degree to the Office of the Registrar for the Summer session and Fall semester 2007
March 3–9	Saturday-Friday—Midterm assessment/examinations
March 9	Friday—Last day for students to submit work for an Incomplete grade received in the Fall 2006 semester
March 10–16	Saturday-Friday—Spring vacation
March 17	Saturday—Classes resume
March 19	Monday—All Midterm Warnings to be input by departments no later than 12:00 noon
March 19	Monday—All grade changes for Incomplete work from Fall 2006 semester due in the Office of the Registrar
March 19–23	Rising Junior Assessment
March 26–30	Student evaluations of faculty
March 30	Friday—Last day to drop classes or withdraw from the University with a "W"
April 2	Monday—Preregistration for Intersession and Summer 2005 session and Fall 2005 semester begins
April 28–May 4	Saturday-Friday—Final examinations for prospective graduates
May 4	Friday—Last day of classes
May 7	Monday—All grades for prospective graduates to be input by faculty no later than 12:00 noon
May 5–11	Saturday-Friday—Final examinations
May 9	Wednesday—Reading Day (no exams except for Wednesday evening classes)
May 11	Friday—Semester ends
May 12	Saturday—Commencement Convocation
May 14	Monday—All grades to be input by faculty no later than 12:00 noon

Summer Session 2007

June 1	Friday—Regular registration for Summer session
June 2	Saturday—Classes begin
June 6	Wednesday—Last day of late registration Wednesday—Last day to add/change registration
June 15	Friday—Last day for students to submit an Application for Degree to the Office of the Registrar for the Summer session and Fall semester 2007
June 23, 27–29	Saturday, Wednesday–Friday—Midterm examinations
July 4	Wednesday—Academic holiday (Independence Day)
July 16	Monday—Last day to drop classes or withdraw from the University with a "W"
July 21, 25–27	Saturday, Wednesday–Friday—Final examinations
July 27	Friday—Session ends
July 30	Monday—All grades to be input by faculty no later than 12:00 noon

Students should check the KSU Web site each semester for any calendar changes which may have been approved after the publication of this Catalogue.

THE UNIVERSITY: A HISTORY OF PUBLIC SERVICE

MORE THAN A CENTURY OF EXCELLENCE IN HIGHER EDUCATION

From its modest beginnings as a small normal school for the training of black teachers for the black schools of Kentucky, Kentucky State University has grown and evolved to become the state's unique, small, liberal studies institution, serving students without regard to their race, age, sex, national origin, or economic status.

The University was chartered in May 1886 as the State Normal School for Colored Persons, only the second state-supported institution of higher learning in Kentucky. During the euphoria of Frankfort's 1886 centennial celebration, when vivid recollections of the Civil War remained, the city's 4,000 residents were keenly interested in having the new institution located in Frankfort. Toward that end, the city donated $1,500—a considerable amount in 1886 dollars—and a site on a scenic bluff overlooking the town. This united display of community enthusiasm and commitment won the day. The new college was located in Frankfort in spite of competition from several other cities.

Recitation Hall (now Jackson Hall), the college's first building, was erected in 1887. The new school opened on October 11, 1887 with three teachers, 55 students, and John H. Jackson as president.

In 1890 the institution became a land grant college, and the departments of home economics, agriculture, and mechanics were added to the school's curriculum. The school produced its first graduating class of five students in the spring of that year. A high school was organized in 1893. This expansion continued into the twentieth century in both name and program. In 1902, the name was changed to Kentucky Normal and Industrial Institute for Colored Persons. The name was changed again in 1926 to Kentucky State Industrial College for Colored Persons. In the early 1930's the high school was discontinued, and in 1938 the school was named the Kentucky State College for Negroes. The term "for Negroes" was dropped in 1952. Kentucky State College became a university in 1972, and in 1973 the first graduate students enrolled in its School of Public Affairs.

Over the past 20 years more than 30 new structures or major building expansions have enhanced Kentucky State University's 511-acre campus, which includes a 203-acre agricultural research farm.

Kentucky State University is the smallest of Kentucky's public universities with an enrollment of approximately 2,300 students and 130 full-time instructional faculty members. During a typical academic year, the University's student and faculty composition indicates a substantial racial balance:

Students:	74% full time
	26% part time
	69% residents of KY
	31% non-KY residents
	62% African American
	32% white
	6% other
Faculty:	35% African American
	57% white
	8% other

Kentucky State University today has more than 35 campus structures to serve its family, 11 of which are used for instructional purposes. Many courses are taught each academic year in off-campus classes throughout Franklin County and the surrounding six-county service area. The University's student-faculty ratio is the lowest among public institutions of higher learning in Kentucky.

Today's students have the opportunity to receive an associate (two-year) degree in three disciplines, a baccalaureate (four-year) degree in 24 disciplines—several of which have optional specializations, and a master's degree in four disciplines. Students may also elect to prepare for professional schools through the University's arrangements with the University of Kentucky, the University of Louisville, the University of Maryland at College Park, Vanderbilt University, Meharry Medical College, Florida A&M University, Northern Kentucky University, Auburn University, Tuskegee University, Southern College of Optometry (Memphis), the University of Houston, and the University of Alabama-Birmingham.

VISION

In the twenty-first century, Kentucky State University, a diverse and unique liberal studies, 1890 Land Grant institution, will be a comprehensive institution that effectively utilizes its resources to create an exceptional learning community. In its curricula, services, and outreach, Kentucky State University will remain committed to its rich heritage and dedicated to its future. Outstanding faculty and staff will prepare leaders committed to continuous improvement of the opportunities for expression and participation in the life of the University, the Commonwealth, the nation, and the world.

MISSION

KSU's liberal arts programs draw upon the unique diversity of the institution and its African-American heritage. As an 1890 Land Grant institution, KSU is committed to providing quality research and other community outreach initiatives. The work of the Office of Governmental Training meets the institution's statutory responsibility to serve public employees in the Commonwealth. Teacher education and other selected undergraduate and graduate programs are articulated through agreements with other institutions in the system.

Admissions guidelines are consistent with the system-wide policy to provide broad access to our small classes within a nurturing and stimulating environment that prepares undergraduate and graduate students to become successful citizens and professionals.

KSU is ever vigilant in its resolve to collaborate with other institutions in the Commonwealth to increase the effectiveness of Kentucky's postsecondary system, especially in the promotion of cost effectiveness, quality assurance and accountability.

Institutional Admission Standards

Kentucky State University shall admit students to the institution under selective admission standards which exceed the minimum guidelines established by the Council on Postsecondary Education, with only limited exceptions. Institutional guidelines shall be consistent with the system-wide policy for admitting underprepared students, including the removal of academic deficiencies within a specified time frame. Through this approach, the University seeks to provide broad access and high-quality programs.

Degree Levels

Selective associate degree and baccalaureate degree programs shall be oriented toward liberal studies and selected career opportunities related to state government services. Kentucky State University shall offer selected master's degree programs based on demonstrated needs, with a priority given to a public administration curriculum to meet the needs of state government.

Strategic Directions/Program Priorities

The University shall focus on liberal studies programming. Drawing upon its African American heritage, the University will promote the values and methods of interdisciplinary and multicultural education in its liberal studies offerings. All students shall participate in common curricula that explore the liberal studies. Drawing upon the multicultural strengths of the University, emphasis shall be placed on preparing minority students for careers in education and in other selected professions including business, computer science, nursing, human services, and public services. These strategic priorities translate into a core of liberal arts baccalaureate degree programs, in addition to degree program priorities at the associate (A), baccalaureate (B), and master's (M) levels that may include the following: education (B); business (B, M); computer science (B, M); nursing (A, B); human services (B); public administration (B, M); and aquaculture/aquatic science (M).

Enhancement of Instruction

The University shall emphasize teaching. Meeting student needs shall be paramount. The University shall focus on the needs of its students, which include, but are not limited to, full-time and part-time residential students, commuting students from its primary service area, and state government employees.

Service and Research Functions

As the Commonwealth's 1890 Land Grant institution, Kentucky State University shall fulfill its responsibilities under federal law and participate fully in appropriate U.S. Department of Agriculture programs, in accord with the mission of the University. Kentucky State University shall be the major repository for the collection of books, records, and artifacts relative to the history and status of African-American citizens of the Commonwealth and elsewhere. The University shall make such materials available for casual study and scholarly research. As the comprehensive institution located in the capital city, Kentucky State University shall focus on meeting the applied research and service needs of state government.

Collaborative Ventures

The priority master's degree program offered by Kentucky State University shall be carefully articulated with related doctoral programs offered by the doctoral-granting institutions in the system. The University shall develop and employ telecommunication resources to communicate with other institutions in the fulfillment of its mission. Curriculum development shall emphasize the transfer of credits from other institutions toward degree completion.

Efficiency and Effectiveness

Kentucky State University shall promote cost effectiveness in academic programming and institutional management. Strategic planning resulting in the elimination of duplicative or nonproductive programs is essential while the development of carefully selected new programs compatible with this mission is appropriate. Measures of quality and performances shall be the foundation of the University's assessment and accountability system which promotes the continuous improvement of programs and services.

KENTUCKY STATE UNIVERSITY: ONE OF A KIND

Kentucky State University has the most culturally diverse student body and faculty among all higher education institutions in Kentucky and one of the most diverse in the nation. In a typical year, the institution's student body is equally divided between African American and Caucasian students. About two percent of the students come from 14 foreign countries. The faculty is comprised of 35 percent African Americans, 50 percent Caucasians, and 15 percent from other ethnic origins.

KSU utilizes only faculty as teachers; no graduate assistants teach courses. More than two-thirds of the University's full-time faculty members who teach in the institution's baccalaureate and master's degree programs have terminal degrees.

Three percent of the openings in Kentucky's publicly-supported law, dental, and medical schools have been made available to Kentucky State University graduates who are Kentucky residents. No other institution of higher education in the Commonwealth has this guarantee.

The University has the most comprehensive liberal studies requirements of any public higher education institution in the state. KSU's Liberal Studies Requirements constitute a carefully designed program of 53 semester credit hours of courses selected from various academic offerings. An important feature of these requirements is the sequence of Integrative Studies courses. The Integrative Studies Program elicits from faculty and students a commitment to analyze and interpret a body of knowledge that links the perennial questions of human life with the greatest works of history, literature, art, philosophy, and the sciences. The program consists of seven seminars—three in the Western and four in the non-Western traditions. With the exception of the students in the Whitney M. Young, Jr. College of Leadership Studies, all baccalaureate degree-seeking students must successfully complete the Liberal Studies Requirements of which 12 semester credit hours must be in the Integrative Studies Program.

The University's Paul G. Blazer Library is one of the most comprehensive in Kentucky with more than 600,000 volumes and 1,200 serialized journals. The library is totally computerized and offers faculty and students access to the collections of other regional libraries through the Kentucky Library Network (KLN), and the Southeastern Library Network (SOLINET). Also through the Kentucky Virtual Library (KYVL), patrons have access to over 40 index, abstract and full-text databases, with free access available from your home, school, or local library. The library's satellite with both Ku and C bands provides access to national teleconferences and educational programming. Blazer Library is a selective depository for United States Government Document Publications, and houses an expanding collection of federal and state documents. As stipulated in its mission in Kentucky public higher education, KSU is the major repository in Kentucky for the collection of books, records, and artifacts relative to the history and status of African-American citizens of the Commonwealth and elsewhere. About 140,000 patrons visit the Blazer Library annually.

KSU is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS), and the University holds full membership in and/or accreditation from 53 state, regional, and national educational or professional organizations. KSU's academic programs are outstanding and are exemplified by the recent accreditation of the School of Business by the Association of Collegiate Business Schools and Programs (ACBSP). Few Schools of Business nationwide have received this prestigious accreditation.

Kentucky State offers the Applied Mathematics (pre-engineering) major, a five-year course of study in cooperation with four other universities. Students may choose the University of Kentucky, the University of Maryland at College Park, Vanderbilt University, or Florida A&M University for completion of the program. Students attend KSU for three years of study in the pre-engineering area and then transfer to the second institution for two additional years of work. Upon successful completion of the first year at the second institution, students are awarded the Bachelor of Science degree in Applied Mathematics by Kentucky State. Students are awarded the bachelor of science degree in their selected fields of engineering by the second institution after the final year of study.

Kentucky State is one of only two Land Grant higher education institutions in the state and one of seventeen national 1890 Land Grant institutions mandated by the Second Morrill Act of 1890 to conduct research, extension, and teaching in the food and agricultural sciences. This mandate enables KSU to offer many opportunities for students interested in learning more about the food and agricultural sciences. The Land Grant Program is funded by the U.S. Department of Agriculture.

The only aquaculture research program in Kentucky is located at KSU. Under the tutelage of the institution's Land Grant program, aquaculture research is assuming an ever-increasing emphasis among Kentucky's farmers. To complement this research effort, the University has added to its curricula a master's degree and a minor area of concentration in aquaculture.

KSU established in 1992 a National Center for Diversity. This Center is a partnership of Cooperative Extension programs at Kentucky State, the University of Wisconsin, Pennsylvania State University, and the Extension Service of the U.S. Department of Agriculture. Through diversity training conducted at the Cooperative Extension program facility on the KSU campus and across

the United States, the National Center for Diversity works to achieve its mission to enhance diversity and pluralism within the Cooperative Education System.

In 1993, the University founded a Center of Excellence for the Study of Kentucky African Americans (CESKAA). The unique mission of the Center is to serve as a cultural, research, and teaching resource to identify, collect, develop, research, preserve, and disseminate information and materials about the Kentucky African-American, the African-American, and the African heritage and experiences and their contributions to world civilization.

KSU's location in Frankfort, Kentucky's capital city, permits the University to offer unique and outstanding state government student internships that cannot be matched by any other Kentucky higher education institution. Participating students gain first-hand experience in government administration while earning from 3 to 12 academic semester credit hours. KSU also offers a supplementary internship program, in which pre-law students gain experience and earn academic credits as interns in the Office of the State Attorney General.

Kentucky State University's educational mission, though centered on degree programs that emphasize liberal studies, also places considerable importance on the University's public service commitments. State government training capabilities are under the auspices of the Office of Governmental Training at Kentucky State University. Thousands of state government employees are drawn annually to the University's campus to attend workshops and seminars.

Kentucky State University is truly unique among the state's public universities. The University, now well into its second century of educational service to Kentucky and the nation, continuously seeks to become an even more vital educational entity and to achieve excellence as a liberal studies institution that is second to none.

THE SETTING

ON THE HILL

Going to college is more than just going to class, and at Kentucky State University an important part of the student experience is the mix of activities, cultural events, and recreation that make up life on the campus upon a scenic hill overlooking Frankfort. Students have many opportunities to enjoy themselves outside the classroom. The calendar includes concerts and dances; swimming activities; talent shows; homecoming activities; intercollegiate football, baseball, softball, volleyball, and basketball games; and cross country, track and field, golf, and tennis competitions.

Intramural competition provides an outlet for many students. Among the men's, women's, and coed intramural activities are archery, badminton, basketball, bowling, softball, flag football, swimming, track, table tennis, tennis, and volleyball. In the local area, recreational opportunities include boating, water skiing, camping, cycling, fishing, golfing, hiking, horseback riding, jogging, and weight training, as well as the nearly limitless sightseeing that Kentucky's historic and scenic Bluegrass region offers. The University dedicated, during its May 1995 Commencement program, the William Exum Center, a nearly $12,000,000, 123,000-square foot multipurpose facility to meet the present and future University needs for health, physical education, and recreation programs. Designed for University student use, the William Exum Center contains four multipurpose playing courts with electronic scoreboards and spectator areas in its Gymnasium; an eight-lane indoor swimming pool with an adjacent diving well; four racquetball courts equipped with injury-preventing "floating floors"; a fully equipped fitness center with aerobic machines and weight training equipment; a 2,000 square foot dance studio lined with mirrored walls and bars; a gymnastics area equipped with uneven bars, safety mats and belts; and a second-level jogging track suspended above the gymnasium area.

Cultural experiences are considered an integral part of a liberal studies education. Numerous cultural events are scheduled throughout every academic year —many by the University and many by local organizations that use campus facilities for events open to students as well as to the general public.

Bradford Hall has practice rooms and rehearsal halls available for instrumental and vocal ensembles. The Bradford Hall Auditorium and Little Theatre are available for concerts, lectures, and plays. Art and photography exhibitions attended by the public from Frankfort and the surrounding area as well as by University students, faculty, and staff are presented in Jackson Hall Gallery and Blazer Library.

Public figures spanning the spectrum of political and human endeavors appear often at Kentucky State University. In recent years, these figures have appeared at convocations or special events, and they have included, among others, poet Gwendolyn Brooks; United States Senator William Proxmire; actress Cicely Tyson; author Alex Haley; American philosopher Mortimer Adler; UPI White House Correspondent Helen Thomas; former Ms. America Debbie Turner; Reverend Jessie Jackson; NAACP executive director Benjamin Hooks; journalist and former White House press secretary Jody Powell; historian David Brion Davis; comedian Sinbad; singers Marilyn McCoo and Billy Davis, Jr.; tennis star Arthur Ashe, Jr.; football star Roderick Hill; classics performer Frank E. Fowle III; professional football coach Dan Reeves; author Terri McMillan; Harvard Professor of Psychiatry Alvin Pouissant; neurochemist Ivan Mefford; poet John Ciardi; high school Principal Joe Clark; social commentator Tony Brown; jazz and classical musician David Baker; World Bank official Gretchen Handwerger; former Heavy Weight Champion of the World Muhammad Ali; former U. S. Secretary of Education Terrel H. Bell; former first lady Rosalyn Carter; author and Soviet defector Vladimir N. Sakharov; Pulitzer Prize-winning photojournalist Moneta Sleet, Jr.; Congresswoman Eleanor Holmes Norton; Olympic Gold Medalist Edwin Moses; Dr. Martin Luther King, Jr.'s daughter Dr. Bernice King; and social activist Bobby Seals. Most of the Frankfort Arts Foundation's annual presentations—which include symphonic concerts, ballets, play productions, and operas—take place on the Kentucky State University campus.

THE STATE CAPITAL: AN EXTENDED CAMPUS

Frankfort, the capital city of Kentucky and the home of Kentucky State University, lies on the western edge of the state's Bluegrass region. The city of 30,000, which is more than 200 years old, grew along the banks of the Kentucky River in a small valley bordered by limestone cliffs. Preservation of historic structures throughout the city adds to its picturesque quality. Easily accessible by major highways, Frankfort is within a short drive of Lexington, Louisville, and Cincinnati.

Frankfort's history is rich with familiar names and events. Daniel and Rebecca Boone are buried in a cemetery overlooking the city, just a few minutes' walk from the Kentucky State University campus. In the old Statehouse, Aaron Burr was brought before a grand jury on the charge of treason. The Military History Museum contains artifacts going back to the Revolutionary War and Civil War periods. Old houses at the Corner of Celebrities, located in the city's oldest residential neighborhood, have at different times been the residences of governors, supreme court judges, senators, and other noted statesmen. The Old Capitol Building is a finely restored example of Greek Revival architecture and the first public work by renowned architect Gideon Shryock. Its marble double-spiral staircase is a beautiful example of innovative design and superb craftsmanship.

The Orlando Brown House, also designed by Shryock, and Liberty Hall, built by statesman John Brown, served as meeting places for such famous figures as Zachary Taylor, James Monroe, Andrew Jackson, and Theodore Roosevelt. These two houses, along with the Glen Willis House, provide the city with beautiful areas for public receptions and with formal gardens along the river.

Today, offices of state government, the University, and local organizations join together to provide the city with places and events of interest. Beautifully planted gardens at the new State Capitol and throughout the city establish pleasant and congenial surroundings. The Frankfort Arts Foundation brings nationally recognized talent to Frankfort for musical and theatrical productions. Art galleries show works by the widely known late local painter, Paul Sawyier, along with shows by other nationally and locally known artists. The Game Farm, established in 1944 by the State Department of Fish and Wildlife Resources, is only three miles from downtown Frankfort. In addition to its woods and lakes, which serve as rest and feeding areas for migratory birds, almost all of Kentucky's native animal species are in residence.

Frankfort is a diverse community that offers Kentucky State University students a variety of opportunities for recreation and personal growth. Students can choose to be a part of this community in a variety of ways. It offers access to a rich cultural and historical perspective while providing avenues for involvement in civic and community affairs.

THE LAND GRANT MISSION

Kentucky State University is one of eighteen 1890 Land Grant institutions that were mandated by the Morrill Act of 1890 to conduct research, extension, and teaching in the food and agricultural sciences. This fact enables Kentucky State University to offer many opportunities for students interested in learning more about the food and agricultural sciences.

COMMUNITY RESEARCH SERVICE

Research responsibilities are assumed at the University by the Community Research Service. Research programs are administered by the U.S. Department of Agriculture's Cooperative State Research Education and Extension Service.

The mission of Kentucky State's Community Research Service is to help resolve agricultural, economic, and social problems of the people of Kentucky, especially those people with limited resources living in rural and urban communities. Currently, research is being conducted in four broad areas: aquaculture and natural resources; human nutrition, health, and home economics; plant and soil science; and rural development. Scientists with diversified educational backgrounds as well as domestic and international experiences are involved in outstanding research, including projects in warm- and cold-water fish production, water quality, environmental toxicology, plant tissue culture, integrated pest management, horticulture, apiculture, and nutritional problems of the elderly.

The Atwood Agricultural Research Facility houses the principal laboratories and serves as the hub for program activities. Augmenting this facility are a research farm, greenhouses, and a fish hatchery/pond complex—all designed to test theoretical laboratory work under practical field conditions.

Students can participate in research projects as laboratory assistants, and may earn academic credit through cooperative education. Research partnerships with several state/federal agencies and private industries have enhanced agency-sponsored internship opportunities for students. KSU encourages the participation of minorities and international students.

High school juniors and seniors participate in the research program through the Research Extension Apprenticeship Program (REAP), which provides exposure to research, extension, and related career opportunities. An on-campus U.S. Department of Agriculture liaison is available to counsel students on national initiatives and career opportunities in the food and agricultural sciences. A scholarship is available to students interested in Agricultural Science.

An aquaculture curriculum has been developed to provide students classroom as well as experiential learning about fish farming (fish nutrition, water quality, and environmental management) and its potential for economic development in Kentucky. Details regarding the minor or master's degree in Aquaculture are available in the Graduate Programs section of this Catalogue.

COOPERATIVE EXTENSION PROGRAM

The Cooperative Extension System is a nation-wide network established by Congress to extend research-based knowledge and technology from the laboratory to the community. A joint effort between the U.S. Department of Agriculture, the land grant University system, and the counties in each state, Cooperative Extension is designed to provide grassroots, not-for-credit educational programs in agriculture and natural resources, home economics, community resource development, consumer sciences, and family and youth development.

Kentucky officially joined the partnership in 1916 and today has two land grant universities: Kentucky State University and the University of Kentucky. All land grant universities serve three primary functions: resident instruction, research, and public service.

Since 1972, Kentucky State University's Cooperative Extension Program has fulfilled the public service role by providing educational and technical assistance to limited-resource families and by meeting the needs of homemakers, farmers, youth, the elderly, and many others.

Some Extension programs provide one-on-one opportunities where paraprofessionals work directly with family members. One such program, the Family Development and Management Program, assisted limited-resource families in Kentucky in saving more than $170,000 in household operations in a one-year period. Through another program, the Small and Part-time Farmer Program, farmers increased their income by an average of $10,000 and improved their use of farm inputs. Nearly 500 farm families increased their knowledge of sustainable agriculture.

Other program initiatives (Family Financial Education, Child and Youth Development, Aquaculture, and Community Resource Development) help families make better use of community resources to lead healthier, happier lives.

To reach effectively its audience of limited-resource Kentucky residents, the Extension Program routinely seeks outside funding to augment its program resources. It has thus far obtained more than $1,000,000 in outside funds to help farmers and families increase the quality of their lives and the efficiency and productivity of their economic enterprises.

Each program is developed to meet a need expressed at the local level and to help Kentuckians deal effectively with the tasks of everyday living. The payoff is evident in

dollars saved, in more satisfying relationships, and in more attractive homes and communities.

Students at Kentucky State University can learn more about Cooperative Extension as a career choice through student work assignments, work-study, and other student employment opportunities.

The Cooperative Extension Program is housed in a state-of-the-art office/meeting complex that greatly assists staff in carrying out the mission of the Extension System. Through the work opportunities listed above, students are able to receive educational instruction not only in the specific program areas of Extension, but in the broader areas of communications specialties. Incorporated into the Extension facility are the most modern technologies that enable the University to interact with diverse audiences while never leaving campus. Video, audio, and graphic technologies offer students the opportunity to receive educational experiences in the most current methods of individual and mass communications.

THE CENTER OF EXCELLENCE FOR THE STUDY OF KENTUCKY AFRICAN AMERICANS

Now in its tenth year, the Center of Excellence for the Study of Kentucky African Americans (CESKAA) was established, in accordance with the University mission, to serve as the primary vehicle for researching, collecting, preserving, and distributing information and materials about Kentucky African Americans and African heritage.

CESKAA exists as a repository and living community of memory to stress the diversity, richness, and complexity of both the University's history and heritage and that of Kentucky African Americans. Its programs of research and service are designed to enhance the liberal studies mission of the University.

Through public education, service and outreach, CESKAA plays an important role for the University, local community, and the state in shaping dialogue and policy regarding historical, social and heritage preservation projects across the Commonwealth. Some of its more popular programs are the annual Many Cultures-One Art quilt show, which draws visitors to the campus from across the country; research services utilized by scholars and teachers from around the nation and the world; and contributions to a series of documentaries on topics including the ESPN-produced "African American Jockeys —A Forgotten Legacy," Kentucky Education Television documentaries on basketball, Kentucky and the Underground Railroad Movement, and Civil Rights in Kentucky.

CESKAA's African Art Collection, considered the best in the region, now consists of more than 200 artifacts used for the study of social and cultural history of various regions in Africa. Students and scholars across the Commonwealth take advantage of finding aids to the collections and images of the University's early history on the Kentucky Virtual Library Web site. In the spring of 2002, CESKAA launched one of its largest research endeavors to date, a Kentucky/Canada research trail with Afro-Canadian scholars. Research continues on Lexington's African Cemetery No. 2 Community Development Project, as well.

The Center is located in historic Jackson Hall, the first permanent building on the KSU campus. It maintains archival resources in Blazer Library and museum quality exhibits in the Jackson Hall Gallery. CESKAA exists so that researchers, scholars, teachers, students, and others interested in African-American history, culture, social institutions, and public policy have a place to come and use materials about African Americans, ranging from agriculture and farm life to African-American heritage sites and urban life.

In the broadest sense, CESKAA exists so that all the people of Kentucky can learn and be informed about the important contributions African-American citizens make to the development of the Commonwealth, the nation, and the world.

ADMISSION TO THE UNIVERSITY

REQUIREMENTS FOR ADMISSION

Kentucky State University, an equal-opportunity educational institution, does not discriminate in its admission policies on the basis of race, color, sex, creed, disability, age, or national origin. Preference is given to the admission of Kentucky residents at the undergraduate level. However, applications from out-of-state residents are accepted for all curricula.

Kentucky State University requires that all incoming freshmen provide scores from either the American College Test (ACT) or the Scholastic Aptitude Test (SAT-I). The ACT is preferable; however, either test will be accepted and the higher score will be used for admission. Scores on these tests are used for admission, and for placement in English, mathematics, and reading.

Admission standards are based on the quality of the high school grades as well as scores on either the American College Test (ACT) or the Scholastic Aptitude Test (SAT-I). Students must also have completed specific courses in their high school curriculum. See the Pre-College Curriculum later in this section.

All questions about requirements should be referred to the Office of Admissions at (502) 597-6813 or 1-877-367-5978 or by faxing information to (502) 597-5814.

APPLICATION PROCEDURES FOR FRESHMAN ADMISSION

All freshmen applicants and freshman transfers must submit the following:

- A completed application with a $22.00 fee ($74.00 for international students),
- ACT or SAT-I scores,
- Official copy of the high school transcript. Applicants who are not high school graduates must supply a copy of the General Education Development Test (GED) scores in lieu of a high school transcript.
- For Freshman transfers, an official copy of transcript(s) of all college work completed.

Send all documents and applications for undergraduate admission to:

Office of Admissions
Kentucky State University
400 East Main Street
Frankfort, Kentucky 40601

For graduate admissions, please consult the Graduate Studies Section of this Catalogue.

Application Forms

Application forms for admission to any undergraduate program are available at the Office of Admissions, Kentucky State University, 400 East Main Street, Frankfort, Kentucky 40601. Application forms are also available on the KSU Web site (www.kysu.edu). Applications for graduate school must be made directly to the Office of Graduate Studies.

Responses on the application forms and on related materials must be complete and accurate; entrance may be denied or registration canceled as a result of false or misleading statements.

Application Fee

The required application fee is neither refundable nor applicable to other fees.

Transcripts

Official transcripts should be sent directly to the Office of Admissions by the school/college via the U.S. Postal Service, Federal Express, United Parcel Service, or electronically transmitted directly from the institution. No hand-delivered copies, unless in a sealed envelope by the sending institution, will be accepted as official.

Academic Scholarship Consideration

High school students who wish to be considered for University Academic Scholarships must:

- apply for admission by December 1 of their senior year (and have all required application documents), and
- have a score of 21 or higher on the ACT, or 970 or higher on the SAT-I, and a high school grade-point average of 3.00 or higher, calculated on a 4.00 scale.

Financial Aid Application

To apply for financial aid or scholarships, complete the current years's Free Application for Federal Student Aid (FAFSA). The application is available free through your high school guidance counselor's office or KSU's Student Financial Aid Office, (502) 597-5960 (toll free number 1-866-KSU-4AID).

ACADEMIC CRITERIA

Early Admission

Students of high academic promise may be admitted directly from the eleventh grade without a diploma. The basic requirements for early admission include:

- Completed admission documents which include evidence of completion of the 11th grade.
- A letter from the high school principal assessing the applicant's emotional and social maturity and readiness for college.
- Superior competence and preparation, evidenced by the high school record and college aptitude test scores.

Freshman Admission
Favorable consideration for admission will be given to accredited secondary school graduates whose college aptitude test scores and high school grades give promise of success in college. Secondary school students planning to apply for admission to KSU should emphasize the following school courses: English, mathematics, history, and science. They must also meet the University general admission requirements.

Admissions Index
The admissions index was established to quantify an assessment of a student's high school activities and ACT assessment. The admissions index is a numerical score calculated by multiplying the ACT by 10, the grade-point average by 100, and by adding the two sums. The equation is as follows: ACT x 10 + GPA x 100 = index. SAT I verbal and math scores are converted to ACT composite scores for use in the admissions index according to a table of equivalencies developed by the Kentucky Council on Postsecondary Education (www.cpe.state.ky.us).

Unconditional Admission for First-Time Freshmen
Kentucky State University requires students to meet an admission index of 430 or greater and to complete the Pre-College Curriculum (PCC) in order to be admitted unconditionally to the University.

Conditional Admission for First-Time Freshmen
Students with an admission index of 320-429 may be granted conditional admission. Applicants with an admission index of 320 or greater with PCC deficiencies also may be conditionally admitted to the University. Students granted conditional admission may not take more than 13 credit hours in their first semester. If a conditionally admitted student fails to earn a college semester GPA of 2.0 in his/her first semester, no more than 13 credit hours may be attempted in his or her second semester. If a student fails to achieve a college GPA of 2.0 or better, then he or she may be suspended. If a student fails to successfully complete all mathematics and English deficiencies within the first 30 semester credit hours of course work, he or she will be suspended from the University. (See Academic Policies section XX.C.1-2.)

Conditional status will be removed upon satisfying all of the following:
(a) Successful removal of PCC deficiencies in mathematics and English
(b) A college GPA of 2.0 or better
(c) Submission of all required admission documents, including SAT or ACT scores.

Denied Admission—Appeal Process
Applicants who are denied admission to the University for any reason will receive written notice of such denial. Students wishing to challenge the admission decision may make a written appeal which must include two letters of recommendation/support for the appeal. The letters of recommendation should be from a high school teacher or guidance counselor. All appeals letters should be sent to the University Admissions and Recruitment Committee c/o Office of Admissions, Kentucky State University, 400 East Main Street, 312 ASB, Frankfort, KY 40601, USA.

PRE-COLLEGE CURRICULUM (PCC)
The Pre-College Curriculum (PCC) is a core of high school courses required for all Kentucky resident students entering a public institution of higher learning in the Commonwealth of Kentucky as mandated by the Council on Postsecondary Education. Students who have not taken or completed PCC classes while in high school must fulfill these requirements during the first 30 credit hours at Kentucky State University. Failure to complete these requirements will result in the student being suspended from the University. The PCC classes are:

English (4 units):
English I, II, III, and IV or AP English

Mathematics (3 units):
Algebra I, Algebra II and Geometry

Foreign language (2 units of the same language)

Health education (½ unit)

History and appreciation of visual and performing arts (1 unit)

Physical education (½ unit)

Science (3 units, at least one shall be a laboratory course)
Physical science, Life science, or Earth and Space science

Social studies (3 units from the following)
United States history, Economics, Government, World geography, World civilization

Except for English and mathematics deficiencies, the introductory KSU college-level courses in the various required content areas will meet the required PCC courses. English and mathematics deficiencies will be met by the following courses:

English	ENG 099
Mathematics	MAT 095 or 097

(Courses which remedy the PCC deficiencies are subject to change.)

Students will not be permitted to take additional courses until all deficiencies are removed with a grade of "C" or above. Courses numbered below 100, e.g. MAT 097, will not count toward degree requirements.

The following students are not required to have the PCC requirements:

- Associate degree seeking students
- International students
- Nonresident students
- Students entering baccalaureate-degree status with twenty-four (24) or more semester credit hours applicable to a baccalaureate degree with a GPA of at least 2.00 on a 4.00 scale
- Students enrolled in a community or technical college or a community college type program
- Active duty military personnel, their spouses and dependents
- Students who have reached their 21st birthday before the beginning of the semester or term

ADVANCED STANDING AND CREDIT

Prospective students are advised to request information on advanced program standing from the Testing Office at Kentucky State University information.

Entering students with superior preparation or with competence in a specific area may qualify for advanced placement or credit. Placement or credit may be granted on the basis of Advanced Placement Examination (AP Exams) of the College Board, International Baccalaureate scores, College Level Examination Program (CLEP), General and Subject examinations, and other evidence of experience and competence.

Students transferring to Kentucky State University who have received advanced placement credits from another institution may be awarded these credits insofar as Kentucky State's requirements for awarding such credits are met. Advanced placement credits may not be substituted for residency requirements.

ADMISSION OF TRANSFER STUDENTS

The transfer student must submit the following additional documents for admission consideration:

- Transcripts of all college work attempted
- A letter of good standing from the registrar of the institution last attended (if student was suspended or dismissed from the last institution attended)

All transfer students who have completed 24 or more semester hours of college work must have earned a cumulative GPA of 2.00. The transfer student is not at liberty to disregard any part of his/her previous college or university records. Failure to report enrollment at another institution may result in dismissal and/or loss of credits earned at KSU. In the event of academic suspension/dismissal from any institution previously attended or currently being attended, an applicant must provide a letter of good standing from the last institution attended. Transfer applicants who were not eligible for admission to Kentucky State University when they graduated from high school must present a minimum of 24 semester hours of college credit.

Placement examinations may be required of applicants transferring into Kentucky State University before registering for classes.

ADMISSION OF TRANSIENT/VISITING STUDENTS (NON-DEGREE CANDIDATES)

A student in good standing in an accredited college may be admitted to the University as a Transient/Visiting student. To be eligible for consideration, an applicant must submit an application, a letter of good standing, and a $22.00 application fee ($74.00 for international applications).

Transient status does not constitute admission or matriculation as a degree candidate. The transient is, however, subject to the same fees and regulations as a regular student except for the continuation-in-residence requirements.

ADMISSION OF NON-TRADITIONAL AND/OR NON-DEGREE-SEEKING STUDENTS

Students who are twenty-one years of age or older or non-degree seeking may receive conditional admission to the University (if they do not qualify for unconditional admission). Such students are exempted from the PCC requirements and not required to do remedial course work. In addition, such students may obtain University credit hours through Academic Unit Challenge Examinations or by satisfactory performance on the College Level Examination Program (CLEP) tests. Students admitted without an ACT or SAT-I score should refer to Academic Policies, section XXIII-B.

ADMISSION OF INTERNATIONAL STUDENTS

The University welcomes admission inquiries from international students. International students should have complete admission applications on file three months before the beginning of the term in which they intend to enroll.

The international student must submit the following:

- An application for admission with a $ 74.00 (nonrefundable) payment
- Official transcripts in English with certified translation
- Official ACT or SAT scores sent to school code for Kentucky State University

NOTE: Nigerian students must submit the WASC (West African School Certificate) or the GCE (General Certificate of Education) Ordinary Level and Advance Level Certificates.

Applicants whose first language is not English are required to demonstrate proficiency in English. The University English language proficiency requirement will be met when the applicant has submitted proof of one of the following tests or courses taken with the last two (2) years:

- a score of 500 or better on the Test of English as a Foreign Language (TOEFL) paper-based exam or 173 or better on the TOEFL computer-based exam;
- completion of Level 109 at an ELS Language Center
- satisfactory completion of Freshman Composition I at a U.S. college or university;
- a score of 18 or better on the verbal portion of the ACT;
- a score of 480 or better on the verbal portion of the SAT-I;
- a score with a minimum Band of 5.0 from the International English Language Testing Service (IELTS).

Upon receipt of the official letter of acceptance, the international student must prove his/her ability to meet college expenses by one of the following means:

1) an award of a full scholarship or similar financial aid covering tuition, room, and board
2) a confirmation deposit of $3,500 (US) sent to the Office of Admissions. A student may use a maximum of 65% of the $3,500 deposit to pay the first semester's tuition and fees. The balance will remain on account until the student graduates or withdraws from Kentucky State University.

In addition to meeting one of the above requirements, the international student must complete a Declaration and Certification of Finances form to qualify for an Immigration Form (I-20) to be sent by KSU.

Non-English transcripts and certificates must be accompanied by an accredited evaluation and translation. This evaluation does not guarantee admission to Kentucky State University or acceptance of credits. For information about scholarships and financial aid, contact the Financial Aid Office.

ENGLISH AS A SECOND LANGUAGE PROGRAM

Students who wish to enroll in KSU's English as a Second Language (ESL) Program do not have to meet the English proficiency criteria. Students who complete the ESL program and wish to apply for regular admission to Kentucky State University will have to complete the regular application procedures, including demonstrating proficiency in English.

INTERNATIONAL TRANSFER STUDENTS

In addition to requirements for international student admission to KSU, an International Student Transfer Form must be completed by the non-immigrant student who now resides in the United States. The form (available online) must be submitted directly to the Office of Global Education and Programs. The applicant will not be issued an I-20 form from KSU until this form is completed and returned with the documents requested.

READMISSION

Students who have previously attended Kentucky State University and who wish to re-enter must secure readmission from the Registrar's Office. The student who attended another institution for one semester must have earned an overall average of "C" or better since last attending Kentucky State to be eligible to re-enter KSU. He/she must supply the Registrar's Office with a transcript from the institution attended.

HOME-SCHOOLED STUDENTS

A student with a home school diploma must submit the following in lieu of a high school transcript:

- A notarized statement from the home school teacher detailing the content of the student's home school curriculum and the duration of such, and
- A copy of the student's home school diploma.

POST-BACCALAUREATE STUDENTS

Students with an earned baccalaureate degree from a regionally accredited college or university who complete

the **regular** application process who desire to pursue a baccalaureate degree program at Kentucky State University, will be admitted to the University.

SENIOR CITIZENS
Kentucky residents, age 65 or older may complete the application, be admitted to the University and have all tuition and fees waived. The University may limit the enrollment of these students if classes are filled or if their admission necessitates additional classes.

GRADUATE PROGRAMS
Admission to graduate standing is granted by the Graduate Programs only. Please contact the Office of Graduate Studies for admission criteria.

HEALTH EXAMINATION AND IMMUNIZATIONS
Each prospective student should complete the health form provided with the application package and return it to University Student Health Services at least three weeks before registering to attend classes at the University.

STUDENT HEALTH INSURANCE
The University requires all students to have health insurance. You must provide a copy of your health insurance card in order to have the University waive the health fee.

STUDENT CLASSIFICATIONS

Kentucky Resident: A student who is a resident of Kentucky or whose parent(s) is(are) a resident(s) of Kentucky is considered a resident of the state. If a Kentucky resident graduated from an out-of-state high school, proof of residency must be submitted in order to avoid out-of- state tuition. Submission of a residency affidavit may be required to show proof. (See Residency subsection under the Student Expenses section.)

Non-Resident: A student who is not a resident of or whose parent(s) is(are) not a resident(s) of Kentucky is considered a non-resident.

International: A student who is not a citizen or permanent resident of the United States is considered an international student.

Non-Degree Student: A student not seeking a degree from Kentucky State University is considered a non-degree student. This may include transient/visiting students, early admission (high school) students, senior citizens, post-baccalaureate students without degree intentions, and students pursuing additional undergraduate course work for teacher certification.

First-Time Freshman: A student with no prior college experience is considered a first-time freshman.

Freshman Transfer: A student transferring less than 24 semester credit hours to KSU is considered a freshman transfer.

Transfer: A student transferring 24 or more semester credit hours to KSU is considered a transfer student.

LIBERAL STUDIES AND THE UNIVERSITY

Kentucky State University is the Commonwealth's unique public liberal studies institution.

Liberal studies comprise the traditional subjects of the arts and sciences, such as mathematics, poetry, history, politics, literature, languages, fine arts, philosophy, psychology, chemistry, and economics.

Subject matter alone, however, exhausts neither the meaning of liberal studies nor of a liberal studies education. A liberal studies education and preparation for a career or a profession are obviously not mutually exclusive. Whether one is a pre-engineering or an English major, a pre-medical or pre-law student, a computer science student or someone interested in a career in teacher education or business management, Kentucky State University best serves those students, who, regardless of their long-range goals, seek to think for themselves. Such students are those who wish to think clearly, to argue persuasively, to write with clarity and liveliness, and to gain both a cultural and historical perspective on the human experience as well as an in-depth knowledge in at least one area of human thought. Liberal studies sparks curiosity and broadens vision. Liberal studies education provides the tools by which people come to understand the world, one another, and themselves.

In short, liberal studies develop independent and critical thinking. More critical than the development of specialized skills, the development of independent thinking is the foundation for personal growth. The possession of specific skills, however important they may be, is insufficient if one is unable to confront life changes with resourcefulness and clarity of thought. Job skills change with the passing of time and the shifting demands of industry; however, the ability to think for oneself is the governing resource of truly educated individuals.

In a 1983 speech at Kentucky State University, Edwin Delattre, then president of St. John's College, spoke of the power of liberal education in these words:

> *Minds can be shackled by laws against education, by parental indifference, by propaganda, by distinction, and in a thousand other ways. Worst of all, people can enslave, enshackle, victimize their own minds, without any help from anyone else. It happens all the time, and you can see the marks, the wounds and scars, of these shackles every day, everywhere, if you know what to look for. It is often very hard, though, to see or feel these shackles inside oneself.*
>
> *Liberal education—liberating education—is the kind which ferrets out these shackles, seeks to open them where they exist, and prevent them where they do not.*

Education of this sort must be earned, because it comes with persistence and effort. Ultimately, liberal studies requires the courage to follow a question persistently and resourcefully wherever it might lead. At Kentucky State University, education is the daily pursuit of intellectual and moral maturity by students, faculty, and staff.

In order to make the goals of liberal studies at Kentucky State University clear and specific, the faculty has adopted a set of twelve liberal studies learning outcomes. After completing the general education requirements at Kentucky State University, students will be expected to demonstrate the ability:

1. *To communicate accurately and effectively in writing and speech.*

   Students must be familiar with the conventions of standard usage in both written and spoken English and be able to communicate clearly and effectively.

2. *To think critically and analytically.*

   Students must be able to use reason and logic to understand ideas, appreciate nuances and recognize ambiguities, and formulate their own positions on issues.

3. *To read with comprehension at a level appropriate for college students.*

   Students must be able to understand and interpret reading matter from a variety of disciplines.

4. *To use the methods of mathematical and scientific inquiry.*

   Students must be able to use the methods of mathematical and scientific inquiry to analyze, evaluate, and synthesize information.

5. *To locate, select, organize, and present information efficiently by retrieving and organizing information from various disciplines.*

   Students must have effective library skills as well as the ability to use electronic information retrieval systems, including the computer and online resources.

6. *To recognize and value both the global diversity of cultures, by study of Western and non-Western cultures and by study of foreign language, and the multicultural nature of American society, including the cultural contributions of African Americans.*

Students must encounter and learn to value a variety of cultural perspectives as expressed in foreign languages, the arts, literature, social sciences, historical studies, interdisciplinary studies, and philosophy.

7. *To make informed and ethical value decisions.*

Students must develop the ability to understand the ethical implications of behaviors and motivations encountered in works studied in the classroom and to formulate a framework of values that will help them to consider the consequences of their own actions and to make ethical decisions in their lives.

8. *To understand past and contemporary social, cultural, and political issues from disciplinary perspectives.*

Students must learn how to engage issues and ideas presented through social, cultural, and political constructions, using disciplinary approaches.

9. *To integrate knowledge from a variety of disciplines, cultures, and historical contexts from the ancient to the modern world.*

Students must develop the ability to see interconnections among ideas, issues, and beliefs which span historical moments, cultural perspectives, and academic disciplines.

10. *To appreciate the aesthetic values embodied in human creative expression.*

Students must understand and appreciate the values expressed in the arts and literature.

11. *To develop life skills that will help them become self-sufficient individuals and productive members of society.*

Students should develop knowledge, skills, and behaviors which promote both personal and communal well-being.

12. *To use computer technology to enhance their educational experiences and to develop skills useful throughout their lives and in their careers.*

Students should learn various use of computer technology.

ACADEMIC INFORMATION

Kentucky State University serves many ends and many needs, but the true test of an institution's quality is whether its graduates have learned to think for themselves. St. Augustine paid his education the compliment of saying that, as a result of it, he could read anything that was written, understand anything that he heard, and say anything he thought. There can be no higher praise.

Every baccalaureate degree program at the University is designed to provide students with a sound liberal studies education and the more specialized skills derived from disciplined study of individual subject matter. Together, the University's Liberal Studies Requirements and specific academic degree requirements provide each student with an education worthy of the praise that St. Augustine paid to his own education.

PLACEMENT TESTS AND REMEDIATION

Students admitted to Kentucky State University as beginning freshmen or transfer students may be required to take placement tests to ensure appropriate placement in mathematics courses. Initial math placement is based on ACT/SAT scores. If a student scores below 19 on the Math section of the ACT or 460 on the SAT, the in-house math placement test is administered. (This in-house assessment may only be taken once.) Initial placement in English courses is based on ACT composite scores and subscores (or comparable SAT scores).

English Placement based on ACT/SAT Subscores:

ACT Reading Composite
score of 15 or below ..... ENG 088

ACT English Composite
score of 16-18 ..... ENG 099 and ENG 103

ACT Reading Composite
score of 16-18 ..... ENG 103

ACT English Composite
above a score of 18 ..... ENG 101

SAT Verbal score
of 350 and below ..... ENG 088 and ENG 089

SAT Verbal score
of 351-399 ..... ENG 099 and ENG 103

SAT Verbal score
400 and above ..... ENG 101

NOTE: Scores subject to change.

Students may appeal to the Division of Literature, Languages and Philosophy for placement in English classes. A music placement test is required of all entering music majors. Foreign language proficiency examinations are available to those who seek advanced placement in or exemption from the foreign language requirements.

UNIVERSITY ORIENTATION

University Orientation (UNV 101) is a course designed to prepare students for the transition to university academic rigors and university life. It includes learning skills to succeed in the academic and social environments at the University.

Degree-seeking students entering the University will be required to take University Orientation (UNV 101) if:

- they lack one or more PCC requirement;
- they have received a grade of less than "C" in any PCC requirement;
- they enter with 24 semester credit hours or less and a high school cumulative grade-point average less than 2.5 on a 4-point scale;
- they have been placed in ENG 088, ENG 089, ENG 099, MAT 095, or MAT 097 based on ACT/SAT or departmental exam scores.

Military personnel, students who have reached their 21st birthday before the beginning of the semester, associate-degree-seeking students, and international students are exempted from taking UNV 101.

UNIVERSITY REQUIREMENTS

Each student who enters Kentucky State University with the intention to earn a baccalaureate degree must satisfy the Liberal Studies Requirements. Liberal studies courses serve as a foundation for many other courses. In addition to the requirements of the student's major field of study, Liberal Studies Requirements constitute a carefully designed program of 53 semester credit hours of courses to be selected from the various academic offerings of the University. The Liberal Studies Requirements are divided into two parts: The General Core Requirements, consisting of 41 semester credit hours, and the Integrative Studies Requirements, consisting of 12 semester credit hours. Details of the Integrative Studies program may be found in the section of this Catalogue describing the Whitney M. Young, Jr., School of Honors and Liberal Studies. A number of choices are included in the Liberal Studies Requirements, and students are encouraged to consider carefully the alternatives available to them.

The course of studies in the first two years of the Whitney M. Young, Jr., School of Honors and Liberal Studies (48 semester credit hours) provides an alternate and brief way of fulfilling all of the University's Liberal Studies Requirements. WYS Science majors complete only the seminars and language tutorials; courses from the College of Mathematics, Science, Technology and Health fulfill the math/science component of the core. (Students who pursue this option must still meet the minimum number of hours required for graduation.) Students

transferring in courses as substitutes or equivalents must have the approval of the Office of the Registrar. (Major core transfer courses are approved in the major departments.)

Certain Liberal Studies Requirements may also be fulfilled through the University's testing programs or other testing programs. For a listing of courses and the tests through which semester credit hours may be earned, see the Catalogue section on Credit by Examination/Certification and Credit for Life Experience.

LIBERAL STUDIES GENERAL CORE REQUIREMENTS

Note: *All students need to consult their degree requirements for variances to these Liberal Studies requirements.*

I. Languages and Reasoning

ENG 101—English Composition and Rhetoric I 3
ENG 102—English Composition and Rhetoric II 3
SPE 103—Interpersonal Communication 3
MAT 111—Contemporary Mathematics or above 3
*Foreign Language 6
Total: 18

*The University requires a proficiency level in a foreign language equal to that which the student would have achieved after taking two semesters of language at the 101/102 levels. Students who have completed language training at the high school level may satisfy all or part of the foreign language requirement through the Advanced Placement Program (described elsewhere in this Catalogue) or through the College Level Examination Program (CLEP) (see Catalogue section, Division of Literature, Languages, and Philosophy, for more information).

II. Fine Arts, Letters, and History

EITHER ART 130—Introduction to Art **OR** MUS 130—Introduction to Music 3
ENG 211—Introduction to Literature 3
HIS 103—Western Civilization 3
Total: 9

III. Sciences

A. Behavioral (select one):
EITHER PSY 200—General Psychology **OR** SOC 203—Principles of Sociology 3
B. Social (select one):
EITHER ECO 200—Survey of Economics **OR** POS 101—American Government 3
C. Natural:
BIO 101—Life Science 3
(select one):
EITHER BIO 112—Exploration of Modern Topics in Biology
OR PHS 201—Physical Sciences I **OR** PHS 202—Physical Sciences II 3
Total: 12

IV. Health Education (select one):

EITHER HED 221—Personal Health and Lifetime Fitness
OR PHE Physical Education activity course(s) 2
Total: 2

General Core Requirements Total Hours: 41

LIBERAL STUDIES INTEGRATIVE STUDIES (IGS) REQUIREMENTS

IGS 200—Foundations of Cultures 3
IGS 201—Convergence of Cultures 3
IGS 300—Search for New Forms of Culture 3
EITHER IGS 301—Studies in African Cultures **OR** IGS 302—Studies in Asian Cultures
OR IGS 303—Studies in Latin American Cultures **OR** IGS 304—The African-American Experience . 3

IGS Studies Requirements Total Hours: 12

TOTAL HOURS LIBERAL STUDIES REQUIREMENTS: 53

LIBERAL STUDIES REQUIREMENTS—
Whitney Young School Honors Program

I. Languages

EITHER HON 131—Beginning Classical Greek I **OR** HON 141—Elementary Latin I 3
EITHER HON 132—Beginning Classical Greek II **OR** HON 142—Elementary Latin II 3
HON 143—Writing Lab I 1
HON 144—Writing Lab II 1
Total: 8

II. Liberal Studies Seminars

HON 101—Liberal Studies Seminar I 4
HON 102—Liberal Studies Seminar II 4
HON 201—Liberal Studies Seminar III 4
HON 202—Liberal Studies Seminar IV 4
Total: 16

HON 211—Language III British Literature 4
HON 212—Language IV Modern Literature in English 4
Total: 8

III. Math-Sciences

HON 121—Math-Science I 4
HON 122—Math-Science II 4
HON 221—Math-Science III 4
HON 222—Math-Science IV 4
Total: 16

WHITNEY YOUNG TOTAL HOURS LIBERAL STUDIES REQUIREMENTS: 48

NOTE: *See HON course descriptions for specific content.*

CLASS SCHEDULING POLICY

Kentucky State University follows a comprehensive plan that governs the offering of courses on a long-term basis. The University's Nine-Semester Schedule of Courses permits students and their advisors to develop an effective plan which identifies when required and elective courses may be taken. In general, all upper-division courses (elective or required), necessary to complete undergraduate degree requirements for a program, shall be offered at least once every two academic years.

PRE-PROFESSIONAL PROGRAMS

Kentucky State University offers preparatory programs for students intending to enter the fields of medicine, dentistry, law, engineering, optometry, pharmacy, veterinary medicine, community health, cytotechnology, clinical laboratory sciences, nuclear medicine technology, and physical therapy. Most of these programs are housed in various divisions of the College of Mathematics, Science, Technology, and Health. The requirements for a pre-law curriculum can be fulfilled by a strong major, such as English or Political Science, which are housed in the College of Arts, Social Sciences and Interdisciplinary Studies.

In addition to preparing students for entrance into the professional schools of their choice, Kentucky residents attending Kentucky State University and meeting certain requirements, will be eligible for three percent of the openings annually at Kentucky's publicly-supported law, medical, and dental schools. Students interested in any of the above professional areas should contact the University's pre-professional program advisors through the College of Mathematics, Science, Technology, and Health. Information regarding veterinary medicine may be found in the section of this Catalogue describing the Division of Mathematics and Sciences.

COOPERATIVE EDUCATION PROGRAM

Cooperative education at Kentucky State University is an academic program incorporating alternating and parallel periods of employment and classroom study. This educational process is a joint or cooperative effort on the part of the Cooperative Education Office, the faculty instructing the student, and the employer furnishing opportunities for practical applications of the student's class work. Students are limited to a maximum of twelve hours in cooperative education courses for their academic career at KSU.

Cooperative education helps the student bridge the gap between the classroom and the workplace, and it allows the student to observe and participate in practical applications of coursework. Cooperative education

enables students to be more valuable contributors upon returning to the classroom; they gain self-confidence and become more involved in the educational process. Full-time employment is of significant financial benefit to the student and is valuable in adding to the student's credentials for employment. Upon graduation, the co-op student has a decided edge in competing for professional positions.

The University believes that supervised work experience is worth college credit; therefore, upon successful completion of each semester of work experience, semester credit hours are awarded. Cooperative education courses will not be substituted for mandatory classes in the student's major.

The Cooperative Education Program seeks to meet the needs of students in most academic disciplines offered at Kentucky State University. Therefore, the program is offered to all students after the completion of one full academic year of coursework (30 semester credit hours minimum). Participating students are expected to be in good standing with the University and have a cumulative grade-point average of 2.0 or better. Students may earn no more than twelve (12) semester credit hours in Cooperative Education courses (including both associate and baccalaureate degrees) during their tenure at KSU. In order to register for Cooperative Education credit, students must submit an application to the Office of Cooperative Education in advance of the term (summer session/semester) during which they wish to co-op.

It is recommended that each student take the time to visit the Cooperative Education Office and meet with staff to discuss available opportunities.

INDEPENDENT STUDY

A student may take a course as an Independent Study if special circumstances warrant. A student will be allowed to pursue an Independent Study only with a proven record of academic achievement. An independent Study shall be used only in cases of unavoidable course conflict.

INTERNATIONAL STUDENTS AND HOMELAND SECURITY

Recent changes in Bureau of Citizenship and Immigration Services—CIS (formerly Immigration and Naturalization Service—INS) regulations will impact foreign students' enrollment and responsibilities in the United States. It is very important that each international student stay informed of these changes to avoid jeopardizing his/her immigration status. The changes, sanctioned by the US Congress, have come in the wake of the September 11, 2001, acts of terrorism, and are meant to help ensure America's security.

The CIS has created an Internet-based system to maintain current information on international students, exchange visitors, and their dependents (i.e., all those in F or J status). The system is called SEVIS (Student and Exchange Visitor Information System). SEVIS will track F and J visa holders from the time they receive their immigration documents (I-20 or DS-2019) until they complete their programs, and will require the receiving institution to report students and scholars to the CIS who fail to maintain lawful status.

Under the proposed regulations, even minor status violations (e.g., failing to inform CIS of change of major, or failure to process a timely transfer) could result in loss of employment authorization eligibility, the opportunity to return to the US after a visit abroad, or even possible deportation. In order to keep students informed of these important changes, the Office of Global Education & Programs will conduct information sessions each semester or as deemed necessary, as well as provide up-to-date information concerning the new regulations on the Global Education Web page—via "Academic Support Services." In addition to issuing I-20s and maintaining an institution's authorization, schools are required to report the enrollment of any F-1 or M-1 nonimmigrant every semester, term, or session. Also, the University must report in SEVIS current students that fail to enroll, maintain status, or complete their program.

Schools are currently required to maintain records of the student's name, date and place of birth, country of citizenship, address, status, date of commencement of studies, degree program and field of study, practical training, termination date and reason, documents related to the student's admission, the number of credits completed per semester, and a copy of the I-20. All this information now resides in SEVIS rather than solely as hard files at each schod; therefore, CIS should never need to contact a school for access to these records. SEVIS will track the issuance of I-20s, extensions, transfers, authorized employment, and reduced course loads.

FOREIGN STUDY

Kentucky State University offers opportunities for foreign study to qualified students. Students may take advantage of programs allowing them to pursue their major at prestigious universities in other countries. As a member of the Cooperative Center for Study Abroad and the Kentucky Institute for International Studies, the University offers various study-abroad opportunities, including a summer term, a full semester—fall/spring, and a two-week (December–January) term. Most study-abroad courses available through CCSA or KIIS are part of the University's Liberal Studies requirements, and academic credits will generally transfer to KSU. Opportunities for study abroad are available in several locations, including Europe, Australia, Africa, Asia, the Caribbean, and Cen-

tral/South America. Interested students should contact the Office of Global Education & Programs for specifics.

STUDENT EXCHANGE

Participation in an exchange program increases a student's access to a variety of educational programs and experiences. Such programs permit students to take courses, meet other students, and study under professors not available to them in their home institution. Taking part in an exchange program can be an intellectually and culturally enriching experience. KSU now has exchange agreements with Kwangdong National University and Korea University (Republic of South Korea) and the Central University of the East (Dominican Republic). Students interested in participating in an exchange program should contact the Office of Global Education & Programs.

THE UNIVERSITY LIBRARY

Learning to organize and carry out independent research is an integral part of a university liberal studies education. The Paul G. Blazer Library, located at the northeast end of the campus, provides comprehensive and current research materials and facilities for students and faculty. The university community is also encouraged to use Blazer Library for personal enrichment and leisure reading.

Blazer Library's collection of more than 600,000 volumes includes materials such as books, microforms, cartographic materials, films and other audiovisual materials, and machine-readable materials to aid students in their coursework and research.

As a member of the Kentucky Commonwealth Virtual Library (http://kysu.kcvl.org), Blazer Library has access to more than forty databases including: Academic Search Premier, Health Source Plus, Newspaper Source, Business Source Premier, Books in Print with Reviews, MLA, and PsycINFO, as well as FirstSearch, which provides access to over fifty databases on various subjects. In addition, the Library has access to SIRS Researcher, African American Biographical Database, Wilson Web, Sociological Abstracts, Reference Center Gold, and Ethnic Newswatch through the Internet.

Like all other state supported academic institutions in Kentucky, Blazer Library uses Voyager by Endeavor as its library management system. Anyone with Web access can search Blazer Library's catalog at http://kysu.kcvl.org. The Library has thirty computers for public use. From the Library's homepage, users can access Internet resources, electronic databases, catalogs from other libraries, as well as order materials via interlibrary loan.

Inter-library Loan is a service provided by the Reference Department of Blazer Library to the faculty, staff, and students engaged in research at Kentucky State University. Conditions of this service are set by the Inter-library Loan Code of the American Library Association and by regulations of the individual lending libraries. Every effort will be made to obtain items free of charge. Frequently, however, materials can be obtained only from institutions that charge an inter- library loan fee. When submitting an ILL request, patrons should state the maximum charges they are willing to accept. Printed inter-library loan request forms are located at the reference desk. An electronic form may be found on the library's homepage.

Blazer Library is a selective depository for United States Government Document Publications. The library has an expanding collection of books, periodicals, microfilm, maps, posters, CD-ROMs and videos published by federal government agencies. There is a growing collection of state documents as well.

The second floor of the library houses the Special Collections and the University Archives, which contain rare and historical documents and publications relating to the University, the history and culture of African Americans in the state and the nation.

The Instructional Technology Center (ITC), located on the ground floor, provides the university with various forms of technology to supplement classroom instruction and assist the learning process. The Center's satellite technology provides access to national teleconferences and educational programming.

The Education Curriculum Library is located on the first floor of Blazer Library. The collection includes professional resources for K–12 teachers, a children's literature collection, a reference collection, and a collection of early childhood materials. In addition to these collections, the Educational Library also houses a special collection of children's books by and/or about African Americans. The Education Library also serves as the official repository for all state-approved textbooks.

Professional librarians and support personnel are available to assist students in using the library's resources and facilities. Library information may be obtained by request from library staff or by consulting the Library Handbook, which is available at service desks throughout the library. Special library tours or individualized library instruction may be scheduled by contacting the Library Office.

VETERANS' EDUCATIONAL BENEFITS

Students who wish to receive Veterans' educational benefits while attending Kentucky State University need to contact the Department of Veterans Affairs Regional Office, P.O. Box 66830, St. Louis, MO, 63166-6830 or by phone at 1-888-442-4551 to inquire about their eligibility. All eligible veterans and dependents of a veteran who have been admitted to a degree-granting program within the University need to contact the Kentucky State University certifying official for the Veterans Administration in the

Office of the Registrar, Room 323, Academic Services Building. Students should be prepared to pay for their initial tuition and textbook expenses until they have been notified by the U.S. Department of Veteran Affairs of eligibility. It is the student's responsibility to notify the KSU certifying official of any changes during any given semester for which he or she is receiving VA educational benefits. Failure to do so may result in an overpayment, and the student will be responsible for repayment to the Department of Veterans Affairs.

MILITARY SCIENCE PROGRAM

Army ROTC

Kentucky State University has entered into a partnership agreement with the Army Reserve Officers Training Corps (ROTC) program at the University of Kentucky. Currently only AMS 102 and AMS 103 are offered on the KSU campus; all other Military Science classes are taught at the University of Kentucky, Lexington, Kentucky. Students who wish to participate in the ROTC program receive ROTC scholarship assistance, become commissioned as second lieutenants in the United States Army, and may attend the Military Science program at the University of Kentucky through this partnership agreement. Participating students must provide their own transportation to the University of Kentucky for Military Science classes that are not taught on the KSU campus as well as other ROTC activities.

The Military Science Program is open to both men and women and follows a general military science curriculum. Three- and two-year ROTC scholarships are available on an equally competitive basis to qualified freshmen and sophomores. These scholarships pay all tuition and required fees up to $8,000 or 80% of the combined total of tuition and required fees for costs over $8,000. The scholarship students also receive a $100 monthly stipend. A military obligation is incurred in exchange for the scholarship funds. Minimum courses required and credit hours for each are listed in the course description section of this Catalogue under the Army Military Studies (AMS) course prefix.

Students interested in the Army ROTC Program should contact the KSU ROTC office in the Academic Services Building or write to the Professor of Military Science, University of Kentucky, Lexington, KY 40506 for further information.

Air Force ROTC

Kentucky State University, in cooperation with the Air Force Reserve Officers Training Corps (Air Force ROTC) detachment at the University of Kentucky, offers a two-, three-, or four-year Air Force ROTC program. These programs allow qualified students an opportunity to earn commissions as officers in active duty in the U.S. Air Force while completing the requirement for a degree in their chosen field. The Air Force ROTC courses are offered on the campus of the University of Kentucky. Students are responsible for their own transportation. Students attend classes at the University of Kentucky (UK) while enrolling for all other courses at Kentucky State University. Interested students should contact the AFROTC office at UK at (606) 257-7115 for enrollment information.

Upon graduation from KSU and completion of either the two-, three-, or four-year Air Force ROTC program, students are commissioned as active-duty second lieutenants in the United States Air Force.

Scholarships are available to qualified students who enroll in the Air Force ROTC program. These scholarships provide full payment of tuition, laboratory fees, an allowance for books, and a tax-free monthly subsistence allowance.

ACADEMIC TRANSCRIPT REQUESTS

The Office of the Registrar processes all transcript requests. Students requiring a record of their academic coursework (transcript) at Kentucky State University may request the information by contacting the Office of the Registrar. The cost for transcripts is $5.00 for overnight processing or $7.00 for same-day processing. Request for transcripts may be made by:

- visiting the office in person; or
- faxing to (502) 597-6239; faxed requests must include credit card information for payment; or
- mailing the request with a money order to: Transcripts, Office of the Registrar, ASB 323, Kentucky State University, 400 East Main Street, Frankfort, KY 40601.

The requests should include the following information: social security number, current mailing address, dates of attendance, degree received, and applicant's name as it was recorded when in attendance. Kentucky State University does not take telephone requests for transcripts.

KENTUCKY STATE UNIVERSITY STUDENTS AS VISITORS AT OTHER INSTITUTIONS

KSU students may earn a limited amount of credit toward an associate or baccalaureate degree at another college or university provided that the student earns a "C" or better, has prior approval from his/her advisor, dean, and the Registrar, and provided the other institution is fully accredited and the coursework meets the University specifications for credit acceptance. (See Academic Regulations and Policies Section on Residency Requirements for Graduation.) Courses not approved in advance of enrollment at another institution will not be accepted.

The student should consult with an advisor or dean and complete a "KSU Student Visiting Another Institution" form from the Office of the Registrar before enrolling at another institution. It is the student's responsibility to arrange for official transcripts of transfer work to be sent to the Office of the Registrar at KSU at the end of the term in which the student attended the other institution. Students must be in good academic standing with a GPA of 2.0 or better; freshmen may have a GPA of 1.7 or better.

ACADEMIC SUPPORT SERVICES

The Academic Center for Excellence (ACE) is a comprehensive learning center that provides students with personalized academic support in mathematics, writing, reading, science, foreign languages, study strategies, and time management. The staff also offers assistance in using individual learning styles and improving note- taking and test-taking skills. All students may take advantage of these free services while enrolled at the University.

ACE is staffed by Instructional Counselors who are professionals with degrees in English, Mathematics, or related areas. The Center also employs highly qualified peer tutors who modd positive attitudes, values, and skills while helping students to become actively involved in their learning. The tutors must maintain a 3.0 GPA in their subjects tutored and at least a 2.7 cumulative GPA. In order to best serve the KSU student body, peer tutors receive ongoing training in effective tutoring strategies.

ACE academic support services are available Monday through Thursday from 8:00 A.M. to 9:00 P.M., Friday from 8:00 A.M. to 4:30 P.M., and Saturday from 10:00 A.M. to 3:00 P.M. For more information, please visit the Center in Room 110, Carl M. Hill Student Center; see our Web site at http:///www.kysu.edu/academics/academic_support_services, or call (502) 597-6680.

The FRIENDS program for nontraditional students proves an academic resource room for students who are either over age 24, a parent regardless of age, married, divorced, or returning to school after five or more years. The program offers students individualized academic support including access to tutoring and computer-aided instruction, peer support, academic and life-skills workshops, timely campus information, and special family events. Please visit the FRIENDS Program in Room 304, Carl M. Hill Student Center or call (502) 597-5191 for more information.

The Disability Resource Center (DRC) assures that students with disabilities receive equal access to education by providing services and auxiliary aids in accordance with statutes in Section 504 of the Rehabilitation Act of 1973 and in Title II of the Americans with Disabilities Act of 1990 (ADA). Assistance to students is not limited to the aforementioned statues as various other laws such as those pertaining to building accessibility and Website accessibility are also applicable. Additionally, the KSU Office of Continuing and Distance Education works in conjunction with the DRC by making all alternative-delivery courses and professional-training workshops accessible to all students and faculty. This pertains to all Kentucky Educational Television (KET) broadcasts, Kentucky Virtual University (KYVU) online classes, and Kentucky Tele-Linking Network (KTLN) ITV offerings, and all University Professional Development Center workshops.

COMPUTING OPPORTUNITIES

Kentucky State University iscommitted to establishing and maintaining a communications and information system which will provide students, faculty, staff, and administrators with sufficient computing resources to achieve learning, instructional, and administrative goals. The University recognizes the increasing role of computers in all disciplines today, and seeks to meet the challenge of providing an environment in which students can utilize computers as tools in any field of study. The University has established a campus-wide fiber- optic network of desktop computers.

The central computing facility is located on the third floor of the Academic Services Building. The facility houses two 9221 mainframe computers; one is dedicated to administrative computing, and one is dedicated to academic computing. Two systems are available on the academic mainframe computer:

- The University's automated library system.
- Computer language compilers such as ASSEMBLER, COBOL, and RPG.

The central computing facility is also the hub for all campus network activity. A faculty/staff computer lab exists for administrative support as well as for evaluating and testing new software and hardware technologies. Training is also conducted in this lab for all faculty and staff.

Desktop computers have become an integral part of required courses for many of the University's degree programs. Many degree programs have established departmental computer labs to provide practical computer experience beyond the classroom. Programs such as business, public administration, computer sciences, behavioral and social sciences, education, nursing, applied human sciences, and English have computer laboratories for teaching-related applications. Industrial Technology has a computer laboratory to support computer-aided drafting and experimental robotics.

There are student labs on campus available to students in any academic program. The computer lab is designed to help students with their homework and class preparation. Students can use word processing, spreadsheet, and

database software to complete homework assignments. Additional desktop computers are located in the residence halls and are available on a 24-hour basis for students residing on campus.

Through its campus network, Kentucky State University provides access to the Internet for both faculty and students. The University also provides electronic communication through the use of E-mail for messages both on and off campus.

Kentucky State University has installed a state-of-the-art video broadcast system for use with classroom instruction. The University also has two telecommunications conference rooms equipped with satellite up-link and down-link capabilities. These conference rooms are used for video conferences and distance learning.

CONTINUING AND DISTANCE EDUCATION

The Office of Continuing and Distance Education (OCDE) offers career and professional development opportunities for people within the University's Central Kentucky service area. Credit and non-credit courses enable individuals to expand their career options, explore the world with its many cultures, or pursue personal goals and interests. In addition to over 650 on-campus classes offered each semester, the University also offers a wide range of distance-learning environments for students unable to take full advantage of traditional on-campus options. These include:

Interactive Television (ITV)

Through two-way audio and video facilities, students interact with faculty in real-time from distance-learning sites throughout central Kentucky and the State. Many interactive classrooms are located throughout the region in high schools, technical schools and colleges, and government offices. Students see, hear, and talk with professors using microphones and large television monitors connected directly to similarly equipped KSU campus facilities on the fifth floor of our Academic Services Building. Students at distance Kentucky Tel-e-Linking Network (KTLN) sites ask questions and get answers, see the overhead transparencies and the video selections the same way as students on campus. Students and teachers can exchange handouts and assignments and conduct open discussions with students connected from multiple sites. These interactive television courses are particularly attractive to students who want close interaction with faculty on a regularly scheduled, weekly basis but who are not able to travel a long distance to campus.

Pre-Recorded Television Programs (KET)

Students can enroll through Kentucky State University in courses that are broadcast over the Kentucky Educational Television (KET) network. College credit can be earned for many courses by viewing nationally produced television programs from the comfort of a student's home. Television programs are broadcast throughout the semester at specified days and times. They may be viewed immediately or taped for later review and study at home. Some of the courses are also available for purchase on DVD. Students take notes and complete assignments and submit them to the instructor. Professors require students to attend an initial orientation class meeting on the first Saturday of the semester and also require testing on campus. Most courses air twice a week for one hour. These courses are ideal for students with limited "free" time and hectic schedules. Students should be aware that these courses require as much preparation and work as traditional on-campus classes.

Internet-Accessed Online Courses (KYVU)

Kentucky State University enrolls students in courses that are created and managed by faculty using the Kentucky Virtual University network. These "virtual" classrooms are available for study and review whenever and wherever registered students have access to the Internet. Students work at these classes wherever computers are available, e.g. at home, at work, or in a public library. They can learn the course materials on a twenty-four-hour, seven-day-per-week basis. In conjunction with traditional textbook materials, online courses provide students with many opportunities. They can read additional class notes provided by the teacher, link to other Web site resources like the Kentucky Virtual Library for research, complete assignments, take tests, e-mail questions to teachers and receive answers, and discuss topics with other online classmates. This computer Web option meets the needs of students who cannot attend regularly scheduled and place-defined classes. They are ideal for people who need maximum time and location flexibility.

Additional Information

Students interested in enrolling in any of the above distance-education opportunities may access a copy of the current Schedule of Classes to review the course listings under the Service Area Programs section. This can be done either by viewing the University Web pages (www.kysu.edu) or by calling the Office of Distance and Continuing Education (502-597-5611) to receive the schedule in the mail.

FIRST-YEAR EXPERIENCE (FYE) PROGRAM

A university education is an investment with payoffs which can be realized from the beginning. New found freedom and responsibility give students their first taste of the power of adulthood. Students are asked to devote much time, diligence, and native intelligence to make the investment worthwhile. However, for new "investors," the

experience can be overwhelming. The First-Year Experience (FYE) Program is dedicated to guiding new students to choices that will make their educational careers safe, successful, and satisfactory.

FYE is here to help you achieve maximum returns on your investment. Our Counselors are available to help you set realistic academic and personal goals, listen to your concerns, and guide you in finding the resources and assistance you need.

FYE works in collaboration with many other offices and units on campus to put you in touch with the support you need. To name just a few, Instructional Counselors in the Academic Center for Excellence (ACE) are prepared to assist you with enhancing your reading, writing, time management, and study skills; the Director of the Office of Academic Advising is dedicated to assigning you an advisor who best suits your needs; and the Director and staff of the Office of Financial Aid want to help you find affordable solutions for funding your university experience.

FYE provides peer tutors through the Academic Center for Excellence to help you meet the challenges you will face in math, Spanish, biology, chemistry, accounting, French, and computer science.

FYE's UNV 101 course takes you on a journey of discovery where you will become familiar with all of the services KSU has to offer ensuring that your transition to university life is a smooth one.

Your investment of time and energy, and your commitment to education is one of the best you will ever make. Kentucky State University has implemented the First-Year Experience Program to assist you in making it a successful and rewarding investment. Students interested in obtaining more information should contact the Director of the First-Year Experience in Academic Services Building, Suite 261, at (502) 597-6217.

ACADEMIC ADVISEMENT

Kentucky State University provides a full range of academic advising and personal counseling services to students. Every effort is made to ensure that each student receives personal attention and assistance with his/her problems and concerns. Students, however, are expected to take the initiative to seek any needed assistance.

Academic advising at Kentucky State University begins with New-Student Orientation. Subsequently, students are assigned a general education or a major advisor according to the following criteria:

1. New degree-seeking students (Associate or Baccalaureate) who declare a major at the point of admission to the University are assigned a "Major Advisor" within their chosen fields of study. (See definition below.)
2. New degree-seeking students (Associate or Baccalaureate) who choose not to declare a major at the point of admission but plan to pursue a degree are listed as "undeclared" and are assigned faculty advisors from among Faculty Advising Council members, who are prepared to meet students' advising needs. Students may stay with their advisors until they declare a major, at which time they are assigned to a Major Advisor.
3. Non-degree-seeking students (Visiting/Transient) are advised by the personnel in the Office of Continuing and Distance Education.

Advising Council members are experienced faculty and staff who have demonstrated continuing commitment to the importance of providing students with personal attention and guidance in the planning and pursuit of their academic objectives. Advisors are typically responsible for approximately 20–25 students who are listed as "undeclared."

Major advisors, just as general education advisors, provide academic and career advice to each student who has selected a major area of study in preparation for a career of the student's choice. The major advisor serves as a useful source of information regarding such matters as degree requirements, research opportunities within the field, graduate study, and other career employment opportunities. From their first day at Kentucky State University, students are encouraged to take an active part in their learning. Early and sustained interaction with advisors is a good beginning.

GUIDELINES FOR IMPLEMENTATION OF THE GENERAL EDUCATION TRANSFER POLICY

I. Introduction

Following adoption by the Kentucky Council on Postsecondary Education of a policy for the transfer of general education credits at public colleges and universities in the Commonwealth, a committee was established to oversee the implementation of the policy. These Guidelines represent a condensation of the Council's policy and attempt to address frequently asked questions. The Guidelines should assist students and their academic advisors in planning programs of study.

To participate fully at the program level, students must be graduates of Associate in Arts/Associate in Science (AA/AS) transfer programs which contain 48 hours, including the Core Transfer Component, of lower-division general education, or complete 60 hours of study which meet the same conditions.

The Core Transfer Component represents common elements of current general education programs at Kentucky institutions. Students will benefit to the extent that their program of study reflects the composition of the Core Transfer Component or individual categories in the Component. Graduates of Associate in Applied Science (AAS) programs will participate in this transfer policy by comparing the Core Transfer Component to their respective programs of study.

The Policy on General Education Transfer was established to:

- Emphasize those aspects of general education requirements which are common among public institutions in Kentucky, and to encourage completion of approved AA/AS transfer programs;
- Promote the acceptability of general education credits as students transfer from one public institution to another;
- Enhance cooperation among institutions with respect to academic advising for undergraduates who plan to transfer from one public institution to another; and
- Serve as a framework for developing pre-major transfer programs for specific majors.

II. Basic Assumptions and Principles

1. The transfer of general education credits is predicated on the acquisition of competencies in broad academic areas rather than on a comparison of individual courses taken at one institution or another. The issue is not how particular general education courses at the sending institution match up with general education courses at the receiving institution, but how the competencies in various general education programs are similar to one another. Universities will recognize the completion of a Council-approved AA/AS transfer degree by admitting students to junior-level standing and accepting the corresponding general education credits as meeting institution-wide lower-division general education requirements at the receiving institution. Students are encouraged to complete an approved AA/AS transfer program prior to transferring.
2. Each institution recognizes the professional integrity of all other public institutions in the acceptance of their general education program.
3. The General Education Transfer Policy is limited to lower-division requirements and applies only to transfer students (as distinct from transient students).
4. The general education requirements covered in this policy are not intended to fulfill general education requirements for particular majors. Specifically, the general education requirements of a specific major will not be set aside by this policy. This is a most important distinction and should be noted by students and their advisors.
5. When fully implemented, the transfer system at all institutions will include an audit process through which the sending institution will certify to the receiving institution the general education categories which the student has completed.
6. Close cooperation and communication among colleges and universities will be established to facilitate the transfer process for students and to enable the participating institutions to maintain timely and comprehensive information. Particular attention will be paid to academic advising on each campus and to interaction among campuses in order to inform students about the nuances of general education requirements at the various institutions.
7. Each receiving institution will provide a process for students to appeal decisions related to the transfer of general education credits.
8. The General Education Transfer Policy became effective at the beginning of the spring term in 1996. Students transferring after this date may request an audit from the sending institution.

III. Certification of General Education Blocks

1. **Fully Certified.** Students who have completed a general education program of 48 semester hours

which includes the 33-hour Core Transfer Component (see below), have received an approved AA or AS transfer degree, or have earned sixty hours of undergraduate credits and hold a cumulative GPA of 2.0 or better will be "Fully Certified" for purposes of transfer. If the receiving institution's general education program requires more than 48 hours, the student will be required to earn additional general education credits.

2. **Core Component-Certified.** Students in good academic standing who have completed a core of courses (33 hours) in the areas listed below will be "Core Component-Certified" for purposes of transfer. Individuals in this category must fulfill the remaining general education requirements of the receiving institution which have not been satisfied through the Core Component.
3. **Category-Certified.** Students who have completed some, but not all, of the five categories in the 33-hour Core Component, will be "Category-Certified" for purposes of transfer. Individuals in this situation must fulfill all of the remaining general education requirements of the receiving institution which have not been satisfied through "Category" Certification.

THE 33-HOUR CORE COMPONENT

Communications—9

Written Communications—6
Oral Communications—3

Humanities—6

- The discipline(s) represented must be different from those in Behavioral/Social Sciences.
- Courses may be chosen from, but not necessarily limited to, the following:

Philosophy	History	Fine Arts (excluding studio and performance)
Cross-Cultural	Literature	Foreign Language (same language)
		Inter/Multi-disciplinary (includes literature, history, art, etc.)

Mathematics—3

Minimum: college algebra

Natural Sciences—6

- Courses may be chosen from, but not necessarily limited to, the following disciplines:

Biology	Astronomy	Geology
Chemistry	Physics	Physical Science

Behavioral/Social Sciences—9

- At least two disciplines must be represented and must be different from those in the Humanities.
- Courses may be chosen from, but not necessarily limited to, the following:

Psychology	History	Inter/Multi-disciplinary
Sociology	Anthropology	Cross-Cultural
Economics	Geography	Political Science

IV. Questions Commonly Asked About the General Education Transfer Policy

How will credits earned through CLEP, Advanced Placement, or other examinations be handled?

If the sending institution certifies such credits for application to its general education requirements (either with or without the granting of credit hours), the receiving institution will recognize these requirements as having been fulfilled.

How will credits earned in private or out-of-state institutions be treated?

If a public sending institution endorses the use of such credits for satisfying a general education requirement, the receiving institution will accept this decision.

What happens in the case of "D" grades in general education courses?
Grades of "D" are accepted at most public colleges and universities for purposes of fulfilling general education requirements. However, in granting transfer credit, some institutions do not accept "D" grades; students should check with individual advisors or admissions officers at the schools to which they are transferring. Where "D" grades do not receive transfer credit, certifications by sending institutions of coursework which includes "D" grades may not be fully accepted.

Will credits earned at colleges or universities not accredited by a regional accrediting agency be applicable to the General Education Transfer Policy?
The SACS standard on the transfer of credits must be followed, and each transfer is subject to evaluation in accordance with the SACS standard.

What information can a receiving institution expect from a sending institution regarding a student's general education certification?
The sending institution will indicate, either on the transcript or as an attachment to the transcript, whether the student is Fully Certified, Core Component-Certified, or Category-Certified in general education.

Will information about the completion of transfer credits at one institution be automatically sent to another institution, or must students request this service?
Some institutions have the capability to include general education certification on the transcript by using an automated process. Other institutions do not. Students should request a general education audit when they submit a transcript request.

Who will receive the documentation certifying general education transfer?
A centralized office on each campus will receive the transfer information. Normally, the Office of Admissions will handle this task.

Does this policy affect general education requirements for specific majors?
No. The General Education Transfer Policy does not add to, subtract from, or change any general education courses required for a major. Students need to work closely with their advisors to determine what relationship, if any, exists between requirements for general education and requirements for a specific major. This is a most important issue and should be carefully noted.

What appeal do students have in case of misunderstandings or disagreements?
Each institution has a process for appeals related to the General Education Transfer Policy. Also, each institution appoints a person to serve as the official institutional liaison with respect to the Policy. Students in need of assistance should contact that individual.

Who are considered transfer students?
Transfer students are those who transfer from one public higher education institution (sending institution) to another public higher education institution (receiving institution) with the intention of completing their educational program at the receiving institution.

Who are transient (or visiting) students?
Transient students are students in good standing in any recognized institution who enroll in another institution with the intention of transferring the credits earned to their home institution.

Does the Transfer Policy allow students to receive duplicate credit by taking courses at one institution and repeating equivalent or similar courses at another institution?
No. The General Education Transfer Policy does not impact the policies of the respective institutions with regard to duplicate course credit. Students should work closely with their academic advisors to make appropriate course selections before and after transferring from one institution to another.

POLICIES

Transcript evaluations at Kentucky State University are carried out in accordance with guidelines published by the American Association of Collegiate Registrars and Admissions Officers, the Kentucky Council on Postsecondary Education, and the Southern Association of Colleges and Schools.

All credits earned with a grade of "C" or better from a regionally accredited institution of higher education will be accepted for transfer. The transcript evaluation will determine the applicability of these credits to degree requirements at Kentucky State University. Credits that do not fulfill degree requirements will be accepted as free electives if grades of "C" or better were earned.

Kentucky State University will not give upper-level credit for courses completed at junior and community colleges without validation that the courses are equivalent to upper-level University courses.

PROCEDURES

Responsibility for the initial evaluation of transcripts for transfer credit rests with the University's Office of Admissions. A transfer applicant is responsible for ensuring that all transcripts of previous college or university coursework are sent to the Office of Admissions. The admission decision cannot be made until all transcripts of previous college or university coursework, except for any coursework currently in progress, are received. In the event of academic suspension/dismissal from any institution previously attended or currently being attended, an applicant must submit a letter of good academic standing from the last institution attended, stating that he or she is eligible to return to that institution. Further, an applicant must submit a letter of recommendation from the Dean of Students of each institution attended.

Transfer credit from another institution accepted by the University will be placed on a student's academic record following completion of the student's first semester at the University. Transfer students will not have a University cumulative grade-point average until they have completed one semester of coursework at Kentucky State University. Quality points will be awarded only for work completed at KSU.

Upon completion of the initial evaluation of a transfer applicant's transcript(s), the Office of Admissions will inform the applicant in writing as to the transferability of previously completed coursework and the applicability of these credits to degree requirements at the University. For students with an undeclared major, applicability of University-accepted credits to specific degree requirements will occur as part of the declaration of major process.

UNDERGRADUATE ACADEMIC REGULATIONS AND POLICIES

Oversight of the Academic Regulations and Policies is given to the Academic Policies Committee of the Faculty Senate. Students are expected to become familiar with these regulations, as they apply to all students enrolled in undergraduate courses at Kentucky State University.

The limitations in the definitions may be modified to meet accreditation, licensing, and/or certification requirements.

I. General Definitions

A. A semester credit hour represents one clock hour of recitation or lecture, or two clock hours of laboratory per week for one semester for most courses; some courses in art, music, physical education, and other areas are calculated according to accreditation standards in the particular area.

B. Quality points are the assigned points of a specific letter grade. The total quality points of a course are calculated by multiplying the quality point value of the letter grade earned by the number of semester credit hours for the course (see Section XII).

C. The cumulative grade-point average is defined as the total number of quality points earned in all courses taken at Kentucky State University in which the student received a grade of "A," "B," "C," "D," or "F" divided by the total number of semester credit hours in all courses taken at the University in which the student received a grade of "A," "B," "C," "D," or "F."

1. If a course is repeated, only the highest grade will be used in the computation of the cumulative grade-point average.
2. Unless specifically described in the course description as a repeatable course, credit may be earned only once for courses that are repeated.
3. All grades earned at Kentucky State University will remain on the student's transcript and in the permanent record, unless the student has successfully petitioned and been granted academic bankruptcy (see Section XXII).

D. The current grade-point average is defined as the total number of quality points earned in all courses in which the student received a grade of "A," "B," "C," "D," or "F" during the last term (summer session/semester) of enrollment divided by the total number of semester credit hours in all courses in which the student received a grade of "A," "B," "C," "D," or "F" during the last term (summer session/semester) of enrollment.

II. Definitions of Majors, Minors, and Areas of Specialization

The following definitions are to be considered University norms for evaluation and approval of master's, baccalaureate, and associate degree programs. The definitions and the limitations that accompany them are based upon the University's policy of emphasizing breadth of study in the basic disciplines with emphasis on the humanities in fulfillment of Kentucky State University's liberal studies role and mission. Course content shall be appropriate for University-level courses. Departures from these norms must be justified by the nature of the program and must have the recommendation of the Faculty Senate and approval of the Board of Regents.

Master's Degree Program

A master's degree program is a planned and approved program of study leading to graduation with a master's degree. Each master's degree program requires at least 30 graduate semester credit hours and no more than 45 graduate semester credit hours. The master's degree program must be completed within six years of initial enrollment as a degree seeking graduate student. Some programs require degree completion within fewer years of initial enrollment. Please consult the program descriptions in the graduate program sections.

Baccalaureate Degree Programs

A baccalaureate degree program is a planned and approved program of study leading to graduation with a baccalaureate degree. It should be possible to complete a baccalaureate degree program in eight semesters of normal full-time study. The minimum semester credit hour requirement shall be 128, and no program should require more than 144 semester credit hours. A student may elect to exceed this maximum in meeting personal education objectives.

Each baccalaureate degree program shall include the Liberal Studies Requirements of the University (unless specific courses have been officially substituted or waived) and a major. Minors, areas of specialization, pre-major, prerequisites, and support courses may be required. Individual students may elect to take a minor or a second major to meet personal education objectives. Unless otherwise specified, any course

taken to satisfy a requirement (including electives) for one program may be used to satisfy a requirement for another program. Every baccalaureate degree program shall include the provision for a minimum of 6 semester credit hours of free electives. A minimum of 45 semester credit hours in upper-level courses is required for graduation.

Associate Degree Programs
An associate degree program is a planned and approved program of study leading to graduation with an associate degree. It is possible to complete an associate degree program in four semesters of normal full-time study. The minimum semester credit hour requirement shall be 64, and no program should require more than 76 semester credit hours. A student may elect to exceed this maximum in meeting personal education objectives.

Each associate degree program, except the Associate of Arts in Liberal Studies, shall include required major courses, support courses, and at least 15 semester credit hours of the Liberal Studies Requirements of the University. The liberal studies component shall include courses designed to develop skills in oral and written communication and in computational skills. The liberal studies component shall also include courses drawn from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural sciences/ mathematics. The Associate of Arts in Liberal Studies degree is comprised of 47 semester credit hours of liberal studies, 3 semester credit hours of support courses, and 15 semester credit hours of advised electives. Every associate degree program shall include the provision for a minimum of 3 semester credit hours of free electives.

The Major
A major consists of a planned sequence of courses usually within a single discipline; however, a major may consist of a planned group of courses from more than one discipline. The minimum semester credit hour requirement for a major shall be 30, and the maximum shall be 48. A minimum of 18 semester credit hours in the major must be upper-level courses.

The Minor
A minor consists of a planned sequence of courses, usually in a discipline related to the major. The minor shall consist of a minimum of 18 semester credit hours and shall not exceed 21 semester credit hours. A minimum of 12 semester credit hours in the minor shall be above the 100 level.

The Area of Specialization
Some major programs consist of a core program of study within the academic unit as well as required additional study in one or more areas of specialization selected from options within or related to the discipline. The area of specialization shall consist of a minimum of 12 semester credit hours and a maximum of 18 semester credit hours beyond the core, with a minimum of 12 in upper-level courses.

Pre-majors, Prerequisites, and Support Courses
A degree program may identify and require courses as are justified for proper completion of the major. Courses may be from within the discipline (pre-majors or prerequisites) or from other disciplines (prerequisites or support courses). Such credits thus required are not included in the limitations stated previously, but are included in the minimum of 128 semester credit hours and the maximum of 144 semester credit hours for a baccalaureate degree.

Liberal Studies Requirements
The Liberal Studies Requirements are described elsewhere in this Catalogue. These courses, whether unique requirements or optional requirements, may also serve as pre-majors, prerequisites, or support courses, but may not be included in requirements for a major, a minor, or an area of specialization. A student may not take a Liberal Studies Requirement on a pass-fail basis.

Free Electives
Free electives may be selected by the student from any courses not required in the particular degree program, excluding remedial and non-credit course offerings.

The limitations in the definitions may be modified to meet accreditation, licensing, and/or certification requirements.

III. Academic Requirements for Graduation

A. In the last semester of the sophomore year all students must take the Rising Junior Assessment prior to being allowed to register for further courses, and they must pass the Assessment prior to acquiring 96 hours of collegiate-level credits. Students who fail to meet the minimum pass criteria for any part or parts of the Rising Junior Assessment must:
   1. Seek appropriate remediation, and
   2. Retake the part or parts they failed each time the Assessment is offered until they have passed all portions. The Assessment is administered twice each year, October and March, and

3. Pay for the cost of retakes at the prevailing rate for each portion of the test each time the Assessment is re-administered.

B. Students must submit a completed application for a degree to their major department according to the prescribed schedule in the Academic Calendar. *No late applications will be accepted.* Students must submit a new application for a degree if they have been unsuccessful with a graduation attempt. A non-refundable graduation fee is assessed each time a student applies for graduation.

C. No later than the semester of expected graduation, students must successfully complete a comprehensive exit assessment in the subject matter of the student's major. An assessment may include, but is not limited to, a portfolio, a written examination, a presentation, a recital, and/or a capstone course.

D. A student must receive a grade of "C" or better in all courses except free electives.

E. A student must have a cumulative grade-point average of 2.0 or better in all University courses.

F. A minimum of 64 semester credit hours (excluding any college preparatory and remedial courses and any courses numbered below the 100 level) is required for the awarding of an associate degree.

G. A minimum of 128 semester credit hours (excluding any college preparatory and remedial courses and any courses numbered below the 100 level) is required for the awarding of a baccalaureate degree. This includes a minimum of 45 semester credit hours in upper-level courses.

IV. Residency Requirements for Graduation

A. A minimum of 25% of all required semester hours for degree completion must be earned at Kentucky State University.

B. At least one-half of a student's major field academic requirements must be earned at Kentucky State University.

C. In order to receive a baccalaureate or an associate degree from Kentucky State University, a student must complete the last 32 or 16 semester credit hours, respectively, at the University. If extenuating circumstances exist, the Vice President for Academic Affairs may grant, upon the recommendation of the appropriate dean, a student's request to take no more than six (6) of his/her last 32 or 16 semester credit hours at another accredited institution.

V. Graduation Honors

Graduation honors are awarded only to baccalaureate degree students who have earned at least 64 semester credit hours at Kentucky State University. Students who maintain a cumulative grade-point average of at least 3.8 and who have received no grades of "D" or "F" in any attempt at a course are awarded the baccalaureate degree *summa cum laude*. Students who maintain a cumulative grade-point average of at least 3.5 and who have received no grades of "D" or "F" in any attempt at a course are awarded the baccalaureate degree *magna cum laude*. Students who maintain a cumulative grade-point average of at least 3.2 are awarded the baccalaureate degree *cum laude*. Students who have a GPA of 3.5 or higher and who have received a "D" or "F" in any attempt of a course are awarded the baccalaureate degree *cum laude*.

The baccalaureate degree or the associate degree with departmental honors will be conferred upon the student who, in addition to having completed the requirements for the degree, shall have maintained a cumulative grade-point average of at least 3.0 and a grade-point average of at least 3.3 in courses required for the major. In computing academic major grade-point averages, all courses taken in a major will be counted. To be considered for academic program honors, one or two years of residence work at Kentucky State University are required of associate or baccalaureate degree recipients respectively, with at least half of the major courses taken at the University.

VI. Academic Load

A. The normal semester load for undergraduate students is 16 semester credit hours.

B. An undergraduate student must carry 12 or more semester hours to be full time, 9–11 semester credit hours to be three-quarters time, 6–8 semester credit hours to be half time, and 1–5 semester credit hours to be part time or less than half time.

C. In order for an undergraduate student to pursue 19 or more credit hours per semester, one of the following conditions must be met:
   1. The student must have the written approval of his/her advisor and the academic unit head; or
   2. The student's cumulative grade-point average is 3.2 or better.

D. An undergraduate student may pursue a maximum of 21 semester credit hours during the fall or spring semester of the academic year for which he/she is a candidate for graduation.

E. An undergraduate student may pursue a maximum of 10 semester credit hours during the summer session.

VII. Double/Multiple Majors

A student wishing to pursue a double major must declare the first and second majors to the Registrar. A student will have earned a double major after he or she has completed all the requirements for the first and second majors and after completing a minimum of 128 semester credit hours. Unless otherwise specified, any course taken to satisfy a requirement (including electives) for one major may be used to satisfy a requirement for another major. The student who completes all the requirements for both majors receives a degree appropriate to the first major (either a B.A. or a B.S.) with a notation of the second major. The baccalaureate degree may be awarded for multiple majors and minors, provided the requirements for all majors and minors are met. The associate degree may be awarded for one or more majors, provided the requirements for all majors are met. A double major does not necessarily result in an additional degree.

VIII. Concurrent Degrees

A student may pursue two degrees of the same level in a given matriculation period, e.g., two baccalaureate degrees, two associate degrees, or two graduate degrees, when minimum graduation requirements are met with additional coursework for the appropriate degree level. A student may not pursue mixed levels of degrees simultaneously. (Students having earned one degree at any level may subsequently pursue another, either associate or baccalaureate. See Subsequent Degrees section.) Students must complete all of the requirements in effect at the time the student declares the major in each degree program. While some of the hours earned from one degree may count toward another degree, students must earn at least 15 additional approved semester hours for another associate degree or 30 additional hours for another baccalaureate degree. This translates to a minimum of 79 hours for two associate's degrees and a minimum of 158 hours for two baccalaureate degrees.

IX. Subsequent Degrees

Students having earned one degree may subsequently pursue another, either associate or baccalaureate, by completing all of the requirements in effect at the time the student declares the major for the subsequent degree. While some of the hours earned from the earlier degree may count toward the subsequent degree, students must earn at least 15 additional approved semester hours for an associate degree or 30 additional semester hours for the baccalaureate degree (see Section II).

X. Classification of Students

Students shall be classified as indicated below upon successful completion of the specified number of semester credit hours, provided that all entrance requirements have been met.

Freshman	0–29 semester credit hours
Sophomore	30–59 semester credit hours
Junior	60–89 semester credit hours
Senior	90 or more semester credit hours

XI. Course Numbering System

This system is to be used to ensure consistency in the numbering of courses, and should be used by advisors and students when making out class schedules.

001–099	designed for college preparatory and remedial courses; does not count toward any degree requirements
100–199	designed for freshman students but may be taken by more advanced students; does not carry graduate credit
200–299	designed for sophomore students but may be taken by any student who satisfies the prerequisites or obtains the consent of the instructor; does not carry graduate credit
300–399	designed for junior students but may be taken by any student who satisfies the prerequisites or obtains the consent of the instructor; does not carry graduate credit
400–499	designed for senior students but may be taken by any student who satisfies the prerequisites or obtains the consent of the instructor; does not carry graduate credit
500–599	open to graduate students only
600–699	open to graduate students only; should be used for seminar and independent study
700–799	open to graduate students only; thesis and research (professional) projects

XII. Grading System

Information regarding grading policies is available from the Office of Academic Affairs and in the course syllabus for each course. All policies established by academic units and/or by course instructors must be in compliance with policies outlined below.

A. A course instructor will issue a final grade at the conclusion of the course for each student officially registered for the course. The course instructor remains the sole person responsible for issuing a final course grade, except as provided in sub-section B below, and in Section XXI.F.

B. In the event an instructor becomes incapacitated or otherwise is unable to issue course grades, the academic unit administrator will be responsible for issuing final course grades.

C. Only final grades specified in sub-section E of the Academic Regulations and Policies may be issued.

D. Instructors are to report final grades to the Office of the Registrar in accordance with the procedures and deadlines required by the University. Only the Office of the Registrar has authority to issue official final grades.

E. The following system of symbols will be used in grading students:
   1. A excellent; four quality points per semester credit hour
   2. B good; three quality points per semester credit hour
   3. C satisfactory; two quality points per semester credit hour
   4. D poor; one quality point per semester credit hour
   5. F failure; zero quality points, zero credit
   6. P pass, proficient; not included in grade-point average (see Section XII.F)
   7. I incomplete; not included in grade-point average (see Section XII.I)
   8. W withdrawal, which can only be entered for students who withdraw prior to the end of the tenth full week of classes during a semester, or before two-thirds of the instructional days of the summer session; not included in grade-point average
   9. AU audit; not included in grade-point average (see Section XII.G)

F. Pass-Fail (P/F)
   1. Grading on a pass-fail basis is available only in the following situations: cooperative education course credit and credit for courses by special examination and/or certification, as described in the Catalogue section entitled "Credit by Examination/Certification and Credit for Life Experience."
   2. A grade of "P" (pass, proficient) will be given to indicate satisfactory completion of the examinations and/or experiences eligible for pass-fail credit. A grade of "F" (fail, not proficient) will be given to indicate unsatisfactory completion of the examinations and/or experiences eligible for pass-fail credit. When a grade of "P" is earned through satisfactory completion of the examinations and/or experiences eligible for pass-fail credit, the grade of "P" is equivalent to the minimum grade of "C" or above as required elsewhere in these Academic Policies and Regulations.
   3. A student may challenge up to six (6) semester credit hours in the Liberal Studies Requirements, the major, minor, or area of specialization on a pass-fail basis if these courses are approved for challenge. Furthermore, a student may earn up to one-fourth the minimum number of semester credit hours for completion of a baccalaureate degree or an associate degree through any combination of credit by examination/certification and credit for life experience.
   4. Regulation XII.F.3 does not apply to cooperative education courses.

G. Audit
   The grading option of audit must be selected no later than the end of late registration and must be indicated on either the student's registration or add/drop form. Audited courses do not count toward the total number of hours nor in computing a GPA.

H. Repeat Option
   An undergraduate student has the option to repeat any completed course. Only the highest grade will be used in computing the student's academic standing and credit for graduation. The original grades for all repeated classes will remain on the transcript with the notation "excluded from GPA." A student may repeat a given course a maximum of two times. A student may not use the repeat option when retaking a course on a Pass-Fail basis if the course was originally taken for a letter grade. The repeat option only applies to an identical course (including a cross-listed course) and not a course substitute.

I. Incomplete
   1. A grade of "I" is to be assigned only for an unforeseen and extraordinary circumstance or situation which would have prohibited a student from completing a minor part of a course requirement, such as the final exam, one major exam, completion of a term paper or class project, or part of the requirements of a laboratory, and the student has made a request to the instructor prior to the end of the term. In some cases, a grade of "I" can be assigned when the course constitutes an "I" based on accrediting or certification requirements.
   2. A grade of "I" may not be assigned as a substitute for a "D" or an "F."

3. An Incomplete earned in any given term (summer session/semester) must be removed by the end of the eighth week of classes during the next regular academic semester; otherwise, the "I" will be changed automatically to a grade of "F."
4. When a grade of "I" is assigned, the instructor shall provide a detailed description of the work to be completed by the student to the chair/dean. The chair/dean shall retain a copy of this document. The instructor shall forward a copy to the student and retain a copy in the unit file.

J. Time Limitations for Grade Changes
All grade changes must be processed within one semester from the time the original grade was recorded. These grade changes will be permitted only when there was an error in recording or calculating the grade.

K. Appealing a Course Grade (see Section XXI.F.).

XIII. Academic Honors

The University encourages high standards of academic excellence and acknowledges students' academic achievement. An Academic Honor Roll and Dean's List are published at the end of each academic semester. A student who earns 12 or more semester credit hours for which quality points are awarded and whose grade-point average is 3.2 or better, will be included on the Dean's List.

Part-time (at least one-half time) students are given special recognition for academic achievement. Students enrolled in 6 to 11 semester credit hours in which quality points are earned and whose grade-point average is 3.2 or better, will be included on the Academic Honor Roll.

XIV. Withdrawal from a Course

A. On the 13th day of classes, the Office of the Registrar will distribute class rosters to the faculty. Instructors will then verify the names of students who have attended at least one class meeting. Students who have never attended a dass meeting will be administratively withdrawn and have all applicable charges reversed. Students who have attended at least one class meeting but have stopped attending are subject to the attendance policies enumerated in the Class Attendance section (XVIII). This policy does not apply to the summer session.

B. If a student withdraws from a course before the end of the tenth full week of classes during a semester, a grade of "W" will appear on the student's transcript.

C. If a student withdraws from a course before two-thirds of the instructional days have elapsed during a summer session or short course, a grade of "W" will appear on the student's transcript.

D. A student who fails to follow proper University withdrawal procedures will receive a grade of "F" in that course.

E. Students may appeal for retroactive withdrawal from a course under specified circumstances (see Section XXI.G.).

XV. Withdrawal from the University

A. A student who has preregistered but not completed registration (i.e., paid fees or made arrangements for the payment of fees) may cancel his/her registration by notifying the Office of the Registrar in writing prior to the end of late registration of his/her intention not to enroll.

B. In order to withdraw from the University after completion of registration (i.e., dropping all courses for a given semester/session), a student must do the following:
1. Obtain the necessary form from the Office of the Registrar.
2. Complete the form and obtain the necessary signatures.
3. Return the completed form to the Office of the Registrar.

C. Failure to withdraw will obligate the student to pay all tuition, fees, and other charges assessed, and will result in failing grades for that term (summer session/semester).

D. If a student withdraws from the University before the end of the tenth full week of classes during a semester, a grade of "W" will appear on the student's transcript for all courses pursued that semester.

E. If a student withdraws from the University before two-thirds of the instructional days have elapsed during a summer session or short course, a grade of "W" will appear on the student's transcript for all courses pursued that session.

F. Students may appeal for retroactive withdrawal from the University under specified circumstances (see Section XXI.G).

XVI. Registration

A. A degree-seeking student MUST consult with his/her designated advisor prior to the time of preregistration or regular registration to receive official approval for his/her plan of study during each academic term (summer session/semester). (NOTE: First-time freshmen may be limited in the courses for which they can register based on

admit status. See Admission to the University in this Catalogue.)

B. The Office of the Registrar sets the time of registration for all students and informs them of the times they are to register.
C. Students are expected to register at the appointed time.
D. Students may not register for credit after the deadline set for completion of late registration.
E. A late registration fee is assessed to students who do not register at the appointed time.
F. Late registration for semesters will end one calendar week after the last day of registration or its equivalent for summer session (see Academic Calendar for specifics).
G. A student must repeat any course in which he/she received an inadequate grade (as described in Section III. D) during the next semester in which the student is enrolled and in which the course is offered. Students will be prohibited from registering for the next term until this requirement is satisfied.

XVII. Changes in Registration

(Adding a course, dropping a course, changing sections, changing grading options)

A. All changes in registration must be approved by the Office of the Registrar and the designated advisor (and the instructor in case of a closed class).
B. Any student properly registered for a course will not receive credit for that course.
C. A processing fee is assessed beginning the first day of classes of a term (summer session/semester) for any change in registration, with the exception of those caused by University cancellation of courses or other University-initiated adjustments to course schedules.
D. See Section XIV for regulations on withdrawal from a course.
E. The chairperson and/or dean will inform the Vice President for Academic Affairs, the Office of the Registrar, and the instructors of all course cancellations no later than two (2) working days after the end of late registration.
F. When a course is canceled, any student enrolled in that course may change his/her final registration in order to replace the canceled course. Such adjustment must be completed no later than Saturday of the second full week of classes during an academic semester or no later than Saturday of the first full week of classes during a summer session.

XVIII. Class Attendance

A. There are three mutually-exclusive types of absences for purposes of classification:
   1. Service-related absence
      (a) due to documented required military service
      (b) due to documented university service or off-campus representation of the University
      (c) due to documented jury duty
   2. Excused absence, non-Service related
      (a) due to documented illness,
      (b) due to documented serious illness or death in the student's immediate family
      (c) due to documented court appearance
      (d) due to documented attendance at a university-sponsored field trip
   3. Unexcused absence
      (a) due to lack of documentation of an otherwise excused absence
      (b) due to excessive excused absences (exceeding the number of class meetings in one week)
      (c) due to university-activity absences incurred when the student's performance in class is below a "C" average
B. Provided the student is doing satisfactorily in the course, any class absence incurred while a student is performing university-patriotic service (participating in an activity whereby the student represents the university off campus) is to be excluded from the total number of allowed excused absences.
C. Absence(s) from class(es) because of university-patriotic duty or university-sponsored academic class activities must be reported to the Vice President for Student Affairs two (2) weeks prior to the date of the absence. The Vice President for Student Affairs will inform faculty members BEFORE the student's absence from class(es) in these cases.
D. In order for a class absence to be excused, the student must submit documentation of the absence(s) to the Vice President for Student Affairs within one week of the absence(s).
E. The number of excused absences may not exceed the number of class meetings during one full week of class(es) during a semester, or two class meetings during one full week of classes during the summer session. Absences in excess of the allowed number of excused absences will be considered unexcused.
F. The number of unexcused absences per semester or summer session may not exceed the number of class meetings during one full week of class.

G. For each unexcused absence over the maximum number allowed, the instructor may lower the course grade one full grade level.
H. For any excused absence, all make-up assignments must be completed within a time period determined by the instructor.
I. If an individual instructor or academic unit adopts more stringent attendance policies, those policies must appear in a conspicuous location in the course syllabus and must be announced to the class on the first day it meets.
J. Regulations on class tardiness are determined by the instructor of the class.

XIX. Academic Honesty

A. The University expects that students will conduct themselves with honesty and integrity.
B. Academic Offenses
   1. Cheating: Cheating is defined as the fraudulent or deceptive taking, giving, or presenting of any information or material with the intent of aiding oneself or another on any academic work which is considered in any way in the determination of a course grade.
   2. Plagiarism: Plagiarism is the intentional or unintentional act of submitting the work of another as one's own. It includes the submission of the complete or partial work, or of the words, ideas, or format of another, published or unpublished, without appropriate reference and source credit. It includes employing or permitting another person to produce, alter, or revise material which the student submits as his or her own. If the student has any uncertainty regarding plagiarism in the submission of any material to his or her instructor, he or she should discuss the matter with the instructor prior to submission of the material.
   3. Forgery: Forgery is falsely recording the signature of an advisor, instructor, or any university official on any official University academic document.
C. Sanctions for Academic Offenses
   One or more of the following sanctions may be applied to a student guilty of commission of an academic offense:
   1. Assignment of any grade on a paper, examination, or other material related to the offense.
   2. Assignment of any grade for the course in which the offense occurred.
   3. Forced withdrawal from the class in which the offense occurred.
   4. Suspension from the University for a specified period of time. Suspension includes exclusion from all classes and termination of student status and all related privileges and activities. A student who violates any of the terms of suspension shall be subject to further discipline in the form of permanent dismissal.
   5. Dismissal from the University: This sanction is final and susceptible to reconsideration only after review by the University President.
D. Disposition of Cases of Academic Offenses
   1. Responsibility of the Instructor
      An instructor who has evidence that a student has committed an academic offense shall attempt to arrange a personal conference with the student to present the evidence of the offense, to give the student an opportunity to state his/her case, and to make known to the student the charges and possible sanctions which may be imposed and/or recommended. If the student is not available for or fails to attend such a conference, the instructor shall proceed to inform the student of the nature of the evidence, the charges and the possible sanctions by certified mail, with copies to the Chairperson and Dean of the college in which the student is enrolled. The instructor may then proceed to assign any grade on a paper or examination related to the offense, assign any grade for the course in which the offense occurred, or recommend to his or her Chairperson a more severe sanction.
   2. Responsibility of the Chairperson
      After reviewing the report from the instructor and making any appropriate investigation, the Chairperson will forward the materials, along with his or her own recommendation, to the Dean of the college in which the offense occurred.
   3. Responsibility of the Dean
      After reviewing the material furnished and conducting any appropriate investigation, the Dean of the college in which the offense occurred will forward the material, along with recommendation for suspension or dismissal, to the Vice President for Academic Affairs. If the sanction is forced withdrawal from the course, the Dean of the college in which the student is enrolled will take action to implement the withdrawal and will notify the student by certified mail. Copies of the notice will be sent to the instructor, the Chairperson

of the Department in which the offense occurred, and to the Registrar.

4. Responsibility of the Vice President for Academic Affairs
   After reviewing the file and conducting any appropriate investigation, the Vice President shall forward the file, along with his or her recommendation, to the Vice President for Student Affairs, who will in turn forward the case to the All-University Court for processing according to the standard procedure of that court.

E. Right of the Student to Appeal
   1. The student shall have the right to appeal the allegation of his or her guilt to each higher level of authority up to and including the All-University Court.
   2. The assignment of a grade by the instructor on a paper or examination involved in the offense shall not be subject to appeal.
   3. Other sanctions may be appealed to the next higher level of authority up to and including the All-University Court. Such appeal must be filed in writing within 15 days of notification of the sanction.
   4. The student shall have the right to attend and participate in a class until a decision is made on his/her appeal.

XX. Academic Standing

A. Good Academic Standing
   In order to remain in good academic standing, a student must have a cumulative grade-point average of:
   1. 1.7 or better for 12–29 attempted semester credit hours which count for quality points;
   2. 2.0 or better for 30 or more attempted semester hours which count for quality points;
   3. 2.0 or better for freshmen conditionally admitted.

B. Probation
   1. Students who fail to maintain the above cumulative grade-point averages will be placed on academic probation for one semester.
   2. Probation may not be appealed.

C. Suspension
   1. Any student who fails to maintain a semester grade-point average of 2.0 while on academic probation will be placed on academic suspension and must remain out of the University for the next semester (Fall or Spring).
   2. .A student must receive a grade of "C" or better in all college preparatory and remedial courses and in all courses numbered below the 100 level in three or fewer attempts (first attempt and two repeats), or he/she is suspended from the University. And underprepared (Pre-College Curriculum-deficient) student must also demonstrate proficiency in the area(s) of academic deficiency by the time he/she completes 30 semester credit hours at the University, or he/she is suspended from the University.
   3. A student must receive a grade of "C" or better in three or fewer attempts (first attempt and two repeats) in the Liberal Studies courses or he/she is suspended from the University.
   4. A student who has been re-admitted after suspension and who fails to meet the conditions of her or her reinstatement may be suspended (or dismissed) from the University without appeal.
   5. Freshmen students conditionally admitted may be suspended if they fail to achieve a college GPA of 2.0 or better.

D. Dismissal from the University
   1. A student who has been suspended twice, is on academic probation, and whose current grade-point average falls below 2.0 is dismissed from the University and must remain out of the University for the next two years.
   2. A student who has been granted academic bankruptcy (see Section XXII) after a period of suspension and who subsequently becomes liable for suspension will be dismissed from the University.

E. Removal from Major, Minor, or Area of Specialization
   1. A student who fails to receive a grade of "C" or better in three or fewer attempts (first attempt and two repeats) in all courses in a major area, area of specialization, or minor area may be removed from that program. The student must petition the Chair or Dean of the Division or College of his or her major and request a 4th attempt at a course.

XXI. Appeal Procedures and Deadlines

A. All appeals of academic standing will be heard by the Academic Appeals Committee. The Academic Appeals Committee will be composed only of faculty members and appropriate administrators.

B. A student may appeal to the Academic Appeals Committee only once following each notification of academic standing.

C. For appeals, students must complete the procedures outlined on the appropriate Academic Appeals Form which is available in the Office of the Registrar. Appropriate documentation (i.e., medical bills, medical records, or funeral bulletins) should be provided. In addition to this written appeal, a student may request to address the Academic Appeals Committee during one of its regularly scheduled meetings if so desired (contact the Appeals Committee Chair). Requests for personal appearances must be submitted with the written appeal by the deadline (see Section D and the Appeals Form). Interviews with the Appeals Committee will not be granted after an appeal has been denied or if an appeal is late.

D. Deadlines for Appeal of Academic Standing:
   1. Appeals of suspension or dismissal from the University MUST be completed and submitted to the Academic Appeals Committee at least two (2) days prior to the first day of classes as published in the University Catalogue for the term (summer session/ semester) for which the student is suspended or dismissed.
   2. Appeals of dismissal will not be allowed without exceptional cause which must be supported with valid documentation.
   3. Appeals of late withdrawal from courses or from the University MUST be completed and submitted to the Academic Appeals Committee no later than two (2) days before the next regular academic semester begins.
   4. Appeals of a course grade MUST meet the deadline described in XXI.F.
   5. Exceptions to the above deadlines may be granted if the student shows evidence that he/she was unable to submit an appeal before the deadline due to documented exceptional circumstances.

E. Frequency of Meetings for Appeals:
   1. The Academic Appeals Committee shall meet two (2) days before classes begin as stated in the University's Academic Calendar to consider appeals of academic suspension, withdrawal, or dismissal.
   2. The Academic Appeals Committee shall meet on other occasions only if the appeal load is heavy, if new evidence is brought forth which affects an appeal already acted upon, and/or if there is any other special circumstance in which the welfare of a student is at stake.

F. Appealing a Course Grade
   To appeal a course grade, a student must follow the process described below:
   1. The student must initiate his/her grade appeal by writing a letter of appeal to the course instructor. This letter must be completed and delivered to the instructor, along with a copy to the student's advisor, no later than the end of the third full week of classes during the next regular academic semester (Fall or Spring). No appeal of a course grade will be considered unless a written appeal is made to the instructor by the deadline date. After considering the student's appeal, the instructor must respond in writing to the student, stating whether or not the appeal is granted and stating the instructor's rationale for the decision. The written response must be completed by the end of the fifth full week of classes in the semester of the appeal. If the instructor is no longer employed by the University or is otherwise unavailable, the student must proceed as prescribed in step 2;
   2. If the student is not satisfied with the instructor's decision and wishes to continue the grade appeal, the student must pick up the Academic Appeals Form from the Office of the Registrar and follow the procedures described on the form for continuing an appeal of a course grade; and
   3. If a grade appeal reaches the Academic Appeals Committee, the student and the instructor may be requested to meet with the committee to resolve the appeal.

G. Appealing for Retroactive Withdrawal.
   1. Retroactive withdrawal from a course or from the University will be considered only when a student documents to the Academic Appeals Committee that he/she could not meet the scheduled deadline for appropriately withdrawing due to some unforeseen and extraordinary circumstance. The student must make this appeal no later than two days before the next regular academic semester begins. Appeals that do not clearly substantiate the circumstance for missing the withdrawal date will not be considered.
   2. Students receiving federal financial aid for the course or term in question may be required to repay the University for withdrawn courses. (They should contact the Financial Aid Office.)
   3. Exceptions to the above policies can be made at the discretion of the Academic Appeals Committee for exceptionally meritorious cases.

H. Appeal of Suspension
   1. A student may appeal his/her academic suspension to the Academic Appeals Committee. Exception: appeal of a suspension after reinstatement is not allowed.
   2. A student with a cumulative grade-point average of less than 1.5 must submit documentation with his/her appeal to substantiate that normal academic progress was interrupted due to extraordinary situations.
   3. A student may appeal his/her suspension resulting from three unsuccessful attempts of a course and request a fourth attempt in a course if his/her cumulative grade-point average is a 2.25 or better.
   4. If an appeal of a suspension resulting from a low GPA is granted, a minimum of two (2) courses in which a grade of "D" or "F" was received must be repeated in the term (summer session/semester) of reinstatement unless the course is not offered.
   5. A student who has been re-admitted after suspension and who fails to meet the conditions of his/her reinstatement may be dismissed from the University without appeal.
   6. A notation of suspension will be removed from a student's academic record only if a proven error in the recorded grade or a grade which has been subsequently changed allows him/her to meet minimum academic standards.
   7. Exceptions to the above policies can be made at the discretion of the Academic Appeals Committee for exceptionally meritorious cases.

I. Appeal of Dismissal from the University
   1. A student may appeal his/her dismissal under regulation XX.D.1 if documented circumstances beyond the student's control can be proven to have caused the unacceptable academic performance, and that situation is corrected. Exception: appeal of a dismissal after reinstatement is not allowed.
   2. If the student's appeal is granted, the student will be required to abide by an academic contract to be developed in consultation with the student's advisor and the chairperson of the department/division in which the student is majoring. Also, if re-admission is granted, the student will be placed on probation.
   3. A student who has been re-admitted after dismissal and who fails to meet the conditions of his/her reinstatement may be dismissed from the University without appeal.
   4. A student who has been re-admitted after dismissal and who becomes liable for suspension at any time, will not be suspended, but will be dismissed from the University without appeal.
   5. Exceptions to the above policies can be made at the discretion of the Academic Appeals Committee for exceptionally meritorious cases.
   6. After two years, a dismissed student may appeal in writing to the Academic Appeals Committee for re-admission to the University. The student's appeal must include a letter of support from the chairperson of the department/division or the dean of the college/school in which the student was majoring. Also, a letter of support must be submitted from either a faculty member or the student's former advisor.

J. Appeal of Removal from a Major, Minor, or Area of Specialization
   1. A student may appeal his/her removal from a major, minor, or area of specialization according to procedures established by the academic unit.
   2. A student may appeal removal from a major, minor, or area of specialization and request a fourth attempt in such a course (see XX.E) if his/her cumulative grade-point average is 2.0 or better and his/her cumulative grade point average in the major, minor, or area of specialization is 2.5 or better.
   3. If a student has unsuccessfully appealed removal from a major, minor, or area of specialization and if the student has a cumulative grade-point average of 2.0 or better, he/she must be allowed to major in or pursue some other discipline at Kentucky State University.

XXII. Academic Bankruptcy

In certain situations, a student may apply to declare academic bankruptcy. In such cases, the student's academic record for the term(s) specified will be stricken. The bankruptcy policy is subject to the following:

A. Only a student who has been re admitted to Kentucky State University after an interruption of two or more years is eligible to declare academic bankruptcy.
B. The student must file a written petition for academic bankruptcy to the Academic Appeals Committee presenting a strong case for supporting the approval of the petition. Reasons for the

request (i.e., financial problems, illness, or problems of a personal nature) should be cited.

C. The student's entire academic record (all courses) for the stipulated period will have a notation of the bankruptcy action appearing on the transcript.

D. A student who was on suspension at the time of last attendance and is granted academic bankruptcy and re-admitted to the University, will be placed on probation.

E. If a student is suspended after having been granted a petition for academic bankruptcy, he/she will be dismissed from the University.

F. A student cannot declare academic bankruptcy more than once.

XXIII. Policy on ACT and SAT Scores

A. All full- time degree- seeking students admitted with freshman status must submit official ACT or SAT scores. If a student has been admitted to a degree program contingent upon receipt of the official test scores, the student must take the ACT to fulfill the requirement during the first semester of enrollment.

B. All non-degree students are encouraged to submit official ACT or SAT scores if there is any possibility of becoming degree-seeking. Upon the completion of 24 semester credit hours in a non-degree status, a non -degree student is required to reconfirm his/her intention to not pursue a degree from Kentucky State University. The student's advisor will ensure that the student reconfirms his/her intention or takes the steps to become degree-seeking. If such a student changes his/her mind after the accumulation of 24 semester credit hours in a non-degree status, he/she must take the ACT or SAT before converting, regardless of the number of semester credit hours earned.

C. All transfer applicants with fewer than 24 transferable semester credit hours must submit official ACT or SAT scores, either by those furnished directly to Kentucky State University by the American College Testing Program, by the College Board, or by inclusion in the transcript of the transfer application.

XXIV. Catalogue of Record

A. A degree-seeking student must meet the Liberal Studies Requirements as published in the Catalogue in effect at the time of enrollment. The student will be subject to the liberal studies requirements so long as he/she remains enrolled with no more than a two-year interruption of studies.

B. A degree-seeking student can request to change his/her Catalogue of Record for the major to a subsequent edition if the major requirements change after a student declares a major. A written request to change the Catalogue of Record must be submitted to his/her advisor for approval and forwarded to the Office of the Registrar. If a student elects to fulfill the old requirements for the major listed in his/her Catalogue of Record, but required courses are no longer offered, he/she may substitute other courses with the approval of the chair of the department or the dean of the appropriate college.

C. Students who complete a degree and wish to pursue an additional degree without interruption will have the option of selecting requirements for the additional degree in effect at the time of either initial enrollment or of declaration of the second degree. To be eligible to pre-register for the semester following completion of the first degree, the student must attach a letter of intent to the Application for Degree form. (Please see section on Subsequent Degrees for additional information.)

D. A student who changes his/her major must meet the major requirements as published in the most recent Catalogue. The Major Change Form must be obtained from the Office of the Registrar and must be returned with all necessary approval signatures.

E. A student who changes from non-degree status to degree-seeking status must meet the requirements as published in the Catalogue in effect at the time the student becomes degree-seeking.

F. A student pursuing a curriculum leading to certification or licensure must meet the curriculum requirements in effect at the time he/she graduates.

The preceding policies apply to all students enrolled in undergraduate courses at Kentucky State University.

CREDIT BY EXAMINATION/CERTIFICATION AND CREDIT FOR LIFE EXPERIENCE

Up to one-fourth the minimum number of semester credit hours required for completion of a baccalaureate degree or an associate degree at Kentucky State University may be earned through any combination of credit by examination/certification and credit for life experience. Credit by examination may be earned through Academic Unit Challenge Examinations and by satisfactory performance on College Level Examination Program (CLEP) tests, the Proficiency Examination Program, and the Advanced Placement Program examinations. Satisfactory performance on the latter three shall be based upon the score established by the appropriate University official. Credit (not a letter grade) shall be entered on the student's record by the Office of the Registrar. More information is available at the Office of the Registrar.

ACADEMIC UNIT CHALLENGE EXAMINATIONS

A student intending to challenge a course must complete registration for the course, including payment of applicable fees, during the registration period and must receive the approval of his/her advisor and the chairperson or dean through which the course is offered. The chairperson may deny the request if it is determined that the student has not furnished evidence that he/she is reasonably prepared to take the challenge examination.

The challenge examination must be taken before the beginning of the third week of classes during the fall and spring semesters and before the end of the first week of classes during a summer session. A student who wants to challenge a course must attend the respective class before taking the challenge examination.

The challenge examination will be comprehensive in nature and will have been approved by the dean or chairperson as an acceptable examination. A passing grade ("P") on the challenge examination is the sole determinant of successful completion. No grade is assigned if the student fails the examination. Challenge examination grades will be reported on the official Grade Roster at the conclusion of the semester/session.

If the student fails the challenge examination, then he/she may either attend the class as a regular student or withdraw from the course. If the student chooses to withdraw from the course, then the University's existing withdrawal policies apply. A student may not take a challenge examination for classes previously failed.

A student may challenge a course only one time, and no challenge examination will be administered for courses for which CLEP examinations are available.

Courses that May Be Challenged by Examination

University Courses			Hours
ACC	201	Principles of Accounting I	3
ACC	202	Principles of Accounting II	3
BIO	220	Medical Terminology	2
BUA	101	Computer Applications in Business	3
COS	100	Introduction to Computers	3
COS	101	Programming in BASIC	3
COS	108	Principles of Computer Science I	4
COS	109	Principles of Computer Science II	4
COS	180	Advanced Programming in BASIC	3
COS	230	Programming in COBOL	3
COS	240	File Processing	3
ECO	311	Business Statistics I	3
EDU	294	Introduction to Teaching*	3
HED	221	Personal Health & Lifetime Fitness	2
INT	101	Engineering Drafting I	3
INT	102	Engineering Drafting II	3
INT	124	Basic Electricity (AC and DC)	3
INT	126	Motors and Controls	3
INT	128	Solid State Devices	3
INT	130	Digital Logic Circuits	3
INT	208	Computer-Aided Drafting I	3
MAT	103	Foundations of Mathematics I	3
MAT	104	Foundations of Mathematics II	3
MAT	115	College Algebra	3
MAT	120	Precalculus	4
MAT	125	Linear Algebra and Differential Calculus with Bus. Applications	3
MAT	131	Calculus and Analytic Geometry I	5
MAT	132	Calculus and Analytic Geometry II	5
MUS	101	Music Theory to 1450	3
MUA	120	Minor Applied I	1
MUA	220	Minor Applied I	1
PUA	170	Public Sector Management	3

*Examinee MUST document the field component of this course in order to receive academic credit.

ADVANCED PLACEMENT PROGRAM

The Advanced Placement (AP) Program is offered in participating high schools across the country. High school students should consult with their guidance counselor or principal regarding the availability of AP courses in their school, how to register for them, and AP testing schedules and fees.

Currently, Kentucky State University awards semester credit hours for 15 of the AP examinations. (Some examinations provide credit for two courses.) Code 1368 should be used by the examinee to have the University designated as an AP examination score recipient.

Following are the University courses for which Advanced Placement Program credit is given, plus the appropriate AP examination for each and the minimum score required to receive University credit:

University Courses			Semester Credit Hours	AP Exam	Minimum Score
ART	201, 202	Art History Survey I and II	6	History of Art	3
BIO	101	Life Science	3	Biology	3
BIO	111	Principles of Biology	4	Biology	4
CHE	101	General Chemistry I	3	Chemistry	3
ECO	201	Principles of Economics I	3	Microeconomics	3
ECO	202	Principles of Economics II	3	Macroeconomics	3
ENG	101	English Composition I	3	English Language & Composition	3
ENG	101, 102	English Composition I & II	3	English Language & Composition	4
FRE	101	Elementary French I	3	French Language	3
FRE	101, 102	Elementary French I and II	6	French Language	4
HIS	201	U.S. History to 1865	3	American History	3
HIS	201, 202	U.S. History to 1865 & since 1865	6	American History	4
MAT	131	Calculus and Analytic Geometry I	5	Calculus AB	3
MAT	131, 132	Calculus and Analytic Geometry I & II	10	Calculus BC	3
PHY	211	General Physics I	5	Physics C: Mechanics	3
PHY	212	General Physics II	5	Physics C: Electricity & Magnetism	3
SPA	101	Elementary Spanish I	3	Spanish Language	3
SPA	101, 102	Elementary Spanish I and II	6	Spanish Language	4

COLLEGE LEVEL EXAMINATION PROGRAM

The College Level Examination Program (CLEP) is a series of standardized examinations recognized by many colleges and universities. Successful completion of these examinations enables students to receive credit for courses for which they have gained commensurate knowledge through reading and other experiences. Currently, Kentucky State University awards semester credit hours for 21 University courses through CLEP examinations.

The CLEP examinations are given at the University by appointment. Students should take the appropriate CLEP examination the semester before the one in which they would otherwise take the corresponding Kentucky State University course. If unsuccessful on the CLEP examination, students can register for the course during the next semester. Registration for CLEP examinations should be completed with the University's Office of Testing.

For most of the CLEP examinations, Kentucky State University uses the minimum passing score on the objective portions recommended by the Commission on Educational Credit of the American Council on Education.

More information, including the current fees, is available at the University's Testing Service. The University courses for which CLEP credit is given, as well as the appropriate CLEP examination for each minimum score required to receive University credit, are the following:

University Courses	Semester Credit Hours	CLEP Exam	Minimum Score
BIO 101 Life Science	3	General Biology	50
BIO 111 Principles of Biology	4	General Biology	50
CHE 101 General Chemistry I	3	General Chemistry	50
COS 100 Introduction to Computers	3	Information Systems & Computer Applications	50
ECO 201 Principles of Economics I	3	Introductory Microeconomics	50
EDU 221 Human Growth: Life Span Dev.	3	Human Growth and Development	50
ENG 101 English Composition I	3	Freshman College Composition	50
FRE 101 Elementary French I	3	College French Level I	50
FRE 102 Elementary French II	3	College French Level II	62
HIS 101 World Civilization I (Ancient Near East to 1648)	3	Western Civilization I	50
HIS 102 World Civilization II (1648 to the Present)	3	Western Civilization II	50
HIS 201 U.S. History to 1865 (Early Colonizations to 1877)	3	History of the US. I	50
HIS 202 U.S. History since 1865 (1865 to the Present)	3	History of the US. II	50
MGT 301 Principles of Management	3	Introduction to Management	50
MKT 301 Principles of Marketing	3	Introductory Marketing	50
POS 101 American Government	3	American Government	50
PSY 200 General Psychology	3	Introductory Psychology	50
SOC 203 Principles of Sociology	3	Introductory Sociology	50
SPA 101 Elementary Spanish I	3	College Spanish Level I	50
SPA 102 Elementary Spanish II	3	College Spanish Level II	66

PROFICIENCY EXAMINATION PROGRAMS

Nursing: Kentucky State University's Department of Nursing offers Licensed Practical Nurses (LPN's) the opportunity to be exempted from taking NUR 101 (Nursing I) by successfully completing the ACT-PEP Fundamentals of Nursing Examination and a nursing skills test administered by the Department of Nursing. A minimum of 50 is required on the ACT-PEP, and a satisfactory performance is required on the nursing skills test. Code 1516 must be used to designate Kentucky State University as a score recipient. Interested students should contact the chairperson of the Department of Nursing.

Foreign Languages: The area of Modern Foreign Languages offers proficiency examinations for students with prior experience in French, Italian, and Spanish. Students who demonstrate competency in a foreign language by making the necessary score on a proficiency examination may qualify for a 102 level foreign language course (or above) depending upon their score. Students demonstrating competency above the 102 level are considered to have fulfilled the foreign language requirement of the University's Liberal Studies Requirements. However, students demonstrating foreign language competency through a proficiency examination will not receive academic credit. Foreign language proficiency examinations may not be repeated.

CREDIT FOR LIFE EXPERIENCE (CLE)

The "Credit for Life Experience" program is a Kentucky State University option which affords an adult student, who has significant learning generated by life experiences, the opportunity to document this learning for possible academic credit. To be eligible for the program, a student must::

1. Enroll in CLE 299 (Portfolio Development) with the approval of the CLE instructor;
2. Be an associate or baccalaureate degree-seeking student and have completed both ENG 101 (English Composition I) and MAT 111 (Intermediate Algebra), or their equivalents at other institutions; and
3. Have significant life experience that is equivalent to selected and approved coursework offered by the University. A student is eligible to take CLE 299 and complete the assessment process only once in each five-year period.

The successful completion of CLE 299 results in the development of a portfolio that documents the student's learning through life experience and becomes the basis for the formal request for academic credit. Academic credit through assessment is granted only for related courses taught by the University's faculty as part of the degree programs of Kentucky State University. Academic credit is not available for any course that state or accrediting agency policy does not allow to be granted by assessment. The portfolio can be assessed only after the student has been billed for and has paid a non-refundable fee equal to one-third the prevailing tuition rate per semester credit hour for the sum of all credits requested through the portfolio.

A student may earn up to one-fourth the minimum number of semester credit hours required for completion of an associate or a baccalaureate degree under the Credit for Life Experience option provided that no other credit by examination/certification has been earned (including CLEP and Challenge Examinations). A student who intends first to complete an associate degree program and then work toward a baccalaureate degree may "bank" credits above one-fourth the minimum number of semester credit hours, which would then become applicable toward a baccalaureate degree. The payment will amount to one-third of the appropriate prevailing tuition rate.

The Credit for Life Experience program is administered by the Office of Continuing and Distance Education.

ARMED SERVICE CERTIFICATION CREDIT

Armed service school courses taken by armed service personnel will be granted credit as recommended in the Guide to the Evaluation of Educational Experience in the Armed Services. Certificates of completion of such courses must be presented for the awarding of credit. Interested students should see the VA Specialist in the Office of the Registrar for assistance.

VOCATIONAL SCHOOL ARTICULATION AGREEMENT

Kentucky State University, through an articulation agreement with regional post-secondary vocational and technical schools, awards semester credit hours to applicants who continue their technical field of study in Nursing or Industrial Technology at the University. Inquiries relating to this agreement should be directed to the College of Mathematics, Science, Technology and Health.

TESTING SERVICE

The University's Office of Testing is responsible for the administration, scoring, reporting, and record keeping for a number of nation-wide standardized testing programs and services, as well as for specialized institutional testing programs and services. The specific tests and programs may vary as the University's programs change, but they currently include the following:

1. The American College Testing (ACT) Program (the preferred entrance test for Kentucky State University). A score of 21 or above is required for all applicants to the Nursing program and Education program;

2. Rising Junior Assessment—required of all university students seeking a baccalaureate degree. Assessment is scheduled after the student has earned 60 semester hours. The student must pass all sections of the Assessment by the time he/she has earned 96 credit hours. This is a comprehensive exam required of all students to assess general education competency;
3. The College Level Examination Program (CLEP) (a procedure for receiving college credit for specific courses by passing the computer-based national examination);
4. The Scholastic Aptitude Test (SAT I & II) (required by some colleges or universities for entrance may be used as an alternate test for admission to Kentucky State University in certain cases);
5. Correspondence examinations (The Office of Testing will proctor examinations for persons taking courses from other universities or correspondence courses);
6. Advanced Placement (AP) (credit awarded to participating high school students);
7. Career Planning Program Exam-Level II (CPP2) (a test provided for admission to the University as an alternate entrance exam and designed for adults 21 years or older who are pursuing an associate degree);
8. Professional Assessment for Beginning Teachers (PRAXIS) (required for students seeking Teacher Certification).

In addition, the Office of Testing has the official registration forms and information for other testing programs, such as the American College Testing (ACT), Graduate Management Admissions Test (GMAT), the Law School Admissions Test (LSAT), the Medical College Admissions Test (MCAT), the Test of English as a Foreign Language (TOEFL), and the Test of Spoken English (TSE). The Office of Testing also receives test scores from other programs, such as the Advanced Placement Program, and distributes these scores to the proper academic units. Moreover, the Office of Testing offers consultation services to students, faculty, staff, and administrators on a variety of test-related topics including test preparation, test-taking skills, and test usage and interpretation.

Students planning to take any of the above tests should keep in mind that most tests are given only a few times a year on specific dates. The date selected should provide time for the scores to be received by the institution by the announced deadline. Ordinarily it takes four to six weeks after the test for the results to be available. Most tests require registration about one month in advance of the actual test date.

Complete details on the above testing services and programs, including test/registration deadlines and fees, are available from the Office of Testing. Information on the ACT, Advanced Placement Program, and SAT is also available from high school counselors or principals.

STUDENT EXPENSES

Expenses associated with attending Kentucky State University are intentionally kept as reasonable as possible to help ensure access to the University's programs. During the 2005–2006 academic year, the following academic year expenses apply:

Resident (in-state) students	**Undergraduate**
Tuition	$3,550
Board	3,028
Room* (double occupancy)	2,594
Student Activity Fee	478
Computer Usage Fee	142
Health Insurance	298
Total	$10,090

Non-Resident (out-of-state) students	**Undergraduate**
Tuition	$9,992
Board	3,028
Room* (double occupancy)	2,594
Student Activity Fee	478
Computer Usage Fee	142
Health Insurance	298
Total	$16,532

Resident (in-state) students	**Graduate**
Tuition	$3,888
Board	3,028
Room* (double occupancy)	2,594
Student Activity Fee	478
Computer Usage Fee	142
Health Insurance	298
Total	$10,428

Non-Resident (out-of-state) students	**Graduate**
Tuition	11,006
Board	3,028
Room* (double occupancy)	2,594
Student Activity Fee	478
Computer Usage Fee	142
Computer Usage Fee	298
Total	$17,546

*Single occupancy per annum:	
Regular	$3,700

Additional money should be budgeted for other expenses. Books and supplies will cost an estimated $1,000 per year, and personal expenses are estimated at $2,100 a year.

Tuition for part-time undergraduate students (those carrying fewer than 12 semester credit hours a semester) in 2005–2006 is $148 a semester credit hour for Kentucky residents and $419 a semester credit hour for non-residents.

The activity fee and room and board charges for graduate students are the same as those for undergraduates. Tuition for part-time graduate students (those carrying fewer than 9 semester credit hours a semester) in 2005–2006 is $217 a semester credit hour for Kentucky residents and $615 a semester credit hour for non-residents.

The cost of attending the University is considerably less than that at private liberal arts institutions to whose academic programs and institutional goals the University may best be compared. Kentucky State University acknowledges, however, that many students require some form of financial assistance in order to support their study at the University. Kentucky State University provides a wide range of such support through a program of scholarships, grants, college work-study, and low-interest loans. Approximately 85 percent of the students currently enrolled in the University receive some form of financial assistance, based upon individual need or merit. Information about financial assistance is in the Financial Aid and Scholarships section of the Catalog.

All fees are subject to change without notice.

International students are required to make payments in U.S. dollars.

SCHEDULE OF FEES AND EXPENSES, 2005–2006

Semester Costs for Full-Time Students

	BOARDING STUDENTS		NON-BOARDING STUDENTS	
In-State	**Undergraduate**	**Graduate**	**Undergraduate**	**Graduate**
Tuition	$1,775	$1,944	$1,775	$1,944
Board	1,514	1,514	0	0
Room (double occupancy)*				
Chandler or Kentucky Halls	1,330	1,330	0	0
Combs or Hunter Halls	1,301	1,301	0	0
Young Hall	1,259	1,259	0	0
Student Activity Fee	239	239	239	239
Computer Usage Fee	71	71	71	71
Health Insurance	149	0	149	0

Out-of-State	**Undergraduate**	**Graduate**	**Undergraduate**	**Graduate**
Tuition	$4,996	$5,503	$4,996	$5,503
Board	1,514	1,514	0	0
Room (double occupancy)*				
Chandler or Kentucky Halls	1,330	1,330	0	0
Combs or Hunter Halls	1,301	1,301	0	0
Young Hall	1,259	1,259	0	0
Student Activity Fee	239	239	239	239
Computer Usage Fee	71	71	71	71
Health Insurance	149	0	149	0

*Single occupancy per semester: Chandler or Kentucky Halls—$1,850; Young Hall—$1,752
*Suite and apartment occupancy per semester: Chandler or Kentucky Halls—$1,615; McCullin Hall—$1,650

Semester Credit Hour Costs for Part-Time Students

Undergraduate

In-state . . . . . $148 per semester credit hour
Out-of-state . . . . . $419 per semester credit hour
Activity Fee . . . . . $20 per semester credit hour
Computer Usage Fee . . . . . $49 per semester

Graduate

In-State . . . . . $217 per semester credit hour
Out-of-state . . . . . $615 per semester credit hour
Activity Fee . . . . . $20 per semester credit hour
Computer Usage Fee . . . . . $49 per semester

A student enrolled for 12 or more semester credit hours constitutes a full-time undergraduate student. A student enrolled for 9 or more graduate-level semester credit hours constitutes a full-time graduate student.

All fees are subject to change without notice.

COURSE AND LABORATORY FEES

Administrative Support Services **$20/course**
ADM 100, 103, 222, 225, 228, 230, 231

Apparel Retail Marketing **$20/course**
ARM 221,222

Art **$20/course**
ART 101, 113, 240, 245, 305, 306, 307, 315, 317, 319, 340, 345, 405, 407, 415, 417, 419, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 451, 452, 453

Biology **$20/course**
BIO 101, 107, 108, 111, 204, 210, 212, 301, 302, 303, 304, 305, 307, 308, 309, 317, 318, 406, 408, 410, 411, 427, 505, 509, 511, 527, 560

Chemistry **$34/course**
CHE 110, 120, 210, 220, 203, 307, 308, 314, 350

Child Dev. and Family Relations **$20/course**
CDF 206, 407, 408

Computer Science **$14/course**
COS 100, 101, 108, 109, 180, 200, 230, 240, 250, 300, 301, 312, 340, 350, 380, 410, 420, 460, 470, 490

Industrial Technology **$20/course**
INT 101, 124, 126, 127, 128, 129, 130, 208, 210, 212, 215, 226, 227, 229, 230, 231, 235, 240, 245, 246, 250, 255, 290, 299

Music
Private lessons for fall and spring:
Piano, Voice, and Organ—
1 half-hour lesson/week **$42**
2 half-hour lessons/week **$75**

Nursing
NUR 101, 102, 201, 202 **$34/course**
Testing fee **$21**
Exit senior exam **$42**
Annual insurance fee **varies**

Physical Sciences **$14/course**
PHS 201, 202, 211

Physics **$14/course**
PHY 207, 208, 211, 212, 320, 340, 361

Public Administration **$341/course**
PUA 797

COMPUTER USAGE FEE

There is a mandatory charge of $71 per semester for each full-time student and a $49 fee for each part-time student (full-time is defined as 12 or more semester credit hours for undergraduate students and 9 or more semester credit hours for graduate students; part-time is defined as less than 12 semester credit hours for undergraduate students and less than 9 semester credit hours for graduate students). These mandatory fees will be dedicated to the future replacement/upgrade of computer acquisitions as well as to offset the cost of current provisions of equipment, software, and operating expenses.

OTHER FEES

Application Fee	$22
Application Fee (International students)	$74
Auto Registration (Students)	$30/year
Auto Registration (Faculty/Staff)	$88/year
Damage Deposit	$37
Deferred Payment	$59/semester
Diploma (Undergrad) Replacement	$13
Diploma/Cover (Undergrad) Replacement	$20
Diploma (Grad) Replacement	$20
Diploma/Cover (Grad) Replacement	$40
Drop/Add	$15/add or drop
Graduation Fee (undergraduates; ex. cap & gown)	$34
Graduation Fee (graduates; ex. cap & gown)	$68
ID/Meal Card Replacement	$28/card
Key Deposit	$34/year
Key Replacement	$54/key
Late Registration	$82/semester
Reinstatement Fee	$68/semester
Returned Check	$34
Room Reservation Fee	$123/year
Social Fee	$14/year
Student Activity	$239/semester
Transcript (overnight)	$5
Transcript (same day)	$7

TESTING

(Check Testing Office for current fee charges)

ACT National	$27
ACT Residual	$27
CLEP	$70
CPP-2	$16
GED	$37
GMAT	$225
GRE Test	$115
LSAT	$112
MCAT	$185
PRAXIS Subject	$60/90
SAT I	$29.50
SAT II registration and tests	$17 + test
TOEFL Standard	$130
Testing Transcript	$5

All fees are subject to change without notice.

NOTE: International students are required to make payment in U.S. dollars.

DEFERRED PAYMENT PLANS: FEES AND PAYMENT SCHEDULES

Deferred Payment Plans. A student who does not have the total amount to cover fees for the semester may be eligible for a deferred payment plan. Eligibility is determined by:

1. all accounts being settled in full;
2. the student having been processed by Financial Aid; and
3. his/her award, including all loan programs (excluding PLUS loans) not being sufficient to cover his/her semester charges.

The student may choose between the **deferred payment plan** (promissory note) or the **monthly payment plan**. At registration, payment is due regardless of the status of a student's financial aid. With the promissory note, half of the note amount for uncovered charges is due. The required payment does not include payment from any type of financial aid. A student approved for the promissory note will be assessed a $59 deferred payment fee and will make payments in accordance with the following schedule:

Fall Semester

Payment Due Date	Amount Due
Day of registration	One-half of the note amount
By the first Friday of October	One-quarter of remaining balance
By the first Friday of November	The remaining balance

Spring Semester

Payment Due Date	Amount Due
Day of registration	One-half of the note amount
By the first Friday of March	One-quarter of remaining balance
By the first Friday of April	The remaining balance

In addition to the Deferred Payment Plan, Kentucky State University offers a Monthly Payment Plan. This Plan enables families to spread all or part of their annual educational expenses over ten equal, monthly payments. This eliminates the lump sum payment usually due at the start of each semester. There is a $40 annual service fee. The plan is flexible and may be adjusted at any time throughout the duration of the process. There are no interest or other charges. Further information, is available at the Office of Financing and Collections at (502) 597-6278.

RETURNED CHECK POLICY

Personal checks are accepted campus wide for a variety of services (e.g. tuition and fees, day care, traffic tickets, bookstore, etc.). With a valid KSU identification card, checks may be cashed by the KSU family. Should the check be returned from the bank, however, for whatever reason, a returned check fee will be assessed to the individual's account. A person cannot have more than two (2) returned checks in a given semester. If more than two checks are returned, check cashing privileges will be revoked.

Any check written during registration greater than $100 which is returned from the bank will result in that particular student's classes being dropped from the system. Upon receipt of the returned check, the issuer will be notified and informed they have ten days to make restitution*, including any related fees, to prevent any further collection activity. After the ten-day period has expired, the returned check will be forwarded to the County Attorney in Frankfort for collection purposes.

*Restitution must be made in the form of cash, certified check or money order.

TUITION AND FEE REFUND POLICY

Students withdrawing from the University or dropping semester credit hours which result in a change in the assessment of fees will be eligible for a refund of fees based on the dates and conditions listed hereafter. No refund can be made on certain fees and optional fees as established by the Kentucky State University Board of Regents. The date of completion of the withdrawal/drop determines the percent of refund for which the student is eligible. A withdrawal/drop is complete when the necessary form(s) have been completed and returned to the designated office.

REFUND PROCESS

For purposes of calculating refunds, "weeks" are counted as seven-day periods beginning with the first day of classes for the semester. Refunds will be issued on canceled classes and early withdrawals in accordance with the institutional refund policy. Refunds to be issued from Title IV financial aid will be issued within fourteen days from the date funds are applied to the student's account resulting in a credit balance. Funds are applied after the 12th day of class. **Questions concerning refunds should be directed to the Bursar's Office** (ASB Lobby).

Any students who receive a Title IV financial aid Pell Grant, Federal SEOG, Federal Perkins Loan, Federal Direct or PLUS loans and withdraw from University are subject to the **Return of Title IV Funds** regulations. Students with funds from any of these programs "earn" their financial aid dollars while enrolled. If a student withdraws prior to completing 60% of a term, a prorated portion of his/her federal financial aid dollars must be considered "unearned" and returned to the federal programs. Unearned financial aid dollars which have to be returned to the federal programs could cause students to owe the University a significant amount upon withdrawal. Failure to return aid back to their federal programs will result in loss of eligibility for federal financial aid assistance.

Federal funds to be returned are distributed to the programs as follows:

- Unsubsidized Federal Direct Stafford Loans
- Subsidized Federal Direct Stafford Loans
- Federal Direct PLUS Loans
- Federal Perkins Loans
- Federal Pell Grants
- Federal Supplemental Educational Opportunity Grants (FSEOG)
- Other Student Financial Aid Programs
- Other federal, state, private, or institutional sources of aid
- The Student

Those students who do not receive Title IV aid who withdraw from the University are calculated according to the following schedule:

Fall and Spring Semesters

100 percent refund	—	Prior to the first day of classes and during the first week of classes
75 percent refund	—	During the second week of classes
50 percent refund	—	During the third week of classes
25 percent refund	—	During the fourth week of classes

No refund will be made after the fourth week of classes.

Summer Session

100 percent refund	—	Prior to the end of late registration
75 percent refund	—	Two days after the end of late registration
50 percent refund	—	Next four days after the end of late registration
25 percent refund	—	Next two days after the end of late registration

No refund will be made nine days after the end of late registration.

ROOM AND BOARD REFUNDS

No refund of room and board fees will be made or adjusted for students withdrawing for the academic year or moving out of the dormitories if an application is not completed and returned within a 48-hour period from the official date of registration, unless approved by the Vice President for Student Affairs.

REFUND APPEAL PROCESS

A committee, chaired by the Vice President for Student Affairs, and composed of the Vice President for Finance and Business Affairs and the Vice President for Academic Affairs or their designees reviews all appeals from students or parents/guardians who feel that individual circumstances warrant exemption from policy. Requests for appeals should be sent to the Vice President for Student Affairs.

FEE ASSESSMENT: CLASSIFICATION OF STUDENTS

The following is a statewide residency policy affecting students at all public higher education institutions in Kentucky, including Kentucky State University. It was established by the Council on Postsecondary Education and is subject to change. Any additional information can be obtained from the Office of Admissions.

UNIVERSITY RESIDENCY PROCESS AND APPEALS

The Office of Admissions determines the residency status of students at the time of application to the University. A student who questions his/her residency status, whether a new applicant or a currently enrolled student, should direct all inquiries to the Office of Admissions. Upon completion of the required affidavit by the student and provision of all required documentation, a residency decision will be made by the Office of Admissions. A student may appeal this decision through the Office of Admissions to the University Residency Admission/Recruitment Committee, which is established to consider residency-classification appeals. Appeals should be addressed to the Director of Admissions, Kentucky State University, 400 E. Main Street, Academic Services Building, Frankfort, KY 40601. The student will be notified in writing of the decision rendered at each level of the appeal. If the decision by the committee is not satisfactory, a student may make a final appeal to the Executive Director of the Council on Postsecondary Education.

13 KAR 2:045. Determination of residency status for admission and tuition assessment purposes.

RELATES TO: KRS Chapter 13B, 164.020, 164.030, 164A.330(9)

STATUTORY AUTHORITY: KRS 164.020(8)

Necessity, Function, and Conformity

KRS 164.020(8) requires the Council on Postsecondary Education to determine tuition and approve the minimum qualifications for admission to a state-supported post-secondary education institution, and authorizes the Council to set different tuition amounts for residents of Kentucky and for non-residents. This administrative regulation establishes the procedure and guidelines for determining the residency status of a student who is seeking admission to, or who is enrolled at, a state-supported post-secondary education institution.

Section 1: Definitions

1. "Academic term" means a division of the school year during which a course of studies is offered, and includes a semester, quarter, or single consolidated summer term as defined by the institution.
2. "Continuous enrollment" means enrollment in a state-supported post-secondary education institution at the same degree level for consecutive terms, excluding the summer term, since the beginning of the period for which continuous enrollment is claimed unless continuous enrollment is broken due to extenuating circumstances beyond the student's control, including serious personal illness or injury, or illness or death of a parent.
3. "Degree level" means enrollment in a course or program which could result in the award of a:
   (a) Certificate, diploma, or other program award at an institution;
   (b) Baccalaureate degree or lower including enrollment in a course by a non-degree-seeking post-baccalaureate student;
   (c) Graduate degree or graduate certification other than a first-professional degree in law, medicine, dentistry, or "Pharm. D"; or
   (d) Professional degree in law, medicine, dentistry, or "Pharm. D."
4. "Demonstration of Kentucky domicile and residency" means the presentation of documented information and evidence sufficient to prove by a preponderance of the evidence that a person is domiciled in Kentucky and is a resident of Kentucky.
5. "Dependent person" means a person who cannot demonstrate financial independence from parents or persons other than a spouse and who does not meet the criteria established in Section 5 of this administrative regulation.
6. "Determination of residency status" means the decision of a post-secondary education institution that may include a formal hearing that results in the classification of a person as a Kentucky resident or as a non-resident for admission and tuition assessment purposes.
7. "Domicile" means a person's true, fixed, and permanent home, and is the place where the person intends to remain, and to which the person expects to return if absent without intending to establish a new domicile elsewhere.
8. "Full-time employment" means continuous employment for at least forty-eight (48) weeks at an average of at least thirty (30) hours per week.
9. "Independent person" means a person who demonstrates financial independence from parents or persons other than a spouse and who can meet the criteria established in Section 5 of this administrative regulation.

10. "Institution" means an entity defined in KRS 164.001(10) if the type of institution is not expressly stated and includes the Kentucky Virtual University.
11. "Kentucky residency" or "Kentucky resident" means the result of a determination by an institution that a person is a resident of Kentucky as determined by this administrative regulation.
12. "Non-resident" means a person who is domiciled outside of Kentucky, or who currently maintains legal residence outside Kentucky, or who has not met the criteria for Kentucky residency established in this administrative regulation.
13. "Preponderance of the evidence" means the greater weight of evidence, or evidence which is more credible and convincing to the mind.
14. "Parent" means one (1) of the following:
    (a) A person's father or mother; or
    (b) A court-appointed legal guardian if:
        1. The guardianship is recognized by an appropriate court within the United States;
        2. There was a relinquishment of the rights of the parents; and
        3. The guardianship was not established primarily to confer Kentucky residency on the person.
15. "Residence" or "residency" means the place of abode of a person and the place where the person is physically present most of the time for a noneducational purpose in accordance with Section 3 of this administrative regulation.
16. "Student financial aid" means all forms of payments to a student if one (1) condition of receiving the payment is the enrollment of the student at the institution.
17. "Sustenance" means living expenses including room, board, maintenance, transportation, and also possibly educational expenses including tuition, fees, books, and supplies.

Section 2: Scope

1. State-supported post-secondary education institutions were established and are maintained by the Commonwealth of Kentucky primarily for the benefit of qualified residents of Kentucky. The substantial commitment of public resources to post-secondary education is predicated on the proposition that the state benefits significantly from the existence of an educated citizenry. As a matter of policy, access to post-secondary education shall be provided so far as feasible at reasonable cost to an individual who is domiciled in Kentucky and who is a resident of Kentucky.
2. The Council on Post-secondary Education requires a student who is neither domiciled in nor a resident of Kentucky to meet higher admission standards and to pay a higher level of tuition than resident students.
3. This administrative regulation applies to all student residency determinations regardless of circumstances, including the Southern Regional Education Board contract spaces; reciprocity agreements, where appropriate; and the Kentucky Virtual University and academic common market programs.

Section 3: Determination of Residency Status; General Rules

1. A determination of residency shall include:
    (a) An initial determination of residency status by an institution during the admission process or upon enrollment in an institution for a specific academic term or for admission into a specific academic program;
    (b) A reconsideration of a determination of residency status by an institution based upon a changed circumstance; and
    (c) A formal hearing conducted by an institution upon request of a student after other administrative procedures have been completed.
2. An initial determination of residency status shall be based upon:
    (a) The facts in existence when the credentials established by an institution for admission for a specific academic term have been received and during the period of review by the institution;
    (b) Information derived from admissions materials;
    (c) Other materials required by an institution and which are consistent with this administrative regulation; or
    (d) Other information available to the institution from any source.
3. An individual seeking a determination of Kentucky residency status shall demonstrate such status by a preponderance of the evidence.
4. A determination of residency status shall be based upon verifiable circumstances or actions.
5. Evidence and information cited as the basis for Kentucky domicile and residency shall accompany the application for a determination of residency status.
6. A student classified as a non-resident shall retain that status until the student is officially reclassified by an institution.

7. A student may apply for a review of a determination of residency status once for each academic term.
8. If an institution has information that a student's residency status may be incorrect, the institution shall review and determine the student's correct residency status.
9. If the Council on Postsecondary Education has information that an institution's determination of residency status for a student may be incorrect, it may require the institution to review the circumstances and report the results of that review.
10. An institution shall impose a penalty or sanction against a student who gives incorrect or misleading information to an institutional official, including payment of non-resident tuition for each academic term for which resident tuition was assessed based on an improper determination of residency status. The penalty may also include:
    (a) Student discipline by the institution through a policy written and disseminated to students; or
    (b) Criminal prosecution.

Section 4: Presumptions Regarding Residency Status

1. In making a determination of residency status, it shall be presumed that a student is a non-resident if
    (a) He/she is, or seeks to be, an undergraduate student, and admissions records show that he/she is a graduate of an out-of-state high school;
    (b) His/her admissions records indicate that his/her residence is outside of Kentucky at the time of application for admission;
    (c) He/she moves to Kentucky primarily for the purpose of enrollment in an institution;
    (d) He/she moves to Kentucky and within twelve (12) months enrolls at an institution more than half time; or
    (e) He/she has a continuous absence of one (1) year from Kentucky.
2. A presumption arising from sub-section (1) of this section shall be overcome by a demonstration of Kentucky domicile and residency.

Section 5: Determination of Whether a Student is Dependent or Independent

1. In a determination of residency status, an institution shall first determine whether a student is dependent or independent. This provision is predicated on the assumption that a dependent person lacks the financial ability to live independently of the person upon whom the student is dependent and, therefore, lacks the ability to form the requisite intent to establish domicile.
2. In determining the dependent or independent status of a person, the following information as well as other relevant information shall be considered available at the time the determination is made:
    (a) 1. That the person has not been claimed as a dependent on the federal or state tax returns of a parent or other person for the year preceding the date of application for a determination of residency status; or
        2. That the person is no longer claimed by a parent or other person as a dependent or as an exemption for federal and state tax purposes; and
    (b) That the person has financial earnings and resources independent of a person other than an independent spouse necessary to provide for the person's own sustenance.
3. An individual who enrolls at an institution immediately following graduation from high school and who remains enrolled shall be presumed to be a dependent person unless the contrary is evident from the information submitted.
4. Domicile may be inferred from the student's permanent address, parents' mailing address, or location of high school of graduation.
5. Marriage to an independent person domiciled in and who is a resident of Kentucky shall be considered by an institution in determining whether a student is dependent or independent.
6. Financial assistance from or a loan made by a parent or family member other than an independent spouse, if used for sustenance of the student shall:
    (a) not be considered in establishing a student as independent; and
    (b) be a factor in establishing that a student is dependent.

Section 6: Effect of a Determination of Dependent or Independent Status on a Determination of Residency Status

1. The effect of a determination that a person is dependent shall be as follows:
    (a) The domicile and residency of a dependent person shall be the same as either parents'. The domicile and residency of the parent shall be determined in the same manner as the domicile and residency of an independent person.

(b) The domicile and residency of a dependent person who se parents are divorced, sep a-rated, or otherwise living apart shall be Kentucky if either parent is domiciled in and is a resident of Kentucky regardles s of which parent has legal custody or is entitled to claim that person as a dependent pursuant to Kentucky income tax provisions.

2. (a) If the parent(s) of a dependent person are Kentucky re sidents a nd a re domiciled i n Kentucky but subsequently move from the state, the dependent person shall be considered a resident of Kentucky while in continuous enrollment at the degree level in which currently enrolled.
   (b) If c ontinuous e nrollment i s brok en or th e current degree level is complet ed, the dependent p erson's r esidency sta tus sha ll be reassessed in light of the ci rcumstances detailed in subparagraph 1 of this paragraph.
   (c) If the sole paren t or bo th par ents of a dependent person move out of state, Kentucky domicile a nd r esidency, having be en previously established, shall be retained until steps are taken to establish domicile and residency elsewhere.

Section 7: Member of Armed Forces of the United States, Spous e a nd Depe ndents; Ef fect on a Determination of Residency Status

1. A member, spo use, or dependent of a mem ber whose domicile and res idency w as Kentu cky at the time of induction into the Armed Forces of the United States, and who maintains Kentucky as home of record and permanent address, shall be entitled to Kentucky residency status:
   (a) During the time of active service; or
   (b) If the member, spouse, or dependent returns to this state within six (6) months of the date of the member's discharge from active duty.
2. A member, spouse or dependent of a member of the Armed Forces of the United States stationed in Kentucky on active military orders sha ll be considered a Kentucky resident while the member is on active duty in this state pursuant to those orders if the member is not:
   (a) Stationed in Kentucky for the purpose of enrollment at an institution; or
   (b) On temporary assignment of less than one (1) year.
      (1) A m ember, s pouse or dependent o f a member, sha ll not lo se Kentucky re sidency status if the member is thereafter transferred on military orders while the member, spouse or dependent requesting the status is in continuous enrollment at the degree level in which currently enrolled.
3. Membership in th e National Gu ard or civilian employment at a mi litary base a lone sha ll not qualify a person for Ke ntucky residency sta tus under the provisions of sub-sections (1) and (2) of this section.
4. A person's residency status established pursuant to this section shall be reassessed if the qualifying condition is terminated.

Section 8: Status of Nonresident Aliens; Visas and Immigration

1. (a) A person holding a permanent residency visa or classified as a political refugee shall establish domicile and residency in the same manner as any other person.
   (b) Time spent in Kentucky and progress made in fulfilling the conditions of domicile and residency prior to obtaining permanent residency status shall be considered in establishing Kentucky domicile and residency.
2. A p erson h olding a n on-immigrant v isa w ith designation A, E, G, H, I, L, N, O, P, R, S, TD, or TN shall establish domicile and residency the same as any other person.
3. (a) An independent person holding a non-immigrant visa with designation B, C, D, F, J, K, M, or Q shall not be classified as a Kentucky resident, because that person does not have the capacity to re main in Ke ntucky in definitely and therefore cannot form the requisite intent necessary to establish domicile within the meaning of this administrative regulation.
   (b) A dependent pers on ho lding a visa as described in paragraph (a) of this subsection, but who is a dependent of a parent holding a visa as described in subsection (2) of this section, shall be considered as hol ding the visa of the parent.
   (c) A dependent person holding a visa described in subsection (2) of this section or paragraph (a) of this subsection, if a parent is a citizen of the United States and is a resident of and domiciled in Kentucky, shall be a resident of Kentucky for the purposes of this administrative regulation.

Section 9: Beneficiaries of a Kentucky Educational Savings Plan Trust

A beneficiary of a Kentucky Educational Savings Plan Trust shall be granted residency status if the beneficiary meets the requirements of KRS 164A.330(9).

Section 10: Criteria Used for Determining Residency Status

1. A determination of Kentucky domicile and residency shall be based upon verifiable circumstances or actions. A single fact shall not be paramount, and each situation shall be evaluated to identify those facts essential to the determination of domicile and residency.
2. The following facts, although not conclusive, shall have probative value in their entirety and shall be individually weighted, as deemed appropriate to the facts and circumstances in each determination of residency:
   (a) Acceptance of an offer of full-time employment or transfer to an employer in Kentucky or a contiguous area while maintaining residence and domicile in Kentucky;
   (b) Continuous physical presence in Kentucky while in a non-student status for the twelve (12) months immediately preceding the start of the academic term for which a classification of Kentucky residency is sought;
   (c) 1. Filing of Kentucky resident income tax return for the calendar year preceding the date of application for a change in residency status; or
       2. Payment of Kentucky withholding taxes while employed during the calendar year for which a change in classification is sought;
   (d) Full-time employment for at least one (1) year while living in Kentucky;
   (e) Attendance as a full-time, non-resident student at an out-of-state institution based on a determination by that school that the person is a resident of Kentucky;
   (f) Abandonment of a former domicile or residence and establishment of domicile and residency in Kentucky with application to or attendance at an institution following and incidental to the change in domicile and residency;
   (g) Obtaining licensing or certification for a professional and occupational purpose in Kentucky;
   (h) Payment of real property taxes in Kentucky;
   (i) Ownership of real property in Kentucky, if the property was used by the student as a residence preceding the date of application for a determination of residency status;
   (j) Long-term lease of at least twelve (12) consecutive months of noncollegiate housing;
   (k) Marriage of an independent student to a Kentucky resident;
   (l) Continued presence in Kentucky during academic breaks; and
   (m) The extent to which a student is dependent on student financial aid in order to provide basic sustenance.
3. Except as provided in sub-section (4) of this section, the following facts, because of the ease and convenience in completing them, shall have limited probative value in a determination that a person is domiciled in and is a resident of Kentucky:
   (a) Kentucky automobile registration;
   (b) Kentucky driver's license; and
   (c) Registration as a Kentucky voter.
4. The absence of a fact contained in sub-section (3) of this section shall have significant probative value in determining that a student is not domiciled in or is not a resident of Kentucky.
5. Kentucky residency status shall not be conferred by the performance of an act which is incidental to fulfilling an educational purpose or by an act which is performed as a matter of convenience. Mere physical presence in Kentucky, including living with a relative or friend, shall not be sufficient evidence of domicile and residency.

Section 11: Effect of a Change in Circumstances on Residency Status

1. If a person becomes independent or if the residency status of a parent, or parents of a dependent person changes, an institution shall reassess residency either upon a request by the student or a review initiated by an institution.
2. Upon transfer to a Kentucky institution, a student's residency status shall be reassessed by the receiving institution.
3. A reconsideration of a determination of residency status for a dependent person shall be subject to the provisions for continuous enrollment, if applicable.

Section 12: Student Responsibilities

1. A student shall register under the proper residency classification, which includes the following actions:
   (a) Raising a question in a timely manner concerning residency classification;

(b) Making application for change of residency classification in a timely manner with the designated office or person at the institution; and
(c) Notifying the designated office or person at the institution immediately upon a change in residency.

2. If a student fails to notify an institutional official of a change in residency, an institutional official may investigate and evaluate the student's current residency status.
3. (a) If a student fails to provide, by the date specified by the institution, information required by an institution in a determination of residency status, the student shall be notified by the institution that the review has been canceled and that a determination has been made.
(b) Notification shall be made by registered mail, with return receipt requested.
(c) Notification shall be made within ten (10) calendar days after the deadline for receipt of materials has passed.
4. A student shall not be entitled to appeal a determination of residency status if the determination made by an institution is because a student has failed to meet published deadlines for the submission of information as set forth in sub-section (3) of this section. A student may request a review of a determination of residency status in a subsequent academic term.

Section 13: Institutional Responsibilities

Each institution shall:

1. Provide for an administrative appeals process that includes a residency appeals officer considering student appeals of an initial residency determination and which shall in turn include a provision of fourteen (14) days for the student to appeal the residency appeals officer's determination.
2. Establish a residency review committee to consider appeals of residency determinations by the residency appeals officer. The residency review committee shall make a determination of student residency status and notify the student in writing within forty-five (45) days after receipt of the student appeal.
3. Establish a formal hearing process as described in Section 14 of this administrative regulation.
4. Establish written policies and procedures for administering the responsibilities established in subsections (1), (2), and (3) of this section and that are:
(a) approved by the institution's governing board;
(b) made available to all students; and
(c) filed with the Council.

Section 14: Formal Institutional Hearing

1. A student who appeals a determination of residency by a residency review committee shall be granted a formal hearing by an institution if the request is made by a student in writing within fourteen (14) calendar days after notification of a determination by a residency review committee.
2. If a request for a formal hearing is received, an institution shall appoint a hearing officer to conduct a formal hearing. The hearing officer shall not be:
(a) involved in determinations of residency at an institution except for formal hearings; and
(b) an employee in the same organizational unit as the residency appeals officer.
3. An institution shall have written procedures for the conduct of a formal hearing that have been duly adopted by the board of trustees or regents, and that provide for:
(a) A hearing officer to make a recommendation on a residency appeal;
(b) Guarantees of due process to a student that include:
1. The right of a student to be represented by legal counsel, and
2. The right of a student to present testimony and information in support of a claim of Kentucky residency; and
(c) A recommendation to be issued by the hearing officer.
4. An institution's formal hearing procedures shall be filed with the Council on Post secondary Education and shall be available to every student requesting a formal hearing.

Section 15: Cost of Formal Hearings

(1) An institution shall pay the cost for all residency determinations, including the cost of a formal hearing.
(2) A student shall pay for the cost of all legal representation in support of his/her claim of residency (17 Ky.R. 2557; eff. 4-5-91; Am. 22 Ky.R. 1656; 1988; eff. 5-16-96; 23 Ky.R. 3380; 3797; 4099; eff. 6-16-97; 24 Ky.R. 2136; 2705; 25 Ky.R. 51; eff. 7-13-98; 25 Ky.R. 2177; 2577; 2827; eff. 6-7-99).

NOTE: These guidelines are subject to change.

FINANCIAL AID AND SCHOLARSHIPS

This section of the Catalogue describes financial aid and scholarships for which students must apply. Awards and honors, which do not involve application, are listed near the end of the Catalogue following the Graduate Programs.

APPLYING FOR FINANCIAL AID

Fall and Spring Semesters

Administration of financial assistance is the responsibility of Kentucky State University's Student Financial Aid Office. Students and parents are urged to read the following information with particular care. Established University policies are strictly adhered to in both the award and termination of University financial assistance. Important federal guidelines must also be followed.

NEW FRESHMEN AND TRANSFER STUDENTS

Four specific steps must be followed before a freshman or transfer student may be officially considered for financial assistance:

1. Every applicant must be accepted into an eligible degree or certificate program;
2. The prospective student must submit official admission application materials to the Office of Admissions;
3. Every applicant must complete a new Free Application for Federal Student Aid (FAFSA). The FAFSA should be completed and mailed to the Federal Student Aid Program in early January or February. A student can apply over the Internet at http://www.fafsa.ed.gov instead of using the paper form application. The Kentucky State University School Code (001968) must be indicated on the FAFSA application;
4. If an applicant is selected for verification, he/she must submit copies of both the parent's and the student's most recent federal income tax returns. If a parent or student did not file a tax return, a Low Based Income Dependent/Independent form must be completed and submitted to the University's Student Financial Aid Office. Documents need to be submitted within sixty days.

Each of the preceding steps must be completed before a student's application for financial assistance can be considered by the University. Transfer students are responsible for notifying their lenders to defer payments of student loans.

CONTINUING STUDENTS

Two specific steps must be followed before a student already in attendance at the University may be officially considered for financial aid (either initial or continuation award):

1. Every applicant must complete a new Free Application for Federal Student Aid (FAFSA). The FAFSA should be completed and mailed to the Federal Student Aid Program in early January or February. A student can apply over the Internet at http://www.fafsa.ed.gov instead of using the paper form application. The Kentucky State University School Code (001968) must be indicated on the FAFSA application;
2. If an applicant is selected for verification, he/she must submit copies of both the parent's and the student's federal income tax returns. If a parent or student did not file a tax return, a Low Based Income Dependent/Independent form must be completed and submitted to the University's Student Financial Aid Office. Documents need to be submitted within sixty days.

Each of the preceding steps must be completed before a student's application for financial assistance can be considered by the University.

SUMMER SESSIONS

Students applying for financial aid for a summer session must submit two forms: the Free Application for Federal Student Aid (FAFSA) and the University's Summer Financial Aid Application. The following condition applies:

1. If a FAFSA has been submitted for the immediately preceding academic year, a new FAFSA is not required in order to apply for financial aid for a summer session. Otherwise, a new FAFSA must be submitted **before February 15.**

COOPERATIVE EDUCATION CLASSES

In accordance with University policy, federal financial aid will only pay up to a maximum of twelve (12) credit hours for each student who enrolls in Cooperative Education classes (COE course prefix) during his/her academic career at Kentucky State University.

TYPES OF FINANCIAL AID

College Access Program (CAP)

Students who are Kentucky residents may apply for a grant from the Commonwealth of Kentucky. They must complete a Free Application for Federal Student Aid (FAFSA), which is available from the University's Student Financial Aid Office. To receive this grant, students must submit the FAFSA prior to the March 15 state deadline.

Federal Pell Grant Program
The Federal Pell Grant Program is the largest federal student aid program available to undergraduate students. It provides gift assistance to eligible students and is the "foundation" of financial aid packaging. Student eligibility is based on financial need, which is determined through statutory formulas developed by the U.S. Congress. The Federal Student Aid Program will send the Electronic Student Aid Report (SAR) to Kentucky State University. The University's Student Financial Aid Office will calculate the amount of a student's Federal Pell Grant award based upon information contained in the Electronic Student Aid Report (SAR).

Federal Supplemental Education Opportunity Grants (FSEOG)
The Federal Supplemental Educational Opportunity Grant (FSEOG) is a form of gift assistance supplemental to the Federal Pell Grant. FSEOG provides grant assistance to make available the benefits of post-secondary education to qualified students who demonstrate financial need. Applicants must complete the FAFSA to determine eligibility for this grant.

Federal Perkins Loan Program
Kentucky State University provides Perkins Loan assistance to eligible students who have established financial need. These loans carry an annual 5 per cent simple interest charge, and the payment begins six or nine months after graduation or if the borrower ceases to be enrolled on at least a half-time basis. This is a federally-funded, low interest loan, and **legal action will be taken if repayment is not made as agreed to by the student.** The FAFSA must be filed in order to determine eligibility for this loan.

William D. Ford Federal Direct Student Loan Program—Federal Direct Stafford/Ford Loans
Also called *Direct Subsidized Loans*. The federal government pays the interest on these loans while students are in school at least half-time and during certain other times, such as grace periods and deferments (postponements of repayment). Students must demonstrate financial need to receive this type of loan. (Financial Aid determines need based on the information provided on the Student Aid Report).

Federal Direct Unsubsidized Stafford/Ford Loans
Also called *Direct Unsubsidized Loans*: Students can get these loans regardless of financial need, but will have to pay all interest charges.

Master Promissory Note
Must be completed by all direct loan borrowers. It is a legally binding contract between the U.S. Department of Education (lender) and a borrower. The promissory note contains the terms and conditions of the loan, including how and when the loan must be repaid. One Master Promissory Note (MPN) covers both the Federal Direct Subsidized and the Federal Direct Unsubsidized Loans. The amount of subsidized and/or unsubsidized loan does not show on the MPN but will be included in the most recent financial aid award notification from the Office of Financial Aid. A disclosure statement from the common origination and disbursement center will be sent to the borrower. This statement will provide comprehensive information about the types of loans that were processed by the school, including both direct subsidized and/or direct unsubsidized loans, the loan period, and the anticipated disbursements. It is important for the student to remember that he/she will be responsible to repay only the loans he/she actually receive at the school.

Federal Direct PLUS Loans
For parents of dependent students to pay for their children's education. Parents are responsible for all interest charges. In order to apply, a parent must complete a PLUS Fact Sheet sent from the school. The student must also complete a portion of the application. The parent will be notified if he/she is eligible for the PLUS loan. Generally, the parent is eligible if he/she does not have an adverse credit history (a credit check will be done), is not in default on a federal student loan (including Federal PLUS loans), and meets the other eligibility requirements outlined on the loan application. The interest rate is variable and is adjusted each year on July 1, but is currently capped at 9 percent. The interest begins to accumulate on the date of the first loan disbursement. The loan will be disbursed in at least two payments and generally will be credited to the student's account for payment of tuition and other school charges. Any leftover funds will be paid to the parent by check or, with his/her written permission, either left in the student's account or paid directly to the student. The repayment period begins on the day the loan is fully disbursed. First payment is due within 60 days after the final loan disbursement. The U.S. Department of Education Direct Loan Servicing Center manages Direct Loan Accounts and handles all payment plans.

Federal Work-Study Program
The Federal Work-Study Program provides jobs for students who have established financial need through the U.S. Department of Education. This is completed by filing the FAFSA. Generally, work will be on campus. Students are paid semi-monthly as work is completed.

Part-Time Employment Program
Kentucky State University employs students under the Part-Time Employment Program for up to 20 hours per week. Information about this program may be obtained in the University Student Financial Aid Office.

Veterans' Benefits
Kentucky State University is an educational institution approved for training of veterans and other eligible persons. Students who wish to determine their eligibility for benefits under veteran's laws should contact either the Veterans Administration (1-800-829-2050) or the University's Office of the Registrar (502-597-6340).

Waiver of Tuition and Fees for Senior Citizens
Any person sixty-five (65) years of age or older who is a resident of the Commonwealth of Kentucky and who enrolls as a student at Kentucky State University shall have waived all tuition charges and fees. However, in the event that classes are full or the granting of free admission requires additional units, Kentucky State University may deny admission under this provision.

Tuition Waiver for Survivors of Police Officers, Firefighters, or Volunteer Firefighters Killed or Totally Disabled in the Line of Duty
Any person whose parent or any non-married widow or widower whose spouse was a resident of the Commonwealth of Kentucky upon becoming a law enforcement officer, firefighter, or volunteer firefighter and who was killed while in active service, or training for active service or who died as a result of a service-connected disability, shall not be required to pay any matriculation or tuition fee upon admission to Kentucky State University. Proof of such relationship must be established by document evidence.

A spouse (regardless of age) and any child above the age of seventeen (17) and under the age of twenty-three (23) of a permanently and totally disabled law enforcement officer, firefighter, or volunteer firefighter injured while in active service or in training for active service shall not be required to pay any matriculation or tuition fee upon his/her admission to Kentucky State University for the purpose of obtaining a degree. The period of enrollment shall not exceed thirty-six (36) months or the minimum time required for a degree (whichever is shorter). The disabled law enforcement officer must be rated permanently and totally disabled in accordance with statutory requirements. To entitle a spouse or child to benefits under this provision, the disabled law enforcement officer, firefighter, or volunteer firefighter shall have been a resident of the Commonwealth of Kentucky upon becoming a law enforcement officer, firefighter, or volunteer firefighter. Proof of such spousal or filial relationship must be established by document evidence.

Waiver of Tuition for War Orphans
Any person whose parent was killed while serving in the Armed Forces of the United States during war time, who died as a result of a service-connected disability while serving in the Armed Forces of the United States during war time, or who is rated 100% disabled for compensation purposes and is a resident of Kentucky may be eligible to receive a tuition waiver. Interested persons may contact the Department of Military Affairs, Kentucky Center for Veterans Affairs, Louisville, Kentucky.

SATISFACTORY ACADEMIC PROGRESS FOR FINANCIAL AID RECIPIENTS
(This policy relates only to eligibility for Financial Aid, and is not applicable to academic standards.)
The Higher Education Act of 1965 as amended by Congress in 1976 mandates institutions of higher education to establish minimum standards of "Satisfactory Progress" for students receiving federally funded financial aid.

This policy is consistent with the federal guidelines that identify both full-time and half-time students as being eligible for federally funded financial assistance.

Types of Aid Covered:
All Federal Pell Grants, Federal Supplemental Educational Opportunity Grants (FSEOG), Federal Work-Study, Federal Perkins Loans, and William D. Ford Federal Direct Loan Program (Direct Loans).

1. If you routinely enroll each semester as a full-time student, you will be allowed a maximum of 12 semesters of financial aid for completion of a degree requirement (Graduate students—5 semesters).
2. If you routinely enroll as a part-time student, you will be allowed a maximum of 24 semesters of financial aid for completion of a degree requirement (Graduate students—7 semesters).
3. If you earn credits faster than you are required, you will be permitted to take a lighter course load later, if you so desire, as long as your cumulative progress toward the degree at any given time is at or above minimum standards for satisfactory progress.
4. If you are a transfer student, the maximum of 12 semesters will be prorated according to the hours accepted by the University.

Rules for Determination of Satisfactory Progress:

1. You are expected to earn a minimum number of hours each regular semester to complete requirements for graduation specified in the expectations.
2. The following shall be considered as credits completed:
   2.1 "A" through "D" grades
3. The following shall not be considered as credits completed:
   3.1 "F" grade
   3.2 "W"—Withdrawal
   3.3 "I"—Incomplete(may be counted after the "I" is changed to another letter grade)
   3.4 Audit—No credit
4. A student who repeats courses, withdraws frequently, or takes courses not related to a degree objective is not making progress toward graduation and is subject to loss of eligibility for financial aid.
5. A student seeking a second undergraduate degree will be allowed two (2) semesters in addition to the 12 semesters normally allowed for completion. During these additional terms, all other satisfactory progress requirements will apply.
6. A student who changes his/her major is still responsible for completing his/her degree or certification in the maximum time frame.

Time frame for completing requirements for a degree:

	Freshman—Senior:	Graduate:
Full-time	12 semesters	5 semesters
Three-quarter time	16 semesters	6 semesters
Half-time	24 semesters	7 semesters

If you are a:	and you enrolled for:	required to earn at least:
Freshman—Senior	12 or more hours (full-time)	12 semester hours
	9–11 semester hours (3/4 time)	9 semester hours
	6–8 semester hours (½ time)	6 semester hours
Graduate	9 or more semester hours (full-time)	9 semester hours
	6–8 semester hours (½ time)	6 semester hours
	1–5 semester hours (Less than half-time)	4 semester hours

7. A student must demonstrate progress toward the completion of graduation of 2.0 on the 4.0 scale. The chart below establishes minimum requirements of progress. Satisfactory progress standards are reviewed at the end of each academic year.

Time Frame Completion	Completed hours Required	Cumulative GPA Required
1st Year	24	1.70
2nd Year	48	2.00
3rd Year	72	2.00
4th Year	96	2.00
5th Year	120	2.00
Graduate	36	3.00

Probation Period:

Students who fail to maintain satisfactory academic progress after two semesters (1 year) will be placed on financial aid probation for one semester. Any student who is on financial aid probation and fails to maintain the minimum academic requirements, will be placed on financial aid suspension for a period of one year.

Right of Appeal:

A student determined ineligible to receive financial aid for failure to meet the Kentucky State University standards of satisfactory academic progress has the right to appeal these standards during his/her academic career/degree: exceptions to these progress requirements may be made in individual cases, if the student can demonstrate that his/her failure to meet the minimum standard was caused by extreme or unusual circumstances beyond his/her control, which have been resolved, and which will not affect his/her performance in the future.

Examples of circumstances which might be considered in evaluating appeals include, but are not limited to, (a) extended illness (physical or mental) or hospital stay which incapacitated the student for an extended period of time, (b) employment-related problems, (c) financial problems, (d) academic-related situations (e.g., change in

major, academic bankruptcy, attendance at own expense with positive performance, attendance at another school with positive performance), and/or (e) problems related to the student's immediate family (e.g., divorce or separation, spousal abuse, death and/or illness, which resulted in greater responsibility for the student). Please note that the inability to attend class due to lack of funds is not an extenuating circumstance.

To initiate an appeal, the student must (1) complete the ***Satisfactory Academic Progress (SAP) Appeal Form***, and (2) submit the form with a letter and appropriate documentation, if required, containing the following:

1. Mitigating or extraordinary circumstances beyond the student's control which may have adversely affected academic performance, preventing the student from earning the required grade point average and/or number of credit hours. These circumstances must have since been resolved and will not affect the student's performance in the future. **Documentation** of such circumstances should be included with the written appeal.
2. Specify what measure(s) are being taken or have been taken to ensure that academic performance will improve if the appeal is approved, as well as any plans the student has developed with his/her academic advisor to address academic performance.
3. The reason(s) for withdrawal (in cases where the student withdrew during the semester) along with **documentation**, if appropriate (medical advice, illness, personal, or family problems, etc.).
4. A statement from the student's faculty advisor, Dean, or Department Chairman, if the student believes it appropriate.
5. Other information that the student may believe is pertinent or helpful.

Each appeal will be individually evaluated, usually within ten working days, and the student will be notified by mail of the results. Appeals may be approved, approved for only one term with conditions required for continued eligibility, deferred for additional information, or denied. Please note that appeals are held in the strictest confidence with release only to the Director of Financial Aid and, when required, the Sub-Committee for Appeals.

Appeals may be referred on to a Sub-Committee of the Committee on Student Financial Aid, appointed annually by the Chairperson to act upon such appeals.

1. An appeal may be referred to the sub-committee by the Director of Student Financial Aid if it is deemed appropriate, or
2. A student may request his or her appeal be referred to the sub-committee if it can not be resolved to the student's satisfaction by the Director of Student Financial Aid.
3. Decisions of the committee are final.

All appeals must be submitted to the Student Financial Aid Office within two weeks from the date the student receives notification that his/her financial aid has been terminated.

NOTE: A student who is academically dismissed or placed on academic suspension and wishes to appeal that status, should contact the Registrar's Office for instructions. Completing a Financial Aid Appeal will not correct academic standing. Likewise, being readmitted to the University or being academically in good standing in the student's chosen program will not automatically remedy the suspension of aid.

Conditions for Reinstatement:
In order to be reinstated, a student must on his/her own, complete 12 credit hours with a 2.0 GPA (undergraduate), 6 credit hours with a 3.0 GPA (graduate) and continue to make satisfactory progress. At that time a student may be eligible to receive financial aid for the following semester(s).

MAXIMUM TIME ALLOWANCE
Upon completion of 160 attempted credit hours, a student will be put on probation; and upon completion of 190 attempted credit hours, a student is no longer eligible for Federal or State financial aid.

Graduate Students
A full-time graduate student is required to enroll in and successfully complete a minimum of 18 non-repeated semester credit hours per academic year; three-quarter-time students must complete a minimum of 12 semester credit hours per academic year; and half-time students must complete a minimum of 8 semester credit hours per academic year.

Aid for Part of a Semester
If a student receives financial aid for any part of a semester, that semester will count as a complete semester of aid. Incompletes and withdrawals will not be counted as meeting minimum course requirements.

Review
Completed semester credit hours and grade-point averages will be reviewed annually at the end of the spring semester.

Re-establishing Satisfactory Academic Progress
Students may re-establish satisfactory academic progress through one of the following methods:

1. Improving their semester credit hours and cumulative grade-point average to meet the required Satisfactory Academic Progress standards during any subsequent period (semester or summer session) of enrollment; or
2. Successfully appealing to the Student Financial Aid Committee.

Exceptions
The satisfactory progress requirements are waived for one academic year for students who have not enrolled at Kentucky State University for one academic year. Students attending summer session to re-establish eligibility may be granted financial aid.

Notification of Withdrawal of Aid
Any student receiving financial aid who does not meet the satisfactory progress requirements and whose aid must be withdrawn will be given written notice.

TAX CREDITS

Hope Tax Credit
Parents of students classified as freshman or sophomores could be eligible for a $1,500 tax credit based on the cost paid for qualifying expenses for the student to attend the University. The credit applies to payment made after January 1, 1998. The student must be enrolled at least half-time at an accredited institution.

Life-Time Learning Credit
Effective July 1, 1998, an individual enrolled at an institution of higher learning classified as a junior or senior could qualify for a tax credit of up to 20% of the cost paid for qualifying expenses up to a maximum of $1,000.

NOTE: It is recommended that persons interested discuss these tax credits with their tax preparers.

INSTITUTIONAL SCHOLARSHIP POLICIES
The University offers a variety of academic and nonacademic Scholarships/Grants-In-Aid for incoming Freshmen (graduating high school seniors), returning, and transfer students. Details of these scholarships are provided below. Interested graduating high school seniors and transfer students should contact the University's Admissions Office and returning students should contact the Office of Student Financial Aid (SFA) for appropriate application materials.

Institutional scholarships are monitored by SFA and the University's Scholarship Committee. The Committee is charged with conducting an ongoing review of scholarship policies, fees, and monitoring the award of all institutional scholarships for compliance with university regulations. Graduating high school seniors will be notified by the Admissions Office. Notifying returning scholarship candidates of their status will be initiated no later than ten (10) working days after the end of the academic year (spring semester) by the Financial Aid Office.

Academic Scholarship Policy
Changes in guidelines and procedures for scholarships shall be recommended by academic units, schools, and/or colleges and submitted to the Scholarship Committee for review and submission to the President for approval. Kentucky State University commits to maintaining scholarship programs of financial assistance. All academic scholarship awards shall be processed by SFA for compliance with the following University policies:

1. All scholarship and grant-in-aid recipients **must have a completed Free Application for Federal Student Aid (FAFSA) on file.**
2. Each continuing academic scholarship recipient must maintain at least full-time status (12 credit hours minimum) and maintain the specified cumulative grade-point average (GPA) based on the individual scholarship program.
3. All academic scholarship candidates must be enrolled full-time (minimum of 12 semester credit hours) or be admitted to the University and have met University criteria for the award of institutional aid.
4. Each continuing academic scholarship recipient **must maintain full-time status during each semester and successfully complete a minimum total of 30 non-repeated semester credit hours (unless otherwise stated) during each academic year.**
   Examples:
   Fall—15 hrs. and Spring—15 hrs.;
   Fall—12 hrs. and Spring—18 hrs.
   Academic years are Fall and Spring semesters only.
5. Each academic scholarship candidate must have at the time of award no less than a 2.5 cumulative GPA on a 4.0 scale and a minimum 21 ACT composite score, unless otherwise stated. Individual scholarship programs may require higher academic GPAs and/or test scores.
6. Scholarship awards may be reduced or terminated if the recipient fails to meet the requirements outlined for renewal of the specific scholarship. Not meeting the hour requirement will automatically disqualify the student from receiving a renewal. Not all values of scholarships can be reduced based on the cumulative GPA. Students should refer to specific scholarships to confirm.

It is the student's responsibility to monitor his/her own academic progress and to comply with the stated criteria for renewal.

7. Award recipients will not be eligible for scholarship awards for the semester(s) during which they participate in University-coordinated co-op training if they are being paid by an outside source for the training. The Office of Student Financial Aid must be notified in writing by the student of his/her intent to participate in co-op training as early as possible and no later than two weeks before the start of the semester in which the co-op training will occur.
8. Renewable scholarships will only be awarded for a maximum of 4 years (8 semesters). **Students are not eligible to appeal scholarships after completing the maximum number of years.**
9. Scholarship awards will be credited to the student's account upon enrollment and completion of the FAFSA application. For annual awards, one-half of the award will be disbursed at the fall semester registration and one-half at the spring semester registration. Unless otherwise stated in the description of the scholarship, summer scholarship awards are not available. Summer grades and credit hours earned by summer scholarship recipients will not be used to increase cumulative GPA and credit hour totals for the preceding academic year (fall and spring). However, students have the right to appeal through the Scholarship Committee.
10. No student will be awarded total scholarship assistance from University funds which exceeds the value of the award. Outside monies awarded and/or financial aid awards combined with institutional scholarship awards cannot exceed the estimated expense budget as determined by SFA. Scholarship monies may be reduced or terminated in those specific cases to make sure that students stay within their budgets.

SCHOLARSHIP APPEAL PROCESS

Students who do not meet the minimum criteria for renewal may appeal to the Scholarship Committee once during their academic career, unless they have met the maximum 8 semesters/4 years. SFA considers appeals based on a variety of extenuating circumstances such as personal illness or injury, death of an immediate family member, or other evidence of mental or physical hardship. Students wishing to appeal have 10 days from receiving status notification to submit the following documentation:

1. A typed letter stating the extenuating circumstance;
2. Supporting documentation written by a professional on the student's behalf on official letterhead, containing the student's name and KSU ID number; and
3. Complete an Academic Scholarship Appeal Form.

Recipients whose scholarships cover summer sessions will have to appeal to attend summer school like all other scholarship recipients if they need the grades and credit hours to be considered in the totals of the preceding academic year.

ACADEMIC SCHOLARSHIPS

In order to be considered for institutional scholarships, students must provide the following documents:

1. Application for Admission;
2. Application for Scholarship;
3. Completed Free Application for Federal Student Aid (FAFSA)
4. Official high school transcript(s);
5. Official ACT or SAT scores; and
6. Letters of recommendation

Awards that include room and board will be made only to students who reside in University housing. Students living off campus must notify the Office of Financial Aid to obtain a commuter meal ticket.

PRESIDENTIAL SCHOLARSHIPS

Types, Criteria, and Value of Awards for ***Graduating High School Seniors, Class of 2005:***

Type	*Criteria*	*Value*	*Notification*
Presidential	Minimum 3.5 cumulative GPA; 26 ACT or SAT equivalent	Full tuition, room, board, $500 book stipend, and fees	Graduating high school seniors will be notified by the Office of Admissions
Excellence	Minimum 3.2 cumulative GPA; 24 ACT or SAT equivalent	Value of in-state tuition, ½ room, and ½ board	Graduating high school seniors will be notified by the Office of Admissions
Thorobred	Minimum 3.0 cumulative GPA; 21 ACT or SAT equivalent	Value of in-state tuition	Graduating high school seniors will be notified by the Office of Admissions

Types, Renewal, and Value of Awards for ***Returning Students Awarded Prior to 2005-2006:***

Type	*Value*	*Renewal*	*Notification*
Presidential	Full tuition, room, board, $500 books, and fees	Earn 30 non-repeated semester credit hours (fall & spring) & maintain a minimum cumulative 3.5 GPA	Returning Students will be notified by SFA
Partial Presidential	Full tuition, ½ room, and ½ board	Earn 30 non-repeated semester credit hours (fall & spring) & maintain a cumulative 3.2 GPA	Returning Students will be notified by SFA
Tuition Only	Full Tuition	Earn 30 non-repeated semester credit hours (fall & spring) & maintain a cumulative 3.0 GPA	Returning Students will be notified by SFA

SCHOLARSHIPS FOR KENTUCKY RESIDENTS WHO ARE GRADUATING HIGH SCHOOL SENIORS, CLASS OF 2005

Types, Criteria, and Value of Awards:

Type	*Criteria*	*Value*	*Renewal*	*Notification*
Service County *Must be resident of Anderson, Franklin, Henry, Owen, Scott, Shelby, or Woodford counties	Minimum 3.0 cumulative GPA _____ Minimum 2.5 cumulative GPA	Tuition, room, board, and $500 book stipend _____ ½ Tuition, ½ room, ½ board, and $250 book stipend	Earn 30 non-repeated semester credit hours (fall & spring) & maintain a cumulative 3.0 GPA _____ Earn 30 non-repeated semester credit hours (fall & spring) & maintain a cumulative 2.5 GPA	Graduating high school seniors will be notified by the Office of Admissions & Returning students will be notified by SFA
Commonwealth Scholars Program *Must be a Kentucky resident; rank in top 10% of graduating high school class; have participated in at least 3 extra-curricular activities	Minimum 3.2 cumulative GPA	Tuition, room, board, and $500 book stipend & 2 summer sessions	Earn 30 non-repeated semester credit hours (fall & spring) & maintain a cumulative 3.0 GPA	Graduating high school seniors will be notified by the Office of Admissions & Returning students will be notified by SFA
Louisville/Lexington Black Achievers *Must be participants in the YMCA Black Achievers Program	Minimum 3.0 cumulative GPA; 21 ACT or SAT equivalent _____ Minimum 2.5 cumulative GPA	Tuition, room, board, & $500 book stipend _____ ½ Tuition, ½ room, ½ board, and $250 book stipend	Earn 30 non-repeated semester credit hours (fall & spring) & maintain a cumulative 3.0 GPA _____ Earn 30 non-repeated semester credit hours (fall & spring) & maintain a cumulative 2.5 GPA	Graduating high school seniors will be notified by the Office of Admissions & Returning students will be notified by SFA

TEACHING SCHOLARSHIPS FOR KENTUCKY RESIDENTS:

Minority Educator Recruitment & Retention (MERRS) *Must be a minority Kentucky resident; declare Teacher Education major; pursue initial certification	Minimum 2.5 cumulative GPA; enroll full-time or be a part-time student within 19 semesters of receiving a teacher education degree	Maximum yearly award is $5,000 *Students who do not complete the program in the prescribed time or do not render qualified teaching service, will have to repay the scholarship; loan repayment begins 6 months after graduation or 6 months after the student is no longer enrolled at least ½ time	An application must be completed for each semester student receives award	Students will be notified by the University's Education Department
Kentucky Higher Education Assistance Authority Teacher Scholarship (KHEAA) *Must be a financially needy Kentucky resident; declare Teacher Education major; pursue initial certification; not owe a financial obligation to KHEAA	Student can be undergraduate or Post baccalaureate student	Maximum annual award for Freshmen and Sophomores is $1250 and for Juniors, Seniors, and post Baccalaureate is $5,000	An application must be submitted to KHEAA at www.kheaa.com/prog_tchschl.html *Students who do not complete the program in the prescribed time or do not render qualified teaching service, will have to repay the scholarship; loan repayment begins 6 months after graduation or 6 months after the student is no longer enrolled at least ½ time	Students will be notified by KHEAA

MERIT PROGRAMS:

Thurgood Marshall *Must be a US citizen; have demonstrated financial need; must be used for tuition, room and board, books, and fees	Minimum 3.0 cumulative GPA; 25 ACT or 1100 SAT Students will be recommended by their high school as academically exceptional or outstanding in creative and performing arts	$4,400 annually	An application must be completed for each year student receives award; earn 30 non-repeated semester credit hours (fall & spring) & maintain a cumulative 3.0 GPA	Students will be nominated and notified by the Scholarship Committee *Renewal is not guaranteed

USDA 1890 National Scholars Program *Must be a US citizen; new first time Freshmen; pursue degree in discipline related to agriculture, or natural resource sciences; demonstrate leadership, community service	Minimum 3.0 cumulative GPA; 21 ACT; Students must attend an initial summer orientation prior to the first year of college; must maintain cooperative education employment with USDA during scholarship period	Full tuition, room, board, books, & a personal computer and software for use while attending KSU	Earn 30 non-repeated semester credit hours (fall & spring) & maintain a minimum cumulative 3.0 GPA	Students will be notified by the USDA liaison for Land Grant Programs *Upon completion, student is obligated to commit 1 year of service to the US Department of Agriculture (USDA)

OTHER ACADEMIC SCHOLARSHIPS AND AWARDS

A number of academic scholarships and awards are provided to students through various academic units on campus or through the Kentucky State University Foundation. Students must meet the qualifications specified by the donors of the scholarship or award. Amounts available from these scholarships and awards vary. Selection procedures for recipients vary with the scholarship or award. In some cases, a student must apply for the scholarship in order to be eligible. In other cases, the scholarship or award is a prize given to a student selected by the faculty of an academic program. Students who believe they may be eligible for one or more of these scholarships or awards should contact the Office of Student Financial Aid or the specified academic unit for more information on eligibility, application, deadlines, and selection procedures. A brief summary of these scholarships and awards are provided below by category.

Academic Achievement *Must be a continuing student	Minimum cumulative 3.0 GPA; maintain full-time hours totaling 24 hours for academic year (fall & spring)	3.5+ $3,000 3.2+ $2,000 3.0+ $1,000 Annually	Students must apply annually	Students will be notified by SFA
Academic Grant for First-time Students Including Transfer Students	Minimum cumulative 2.8 GPA; 18 ACT or SAT equivalent	Ranges from $1,000–$1,2000	One-time award	Students will be notified by the Admissions Office
Departmental	Varies	Varies	Varies	Students should contact their department of study

KENTUCKY STATE UNIVERSITY FOUNDATION SCHOLARSHIPS

Kentucky State University Foundation Scholarship application forms can be obtained from the Financial Aid Office. Graduating high school seniors must have a minimum cumulative GPA of 3.0 and a 21 ACT/SAT equivalent. Returning students must have a minimum cumulative GPA of 2.5 and 24 semester credit hours per academic year.

NON-ACADEMIC SCHOLARSHIP POLICIES

Changes in guidelines and procedures for scholarships shall be recommended by academic units, schools, and/or colleges and submitted to the Scholarship Committee for review and subsequent recommendation to the President for review and approval. The University offers a variety of non-academic Grants-In-Aid for both freshmen and continuing students. Details of these opportunities are provided below. Kentucky State University commits to

maintaining scholarship/grant-in-aid programs of financial assistance. All institutional scholarship/grant-in-aid awards shall be processed by SFA for compliance with the following University policies:

1. All scholarship and grant-in-aid recipients must have a completed Free Application for Federal Student Aid (FAFSA) on file.
2. All non-academic scholarship candidates must be enrolled in the University and have met University criteria for the award of institutional aid.
3. Each non-academic scholarship candidate must meet the minimum requirements for admission to the University. Individual scholarship programs may require higher academicgrade-point averages and/or test scores.
4. All candidates for institutional scholarships/ grants-in-aid must file appropriate applications for institutional, state and federal programs for financial assistance. Failure to complete such applications or to finalize awards is grounds for termination of an award.
5. The maximum amount of an institutional scholarship/grant-in-aid award will be adjusted downward to reflect any appropriate federal, state, institutional, or other awards received by the candidate.
6. Each full-time institutional scholarship/ grant-in-aid recipient must remain a full-time student during each semester and must successfully complete a minimum of 24 non-repeated semester credit hours during each academic year. Renewal requirements for individual scholarships/grants may be more stringent.

TYPES OF NON-ACADEMIC SCHOLARSHIPS/ GRANTS-IN-AID

Music

Eligibility Criteria

1. To receive a music scholarship, a student must pass a performance audition and be recommended for a scholarship by an ensemble director (an audition tape is acceptable);
2. All music scholarship candidates must be enrolled in the University and have met University criteria for the award of institutional aid;
3. Each music scholarship candidate must have at the time of the award no less than a 2.0 cumulative grade-point average, maintain a 2.5 cumulative grade-point average each semester; and
4. Music majors will be given priority over non-music majors in the award of music scholarships.

Value of Award

The student's talent and potential, the student's major (Music versus non-Music), the needs of the Music program, and the number of credit hours the student will carry are the major factors that will be considered in determining the initial amount of the scholarship.

Selection Procedure and Notification

A student may be notified that he/she will be recommended for a scholarship immediately after the audition; but before money is appropriated, the recipient must comply with the University's Scholarship/Grant Policies.

Allotment of Music Scholarships

1. Music Majors: Scholarships will be granted in brass, woodwind, percussion, keyboard, and voice.
2. Non-Music Majors: Scholarships may be granted to non-Music Majors in one of the music areas mentioned above or in a major ensemble (Concert Choir or Marching Band/Symphonic Band).

Other Requirements

In addition to participating in one of the above music areas, each scholarship recipient must successfully register and perform in a major ensemble (Concert Choir or Marching/Symphonic Band), as well as enroll in the minor Applied Music sequence for each semester in which scholarship aid is granted.

Disbursement

Initially, recipients will be awarded music scholarships for a period of eight semesters with option for renewal for two additional semesters based on availability of funds and the approval and recommendation of the ensemble director, renewable each year. The scholarship will be disbursed in equal amounts each semester over an eight-semester period.

Renewal of Awards

To maintain a music scholarship, a student must:

1. Attend and participate in all rehearsals and performances of the ensemble(s) for which he/she was granted the scholarship, unless absence is approved in advance by the ensemble director; earn a grade no lower than "B" in the ensemble(s);
2. Continue to meet the performance standards of the assigned ensemble(s) while maintaining a positive and cooperative attitude;
3. Successfully complete fifteen (15) credit hours each semester;
4. Maintain a 2.5 cumulative, grade-point average each semester and 2.5 average in all music courses;

5. Practice a minimum of two (2) hours per day (Music Majors) in addition to regular ensemble rehearsals;
6. Practice a minimum of one (1) hour per day (non-Music Majors) in addition to regular ensemble rehearsals;
7. Enroll in and successfully complete Major Applied (Music Majors). This course involves a one-hour private lesson per week, with a grade no lower than a "B";
8. Enroll in and successfully complete Minor Applied (non-Music Majors). This course involves a one-half-hour private lesson per week, with a grade no lower than a "B"; and
9. Adhere to and maintain the ethical and moral standards of the Division of Fine Arts.

If any of the above-mentioned obligations are not met during any semester, the scholarship may be suspended.

Student Leadership
Eligibility Criteria
1. Exhibit outstanding leadership abilities;
2. Be elected a Student Government Association Officer (president, vice president, secretary, treasurer, chief justice), Miss KSU, or Mr. KSU; and
3. Meet all requirements of the University's Non-Academic Scholarship Policies.

Value of Award
Scholarship values depend on the elected office held by the student and are as follows:
- Student Government Association President: tuition, room, board, and books
- Student Government Association First Vice President: tuition and books
- Student Government Association Second Vice President: tuition and books
- Student Government Association Secretary: tuition
- Student Government Association Treasurer: tuition
- Chief Justice: tuition, board, and books
- Miss KSU: tuition, room, board, and books
- Mr. KSU: tuition, room, board, and books

Student Publications
Eligibility Criteria
1. Be a full-time Kentucky State University student;
2. Serve as editor of the *Thorobred News* or the *Thorobred Yearbook*; and
3. Meet all requirements of the University's Non-Academic Scholarship Policies.

Value of Award: Tuition

Athletics
Eligibility Criteria
1. Exhibit outstanding athletic ability;
2. Participate in one of the University's intercollegiate sports;
3. Meet all requirements of the University's Non-academic Scholarship Policies; and
4. Enroll in a baccalaureate-level program.

Value of Award: Ranges from Full to Partial

Cheerleading
Eligibility Criteria
1. Be a full-time KSU student
2. Maintain a minimum 2.5 cumulative GPA for continuing students; possess a minimum 2.5 for incoming Freshmen
3. Attend all practice sessions, pep rallies, home games, designated away games, and any other activities sponsored by the cheerleader squad
4. Participate in required tryout
5. Be in good physical health
6. Meet all requirements of the University's Non-academic Scholarship/Grants-In-Aid Policies.

Value of Award: Books

STUDENT AFFAIRS

The mission of the Student Affairs Office is to develop, organize, administer, monitor, and coordinate a variety of experiences, services, programs, and activities in such a manner that they will have the greatest impact on the growth and development of a diverse student body. These experiences, services, programs, and activities are administered through the following areas: Athletics; Counseling and Career Placement; Food Services; Health Services; Residence Life; Student Publications; Student Life; and the Office of Student Affairs.

Student Affairs is the central administrative office for student non-academic activities. Its staff are responsible for student conduct and discipline; for housing exemptions; meal exemptions; for offering health insurance and excuses for class absences, processing emergency student loans, counseling, and coordinating all areas in the unit. In addition, the Vice President for Student Affairs serves as advisor to the Student Government Association.

STUDENT LIFE

Kentucky State University's Student Life Office serves as the focal point of University community life. The Office administers social, cultural, educational, and recreational activities in the Hill Student Center and the use of Student Center facilities by students, faculty/staff, and off-campus individuals. The Office monitors the activities of all campus organizations and serves in an advisory capacity to a number of student organizations.

The Office fosters students' growth and development by creating opportunities for students to sponsor and participate in social, cultural, spiritual, and recreational programs. Students gain leadership skills by taking on actual responsibilities of citizenship, putting their learning into the context of living, and applying their learning to practical situations.

The Office coordinates groups with common interests in the successful completion of campus-wide projects and activities; provides services and facilities to carry out University-sponsored programs that contribute to the educational and cultural growth of the University community; and coordinates the scheduling of such activities on the University's campus by on- and off-campus groups and organizations.

STUDENT GOVERNMENT ASSOCIATION

The Student Government Association (SGA) of Kentucky State University, which is the student governing body, offers the students a voice in the affairs of the campus community. The officers and other members manage many student-only projects, and one member serves as a voting member of the University's Board of Regents. This organization plays a part in scheduling or sponsoring concerts, dances, speakers, and other activities that make up the social and cultural life of Kentucky State University students. Whether planning entertainment, presenting the student point of view to the University administration, or encouraging academic excellence among the student body, participants in student government help shape their community.

STUDENT ORGANIZATIONS

At Kentucky State University, "a chance to participate, and the opportunity to get involved" is much more than a phrase; it is a fact of campus life. The range of student organizations includes Greek fraternities and sororities, honor societies, academic clubs, literary groups, art/music clubs, and special interest organizations (nursing, international students, chess, etc.). Students with interests that are not represented may inaugurate organizations related to those interests. Interested students should contact the Office of the Vice President for Student Affairs for further information.

THE OFFICE OF RESIDENCE LIFE

The University provides housing for students who wish to live on campus. Most full-time undergraduate students live in the University's residence halls. All full-time freshmen and sophomore students, except veterans of at least two years' active military service, students who commute from their parents' or legal guardians' homes, married students, or students 21 years of age or older, must live in campus housing.

Residence halls vary in size and architectural style, and they provide double-room accommodations in most instances. A limited number of single rooms are available on a first-come, first-served basis. Some residence halls are reserved for freshmen.

An obvious advantage of the residence halls is their proximity to classroom buildings, the library, cafeteria, Student Center, gymnasium, and health center. Students in the residence halls have access to computer/study rooms, television lounges, game rooms, kitchen and laundry facilities, vending services, and telephones. Computer/study rooms are available on a 24-hour basis in each of the residence halls. All the residences are professionally staffed by Head Residents.

Meals are provided at the Underwood Cafeteria in the Student Center. The Office of Residence Life oversees the operation of all University-owned and operated housing facilities for students and coordinates all programs, services, and activities associated with these facilities. The Office encourages personal development through in-hall programs, academic and social activities, and is responsible for ensuring that students have an atmosphere condu-

cive to studying. Students are encouraged and supported to assume responsibilities that foster growth away from home.

The Office of Residence Life ensures that the physical condition of the residence halls is maintained at an optimal level and that opportunities are provided for social interaction in the residence halls. Security is available in all residence halls.

Applications for rooms in the residence halls are received at any time; however, applications are processed only after students have been officially admitted to the University. Requests for room reservations should be addressed to the Housing Office.

Each applicant must submit an application for housing and $150.00 to cover the room reservation fee ($90.00), as well as a damage deposit ($37.00), key deposit ($34.00), and social fee ($14.00) before receiving a roomassignment. Every effort will be made to honor an applicant's preference of residence hall and roommate assignment; however, a particular room is not guaranteed. Assignments are made on a first-come, first-served basis according to the date the deposit is received. Each studentwill be required to sign a University Residence Hall Contract, which sets forth the conditions for student housing; he/she is then issued a housing permit prior to being admitted to the residence hall.

One-half of the annual room fee must be paid during each of the two semesters during the regular academic year. Summer session room fees are due at the beginning of the term. All fees and expenses are payable in accordance with the fee-payment schedule in the Student Expenses section of this Catalogue.

CARE OF ROOMS

Students are expected to care for their rooms and to keep them clean and orderly. Kentucky State University attempts to make it possible for students to enjoy good living conditions; therefore, it expects those who occupy rooms in the residence halls to keep them in good condition. Students will be charged for any damage to University property.

Kentucky State University shall not be responsible for any theft or loss of property, or stolen property in students' rooms. Students may wish to purchase personal property insurance for their belongings. Information on such insurance may be obtained from the Office of Student Affairs and the Office of Residence Life.

ARTICLES TO BE FURNISHED BY STUDENTS

Students must furnish their own bed linen (twin bed sheets, pillow cases, comforters or blankets, and bedspreads), towels, wash cloths, and other personal items.

STUDENT HEALTH SERVICES

Kentucky State's Office of Student Health Services helps ensure the physical and mental health of University students. It is staffed by a registered nurse, a licensed physician, comprehensive counselor, drug and alcohol counselor, and secretary. The office is located in the Betty White Health Center. Its program is broad in scope, encompassing preventive medicine, health education, physical and mental health care, wellness program, and referral. Students are provided appropriate advice, medicines, comfort, educational material, and first aid. When necessary, Student Health Services refers students to appropriate health-care professionals or facilities in the Frankfort community or beyond. All records, treatments, and referrals are strictly confidential.

The services provided to students by Student Health Services include the following:

- AIDS education;
- Educational counseling for alcohol and other drug abuse;
- Free screening tests for hypertension, tuberculosis, chlamydia, gonorrhea, and breast cancer;
- Health education workshops and seminars to promote healthy life-styles;
- Counseling and mental health services by a licensed psychologist;
- Preventive and corrective health care (on an out-patient basis);
- An Annual Health Fair.

STUDENT HEALTH INSURANCE

The University has an agreement with an approved insurance company to cover students against any accidental injury and illness either at the University or at home during the period of coverage. The cost to each student will be determined by the insurance company with each new contract. Student health insurance is mandatory. All full-time students attending Kentucky State University are required to have coverage. Only those students who provide proof of adequate insurance will have this requirement waived. Information on these insurance programs and waivers may be obtained from the Office of Student Health Services or the Office of Student Affairs.

COUNSELING AND CAREER PLACEMENT

Choosing a career is animportant concern ofstudents and their families. While premature decisions are risky, failure to address career opportunities must also be avoided. The University devotes considerable attention to the goal of helping students think seriously about the implication of their career interests and then to locate practical ways to successfully satisfy the requirements of those career interests. It is appropriate to remind students that there is time enough to make adequate plans for careers. Indeed,

what is essential is that students realize that many different kinds of career and vocational interests are available to them. Kentucky State University's Office of Counseling and Career Placement assists students in need of academic, personal, social, and vocational counseling; offers assistance to graduates in finding suitable employment in business, industry, governmental, and educational organizations that seek college-trained personnel for permanent employment; and informs faculty, staff, and administrators about employment trends, standards, and requirements (particularly as they affect the specific office or academic program concerned).

The Office also:

- Provides individual and group counseling to students at all levels;
- Provides counseling for transfer, international, and nontraditional students;
- Develops and implements career-awareness and education programs for students, faculty, and the community;
- Provides work experiences for students as part of their occupational orientation and career development;
- Provides to students an option for incorporating a paid work experience into their education; and
- Provides students the opportunity to consider possible employers through its placement activities.

UNIVERSITY POLICE

The Kentucky State University Police Department is a full service law enforcement agency with a mission to maintain a safe and secure atmosphere so that the KSU community can function as freely as possible without the effects of crime. The agency consists of sworn officers commissioned through the Kentucky Criminal Justice Training Department and civilian employee positions. Sworn police officers have full law enforcement authority. Safety requires the cooperative efforts of the University, students, faculty, and staff. Several service-oriented functions are provided to the University community. The University Police Department from 6:00 P.M. to 2:00 A.M. provides escorts to accompany an individual to any University academic building, parking lot, or residence hall. All visitors, students, faculty members, or employees can report potential criminal actions and other emergencies on campus directly to the University Police by dialing (502) 597-6678. The department is located in the Exum Building and the lobby faces the Exum parking lot.

ACADEMIC FIELDS OF STUDY

with Number of Semester Credit Hours Required for Completion

CA—College of Arts, Social Sciences, and Interdisciplinary Studies
CM—College of Mathematics, Science, Technology, and Health
CS—College of Professional Studies

ASSOCIATE IN APPLIED SCIENCE DEGREE

Majors

- Computer Graphics and Multimedia Production Technology (CM, 64)
- Computer Electronics Technology (CM, 67)
- Nursing (CM, 73)

ASSOCIATE OF ARTS DEGREE

Majors

- Liberal Studies
- Option: Seminar-based Honors Program (CA, 67)
- Option: General Liberal Studies Core (CA, 65)

BACHELOR OF MUSIC DEGREE

Majors

- Music Education with Teaching Certification
  - Instrumental (CA, 139-140)
  - Vocal (CA, 139)
- Music Performance (CA, 130-132)
  - Instrumental
  - Vocal

BACHELOR OF ARTS DEGREE

Majors

- Art
  - Art with Teaching Certification (CA, 138)
  - Studio Art (CA, 132) (Minor required)
  - Studio Art with one area of specialization required from Art History, Ceramics, Digital Imaging, Drawing, Painting, Photography, or Sculpture (CA, 130)
- Business Administration (CS, 128)
  - Specializations:
    - Accounting
    - General Business
    - Management
    - Management Information Systems
    - Marketing
- Child Development and Family Relations (Non-Teaching) (CS, 128)
- Interdisciplinary Early Childhood Education (IECE) (Birth to Primary Certification) (CA, 133)
- Criminal Justice (CS, 128)
- Elementary Education (CS, 129)
- English (CA, 128)
  - English: Creative Writing
  - English: Literature
  - English with Secondary Certification (CA, 132)
- General Social Sciences
  - Specializations:
    - History (CA, 131) (Minor required)
    - Sociology (CA, 128) (Minor required)
    - Social Studies Education (CA, 128)
- Liberal Studies
  - Option: Honors (CA, 128) (Minor or Second Major Required)
  - Option: Student-designed (CA, 128)
  - Option: General Studies (CA, 128)
- Mathematics (CM, 128-137)
  - Applied Mathematics/Pre-Engineering
  - Pure Mathematics
  - Mathematics with Teaching Certification
- Physical Education (Non-Teaching) (CS, 129-135) (Minor required)
- Political Science (CA, 128) (Minor Required)
- Psychology (CA, 128) (Minor Required)
- Public Administration (CS, 131)
- Social Work (CS, 133)

BACHELOR OF SCIENCE DEGREE

Majors

- Applied Information Technology (CM, 137)
  - Option: Web Development
  - Option: Network Engineering
- Biology (CM, 128-138)
  - Biology with Teaching Certification
  - General Track
  - Pre-Professional Track
- Chemistry (CM, 128)
- Computer Science
  - Option: Business (CM, 128)
  - Option: Information Security (CM, 128)
  - Option: Mathematics (CM, 132-136)
- Nursing (CM, 57)
- Physical Education and Health (Teaching) (CS, 143)

MASTER OF BUSINESS ADMINISTRATION DEGREE (CS, 30)

MASTER OF PUBLIC ADMINISTRATION DEGREE (CS, 39-45)

Specialty Areas:
Human Resource Management
Management Information Systems (MIS)
International Administration and Development

MASTER OF SCIENCE IN AQUACULTURE/ AQUATIC SCIENCES DEGREE (CM, 37)

MASTER OF SCIENCE IN COMPUTER SCIENCE TECHNOLOGY DEGREE (CM, 30-42)
Computer Science Theory
Information Security
Information Technology

PROGRAMS LEADING TO TEACHER CERTIFICATION BY KENTUCKY DEPARTMENT OF EDUCATION

Art Education (CA, 138)
Biology Education (CM, 128-139)
Computer Science Endorsement (CM, 23)
Elementary Education (CS, 129)
English Education (CA, 128)
Interdisciplinary Early Childhood Education (IECE) (Birth to Primary Certification) (CS, 133)
Mathematics Education (CM, 128)
Music Education
Option: Instrumental (CA, 139-140)
Option: Vocal (CA, 130)
Physical Education (CS, 130)
Social Studies Education (CA, 128)

MINOR PROGRAMS

Accounting (CS, 18)
African-American Studies (CA, 18)
Aquaculture (CM, 19)
Athletic Coaching (CS, 20)
Athletic Training (CS, 21)
Biology (CM, 21)
Chemistry (CM, 20)
Child Development and Family Relations (CS, 18)
Computer Information Systems (CM, 21)
Computer Science (CM, 21)
Criminal Justice (CS, 18)
Economics (CS, 18)
English (CA, 21)
Finance (CS, 21)
French (CA, 18)
Gerontology (CS, 21)
History (CA, 21)
History (*Teaching) (CA, 21)
International Studies (CA, 21)
Journalism (CA, 21)
Liberal Studies (CA, 18)
Management (CS, 21)
Marketing (CS, 21)
Mathematics (CM, 19)
Music Performance (CA, 21)
Philosophy (CA, 18)
Physics (CM, 21-22)
Political Science (CA, 18)
Psychology (CA, 18)
Public Administration (CS, 18)
Recreation (CS, 21)
Sociology (CA, 18)
Spanish (CA, 18)
Speech Communication (CA, 18)
Sports Management (CS, 21)
Studio Art (CA, 21)
Theatre (CA, 18)

**Teaching minors are available only to Students who have teaching majors*

PRE-PROFESSIONAL PROGRAMS

Community Health (2-2)*
Cytotechnology (2-2)*
Dentistry
Engineering (3-2 Applied Mathematics)*
Law
Medicine
Nuclear Medicine Technology (2-2)*
Optometry
Pharmacy
Physical Therapy (2-2)*
Veterinary Medicine

**First figure represents years of study at Kentucky State University; second figure represents years of study at cooperating institution.*

COLLEGE OF ARTS, SOCIAL SCIENCES, AND INTERDISCIPLINARY STUDIES

Consistent with the overall mission of the University, the major goal of the College of Arts, Social Sciences, and Interdisciplinary Studies is to provide students with the requisite academic skills, knowledge, and a sense of competence which will allow them to assume leadership roles in their respective fields of study. This College is organized into five divisions: Division of Behavioral and Social Sciences; Division of Fine Arts; Division of Literature, Languages, and Philosophy; and Whitney Young School of Honors and Liberal Studies. Academic majors leading to the Associate of Arts are offered in:

Liberal Studies (General Core)
Liberal Studies (General Core with emphasis in Early Childhood Education)
Liberal Studies (Honors)

Academic majors, leading to the Bachelor of Arts, Bachelor of Music, or Bachelor of Science degrees are offered in the following areas:

Art	Music
English	Political Science
Liberal Studies	Psychology
Social Sciences	

The College of Arts, Social Sciences, and Interdisciplinary Studies offers minors in the following areas: African-American Studies, Art, Communications, English, French, History, Journalism, Liberal Studies, Music, Philosophy, Political Science, Psychology, Sociology, Spanish, and Speech and Theater.

Students interested in earning credit for Teacher Certification at the elementary or secondary level may take courses offered by the appropriate divisions in the College of Arts, Social Sciences, and Interdisciplinary Studies in cooperation with the faculty of the School of Education and Human Services in the College of Professional Studies. Details of these programs may be found in the College of Professional Studies section elsewhere in this Catalogue.

Students should refer to the appropriate degree program section in the College of Arts, Social Sciences, and Interdisciplinary Studies for coursework requirements applicable to their particular programs. To earn a degree through the College in four years, students must satisfy both academic program and University course requirements. Summer session coursework and possibly an additional academic year may be required in some cases. Every student is encouraged to work closely with his or her mentor or advisor.

Any student in the College of Arts, Social Sciences, and Interdisciplinary Studies who has completed the Liberal Studies requirements of the University through the Whitney Young School of Honors and Liberal Studies will not be required to satisfy the number of semester credit hours of a suggested curriculum. However, the student will be required to complete a minimum of 128 semester credit hours and the required coursework in the major.

DIVISION OF BEHAVIORAL AND SOCIAL SCIENCES

The Division of Behavioral Sciences is committed to the University's particular emphasis on liberal studies. Baccalaureate degree programs are offered in Political Science, Psychology, and Social Sciences with a Specialization in History, Sociology, and Social Studies Education. The Division provides its students with knowledge, skills, tools, and perspectives to analyze and interpret phenomena in their selected fields as well as in related disciplines. The intent is to develop scholars who are knowledgeable and well-versed in each of the behavioral and social sciences.

In cooperation with the School of Education in the College of Professional Studies, the Division offers a specialization in Social Studies Education, which primarily requires courses from the Division of Behavioral Sciences curriculum, along with professional education courses. Details of this program may be found in the College of Education section of this Catalogue.

AFRICAN-AMERICAN STUDIES (AAS)

The Division of Behavioral Sciences also offers a minor in African-American Studies. This is an interdisciplinary program administered by the faculty of History. Kentucky State University is committed to continued scholarship, inquiry, and education in African-American history and culture. By drawing upon the resources of faculty in a broad range of related studies, it is hoped that students will develop an understanding of the African-American experience from a variety of perspectives.

Admission to this program requires a cumulative grade-point average of 2.0, and it is recommended that students complete the Liberal Studies Requirements prior to pursuing the minor. Students must successfully complete 18 semester credit hours from a variety of interdisciplinary courses selected in consultation with their advisor. The courses include ART 303; ENG 409; GEO 212; HIS 314, HIS 365, HIS 366, and HIS 411; MUS 323 and MUS 325; POS 462; and SOC 304.

HISTORY

A Specialization in History provides a global perspective on the social, political, and intellectual development of civilizations. It allows students an opportunity to reflect on the past, gain a historical perspective on the present, and acquire a knowledge and understanding of human behavior. A History specialization may choose courses that deal with Africa, Asia, Europe, North America, and South America.

The History program offers a curriculum that is designed to prepare graduates to function in and contribute to an expanding society, enhance critical thinking skills, develop an appreciation and understanding of historical research methodologies, become aware of the contributions of diverse cultures to our global society, be able to internalize and integrate this information into their total knowledge base, and prepare students for advanced professional studies as well as varied career opportunities.

To satisfy the requirements for the Bachelor of Arts in Social Sciences with a Specialization in History, a student must complete a minimum of 131 semester credit hours including 36 semester credit hours in History. The required courses are HIS 101, 102, 201, 202; 314 or 316; 333 or 366, and HIS 499. The remaining 15 semester credit hours of 300/400 level History courses must be selected in consultation with the student's advisor. Additionally, the student must complete a minor.

A minor in History requires the completion of 21 semester credit hours. Specific course requirements include HIS 102, 201, and 202. The remaining 12 semester credit hours must be selected in consultation with the student's minor advisor from 300/400 level History courses. In addition, students must complete HIS 103 as part of the Liberal Studies requirement.

POLITICAL SCIENCE

Political Science, as a discipline, involves the systematic study of politics and the political system. The Political Science program at Kentucky State University has a highly developed academic curriculum that prepares students for graduate study in political science or related areas such as law or public administration. Political Science requires the application of knowledge and critical thinking to assess, prevent, and resolve political and social problems. Additionally, the curriculum addresses preparation of students for entry-level career position in the public and private sectors of employment.

To satisfy the requirements for the Bachelor of Arts degree in Political Science, a student must complete a minimum of 128 semester hours, including 36 semester credit hours in Political Science. The required courses are POS 160, 201, 211, 300*, 301**, 355, and 499; and the selection of 6 semester credit hours from any two of the three specialization options (Constitutional Law, International Relations, and Legislative/Executive Politics) in consultation with the student's advisor. Students seeking the Constitutional Law option must complete POS 331 and 431. Students selecting the International Relations option must complete 6 semester credit hours from POS 311, 361, 363, 462, or 464. Students select the Legislative/Executive Politics option must complete 6 semester credit hours from POS 322, 466, or 461. Students should consult their advisor for the availability of other specialization options. The student, in consultation with his or her advisor, must select a final 3 semester hours elective from a 300/400 level political science course to complete the 36-

hour Political Science major. Additionally, the student must complete a minor. Also, students must complete POS 101 as part of the Liberal Studies Requirement.

A minor in Political Science requires the completion of 18 semester credit hours including POS 160, 211, 300 or 301, 355, and the selection of one 6-semester-credit-hour specialization option in consultation with the student's minor advisor. In addition, students taking a minor in Political Science must complete POS 101 as part of the Liberal Studies Requirements.

* SOW 400 (Statistics for Social Work) or PUA 203 (Introduction Statistics for Public Administrators) may substitute.

** SOW 401 (Research Methods for Social Work) or PUA 303 (Research Methods in Public Administration) may substitute.

PSYCHOLOGY

Psychology involves the scientific study of a vast array of phenomena related to the actions and experiences of organisms. Psychologists study phenomena such as perception, memory, thought, behavior, and the psychological, social, physiological, and development process that underlies these phenomena. In addition to its commitment to scientific truth, psychology requires the application of knowledge and critical thinking/reasoning skills to assess, prevent, and resolve individual and social problems.

The Psychology program at Kentucky State University leads to a major or a minor that prepares the student with a solid, well-rounded education in psychology. The study of psychology serves as a useful foundation for the pursuit of careers in business, law, medicine, social work, and the other helping professions; or majors may pursue further study in psychology at the graduate level.

To satisfy the requirements for the Bachelor of Arts degree in Psychology, a student must complete a minimum of 128 semester credit hours, including 36 semester credit hours in Psychology. The required courses are PSY 300, 303, 304, 320, 399, 400, 401, 499; and two of the following courses: PSY 408, 409, 410, 411, or 413. The student, in consultation with his or her advisor, must select an additional 6 semester credit hours of 300/400 level Psychology courses. Additionally, the student must complete a minor or career concentration track. PSY 200, which does not count toward the major requirements, must be taken as a Liberal Studies Requirement.

A minor in Psychology requires the completion of 18 semester credit hours. Specific course requirements include PSY 300, 303, 304, 400 or 401; the remaining 6 semester credit hours must be selected in consultation with the student's minor advisor from 300/400 level Psychology courses. In addition, students must complete PSY 200 as part of the Liberal Studies Requirement.

SOCIOLOGY

Sociology is the scientific study of societies and social structures. It examines the behavior of large and small groups in various contexts and seeks improved understanding of the principles and dynamics of human relationships. The Sociology program at Kentucky State University offers a contemporary curriculum of sociology and related professional courses. The program builds upon a liberal studies foundation and is designed to provide students with several program and career options.

To satisfy the requirements for the Bachelor of Arts degree in Social Sciences with a Specialization in Sociology, a student must complete a minimum of 128 semester credit hours, including 36 semester credit hours in sociology. The required courses are SOC 300, 301, 303, 304, 305, 403, 405, and 499. The student, in consultation with his or her advisor, must select an additional 12 semester credit hours of Sociology courses at the 300/400 level. Additionally, the student must complete a minor and SOC 203 as part of the Liberal Studies Requirement.

A minor in Sociology requires the successful completion of 18 semester credit hours. Specific course requirements are GEO 102; SOC 300 or 301; and 304 and 305; the remaining 6 semester hours must be selected in consultation with the student's minor advisor from 300/400 level Sociology courses. In addition, students must complete SOC 203 as part of the Liberal Studies Requirement.

DIVISION OF FINE ARTS

The Division of Fine Arts is comprised of the programs in Art, Music, Speech, Theatre, and Communication. Baccalaureate degree programs are offered in Studio Art and in Music Performance, and minors are offered in Art, Music, and Speech Communication and Theatre. The arts broaden human potential and provide room for creativity and growth. The arts also enhance the quality of life and the development of cognitive and expressive skills. Through presentations such as concerts, theatre productions, art exhibitions, lectures, and workshops, the arts provide an aesthetic and cultural environment vital to academic life. The Division of Fine Arts prepares its majors for a variety of professions in the arts and related fields, and gives them a foundation for graduate study.

The Division of Fine Arts supports the University's mission by providing liberal studies courses in art and music; by providing students with opportunities to develop and enhance effective oral and interpersonal communication skills for life in today's multicultural society; by providing professional services to public schools; and by preparing students to make significant contributions to society as fine arts educators, performers, and visual artists. The Division promotes teaching excellence through its maintenance of a low student-faculty ratio and its emphasis on performance-based goals.

ART

The Division of Fine Arts offers a Bachelor of Arts degree in Studio Art and, in cooperation with the School of Education in the College of Professional Studies, the coursework necessary for teacher certification in Art Education. Details of the teacher certification program may be found in the School of Education sub-section of the College of Professional Studies section of this Catalogue.

Art courses at Kentucky State University are designed to serve both those students who are interested in Art as a profession and those who are primarily interested in obtaining knowledge of various art forms or opportunities for creative expression. Course offerings include those in ceramics, drawing, painting, printmaking, sculpture, digital photography, film, digital imaging, design, art history, and art education.

Students have the option of pursuing either a major in Studio Art with a minor or a major in Studio Art with one area of specialization. Art areas of specialization may be selected from art history, ceramics, drawing, painting, digital photography, printmaking, sculpture, or digital imaging. Enrollment in studio art courses is generally limited to 10–15 students. The instructor provides personal guidance and attention to each student. Studio spaces may be available for students to have individual working areas. Studio and academic opportunities are enriched for Art majors by field trips to galleries and museums, and by a series of guest lecturers to the University. In addition, Jackson Hall Gallery hosts local, regional, and national art exhibitions for the entire University.

Studio Art Major with a Minor

This major is for students who desire a liberal arts education with a general background in the visual arts. This curriculum requires the completion of 132 hours. The program consists of 52 semester credit hours in studio and art history courses, an academic minor outside of Art, 6–9 semester credit hours of free electives, and the Liberal Studies Requirements. The required Art courses are ART 110, 112, 113, 201, 202, 211, 360 (x3), and 400; 15 semester credit hours in the Art core to be selected from ART 220, 240, 245, 305, 306, 307, 310, 312, 315, or 317 (of which 9 semester credit hours must be selected from 300/400 level courses); a 3- semester-credit-hour art history elective; and 12 semester credit hours of 300/400 level courses in Art elective courses. The major requires a total of 132 semester credit hours.

Studio Art Major with One Area of Specialization

This major is for students who want a stronger foundation in Art with specialized study in one area of Art and with additional art courses replacing the minor. This curriculum requires the completion of 130 hours. The program consists of 70 semester credit hours of studio and art history courses, 7 semester credit hours of free electives, and the Liberal Studies Requirements. A minor is not required. The required Art courses are ART 110,112, 113, 201, 202, 211, 360 (x3), and 400; 18 semester credit hours in the Art core to be selected from ART 220, 240, 305, 306, 307, 310, 312, 315, or 317 (of which 12 semester credit hours must be selected from 300/400 level courses); 24 semester credit hours of 300/400 level Art elective courses (of which 12 semester credit hours must be selected from one area of specialization); and 6 semester credit hours of art history electives at the 300 level. The major requires a total of 130 semester credit hours. Students who intend to do graduate work in Art should pursue this option.

Studio Art Minor

This is a non-teaching minor. A minor in Studio Art requires the completion of 21 semester credit hours. Specific course requirements include ART 110, 112, 113, 201, and 202; and 6 semester credit hours of studio art electives at the 200 level or above.

The nature of the study of Art at Kentucky State University requires the stipulation of certain regulations.

They are as follows:

- **Studio Art Courses.** For each studio semester credit hour, two hours of work in class and a minimum of one hour outside of class are required per week.
- **Art Exhibits.** All Art majors are expected to attend the opening of each campus exhibit sponsored by the Art Area.
- **Sophomore Review.** While enrolled in the fourth semester of the Art curriculum, each student must present examples of his or her art work from each of the studio art areas for review by members of the Art faculty. After this review, the Art faculty will advise the student whether upper-level courses may be taken.
- **Senior Review and Exhibit.** Each Art major's work is reviewed during the senior year by a committee of Art faculty members to ascertain whether the work is of sufficient quality to warrant a public exhibit. If a student's work does not pass the review, it must be resubmitted. Art majors are required to have a public, on-campus exhibit of their art work prior to graduation.
- **Graduates.** Each Art graduate will be asked to donate a piece of art to the University's permanent art collection.
- **Non-Art Majors.** Non-Art majors may take any introductory Art course and any advanced Art course for which prerequisites may be waived by the instructor of the course.
- **Art Education Majors.** An Art Education major must comply with all of the above-stated regulations and those stipulated elsewhere in this Catalogue in the College of Professional Studies section.

For specific requirements to receive teacher certification, interested students should consult the Catalogue section under the School of Education. Students seeking teacher certification should refer to the admission criteria and procedures included in the College of Professional Studies section of this Catalogue.

MUSIC

The Area of Music offers the Bachelor of Music degree with major specializations in Music Education (139–140 semester credit hours required) and Music Performance (130–132 semester credit hours required). The degree requires the successful completion of a core curriculum (45 semester credit hours); the Liberal Studies Requirements (50–51 semester credit hours; the Fine Arts requirement is waived); and a major Specialization in Music Education (43–44 semester credit hours) or Music Performance (26–28 semester credit hours).

Kentucky State University is an accredited institutional member of the National Association of Schools of Music.

Core Curriculum

The Bachelor of Music degree core curriculum must be completed by all music majors and requires 45 semester credit hours. The core curriculum is comprised of MUS 101, 102, 103, 201, 202, 301, 321, 322, 352, 403, 424; MUA 161, 162, 261, 262, 361, 362; MUC 341, 342, 343, 345, 347, and six semesters of major ensemble (for instrumental majors: MUP 381, 3 semesters, and 382 or 385, 3 semesters; for vocal majors: MUP 386, 6 semesters).

Liberal Studies Requirements

All music majors must successfully complete the University Liberal Studies Requirements except for the Fine Arts component (ART 130 or MUS 130). Music majors pursuing a Specialization in Music Education must successfully complete HED 221 and a one-semester-credit-hour PHE elective in the Health Education component of the Liberal Studies. Music majors pursuing a specialization in Music Performance must successfully complete HED 221 or two semester credit hours of PHE electives.

MUSIC PERFORMANCE SPECIALIZATION

The Music Performance Specialization with an instrumental emphasis (brass, wind, or percussion principal instrument) requires the successful completion of MUS 354, 426, 427, 430; four semesters of minor applied studies in piano with the level of entry determined by the Piano Placement Examination; minor applied elective studies on a secondary instrument (2 semester credit hours) with the level of entry determined by audition; MUA 461, 462; instrumental ensemble electives (2 semester credit hours) chosen from MUP 355, 358, or385; instrumental chamber music ensemble electives (2 semester credit hours) chosen from MUP 387, 388, 389, or 390 as appropriate to the major performance instrument; and nine hours of free electives.

The Music Performance Specialization with a keyboard emphasis (piano or organ) requires the successful completion of MUC 349; MUS 350, 354, 426, 427, 428; minor applied elective studies on a secondary instrument (2 semester credit hours) with the level of entry determined by audition; minor applied elective studies (2 semester credit hours); MUA 461, 462; instrumental ensemble electives (2 semester credit hours) chosen from MUP 355, 358, or 385; instrumental chamber music ensemble electives (2 semester credit hours) chosen from MUP 387, 388, 389, or 390 as appropriate to the major or secondary performance instrument; and nine hours of free electives.

The Music Performance Specialization with a vocal emphasis requires the successful completion of MUS 336, 353, 426, 427, 429; four semesters of minor applied studies on piano with the level of entry determined by the Piano Placement Examination; minor applied elective studies (2 semester credit hours); MUA 461, 462; vocal ensemble electives (2 semester credit hours) chosen from MUP 311, 357, or 383; and nine hours of free electives.

MUSIC EDUCATION SPECIALIZATION

Music Education: The Music Education Specialization of the Bachelor of Music degree, which leads to P–12 teacher certification and is accredited by the National Council for Accreditation of Teacher Education (NCATE) and by the Kentucky Education Professional Standards Board, is offered by the Division of Fine Arts in the College of Arts, Social Sciences, and Interdisciplinary Studies in conjunction with the School of Education in the College of Professional Studies. All students in the Music Education Specialization must enroll in and successfully complete a dual-placement supervised teaching experience (EDU 484) at both the elementary and secondary levels.

The Music Education Specialization with an instrumental emphasis (brass, wind, or percussion principal instrument) requires the successful completion of MUE 203, 310, 311, 331, 332, 348, 437; MUS 354; instrumental chamber music ensemble elective appropriate to the major or secondary instrument (1 semester credit hour); and EDU 202, 302, 304, 310, and 484.

The Music Education Specialization with a keyboard emphasis (piano or organ) requires the successful completion of MUC 349; MUE 203, 310, 311, 331, 332, 348, 437; MUS 354; instrumental chamber music ensemble elective appropriate to the major or secondary instrument (1 semester credit hour); and EDU 202, 302, 304, 310, and 484.

The Music Education Specialization with a vocal emphasis requires the successful completion of MUE 203, 310, 311, 331, 332,435; MUS 336, 353; vocal ensemble elective (1 semester credit hour) chosen from MUP 311, 357, or 383; and EDU 202, 302, 304, 310, and 484.

Music Placement Examinations

Placement examinations in music theory and piano, and applied music auditions on the principal instrument or voice are given during registration week of the fall and spring semesters to all entering students intending to declare a major in Music. The Music Theory Placement Examination is administered to determine the student's level of entry in the music theory sequence (MUS 099 or MUS 101). The Piano Placement Examination is administered to determine the student's level of entry in piano studies (MUC 110, 111, 210 or 211; MUA 121, 122, 221, or 222, Minor Applied Piano; or MUE 310 as applicable). Applied music auditions are heard by the music faculty to determine the student's level of entry into the major or minor sequence of applied studies.

Applied Music Jury Examinations

All major applied students are required to perform a jury examination each semester of study. However, a student must have successfully completed at least 70-percent of repertoire assigned by the applied instructor during the semester to be eligible to perform the jury. If the student does not perform a jury, or is ineligible to perform a jury, then the applied music course is failed.

In order for an absence from a scheduled applied music jury to beexcused, a student must submit an official excuse from the Office of Student Affairs at least one day prior to the jury, or if there are serious mitigating circumstances, no later than the end of the Final Examination Week. If the absence is excused, then the student may receive an incomplete grade ("I") in accordance with University academic policy. If the absence is unexcused, then the jury is failed, resulting in failure of the course.

Sophomore Applied Music Proficiency Examination

The Sophomore Applied Music Proficiency Examination is the MUA 262 jury heard by a quorum of applied music faculty to determine the student's mastery of performance skills that are prerequisite to matriculation through 300- and 400-level applied music courses. Based on the outcome of the jury examination (pass/fail) the Music Faculty will advise the student to continue in the Bachelor of Music degree program or elect another degree program in the University.

Removal From Major

Students may be removed from the Bachelor of Music degree program if they have not successfully completed (passed) the Sophomore Applied Music Proficiency Examination on their major instrument or voice within two successive semesters. A student who fails the Examination on the first attempt will be allowed a second attempt in the following semester. A student who fails the Examination on the second attempt will be removed from the major and will be returned to undeclared status.

Piano Proficiency Examination

The Piano Proficiency Examination is administered to determine achievement of required keyboard skills competencies. For Music Education majors, a passing score on the examination must be achieved tosuccessfully complete MUE 311; for Music Performance majors, a passing score on the examination must be achieved to successfully complete MUA 222 (piano).

Major Areas of Performance
Each music major is required to designate a principal performance area of major applied study and must enroll in the corresponding course sequence until recital requirements are completed as required. Changes in the principal performance area must be approved by a quorum of the Music Faculty.

Required Recital Performances
In addition to completing the required courses for the Bachelor of Music degree, all music majors must perform a public recital on their major instrument or voice to demonstrate knowledge of applicable solo performance literature and competency in its preparation. Students enrolled in the Music Education Specialization must present a recital of 30 minutes of music (Major Recital) during the semester of enrollment in MUA 362; for students enrolled in the Music Performance Specialization, a recital of 30 minutes of music must be performed during the semester of enrollment in MUA 362 (Junior Recital), and a recital of 45 minutes of music must be presented during the semester of enrollment in MUA 462 (Senior Recital). All recitals must be approved by a quorum of the Music Faculty no later than three weeks prior to the scheduled performance. No recitals may be presented after the last official day of classes or during the Final Examination Week of the applicable semester.

Minor in Music Performance
A minor in Music Performance requires the completion of 21 semester credit hours. These include nine hours of music theory (MUS 101, 102, 201); six hours of music history (MUS 321, 322); two hours of class piano and/or minor applied piano (level of entry to be determined by the Piano Placement Examination); two hours of Minor Applied electives chosen from the MUA 121–422 sequence (level of entry to be determined by audition); and two hours of music ensemble courses.

SPEECH COMMUNICATION AND THEATRE

The Area of Speech Communication and Theatre seeks to develop an awareness of the methods and techniques necessary for the continual improvement of human communication as a social and professional tool. Courses are designed to help students understand the methods and techniques used by the media systems, to assist students in their understanding and appreciation of cultural heritages, and to help them develop strong and healthy relationships. The University has two theaters which serve as laboratories for instruction and facilities for University-sponsored theatrical productions. Faculty and students participate in prominent theatrical organizations. A minor in Speech Communication and Theatre requires the completion of 18 semester credit hours in addition to SPE 103, Interpersonal Communication, from the Liberal Studies Requirements. Students may concentrate in any of the two components. Specific course requirements include:

Minor in Speech Communication: SPE 200 (Public Speaking), COM 215 (Mass Communication and Society), SPE 302 (Interracial/Intercultural Communication), SPE 304 (Oral Interpretation), and SPE 315 (Voice and Diction). The remaining 3 semester credit hours must be selected in consultation with the student's minor advisor.

Minor in Theatre: THE 204 (Introduction to Theatre), THE 250 (Acting), THE 305 (Theatre History), THE380 (Play Directing), and THE 408 (Black Theatre). The remaining 3 semester credit hours must be selected in consultation with the student's minor advisor. Approval of the area advisor is necessary for the selection of these electives.

DIVISION OF LITERATURE, LANGUAGES, AND PHILOSOPHY

The study of the Language Arts has always been central to a Liberal Arts Curriculum. The Division of Literature, Languages, and Philosophy offers the Bachelor of Arts degree in English, and certification in teaching English, as well as minor programs in Creative Writing, English, Foreign Languages, Journalism, and Philosophy.

The English major provides students with a flexible curriculum, designed to provide the training and marketable skills sought by law schools, public relations firms, advertising agencies, and graduate school programs. To that end, the English major develops the writing and textual analysis skills which are crucial to an increasingly information-laden, text-oriented world in which the average employee will change careers at least five times before retirement. Majors complete both a set of core requirements and courses in a concentration of their choice: Literature, Creative Writing, or English with Teaching Certification.

The Division also offers minor programs in English, French, Spanish, Philosophy, Creative Writing, and Journalism (the latter in cooperation with the Communication Department of the Division of Fine Arts—see above). These minor programs are designed to complement the major programs offered by Kentucky State University and to provide students with additional flexibility and breadth of academic training. These minors are particularly useful for those students who wish to be flexible in future career paths, who plan careers in fields requiring diverse skills, and who will be pursuing global careers.

Every course offered by the Division emphasizes writing, and students are encouraged to take an active part in classroom discussion. Coursework in foreign languages emphasizes written and spoken communication skills, and faculty make an effort to acquaint students with the complex relationships that exist between literary traditions and the historical and cultural contexts out of which these traditions arise. Coursework in philosophy addresses fundamental questions about the nature and possibility of knowledge, problems of ethics, logical issues, questions about the nature of reality, and issues that arise in the making and criticism of works of art.

ENDOWED CHAIR

An endowed chair is one of the most prestigious academic appointments a university can make. The creation of such a position indicates the maturity of an institution and demonstrates its commitment to scholarly activities and academic excellence. Kentucky State University established the Endowed Chair in the Humanities as a major component in the University's liberal studies emphasis. Through its placement in the Division of Literature, Languages, and Philosophy, the Endowed Chair helps bring a central focus to Kentucky State University's mission to be the Commonwealth's unique, small, liberal studies institution. The functions of the Endowed Chair at the University are to develop and to implement innovative and comprehensive programs of liberal studies.

Divisional Attendance Policy

For all classes offered by the Division of Literature, Languages and Philosophy, the Divisional Attendance Policy will be enforced. This policy states that missing more than twenty percent (20%) of the course's total class meetings for any reason is in itself sufficient cause for a student to receive a failing grade in the course. Instructors may adopt other attendance policies at their own discretion as long as these policies are included in the class syllabus and are within the parameters of the University's attendance policy. Instructors will adopt their own policies for lateness and early departure from class and list these policies in the class syllabus.

ENGLISH

Admission to the Program requires formal application and acceptance into the program. After a prospective English Major's successful completion of English 211, the applicant or applicant's advisor must submit a completed file to the English Major Committee for consideration for admission to the English Major Program.

To apply to be an English Major, you must supply the following materials:

1. Evidence of a minimum GPA of 3.0 in English 101, 102, and 211 or a letter of recommendation from your advisor or English instructor;
2. One formally submitted and graded paper from one of your English classes;
3. A letter of application briefly describing yourself and your reasons for wishing to major in English.

Materials should be submitted in a manila envelope, labeled with the applicant's complete name, a current phone number, and the applicant's KSU e-mail address. An applicant may expect written notification of his/her departmental status during the semester of application.

Mid Program Review ("Don Rags")

During a major's Program of Studies, the major will meet at least once with members of the English Major Committee to review and discuss the major's academic performance and progress in the program. A student who

receives below a "C" in two major classes will have his or her record evaluated by the Committee as soon as feasible. The English Major Committee can remove any student from the English Major whose academic progress in English classes is deemed insufficient or who has been recommended for removal by an English instructor or by the Division Chair due to academic dishonesty (plagiarism).

Student Competencies
To receive a Bachelor of Arts degree in English or a minor in English, students must be able to:

- express themselves effectively in written English;
- think critically and analytically;
- demonstrate knowledge of literature representing a variety of literary forms, figures, and periods;
- demonstrate knowledge of the fundamentals of literary analysis and criticism;
- demonstrate general knowledge of the history of the English language and linguistic theories, and standard English grammar; and
- demonstrate knowledge of research techniques and use of the library.

Major in English
To satisfy the requirements for the Bachelor of Arts degree in English, students must complete a total of 128 semester credit hours with a minimum of 39 semester credit hours in English coursework. These credit hours must include both a 27-credit-hour core and an additional 12 credit hours in one of three concentrations (Literature, Creative Writing or English with Teaching Certification). A total of 45 semester credit hours at the 300/400 level are required for graduation.

Core English Requirements (for all majors):
ENG 313: Non-Western Literature
ENG 322: Survey of British Literature I
ENG 323: Survey of British Literature II
ENG 324: Survey of American Literature I
ENG 325: Survey of American Literature II
ENG 409: Literature of African-Americans
ENG 413: Literary Criticism

One writing class. *Choose from:*
ENG 204: Journalism*
ENG 214: Persuasive Writing
ENG 216: Technical Writing

One language class. *Choose from:*
ENG 311: Advanced Grammar*
ENG 314: History of the English Language
ENG 317: Linguistics

*mandatory for English with Teaching Certification Concentration

Concentrations in the English Major
To satisfy the requirements for the Bachelor of Arts degree in English, a student must complete 12 semester credit hours in one of the following concentrations in addition to the 27 hour English Core listed above:

Literature: the student must complete the following classes:
ENG 398: Literary Heritage
ENG 399: Special Topics
ENG 499: Capstone
and either
ENG 411: Shakespeare *or*
ENG 415: Major Author(s)

Creative Writing: the student must complete the following classes:
Choose Two:
ENG 342: Writing Poetry
ENG 343: Creative Non-Fiction
ENG 345: Writing Drama/Screenplay
ENG 346: Writing Fiction
Plus Both:
ENG 490: Senior Creative Project *and*
ENG 499: Capstone

English with Teaching Certification: In addition to the Education classes necessary to obtain teaching certification, the student must complete the following classes, as well as complete ENG 204 and 311 in order to fulfill core requirements in writing and language:

ENG 214: Persuasive Writing
ENG 390: Adolescent Literature
ENG 433: Reading and Writing Clinic Practicum
EDU 445: Reading Instruction in the Secondary School

For specific requirements to receive teacher certification, interested students should consult the Catalogue section under the School of Education. Students seeking teacher certification should refer to the admission criteria and procedures included in the College of Professional Studies section of this Catalogue.

Minor in English
A minor in English requires the completion of 21 semester credit hours in the following courses:

- ENG 214: Persuasive Writing
- ENG 313: Non-Western Literature

One language class. *Choose from:*

- ENG 311: Advanced Grammar
- ENG 314: History of the English Language
- ENG 317: Linguistics

One British *and* one American Survey class:

- ENG 322: Survey of British Literature I *or*
- ENG 323: Survey of British Literature II

and either

- ENG 324: Survey of American Literature I *or*
- ENG 324: Survey of American Literature II

One major author class:

- ENG 411: Shakespeare
- ENG 415: Major Author(s)

One elective (any 300/400 level ENG class)

In addition to the above courses, a teaching minor in English requires the completion of 24 semester credit hours including ENG 390. These requirements are in addition to ENG 101, 102, and 211.

Minor in Creative Writing

The Minor in Creative Writing requires the completion of 18 credit hours in the following courses:

One "core" writing class. *Choose from:*

- ENG 204: Journalism
- ENG 214: Persuasive Writing
- ENG 216: Technical Writing

One language class. *Choose from:*

- ENG 311: Advanced Grammar
- ENG 314: History of the English Language
- ENG 317: Linguistics

Three Creative Writing classes. *Choose from:*

- ENG 342: Writing Poetry
- ENG 345: Writing Drama/Screenplay
- ENG 346: Writing Fiction

One Senior-level class:

- ENG 490: Senior Creative Project

Minor in Journalism

The Minor in Journalism requires 18 credit hours for English majors who take ENG 204 to fulfill their "core" writing course requirement, and requires 21 credit hours for all other students. Courses toward the Minor in Journalism are the following:

ART 307: Photography
ENG 204: Journalism
ENG 361: Journalism II
ENG 352: News Editing
ENG 364: Desktop/Web Publishing
ENG 365: Advanced Public Affairs Reporting
ENG 366: Seminar in Public Relations

MODERN FOREIGN LANGUAGES

Coursework in American Sign Language, French, Italian, Japanese, Korean, Russian and Spanish is offered by members of the faculty of the Division of Literature, Languages, and Philosophy. Coursework in foreign languages emphasizes instruction in the fundamentals of syntax, pronunciation, and idiomatic expressions. There is a four-way approach to teaching foreign languages (listening/comprehension, conversing, reading, and writing). Instruction takes place in both the classroom and the foreign language laboratory, where students practice speaking and pronunciation and where they watch video material, films, or documentaries in the foreign language they study. Intermediate and upper-level courses stress the acquisition of communicative skills and cultural or literary information.

Students who pursue a baccalaureate degree are required to complete 6 semester credit hours of a foreign language (101 and 102 or 171 and 172) as part of the Liberal Studies Requirements, or to demonstrate elementary knowledge in a foreign language by making the necessary score on an AP examination or on a CLEP examination (see the Catalogue section on Credit by Examination/Certification and credit for Life Experience). Foreign language proficiency examinations are also available to those who seek advanced placement in a foreign language or exemption from the foreign language requirement (see the Catalogue subsection on Proficiency Examination Programs).

Elementary foreign language courses 101 and 102 or 171 and 172 must be taken in sequence and in the same language.

Minor in French

The Minor in French requires the completion of 18 credit hours beyond the 100 level in the following courses:

FRE 201: Intermediate French I
FRE 202: Intermediate French II
FRE 311: Advanced French Composition
FRE 312: Advanced French Conversation
and either
FRE 301: Survey of French Literature I *and*
FRE 302: Survey of French Literature II
or
FRE 322: French Civilization *and*
FRE 413: Black Literature in French

Minor in Spanish

The minor in Spanish requires the completion of 18 semester credit hours beyond the 100 level in the following courses:

SPA 201: Intermediate Spanish I
SPA 202: Intermediate Spanish II
SPA 303: Advanced Spanish I
SPA 304: Advanced Spanish II
SPA 401: Survey of Peninsular Literature
SPA 402: Survey of Latin-American Literature

PHILOSOPHY

The academic study of philosophy is an important part of a liberal studies institution. Accordingly, Kentucky State University offers a minor in Philosophy through the Division of Literature, Languages, and Philosophy. While the study of Philosophy can benefit any student, the minor is especially recommended for the following kinds of students: (a) students pursuing a pre-law curriculum, (b) prospective pre-health/medical professionals, (c) computer science majors, (d) majors in the humanities, (e) students in the Whitney Young School of Honors and Liberal Studies, (f) students desiring to prepare for and excel in the Integrative Studies (IGS) sequence, and (g) students with interest in careers in theological schools and religious professions.

The Philosophy program at Kentucky State University offers courses in a variety of basic and specialized philosophical disciplines. The main thrusts of the program are the development of analytical and critical reasoning skills and a focus upon evaluating arguments for and against important contemporary and classical philosophical proposals. The Philosophy program offers occasional colloquia featuring guest speakers, and is closely tied to the Institute for Liberal Studies, which provides various scholarly and cultural activities of interest to philosophy students.

Minor in Philosophy

The minor in Philosophy requires the completion of 18 semester credit hours in the following courses:

PHI 200: Introduction to Philosophy
PHI 210: Introduction to Logic
PHI 310: Moral Philosophy

and three courses chosen from:
PHI 330: Philosophy of Religion
PHI 390: Bioethics
PHI 400: Metaphysics *or*
PHI 490: Survey of Basic Mathematical Logic.

WHITNEY YOUNG SCHOOL OF HONORS AND LIBERAL STUDIES

A paramount function of education is the preparation of individuals to relate themselves comfortably to their fellow men. As long as people existed in a world where they were born, where they lived, and died in one little hamlet, never venturing more than ten miles from home, this preparation was unnecessary. But today, in an era of great mobility and interchange, of increasing contact with people of different colors, beliefs, and backgrounds, it is imperative to so educate our children.

—Whitney M. Young, Jr.

The Whitney Young School of Honors and Liberal Studies—which houses Kentucky State University's Honors program, the Integrative Studies program, and the Institute for Liberal Studies and offers degrees in liberal studies—reflects the University's commitment to excellence in liberal studies education. The School is named after the late Whitney M. Young, Jr., executive director of the National Urban League from 1961 to 1971, distinguished leader of the American civil rights movement, and a graduate of Kentucky State University. The Whitney Young School of Honors and Liberal Studies aims, through its special curriculum, to develop in its students the qualities of critical intelligence, maturity, and leadership exemplified by Mr. Young.

HONORS

HONORS PROGRAM

The Honors Program is an integrated liberal arts program that emphasizes student discussion of excellent books. The freshman and sophomore courses permit students to complete their University liberal studies requirements through the Honors Program. The junior and senior courses allow students to major or minor in Liberal Studies.

The curriculum in the Whitney Young School of Honors and Liberal Studies is unique; there is no other quite like it in any public university in the nation. The Director of the National Endowment for the Humanities designated the Whitney Young School of Honors and Liberal Studies as one of the five most innovative and promising liberal studies programs in the nation. It is one of twenty-three honors programs in the United States listed as an honors college by the National Collegiate Honors Council and has the second largest number of faculty among these honors colleges. The Whitney Young School of Honors and Liberal Studies is committed to offering a stimulating, high quality, rigorous undergraduate education in liberal studies, preparing students for professional study in law, medicine, the ministry, or graduate school. Graduates of this program have gone on into education, business, computer science, law, and many other fields. Beyond questions of education for a career, the Whitney Young School of Honors and Liberal Studies program develops skills of thinking and imagining that will help students deal with the fundamental questions of human existence, regardless of their career goals.

Thus, in the common course of studies required of all students, the emphasis is on the careful reading and discussion of many of the most important books in literature, history, philosophy, theology, mathematics, and sciences. Classes are small. Students learn to read critically, to speak precisely, to write effectively, and to listen attentively by being required to use some or all of these skills daily. The curriculum is designed not only to help students know, but to help them develop the skills they will need as they take their places in the adult world and in the worlds of the various professions.

While the Whitney Young School of Honors and Liberal Studies is related to other "great books" programs throughout the country in its basic orientation, the curriculum at Kentucky State University is not a pale copy of ideas developed at private universities. The courses and curriculum in the School have been developed and adapted to take advantage of the particular conditions at Kentucky State University, and this development is an ongoing process. Class size ranges from 10 to 15 in honors courses.

Whitney Young School of Honors and Liberal Studies students take part in all activities of the University, such as social and academic clubs, student government, choir, band, and intramural/intercollegiate athletics. Students have an opportunity to put the leadership skills that they learn in classes to practical use by serving on the Whitney Young Student Council. The Council was originally created by student initiative and organizes service and social events and acts as a forum for student suggestions and concerns.

The Honors Program offers an entire liberal studies core for freshmen and sophomores. Students who complete the honors core may opt for an honors associate of arts in liberal studies degree. The Honors Program also offers an honors bachelor of liberal studies degree and liberal studies minor.

HONORS CORE OPTIONS

Students who take the honors core pursue a sequence of freshman and sophomore courses in the School to fulfill in an alternative and briefer way the University's liberal studies requirements. The honors core is open to qualified students of all majors. Depending on their major, honors students will fulfill all or most of their liberal studies requirements in the honors core.

Honors Core for Most Majors

Students in majors other than natural science, engineering, mathematics, and nursing by virtue of taking the entire honors core (48 semester credit hours) fulfill all liberal studies requirements.

Honors Core for Science and Mathematics Majors

Engineering and Natural Science majors, with the exception of Biology or Biology Education majors, complete only the seminars and language tutorials; the Math/Science component of the core is fulfilled by courses from the Division of Mathematics and Sciences. Biology and Biology Education majors also fulfill their math and science core requirements through the Division of Mathematics and Sciences and must successfully complete HON 222. Pure Mathematics majors and Computer Science majors (Mathematics Option) may substitute HON 122 and 221 with courses in the Division of Mathematics and Sciences. Curriculum ladders for students completing the honors core are not listed in this Catalogue, but are available from advisors in the Whitney Young School of Honors and Liberal Studies.

Honors Nursing Core

The "WYS Honors Nursing Core" is designed for committed nursing students who would fulfill their general education requirement through an honors track. It offers challenging courses, excellent instructors, and small classes all in a package of integrated interdisciplinary courses that requires fewer credit hours than the regular general education core. For the nursing students pursuing both an Associates in Applied Science in Nursing degree and the RN-BSN degree, that student can fulfill RN-BSN general studies requirements and general studies requirements of ENG 101/102 by virtue of taking liberal studies seminars (HON 101, 102, 201) and language courses (HON 141, 142, 143, 144, 211, 212, 213, and 214). For nursing students pursuing simply the RN-BSN degree, the curriculum consists of liberal studies seminars (HON 101, 102, 201) and language courses (HON 141, 142, and either 211/213 or 212/214).

Teacher Education Program

Students seeking teacher certification who successfully complete the 48-semester-credit-hour honors core through the Whitney Young School of Honors and Liberal Studies also fulfill the University's Liberal Studies Requirement for all Teacher Education Certification programs. It should be noted that in addition to the 48-semester-credit-hour honors core, students seeking teacher certification must also enroll in HED 221 (Personal Health and Lifetime Fitness) to complete all requirements as outlined and approved by the Kentucky Department of Education. All other courses for certification will be taken through the School of Education of the College of Professional Studies, as outlined in the major program. The 48-semester-credit-hour honors core fulfills the University's Liberal Studies Requirements for all the Teacher Education Certification programs. Whitney Young School of Honors and Liberal Studies students participating in the Teacher Education Program have advisors in both the School of Honors and the School of Education to ensure that they take appropriate electives and develop an integrated and cohesive program of study.

Whitney Young School Honors Core Which Satisfies *All* University Liberal Studies Requirements

Semester	Honors Courses	Hours	Equivalent Liberal Studies Courses (Not Reciprocal)	Hours
1	HON 131 Beginning Classical Greek I **OR**			
	HON 141 Elementary Latin I	3	Foreign Language	3
	HON 121 Math-Science I	4	Math Requirement	3
	HON 101 Liberal Studies Seminar I	4	IGS 200	3
2	HON 132 Beginning Classical Greek II **OR**			
	HON 142 Elementary Latin II	3	Foreign Language	3
	HON 122 Math-Science II	4	Science Requirement	3
	HON 102 Liberal Studies Seminar II	4	HIS 103	3
3	HON 211 Narrative and Drama/			
	HON 214 Writing Lab IV	4	ENG 102	3
	HON 221 Math-Science III	4	Science Requirement	3
	HON 201 Liberal Studies Seminar III	4	IGS 201	3
	(See footnotes)		SPE 103[1]	3
			ENG 101[2]	3
4	HON 212 Lyric Poetry	3	ENG 211	3
	HON 222 Math-Science IV	4	Science Requirement	3
	HON 202 Liberal Studies Seminar IV	4	IGS 300	3
	(See footnotes)		IGS 301, 302, 303, or 304[3]	3
			ART or MUS[4]	3
			ECO or POS[5]	3
			PSY or SOC[6]	3

[1] SPE 103 fulfilled through accumulation of 3 semester hours of credit from HON 101, 102, and 201 (1 semester credit hour each).

[2] ENG 101 fulfilled through accumulation of 3 semester hours of credit: from writing labs I–III, HON 143, 144, and 213.

[3] IGS 301, 302, 303, or 304 fulfilled though completion of HON core.

[4] ART 130 or MUS 130 fulfilled through completion of HON core.

[5] ECO 200 or POS 101 fulfilled through completion of HON core.

[6] PSY 200 or SOC 203 fulfilled through completion of HON core.

NOTE: All students completing the HON core are exempt from the Health Education or Physical Education activity course(s) required by the University.

HONORS CORE CURRICULUM

The Freshman Year

Liberal Studies Seminars I and II, HON 101 and 102, 4 semester credit hours each semester, make up the central course in the first year of studies. During a portion of the fall semester, students focus on the history of the ancient world from the dawn of civilization in Egypt and Mesopotamia to the classical periods of Greece and China. During a portion of the spring semester, students focus on the history of ancient Rome, India, and the medieval period of the Christian and Islamic worlds. The remainder of each semester is devoted to classroom discussion of excellent books from each period, as well as of European and African art. The instructor keeps the discussion focused, but the emphasis is always on student participation.

The Freshman Language Tutorial has two components:

1) HON 131 and 132 or HON 141 and 142—3 semester credit hours each semester—offer instruction in the elements of the grammar of Greek or Latin with particular application to translation; and
2) HON 143 and 144—1 semester credit hour each semester—are the English writing component, emphasizing composition and rhetoric.

The Mathematics-Science Tutorial, HON 121 and 122—4 semester credit hours each semester—begins with the first great work in mathematics, Euclid's *Elements*, and continues with the study of other major works in the history of mathematics, astronomy, physics, and the philosophy of science.

Electives—3–6 semester credit hours each semester—can be used for courses in such fields as Business, Computer Science, or English, or to begin a professional sequence of courses for areas such as engineering, medicine, dentistry, or law.

The Sophomore Year

Liberal Studies Seminars III and IV, HON 201 and 202—3 semester credit hours each semester—are a continuation of the freshman seminars. A portion of the fall semester is devoted to the study of history from the Renaissance to the American Revolution. A portion of the spring semester is devoted to the study of modern history beginning with the French Revolution. The remainder of each semester is devoted to classroom discussion of excellent books from each period. Again, the emphasis is always on student participation.

The Sophomore Language Tutorial, HON 211 and 212—4 semester credit hours each semester—deals with the history of English literature and the English language. The work of the first semester focuses on narrative literature from medieval English epics to modern African-American novels. The second semester focuses on lyric poetry from England, America, and other parts of the English-speaking world. The course content is some of the finest literature in the English language. Attention is also paid to the quality of student writing in HON 213 and 214—2 semester-credit hours each.

The Mathematics/Science Tutorial, HON 221 and 222—4 semester credit hours each semester—is a continuation of the freshman Mathematics/Science sequence. The fall semester focuses on the development of physics from Newton to quantum theory and Einstein's theory of relativity. The spring semester focuses on readings pertaining to the biological theory of evolution. Special attention is given to the writings of Darwin and to the discoveries of the genetic code in DNA.

Electives—3–6 semester credit hours each semester—may be used for in a variety of fields. LST courses offered as electives are: LST 241 and 242—3 semester credit hours each; LST 251 and 252—3 semester credit hours each; LST 351—3 semester credit hours; LST 352—3 semester credit hours; or any LST preceptorial (LST 331, 332, 431, or 432)—3 semester credit hours each.

HONORS LIBERAL STUDIES DEGREES

Students who complete the honors core can opt for an Associate of Arts in Liberal Studies (honors option). Students who major in Liberal Studies, who earn at least 128 semester credit hours, who successfully complete 30 semester credit hours in required LST courses or approved liberal studies electives (with a grade of "C" or better) in their junior and senior years, who pass the Senior Comprehensive Examination, and who meet all other University requirements will receive a Bachelor of Arts degree in Liberal Studies (Honors option). Alternatively, students can pursue a minor in liberal studies. Details of the requirements for the major and minor in liberal studies can be found below in the Liberal Studies Degrees section.

PRE-PROFESSIONAL PROGRAMS

KSU graduates applying to professional schools have the advantage of coming from an institution that emphasizes the liberal studies foundation in addition to specialized training. It is very important for students contemplating graduate school to continue their pursuit of liberal studies into the junior and senior years with the goal of achieving a liberal studies major or minor, even in conjunction with a specialized major. Among the selection criteria mentioned by the UK medical school is the following (1997–1998 *University of Kentucky Bulletin*):

> "Often the physician's ability to communicate effectively will determine the degree of success in the diagnosis and management of a patient's health. . . . Thus, consideration is given to the

communication skills demonstrated by each applicant. Communication is a two-way process and involves the ability to listen perceptively, as well as to speak and write clearly."

Regarding "Prelegal Study," the UK Law School has written that legal education "is not a technical or scientific training that builds upon a specific preparation in basic techniques and knowledge acquired in undergraduate school." Rather, legal education requires that students come having developed three fundamental capacities:

- "a thorough preparation in the use of language";
- "a comprehensive, exploratory undergraduate experience"; and
- the completion of a degree program in which the student will learn "to think clearly, form sound study habits, and have the opportunity to master the methodology and knowledge of a particular field under the guidance of experienced instructors."

These are precisely the skills developed by a liberal studies major or minor.

Many Whitney Young School of Honors and Liberal Studies students plan careers in a pre-professional program. Each of these students benefits from an advisor in the Honors School and in the pre-professional program. Many pre-medical students remain in the college to complete a major in liberal studies. Students majoring in Business, Biology, and Education can complete a minor in Liberal studies in four years. Liberal Studies curricula for pre-law students are listed in the following pages. Engineering students, who finish their final two years at another university, are often able to complete both an Associate of Arts degree in Liberal Studies and a Bachelor of Science degree in Applied Mathematics from Kentucky State University, and the engineering degree from the cooperating university.

LIBERAL STUDIES

In addition to the honors core, the Whitney Young School of Honors and Liberal Studies serves the University's liberal studies mission by offering major and minors, by housing the Integrative Studies program for the general core, and by the support activities of the Institute for Liberal Studies.

LIBERAL STUDIES DEGREES AND MINORS

Courses taken in study-abroad programs may be used to satisfy course requirements at the discretion of the School faculty.

Bachelor of Arts in Liberal Studies (Honors Option)

Students may pursue the Bachelor of Arts degree in Liberal Studies (Honors Option) having taken either the general liberal studies core or the honors core. The Liberal Studies major is often used as a preparation for law school, graduate school, or a business training program. Students may double major, combining a major in Liberal Studies with a major in some other field (such as Psychology or English).

Students pursuing the honors option Bachelor of Arts degree in Liberal Studies must satisfy the following requirements. They must complete a minimum of 128 semester credit hours, including a mandatory minor or second major, and the required courses in the major. The required courses are LST 301, 302, 311, 401, 421, and the Senior Essay—LST 441—which may represent any discipline and is the basis for the Comprehensive Examination. In addition, three semester credit hours must be selected from LST 241, 242, 251, 252, 331, 332, 351, 352, 431, 432, or 491. The remaining 6 credit hours may be selected from LST 241, 242, 251, 252, or any LST 300- or 400-level course, or from the acceptable liberal studies electives listed below. (LST 491 may be taken twice, and LST preceptorials covering differing topics may be taken twice or more.) Care must be taken to ensure that, together with the required minor (or second major), 45 credit hours of upper division courses are completed in accordance with rule III.M of the Academic Regulations and Policies. In addition, the student must demonstrate competency in the basic use of computers, either by satisfactory performance on the LST Computer Competency Exam, or the computer literacy portion of the Rising Junior Exam, or by passing any appropriate course in computer skills (e.g., COS 101, BUA 101).

Liberal Studies Electives Acceptable Toward a Major or Minor in the Whitney Young School of Honors and Liberal Studies

The courses listed below have been approved as acceptable electives toward a baccalaureate major or minor in Liberal Studies through the Whitney Young School of Honors and Liberal Studies. The prerequisites for some of these courses have been waived or modified for honors core students completing a major or minor in the School.

Art:	ART 201, 202; or any 300/400 level ART courses except ART 305, 319, 405, 419
Biology:	Any 300/400 level BIO courses except BIO 311, 321, 406, 490, 491, 493
Chemistry:	Any 300/400 level CHE courses
Criminal Justice:	CJE 303, 304
Economics:	ECO 301, 302, 321, 329, 420, or 425
English:	ENG 265; or any 300/400 level ENG courses except ENG 390, 433
French:	And 300/400 level FRE courses
History:	Any 300/400 level HIS courses
Integrative Studies:	Any 300 level IGS courses
Mathematics:	MAT 131 or 132; or any 300/400 level courses
Music:	MUS 201, 202, 251, 300, 303, 305, 306, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 333
Philosophy:	Any 300/400 level PHI courses
Physics:	PHY 211 or 212; or any 300 level courses
Political Science:	Any 300/400 level POS courses except POS 291, 391, 491, 499
Psychology:	Any 300/400 level PSY courses except PSY 402, 404, 499
Public Administration:	PUA 304, 400, 401, or 497
Sociology:	Any 300/400 level SOC courses except SOC 400, 490, 491, 492, 499
Spanish:	Any 300/400 level SPA courses
Theatre:	THE 305, 408

Liberal Studies Pre-Law Curriculum

The Association of American Law Schools defines Pre-legal Education as follows:

> "Shortly stated, what the law schools seek in their entering students is not accomplishment in mere memorization but accomplishment in understanding, the capacity to think for themselves, and the ability to express their thoughts with clarity and focus."

Although pre-law students can gain adequate preparation for law school with any strong major, they have found the liberal studies major especially valuable. A major in Liberal Studies provides excellent preparation for law school.

Bachelor of Arts in Liberal Studies
(Student-Designed Option)

Through the Whitney Young School, it is possible to earn a Bachelor of Arts degree following a specially-designed, individualized curriculum. A student-designed liberal studies curriculum permits a student to pursue a course of study that combines related subjects from different disciplines for the sake of some specific approved educational or career goal. The student-designed curriculum option is intended to serve students with special academic needs while maintaining a level of coherence and integrity in the course of study.

A student pursuing this degree must complete the University's Liberal Studies Requirements (or their equivalent through the Whitney Young School of Honors and Liberal Studies). By the end of the first semester of his or her junior year, the student should petition for permission to follow a student-designed curriculum. The general University requirement for a minimum of 128 semester credit hours for the Bachelor of Arts degree must be met. This petition will define and justify an interdisciplinary course of study. The petition must show specifically how the proposed course of study meets the student's academic goals, how those goals cannot be met by any traditional major at KSU, and how the proposed course of studies constitutes a coherently related set of courses that is the equivalent of a major. In addition, the petition must list the courses that make up the student-designed major; in effect, this would become the curriculum ladder for that major.

The student will submit this petition to his or her mentor or advisor, who will collaborate with the student in refining the proposal. The mentor or advisor will send the petition and his or her recommendation to the director of the Whitney Young School, who will transmit the petition and his or her recommendation to the dean of the dean of the College. The dean will transmit the petition and his or her recommendation to the Vice President for Academic Affairs. The proposal will not be an approved course of study until it has the written approval of the Vice President for Academic Affairs.

Bachelor of Arts in Liberal Studies
(General Studies Option)

The General Studies Option of the Bachelor or Liberal Studies degree provides an alternative four-year program for students who do not need or desire the academic specialization involved in traditional major or major/minor programs. This degree program allows reasonable latitude to satisfy individual interests and needs, including those of non-traditional students, while still adhering to the rigorous university standards for baccalaureate degrees. It operates in the spirit of the liberal studies mission of the University. In lieu of the major/minor required by traditional degree programs, the student must complete a broad area of concentration (such as, but not restricted to, arts, humanities, social and behavioral science, natural science, business, education, technology, health).

It is recommended that the student declare this major by the semester prior to graduation. The student declaring this major should go to the director of the Whitney Young School to be assigned an advisor who will work with the student to define the area of concentration and the appropriate advised electives.

Minimum Academic Requirements:

41	semester-credit hours of the General Education Core
12	semester-credit hours in the Integrative Studies
42	semester-credit hours of concentration
15	semester-credit hours of advised electives
15	semester-credit hours of free electives
3	semester-credit hours of COS 100 (or equivalent computer course)
128	total college-level undergraduate semester hours (of which 45 semester-credit hours must be in upper-level [300–400] courses)

Grade-point average of at least 2.0 overall.

Grade of "C" or better in all courses except free electives (which require grade of "D" or better)

Minor in Liberal Studies

Students may pursue a minor in Liberal Studies having taken either the general liberal studies core or the honors core.

A minor in Liberal Studies requires the completion of 18 semester credit hours. Specific course requirements include 4 semester credit hours selected from LST seminars (LST 301, 302, or 401); 6 semester credit hours selected from LST tutorials (LST 311 and 421); 3 or 4 semester credit hours may be selected from LST 241, 242,

251, 252, or any LST 300- or 400-level course; and 4 or 5 semester credit hours from LST 241, 242, 251, 252, or any LST 300- or 400-level course or from the list of approved electives below (which may be in the student's major). Courses taken in study-abroad programs may be used to satisfy LST course requirements at the discretion of the School faculty.

Minor in International Studies

In view of the emergence of a new world order and of an increasing international interdependence, students at Kentucky State University need to be prepared to participate in this new world. They need to be exposed to an international curriculum, one which enables them to interact effectively with people from other countries, one which enables them to understand and appreciate a culture other than their own, and one which enables them to compete effectively in a global arena.

In view of the above, Kentucky State University offers a minor program in International Studies. A minor in International Studies requires the completion of 21 semester credit hours. To pursue an International Studies minor, students must take a preliminary language proficiency test in French, Spanish, or (by petition) another language relevant to the focus area. The minor includes a course in Geography (GEO 102) and a two-semester foreign language course sequence (FRE/SPA 375 and FRE/SPA 376, or another approved language), or demonstrated proficiency beyond the intermediate level. The remaining 12 semester hours for the minor are carefully selected from a list of approved courses emphasizing an international perspective. The following is a list of approved courses: ART 303, 308; ECO 329, 425; ENG 313; FRE 311, 312, 413; GEO 102, 212; HIS 365, 366, 424; IGS 301, 303; JPN 171; MGT 470, 490; POS 301, 462, 464; PUA 304, 404; SOC 303, 304; SPA 401, 402; SPE 302; LST 491; Special Topics (including LST 331, 332, 431, 432 with international emphasis). The School has offered a wide range of Special Topics with an international perspective, which are made available according to student interest: for example, courses on Islam, Hinduism and Buddhism, African history and philosophy, and issues related to international development and the environment.

Associate of Arts in Liberal Studies (Honors Option)

The seminar-based honors program option emphasizes careful reading and discussion of books related to literature, history, philosophy, theology, mathematics, and sciences. The program concentrates on the pursuit of knowledge and the development of critical thinking and writing skills through the use of tutorials and seminars.

To satisfy the requirements for the Associate of Arts in Liberal Studies through the seminar-based honors program option, a student must complete a minimum of 67 semester credit hours. The required courses are HON 101, 102, 121, 122, 141, 142 (HON 131 and 132 can substitute for HON 141 and 142), 143, 144, 201, 202, 211, 212, 221, and 222; and 19 semester credit hours of advised electives. Science majors can substitute HON 121, 122, 221, and 222 (excluding biology majors, who must take HON 222) with courses in the College of Mathematics, Science, Technology, and Health; and Pure Mathematics majors and Computer Science majors (Mathematics option) can substitute HON 122 and 221 with courses in the College of Mathematics, Sciences, Technology, and Health. In addition, the student must demonstrate competency in the basic use of computers, either by satisfactory performance on the LST Computer Competency Exam or the computer literacy portion of the Rising Junior Exam, or by passing any COS course or any appropriate course in computer skills (e.g., BUA 101). With the exception of the 19 semester credit hours of advised electives, all courses in the Associate of Arts degree in Liberal Studies through the seminar-based honors program option are defined as major area courses, and all academic requirements for graduation are applicable as defined in this Catalogue.

Associate of Arts in Liberal Studies (General Core Option)

The general liberal studies core option affords the student an opportunity to focus on a program which is broad based and is designed as a transfer program to complete a baccalaureate degree. By completing the general liberal studies core option, a student can satisfy the University's Liberal Studies Requirements toward a baccalaureate degree while incorporating the skills of critical thinking and reasoning, oral and written communication, and an appreciation of the arts.

To satisfy the requirements for the Associate of Arts in Liberal Studies through the general liberal studies core option, a student must complete a minimum of 65 semester credit hours. The required courses are ART 130 or MUS 130; BIO 101; ECO 200 or POS 101; ENG 101, 102, and 211; 6 semester credit hours of foreign language; HED 221 or PHE Activity Courses; HIS 103; IGS 200 and 201; MAT 111; PHI 200; PSY 200 or SOC 203; SPE 103; 15 semester credit hours of advised electives at the 100/200 level; and 3 semester credit hours of natural science selected from BIO 112, CHE 109, PHY 111, and PHS 201. In addition, the student must demonstrate competency in the basic use of computers, either by satisfactory performance on the LST Computer Competency Exam or the computer literacy portion of the Rising Junior Exam, or by passing any COS course, or by passing any appropriate course in computer skills (e.g., BUA 101). With the exception of the 15 semester credit hours of advised electives, all courses in the Associate of Arts

degree in Liberal Studies through the general liberal studies core option are defined as major area courses, and all academic requirements for graduation are applicable as defined in this Catalogue. Students who have chosen to complete the general liberal studies core option may enroll in Whitney Young School of Honors and Liberal Studies courses which have been approved as equivalents of the University's Liberal Studies Requirements.

INTEGRATIVE STUDIES

Integrative Studies is a basic component of the 53 semester credit hour Liberal Studies Requirements. It elicits from faculty and students a commitment to analyze and interpret a body of knowledge that links the perennial questions of human life with the greatest works of history, literature, art, philosophy, and the sciences. It challenges faculty and students to view learning as an integrative process by suggesting conceptual bridges which span historical moments, cultural perspectives, and various disciplines of study.

Integrative Studies emphasizes critical and analytical ability in dealing with events, individuals, ideas, artifacts, and texts that have contributed to human achievements. The program consists of seven seminars, four of which are required of all baccalaureate degree-seeking students not enrolled in the Whitney Young School of Honors and Liberal Studies. Three of these courses (IGS 200, 201, and 300) are organized as a sequence, giving students the opportunity to encounter a variety of cultural and intellectual perspectives. The sequence begins with ancient civilizations in Mesopotamia, Egypt, India, China, and Greece and extends to the 20th century. The fourth course required is selected by the student from courses exploring specific world cultures (IGS 301, 302, 303, or 304). In addition to those required courses, Integrative Studies also offers a Senior Seminar (IGS 499) for students who are interested in exploring a specific interdisciplinary theme. The program became an integral part of the curriculum in the fall of 1983. Faculty from all disciplines are invited to participate. Completion of ENG 101 with a grade of "C" or better is a prerequisite for all IGS courses.

The number of Integrative Studies semester credit hours required of transfer students varies in accordance with the number of transfer credit hours accepted by the University toward fulfillment of graduation requirements. The University follows the guidelines for the transfer of general education requirements as established by the Kentucky Council on Postsecondary Education. Transfer students should read the section of the Catalogue that deals with the transfer of credits, particularly the section discussing the "33-Hour Core Component" of the Certification of General Education Blocks. It is the basis for the Integrative Studies requirements for transfer students.

- All students entering the University with 30 or fewer semester credit hours must successfully complete 12 semester credit hours of Integrative Studies.
- Students entering the University with more than 30 but fewer than 45 semester credit hours must successfully complete 9 semester credit hours of Integrative Studies.
- Students entering the University with more than 44 but fewer than 60 semester credit hours must successfully complete 6 semester credit hours of Integrative Studies.
- Students entering the University with 60 or more semester credit hours must successfully complete 3 semester credit hours of Integrative Studies.

Students who transfer with courses similar to the University's Integrative Studies offerings may be exempted from these courses, with the consent of the Coordinator of Integrative Studies or the Director of the Whitney Young School of Honors and Liberal Studies. Those exemptions will be determined on an individual basis.

INSTITUTE FOR LIBERAL STUDIES

The Institute for Liberal Studies provides leadership in the continuous development and implementation of a comprehensive program in liberal studies. It seeks to enhance the mission of the University through academic and scholarly activities, focusing on the intellectual enrichment of faculty and students.

The numerous functions of the Institute for Liberal Studies include the production of an annual interdisciplinary conference attracting scholars from all over the nation and the world. The Institute publishes selected lectures which are made available to a broad readership that participates in the ongoing national debate on liberal studies. Finally, the Institute sponsors a summer institute designed to improve teaching in liberal studies areas. The Institute for Liberal Studies was created to provide opportunities for developing activities which are of direct interest to the interdisciplinary community of scholars at Kentucky State University, in the nation, and worldwide.

COLLEGE OF MATHEMATICS, SCIENCE, TECHNOLOGY, AND HEALTH

The College of Mathematics, Science, Technology, and Health is committed to providing a dynamic and stimulating learning environment where a combination of classroom instruction and laboratory, and in some cases, clinical work prepares students for the worldwide nature of the nursing, science, and mathematics professions. The College houses undergraduate and graduate programs which educate students to become professionals who are able to adapt to societal change, to communicate effectively, and to be highly educable. The College of Mathematics, Science, Technology, and Health offers programs of study leading to the Associate in Applied Science, Bachelor of Science, and Master of Science degrees. Whether students major in Biology, Chemistry, Computer Science, Applied Information Technology with options in Web Development and Network Engineering, Industrial Technology (Computer Graphics and Multimedia Production Technology or Computer Electronics Technology), Mathematics, Nursing, Pre-Engineering, or Education, they benefit from a curriculum that features in-depth major courses and substantial training in Liberal Studies.

Mission

The Mission of the College of Mathematics, Science, Technology, and Health is to provide quality undergraduate education in Biology, Chemistry, Computer Science, Applied Information Technology, Industrial Technology (Computer Graphics and Multimedia Production Technology or Computer Electronics Technology), Mathematics, Nursing, Pre-Engineering, and Education; and to produce graduates who are well prepared to practice in their field of study and/or to pursue advanced education. This mission is also relevant for the graduate programs in Aquaculture/Aquatic Sciences and Computer Science Technology.

General Objectives

The primary objectives of the College are:

- To maintain and continually strive to improve the quality of instruction in all academic areas.
- To prepare students to enter professional careers in the public and private sectors or to continue their education beyond the baccalaureate level in professional or graduate school.

Organization of the College

The College of Mathematics, Science, Technology, and Health is an academic unit of Kentucky State University administered by the Dean with the support of four Chairpersons. It is organized into four academic units:

Division of Aquaculture
Division of Computer and Technical Sciences
Division of Mathematics and Sciences
School of Nursing

Graduate Study Opportunities

The College also offers programs leading to the Master of Science in Aquaculture/Aquatic Sciences and the Master of Science in Computer Science Technology. These programs are discussed in more detail in the Graduate Programs section of this Catalogue.

DIVISION OF MATHEMATICS AND SCIENCES

Inquiry into the nature of physical phenomena is among the most persistent of human concerns. During the past century, both the scope and pace of such inquiry have broadened and accelerated, and its influence on our civilization has become pervasive. The discoveries and consequences of scientific inquiry have profoundly affected the human race—both in daily life and in practically all domains of intellectual life.

The Division of Mathematics and Sciences believes that an understanding of mathematics and the sciences is an indispensable part of a sound education. Coursework in the Division provides students with instruction that addresses fundamental issues in the broad range of scientific inquiry. The Division seeks to instill in students an appreciation of critical thinking as well as knowledge of specific subjects. Students who decide to major in one of the disciplines of the Division undertake specialized study and research in their selected fields.

The Division offers majors in Biology, Chemistry, and Mathematics. The major in Biology includes three options: General Biology, Pre-Professional, and Biology with Teaching Certification. The major in Mathematics includes three options: Applied Mathematics/Pre-Engineering, Pure Mathematics, and Mathematics with Teaching Certification. The major in Mathematics leads to a Bachelor of Arts degree, and the each of the others leads to a Bachelor of Science degree. Minors are offered in Biology, Chemistry, Mathematics, and Physics. (See the School of Education sub-section of the College of Professional Studies section in this Catalogue for more details on the certification programs.)

Students majoring in Applied Mathematics/Pre-Engineering pursue a five-year curriculum leading to two degrees: a Bachelor of Arts degree in Engineering from the University of Kentucky, the University of Maryland at College Park, Vanderbilt University, or Florida A & M University and a Bachelor of Arts Degree in Applied Mathematics from Kentucky State University. More information about this program may be found in the subsection describing the Mathematics offerings or by contacting the Chairperson of the Division of Mathematics and Sciences.

The Division offers a curriculum leading to the Bachelor of Science degree in programs related to the health professions. Students interested in medicine, optometry, physical therapy, pharmacy, or other allied health fields should consult the chairperson of the Division of Mathematics and Sciences or the Pre-health professions advisors. The following section of this Catalogue describing allied health offerings also contains information relevant to these fields.

NOTE: Students must complete all prerequisite courses in the Division of Mathematics and Sciences with a grade of "C" or better before they may attempt the next course in a course sequence.

ALLIED HEALTH AND PRE-HEALTH PROGRAMS

Allied Health

Allied Health offerings at Kentucky State University include pre-physical therapy, pre-cytotechnology, pre-nuclear medicine technology, pre-optometry, and pre-pharmacy. For these programs, the Division offers coursework that prepares students for admission to upper- level courses at a university with an accredited program toward the degree.

Medicine and Dentistry

The Division offers uniquely attractive programs for Kentuckians interested in entering medical or dental schools. The medical and dental school of the University of Louisville offer admission each year to a number of qualified Kentucky State University graduates not exceeding three percent of the professional schools' entering classes. Kentucky State University students benefit from this arrangement because they compete for admission only with other qualified applicants from Kentucky State University. No other college or university in Kentucky has been given this opportunity to establish such an advantageous program for its students.

Students must fulfill specific requirements to qualify for admission to a medical or dental school under this program. They include the following:

- Any major is acceptable, but students must complete at least one year of biology with laboratory, one year of general chemistry with laboratory, one year of organic chemistry with laboratory, one year of physics with laboratory, one year of college mathematics or one semester of calculus, one year of English, and other courses that will help assure success, such as those in advanced communication skills, logic, or computer science, and psychology.
- A minimum grade-point average of 3.4 in all science courses and a minimum cumulative grade-point average of 3.4 are required for medical school. A minimum grade-point average of 3.0 in all science courses and a cumulative grade-point average of 3.0 are required for dental school.

- At least 24 out of 40 points on the non-academic portion of the Total Performance Index are required. These points are determined by the medical schools in the following categories, each of which has 10 possible points: humanitarian, cultural, and service activities; letters of recommendation from pre-medical advisors and others; interpersonal and/or group leadership; underrepresented minorities; and special avocational, artistic, or other professional accomplishments, as well as residency in medically or dentally under-served areas of Kentucky.
- Students must take the Medical College Admission Test (MCAT) or Dental Admission Test (DAT) for reporting purposes; however, these examinations will not be used as admission criteria for students applying through the cooperative program.

Academic advisors at Kentucky State University work closely with pre-medical and pre-dental students to ensure that they fulfill all of the requirements for admission to professional schools.

Students who need more information about these programs should consult the Chairperson of the Division of Mathematics and Sciences or the Pre-Health Professions advisors as early in their academic careers as possible.

Veterinary Medicine

No colleges or universities in the Commonwealth of Kentucky offer training in veterinary medicine. However, the Kentucky Council on Postsecondary Education administers a Southern Regional Education Board Program in Kentucky through which qualified Kentucky resident students may be accepted to the veterinary medicine schools of Auburn University and Tuskegee University. (At the time of publication of this Catalogue, the Council had contracted for 36 entering spaces annually: 34 at Auburn and two at Tuskegee.)

Students accepted under the regional plan are relieved of the obligation of paying out-of-state fees, and their expenses are identical to those of in-state students. Formal applications must be filed through the Council on Postsecondary Education, which reviews these applications and submits those selected to Auburn or Tuskegee for admission approval. Any student interested in veterinary medicine should have completed 80 semester credit hours of pre-professional training with a minimum grade-point average of 2.5; however, preference is given to those students who have satisfied the requirements for a baccalaureate degree.

Interested students should consult the Chairperson of the Division of Mathematics and Sciences or the Pre-Veterinary Professions Advisor for further details and requirements.

Optometry

Optometry is the profession of examining the eyes for defects and faults of refraction, and prescribing corrective lenses or exercises.

The Commonwealth of Kentucky sponsors a program that enables 15 qualified pre-optometry students who are Kentucky residents to gain admission each year to the Southern College of Optometry in Memphis, Tennessee, and the optometry schools of Indiana University and the University of Alabama at Birmingham. Eight entering spaces are reserved at Southern, four at Indiana University, and three at the University of Alabama at Birmingham.

Suggested pre-optometry courses include: ART 130 or MUS 130; BIO 111, 210, 301, 302, and 303; CHE 101/110, 102/120, 301/310, and 302/320; COS 100; ENG 101 and 102; HIS 103; MAT 115, 120, and 131; IGS 200, 201, 300, and 301, 302, 303, or 304; PHY 207 and 208; PSY 200 and 300; SOC 203; SPE 103; and two semesters of a foreign language; 6–7 hours of electives selected from BIO 307, 317, 318, or 408.

In order to be admitted, applications for admission must be submitted two semesters in advance of completion of the pre-optometry requirements and will be acted upon if the transcripts show a reasonable possibility that all requirements will be met. Each applicant is required to take the Optometry Admission Test, which is designed to measure general academic ability and scientific knowledge. Students who have a baccalaureate degree with a major in a science field are often fully prepared for admission to a School of Optometry. Those with a degree in a non-science field may be required to take additional coursework.

Pharmacy

Pharmacy is the profession of providing direct input into overall patient drug management. The pharmacist reviews updated patient medication profiles on a daily basis, makes rounds with teams, provides drug information, assists during emergency situations, and instructs pharmacy residents in direct provision of clinical services. The in-patient pharmacy employs a computerized unit dose drug distribution system, a hospital-wide intravenous admixture program, and satellite pharmacies in intensive care units and hematology-oncology units.

Suggested pre-pharmacy courses include: ART 130 or MUS 130; BIO 111, 210, 301, 302, and 303; CHE 101/110, 102/120, 301/310, and 302/320; COS 100, ECO 201, ENG 101, 102, and 211; HIS 103; MAT 115 and 120; IGS 200, 201, 300, and 301, 302, 303, or 304; PHY 207 and 208; PSY 200 and 300; SOC 203; SPE 103; two

semester of a foreign language; 10–12 hours of electives selected from BIO 220, 318, 408, or CHE 315/350.

The professional portion of the curriculum will be completed at an accredited institution which will grant the degree or certificate. In order to be admitted, students must meet the following admission requirements:

1) Have a minimum cumulative grade-point average of 3.0 or better;
2) Have a minimum grade-point average of 3.0 or better in all science courses; and
3) Have completed the Pharmacy College Admission Test (PCAT) and score at least 300 (out of a possible 600).

Interested students should maintain close contact with the Division's Pre-Health Professions advisors or the chairperson of the Division of Mathematics and Sciences.

Physical Therapy

Physical therapy is a profession dealing with the development and administration of programs of care to restore motor function, relieve pain, and prevent disability in individuals whose abilities are threatened by disease, injury, loss of a body part, or conditions existing at birth. Evaluation includes performing and evaluating tests to determine the extent of injury, the cause of dysfunction, and the selection of appropriate therapeutic procedures.

Coursework including: ART 130 or MUS 130; BIO 111, 210, 220, 301, and 303; CHE 101/110 and 102/120; COS 100; ECO 200 or POS 101; ENG 101, 102, and 211; HED 221 or two PHE courses; HIS 103; MAT 115 and 120; IGS 200, 201, 300, and 301, 302, 303, or 304; PHE 330 and 331; PHY 207 and 208; PSY 200 and 410; SOC 203; SPE 103; two semester of a foreign language; 8–9 hours of electives selected from ADM 100, ADM 103, BIO 304, EDU 221, FNU 104, HED 107, PHE 324, or PSY 300.

The baccalaureate degree program in physical therapy is taught at the senior level requiring 2–3 years of pre-professional education for admission. In order to be admitted, students must meet the following requirements:

1) Have a cumulative grade-point average of 2.5 or better;
2) Have a cumulative grade-point average of 2.5 or better in the natural sciences;
3) Complete four of seven required semesters of science and mathematics by date of application;
4) Complete all prerequisite science and mathematics courses with a minimum grade of "C" or better;
5) Show evidence of 25 clock hours of work or volunteer experience related to physical therapy or patient care;
6) Have the physical ability to perform tasks required of physical therapists; and
7) Have a personal interview with the admission committee.

Interested students should maintain close contact with the Division's Pre-Health Professions advisors or the chairperson of the Division of Mathematics and Sciences.

BIOLOGY

Biology is the scientific study of living systems. The importance of biology in today's world is self-evident. Biology instruction at Kentucky State University provides students with a basic knowledge of the field. The curriculum includes the study of organismal diversity, cell biology, physiology, genetics, evolution, and ecology. Students are encouraged to master basic principles of scientific inquiry while familiarizing themselves with the traditional aspects of a sound liberal education.

The Division of Mathematics and Sciences offers programs leading to the Bachelor of Science degree in Biology with three options: General Biology, Pre-Professional, and Biology with Teacher Certification. Details on the former may be found elsewhere in this Catalogue in the sub-section on the School of Education of the College of Professional Studies section. A minor in Biology is also offered.

Major in Biology

The Biology curriculum is well suited for the student who plans to enter the workforce immediately upon graduation or intends to continue his or her course of study in graduate, medical, or dental school.

General Biology Option

The student who majors in General Biology must complete a minimum of 128–140 semester credit hours, including the University's Liberal Studies Requirements (with BIO 111 in place of BIO 101) and the following 27–30 semester credit hour Biology core course requirements: BIO 115, 210, 212, 302, 303, 307, 316, 401, 408, and 410; and at least 10 semester credit hours of Biology electives selected from BIO 301, 304, 305, 308, 309, 315, 317, 318, 399, 410, 415, 417, 491, 493, 495, or HON 222; courses with the prefix AQU may also be used as electives. The Biology major must earn a "C" or above in the core and elective courses and in the following required 37 semester credit hours of support courses: CHE 101/110, 102/120, 200, and 315/350; MAT 120 and 131; and PHY 207 and 208. The program requires the completion of 6 semester credit hours of free electives and 3 semester credit hours of limited electives at the 300/400 level.

Students who intend to major in the General Biology Option are required to take BIO 111 and CHE 101 instead

of other natural science electives of the Liberal Studies Requirements.

Pre-Professional Option
Students planning to attend medical, dental, or veterinary school must replace CHE 200 with CHE 301/310 and 302/320 in the curriculum of the General Biology Option.

Teacher Certification Option (Grades 8-12)
A minimum of 138–139 semester credit hours is required for a major in Biology with high school teacher certification. In addition to the University's Liberal Studies requirements (with BIO 111 and MAT 115 in place of BIO 101 and MAT 111, and CHE 101 instead of other natural science electives), students must complete a Biology core of 25 semester credit hours (BIO 210, 212, 302, 303, 307, 316, 401, and 408); 5–6 semester credit hours of Biology electives selected from BIO 301, 304, 305, 308, 309, 315, 316, 317, 318, or 410; a 4-semester-credit-hour Chemistry course (CHE 102/120); 36 semester credit hours of Professional Education courses (EDU 202, 203, 302, 303, 304, 310, 413, 430, and 494); a 4-semester-credit-hour Mathematics course (MAT 120); 8 semester credit hours of support courses in Physical Sciences; PHY 207 and PHY 208 are strongly recommended; and 3 semester credit hours of free electives.

For specific requirements to receive teacher certification, interested students should consult the Catalogue section under the School of Education. Students seeking teacher certification should refer to the admission criteria and procedures included in the College of Professional Studies section of this Catalogue.

Minor in Biology
A minor in biology requires the completion of a minimum of 21 semester credit hours in Biology. A student pursuing a minor in Biology will be required to successfully complete BIO 111, 210, and 212. Additional courses are chosen from the remaining core requirements (BIO 302, 303, 307, 316, 408). One course may be selected from the biology electives to complete the required 21 semester credit hours. BIO 401 and 410 can be taken, but they cannot be used as part of the required 21 semester credit hours for a minor in Biology.

CHEMISTRY
The science of chemistry is concerned with the structure, composition, and reactions of matter. Chemistry instruction at the University is designed to familiarize the student with current views of these concepts. The relevance of chemistry is readily apparent, for the universe and the life forms it contains are chemical systems undergoing specific chemical reactions. To understand the universe and ourselves, it is necessary to understand the laws governing these chemical systems. A deeper knowledge of chemistry is necessary to solve many of humanity's problems: feeding the hungry, healing the sick, and bettering living conditions in general. Coursework in chemistry at Kentucky State University considers both experimental and theoretical topics and emphasizes their interdependence.

A minimum of 128 semester credit hours is required to earn the Bachelor of Science degree in Chemistry. A minor in chemistry is also offered.

Major in Chemistry
The courses required for a major in chemistry are CHE 101/110, 102/120, 301/310, 302/320, 303, 407, 409, 412, 414, and either 401 or 402 (a total of 37–40 semester credit hours). BIO 401 (Biology Seminar) may substitute for CHE 402 (Chemistry Seminar). The support courses required for a major in Chemistry are COS 101 or 108; MAT 131 and 132; one additional mathematics course above MAT 132; and two physics courses from two options: PHY 211/212 or PHY 207/208 (a total of 24–26 semester credit hours). The calculus-based physics is preferred for graduate study in chemistry. The student must earn a grade of at least "C" in the required and support courses. Up to 10 hours of electives at the 300/400 level may be required to meet the minimum of 45 semester credit hours of upper-level courses required for graduation.

Minor in Chemistry
A minor in chemistry requires the completion of 20 semester credit hours. Specific course requirements include CHE 101/110, 102/120, 301/310, and 302/320; the remaining 4 semester credit hours must be selected from CHE 303, 315/350, 407, and 412.

MATHEMATICS AND PHYSICS
Knowledge of mathematical facts and procedures is indispensable to a satisfactory understanding of every field of science. This is true for both the physical and biological sciences, and even the humanities are influenced by the traditions of mathematical knowledge. Mathematical skills and processes are central to the development and practice of critical thought and expression. Physics is the science that seeks to employ mathematics to explain the universe and its phenomena. Courses in mathematics and physics at Kentucky State University are designed to integrate theoretical and practical topics.

The Division of Mathematics and Sciences offers a Mathematics degree with three options: Pure Mathematics, Applied Mathematics/Pre-Engineering, and Mathematics with Teaching Certification. Minors in Mathematics and Physics are also offered.

All students entering Kentucky State University who have not met the Liberal Studies Requirements for

Mathematics (by a transfer course from another university or college) are placed in appropriate Mathematics courses on the basis of their composite Mathematics ACT or Mathematics Placement Exam scores.

Applied Mathematics/Pre-engineering Option

The Applied Mathematics (Pre-Engineering) Option is a five-year course of study offered jointly by Kentucky State University and four other universities. Students in this program attend Kentucky State University for three years of study in the pre-engineering area of their choice, and then transfers to the second institution for two additional years of work. A student currently may choose the University of Kentucky, the University of Maryland at College Park, Vanderbilt University, or Florida A & M University. Upon successful completion of the first year at the second institution, students are awarded the Bachelor of Arts degree in Mathematics by Kentucky State University. Students are awarded the Bachelor of Science degree in their selected fields of engineering by the second institution after the final year of study.

A minimum of 128 semester credit hours is required for a major in Applied Mathematics/Pre-Engineering. In addition to the University's Liberal Studies requirements (with MAT 131 in place of MAT 111 and PHY 211 in place of a natural sciences requirement), courses required for the specific engineering fields are as follows:

Agricultural Engineering: BIO 111, MAT 131, 132, 210, 231, 232, 315 or 321; CHE 101/110, 102/120; COS 108; PHY 211, 212, 311, 320, 340, 361, and 390; and INT 208.

Chemical Engineering: MAT 131, 132, 210, 231, and 232; CHE 101/110, 102/120, 301/310, 302/320, 407, and 408; COS 108; PHY 211, 212, 311, 340, 361, and 390.

Civil Engineering: MAT 131, 132, 210, 231, 232, 315 or 321; CHE101/110, 102/120; COS 108; PHY 211, 212, 311, 320, 340, 361 and 390; and INT 208.

Electrical Engineering: MAT 131, 132, 210, 231, 232, 315 or 321; CHE 101/110, 102/120; COS 108, PHY 211, 212, 311, 320, 340, 361, and 390; and INT 208.

Materials Engineering: MAT 131, 132, 210, 231, 232, 315 or 321; CHE 101/110, 102/120, 201/210, 202/220; COS 108; PHY 211, 212, 311, 340, 361, and 390; and INT 208.

Mechanical Engineering: MAT 131, 132, 210, 231, 232, 315 or 321; CHE 101/110,102/120; COS 108; PHY 211, 212, 311, 320, 340, 361, and 390; and INT 208.

Mining Engineering: MAT 131, 132, 210, 231, 232, 315 or 321; CHE 101/110, 102/120; COS 108; PHY 211, 212, 311, 320, 340, and 390; and INT 208.

It should be noted that each engineering specialization has its own curriculum. A copy of the curriculum ladder and/or more detailed information may be obtained from the chairperson of the Division of Mathematics and Sciences or the pre-engineering advisors.

All cooperating universities offer degree programs in the following engineering fields: chemical, civil, electrical, and mechanical. In addition, the following specialities are offered at the universities indicated: aerospace (UM); agricultural (UK, UM); biomedical and environmental (Vanderbilt); fire protection (UM); materials, mining (UK); and transportation (Vanderbilt). Descriptions of courses required at the University of Kentucky, the University of Maryland at College Park, Vanderbilt University, and Florida A & M University may be found in those universities' catalogues.

Students interested in engineering should note that, due to possible changes in the engineering accreditation standards and possible curriculum changes at the cooperating universities, some courses in the curriculum may change periodically. It is essential that students interested in engineering maintain close contact with the Pre-engineering advisors in the Division of Mathematics and Sciences.

Students majoring in the Applied Mathematics/Pre-Engineering option and taking their liberal studies through Whitney Young College may have to take additional courses at the engineering institution.

Pure Mathematics Option

The requirements for the major in Pure Mathematics Option in addition to the University's Liberal Studies requirements (with MAT 131 in place of MAT 111 and PHY 211 instead of other natural science requirement) are: MAT 132, 210, 231, 232, 300, 401, 403, 411, and 460; MAT 402 or 404; and four additional Mathematics electives selected from MAT 307, 312, 315, 321, 326, 402, 404, 415, or 470. All required and elective courses must be completed with a grade of "C" or better. On the basis of placement test scores, students may also be required to complete MAT 095, 097, 115, or 120. Majors in Mathematics are required to complete, as support courses, COS 108, PHY 211 and 212 with a grade of "C" or better in each of these courses. This curriculum requires a minimum of 46 semester credit hours of mathematics and a minimum total of 128 semester credit hours. The comprehensive exit assessment is completion of MAT 460 with a grade of "C" or better.

Mathematics with Secondary Teaching Certification Option

A minimum of 128 semester credit hours is required for a major in Mathematics with high school teacher certification. In addition to the University's Liberal Studies require-

ments (with MAT 131 and PHY 211 in place of MAT 111 and other natural science requirements), students must complete 32 semester credit hours of mathematics courses (MAT132, 210, 300, 231, 307, 321, 326, 401, 403, and 460); COS 108; 36 semester credit hours of professional education courses (EDU 202, 203, 302, 303, 304, 310, 411, 430, and 494); a 3-semester-credit-hour mathematics elective selected from MAT 232, 312, 315, 402, 404, 411, 415, and 470; 5 semester credit hours of Physics courses (PHY 211 [recommended] or 212) and 3 semester credit hours of free electives. The students must earn a grade of "C" or better in all the courses listed above with the exception of the free electives. For specific requirements for teacher certification, interested students should consult the Catalogue section under the School of Education. Students seeking teacher certification should refer to the admission criteria and procedures included in the College of Professional Studies section of this Catalogue.

Minor in Mathematics

A minor in Mathematics requires the completion of 19 semester credit hours. Specific course requirements include MAT 131, 132, 231; and the remaining 6 semester credit hours must be selected from 300/400 level Mathematics courses.

Minor in Physics

A minor in Physics requires the completion of at least 20 semester credit hours. Specific course requirements include PHY 211, 212, and 361. Students must choose two courses from PHY 311, 320, 340, and, with department approval, PHY 390.

DIVISION OF AQUACULTURE

Minor in Aquaculture

Aquaculture is the rearing of aquatic organisms under controlled or semi-controlled conditions. Interest in aquaculture has increased world-wide as fish consumption has increased concurrently with decreasing catches of wild fish. In Kentucky and the southern United States, aquaculture production focuses on raising freshwater species commercially. Aquaculture instruction at Kentucky State University will provide students with basic knowledge in fish nutrition, diseases, and physiology, as well as practical experience in aquaculture production of freshwater aquatic organisms such as catfish, paddlefish, freshwater shrimp, and others being studied at the University's aquaculture research facility. Courses in the minor are taught by faculty who are active researchers in the University's aquaculture program. The minor provides training sufficient to support further study at the graduate level and enough practical aspects for the student who plans to enter the work force immediately upon graduation.

A minor in Aquaculture requires the completion of 19 semester credit hours. Specific course requirements include AQU 411, 421, 422, 460 and at least 1 semester credit hour of AQU 491. The remaining 1–4 semester credit hours required for a minor in Aquaculture must be satisfied by completing 1 or more additional Aquaculture courses.

DIVISION OF COMPUTER AND TECHNICAL SCIENCES

Due to the tremendous growth in the technological sector, the need for graduates with marketable computer skills has grown exponentially. The major goal of the faculty in the Division of Computer and Technical Sciences is to provide students with the advanced conceptual framework and the technical expertise required to meet these new developing markets. Within this academic division, students can pursue degrees in Computer Science or Applied Information Technology, Computer Graphics and Multimedia Production Technology, or Computer Electronics Technology. Graduates of each of these programs are highly sought after by sophisticated business and industry computer corporations. Future University graduates must adapt to the continually evolving, world-wide technological environment. Graduates of these programs develop the life-long computer skills that enable them to advance in this and future professional markets.

COMPUTER SCIENCE

The Computer Science program offers courses leading to the Bachelor of Science degree in Computer Science. Students pursuing a bachelor's degree select either the Business, Mathematics, or Information Security option. Courses in these options focus on computer programming, hardware organization, systems design and analysis, database, algorithmic development, computer networks and telecommunications, artificial intelligence, computer security, network security, and information processing.

The Bachelor in Computer Science Degree

The baccalaureate degree program in Computer Science is modeled in accordance with guidelines established by the Accreditation Board for Engineering and Technology (ABET). Students pursuing this program study a range of courses designed to prepare them for careers in business and industry as systems design and analysis, computer security, database, or network professionals or for advanced study in graduate schools. Students will learn skills in programming, systems, information security, databases and networking components.

To satisfy the requirements for the Bachelor of Science degree in Computer Science (Business Option), students must complete a minimum of 128 semester credit hours. The required core courses are COS 107, 108, 109, two 1-credit courses from COS 120–130, 200, 232, 300, 301, 302, 310, 340, 410 and 470; COS 400 or 415; PUA 322 or a computer science elective at the 300/400 level; and 6 semester credit hours of computer science electives at the 300/400 level. Students will also take 6 semester credit hours of free electives; ENG 216; 6 semester credit hours in the natural sciences; and 15 semester credit hours of support courses: ACC 201 and 202; ECO 311 and 321; and MAT 125.

To satisfy the requirements for the Bachelor of Science degree in Computer Science (Mathematics Option), a student must complete a minimum of 132 semester credit hours. The required core courses are COS 107, 108, 109, 200, 300, 301, 302, 310, 340, 350, and 410. In addition, students take 6 semester credit hours of Computer Science electives at the 300/400 level. Students must also complete 3 credit hours of a general elective; 6 semester credit hours of general electives at the 300/400 level; a minimum of 15 semester credit hours in the natural sciences; and 20 semester credit hours of support courses: MAT 120, 131, 132, 321, one 300/400 level math elective, and one mathematics or computer science elective at 300/400 level.

To satisfy the requirements for the Bachelor of Science degree in Computer Science (Information Security Option), students must complete a minimum of 128 semester credit hours. The required core courses are COS 107, 108, 109, five 1-credit courses from COS 120–130, COS 200, 232 or 242, 300, 301, 302, 310, 340, 410, 470, 481, 482, 483, 484 or 485, and 6 semester credit hours of computer science electives at the 300/400 level. Students will also take 9 semester credit hours of free electives; ENG 216; 6 semester credit hours in the natural sciences; and MAT 125.

In each of the three options, 6 hours of free 300/400-level electives may be used for an internship in the field of technology, or for information security courses, or for any other upper-level courses to strengthen students' technological skills.

Students must also complete 44 University-required Liberal Studies credits. The University oral competency requirement will be satisfied with the completion of COS 300 and COS 410.

Students desiring to minor in Computer Science must complete 21 semester credit hours. Specific course requirements include COS 107, 108, 109, 301, 310, and 340.

Students desiring to minor in Computer Information Systems must complete 21 semester credit hours. Specific course requirements include COS 101, 107, two 1-credit courses from COS 120–130, 200, 232, 300, and 410.

Any student pursuing a secondary teacher education major may elect to obtain an endorsement for teaching Computer Science. An endorsement requires the completion of 23 semester credit hours. Specific course requirements include COS 101, 108, 109; EDU 203; MAT 125 and 321; and one course from COS 250, 310 or 340.

INFORMATION TECHNOLOGY

The Information Technology program is designed to enhance fluency with technology by developing students' intellectual capabilities as well as their conceptual knowledge and skills. The program offers two options in an Applied Information Technology Bachelor of Science Degree. Students can select from an option in Web Development or Network Engineering. Graduates will possess knowledge essential to using information technology now and in the future.

Information Technology Web Development Option

This program employees a robust array of educational experiences in the area of Web-based technologies. The curriculum focus is Web development and all the components that encompass Web applications. This program is a true example of higher education catching up with the educational needs of a technologically advanced society. Students graduating from this program will be able to implement emerging information technologies to solve the most complex problems found in various technological environments.

This program provides an educationally sound learning path to simplify the seemingly complex components that comprise Web applications, thus allowing students to achieve an expert level of knowledge in applying technology areas such as Web design management, Web content control, Web programming, Web database, multimedia, and networking.

Students will appreciate the integration of appropriate levels of both theory and applied curriculum providing the educational experience for virtually every type of student to enjoy academic success. Graduates will possess a comprehensive knowledge of Web development and design. Employment and graduate school opportunities abound for these students.

To satisfy the requirements for the Bachelor of Science Applied Information Technology degree with the Web Development Option, students must complete a minimum of 137 semester credit hours. The required courses are CIT 100, 110, 120, 136, 137, 220, 221, 230, 255, 300, 310, 350, 355, 420, 430, 440, 450, 460, and 481 or 497. In addition to the required CIT courses, students must also complete the support courses: COS 107, 300, 311, 410, and 481. Students must also complete 48 University required Liberal Studies credits, MAT 115, ENG 216, and 6 semester credit hours of free electives. The University oral requirement will be satisfied with the completion of CIT 497.

Network Engineering Option Program Description

The focus of this program is Web/network engineering and the components that encompass Web/network performance. Students graduating from this program will be capable of managing people, resources, and processes to implement complex Internet Protocol (IP), networks (e.g. Local Area Networks, Wide Area Networks, Land Mobile Radio Networks, and Life Safety Networks) found in various technical and non-technical organizations.

The program provides an educationally sound learning path to simplify the seemingly complex components that comprise network/Web integration, network/Web operating systems, network/Web security, network/Web systems management (e.g. Standard Network Management Protocol/SNMP), project management, and enterprise change management.

The core curriculum will provide a unique combination of interdisciplinary study in network/Web engineering, computer science and business management (e.g. Project management and Change management) which will allow students to achieve an expert level of knowledge and skill to apply converged network technology. Students will appreciate the integration of appropriate levels of theory and applied curriculum to enjoy both academic and career success.

To satisfy the requirements for the Bachelor of Science Applied Information Technology degree with the Network Engineering option, students must complete a minimum of 137 semester credit hours. The required courses are CIT 100, 110, 121, 136, 137, 222, 230, 251 or 361, 255, 300, 351 or 362, 352, 353, 355, 430, 451, 452, and 481 or 497. In addition to the required CIT courses, students must also complete the support courses: COS 107, 300, 311, 410, 481, and 484. Students must also complete the 48 University required liberal Studies credits, MAT 115, ENG 216, and 6 semester credit hours of free elective. The University oral requirement will be satisfied with the completion of CIT 497.

INDUSTRIAL TECHNOLOGY

Industrial Technology offers occupational and technical programs that lead to Associate Applied Science degrees in Computer Graphics and Multimedia Production Technology or in Computer Electronics Technology. These programs are designed to address: (1) the technical needs of students who seek employment for or a change in industrial employment, (2) the in-service needs of technicians who seek to improve their technical knowledge and skills to keep pace with changing technology in industry, and (3) the needs of those who desire personal enrichment or orientation by taking courses in these areas.

The Industrial Technology programs actively support the following goals of Kentucky Tech Prep:

- To reinforce student interest and enhance achievement in academic and technical skills;
- To integrate curriculum at both the secondary and post-secondary levels in a sequence of courses leading to an associate degree in a technical field;

- To establish articulation among secondary/post-secondary institutions, colleges, and universities;
- To prepare and assist students for entry into the workforce; and
- To upgrade vocational/technical courses to meet current and future needs.

The Industrial Technology programs are currently associated with three Tech Prep consortia based in Shelbyville, Harrodsburg, and Franklin counties. Rapid advances in technology in the workplace have brought about significant changes in competencies required of the labor force. Employers are in need of workers who can apply higher math and science competencies, communicate effectively (both in writing and orally), and demonstrate problem-solving skills.

In order to meet the challenges of today and to plan for the technological future, the programs offered through Industrial Technology have been designed to assist students in the enhancement of their education to better prepare them for the demands of the workplace.

Students from select area secondary and post-secondary schools may qualify for transfer of technical coursework under existing articulation agreements with Kentucky State University. In the Industrial Technology area, students enrolled in one of its associate degree programs may get credit for previous work in either Computer Graphics and Multimedia Production Technology or in Computer Electronics Technology programs. These credit transfer agreements enable students to pursue a University degree without transitional delay or duplication of previous coursework. Credit may be awarded after a thorough review of a student's transcript and consultation with a University faculty advisor. A competency-based examination may also be given by the advisor to assist in the transfer evaluation process. More information may be obtained from the Division of Computer and Technical Sciences office.

Computer Graphics and Multimedia Production Technology

An Associate degree in Computer Graphics and Multimedia Production Technology prepares students to pursue careers as designers, drafters, technical illustrators, and CAD technicians. Our graduates are working in the fields of commercial art, forensic graphics, industrial design, motion picture and broadcast TV, photography, scientific illustration, and theatrical production. Students are trained to understand current protocols in industry and to develop advanced technological skills. They learn how to apply their knowledge through selected course activities and projects. Advanced levels of computer-aided drafting, modeling, and animation provide state-of-the-art advantages. All classes are taught by nationally recognized and professionally successful faculty. Job placement rates for graduates are excellent.

The courses required for earning an Associate degree in Computer Graphics and Multimedia Production Technology are in three basic categories:

- liberal studies—for the development of critical skills in English composition, technical writing, mathematics, and the natural, behavioral, or social sciences;
- Computer Graphics and Multimedia Production Technology core courses—for developing skills useful in today's highly technical occupations such as computer-aided drafting, manufacturing, and manufacturing processes; and
- Computer Science—to ensure that graduates are computer literate.

To satisfy the requirements for the Associate in Applied Science degree in Computer Graphics and Multimedia Production Technology, students must complete a minimum of 64 semester credit hours. The required courses are INT 101, 104, 124, 127, 208, 210, 212, 215, 235, 250, 255 and 290. In addition to the required courses, students must also complete the support courses: COS 101; INT 124, 127 and 250; MAT 115 and 120; the liberal studies courses ENG 101, 102, and 216; and SPE 103. Students must choose one social and behavioral sciences elective and any other free elective to fulfill their curriculum requirements. The University oral requirement will be satisfied with the completion of INT 290.

Computer Electronics Technology

An Associate degree in Computer Electronics Technology is designed for students who desire a new career in the electronics industries or who seek career advancement by upgrading their current technology expertise. The rapid growth of computer-based business and industry has led to a similar demand for expertise in the design and repair of digital-based computer hardware. This program focuses on the theoretical and hands-on understanding of solid-state devices and the digital control of computer-based industrial electronic equipment. Recent graduates are working in the field as electronics designers, electrical equipment installers, component testers, and consumer electronics and computer technicians. Students develop other skills associated with electronics through laboratory experience and course lectures in computer-aided drafting and robotics. All classes are taught by nationally recognized experts and award-winning faculty.

The courses required for earning an Associate Degree in Computer Electronics Technology are in three basic categories:

- liberal studies—for the development of critical skills in English composition, technical writing,

mathematics, and the natural, behavioral, or social sciences;

- Computer Electronics Technology core courses—for developing a fundamental understanding of electrical circuitry, solid state devices, digital circuitry, micro-processor architecture and control, servo and non-servo robotic control; and
- Computer Science.

To satisfy the requirements for the Associate in Applied Science degree in Computer Electronics Technology, students must complete a minimum of 67 semester credit hours. The required courses are INT 124, 128, 129, 130, 226, 230, 231, 240 and 290. In addition to the required courses, students must also complete the support courses: COS 101; INT 127, 208, and 250; as well as MAT 115 and 120. The liberal studies courses ENG 101, 102, and 216; and SPE 103 must also be completed. Students must choose one social and behavioral sciences elective and any other free elective to fulfill their curriculum requirements. The University oral requirement will be satisfied with the completion of INT 290.

To satisfy the requirements for the Associate in Applied Science degree in Computer Electronics Technology, Biomedical Option, students must complete a minimum of 68 semester credit hours. The required courses are INT 124, 128, 129, 130, 226, 230, 231, 240, 245, 246 and 299. In addition to the required courses, students must also complete the support courses: BIO 107, COS 101, INT 127, and MAT 115 and 120. The liberal studies courses ENG 101, 102 and 216; and SPE 103 must also be completed. Students must choose one social and behavioral sciences elective to fulfill their curriculum requirements.

SCHOOL OF NURSING

The School of Nursing offers the Associate in Applied Science (AND), the LPN-RN Bridge, and the RN-BSN Completion programs in Nursing. The AND Program welcomes applicants with an baccalaureate and/or graduate degree in a field outside nursing.

ASSOCIATE IN APPLIED SCIENCE IN NURSING

The AND is accredited by the National League for Nursing Accreditation Commission (61 Broadway, 33rd Floor, New York, New York 10006; 800/669-1656, ext. 153) and approved by the Kentucky Board of Nursing (312 Whittington Parkway, Suite 300, Louisville, KY 40222; 502/329-7000). Upon successful completion of the associate degree program and successful completion of the National Council Licensure Examination-R.N., graduates qualify to practice as licensed registered nurses in Kentucky.

The curriculum is divided into liberal studies, support, and Nursing components. The liberal studies and support course components comprise approximately one-half of the total semester credit hours and focus on the development of critical skills in English composition and mathematics and on the acquisition of basic knowledge in the biological, behavioral, and social sciences. The Nursing component concentrates on nursing concepts and clinical practice.

To satisfy the graduation requirements for the Associate in Applied Science degree in Nursing, a student must complete a minimum of 73 semester credit hours with a grade-point average of 2.0 or better, complete a Comprehensive Nursing Review, and obtain a satisfactory score on a comprehensive exit examination. The required Nursing courses are NUR 101, 102, 201, 202, and 203. The required liberal studies and support courses are BIO 107, 108, and 204; ENG 101 and 102; FNU 104; MAT 115; PSY 200 and 303; SOC 203; and 3 semester credit hours of free electives. Students may fulfill general studies requirements of ENG 101/102 by choosing the WYS Honors component of HON 143, HON 144, and either HON 211/213 or HON 212/214. Students must receive a grade of "C" or better in all required courses in the curriculum. Oral communication competency is fulfilled through the completion of Nursing classroom activities, on-campus Nursing laboratory experiences, and clinical assignments, emphasizing the use of verbal and nonverbal communication skills.

The School of Nursing is responsible for all components of the program, including the selection, supervision, and evaluation of Nursing students, and the curriculum—both didactic and clinical. The Nursing curriculum ladder is the recommended sequence of liberal studies, support, and Nursing courses. This ladder applies only to students who are directly admitted into the day program (full-time) and who successfully complete all required courses in the curriculum in two years.

The School of Nursing has developed flexible course schedules for students who must work while pursuing a nursing degree. Students may obtain a degree in nursing by enrolling on a full time or part time basis and by attending classes in the daytime or the evening, whichever meets their individual needs. Students taking evening classes may be required to attend classes that begin prior to the traditional "5:00 P.M. evening" hour. Students attending evening classes can expect to be enrolled for a minimum of three academic years and must complete all support and liberal studies courses in the curriculum (BIO 107, 108, and 204; ENG 101 and 102 or the WYS Honors component; FNU 104; MAT 115; PSY 200 and 303; SOC 203; and 3 semester credit hours of free electives) before enrolling in NUR 101 (Nursing I). In addition, students must be certified in cardiopulmonary resuscitation (CPR for Health Care Professionals) and complete an Immunization Form prior to enrolling in NUR 101 (Nursing I).

Admission Criteria for Direct or Pre-Nursing Admission

Applicants for direct admission into the AND program must meet the following requirements:

- Admitted to the University;
- Submit an application to the School of Nursing;
- Have a minimum ACT composite score of 21 earned within the last five years;
- Be eligible for ENG 101 and MAT 115. (The Career Planning Program - Level II Test (CPP-2) is not accepted by the School of Nursing);
- Have a minimum cumulative grade-point average of 2.3 in high school course work and a 2.75 in any previous college/university course work taken.

Prospective students who plan to enter the Nursing program must complete and forward the following documents to the Chairperson, School of Nursing, Kentucky State University, Frankfort, Kentucky 40601:

- An Application for Admission to the School of Nursing,
- transcripts of high school coursework and any previous college/university coursework, and
- ACT scores.

The deadline for receipt of these documents by the School of Nursing for the Fall semester is March 1 of each year. It is the responsibility of the applicant to ensure that all

required credentials are on file in the School of Nursing. Applicants will be notified in writing whether or not they have been admitted to the Nursing program.

Applicants not admitted to the Nursing program may choose to complete a Pre-Nursing curriculum and then re-apply for admission to the Nursing program. *Successful completion of the Pre-Nursing curriculum does NOT guarantee acceptance into the Nursing program.* To be evaluated for admission, Pre-Nursing students must have a minimum cumulative grade-point average of 2.75 and must have completed each of the following required courses with a grade of "C" or better: BIO 107, 108, and 204; ENG 101 and 102; FNU 104; and MAT 115. If the grade awarded for BIO 107, 108 or 204 is older than five years, then the course must be repeated. For applicants wishing to enroll in the fall semester, the deadline for receipt of grades for these courses by the School of Nursing is March 1.

Pre-Nursing students should be aware of the following Department of Nursing Policies:

1. Students applying for admission to Nursing may repeat one of the two Anatomy and Physiology courses no more than one time to be considered.
2. Students failing the same liberal studies course for the second time will not be admitted to Nursing.
3. Students must obtain a letter grade of "C" or better in all courses required in the nursing curriculum (nursing, liberal studies, and support courses). A cumulative grade-point average of 2.75 is required for consideration for admission.

Admission into the Nursing program is competitive; meeting the minimum admission requirements by either of the routes described above does not guarantee acceptance into the program.

Applications are NOT carried over from year to year. Applicants must reapply for admission into the Nursing program.

Admission Criteria for LPN-RN Bridge Program

The School of Nursing has an Articulation Agreement with Kentucky Tech–Jefferson State–Shelby County Extension for Licensed Practical Nurses. Graduates from the Shelby County LPN program, as well as graduates from other LPN programs, having been out of school less than three years mustmeet the folbwing admission criteria to be admitted to NUR 201:

- Admitted to the University;
- Submit an application to the School of Nursing;
- Have a minimum ACT composite score of 21 earned within the last five years;
- Completion of the following liberal studies and support courses: MAT 115, ENG 101, ENG 102, BIO 107, BIO 108, and PSY 200;
- Have GPA of 2.75 or better;
- Completion of NUR 103 with a grade of "C" or better;
- Proof of Kentucky LPN license.

Nursing 103 is offered in May for a three-week duration. This course includes a brief overview of medical, surgical, and psychiatric nursing. At the successful completion ofNursing 201, the student will be awarded 16 credits for the first-year nursing courses.

If the LPN has an ACT below 21, the student must complete the above courses plus BIO 204 and FNU 104 with a GPA of 2.75 or better prior to being admitted to NUR 201.

If the LPN has been out of school longer than 3 years, the applicant must take the Nursing Acceleration Challenge Exam (ACE) I and receive a Decision Score of 70 or better (Total Percentage of Questions Answered correctly). This test may be retaken one time. Failure to receive a Decision Score of 70 or better results in the applicant being required to enroll in Nursing 102 if space is available. The School of Nursing must have the Decision Score by April 1. Once the Decision Score of 70 is obtained, the applicant will be required to perform a skills test which includes vital signs, administering oral and parenteral medications, foley catheter insertion, sterile dressing change, insertion of a nasogastric tube, and colostomy care. This must be completed by May 1. Failure of the skills test will require the student to enroll in Nursing 102 if space isavailable. Successful completion of the skills exam allows the student to be eligible for NUR 103.

The application deadline isMarch 1. Further information may be obtained from the School of Nursing, 2nd Floor Betty White Health Center, (502) 597-5957. Information about the ACE test may be obtained from the Office of Testing at 110 Hathaway Hall (502) 597-6206. Information about the skills test may be obtained from the School of Nursing.

Applicants with Baccalaureate or Graduate Degrees Outside Nursing

Applicants with a baccalaureate or graduate degree outside the field of nursing must fulfill the following admission criteria:

- Admission to the University;
- Submit an application and transcripts to the School of Nursing;
- Have a minimum cumulative grade-point average of 2.3 in high school course work and a 2.75 in any previous college/university course work taken;
- Be certified in cardiopulmonary resuscitation (CPR for Health Care Professionals) prior to enrolling in NUR 101 (Nursing I);

- Complete an Immunization Form.

Evaluation of the transcript will be in accordance with University policy. In addition to the liberal studies courses transferred/accepted, the following support courses are required: Bio 107, 108, and 204; FNU 104, PSY 200, and PSY 303. The Nursing courses will follow the established curriculum ladder.

ADDITIONAL INFORMATION

Criminal Background Check

Kentucky Nursing Laws require that all misdemeanor and felony convictions occurring in Kentucky or any other state must be reported. Federal and military convictions must be reported to the Board. Conviction of certain felonies will cause a "Notice to Deny Licensure" to be issued to applicants seeking to write the nursing licensure examination. In accordance with this policy, the School of Nursing requires that each applicant submit a criminal background check with the application.

Re-Admission

After any interruption of studies at Kentucky State University, a Nursing student may be required to audit some classes that were previously taken. Also, any student whose Nursing studies have been interrupted for one semester or more must demonstrate sufficient recall of concepts and information from prior courses before a decision on re-admission is made. A score of 79% must be obtained on the re-admission exam. The re-admission exam is given once.

Expenses

Nursing students pay the same general fees and tuition as do other students at the University. However, students in the Nursing program incur additional expenses for uniforms, name badge, nursing emblem, liability insurance, stethoscope, bandage scissors, white nurse's shoes, white hosiery, wrist watch with second hand, testing, laboratory, travel fees, multiple criminal background checks, and the Nursing Comprehensive Review.

BACHELOR OF SCIENCE IN NURSING (RN-BSN) COMPLETION PROGRAM

The RN-BSN completion program is designed to allow associate degree registered nurses to continue their education to earn a Bachelor of Science in Nursing.

The curriculum is divided into liberal studies courses and nursing courses. The liberal studies requirement may be met through the traditional liberal studies core or through the WYS Honors Nursing Core. The liberal studies courses make up 26 credit hours of the program. Nursing courses comprise 31 credit hours of the RN-BSN curriculum. The total credit hours in the RN-BSN completion program (57 credit hours) will be added to the total credit hours transferred from the student's associate degree nursing program. The student must have a total 128 hours in order to graduate with a BSN degree from Kentucky State University.

The courses required in the RN-BSN program are as follows:

Liberal studies courses: ART 130 or MUS 130, ENG 211, HIS 103, foreign language (6 credit hours of the same language), POS 101 or ECO 200, and SPE 103; or

The "WYS Honors Nursing Core" designed for nursing students who would fulfill their general education requirement through an honors track, offers a package of integrated interdisciplinary courses that requires fewer credit hours (24) than the regular general education core (26). The curriculum consists of liberal studies seminars (HON 101, 102, 201) and language courses (HON 141, 142, and either 211/213 or 212/214) and HED 221 or PHE (2 hours).

Nursing courses: NUR 301, 303, 305, 306, 307, 401, 402, 403, 404, 407, and 408. Students must achieve a letter grade of "C" or better in all courses in order to remain in the program.

RN-BSN students may enroll either part-time or full-time and may begin the program any semester. Nursing courses do not have to be taken in sequence, and liberal studies courses may be taken at any time during the program. Students are expected to graduate from the RN-BSN Completion program within a 5-year period.

Admission Requirements

In order to be admitted to the RN-BSN program the applicant must:

- Be a graduate of an accredited associate degree nursing program or a diploma program.*
- Be admitted to the University and submit an application to the School of Nursing. (Official transcript[s] must be sent to the University and to the School of Nursing.)
- Have a GPA of 2.0 or better.
- Submit a copy of a current license to practice nursing in the state of Kentucky. Registered nurses with a license that has been limited, suspended, or revoked are not eligible for admission.
- Have a current CPR (cardiopulmonary resuscitation) certification.

*Nurses graduating from a diploma nursing program will be awarded 36 credits in nursing after successfully completing 15 hours of upper level (300/400) nursing courses.

Practicum
NUR 303, NUR 305, NUR 402, and NUR 403 require 60 hours of practicum each. The student will select a practicum area of concentration and develop objectives based on the objectives of the class. The practicum and the objectives must be approved by the instructor.

In order to do the practicum the student must have:

- A current TB skin test (within 1 year).
- Immunizations and criminal background check as required by the institution in which the student is utilizing as a practicum.
- A copy of Professional Liability Insurance. (If the student does not have professional liability insurance, the student may purchase liability insurance at the time of registration.)
- A name badge which identifies the student as a RN-BSN student at Kentucky State University (available in the bookstore).

Variance to University Policy on Credit Hours
Since the RN-BSN completion program is a transfer (second-degree) program, RN-BSN students are not required to complete the requisite 45 credit hours of upper-division courses. All RN-BSN students must complete at least 31 credit hours of upper-division courses.

Expenses
RN-BSN students pay the same general fees and tuition as do other students at the University. However, students in the RN-BSN program incur additional expenses for name badge, liability insurance, and travel fees.

FOR MORE INFORMATION CONTACT:

Kentucky State University
School of Nursing
400 East Main Street
Frankfort, KY 40601
(502) 597-5957

COLLEGE OF PROFESSIONAL STUDIES

The College of Professional Studies at Kentucky State University offers undergraduate programs that prepare students to combine their broad liberal backgrounds with specialized training thatapplies to both their everyday lives and their technical and social-service careers. The College offers coursework leading to baccalaureate degrees in the fields of Business, Criminal Justice, Education, Applied Human Sciences, Social Work, Physical Education, and Public Administration.

The University's Liberal Studies Requirements strengthen all baccalaureate programs within the College and are compatible with the requirements of the National Council for the Accreditation of Teacher Education (NCATE), the Kentucky Education Professional Standards Board (EPSB), and the Council on Social Work Education. The College of Professional Studies supports the educational initiatives of Tech Prep.

Support is available to develop articulation agreements with community colleges to provide a seamless education transition to KSU in an effort to avoid duplication of coursework and to ensure that students are adequately prepared to enter KSU programs. The advantages gained by Tech Prep students at the secondary level should continue during their academic pursuits at Kentucky State University and carry forward in their careers. Interested students should contact the Dean of the College of Professional Studies for further information.

Criminal Justice, Education, Applied Human Sciences, Nursing, Physical Education, and Social Work programs are geared toward human needs and public services. Programs within the Area of Applied Human Sciences focus on the welfare of the family. Social Work and Criminal Justice programs are designed toprepare students to help remedy social problems of individuals and groups. Teacher Education programs within the School of Education prepare students for careers as teaching professionals. Teacher candidates must successfully complete the relevant PRAXIS II and PLT (Principles of Learning and Teaching) tests as one of the degree requirements.

SCHOOL OF BUSINESS

Vision
The Kentucky State University School of Business will be a premier liberal arts Business Program where all students have the opportunity to fulfill their potential.

Mission
The mission of the Kentucky State University School of Business is to provide an enriching and high quality business education program in a liberal arts academic environment that promotes the intellectual, ethical, and social growth of its students. The School acknowledges, values, and responds to the diverse backgrounds and abilities of its students.

Student learning through teaching excellence is the highest priority of the school. The faculty in the School of Business is committed to continual intellectual contribution and professional growth, which support improvement in teaching. Faculty engage in professional and community service and other activities that promote the University, the community, and their profession.

Objectives
The overall objectives of the School of Business are categorized into three areas: teaching, intellectual contribution, and service. Specific objectives in each area are as follows:

Teaching
- Focus on enhancing students' communication and problem-solving skills and encourage them to think both critically and creatively.
- Integrate technology into curriculum development and instruction delivery.
- Encourage teamwork and the appreciation of diversity in group settings. Offer curriculum that reflects the latest developments in business.

Intellectual Contribution
- Commit to the intellectual development of both students and faculty.
- Encourage faculty to engage in research activities.

Service
- Serve the School of Business; the University; the business community; academic and other professional organizations; and the local, state, national, and international communities.

Accreditation
The baccalaureate degree programs offered by the School of Business are accredited by the Association of Collegiate Business Schools and Programs (ACBSP).

Degree Program: Bachelor of Arts in Business Administration Curriculum
Students pursuing a B.A. in Business Administration must complete a total of 128 semester hours distributed as follows:

53 hours of Liberal Studies courses*
51 hours of Business Common Professional Component courses
18 hours of Business Specialization courses
6 hours of electives

*Business students must take ECO 201 as part of the social science Liberal Studies requirement rather than ECO 200 or POS 101.

Students are provided the opportunity to participate in experiential educational programs either as a cooperative, or in an internship work endeavor. Students are assigned individual advisors/mentors to guide them through the general business curriculum and to assist them in fulfilling their career goals and objectives. The School of Business, in partnership with regional business and state government, offers dynamic internships, where students gain invaluable real-world experiences while earning college credits

BUSINESS COMMON PROFESSIONAL COMPONENT
Students completing the common professional component will possess the broad skills necessary to pursue effectively their chosen specialization. The component provides a solid background in an organization's environment and operations and provides the analytical tools needed for problem-solving and decision-making.

Students should be able to:
- Understand the environment and operations of an organization,
- Be able to apply business-related analytical tools,
- Be able to apply professional and personal self-management skills.

Business Common Professional Component Courses —51 credit hours
ACC 201: Principles of Accounting I
ACC 202: Principles of Accounting II
BUA 101: Computer Applications in Business
BUA 204: Business Communications **OR**
ENG 216: Technical Writing
BUA 321: Legal Environment
BUA 330: Corporate Finance
ECO 202: Principles of Economics II
ECO 311: Business Statistics I

ECO 312: Business Statistics II
ECO 321: Quantitative Methods of Decision Making
ECO 329: International Economics
ECO 411: Money and Banking
MAT 125: Linear Algebra and Differential Calculus for Business Applications
MGT/MIS 300: Management Information Systems
MGT 301: Principles of Management
MGT 490: Strategic Management
MKT 301: Principles of Marketing

SPECIALIZATION AREAS

GENERAL BUSINESS SPECIALIZATION

The Business Administration program with a specialization in General Business is designed to provide students a broad scope of various areas of business so that students can develop an understanding and appreciation of the business world and its relationship to the global economy and society.

Mission

This program provides a broad business background for those interested in conceiving, initiating and developing new business ventures. Graduates would develop the analytical, writing, speaking and observation skills along with the confidence to become small business owners, entrepreneurs and consultants. The curriculum also has enough elective hours for students who may be interested in double majors (specialization).

Graduates should be able to:

- Understand the industrial, national, and global environments in which a business operates;
- Analyze a wide variety of business situations and make appropriate decisions;
- Gather information from a variety of sources, integrate the information, and communicate the results to appropriate other people and groups.

Career Opportunities

Students who successfully complete the general business specialization have the choice of careers in business, industry, government, non-profit organizations, and entrepreneurial ventures. The curriculum also provides a sound background for graduate study in business and related areas.

Professional Courses for General Business Specialization—18 Credit Hours

ACC 300: Managerial Accounting
MGT 455: Operations Management
Professional Electives (12 hours)*

*May be selected from PSY 402 or from courses with these prefixes: ACC, BUA, ECO, MGT, MIS, or MKT

ACCOUNTING SPECIALIZATION

The Business Administration program with a specialization in Accounting prepares students for exciting careers in accounting and also helps to prepare students to sit for the Uniform Certified Public Accountant (CPA) Examination. The Accounting program provides students with the knowledge and decision-making skills necessary for success in a dynamic and complex global economy. The curriculum's strong liberal studies component, highly valued by the business community, provides students with a firm foundation for their future careers and lifelong learning.

Mission

Graduates in the accounting specialization area will possess the knowledge and skills necessary for a professional accounting position in public accounting, industry, and government in an ever-changing, globally competitive business environment. This program also provides a solid background for students who may want to pursue graduate work in accounting or related areas.

Graduates should be able to:

- Understand and apply principles and practices in the major functional areas of accounting;
- Demonstrate analytical, problem-solving, decision-making, communication, and information technology skills.

Career Opportunities

Students will have career opportunities in public accounting, industry, and at all levels of government. The program also prepares students for graduate degree opportunities, such as Masters of Business Administration (MBA), and the Ph.D. with a major in accounting or other management disciplines.

Professional Courses for Accounting Specialization—18 Credit Hours

ACC 301: Intermediate Accounting I
ACC 302: Intermediate Accounting II
ACC 308: Cost Accounting
ACC 324: Accounting Information Systems
ACC 403: Auditing
ACC 462: Federal Income Taxation

MANAGEMENT SPECIALIZATION

The Business Administration program with a specialization in Management is designed to provide students the necessary basic understanding of management and the managerial role.

Mission

Graduates in the management specialization area will possess knowledge and skills necessary to fill professional management positions in corporate, government, or small business in an ever-changing, globally competitive business environment. This program also provides a solid background for students who may want to pursue graduate work in management or related areas.

Graduates should be able to:

- Work effectively with others and lead others in a common mission;
- Demonstrate analytical, problem-solving, decision-making, communication, quantitative, and information technology skills.

Career Opportunities

Students who successfully complete the management specialization have the choice of immediately beginning with a professional career, entrepreneurial ventures or continuing with graduate study. Professional careers beginning at the management-trainee or entry level may be pursued in the private or public sectors as well as in the profit or not-for-profit organizations. In the case of graduate study, students may elect a general degree program, such as the Master of Business Administration (MBA), leading to an advanced degree, and the Ph.D. or DBA with a major in management or other business disciplines.

Professional Courses for Management Specialization —18 credit hours

ACC 300: Managerial Accounting
ECO 424: Labor Economics
MGT 433: Human Resources Management
MGT 452: Transportation and Business Logistics
MGT 455: Operations Management
MGT 460: Human Behavior in Organizations

MANAGEMENT INFORMATION SYSTEMS SPECIALIZATION

This curriculum provides students with high quality educational foundation for entry into management information systems related careers and will prepare students to pursue graduate or advanced professional education in business information systems and related fields.

Mission

This program provides a practical background for students interested in working in the management information system field. Graduates would possess basic knowledge of MIS, database, e-commerce, and other information system topics.

Graduates should be able to:

- Understand the purposes and functioning of management information systems,
- Participate in systems development teams,
- Understand theimportance ofinternal control for information systems.

Career Opportunities

Students who successfully complete the Management Information Systems specialization should be prepared for introductory-level positions in systems design, systems analysis, information system control, and e-commerce. The curriculum also provides a sound background for graduate study in MIS.

Professional Courses for Management Information Systems Specialization—18 credit hours

MGT/MIS 360: Advanced Management Information Systems
MGT/MIS 303: Business Database Systems
ACC 324: Accounting Information Systems
MIS/MKT 450: Electronic Commerce
MIS 460: Internet Application Development
MIS 497: Topics in Information Systems

MARKETING SPECIALIZATION

The Marketing curriculum provides a specialization of study for students planning careers in marketing research, advertising, retailing, or sales management.

Mission

Graduates in the marketing specialization will possess the communication, analytical, and problem-solving skills required for filling professional marketing positions in corporate, government, or small business organizations in an ever-changing, and globally competitive business environment. This program also provides a solid background for students who may want to pursue graduate work in business or related areas.

Graduates should be able to:

- Understand basic marketing principles and apply them effectively in their professional lives;
- Design and manage programs that create and deliver the organization's products and services to its various markets;
- Demonstrate analytical, problem-solving, decision-making, communication, quantitative, and information technology skills.

Career Opportunities

Students who successfully complete the Marketing specialization may either join the workforce immediately upon graduation or pursue a graduate degree. Career marketing opportunities include positions at management-trainee level in corporate marketing, sales, account management,

distribution management, and advertising. Graduate degree opportunities include the MBA (Masters of Business Administration), and the Ph.D. with a major in marketing or other management disciplines.

Professional Courses for Marketing Specialization—18 credit hours

ACC 300: Managerial Accounting
MGT 452: Transportation and Business Logistics
MKT 410: Marketing Communications
MKT 420: Strategic Marketing Management
MKT 430: Marketing Research
MKT 440: Consumer Behavior

MINOR PROGRAMS

Minor in Accounting

Students electing a minor in Accounting should complete the following course sequence:

Number	Course Title	Hours
ACC 201	Principles of Accounting I	3
ACC 202	Principles of Accounting II	3
ACC 301	Intermediate Accounting I	3
ACC 302	Intermediate Accounting II	3
ACC[1]	Elective	3
ECO 202	Principles of Economics II	3
		18

[1] May be selected from courses with ACC prefix, excluding ACC 300.

Minor in Economics

Students electing a minor in Economics should complete the following course sequence:

Number	Course Title	Hours
ECO 201	Principles of Economics II	3
ECO 311	Business Statistics I	3
ECO 301	Microeconomics	3
ECO 302	Macroeconomics	3
ECO 411	Money and Banking	3
ECO 424	Labor Economics	3
		18

Minor in Finance

Students electing a minor in Finance should complete the following course sequence:

Number	Course Title	Hours
ACC 201	Principles of Accounting I	3
ACC 202	Principles of Accounting II	3
BUA 330	Corporation Finance	3
BUA 421	Cases in Financial Management	3
BUA 430	Investments	3
BUA 440	Personal Financial Planning	3
ECO 202	Principles of Economics II	3
		21

Minor in Management

Students electing a minor in Management should complete the following course sequence:

Number	Course Title	Hours
ACC 201	Principles of Accounting I	3
ACC 202	Principles of Accounting II	3
ECO 202	Principles of Economics II	3
MGT 301	Principles of Management	3
MGT 433	Human Resources Management	3
MGT 460	Human Behavior in Organizations	3
MGT [1]	Elective **OR**	
PSY 402	Industrial Psychology	3
		21

[1]May be selected from any course with an MGT prefix.

Minor in Marketing

Students electing a minor in Marketing should complete the following course sequence:

Number	Course Title	Hours
ACC 201	Principles of Accounting I	3
ACC 202	Principles of Accounting II	3
ECO 202	Principles of Economics II	3
MGT 301	Principles of Management	3
MKT 301	Principles of Marketing	3
MKT 410	Marketing Communications	3
MKT 420	Strategic Marketing Management	3
		21

SCHOOL OF PUBLIC ADMINISTRATION, SOCIAL WORK, AND CRIMINAL JUSTICE

The School of Public Administration, Social Work, and Criminal Justice offers three undergraduate degrees and a Master of Public Administration degree (see the graduate section of this Catalogue of information on the MPA). Students can pursue an undergraduate degree in Public Administration, Social Work, or Criminal Justice.

BACHELOR OF ARTS DEGREE IN PUBLIC ADMINISTRATION

The study of Public Administration primarily prepares students for career employment as supervisors, managers, and decision-makers in the public sector, including local, state, and federal government agencies. In addition, graduates with a B.A. in Public Administration may be eligible for employment in similar capacities in the non-profit sector.

The liberal studies education at Kentucky State University is characterized by intellectual breadth and depth. Students working toward the Bachelor of Arts degree in Public Administration pursue a curriculum that includes exposure to the substantive approach and insight of different disciplines. The curriculum includes intensive training in analytical techniques and offers in-depth education in social sciences related to the management of public services.

To satisfy the requirements for the Bachelor of Arts degree in Public Administration, students must complete a minimum of 128 semester credit hours, including the University's Liberal Studies Requirements (53 semester credit hours including ECO 200), with 45 semester credit hours for the major in Public Administration, which includes 33 semester credit hours of Public Administration courses: PUA 301, 302, 303, 304, 305, 322, 400, 401, 402, 491, and 499; one English course: ENG 216; POS 101; one computer course: either BUA 101 or COS 100; and one statistics course: either POS/ PSY/SOC 300 or SOW/CJE 400. The remaining 30 semester credit hours consist of 6 free electives, 6 Inter-cultural Electives, and 18 career electives.

Six hours of electives may be freely chosen from any field of study. The following courses may fulfill the Inter-cultural Elective requirement:

- Any of the following foreign language courses, beyond those used to fulfill the Liberal Studies Requirement: ASL 171, 172; FRE 101, 102, 201, 202; ITA 101, 102; JPN 171, 172; KOR 171, 172; RUS 171, 172;SPA 101, 102, 201, 202.
- Any of the following Integrative Studies courses, beyond those used to fulfill the Liberal Studies Requirement: IGS 301, 302, 303, 304.
- Speech 302.
- Sociology 303 or 304.
- Any course completed through a Study Abroad Consortium in which KSU participates.
- Any additional course designated by the Dean of the School of Public Administration as an Inter-Cultural Elective.

The remaining 18 hours may be in minor or elective courses related to the student's public service career objective. At least three hours of the electives must be at the 300 level or above. Career electives may be taken in the following fields: public administration, political science, sociology, psychology, social work, criminal justice, business administration, accounting, computer science, economics, management, office administration, mathematics, and speech. Any foreign language course may be used as a career elective. Students wishing to take courses not on this list as career electives must obtain prior written approval from the dean. In such cases, the student must explain in writing how the course in question would further his or her public service career plans.

MINOR IN PUBLIC ADMINISTRATION

The School of Public Administration also offers a minor in Public Administration. This program is available to every student pursuing a baccalaureate degree at Kentucky State University. A minor in Public Administration requires the completion of 18 semester credit hours. Specific course requirements include PUA 302, 303, 305, and 402; the remaining 6 semester credit hours must be selected in consultation with the student's minor advisor from 300/400 level Public Administration courses.

CERTIFICATE IN PUBLIC ADMINISTRATION

A Certificate in Public Administration can be earned by completing these five Public Administration courses, with grades of "C" or above: PUA 301, 302, 305, 401, and 402. Each of these courses is taught online. To enroll, students must first be admitted to the University on either a degree-seeking or non-degree basis. Work completed for the Certificate may later be applied toward the Bachelor of Public Administration.

SOCIAL WORK

The Bachelor of Arts degree in Social Work is accredited by the Council on Social Work Education. The principal objectives of the Social Work program are to prepare undergraduate students for generalist/entry-level professional social work practice in public and private sectors,

and toprepare students for continued professional growth including graduate social work education. The curriculum utilizes class and field instruction to develop and strengthen the processes, values, skills, and knowledge essential for alleviating problems that impair the social functioning of individuals, families, groups, and communities.

To satisfy the requirements for the Bachelor of Arts Degree in Social Work, students must complete a minimum of 134 semester credit hours. The required courses include 52 semester credit hours of Social Work courses; 12 semester credit hours of Sociology courses; 9 semester credit hours of support courses; and 6 semester credit hours of free electives. Students must consult with their advisor to plan the most appropriate sequence of study.

The required courses in Social Work are SOW 201, 306, 307, 308, 310, 314, 315, 321, 322, 400, 401, 422, 423, 424, 425; and GNT 102. Sociology requirements include SOC 203, 304, 305, and 403. Support courses required are ECO 201, PHI 210, and POS 160.

Admission Requirements

The minimum criteria for enrollment in Social Work courses are consistent with University policies. Students are eligible for formal admission to the Social Work Program if they are currently enrolled in and in good standing at the University. When declaring Social Work as a major, the student must make formal application for admission into the program.

Students are required to submit a formal application to the program accompanied by two pages of handwritten autobiographical information. The application and guidelines for the autobiographical sketch are available in the Division of Social Work and Criminal Justice. Applicants for admission are required to meet the following standards:

- Have completed SOW 201 (Career Choices in the Human Service Professions) or its equivalent with a grade of "C" or better;
- Have earned a 2.2 cumulative grade-point average or better; and
- Have demonstrated competency in oral communication during an interview with Social Work faculty members.

Applications are reviewed by the Social Work Admissions Committee, and decisions are given to applicants in writing. Transfer students may be admitted under provisions of articulation agreements.

Applicants may be admitted provisionally with a cumulative grade point average of less than 2.2 in cases where the Committee concurs that there is demonstrated potential for academic success. However, minimum requirements for provisional admission include a grade of at least "C" in ENG 101 and a cumulative grade-point average of at least 2.0. It is expected that those who are admitted on a provisional basis will attain a 2.2 grade-point average by the end of their first semester in the program.

Dismissal Procedures

Students may bedismissed from the Social Work Program at any time based upon one or both of the following:

- Unsatisfactory academic progress;
- Disciplinary action by the Division against the student because of conduct that would indicate character weaknesses of such nature as to make the student unfit for the Social Work profession.

MINOR IN GERONTOLOGY

The field of Gerontology combines studies in Sociology, Psychology, Social Work, Education, Medicine, Biology, Physiology, Human Sciences, Health and Physical Education, and Public Administration. The minor in Gerontology is approved by the Association of Gerontology in Higher Education. A minor in Gerontology requires the completion of 21 semester credit hours. Specific course requirements include GNT 101, 102, 201, and 301; the remaining 9 semester credit hours may be selected from GNT 400, 401, or 402; or SOC 403.

CRIMINAL JUSTICE

The baccalaureate degree program in Criminal Justice is designed to prepare students for careers in law enforcement, correctional services, probation, parole, and other criminal justice-related areas, as well as for admission to law school. It also provides students with the fundamentals for advanced study in graduate school.

To satisfy the requirements for the Bachelor of Arts degree in Criminal Justice, a student must complete a minimum of 128 semester credit hours. The required courses include 48 semester credit hours of Criminal Justice courses and 21 semester credit hours of support courses. The required courses in Criminal Justice are CJE 101, 103, 200, 203, 204, 205, 303, 304, 390, 400, 401, 404, 405, 407, and 408. The remaining 3 semester credit hours are a Criminal Justice elective to be selected on the basis of the student's area of interest. Required support courses are SOC 203 and 305; SOC 343 or SOW 430, or GNT 301, 400, 401, or 402; SOC 423 or CJE 316; COS 100 or BUA 101; ENG 216 or ADM 220 or BUA 204; and PSY 400 or SOC 403, or PHI 390 or BUA 321 or 322.

A minor inCriminal Justice requires the completion of 18 semester credit hours. Specific course requirements include CJE 101, 103, 200, 203, and 205; and the remaining 3 semester credit hours may be selected on the basis of the student's area of interest within Criminal Justice.

SCHOOL OF EDUCATION

The School of Education is dedicated to the fulfillment of the University's mission statement which specifically addresses the need for preparing minority students for careers in education and human services.

Baccalaureate programs leading to teacher certification in the fields of Art, Biology, Interdisciplinary Early Childhood Education (IECE), Elementary Education, English, Mathematics, Music, Physical Education and Health, and Social Studies are offered. A teaching endorsement in Computer Science is also available. Coursework leading to the baccalaureate degree is offered in the field of Child Development and Family Relations, which prepares students to teach in preschool programs and to work in related agencies. Additional programs are available for students interested in careers in Physical Education, Recreation, Sports Management, and Athletic Training.

TEACHER EDUCATION

The primary purpose of the Area of Teacher Education is to coordinate and administer all programs leading to teacher certification at the University. Educating teachers for a diverse society is of special significance to the Teacher Education faculty. Further, the program is driven by the philosophy that teachers have the power to free learners from conditions associated with being uneducated, undereducated, or miseducated. Thus, the Teacher Education Program works to ensure that teacher education graduates obtain the skills, knowledge, and dispositions needed to serve as "Liberators through Education" in elementary and high school classrooms of the Commonwealth of Kentucky, the region, and the nation.

The Area of Teacher Education offers baccalaureate degree programs leading to teacher certification in Art Education, Biology Education, Elementary Education, English Education, Interdisciplinary Early Childhood Education, Mathematics Education, Music Education, Physical Education and Health, and Social Studies Education. An endorsement for teaching Computer Science is available. Teacher preparation programs are accredited by the Kentucky Education Professional Standards Board (EPSB) and the National Council for Accreditation of Teacher Education (NCATE). All programs lead to teacher certification by the EPSB.

Teacher Education Committee

The responsibility for teacher education programs at Kentucky State University rests with the Teacher Education Committee. The Committee is composed of (1) the Dean of the College of Professional Studies, (2) the Registrar, (3) the Chairperson and all faculty in the School of Education, (4) the Director of Libraries, (5) the Coordinator of the Academic Center for Excellence, (6) the Director of Testing, (7) the Director of Supervised Teaching, (8) the Student Placement and Data Coordinator, (9) three public school representatives, (10) faculty representatives from each academic unit in which the University offers teacher certification programs, and (11) two student representatives, including the president of the University's chapter of the Student National Education Association and one other education student.

Goals and Objectives

The overall goal of the Teacher Education Program is to produce the best possible teachers for preschool, elementary and secondary schools. Program objectives are to provide each student with the following:

- A strong liberal studies foundation which will enable students to think critically, express themselves with clarity, make independent and rational judgments, and become life-long learners;
- The pedagogical skills and competencies needed to create an environment conducive to learning for preschool, elementary, and secondary school students;
- A thorough understanding of the content taught in grades P–12;
- An understanding of the function and role of schools and teachers in a democratic, multicultural/diverse society; and
- Field experiences which lead to a commitment to become a teacher who is a liberator through education.

Admission to Teacher Education

Students desiring teacher certification at any level must apply formally to the Teacher Education Program. Application forms are available in the School of Education office and are due by posted dates in September and February. The Teacher Education Committee reviews all application materials *in the fall and spring semesters*. Failure to make timely application to the Teacher Education Program will delay a student's progress toward graduation, since *admission to the Teacher Education Program is a prerequisite to all but two Education courses*.

NOTE: It should be understood that students are responsible for successfully completing courses that are required at the time they are applying for admission to the Teacher Education Program.

Some curriculum/policy changes required by the EPSB and/or the Teacher Education Committee may not necessarily appear in the Catalogue, as they may be approved and/or implemented between printings of the Catalogue.

Students are advised to clarify curriculum/policy requirements with their academic advisors. Students are required to meet with their advisors at least two times each semester.

The Catalogue of Record for all teacher education majors is determined by the date of admission to the Teacher Education Program.

Each applicant who seeks admission to the Teacher Education Program (TEP) at Kentucky State University is required to meet the following TEP criteria:

Criterion 1. Have obtained a minimum of 45 semester credit hours;

Criterion 2. File an application for admission to the Teacher Education Program on the official form provided. The application must be accompanied by a word-processed autobiographical sketch of no more than two pages. The autobiography should reveal an alert, resourceful person of sound and stable character who exemplifies the fdlowing traits: (1) a strong desire to learn, (2) a strong desire to become an effective teacher, (3) a genuine interest in people, especially young people, (4) the ability to work well with others, and (5) a willingness to go beyond average expectations in hours devoted to study and involvement in school and community activities.

Criterion 3. Submit an ACT minimum composite score of 21; minimum PRAXIS I scores of 173 in Reading, 172 in Writing, and 173 in Mathematics; and have obtained a cumulative grade-point average of 2.75 or above on a 4.0 scale. (A student may satisfy Criterion 3 by submitting passing scores on the subject area PRAXIS II tests.)

Criterion 4. Demonstrate competency in written communication through an impromptu written response to a question in the applicant's field of study. The sample will be evaluated for writing skills, content, organization, and style.

Criterion 5. Demonstrate competency in verbal communication during an individual oral interview.

Criterion 6. Have obtained a grade of "C" or better in the following courses.

A. ENG 101 (English Composition I) *and* ENG 102 (English Composition II);
B. EDU 202 (Foundations of Teaching and Education);
C. EDU 203 (Microcomputers and Media in the Classroom);
D. For IECE majors: CDF 203 (Child Development I) and CDF 204 (Child Development II).

Criterion 7. Obtain three letters of recommendation:

A. One from the major advisor;
B. One from a KSU instructor with whom the applicant has completed a course; and
C. One from an area public/private school teacher with whom the applicant has had field-based experience.

Criterion 8. Receive clearance from the Vice President for Student Affairs, upon request by the School of Education.

Criterion 9. Complete the appropriate required components of the electronic portfolio.

There is no conditional admission to the Teacher Education Program; to be eligible for admission, applicants must meet all requirements. The Teacher Education Committee may withdraw a student from the Teacher Education Program at anytime based upon either of the following:

A. Unsatisfactory academic progress.
B. Disciplinary action by the University against the student because of conduct that would indicate character traits of such a nature as to make that student unfit for the teaching profession.

A student may withdraw officially from the Teacher Education Program with proper written notice to the Chairperson of the Teacher Education Committee. An applicant who has been denied admission to the Teacher Education Program will be permitted to apply again, provided all deficiencies have been removed.

Kentucky State University, operating through the Teacher Education Committee, retains the right to change, modify, or add to the above requirements at any time. The Teacher Education Committee will give students notice of required changes. Students must consult the Chairperson of the Teacher Education Committee for the most recent certification regulations.

Admission to Supervised Teaching (Student Teaching)

All students seeking certification to teach are required to file an application for Supervised Teaching. The application for admission to Supervised Teaching must be made by the posted deadline during the semester immediately prior to the semester during which the student plans to do student teaching. After processing the student's application, the Chairperson of the Teacher Education Committee (TEC) will notify the applicant by letter that the application for admission to Supervised Teaching has been approved or denied. If the application is approved, the approval will be subject to continued compliance with all prerequisites and the student's attainment and mainte-

nance of the required criteria for admission that are in effect at the time of application and at the time the student is scheduled to enroll in the Supervised Teaching course. If the application for admission to Supervised Teaching is denied, the letter of notification will state the reason(s) for denial.

Applicants for admission to Supervised Teaching must meet the following TEC criteria:

Criterion 1. Have been admitted to the TEP prior to being approved for Supervised Teaching and be in good academic standing.

Criterion 2. Have a cumulative grade-point average of 2.75 or above (on a 4.0 scale) at the time of application, or have attained such by the end of the semester immediately prior to the scheduled entrance into Supervised Teaching.

Criterion 3. Have completed all coursework within the Generalist Concentration or Specialty Area and have a cumulative grade point of 2.75 or above (on a 4.0 scale) in all coursework (with all grades "C" or above) at the end of the semester prior to the scheduled entrance into Supervised Teaching.

Criterion 4. Have completed all required professional Education courses, induding the fidd experience requirements, with a minimum grade-point average of 2.75 (with all grades "C" or better) or have satisfied this requirement by the end of the semester immediately prior to the scheduled entrance into Supervised Teaching.

Criterion 5. Have completed all coursework requirements in any additional certification area with a minimum grade-point average of 2.75 (with all grades "C" or above) if Supervised Teaching is to be completed in that certification area.

Criterion 6. Have successfully completed (or will have completed) all coursework and all graduation requirements except student teaching. (Transcripts or letters of verification for transfer courses must be submitted prior to student teaching.)

Criterion 7. KSU students must obtain a passing score on the PRAXIS II Subject Assessment/Specialty Area test(s) and Principles of Learning and Teaching (PLT) test prior to student teaching. Student teaching candidates who do not meet this criterion may be given an option to complete student teaching under the condition that successful completion of the PRAXIS II and PLT must be obtained to pass EDU 464/474/484/494 (student teaching). To be eligible for this option, the candidate must have attempted each required test at least two times and received a score greater than or equal to 95% of the required passing score for each test. Students who do not meet these requirements will not be permitted to student teach. Complete copies of all PRAXIS II and PLT score reports must be submitted to the Chair of School (or designee).

Criterion 8. Submit the culminating portfolio for Admission to Supervised Teaching (**Major Checkpoint 2**).

Criterion 9. Obtain two letters of recommendation for Supervised Teaching:
- A. One from a faculty member of the student's major (certification) area and
- B. One from a faculty member of the Area of Teacher Education.

Criterion 10. Submit a report of a physical examination, including a tuberculin test performed within the last six months, prior to beginning student teaching.

Criterion 11. Received clearance given by the Vice President for Student Affairs upon request by the Director of Supervised Teaching.

Criterion 12. Have completed a criminal records background check dated no more than one month prior to admission to Supervised Teaching (KRS 160.380).

Criterion 13. Present evidence of liability insurance comparable in amount to that which the Student National Education Association (SNEA) provides.

NOTE: Applications for admission to Supervised Teaching may be obtained from and submitted to the Director of Supervised Teaching.

Students are fully responsible for arranging all required transportation that results from participation in Supervised Teaching. A student who has been approved for admission to Supervised Teaching who does not complete all prerequisites or maintain the required criteria for admission will be denied the opportunity to enroll in the Supervised Teaching course. After deficiencies have been corrected, the student's case shall be subject to review by the Teacher Education Committee before the student is permitted to enroll for Supervised Teaching at a later date.

Students are not permitted to take other regular college courses or hold employment during the period of Supervised Teaching. Exemptions from this standard will be considered by the Teacher Education Committee. Students who disregard this requirement shall be subject to suspension from the Supervised Teaching Program.

Degree Requirements

Students seeking teacher certification in most states, including the Commonwealth of Kentucky, must select the age/grade level which they wish to teach. Certification programs available at Kentucky State University meet state requirements for Interdisciplinary Early Childhood Education (Birth to Primary); Elementary Education (Primary–5th grade); Secondary Education (Grades 8–12 in Biology, English, Mathematics, and Social Studies); and multi-grade programs in Art, Music, and Physical Education (Primary–12th grade). A teaching endorsement in Computer Science is also available.

To obtain the baccalaureate degree in any area of education, students must complete all campus-wide Liberal Studies requirements. In addition, teacher candidates must be formally admitted to the Teacher Education Program (**Major Checkpoint 1**); complete Generalist Concentration or Specialty Area courses and Professional Education courses at required levels; be formally admitted to Supervised Teaching (**Major Checkpoint 2**); and complete Supervised Teaching.

INTERDISCIPLINARY EARLY CHILDHOOD EDUCATION (IECE)

Students seeking certification to teach in this area must fulfill all certification and admission requirements of Teacher Education. A minimum of 133 semester credit hours is required for a major in IECE. Requirements include 24 semester credit hours of Professional Education courses (EDU 202, 203, 303, 304, and 464); 8 semester credit hours of related studies courses (FNU 203, ENG 260, and SOW 430); 3 semester credit hours of free electives; 33 semester credit hours in Child Development/Family Relations courses (CDF 101, 102, 203, 204, 206, 305, 315, 318, 409, 420 and 421); and 15 semester credit hours in education and special education (EDU 310, 311, 316, 318, and 404).

ELEMENTARY EDUCATION (grades P–5)

A minimum of 129 semester credit hours is required to earn a degree in Elementary Education. Students must complete all Liberal Studies requirements (must take PHS 201); earn a "C" or above in 29 hours of additional content courses; be formally admitted to the TEP; earn a "C" or above in all Professional Education courses (35 hours); be formally admitted to Supervised Teaching; earn a "C" or above in Supervised Teaching (12 hours); and successfully complete PRAXIS II and PLT tests.

Because elementary teachers instruct in several content areas, courses required for Elementary Education majors offer students a breadth and depth of content knowledge and skills in English, mathematics, science, and social studies that go beyond the Liberal Studies courses. These courses (29 hours) allow some flexibility for both students and content area faculties to adjust to students' interests and skills, as well as to the changing needs of elementary schools. The required courses are: applied human sciences (FNU 203); finearts (ART 101 and MUE 333); humanities (ENG 260, ENG 285, and HIS 201); mathematics (MAT 103, 104, and 205); and science (PHS 202).

Once admitted to the TEP, teacher candidates may enroll in upper level Professional Education courses. Professional Education courses (47 hours) are designed to provide teacher candidates with the pedagogical knowledge and skills they will need to teach children effectively in the content areas. Required Professional Education courses for Elementary Education majors follow: EDU 202, 203, 302, 303, 304, 310, 312, 405, 407, 408, 415, and 423. During their last semester of coursework, teacher candidates may apply for formal admission to Supervised Teaching (EDU 474) by meeting the criteria specified in the section of this Catalogue entitled Admission to Supervised Teaching. To earn a BA in Elementary Education, supervised teachers must demonstrate competence on each of Kentucky's New Teacher Standards and successfully complete the relevant PRAXIS II and PLT tests.

SECONDARY EDUCATION (grades 8–12)

Biology Education: A minimum of 138 semester credit hours is required for a major in Biology with high school teacher certification. In addition to the University's Liberal Studies requirements (with BIO 111 and MAT 115 in place of BIO 101 and MAT 111, and CHE 101, instead of other natural science electives); students must complete a Biology core of 25 semester credit hours (BIO 210, 212, 302, 303, 307, 316, 401, and 408); 5–6 semester credit hours of Biology electives selected from BIO 301, 304, 305, 308, 309, 315, 317, 318, or 410; a 4-semester-credit-hour Chemistry course (CHE 102/120); 36 semester credit hours of Professional Education courses (EDU 202, 203, 302, 303, 304, 310, 413, 430, and 494); a 4-semester-credit-hour Mathematics course (MAT 120); 8 semester credit hours of support courses in Physical Sciences; and 3 semester credit hours of freeelectives. PHY 207 and PHY 208 are strongly recommended.

English Education: A minimum of 131 semester credit hours is required for a major in English with high school teacher certification. Requirements include 42 semester credit hours of English courses (ENG 204, 214, 285, 311, 313, 322, 323, 324, 325, 390, 409, 411, 413, 433, and 3 semester credit hours of English electives); and 36 semester credit hours of Professional Education courses (EDU 202, 203, 302, 303, 304, 310, 410, 445, and 494).

Mathematics Education: A minimum of 128 semester credit hours is required for a major in Mathematics with

high school teacher certification. In addition to the University's Liberal Studies requirements (with MAT 131 in place of MAT 111, and PHY 211 [recommended] or PHY 212 in place of other natural science requirements), students must complete 32 semester credit hours of mathematics courses (MAT 132, 210, 231, 300, 307, 321, 326, 401, 403, and 460); 4 semester hours computer science (COS 108); 36 semester credit hours of professional education courses (EDU 202, 203, 302, 303, 304, 310, 411, 430, and 494); a 3 semester credit hour mathematics elective selected from MAT 232, 312, 315, 402, 404, 411, 415, and 470; and 3 semester credit hours of free electives. The students must earn a grade of "C" or better in all the courses listed above with the exception of the free electives.

Social Studies Education: A minimum of 128 semester credit hours is required for a major in Social Studies Education with high school teacher certification. Requirements include: 50 semester credit hours of Liberal Studies (HIS 103 is replaced by HIS 101 and 102); 15 semester credit hours of History courses (HIS 101, 102, 201, 202, and 350; 12 semester credit hours of Sociology courses (SOC 203 which has met the Liberal Studies requirement, 303, 304, 305, and 499); a 3-semester-credit-hour Geography course (GEO 102); a 3-semester-credit-hour Political Science course (POS 160); a 3-semester-credit-hour Psychology course (PSY 200); a 3 semester credit hour Economics courses (ECO 200); 36 semester credit hours of Professional Education courses (EDU 202, 203, 302, 303, 304, 310, 414, 430, and 494); and a 3-semester-credit-hour in the Behavioral and Social Sciences at the 300/400 level.

P–12 CERTIFICATION

Art Education: A minimum of 138 semester credit hours is required for a major in Art Education with high school teacher certification. Requirements include 27 semester credit hours in Art and Art History (ART 110, 112, 113, 201, 202, 220, 319, 360 [taken twice for credit], 400, and 419); 18 semester credit hours of limited Studio Art electives selected in consultation with the student's advisor; 6 semester credit hours of 300/400 level courses in one Art area of specialization (art history, ceramics, drawing, digital imaging, digital photography, printmaking, or sculpturing); and a 3-semester-credit-hour art history elective for a total of 54 semester credit hours (ART 130 is a Liberal Studies Requirement); and 33 semester credit hours of Professional Education courses (EDU 202, 203, 302, 303, 304, 310, 430, and 484), and 51 semester credit hours for the University's Liberal Studies requirement.

Music Education: The Music Education Specialization of the Bachelor of Music degree, which leads to P–12 teacher certification and is accredited by the National Council for Accreditation of Teacher Education (NCATE) and by the Kentucky Education Professional Standards Board, is offered by the Division of Fine Arts in the College of Arts, Social Sciences, and Interdisciplinary Studies in conjunction with the School of Education in the College of Professional Studies. All students in the Music Education Specialization must enroll in and successfully complete a dual-placement supervised teaching experience (EDU 484) at both the elementary and secondary levels.

The Music Education Specialization with an instrumental emphasis (brass, wind, or percussion principal instrument) requires the successful completion of MUE 203, 310, 311, 331, 332, 348, 437; MUS 354; instrumental chamber music ensemble elective appropriate to the major or secondary instrument (1 semester credit hour); and EDU 202, 302, 304, 310, and 484.

The Music Education Specialization with a keyboard emphasis (piano or organ) requires the successful completion of MUC 349; MUE 203, 310, 311, 331, 332, 348, 437; MUS 354; instrumental chamber music ensemble elective appropriate to the major or secondary instrument (1 semester credit hour); and EDU 202, 302, 304, 310, and 484.

The Music Education Specialization with a vocal emphasis requires the successful completion of MUE 203, 310, 311, 331, 332, 435; MUS 336, 353; vocal ensemble elective (1 semester credit hour) chosen from MUP 311, 357, or 383; and EDU 202, 302, 304, 310, and 484.

Physical Education and Health: A minimum of 143 semester credit hours is required for a major which leads to teacher certification in Physical Education and Health (grades P–12). Students must complete a Liberal Studies component of 54 credit hours (BIO 111 is required instead of BIO 101); 35 semester credit hours of Professional Education courses (EDU 202, 203, 302, 304, 408, 412, 420, 430, and 484); and a Specialty Area component of 54 credit hours (PHE 218, 257, 259, 320, 323, 324, 330, 331, 332, 333, 401, and 421; BIO 301; FNU 203; HED 107, 222, 223, and 305; one course from PHE 209, 240, or 351; two courses from PHE 210, 211, 212, 213, 215, 216, 221 or 222; and two course from PHE 201, 202, 203, 204, or 205).

Computer Science Teaching Endorsement
A teaching endorsement is available in Computer Science. Students must consult their advisor and the Chairpersons of the Divisions of Education and Human Services and Computer and Technical Sciences regarding specific requirements. Teaching endorsements are available only to students who complete a teaching major. Students may extend the validity of teaching certificates by taking

additional coursework. Interested students should contact the School of Education for course requirements.

PRAXIS II and PLT

The PRAXIS II Subject and Speciality examinations and the Principles of Learning and Teaching (PLT) are required for teacher certification in Kentucky. The examinations must be taken during the senior year or as soon as the content area studies are complete. Students must perform at, or above, the cut-off scores established by the EPSB and must have their official PRAXIS II and PLT scores sent to Kentucky State University's School of Education and to the EPSB in order to be recommended for certification. The PRAXIS II and PLT must be successfully completed prior to student teaching.

POST-BACCALAUREATE STUDENTS

A TEP post-baccalaureate (PB) student is defined as a student who already holds a Bachelor's Degree from an accredited institution and is seeking *initial* teacher certification. The student may be admitted as a degree or non-degree seeking student. A post-baccalaureate (PB) student may receive general, unofficial information from any member of the TEC but must abide by the following to establish an official program of studies: obtain admission to Kentucky State University, present to the Chair of Education and Human Services (or designee) verification of admission, a letter of interest in a specific teacher certification program, copies of all previous college transcripts, listing of all courses to be transferred, and copies of catalog descriptions from all previous colleges/universities for each course listed for substitution or transfer. The Chair of Education and Human Services (or designee) and a representative from the PB student's desired certification area will evaluate each course suggested for substitution and determine the validity of each request. Then an official program of studies will be established for the PB student.

Post-baccalaureate students must also be admitted to the Teacher Education Program, and this may be done at the same time the student seeks TEC approval for student teaching. PB students must meet all criteria for admission to the Teacher Education Program and for admission to Supervised Teaching as outlined in the *Teacher Education Handbook*.

Post-baccalaureate students who successfully complete an *initial* teacher certification program will be listed as program completers for KSU.

Post-baccalaureate students have the option of receiving a bachelor's degree in the certification area if they meet the requirements in the Catalogue in force at the time of admission to TEP.

HEALTH, PHYSICAL EDUCATION, AND RECREATION

The Area of Health, Physical Education, and Recreation prepares students to pursue further study at the graduate level in Physical Education, or to teach Physical Education and Health in the public schools. It prepares students to direct programs in Recreation, Sports Management, Athletic Coaching, and Athletic Training. The area also provides numerous and diverse opportunities for students, faculty, and staff at Kentucky State University to achieve physical fitness and acquire recreational skills for life-time fitness and leisure time activities through its 100-level courses.

Baccalaureate Programs in Physical Education

The Area of Health, Physical Education, and Recreation offers the Bachelor of Arts degree in Physical Education (non-teaching) and the Bachelor of Science degree in Physical Education and Health (teaching) that may lead to teacher certification. A student may elect either option. Details of the teacher certification program may be found under the Area of Teacher Education sub-section of the School of Education.

Employment opportunities for Physical Education majors extend beyond teaching and coaching. Physical Education majors today have begun to consider alternative ways of using their education. As a result of the tremendous surge of public interest in sports and physical activity, alternative career opportunities for Physical Education graduates are increasing. These alternative career possibilities include health-related occupations, sports administration, sports communication, sports marketing, coaching, athletic training, and physical activity instruction.

To satisfy the requirements for the Bachelor of Arts degree in Physical Education (non-teaching), a student must complete a minimum of 129/135 semester credit hours. The required courses are HED 107 and 221; PHE 209 (or 240 or 351), 218, 257, 259, 320, 323, 324, 330, 331, 332, 333, 401, and 421; BIO 301; BUA 101; and PSY 303. In addition, the student must complete two courses from each of the following: PHE 201, 202, 203, 204, or 205; and PHE 210, 211, 212, 213, 215, 216, 221, and 222. Major and support courses total 52 semester credit hours. A minor field of study, selected from the minors listed below, is required of non-teaching Physical Education majors.

Minors

Minors are available in Athletic Coaching, Athletic Training, Recreation, and Sports Management.

A minor in Athletic Coaching requires the completion of 20 semester credit hours and is available to all baccalaureate degree-seeking students. The purpose of the minor in Athletic Coaching is to prepare students with training,

knowledge, and experiences to enhance their professionalism and marketability for the coaching profession. Specific course requirements include HED 107, PHE 324, 330, 331, 333, 355, and 380. BIO 301 (Human Anatomy) is a prerequisite for many of the Physical Education courses.

A minor in Athletic Training requires 21 semester credit hours and is available to all baccalaureate, degree-seeking students. This minor will give the students the knowledge base, training, and experiences to enhance their professionalism and marketability in the field of Physical Education as well as Coaching. The minor will enable the student to work in cooperation with a certified Athletic Trainer. Specific course requirements include: HED 107, PHE 324, 330, 331, 423, 425, and 426. BIO 301 (Human Anatomy) is a prerequisite that must be taken before pursuing many of the Physical Education required courses.

A minor in Recreation requires the completion of 21 semester credit hours. Specific course requirements include REC 101, 201, 322, 343, 364, 390, and 400.

A minor in Sports Management requires the completion of 21 semester credit hours. Specific course requirements include REC 101 and 400; ACC 201; ECO 201; MGT 301; and MKT 301 and 410.

For specific requirements to receive teacher certification, interested students should consult the Catalogue section under the School of Education. Students seeking teacher certification should refer to the admission criteria and procedures included in the College of Professional Studies section of this Catalogue.

APPLIED HUMAN SCIENCES

The Area of Applied Human Sciences offers coursework leading to an Associate of Arts degree in Liberal Studies with a Specialization in Early Childhood Development and a Bachelor of Arts degree in Child Development and Family Relations with non-teaching and teaching certification. The teaching certification program is an Interdisciplinary Early Childhood Education (Birth to Primary Certification) program. In addition, a minor is offered in the Child Development and Family Relations non-teaching program.

Child Development and Family Relations (non-teaching)

The baccalaureate degree program in this instructional area prepares students to direct or teach in pre-school programs and for work in family service agencies. To satisfy the requirements for the Bachelor of Arts degree in the Child Development and Family Relations non-teaching program, a student must complete a minimum of 128 semester credit hours with 33-semester credit hours in Child Development and Family Relations.

The required courses are CDF 101, 102, 203, 204, 305, 315, 316, 407, 408, 409, and 420; and 29 semester credit hours from other academic areas. These required courses are: ART 101; EDU 310; ENG 260; FNU 101 and 203; HEC 308; MUE 333; SOW 308 and 430; and ARM 311. In fulfilling degree requirements, students must also complete 13 semester credit hours of free electives.

A minor in Child Development and Family Relations requires the completion of 18 semester credit hours. Specific course requirements include: CDF 102, 203, 204, and 315; and 6 semester credit hours selected from CDF 420, PSY 400 or 404, SOC 304 or 305, and SOW 308.

For specific requirements to receive teacher certification, interested students should consult the Catalogue section under the School of Education. Students seeking teacher certification should refer to the admission criteria and procedures included in the College of Professional Studies section of this Catalogue.

GRADUATE PROGRAMS

Kentucky State University offers programs of study that lead to four Masters Degrees: the Master of Science in Aquaculture/Aquatic Sciences, the Master of Business Administration, the Master of Science in Computer Science, and the Master of Public Administration. These programs are described in the following pages. Kentucky State University strives to maintain the highest quality graduate programs and excellence among graduate faculty. The Graduate Programs at Kentucky State University seek to recruit students of high potential, readiness, and motivation for success in graduate studies and, following graduation, continued professional accomplishment.

Office of Graduate Studies
The Office of Graduate Studies facilitates the development and improvement of graduate programs and supports student success and progress toward graduation. The Office oversees graduate admissions. The Director of Graduate Studies serves as advisor to the Graduate Student Association. The primary goals of the Director of Graduate Studies are graduate program success and graduate student success. These are to be achieved through the Office of Graduate Studies with the support and aid of theGraduate Council and the Graduate Faculty.

Graduate Council
The Graduate Council develops and monitors policies relating the graduate programs, graduate students, and graduate faculty. The Director of Graduate Studies chairs the Graduate Council. The Council serves to inform and advise the Director of Graduate Studies in pursuit of the Director's duties in graduate admissions, program review, graduate student concerns, and graduate faculty concerns. The Graduate Council is composed of representatives from each of the graduate programs and of the graduate faculty. The Graduate Council appoints graduate faculty from among faculty with significant teaching, research, and professional accomplishment.

Graduate Admissions
Applications for admission to graduate studies at Kentucky State University must be submitted to the Office of Graduate Studies. The appropriate address is:

Office of Graduate Studies
Kentucky State University
Frankfort, Kentucky 40601

Please identify the Masters program to which you are applying. All admissions application materials must be sent to the Office of Graduate Studies, including the application, transcripts, letters of recommendation, application fee, graduate record examination scores, and other items specified in by each program. To be considered for admission, the application must contain all the required materials and must be submitted according to the deadlines published by each program.

Requirements for Admission
Each program has stipulations regarding admissions requirements, and these are discussed in the following program descriptions.

Application Form
Each student must submit a completed, signed application form together with a non-refundable fee in the amount of US $22 ($74 for International Students) in bank draft or a check.. The form may be obtained from the university's website (www.kysu.edu) or by e-mailing the request to: graduatestudies@kysu.edu.

Application Deadlines
The application must be received by July 1 for the fall semester, and November 15 for the spring semester, and May 1 for the summer term.

Transcripts
Each applicant must provide official copies of transcripts of all previous college/university credits showing all grades received and any degrees or certificates that have been awarded. Transcript Request Forms may be obtained from the KSU website. The student who has not completed his/her undergraduate degree at the time ofapplication for admission to the Computer Science Technology program must submit the current official transcript at the time of application, as well as an official transcript upon completion of the undergraduate degree. An official transcript must bear the raised seal and the signature of the registrar from the sending institution. Graduates from all schools other than Kentucky State University should contact their registrar and request that official copies of their transcripts be forwarded directly to the Office of Graduate Studies.

Graduate Record Examination (GRE)
All applicants for admission to a program that requires or recommends the Graduate Record Examination (GRE) at the time of application should complete the GRE as early as possible. The satisfactory official score reports from the general section of the GRE must be submitted to the Office of Graduate Studies. The GRE must have been taken within the past five years leading to the application due date. If the GRE is reuqired, certain domestic students who may not have had the opportunity to take the

GRE may be admitted provisionally if they have good academic standing for one semester provided they take the test during their initial semester in graduate school. Application materials for the GRE can be obtained from, and must be sent to, the Educational Testing Service, P. O. Box 6 000, Princeton, New Jersey 08 541-6000 U.S.A. (Telephone: 609-771-7670 or 510-654-1200). It is the responsibility of the applicant to apply for and take the examination and to have the official scores sent to the Office of Graduate Studies. The MBA requires the Graduate Management Assessment Test (GMAT), and the MPA accepts the GMAT as one option for applicants. Please refer to the MBA program description for details concerning the GMAT.

Letters of Recommendation

All applicants should have three letters of recommendation from instructors at previous institutions or from previous and/or current employers. The letters must be mailed directly to the Office of Graduate Studies.

Additional Requirements

Please refer to specific descriptions of graduate programs description for additional admissions requirements and application procedures and instructions.

Advisement

Upon admission to one of the graduate programs, each student will be assigned an advisor. The student shall take the initiative to become familiar with the objectives of the program and the pertinent regulations prior to scheduling a conference with the assigned advisor. The graduate regulations are defined in the *Graduate Bulletin* portion of the *KSU Catalogue 2005-2007,* and all general regulations in the are published in other appropriate sections of the *KSU Catalogue*.

Special Application Procedures for International Students

In addition to the general guidelines for admission, international students must

- Have a minimum grade-point average of 3.0 or its equivalent in undergraduate coursework as evidenced by official transcripts. All transcripts must be submitted in English, and any translation certified.
- Have official Test of English as a Foreign Language (TOEFL) scores provided directly from the testing agency or provide other evidence of proficiency in the English language. TOEFL scores must be a minimum of 525 (written) or 173 (computer). However, students completing their undergraduate studies in the United States are exempt from submitting TOEFL scores, and may be admitted to the Program with a cumulative grade-point average of 3.0. Students exempted from submitting TOEFL scores will be required to complete the GRE and are subject to meeting the requirements for unconditional admission.

Upon receipt of the official letter of acceptance, the international student must prove his/her ability to meet college expenses by one of the following means:

1) an award of a full scholarship or similar financial aid covering tuition, room, and board

2) a confirmation deposit of $3,500 (US) be sent to the Office of Admissions. A student may use a maximum of 65% of the $3,500 deposit to pay the first semester's tuition and fees. The balance will remain on account until the student graduates or withdraws from Kentucky State University.

In addition to meeting one of the above requirements, the international student must complete a Declaration and Certification of Finances form to qualify for an Immigration Form (I-20) to be sent by KSU.

TYPES OF GRADUATE ADMISSION

The following are the minimum standards for each type of admission to graduate study at Kentucky State University. Applicants should be aware that a student is admitted to a graduate program, not to graduate studies in general. The faculty of each graduate program may invoke additional requirements for admission to the graduate program. These additional requirements, higher minimum requirements, or other variations are described in the descriptions of program requirements in the sections devoted to individual programs.

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1. Regular Admission: General requirements for regular (unconditional) admission are:

A. A baccalaureate degree from an accredited institution;
B. An overall undergraduate grade-point-average of 2.7 (on a 4.0 scale), and each degree program may set higher minimum grade-point-average;
C. Official transcripts of all undergraduate and graduate work indicating all degrees awarded and courses taken. The baccalaureate degree must be verified with an official transcript.

Some programs require:

D. A GRE or GMAT. The minimum combined scores are provided in each program's section of the bulletin.
E. Additional evidence of appropriate work history or educational experience.

2. Provisional Admission: An applicant unable to supply all of the required application materials prior to admission consideration, but who otherwise meets the requirements for regular admission may be granted provisional admission. Complete and satisfactory credentials must be received by the Office of Graduate Studies before the end of the semester in which the student has registered in a provisional status. A student will not be permitted to enroll with a provisional status for more than one semester. Provisional admission does not guarantee, in any way, subsequent good academic standing (as would be granted by regular admission).

3. Probationary Admission: An applicant who does not meet conditions B, C, or D of the admission requirements for regular admission, but has a minimum grade-point-average of 2.4 may be granted probationary admission. Students must be removed from probationary status prior to registering in any graduate coursework beyond an initial 12 semester credit hours. The minimum condition for transfer from probationary status to the status of good academic standing is the successful completion of at least nine semester credit hours of graduate coursework at Kentucky State University while maintaining a graduate grade-point-average of at least 3.0 and with no more than one grade (regardless of the number of course credit hours or overall g.p.a.) of "C" or lower. The student will be informed of all conditions for consideration for achieving good academic standing (as would have been granted by regular admission) at the time the student is granted probationary admission status. A student in probationary status may not hold an assistantship or be admitted to candidacy without first achieving the status of good academic standing. International students will not be admitted on a probationary admission basis. Each program may specify a more stringent standard. Program accreditation requirements may establishother alternatives for probationary admission.

4. Non-Degree Seeking Admission: An individual wishing to take graduate courses, without a degree objective may be admitted as a non-degree seeking student. A non-degree seeking student must hold a baccalaureate degree from an accredited institution and must have a minimum overall undergraduate grade-point-average equivalent to the minimum for probationary admission to the program from which the individual wishes to take courses. Each program limits the number of credits earned in the non-degree status that will be transferred into the program.

5. Visiting Student Admission: In order for a visiting student to be officially enrolled for graduate credit at Kentucky State University, the student must file a visiting student/non-degree seeking application and submit an official letter of good standing from the home institution.

GRADUATE ACADEMIC REGULATIONS AND POLICIES

Oversight of the Graduate Academic Regulations and Policies is given to the Graduate Council and the Academic Policies Committee of the Faculty Senate. Graduate students are expected to become familiar with these regulations, as they apply to all students enrolled in graduate courses at Kentucky State University. In some cases, these general policies are superceded by more stringent requirements established for individual programs. *Also, the limitations in the definitions may be modified to meet accreditation, licensing, and/or certification requirements.*

I. General Definitions

A. A semester credit hour represents one clock hour of recitation or lecture, or two clock hours of laboratory per week for one semester for most courses; some courses are calculated according to accreditation standards in the particular area.

B. Quality points are the assigned points of a specific letter grade. The total quality points of a course are calculated by multiplying the quality point value of the letter grade earned by the number of semester credit hours for the course (see Section VII).

C. The **cumulative grade-point average** is defined as the total number of quality points earned in all courses taken at Kentucky State University in which the student received a grade of "A," "B," "C," "D," or "F" divided by the total number of semester credit hours in all courses taken at the University in which the student received a grade of "A," "B," "C," "D," or "F."
   1. If a course is repeated, only the highest grade will be used in the computation of the cumulative grade-point average.
   2. Unless specifically described in the course description as a repeatable course, credit may be earned only once for courses that are repeated.
   3. All grades earned at Kentucky State University will remain on the student's transcript and in the permanent record.

D. The **current grade-point average** is defined as the total number of quality points earned in all courses in which the student received a grade of "A," "B," "C," "D," or "F" during the last term (summer session/semester) of enrollment divided by the total number of semester credit hours in all courses in which the student received a grade of "A," "B," "C," "D," or "F" during the last term (summer session/semester) of enrollment.

II. Definitions of Programs and Areas of Specialization

Master's Degree Program

A master's degree program is a planned and approved program of study leading to graduation with a master's degree. Each master's degree program requires at least 30 graduate semester credit hours and no more than 45 graduate semester credit hours. The master's degree program must be completed within six years of initial enrollment as a degree seeking graduate student. Some programs require degree completion within fewer years of initial enrollment. Please consult the program descriptions in the program sections.

The Area of Specialization

Graduate programs may consist of a core program of study within the academic unit as well as required additional study in one or more areas of specialization selected from options within or related to the discipline. The area of specialization shall consist of a minimum of 9 graduate semester credit hours and a maximum of 12 graduate semester credit hours.

Prerequisites and Support Courses

A graduate program may identify and require graduate and/or undergraduate courses as are justified for proper completion of the graduate program. Courses may be from within the discipline (prerequisites) or from other disciplines (prerequisites or support courses). Such credits thus required may not be included in the graduate semester credit hours required for degree completion. Please consult the requirements of the program for these limitations.

The limitations in the definitions may be modified to meet accreditation, licensing, and/or certification requirements.

III. Academic Requirements for Graduation

A. Students must submit a completed graduate application for a degree to their graduate program according to the prescribed schedule in the Academic Calendar. No late applications will be accepted. Students must submit a new application for a degree if they have been unsuccessful with a graduation attempt. A non-refundable graduation fee is assessed each time a student applies for graduation.

B. Each graduate program has specific requirements for a student to complete in order to be awarded

a master's degree. These may include qualifying examinations, a thesis, a capstone course, or other professional activity. These are usually completed during the final stages of the graduate program. Consult the requirement sections in the respective graduate program descriptions.

C. Grades below "C" may not be presented for master's degree graduation credit, nor shall graduation be approved for students with grade-point averages below 3.0. Students may not graduate with more than 6 semester credit hours of courses with a grade of "C" or below. This regulation does not apply when a grade of "C" has been superseded by successful completion (grade of "B" or better) of a particular course at a later date.

D. A minimum of 30 graduate semester credit hours is required for the awarding of a master's degree. The master's degree program must be completed within six years of initial enrollment as a degree seeking graduate student. Some programs require degree completion within fewer years of initial enrollment. Please consult the program descriptions in the program sections.

IV. Graduate Residency Requirements for Graduation

With the exception of approved transfer credits and approved credits taken as visiting students in accredited graduate programs, all graduate course credits must be completed at Kentucky State University.

V. Academic Load

A. The normal semester load for graduate students is 9 semester credit hours in any combination of graduate and undergraduate hours. (Some programs require prerequisite undergraduate courses prior to regular admission).

B. A graduate student must carry 9 or more graduate semester credit hours to be full time, 5 to 8 graduate semester hours to be half time, and less than 5 graduate semester credit hours to be less than half time. A graduate student enrolled in fewer than 9 graduate credit hours is considered part-time.

C. A graduate student in good standing may pursue a maximum of 12 semester credit hours during the fall or spring semester of the academic year for which he/she is a candidate for graduation.

D. A graduate student may pursue a maximum of 6 semester credit hours during the summer session.

VI. Concurrent Degrees

University regulations allow that a student may pursue two degrees of the same level in a given matriculation period, e.g., two baccalaureate degrees, two associate degrees, or two graduate degrees, when minimum graduation requirements are met with additional coursework for the appropriate degree level. A student may not pursue mixed levels of degrees simultaneously. Students must complete all of the requirements in effect at the time the student enrolls in the graduate degree program. While some of the hours earned from one degree program may count toward the curricular requirements of another degree program, the hours of credit can only be used to satisfy the credit hour requirements of one program. An hour of credit can only be applied to one program.

VII. Course Numbering System

This system is to be used to ensure consistency in the numbering of courses, and should be used by advisors and students when making out class schedules. Graduate students do not receive graduate credit for courses number 001 through 499.

001-099	designed for college preparatory and remedial courses; does not count toward any degree requirements
100-199	designed for freshman students but may be taken by more advanced students; does not carry graduate credit
200-299	designed for sophomore students but may be taken by any student who satisfies the prerequisites or obtains the consent of the instructor; does not carry graduate credit
300-399	designed for junior students but may be taken by any student who satisfies the prerequisites or obtains the consent of the instructor; does not carry graduate credit
400-499	designed for senior students but may be taken by any student who satisfies the prerequisites or obtains the consent of the instructor; does not carry graduate credit
500-599	open to graduate students only
600-699	open to graduate students only; should be used for seminar and independent study
700-799	open to graduate students only; thesis and research (professional) projects

VIII. Grading System

Information regarding grading policies is available from the Office of Academic Affairs and in the course syllabus for each course. All policies established by academic units and/or by course instructors must be

in compliance with policies outlined below.

A. A course instructor will issue a final grade at the conclusion of the course for each student officially registered for the course. The course instructor remains the sole person responsible for issuing a final course grade, except as provided in sub-section B below, and in Section XVI. F.
B. In the event an instructor becomes incapacitated or otherwise is unable to issue course grades, the chair of the academic unit will be responsible for issuing final course grades.
C. Only final grades specified in sub-section E of the Academic Regulations and Policies may be issued.
D. Instructors are to report final grades to the Office of the Registrar in accordance with the procedures and dead lines required by the University. Only the Office of the Registrar has authority to issue official final grades.
E. The following system of symbols will be used in grading students:
    1. A excellent; four quality points per semester credit hour
    2. B good; three quality points per semester credit hour
    3. C *not* satisfactory *for graduate work*; two quality points per semester credit hour
    4. D poor; one quality point per semester credit hour *(Some graduate programs do not award the grade of D)*
    5. F failure; zero quality points, zero credit
    6. N The grade of "N" indicates that a research project, thesis, or other special project has not been completed at the end of the term. The grade is only to be used in cases where the work in ongoing. It is not a substitute for an "I" and does not convert to a credit bearing grade until the final grade is submitted by the instructor. The grade of N can only be used in 700-level courses. With approval of the program faculty and the Graduate Council, a 600-level course may be allowed to use the "N" grade if the course spans more than one semester and the request is made prior to the term in which the course is initiated. The grade of "N" is excluded from the GPA tabulation. A student cannot graduate until all "N" grades have been converted to regular letter grades or the appropriate retroactive course withdrawal has been approved. The grade must be converted before the expiration of the time limit for completion of the graduate degree.
    7. I incomplete; not included in grade-point average (see Section VIII. H)
    8. W withdrawal, which can only be entered for students who withdraw prior to the end of the tenth full week of classes during a semester, or before two-thirds of the instructional days of the summer session; not included in grade-point average
    9. AU audit; not included in grade-point average (see Section VIII. F)
F. Audit
    The grading option of audit must be selected no later than the end of late registration and must be indicated on either the student's registration or add/drop form. Audited courses do not count toward the total number of hours nor in computing a GPA.
G. Repeat Option
    A graduate student has the option to repeat any completed course. Only the highest grade will be used in computing the student's academic standing and credit for graduation. The original grades for all repeated classes will remain on the transcript with the notation "excluded from GPA." A student may repeat a given course a maximum of two times. The repeat option only applies to an identical course (including a cross-listed course) and not a course substitute.
H. Incomplete
    1. A grade of "I" is to be assigned only for an unforeseen and extraordinary circumstance or situation which would have prohibited a student from completing a minor part of a course requirement, such as the final exam, one major exam, completion of a term paper or class project, or part of the requirements of a laboratory, and the student has made a request to the instructor prior to the end of the term. In some cases, a grade of "I" can be assigned when the course constitutes an "I" based on accrediting or certification requirements.
    2. A grade of "I" may not be assigned as a substitute for a "C," "D," or an "F."
    3. An Incomplete earned in any given term (summer session/semester) must be removed by the end of the eighth week of classes during the next regular academic semester; otherwise, the "I" will be changed automatically to a grade of "F."
    4. When a grade of "I" is assigned, the instructor shall provide a detailed description of the

work to be completed by the student to the chair/dean. The chair/dean shall retain a copy of this document. The instructor shall forward a copy to the student and retain a copy in the unit file.

5. The grade of "N" is to be used for graduate level courses requiring a professional project or thesis that requires more time to complete than one term. The grade of "I" is not be used in this circumstance.

I. Time Limitations for Grade Changes
All grade changes must be processed within one semester from the time the original grade was recorded. These grade changes will be permitted only when there was an error in recording or calculating the grade.

J. Appealing a Course Grade (see Section XVI. F.).

IX. Withdrawal from a Course

A. The Office of the Registrar will distribute class rosters to the faculty. Instructors will then verify the names of students who have attended at least one class meeting. Students who have never attended a class meeting will be administratively withdrawn and have all applicable charges reversed. Students who have attended at least one class meeting but have stopped attending are subject to the attendance policies enumerated in the Class Attendance section (XIII). This policy does not apply to the summer session.

B. If a student withdraws from a course before the end of the tenth full week of classes during a semester, a grade of "W" will appear on the student's transcript.

C. If a student withdraws from a coursebefore two-thirds of the instructional days have elapsed during a summer session or short course, a grade of "W" will appear on the student's transcript.

D. A student who fails to follow proper University withdrawal procedures will receive a grade of "F" in that course.

E. Students may appeal for retroactive withdrawal from a course under specified circumstances (see Section XVI. G.)

X. Withdrawal from the University

A. A student who has preregistered but not completed registration (i.e., paid fees ormade arrangements for the payment of fees) may cancel his/her registration by notifying the Office of the Registrar in writing prior to the end of late registration of his/her intention not to enroll.

B. In order to withdraw from the University after completion of registration (i.e., dropping all courses for a given semester/session), a student must do the following:

1. Obtain the necessary formfrom theOffice of the Registrar.
2. Complete the form and obtain the necessary signatures.
3. Return the completed form to the Office of the Registrar.

C. Failure to withdraw will obligate the student to pay all tuition, fees, and other charges assessed, and will result in failing grades for that term (summer session/semester).

D. If a student withdraws from the University before the end of the tenth full week of classes during a semester, a grade of "W" will appear on the student's transcript for all courses pursued that semester.

E. If a student withdraws from the University before two-thirds of the instructional days have elapsed during a summer session or short course, a grade of "W" will appear on the student's transcript for all courses pursued that session.

F. Students may appeal for retroactive withdrawal from the University under specified circumstances (see Section XVI. G.).

XI. Registration

A. A degree-seeking student MUST consult with his/her designated advisor prior to the time of preregistration or regular registration to receive official approval for his/her plan of study during each academic term (summer session/semester).

B. The Office of the Registrar sets the time of registration for all students and informs them of the times they are to register.

C. Students are expected to register at the appointed time.

D. Students may not register for credit after the deadline set for completion of late registration.

E. A late registration fee is assessed to students who do not register at the appointed time.

F. Late registration for semesters will end one calendar week after the last day of registration or its equivalent for summer session (see Academic Calendar for specifics).

XII. Changes in Registration

(Adding a course, dropping a course, changing sections, changing grading options)

A. All changes in registration must be approved by the Office of the Registrar and the designated advisor (and the instructor in case of a closed class).

B. Any student *im*properly registered for a course will not receive credit for that course.
C. A processing fee is assessed beginning the first day of classes of a term (summer session/ semester) for any change in registration, with the exception of those caused by University cancellation of courses or other University-initiated adjustments to course schedules.
D. See Section IX for regulations on withdrawal from a course.
E. The chairperson and/or dean will inform the Vice President for Academic Affairs, the Office of the Registrar, and the instructors of all course cancellations no later than two (2) working days after the end of late registration.
F. When a course is canceled, any student enrolled in that course may change his/her final registration in order to replace the canceled course. Such adjustment must be completed no later than Saturday of the second full week of classes during an academic semester or no later than Saturday of the first full week of classes during a summer session.

XIII. Class Attendance

A. There are three mutually-exclusive types of absences for purposes of classification:
   1. Service-related absence
      (a) due to documented required military service
      (b) due to documented university service or off-campus representation of the University
      (c) due to documented jury duty
   2. Excused absence, non-Service related
      (a) due to documented illness,
      (b) due to documented serious illness or death in the student's immediate family
      (c) due to documented court appearance
      (d) due to documented attendance at a university–sponsored field trip
   3. Unexcused absence
      (a) due to lack of documentation of an otherwise excused absence
      (b) due to excessive excused absences (exceeding the number of class meetings in one week)
      (c) due to university-activity absences incurred when the student's performance in class is below a "C" average
B. Provided the student is doing satisfactorily in the course, any class absence incurred while a student is performing university-patriotic service (participating in an activity whereby the student represents the university off campus) is to be excluded from the total number of allowed excused absences.
C. Absence(s) from class(es) because of university-patriotic duty or university-sponsored academic class activities must be reported to the Vice President for Student Affairs two (2) weeks prior to the date of the absence. The Vice President for Student Affairs will inform faculty members BEFORE the student's absence from class(es) in these cases.
D. In order for a class absence to be excused, the student must submit documentation of the absence(s) to the Vice President for Student Affairs within one week of the absence(s).
E. The number of excused absences may not exceed the number of class meetings during one full week of class(es) during a semester, or two class meetings during one full week of classes during the summer session. Absences in excess of the allowed number of excused absences will be considered unexcused.
F. The number of unexcused absences per semester or summer session may not exceed the number of class meetings during one full week of class.
G. For each unexcused absence over the maximum number allowed, the instructor may lower the course grade one full grade level.
H. For any excused absence, all make-up assignments must be completed within a time period determined by the instructor.
I. If an individual instructor or academic unit adopts more stringent attendance policies, those policies must appear in a conspicuous location in the course syllabus and must be announced to the class on the first day it meets.
J. Regulations on class tardiness are determined by the instructor of the class.

XIV. Academic Honesty

A. The University expects that students will conduct themselves with honesty and integrity.
B. Academic Offenses
   1. Cheating: Cheating is defined as the fraudulent or deceptive taking, giving, or presenting of any information or material with the intent of aiding oneself or another on any academic work which is considered in any way in the determination of a course grade.
   2. Plagiarism: Plagiarism is the intentional or unintentional act of submitting the work of another as one's own. It includes the submission of the complete or partial work, or of the words, ideas, or format of another, pub-

lished or unpublished, without appropriate reference and source credit. It includes employing or permitting another person to produce, alter, or revise material which the student submits as his or her own. If the student has any uncertainty regarding plagiarism in the submission of any material to his or her instructor, he or she should discuss the matter with the instructor prior to submission of the material.

3. Forgery: Forgery is falsely recording the signature of an advisor, instructor, or any university official on any official University academic document.

C. Sanctions for Academic Offenses
One or more of the following sanctions may be applied to a student guilty of commission of an academic offense:
1. Assignment of an "F" (failing grade) or zero (no credit) on a paper, examination, or other material related to the offense.
2. Assignment of an "F" for the course in which the offense occurred.
3. Forced withdrawal from the class in which the offense occurred.
4. Dismissal from the University.

D. Disposition of Cases of Academic Offenses
1. Responsibility of the Instructor
An instructor who has evidence that a student has committed an academic offense shall attempt to arrange a personal conference with the student to present the evidence of the offense, to give the student an opportunity to state his/her case, and to make known to the student the charges and possible sanctions which may be imposed and/or recommended. If the student is not available for or fails to attend such a conference, the instructor shall proceed to inform the student of the nature of the evidence, the charges, and the possible sanctions by certified mail, with copies to the Chairperson and Dean of the college. The instructor may then proceed to assign an "F" (failing grade) or zero (no credit) on a paper or examination related to the offense, assign an "F" for the course in which the offense occurred, or recommend to his or her Chairperson a more severe sanction of forced withdrawal or dismissal from the university.
2. Responsibility of the Chairperson
After reviewing the report from the instructor and making any appropriate investigation, which may include consultation with the graduate program faculty, the Chairperson will forward the materials, along with his or her own recommendation, to the Dean of the college in which the offense occurred.
3. Responsibility of the Dean
After reviewing the material furnished and conducting any appropriate investigation, the Dean of the College in which the offense occurred must make a decision and then notify the Director of Graduate Studies. If the sanction is forced withdrawal from the course or dismissal from the University, the Dean of the college will take action to implement the withdrawal or dismissal and will notify the student by certified mail. Copies of the notice will be sentto the instructor, the Chairperson of the Department in which the offense occurred, the Director of Graduate Studies, and ~~to~~ the Registrar.
4. Steps for Appeals
The Director of Graduate Studies will, upon appeal by the student, convene the Graduate Appeals Review Committee to hear the student's appeal. The Panel will conduct necessary investigation and review the case. The decision of the panel is then submitted to the Director of Graduate Studies who informs the student and the instructor, Chairperson, and Dean. He or she then reports the decision to the Vice President for Academic Affairs.
5. Responsibility of the Director of Graduate Studies
The Director of Graduate Studies may review the decision, but must provide detailed explanation for any reversal of the decision and the sanctions to the student, the instructor, the Chair, and the Dean. The Director of Graduate Studies may also elect not to review the decision, but he or she must inform the student of the action.

E. Right of the Student to Appeal
1. The student shall have the right to appeal the allegation of his or her guilt to each higher level of authority up to and including the Graduate Appeals Review Committee.
2. The assignment of a grade by the instructor on a paper or examination involved in the offense shall not be subject to appeal (only the offence can be appealed).
3. Sanctions of forced withdrawal or dismissal can be appealed to the next higher level of authority up to and including the Graduate

Appeals Review Committee. Such appeal must be filed in writing within 15 days of notification of the sanction (Section E. 3).

4. The student shall have the right to attend and participate in a class until a decision is made on his/her appeal.

XV. Academic Standing

A. Good Academic Standing
In order to remain in good academic standing, a student must have a cumulative grade-point average of 3.0 and no more than two grades of "C."

B. Probation
1. Students who fail to maintain the above cumulative grade-point averages will be placed on academic probation for one semester.
2. Even with a grade point average of 3.0 or better, having more than two grades of "C" or lower results in academic probation at the graduate level.
3. Probation may not be appealed.

C. Dismissal from the University
1. A student who is on academic probation, and whose current grade-point average falls or remains below 3.0, or who fails to complete coursework required to be removed from probation, is dismissed from the graduate program and the University.
2. Some programs allow a dismissed student to reapply for admission to the graduate program from which they have been dismissed after a period of absence from the University for at least one year. A dismissed student cannot apply to another graduate program in the university for a period of at least one year.
3. A student who has been suspended twice, is on academic probation, and whose current grade-point average falls below 3.0 is dismissed from the University and must remain out of the University for at least one year.

XVI. Appeal Procedures and Deadlines for Academic Standing

A. All appeals by graduate students of course grade or for retroactive withdrawal will be heard by the Graduate Appeals Review Committee. The Graduate Appeals Review Committee will be composed only of graduate faculty members. Academic standing is governed strictly by grade point average (below 3.0) or by having more than one grade of "C." Standing cannot be appealed.

B. A student may appeal to the Graduate Appeals Review Committee only once following each notification of academic standing.

C. For appeals, students must complete the procedures outlined on the appropriate Graduate Academic Appeals Form which is available in the Office of the Registrar or the Office of Graduate Studies. Appropriate documentation (i.e., medical bills, medical records, or funeral bulletins) should be provided. In addition to this written appeal, a student may request to address the Graduate Appeals Review Committee during one of its regularly scheduled meetings if so desired (contact the Graduate Appeals Review Committee Chair). Requests for personal appearances must be submitted with the written appeal by the deadline (see Section D and the Appeals Form). Interviews with the Graduate Appeals Review Committee will not be granted after an appeal has been denied or if an appeal is late.

D. Appealing a Course Grade
To appeal a course grade, a student must follow the process described below:
1. The student must initiate his/her grade appeal by writing a letter of appeal to the course instructor. This letter must be completed and delivered to the instructor, along with a copy to the student's advisor, no later than the end of the third full week of classes during the next regular academic semester (Fall or Spring). No appeal of a course grade will be considered unless a written appeal is made to the instructor by the deadline date. After considering the student's appeal, the instructor must respond in writing to the student, stating whether or not the appeal is granted and stating the instructor's rationale for the decision. The written response must be completed by the end of the fifth full week of classes in the semester of the appeal. If the instructor is no longer employed by the University or is otherwise unavailable, the student must proceed as prescribed in step 2;
2. If the student is not satisfied with the instructor's decision and wishes to continue the grade appeal, the student must pick up the Graduate Academic Appeals Form from the Office of Graduate Studies and follow the procedures described on the form for continuing an appeal of a course grade; and
3. If a grade appeal reaches the Graduate Appeals Review Committee, the student and the instructor may be requested to meet with the committee to resolve the appeal.

E. Appealing for Retroactive Withdrawal.
   1. Retroactive withdrawal from a course or from the University will be considered only when a student documents to the Graduate Appeals Review Committee that he/she could not meet the scheduled deadline for appropriately withdrawing due to some unforeseen and extraordinary circumstance. The student must make this appeal no later than two days before the next regular academic semester begins. Appeals that do not clearly substantiate the circumstance for missing the withdrawal date will not be considered.
   2. Students receiving federal financial aid for the course or term in question may be required to repay the University for withdrawn courses. (They should contact the Financial Aid Office.)
   3. Exceptions to the above policies can be made at the discretion of the Graduate Appeals Review Committee for exceptionally meritorious cases.

F. Appeal of Dismissal from the University
   1. A student may appeal his/her dismissal under regulation XV C.1. Reinstatement can occur only when the cause of dismissal has been corrected (an appeal of grade or retroactive withdrawal). Exception: appeal of a dismissal after reinstatement is not allowed. Dismissal for an academic offense (Section XIV) cannot be appealed through this process.
   2. If the student's appeal is granted, the student will be required to abide by an academic contract to be developed in consultation with the student's advisor and the program coordinator. Also, if re-admission is granted, the student will be placed on probation.
   3. A student who has been re-admitted after dismissal and who fails to meet the conditions of his/her reinstatement may be dismissed from the University without appeal.
   4. A student who has been re-admitted after dismissal and who becomesliable for suspension at any time, will not be suspended, but will be dismissed from the University without appeal.
   5. Exceptions to the above policies can be made at the discretion of the Graduate Appeals Review Committee for exceptionally meritorious cases.
   6. After one year, a dismissed student may appeal in writing to the Graduate Appeals Review Committee for re-admission to the University. The student's appeal must include a letter of support from the chairperson of the department/division or the dean of the college/school in which the student was majoring. Also, a letter of support must be submitted from either a faculty member or the student's former advisor.

XVII. Policy on *GRE, GMAT, and TOEFL* Scores

Each program establishes minimum requirements for scores on the Graduate Record Examination (GRE) or the Graduate Management Assessment Test (GMAT). For international students required to take the Test of English as a Foreign Language (TOEFL), the University minimum is 525 (paper test) and 173 (computer test). Students must have official Test of English as a Foreign Language (TOEFL) scores provided directly from the testing agency or provide other evidence of proficiency in the English language to KSU (KSU code number 1368). Individual graduate programs may require higher scores due to intensive language requirements of the program. However, students completing their undergraduate studies in the United States or at universities elsewhere where English is the principal language of instruction are exempt from submitting TOEFL scores, and may be admitted to the program with a cumulative grade-point average no less than the minimum required for regular admission to the desired program. Students exempted from submitting TOEFL scores will be required to complete the GRE or GMAT, if required by the program, and must meet all the requirements for regular admission into the desired program.

XVIII. Catalogue of Record

A. Upon admission to a graduate program, the catalogue of record is considered the Graduate Bulletin in effect at the time of initial enrollment.
B. A degree-seeking student can request to change his/her Catalogue of Record for the major to a subsequent edition if the major requirements change after a student declares a major. A written request to change the Catalogue of Record must be submitted to his/her advisor for approval and forwarded to the Office of Graduate Studies and the Office of the Registrar.
C. If a student completes a degree, either undergraduate or graduate degree, at KSU, admission to another graduate program requires that the catalogue of record become the Graduate Bulletin in effect at the time of enrollment into the new graduate program.
D. A student who changes from non-degree status to degree-seeking status must meet the requirements as published in the Catalogue in effect at the time the student becomes degree-seeking.
E. A student pursuing a curriculum leading to certification or licensure must meet the curriculum requirements in effect at the time he/she graduates.

Graduate Program Descriptions

Master of Science in Aquaculture/Aquatic Sciences

The Division of Aquaculture at Kentucky State University offers a Master of Science degree in Aquaculture/ Aquatic Sciences. Aquaculture is the rearing of aquatic organisms under controlled or semi-controlled conditions. Interest in Aquaculture has increased worldwide as fish consumption has increased concurrently with decreasing catches of wild fish. In Kentucky and the southern United States, aquaculture production focuses on raising freshwater species commercially. The curriculum meets criteria established by the University Programs Standards Committee of the American Fisheries Society for Fish Culture Specializations and criteria established by the United States Aquaculture Society, a chapter of the World Aquaculture Society. This program is designed to provide students with the training and experience required for immediate employment. However, the program is also designed to provide the academic foundation for further graduate studies. As a thesis-based degree program, it requires each student to have a graduate committee. This committee will be responsible for evaluating the student's competencies based on comprehensive evaluation, and the thesis presentation and defense. Upon completion of the program, students should have knowledge of production and reproduction of primary aquaculture species, basic genetics, physiology and nutrition of aquatic vertebrate and invertebrate culture species, mechanics and operation of primary production methods, causes and controls of pathogenic organisms, the function and manipulation of biological and chemical cycles in ponds, the design and analysis of experiments, and basic economics and marketing in aquaculture.

PROGRAM ADMISSIONS CRITERIA

Application
Admission to the Graduate Program in Aquaculture/ Aquatic Sciences is based upon evidence that the applicant has already attained a certain minimal level of academic proficiency. Applicants must assume responsibility for filing complete admission data, as listed below.

Application Form
Each student must submit a completed, signed application form, providing all requested information. An application form can be obtained through the Program's website, www.ksuaquaculture.org or through the Kentucky State University Web site under Graduate Studies. A letter describing the applicant's goals and career objectives is also required.

Transcripts:
Each applicant must provide two official copies of transcripts of all previous college/university credits showing all grades received and any degrees or certificates that have been awarded. The student who has not completed his/her undergraduate degree at the time of application for admission to the Aquaculture Program must submit an official transcript at the time of application, as well as an official transcript with the posted degree once the degree requirements have been completed. An official transcript must bear the raised seal and the signature of the registrar from the sending institution. Graduates from all schools other than Kentucky State University should contact their registrars and request that official copies of their transcripts be forwarded directly to the Office of Graduate Studies, Kentucky State University, Frankfort, Kentucky 40601. Students seeking full admission must be graduates of an accredited four year institution of higher learning authorized to grant the baccalaureate degree.

Graduate Record Examination
All applicants for admission to the program must submit satisfactory official score reports from the general section of the Graduate Record Examination (GRE) at the time of application. The GRE must have been taken within the past five years. Certain domestic students who have not had a prior opportunity to take the GRE may be admitted provisionally for one semester provided they take the test during their initial semester in graduate school. Applications to take the GRE can be obtained from, and must be sent to, the Educational Testing Service, P. O. Box 6000, Princeton, New Jersey 08541-6000 U.S.A. (Telephone: 609-771-7670 or 510-654-1200). It is the responsibility of the applicant to apply for and take the examination and to have the official scores sent to the Office of Graduate Studies.

Letters of Recommendation
Applicants should solicit three letters of recommendation from instructors at previous institutions, and request that they be mailed to the Office of Graduate Studies.

Application Deadlines
Applications must be received by May 15 for fall semester and by October 15 for spring semester admission.

Types of Graduate Admission: After evaluation of an applicant's credentials, the applicant will be notified by letter that (1) admission has been granted under one of the categories listed below, (2) admission has been denied, or (3) a decision has been deferred for reasons listed in the notice. An admission letter will be issued by the Director of Graduate Studies stating the conditions of admission and the period of validity of the admission. An applicant who has not received an admission, denial, or deferment notice one month prior to the beginning of the final regular registration period should contact the Director of Graduate Studies for clarification. Attendance in the Master of Science in Aquaculture/Aquatic Science Program at Kentucky State University is not a right; it is a privilege which the University can withdraw as deemed necessary in order to safeguard the University's standards.

1. **Regular Admission:** Applicants who meet the requirements for admission to the graduate program are eligible for unconditional admission. General requirements for unconditional admission are
   A. A baccalaureate degree from an accredited institution;
   B. An overall undergraduate grade-point-average of 3.0 (on a 4.0 scale).; and
   C. A GRE minimum combined score of 1,000 (Verbal and Quantitative).

2. **Provisional Admission:** An applicant unable to supply all of the required application materials prior to admission consideration, but who otherwise meets the admission requirements may be granted provisional admission. Complete and satisfactory credentials must be received by the Aquaculture Graduate Student Coordinator before the end of the semester in which the student has registered in a provisional status. A student normally will not be permitted to enroll with a provisional status for more than one semester. Provisional admission does not guarantee, in any way, subsequent unconditional admission.

3. **Probationary Admission:** An applicant who does not meet conditions B and/or C of the admission requirements for unconditional admission, but does show promise for successful graduate studies may be granted probationary admission. Students must be removed from probationary admission prior to registering in any graduate coursework beyond an initial 12 semester credit hours. The minimum condition for transfer from probationary admission status to unconditional admission status is the successful completion of at least nine semester credit hours of graduate coursework at Kentucky State University while maintaining a graduate grade-point-average of at least 3.0 and with no more than one grade (regardless of the number of course credit hours) of "C" or lower. The student will be informed of all conditions for consideration for unconditional admission at the time the student is granted probationary admission status. A student admitted under the probationary admission status should not attempt any graduate coursework graded pass/fail. A student in probationary status may not hold an assistantship or be admitted to candidacy without first achieving unconditional admission status. International students will not be admitted on a probationary admission basis.

4. **Non-Degree Admission:** An individual wishing to take graduate aquaculture courses for personal or professional development, but who does not plan to pursue a graduate degree, may be admitted as a non-degree student. A non-degree student must hold a baccalaureate degree from an accredited institution and must have a minimum overall undergraduate grade-point-average of 2.0 (4.0 = A).

5. **Visiting Student Admission:** Because of the uniqueness of the Aquaculture Program, Kentucky State University is attractive to many students who have been previously admitted to other accredited graduate programs. In order for a visiting student to be officially enrolled for graduate credit at Kentucky State University, the student must file an application form and submit an official Visiting Student Form.

Advisement: Upon admission to the Program, each student shall be assigned an advisor. The student shall take the initiative to become familiar with the objectives of the program and pertinent regulations, as they are described in the Catalogue, prior to scheduling a conference with the assigned advisor.

Transfer of Credit
Candidates for the master's degree are restricted to a maximum of nine semester credit hours of credit by transfer of work completed at another accredited graduate institution. Official copies of transcripts must be submitted and evaluated before any transfer credit can be accepted. Certain courses submitted for transfer may not be considered equivalent to specified program requirements even if course titles are the same.

Probation
When students have completed 12 or more semester credit hours of graduate coursework with a grade-point average of less than 3.0, they will be placed on academic probation. Students will have one full-time semester or the equivalent

(9 semester credit hours) to remove the scholastic probation by attaining a 3.0 average.

Dismissal

If probation is not removed, students will be dismissed from the Program. Students who have been dismissed from the Program for this reason may apply for re-admission after one semester. Readmitted students will have one full-time semester or the equivalent (9 semester credit hours) to remove the scholastic probation by attaining a 3.0 average. Students placed on scholastic probation are not eligible for assistantships. Enrollment may be terminated for any of the following reasons:

- Scholastic probation for three semesters of enrollment.
- Two unsuccessful attempts to pass the written comprehensive examination(s) or the final oral examination.
- In cases where the student's Advisory Committee recommends termination after the student has passed the written comprehensive examination, the Graduate Faculty will meet to vote on the recommendation. When the Graduate Faculty concurs and the student dissents, the student will have an opportunity to meet with the Graduate Faculty, after which a second vote will be taken and a final recommendation will be made to the Aquaculture Program and the Division of Mathematics and Sciences.

DEGREE COMPLETION REQUIREMENTS

Required Courses

AQU 507: Fish Genetics	3
AQU 509: Biostatistics	4
AQU 511: Fish Diseases	4
AQU 512: Fish Morphology & Physiology	4
AQU 521: Fish Nutrition	3
AQU 522: Principles of Aquaculture	3
AQU 525: Aquaculture Economics and Marketing	4
AQU 527: Fish Reproduction & Spawning Techniques	4
AQU 551: Survey of Production Methods	3
AQU 560: Water Quality Management	4
AQU 601: Thesis	1
	37 hours

Elective Courses

AQU 591: Internship:Aquaculture	1/4
AQU 600: Research Aquaculture	1/9
AQU 699: Completion of Research & Thesis	1/9

Admission to Candidacy

Admission to candidacy is a function of the Program's consideration of the student's potential for matriculation in the Program based on his/her performance at the graduate level, and represents a stage beyond admission to the Aquaculture/Aquatic Sciences Graduate Program. Students must be admitted to candidacy to be considered eligible for the master's degree. A copy of the student's admission to candidacy application shall be submitted by his/her advisor for approval by the Chairperson, Division of Aquaculture as soon as possible. Admission to candidacy must be approved no later than the third week of the semester in which the student is enrolled in any of the last 12 semester credit hours of his/her degree program. To accomplish this, the required papers for admission to candidacy must be received by the Chairperson, Division of Aquaculture prior to the student's registration in any of the last 12 semester credit hours of the degree program. A student will not be eligible to graduate in the same semester he/she is admitted to candidacy, unless that student is completing the program within two consecutive semesters. A permanent committee will be assigned upon approval of candidacy. The permanent committee will consist of the Chairperson of the Division of Aquaculture, the major professor (Chair), and one other faculty member from the Aquaculture Program. Admission to candidacy must be completed prior to scheduling of the written comprehensive examination(s) or thesis final defense.

All conditions for clear admission to the Program and any prerequisites must have been satisfied before the candidacy application is approved. No student shall become an approved candidate without a minimum overall and program graduate grade-point average of 3.0; no graduate credit shall be granted for a grade below "C"; and no student may repeat a course to improve his/her standing without the explicit permission of his/her advisor and the Chairperson of the Division of Aquaculture.

When a student's candidacy is approved, the student is notified that he/she is a candidate for the degree program. After becoming a candidate, a student is eligible to file an application for graduation. An application for graduation must be received in the Division of Aquaculture prior to the semester in which the program completion is expected (see the Academic Calendar for submission dates). Graduation application forms are available upon request from the Office of the Registrar. Students should refer to the following section for complete details concerning application for graduation. Fees will be billed to the student's account by the cashier.

Students will be considered candidates for graduation only if they have an overall and program graduate grade-point average of 3.0 or higher at the beginning of the term in which they wish to graduate.

Master's Thesis
Students who submit a thesis in partial fulfillment of the master's degree must prepare it in conformity with the regulations approved by the Chairperson of the Division of Aquaculture. Three approval pages bearing original signatures of the graduate committee must be included with three typewritten, clear, unbound copies of the thesis, all presented to the Chairperson, Division of Aquaculture at least two weeks prior to the end of summer school and three weeks prior to the end of the Fall or Spring semester. Two copies are bound and become the property of the Program; one copy is bound and becomes the property of the Blazer Library. Theses must be on white paper of at least 50 percent rag or cotton fiber content and must be in a form acceptable to the Aquaculture Program. Instructions for the preparation should be obtained from the Program's website (www.ksuaquaculture.org) before the thesis is typed.

Theses must be developed under the direction of a full member of the Aquaculture Graduate Faculty.

Minimum Hours Required
The Master of Science in Aquaculture/Aquatic Sciences Degree Program requires a minimum of 37 semester credit hours.

Comprehensive Examination(s)/ Final Thesis Defense
All candidates shall perform satisfactorily on written examination(s) of the contents of their program of studies and the final defense of their theses. Written comprehensive examinations are scheduled after the application for the degree has been filed and evidence exists indicating that the student should complete all degree requirements. Written comprehensive examinations are not to be given prior to admission to candidacy, or while the student's overall graduate grade-point average is below 3.0.

The committee chair must file the Schedule of Written/Comprehensive Examination in the Aquaculture Research Center with copies to the student and committee members at least two weeks prior to the comprehensive examinations. Committee chairs shall certify the results of the completion of the comprehensive examinations to the Chairperson, Aquaculture Division no later than 30 days in advance of Commencement.

A review period of no less than 60 days nor more than one year is required of candidates who fail the written comprehensive examinations or thesis final defense initially. Additional courses or thesis work may be required of an unsuccessful candidate. Committee changes are not normally approved between the first taking of the comprehensive examinations or thesis final defense and the retake. Written comprehensive examinations may not be retaken more than once for the master's degree.

Time Limit for Degree Completion
All program requirements must be completed within three years of initial admission, unless otherwise approved by the Chairperson of the Division of Aquaculture.

Class Attendance
The University expects all students to attend class regularly. Students are responsible for coursework covered during all class periods, including the first class meeting. Each instructor will record absences and deal with them in a manner consistent with University policy. If a student presents the instructor with an adequate and documented reason for an absence, the instructor normally will give the student an opportunity to make up the work missed, if this is feasible. Adequate reasons involve circumstances beyond the student's control, such as personal illness, critical illness or death in the immediate family, or participation in an approved University activity. It is the student's responsibility to initiate the request to make up class work missed. Students should familiarize themselves with each faculty member's course syllabus for specific details.

GRADUATE STUDENT ASSISTANTSHIPS
Graduate Research Assistantships provide student assistance for the Aquaculture Program. Students holding these positions work 20 hours per week and receive stipends and waivers of tuition. Assistantships are awarded on the basis of need and high academic achievement.

MASTER OF BUSINESS ADMINISTRATION

INTRODUCTION

The School of Business at Kentucky State University offers a program of study leading to a Master of Business Administration (MBA) degree. Consistent with the liberal arts mission of the University, the objective of the MBA Program is to provide essential knowledge and skills that can be directly utilized by business professionals in both the private and public sectors. The program emphasizes a solid grounding in graduate business education, combined with sufficient elective course work to provide for individual preferences and career enhancement. Elective coursework may be chosen from four business areas (accounting, marketing, management, and finance) or public administration and computer science.

The Chairperson of the School of Business and the MBA Coordinator oversee the program. The Chairperson and the MBA Coordinator are members of the University's Graduate Council.

PROGRAM DESCRIPTION

The Business faculty designed the MBA program based on the best practices in business education. The design of the curriculum has been driven by consideration of accreditation issues and concerns as well as providing the most appropriate graduate education for the students. The program requires a total of 30 graduate hours, induding 21 hours of core requirements and 9 hours of electives.

The program will accept students with a bachelor's degree in any field. Those students without undergraduate business degrees will be required to show proficiency in the principles of accounting, economics, management, marketing, management information systems, finance, quantitative methods and statistics before enrolling in the MBA courses. A set of fundamental, prerequisite courses has been developed for this purpose. Students without some or all of these proficiencies will be required to complete one or more prerequisite courses.

ADMISSION REQUIREMENTS

Students may be admitted to the MBA program on a regular or probationary basis. For regular admission to the MBA program, the student must:

- Hold a baccalaureate degree from an accredited institution
- Meet program prerequisites
- Have an undergraduate GPA of 3.0 or greater (on a 4.0 point scale)
- Have a GMAT score of at least 400
- Submit completed application including a writing sample
- Provide 3 letters of recommendation (professional and/or academic)
- Send official academic transcripts
- Submit TOEFL score for international students

Students who do not meet admission requirements relating to the program prerequisites, undergraduate GPA, or GMAT score, may be admitted on a probationary basis. Probationary admission is based on demonstrated work record, career plans, academic record, letters of application, or other appropriate documentation.

Students admitted on a probationary basis may change their status to regular status by meeting the regular admission requirements or the successful completion of 9 hours of graduate study with at least a GPA of 3.0 for those courses.

Admission decisions are made by the MBA Admissions Committee.

PREREQUISITE COURSES

ACC 500: Survey of Accounting - Principles of Financial and Managerial Accounting
ECO 500: Survey of Economics - Principles of Microeconomics and Macroeconomics
BUA 330: Corporate Finance
ECO 311: Business Statistics I
ECO 321: Quantitative Methods for Business
MGT 300: Management Information Systems
MGT 301: Principles of Management
MKT 301: Principles of Marketing

PROGRAM REQUIREMENTS

The Core of the MBA Program is designed to provide students with the knowledge and skills necessary for successful careers in business and nonprofit organizations. The core of the MBA program consists of 7 courses (21 hours) as follows:

Core Curriculum Courses (21 hours)

ACC 502: Managerial Accounting
ECO 502: Managerial Economics
FIN 530: Corporate Financial Management
MGT 510: Management Information Systems
MGT 560: Organizational Behavior
MGT 590: Strategic Management
MKT 590: Strategic Marketing Management

The 3 elective courses (9 hours) allow the student to explore their individual preferences and develop additional competencies appropriate to their interests. The students have the flexibility to take all 3 elective courses in one area or select individual elective courses from different areas.

The areas include business (accounting, management, marketing, and finance), public administration and computer science.

The electives in the business area are as follows:

Accounting (6 courses)
ACC 501: Financial Accounting Theory
ACC 503: Auditing
ACC 508: Advanced Cost Accounting
ACC 510: Accounting for Governmental and Nonprofit Entities
ACC 563: Advanced Income Tax
ACC 585: Advanced Accounting

Finance (2 courses)
FIN 540: Financial Institutions
FIN 550: Investment Analysis

Management (4 courses)
MGT 533: Human Resources Management
MGT 555: Operations Management
MGT 565: Entrepreneurship
MGT 601: Contemporary Topics in Management

Marketing (4 courses)
MKT 510: Marketing communications
MKT 530: Marketing Research
MKT 540: Consumer Behavior
MKT 560: Marketing of Services

In addition to the above electives, MBA students may also choose their electives from the Masters in Public Administration (MPA) program or the Masters in Computer Science (MCS) program with the approval of the MBA Coordinator.

All students must maintain a GPA of at least 3.0. If a student's GPA falls below this minimum requirement, full-time students have one semester to raise the GPA to 3.0 and part-time students have 2 semesters to improve their GPA to the minimum of 3.0. All students must receive a grade of C or better in all courses.

Course Load
The normal load of a graduate student during any semester is 9 semester credit hours. Under no circumstances, may it exceed 12 credit hours. Part-time students who are employed full-time are advised to carry no more than 6 semester credit hours of graduate-level coursework in any semester.

Transfer Credit
Candidates for the master's degree are restricted to a maximum of 6 semester credit hours of credit by transfer of work completed at another accredited graduate institution. Official copies of transcripts must be submitted and evaluated before any transfer credit can be accepted. Certain courses submitted for transfer may not be considered equivalent to specified program requirements even if course titles are the same.

Master of Science in Computer Science Technology

The Division of Computer and Technological Sciences is a part of the College of Mathematics, Science, Technology, and Health. The division offers programs of study leading to the Master of Science in Computer Science Technology (MSCST). Admission requirements include good undergraduate academic standing, GRE scores, and three letters of recommendation from undergraduate teachers or current employers (for applicants working in the field of technology). A prospective candidate may or may not have an undergraduate baccalaureate degree in computer science. A candidate with a non-computer science degree must show great motivation towards learning in the technological fields.

Students with an undergraduate degree in computer science (**Plan A**) will directly proceed to the core courses. However, the students with undergraduate degrees in fields other than computer science (**Plan B**) must complete 12 hours of intensive foundation courses to gain the proficiency needed in the areas of computer programming, data structures, discrete mathematics, and computer organization. After completion of the foundation courses, students in Plan B will move on to the core courses.

Both thesis and non-thesis options are available in the program leading to the Master of Science degree. Six (6) hours of project or two (2) additional electives are required in the non-thesis option.

Students can also choose from the **Computer Science Theory (THR), Information Technology (IT)**, or **Information Assurance (IA)** options. The total number of hours required is 30, which includes 12-15 hours of core courses and 6-12 hours that students select from the option of their choice. In addition, the students complete 6-9 hours Projects (COS 796) or Thesis (COS 799), or free electives. The last two options are recommended for candidates who plan to pursue employment in the computer industry after completion of the master's degree or who are currently gainfully employed. The students completing the degree will have a broad knowledge in various subject areas which include Operating Systems, Computer Architecture, Networking, WEB Programming, Software Engineering, Databases, Computer Programming, Artificial Intelligence, E-commerce, Computer Vision, Compiler Design, Computer Security, Cryptography, Multimedia Technology, Advanced Algorithms, Cryptography, Information Security, Secure System Administration, Database Security, and Network Security.

ADMISSION TO THE MASTER OF SCIENCE IN COMPUTER SCIENCE PROGRAM

Regular Admission Requirements

The Master of Computer Science Technology program admits only students whose preparation indicates potential for a high level of success. Applicants who have earned bachelor's degrees from accredited institutions and have overall GPA of 3.0 or higher (on a 4.0 scale) receive Regular Admission based entirely on evidence of the undergraduate accomplishment. Applicants with GPA of less than 3.0 may obtain Regular Admission by meeting BOTH Requirements A and B below. Requirement A ensures that all MSCST students are likely to succeed in professional graduate study; Requirement B ensures that all students also have the potential for career success in the computer science field. Only applicants meeting both requirements can be admitted.

Admission Requirement A

The applicant must possess an earned bachelor's degree from an accredited college or university with a minimum GPA of 2.7. This information should be verifiable from the applicant's official transcript.

Admission Requirement B

The applicant must meet at least *one* of the following requirements:

1. Has completed at least 24 hours of undergraduate work related to Computer Science.
2. Has been verifiably employed full time in a technological field for a period of at least two (2) years.
3. Has a combined score of at least 1,000 (Verbal and Analytical) on the Graduate Record Exam (GRE).

The applicant who meets any one of the three requirements is not required to submit documentation concerning the other two. For example, if an applicant's transcript indicates that he/she has completed 24 hours of course work related to computer science (requirement 1), then the applicant need not submit a GRE score or an employer letter.

Probationary Admission Requirements
Upon recommendation of the Graduate Program committee, Probationary Admission may be granted to applicants who have undergraduate GPA of at least 2.5 and who meet all other requirements for Regular Admission. Such applicants must possess baccalaureate degrees and must meet Requirement B of the "Regular Admission Requirements." Probationary admitted students are subject to initial performance requirements more stringent than those imposed upon others, as described below under Probation and Dismissal. They must maintain a GPA of 3.0 (on a 4.0 scale) every semester.

Non-Degree Admission
An individual wishing to take graduate computer science courses for personal or professional development, but who does not plan to pursue a graduate degree, may be admitted as a non-degree student. A non-degree student must hold a baccalaureate degree from an accredited institution and must have a minimum overall undergraduate GPA of 2.5.

Visiting Student Admission
Students who have been previously admitted to other accredited graduate programs may register for graduate courses as visiting students. In order for a visiting student to be enrolled officially for graduate credit at Kentucky State University, the student must file an application and submit an official Visiting Student Form from his/her home institution.

Transfer of Credit
Candidates for this Master's degree are restricted to a maximum of nine semester credit hours by transfer of work completed at another accredited graduate institution. Official copies of transcripts must be submitted and evaluated before any transfer credit can be accepted. Certain courses submitted for transfer may not be considered equivalent to specified program requirements even if course titles are the same.

Graduate Assistantships
A limited number of graduate assistantships are available for full-time students pursuing the Master of Science in Computer Science Technology degree. Students holding these positions work 20 hours per week and receive stipends and waivers of out-of-state tuition. Graduate Assistants assist the faculty members in their instructional and research activities. Students interested in such positions apply to the Division's office. Assistantships are awarded on the basis of financial need and high academic achievement.

REQUIREMENTS FOR THE MASTER OF COMPUTER SCIENCE TECHNOLOGY DEGREE
The students will be admitted in one of the two plans: **Plan A** or **Plan B:**

Plan A is for students who have an undergraduate degree in Computer Science or related field. These students will skip the foundation courses and can immediately begin with the core courses stated later.

Plan B is for students who have an undergraduate degree in a field other than Computer Science but are interested in retraining in the computer field. These students are required to complete the following 12 hours of intensive foundation courses. The sequence in which they must be taken is determined by the CTS Graduate Program Coordinator. The four foundation courses are:

COS 501: Computer Science Foundation I
COS 502: Computer Software Foundation I
COS 503: Computer Software Foundation II
COS 504: Computer Science Foundation II

Core courses (12-15 Credit Hours)
Students may select one of the areas of concentration: Information Technology (IT), Information Assurance (IA), or Theory (THR). In IT and THR options, they must select four core courses- selecting two from the their option of choice and two from any other two options. In addition to core courses, students must take four electives from their option and 6 hours of thesis or project or electives. In IA option, they must select five core courses, two electives from IA and 9 hours of thesis or project or electives.

Computer Science Theory (THR) Core courses
COS 535: Computer Networks
COS 536: Software Engineering
COS 538: Advanced Algorithms Design
COS 541: Advanced Computer Architecture

Information Technology (IT) Core Courses
COS 511: WEB Programming
COS 513: Computer Graphics and GUI
COS 515: Database Management Systems
COS 518: Network and WEB Security

Information Assurance (IA) Core Courses
COS 533: Cryptography Algorithms
COS 581: Advanced Cryptography Algorithms
COS 582: Secure E-Commerce
COS 583: Enterprise Security Managements
COS 584: Secure System Administration and Certification

Electives
Courses listed above and not used as core courses can be used as electives. The other electives are:

Computer Science Theory (THR) (12 hours required)
COS 532: Computation
COS 534: Theory of Programming Languages
COS 537: Artificial Intelligence
COS 539: Compiler Design
COS 542: Distributed Operating Systems
COS 543: Numerical Methods and Applications

Information Technology (IT) (12 hours required)
COS 512: WEB Engineering
COS 514: Database and Data Mining
COS 516: Computer Vision
COS 517: E-Commerce
COS 519: Managing Information Technology
COS 520: Multimedia Design
COS 551: Experts Systems
COS 552: Storage Area Network
COS 553: Common Gateway Interface

Information Assurance (IA) (6 hours required)
COS 585: Information Security
COS 586: Information System Assurance
COS 587: Database Security
COS 588: Computer Network Security
COS 589: Information Security Risk Analysis

Common Electives
COS 599: Special Topics in Technology
COS 600: Research Methodology
COS 682: Seminar on Management Information Systems
COS 683: Decision Support Systems
COS 697: Independent Study
COS 698: Internship in Computer Science
COS 796: Project Course (may be repeated once)
COS 799: Thesis (may be repeated once)

Master's Thesis
Students submitting a thesis in partial fulfillment of the master's degree must prepare it in conformity with the regulations approved by the Computer and Technical Sciences Graduate Student Committee. Three (3) approval pages bearing original signatures of the graduate committee must be included with three (3) typewritten, clear, unbound copies of the thesis, all presented to the CTS Graduate Student Committee at least two weeks prior to the end of summer school and three weeks prior to the end of the Fall or Spring semester. Two (2) copies are bound and become a property of the Program; one (1) copy is bound and becomes a property of Blazer Library. A thesis must be developed under the direction of a full-time member of the Graduate Faculty.

Minimum Hours Required
The Master of Science in the Computer Science Technology Degree Program requires a minimum of thirty (30) semester credit hours, not including the foundation courses.

Comprehensive Examination(s)/Thesis Defense
All candidates with a thesis option and a project option must defend their work. All other students will be subject to an exit examination with written and oral components. The graduate committee may declare a candidate successful or may ask him/her to repeat the defense. Anyone not successful after two attempts will be terminated with no degree conferred from the MSCST program.

Time Limit for Degree Completion
All program requirements must be completed within three (3) years from initial admission for full-time and four (4) years for part-time students from initial admission, unless otherwise approved by the Computer Science Graduate Student Coordinator.

Repeat Option
A student may repeat a graduate course. The lower grade is removed and does not count toward total hours or toward the student's grade-point-average. This action will be initiated by the petition of the student to the Graduate Student Coordinator and the Division of Computer and Technical Sciences, and may be done only once per course.

Probation
If, upon completion of 12 or more semester credit hours of graduate course work, a student has a GPA of less than 3.0, he/she is placed on academic probation. He/she will have one full-time semester or the equivalent (9 semester credit hours) to remove the scholastic probation by attaining a 3.0 average cumulative.

Dismissal
If probation is not removed during the next semester, students will be dismissed from the program. Students who have been dismissed from the program for this reason may apply for re-admission after one semester. Readmitted students will have one full-time semester or its equivalent (9 semester credit hours) to remove the scholastic probation by attaining a 3.0 average. Students placed on scholastic probation are not eligible for assistantship. Enrollment may be terminated for any of the following reasons:

1. Scholastic probation for three semesters of enrollment.
2. Two unsuccessful attempts to defend the thesis, the project, or the final EXIT and oral examination.
3. In cases where the student's Advisory Committee recommends termination after the student has passed the written comprehensive examination, the Graduate faculty will vote on the recommendation. If the Graduate faculty concurs and the student dissents, the student will have an opportunity to meet with the Graduate faculty, after which a second vote will be taken and a final recommendation will be made to the Division of Computer and Technical Sciences.

Master of Public Administration

INTRODUCTION

The School of Public Administration has been a member of the National Association of Schools of Public Affairs and Administration (NASPAA) since 1973. NASPAA is an organization which sets national standards for the Master of Public Administration (MPA) degree program and the other master's-level degree programs in Public Administration. The following excerpt from the current NASPAA standards clearly states the purpose of a Master of Public Administration degree program.

> *The purpose of the professional master's degree program in public affairs and administration is to prepare individuals for positions of leadership in public service. A career of leadership may involve management and/or policy at several levels of government, in non-profit agencies and in private sector areas where knowledge of government is important.*
>
> *(NASPAA Standards, 1992)*

PROGRAM DESCRIPTION

The Master of Public Administration degree program at Kentucky State University was accredited by NASPAA in June 1997. The program is modeled after NASPAA's standards for such programs and shares its educational philosophy. The objectives of the MPA program include providing knowledge, skills, and experience that can be directly utilized by public and private sector professionals in their changing work environment. The program equips students with the technical skills and liberal arts values necessary for responsible administrative roles in state, local, federal, quasi-governmental, non-profit, and private sector systems. The program provides the interdisciplinary foundations of public administration, quantitative skills, sensitivity toward humanistic dimensions of public organizations, fiscal management, and computer utilization.

A majority of public administration courses are offered in the evening to accommodate students with full-time jobs. By taking two courses each semester, such students can complete all degree requirements in three years. Many of KSU's MPA students work for government agencies and receive employer tuition assistance, but some full-time students receive graduate assistantships in exchange for part-time work. Full-time students typically earn the Master of Public Administration degree in two years of study.

ADMISSION

All inquiries related to admission to the Master of Public Administration program should be submitted to the Chairperson, School of Public Administration, Kentucky State University, Frankfort, Kentucky 40601. New applicants follow one set of procedures, while former MPA students wishing to renew their studies follow another. The procedures are as follows:

1. All new applicants (including transfer applicants) seeking graduate-level admission to the School of Public Administration must supply the following credentials to the Office of Graduate Studies:
   A. An Application for Admission ($22.00 fee is assessed, $74.00 for International Students). Applications must be received by July 1 for the fall semester; by November 15 for the spring semester; and by April 15 1 for the summer session.
   B. Official transcripts indicating that applicants have completed a bachelor's degree. Transcripts of international students must be submitted in English, and any translation of transcripts certified. Applicants with undergraduate GPAs below 3.0 must also provide evidence that the applicant meets Admission Requirement B below. This proof may be transcripts indicating completion of related undergraduate coursework, or employment verification, or GRE or GMAT test scores. Applicants should read section B below carefully. If applicants are uncertain about whether or not their coursework or employment histories fulfill Admissions Requirement B, they should also submit a GRE or GMAT score.
   C. Three (3) letters of recommendation.
2. Students who were previously enrolled in the Master of Public Administration program at Kentucky State University and who wish to resume enrollment after not attending for two or more years, and students returning from suspension must provide the following:
   A. An application for re-admission and
   B. Official transcripts for all coursework attempted at other colleges or universities during the period of absence from Kentucky State University.

Additional admissions procedures for international students are presented in the general admissions section of the *Graduate Bulletin*.

ADMISSION CLASSIFICATIONS

Regular Admission Requirements

The Master of Public Administration program admits only students whose preparation indicates potential for a high level of success. Applicants who hold earned bachelor's degrees from accredited institutions and have overall

GPAs of 3.0 or higher (on a 4.0 scale) receive Regular Admission based entirely on evidence of that undergraduate accomplishment. Alternatively, applicants who have successful completed at least 12 hours in another graduate program, either at Kentucky State University or elsewhere, with an earned GPA of 3.0 or higher, may receive Regular Admission based entirely on that academic performance. Applicants with GPAs of less than 3.0 may obtain Regular Admission by meeting BOTH Requirements A and B below. Requirement A ensures that all MPA students are likely to succeed in professional graduate study; Requirement B ensures that all students also have the potential for career success in the public service. Only applicants meeting both requirements can be admitted.

Admission Requirement A: Applicants must possess earned bachelor's degrees from accredited colleges or universities with minimum grade-point averages of 2.7. This information should be verifiable from applicants' official transcripts.

Admission Requirement B: Applicants must meet at least *one* of the following requirements:

1. Have completed at least 24 hours of undergraduate work related to public administration. This information should be verifiable from applicants' official transcripts. For the purposes of this requirement, the following disciplines are considered related to public administration: public administration, political science, sociology, psychology, history, social work, criminal justice/police administration, computer science, international studies, economics, and business (all subfields).
2. Have been employed full time in a professional position by a governmental or non-profit organization for a period of at least two (2) years. This is normally verified using a letter from a past or present supervisor or employer, which may be one of the three letters of reference mentioned above. A "professional" position is either one which requires incumbents to have completed at least two years of college or a position which demonstrably requires exercise of substantial judgment, self-direction, analytical skills, or leadership. Applicants may supplement employer letters with additional documentation concerning the nature of their duties.
3. Submit a combined score of at least 1,100 (Verbal, Mathematical, and Analytical) on the Graduate Record Exam (GRE) or a score of at least 480 on the Graduate Management Test (GMAT).

Applicants who meet one of these three requirements are not required to submit documentation concerning the other two. For example, if an applicant's transcript indicates that he/she has completed 21 hours of coursework related to public administration (requirement 1), then the applicant need not necessarily submit a GRE score or an employer letter.

Probationary Admission Requirements
Upon recommendation of the faculty, the chairperson may grant Probationary Admission to applicants who have undergraduate GPAs of at least 2.4 and who meet all other requirements for Regular Admission. Such applicants must possess baccalaureate degrees and must meet Requirement B of the "Regular Admission Requirements." As described above, Requirement B can be fulfilled using related coursework, professional experience, or a test score. Students admitted in a probationary status are subject to initial performance requirements more stringent than those imposed upon others, as described below under Probation and Dismissal.

Non-Degree Admission
To enroll in MPA classes on non-degree basis, each prospective student must submit documentation that he/she is currently enrolled in good standing in another graduate program, either at Kentucky State University or elsewhere, or submit a transcript demonstrating that he/she possesses an earned bachelor's degree from an accredited college or university, with an undergraduate GPA of 2.4 or higher.

Transfer of Credit
Up to 12 semester credit hours of appropriate graduate-level course work may be transferred into the Master of Public Administration program from Kentucky State University another college or university, provided that work has not been used to fulfill requirements for a degree earned at the institution.

REQUIREMENTS FOR THE MASTER OF PUBLIC ADMINISTRATION DEGREE

The Master of Public Administration program is designed to serve both in-service students (those with work experience) and pre-service students (those without work experience), and focuses on problem-solving methods. The academic component is supported by a variety of applied research activities. Each of the research activities is designed to provide the student with research skills, as well as a body of knowledge and information needed by practicing public administrators. Master of Public Administration degree requirements may be completed with 42 semester credit hours of graduate-level coursework. A 3 credit hour internship is a requirement for all pre-service Master of Public Administration students.

A professional core of knowledge is expected of each Master of Public Administration candidate. It includes perspectives on public administration, quantitative methods, research methods and policy analysis, public sector economics, organization theory, computer applications, public personnel management, public sector economics, and budgeting in government agencies. Upon completion of these core courses, the student must choose a specialty area for advanced coursework. Students newly admitted to the Master of Public Administration program must take PUA 500 (Perspectives on Public Administration) during their first semester of enrollment.

The Master of Public Administration program offers three specialty areas in response to the various needs for public sector expertise. These specialty areas include: Management Information Systems, Human Resource Management, and International Administration and Development.

Students may select their final 9 semester credit hours from two different graduation options: thesis or coursework. All students must take a comprehensive examination over the core and specialty areas. An oral defense of the thesis is required of those students who elect to undertake that option.

Degree Schematic

A 3 semester credit hour background course, PUA 600 (Seminar on American Political Institutions and Public Policies), is required of international students and others with limited academic backgrounds in American public administration.

Core Courses (24 semester credit hours):

PUA 500: Perspectives on Public Administration
PUA 501: Quantitative Methods
PUA 503: Research Methods and Policy Analysis
PUA 504: Organization Theory
PUA 505: Managerial Computer Applications
PUA 506: Human Resource Management in the Public Sector
PUA 605: Public Sector Economics
PUA 607: Budgeting in Government Agencies

Specialty Area Courses (9 semester credit hours):

The student must select and complete three specialty area courses at the 600 level in Public Administration (9 semester credit hours) in consultation with the student's advisor.

Internship (required for pre-service students, 3 semester credit hours):

PUA 699: Internship in Public Administration

Thesis Option (6 semester credit hours plus three additional coursework hours):

A thesis is a formal paper reflecting systematic research on a significant problem. It should represent a student's independent research, carried out under the supervision of the Public Administration faculty. A thesis may use primary data collected by the student and/or secondary data collected by governmental and non-governmental organizations. It must, however, provide evidence of originality, appropriate organization, clarity of purpose, critical analysis, and accuracy. Mere descriptions, cataloguing, compilation, and bibliographic reviews are not adequate. Approval of the Chairperson of the School of Public Administration is required prior to registration for the thesis option.

Coursework Option (9 semester credit hours):

Students who select the coursework option must complete their final 9 semester credit hours from any 600 level courses. Approval of the student's advisor is required prior to registration for the coursework option.

SPECIALTY AREAS

The specialty areas in the Master of Public Administration program offered by Kentucky State University reflect the human-resource needs in the public sector and the student's career objectives. The Master of Public Administration program currently offers three specialty areas, each of which is briefly described below. Within each specialty area, one advanced course is required. The student may, in consultation with his/her advisor, select two other specialty area courses to meet the student's educational needs.

Human Resource Management

This specialty area is designed for students who are interested in both public- and private-sector personnel management positions. The following courses are offered:

Required Course:

PUA 691: Human Resource Management Seminar

Optional Courses (select two of the following):

PUA 612: Human Resource Law
PUA 614: Applied Human Relations
PUA 615: Personnel Assessment

Management Information Systems

This specialty area is designed for students interested in jobs in the Management Information Systems (MIS) field. It emphasizes systems analysis and design, and utilization of current applications software. The following courses are offered:

Required Courses:

PUA 680: Management Information Systems Administration
PUA 682: Seminar on Management Information Systems
PUA 683: Decision Support Systems

International Administration and Development

This specialty area generally attracts public service professionals from the developing nations, sponsored by their government and USAID. American students interested in careers in international administration may also choose this specialty. The following courses are offered:

Required Courses:

PUA 631: Seminar on Comparative and International Administration
PUA 632: Comparative Economic Systems
PUA 633: Seminar on Development Administration

Once a student has received the Master of Public Administration degree, additional specializations may not be added to the transcript or diploma. Students may take additional course work as non–degree students, but this work will not count toward an additional specialization or degree.

Comprehensive Examinations

All Master of Public Administration degree candidates are required to pass a written comprehensive examination in their final semester at Kentucky State University. The comprehensive examination is normally offered during the fall and spring semesters. Limited availability of faculty resources makes it difficult to schedule a comprehensive examination in the summer session. It is the individual student's responsibility to complete an application for a comprehensive examination. The application must be approved by the student's advisor and submitted to the chairperson of the School of Public Administration for placement on the comprehensive examination list. The student's request to participate in the fall semester examination must be made no later than September 15. Requests to participate in the spring semester examination must be made no later than February 15.

Grades

Grades below "C" may not be presented for Master of Public Administration graduation credit, nor shall graduation be approved for students with grade-point averages below 3.0. Students may not graduate with more than 6 semester credit hours of courses with a grade of "C" or below. This regulation does not apply when a grade of "C" has been superseded by successful completion (grade of "B" or better) of a particular course at a later date.

Probation and Dismissal

A. Initial Procedures for students admitted on probation

Any student admitted on a probationary status who fails to perform satisfactorily while initially enrolled will be dismissed from the program. To remain in the program all probationary students must do the following:

1. Attempt at least nine (9) hours of MPA coursework within one year of admission.
2. Earn a GPA of at least 3.0 on the first nine or more hours attempted, with no grades of "D" or "F."

Probationary students who fail to meet either of these initial performance requirements (1 or 2) will be permanently dismissed from the program. Probationary students who meet these initial performance requirements will be automatically converted to regular status in the program. They will then be subject to the same probation and dismissal procedures imposed on other students.

B. Procedures for Other Students

A student is placed on probation when his/her grade-point average falls below 3.0. A student placed on probation may subsequently enroll in up to 9 semester credit hours of graduate-level coursework. In taking the subsequent 9 semester credit hours of courses, the student must bring his/her overall grade-point average up to at least 3.0 to continue in the program and to remain in good academic standing.

A dismissed student may, after one year, appeal in writing to the chairperson of the School of Public Administration for re-admission. If re-admission is granted, the student will be placed on probation for up to 9 semester credit hours of courses. A student who does not bring his/her overall grade-point average up to at least 3.0 in taking the subsequent 9 semester credit hours of courses will be permanently dismissed from the University without appeal.

Minimum Hours Required

The MPA program requires completion of a minimum of forty-two graduate semester hours.

Time Limit for Completion of Degree

All program requirements must be completed within six years of initial admission, unless otherwise approved by the Chairperson of the School of Public Administration. Students should consult the revised *Master of Public Admin-*

istration Student Handbook, available from the chairperson of the School of Public Administration, for further information about graduate study.

Program Course Load
Full-time students carry a normal load of 9 semester credit hours of graduate-level coursework per semester. (Part-time students who are employed full-time are advised to carry no more than 6 semester credit hours of graduate-level coursework in any semester.)

GRADUATE STUDENT ASSISTANTSHIPS

A limited number of graduate assistantships are available for full-time students pursuing the Master of Public Administration degree. Students holding these positions work 20 hours per week and receive stipends and waivers of out-of-state tuition. Graduate assistants assist the chairperson and faculty members in their instructional and research activities. Students interested in such positions may make application to the chairperson of the School of Public Administration. Assistantships are awarded on the basis of need and high academic achievement.

ACTIVITIES

As public service professionals, Master of Public Administration students are encouraged to join the American Society of Public Administration (ASPA) and other relevant professional organizations such as the Kentucky Political Science Association, the United Nations Association (Frankfort chapter), and the International Personnel Management Association. The national/regional/state conferences of ASPA and other organizations provide opportunities for students and faculty to present research papers. Membership in professional organizations provides forums for students to engage in and present their research, associate with colleagues, and grow and develop professionally.

CENTER FOR PUBLIC POLICY RESEARCH

In Fall 1987, a Research Center for Public and International Policy was established within the School of Public Administration to emphasize applied social science research. The chairperson of the School of Public Administration concurrently serves as the Director of the Research Center for Public and International Policy, which seeks both external and internal funds to carry out applied social science research. Faculty and graduate assistants in the School of Public Administration gain hands-on experience in these research programs.

HONORS AND AWARDS

Each spring the University holds an Honors Convocation for students who have high academic achievements. The University's Office of Academic Affairs and academic units honor students for the following awards and honors:

President's Award (Graduating seniors with the five highest grade-point averages)

Junior Award (Five highest academic averages, junior year)

Sophomore Award (Five highest academic averages, sophomore year)

Freshman Award (Highest academic average, 4.0 GPA, freshman year)

College of Arts, Social Sciences, and Interdisciplinary Studies

The Virginia A. Brooks College of Arts and Sciences Academic/Leadership Award (Outstanding student who has demonstrated leadership ability as evidenced by activities, honors, and award)

Division of Behavioral and Social Sciences

A.W. Wright Award (Full-time senior concentrating in social work or sociology with a GPA that demonstrates academic success; alternates between social work and sociology)

H.E. Cheaney Endowed Scholarship (Full-time student at KSU, declared major in history or political science; at least a "B" academic average)

Outstanding Psychology Student (Academically distinguished graduating student majoring in Psychology)

Outstanding Major: Political Science

Outstanding Major: Sociology

Outstanding Major: History

Division of Literature, Languages and Philosophy

Helen Holmes Award (Award given to the senior English major who has the highest overall average and who has a minimum of six semesters of full-time attendance at Kentucky State University)

Arsenio Alfaro Award (Awarded to second semester foreign language student who attains highest score on the competitive examination)

Senior Journalism Award (Awarded to the senior Journalism minor who has the highest overall average)

Division of Fine Arts

Anna Margaret Garrison Riggins Award (Presented to African-American concert choir member who exemplifies academic, social and leadership skills)

Florence Gazaway Memorial Scholarship (Concert choir music major who exemplifies musical, cooperation, and good academic standards)

Outstanding Art Education Major (Art Education major who demonstrates academic success and dedication to the teaching profession)

Carl H. Smith Award of Musical Excellence: CCPOE (Music major who best represents and demonstrates the highest possible standards in the area of scholastic achievement and musical excellence)

First Christian Church Frankfort Dr. Carl H. Smith Scholarship for Excellence in Music
(For full-time and outstanding Kentucky State University choral/vocal student with an overall grade point average of 2.5 or better who is active the First Christian Church Frankfort choir)

David Lyons and Joseph Tiggs Award for Outstanding Achievement in Gospel Choral Music (Student who best represents the highest level of achievement in the area of gospel choral music)

Singer Buchanan Award for Theatrical Excellence (Theatre student who best represents and demonstrates the highest standards of theatrical excellence and achievement)

Winona Fletcher Award for Thespian Achievement (Student who demonstrates the highest level of growth in theatrical performance)

The William L. Dixon Award for Excellence in Jazz Performance (Music major with highest level of achievement in jazz performance)

The Mary E. Gill Endowed Scholarship (Awarded to Woodford County student participant in concert choir; exemplifies musical growth, cooperation, good academic standards)

Henry Green Award for Achievement and Instrumental Award (Music major with highest level of achievement and musical performance)

Mary E. Hill Memorial Scholarship (At least 60 credit hours; major in biology, physics, chemistry, or music; cumulative GPA 2.7; major GPA 3.0+; outstanding character)

The Mary J. Robb Award (Awarded to concert choir participant who is music major or minor or major in music education who exemplifies musical excellence)

Outstanding Studio Art Major Award (Full-time art major with outstanding achievement in art)

Thelma Johnson Award (Music/keyboard major who has significant contributions as accompanist and pianist)

The Natasha Paul'et Wilson Scholarship (Outstanding freshman in concert choir)

Dr. James and Rosalind Letton Scholarship (Outstanding member of concert choir)

Ruby Dixon Award (Scholastic and musical excellence with highest GPA)

Most Promising Freshman Art Major Award (Exemplifies superior potential in visual arts)

Mary E. Hill Memorial Scholarship (At least 60 credit hours; major in biology, physics, chemistry, or music; cumulative GPA 2.7; major GPA 30 or better in the major field; junior or senior status)

Buchanan-Neville Endowed Scholarship (Sophomore, Junior, or Senior with a GPA above 2.5 from a small Kentucky town)

Whitney Young School of Honors and Liberal Studies
Outstanding Whitney Young School Freshmen (Academic excellence, seriousness about academics; cooperation with other students)

Outstanding Whitney Young School Sophomores (Academic excellence, seriousness about academics; cooperation with other students)

Outstanding Whitney Young School Junior (Academic excellence, seriousness about academics; cooperation with other students)

Outstanding Whitney Young School Seniors (Academic excellence, seriousness about academics; cooperation with other students)

Outstanding Whitney Young School Senior (GPA 3.0 or above; at least 105 credit hours)

Outstanding Whitney Young School Senior Thesis Award

Whitney Young School Student Leadership Award (GPA of 3.7 or above; initiative, responsibility, creativity as student leader)

College of Mathematics, Science, Technology, and Health

School of Nursing
Nursing Academic Award (Given yearly to graduating nursing students with a cumulative GPA of 3.3 or higher)

Division of Aquaculture
Outstanding Graduate Student (Academic achievement and leadership qualities)

Aquaculture/Aquatic Sciences Program of Distinction Minority Scholarship (major within the College of Mathematics, Science, Technology, and Health; ethic minority and/or female; minimum 3.0 GPA in science courses; junior or senior standing)

Division of Computer & Technical Sciences
Outstanding AIT Award–Senior (Highest GPA of senior AIT majors)

Outstanding AIT Award–Junior (Highest GPA of junior AIT majors)

Outstanding AIT Award–Sophomore (Highest GPA of sophomore AIT majors)

Outstanding AIT Award–Non-Traditional Student

Outstanding CSC Award–Senior (Highest GPA of senior CSC majors)

Outstanding CSC Award–Junior (Highest GPA of junior CSC majors)

Outstanding CSC Award–Sophomore (Highest GPA of sophomore CSC majors)

Outstanding CSC Award–Non-Traditional Student

Wood-Taylor Memorial Scholarship (funded through KSU Foundation)

Outstanding Computer Electronics Technology Award (CET major having highest GPA above 30 earned hours)

Outstanding Computer Graphic & Multimedia Production Technology Award (CGM major having highest GPA above 30 earned hours)

Division of Mathematics and Sciences
Academic Achievement in Applied Mathematics (A GPA of 3.5 or above; major in applied math; currently enrolled junior or senior)

Outstanding Major in Applied Mathematics (Academic achiever; at least 12 semester credit hours in MASC courses, 6 semester hours in 300/400 level MASC; GPA of 3.0 in all MASC courses at KSU)

Academic Achievement in Biology (A GPA of 3.5 or above; major in Biology; currently enrolled; junior or senior)

Outstanding Major in Biology (Academic achiever; at least 12 semester credit hours in MASC courses, 6 semester hours in 300/400 level MASC; GPA of 3.0 in all MASC courses at KSU)

Academic Achievement in Chemistry (A GPA of 3.5 or above; major in Chemistry; currently enrolled; junior or senior)

Outstanding Major in Chemistry (Academic achiever; at least 12 semester hours in MASC courses, 6 semester hours in 300/400 level MASC; GPA of 3.0 in all MASC courses at KSU)

Academic Achievement in Mathematics (A GPA of 35 or above; major in math; currently enrolled; junior or senior)

Outstanding Major in Mathematics (A GPA of 3.5 or above; at least 12 semester credit hours in MASC courses; 6 semester hours in 300/400 level MASC courses; GPA of 3.0 in all MASC courses at KSU)

Outstanding Sophomores in Mathematics and Sciences (Currently enrolled MASC major who has completed between 45 and 59 semester hours and has a GPA of 3.5 or above)

Lloyd E. Alexander Memorial Biology Award (Selected by Biology faculty based on academic performance, research, leadership qualities, and service to Unit and peers)

Mary E. Hill Memorial Scholarship (At least 60 credit hours; major in biology, physics, chemistry, or music; cumulative GPA 2.7; major GPA 3.0+; outstanding character)

College of Professional Studies

Outstanding Graduating Senior Award (Full-time outstanding academic performance and service)

School of Education
Outstanding Seniors in Education

Outstanding Senior in Education
(GPA of 3.9 or above; demonstrates leadership and commitment to teaching)

Outstanding Junior in Education
(GPA of 3.9 or above; demonstrates leadership and commitment to teaching)

Outstanding Sophomore in Education
(GPA of 3.9 or above; demonstrates leadership and commitment to teaching)

Outstanding Freshman in Education
(GPA of 3.9 or above; demonstrates leadership and commitment to teaching)

Mary Levi Smith Award (Outstanding student teacher)

The Mildred Jacobs Award (Leadership and dedication to the teaching profession)

The Handley Award (Leadership)

Alfred D. Wiley Award (GPA of 3.0 or above; demonstrates leadership, initiative, dependability, and dedication to the profession)

Student National Education Association (SNEA) Award (Leadership, attends meetings and workshops)

Leroy Smith Award (Outstanding recreational service)

William Exum Award (Outstanding scholarship and citizenship in physical education)

Child Development Head-Start Scholar (Sophomores with a GPA of 3.1 or above)

Child Development Traditional Achiever (Juniors with a GPA of 3.1 or above)

Child Development Achiever (Seniors with a GPA of 3.0 or above)

Child Development High Achiever (Senior with a GPA of 3.5 or above)

The School of Business

Outstanding Accounting Major (Graduating senior with the highest GPA)

Outstanding General Business Major (Graduating senior with the highest GPA)

Outstanding Management Major (Graduating senior with the highest GPA)

Outstanding Marketing Major (Graduating senior with the highest GPA)

Alma E. Smith Award (Junior in School of Business with at least a 3.0 GPA)

Wall Street Journal Award (Graduating senior with outstanding academic accomplishments)

Christopher Chuku Memorial Scholarship (School of Business major or minor with minimum of 3.0 GPA)

Outstanding Scholar-Athlete (Outstanding senior with GPA of 3.0 or better)

Outstanding Business Service Award (Outstanding senior involved with service to school)

Buchanan-Neville Endowed Scholarship (Sophomore, junior, or senior with a GPA above 2.5 from a small Kentucky town)

School of Public Administration, Social Work, and Criminal Justice

Public Administration Departmental Honors (Department GPA of 3.5 or above)

Public Administration Honorable Mention (Departmental GPA of 3.0-3.44)

Outstanding Senior in Criminal Justice (Senior majoring in criminal justice who has a GPA that demonstrates academic success and who has demonstrated commitment to the profession as both a practitioner and as a student)

Ethel Mc Clendon Award (Full-time graduating senior majoring in social work who has a GPA thatdemonstrates academic success and has demonstrated commitment to social work values)

Outstanding Senior in Social Work

Outstanding Junior in Social Work

Outstanding Junior in Criminal Justice

Outstanding Sophomore in Criminal Justice

Social Work Community Service Award (Social Work student who has a GPA that demonstrates academic success and has demonstrated a strong commitment to community service)

A.W. Wright Award (Full-time senior concentrating in social work or sociology with a GPA that demonstrates academic success; alternates between social work and sociology)

Honor Roll/Dean's List Students

Part-time (at least one-half time) students are given special recognition for academic achievement. Students enrolled in 6 to 11 semester credit hours in which quality points are earned and whose grade-point average is 3.2 or better, will be included on the Academic Honor Roll.

A student who earns 12 or moresemester credit hours for which quality points are awarded and whose grade-point average is 3.4 or better, will be included on the Dean's List.

Frankfort Alumnae Chapter, Delta Sigma Theta Sorority, Inc. Scholarship

Gamma Beta Lambda Chapter Alpha Phi Alpha Fraternity, Inc.: The "Best All-Around Senior" Award

Beta Epsilon Omega Chapter, Alpha Kappa Alpha Sorority, Inc. Award

Delta Mu Delta, National Business Honor Society, Zeta Chi Chapter: New Inductees

COURSE DESCRIPTIONS

Course descriptions are listed alphabetically by subject prefix on the following pages. Each course description begins with a three-letter subject prefix followed by a three-digit course number and the course title. The number on the right of each course description gives the semester credit hours for that course. If a course includes laboratory or other special activities, that information is contained in the course description. Prerequisites are also listed. A prerequisite is a course, experience, or other required preparation that must be completed before the student is permitted to enroll in the course.

Courses marked with an asterisk (*) meet the oral communication competency requirement. The subject prefixes for the course descriptions are as follows:

AAS African American Studies
ACC Accounting
AFS Air Force Studies
AMS Army Military Studies
ARM Apparel Retail Marketing
ART Art
AQU Aquaculture
ASL American Sign Language
BIO Biology
BUA Business Administration
CDF Child Development and Family Relations
CHE Chemistry
CIT Applied Information Technology
CJE Criminal Justice
CLE Credit for Life Experience
COE Cooperative Education
COS Computer Science
COM Communication
ECO Economics
EDU Education
ENG English
FNU Foods and Nutrition
FRE French
GEO Geography
GNT Gerontology
HEC Home Economics
HED Health Education
HIS History
HON Honors Core
IGS Integrative Studies
INT Industrial Technology
ITA Italian
JPN Japanese
KOR Korean
LST Liberal Studies – Honors
MAT Mathematics
MGT Management
MIS Management Information Systems
MKT Marketing
MSC Mathematics/Sciences
MUA Music – Applied
MUC Music – Class Instruction
MUE Music Education
MUP Music – Performance Ensemble
MUS Music
NUR Nursing
PHE Physical Education
PHI Philosophy
PHS Physical Sciences
PHY Physics
POS Political Science
PUA Public Administration
PSY Psychology
REC Recreation
REL Religious Studies
RES Real Estate
RUS Russian
SCI Science
SOC Sociology
SOW Social Work
SPA Spanish
SPE Speech
THE Theatre
UNV University Orientation
WYC Non-Designated HON or LST

AFRICAN-AMERICAN STUDIES

AAS 303/ART 303: African-American Art History 3
A course designed to reveal contributions and accomplishments of African-American artists and the influence of traditional early African art on art of the world.

AAS/ENG 409: Literature of African-Americans 3
Prerequisite: ENG 211. A study of representative literary works written by African-Americans from Phillis Wheatley to the present.

AAS/HIS 314: African-Americans in the United States 3
Prerequisite(s): HIS 201 and HIS 202, or consent of instructor. The history of African-Americans in the United States, their role in the development of this country, and their struggle for rights, privileges, and protections of citizenship.

AAS/HIS 365: African History to 1870 3
Prerequisites: HIS 101 and HIS 102. A survey tracing the earliest beginnings of man in Africa and the development of sub- and trans-Saharan civilizations.

AAS/HIS 366: African History from 1870 3
Prerequisites: HIS 101 and HIS 102. The creation and development of European colonial empires in Africa and the subsequent rise of independent African states.

AAS/HIS 411: African-Americans in the Twentieth Century 3
Prerequisites: HIS 201 and HIS 202. A thorough study of the contributions of African-Americans to American culture and their struggle for full citizenship in the United States.

AAS/MUS 323: African-American Music 3
Open to non-Music majors. A study of the development of African-American music, including spirituals, blues, jazz, symphonic literature, and miscellaneous songs.

AAS/MUS 325: Jazz History and Literature 3
Open to non-Music majors. A survey of jazz, including its origins, major performers, and composers. All idioms and styles are studied using selected readings and recordings.

ACCOUNTING

ACC 201: Principles of Accounting I 3
Prerequisite: MAT 111 or consent of instructor. An introduction to current accounting theory and practice, including accounting concepts, principles, financial statements, the accounting cycle, and selected assets such as cash, receivables and inventory.

ACC 202: Principles of Accounting II 3
Prerequisites: ACC 201 and BUA 101. A continuation of ACC 201. Study of accounting fundamentals including current liabilities, partnerships, corporations, long-term liabilities, the statement of cash flows, long-term investments and financial performance evaluation.

ACC 300: Managerial Accounting 3
Prerequisites: ACC 202. An exploration of decision-making tools and use of accounting information used by internal management for directing and controlling an organization's resources.

ACC 301: Intermediate Accounting I 3
Prerequisite: ACC 202. A comprehensive study of concepts and principles underlying corporate financial accounting and reporting. Emphasis is given to current assets and operating assets.

ACC 302: Intermediate Accounting II 3
Prerequisite: ACC 301. A continuation of ACC 301. A study of intangibles, investments, current and long-term liabilities, stockholder equity, pensions, leases, accounting changes and error analysis, statement of cash flows, and interperiod income tax allocation.

ACC 308: Cost Accounting I 3
Prerequisites: ACC 202. The study of cost behavior from a managerial perspective. The principles, practices, and procedures involved in collecting, assembling, analyzing, and controlling manufacturing costs are examined.

ACC 324: Accounting Information Systems 3
Prerequisites: ACC 202. An exploration of the flow of accounting information and resources throughout the entity with respect to management decision-making and control. Hands-on experience with microcomputer accounting software is an integral part of this course.

ACC 401: Financial Accounting Theory 3
Prerequisites: ACC 301 and ACC 302. This course is a study of the accounting theory underlying current accounting standards and practices, including an examination of issues and controversies facing the profession.

ACC 403: Auditing 3
Prerequisites: ACC 302 and ECO 311 or consent of instructor. A study of the attest function, including history, scope of service, ethics, and responsibilities. Planning procedures used in independent audits and the impact of materiality, risk and internal controls are covered.

ACC 407: Auditing and Assurance Services 3
Prerequisites: ACC 403 and ECO 321. Application of generally accepted auditing standards to assurance services: computerized systems, statistical risk control, substantive sampling, operational compliance, internal auditing, and other assurance services.

ACC 408: Cost Accounting II 3
Prerequisites: ACC 308. A study of accounting concepts and procedures in capital budgeting, cost allocation theory, cost behavior, and quantitative approaches to dealing with constraints and uncertainty.

ACC 410: Governmental/ Not-for-Profit-Accounting 3
Prerequisite: ACC 301 or consent of instructor. Study of generally accepted accounting and reporting principles for governmental and non-profit entities. Particular emphasis is on state and local government using fund accounting.

ACC 462: Federal Income Taxation 3
Prerequisite: ACC 202. Study of federal income tax concepts, laws and rules relating to individuals and businesses. Basic tax return preparation and tax research are included.

ACC 463: Advanced Federal Income Taxation 3
Prerequisite: ACC 462. Exploration of federal income tax laws, rules, regulations, and court decisions applicable to partnerships, corporations, fiduciaries and international transactions and estate and gift transfer taxes.

ACC 480: Accounting Internship 3
Prerequisite: junior or senior classification and consent of dean. Off-campus, on-the-job employment related to the discipline of Accounting.

ACC 485: Advanced Accounting 3
Prerequisite: ACC 302. A comprehensive study of selected accounting problems, including foreign currency translation, partnerships, consolidated financial statements, and other current topics.

ACC 499: Independent Study in Accounting 3
Prerequisite: Senior classification and consent of the dean. Research and in-depth study of a particular accounting concept or problem under the guidance of a faculty member.

ACC 500: Survey of Accounting 3
Survey of financial and managerial accounting for graduate students. Emphasis is given to the preparation of financial statements for internal and external users, analysis and interpretation of accounting information, and its use in decision-making. This course does not count toward the 30 hours required for the MBA degree.

ACC 501: Financial Accounting Theory 3
An examination of current accounting theory, concepts, principles and standards, with emphasis on their application to solving contemporary problems.

ACC 502: Managerial Accounting 3
A study of the concepts and techniques relating to the accounting information needed by management for planning, directing, controlling, and evaluating company decisions.

ACC 503: Auditing 3
An in-depth study of generally accepted auditing standards and the performance of the attest function and assurance services.

ACC 508: Cost Accounting II 3
A comprehensive study of cost accounting concepts and techniques designed to provide accounting information for managerial decision-making at both operational and strategic levels.

ACC 510: Governmental/ Not-for-Profit Accounting 3
A comprehensive study of generally accepted accounting and reporting standards for governmental and nonprofit entities, including contemporary issues and developments.

ACC 563: Advanced Federal Income Taxation 3
A comprehensive study of federal income tax laws, rules, regulations, and court decisions as they relate to individual, partnership, corporations, estates, and trusts.

ACC 585: Advanced Accounting 3
An in-depth study of advanced financial accounting topics relating to partnerships and corporations. Special topics include leases, pensions, consolidated financial statements, and international operations.

AIR FORCE STUDIES

(These classes are offered through the Air Force ROTC program at the University of Kentucky. Call 859/257-7115 for more information.)

AFS 111: Aerospace Studies I 1
Corequisite: AFS 112. A course designed to provide the student with a basic understanding of the nature and principles of war, national power, and Department of Defense role in the organization of national security. The student also develops leadership abilities by participating in a military organization, the cadet corps, which offers a wide variety of situations demanding effective leadership.

AFS 112: Leadership Laboratory I 1
Corequisite: AFS 111. A course designed for development of basic skills required to be a manager, including communications, human relations, and administration of equal opportunity. Credit will not be granted toward the hours requirements for the degree. Pass/fail only.

AFS 113: Aerospace Studies I 1
Prerequisite: AFS 111. A course designed to provide the student with a basic understanding of the contribution of aerospace power to the total U.S. strategic offensive and defensive military posture. The student also develops leadership abilities by participating in a military organization, the cadet corps, which offers a wide variety of situations demanding effective leadership.

AFS 114: Leadership Laboratory I 1
Corequisite: AFS 113. A continuation of AFS 112. A course designed to develop managerial skills including superior/subordinate relationships, communications, customs and courtesies, basic drill movements and career progression requirements. Credit will not be granted toward the hours requirements for the degree. Pass/fail only.

AFS 211: Aerospace Studies II **1**
Prerequisites: AFS 111, 113 or PAS approval; corequisite: AFS 212. Introduces the study or air power from a historical perspective; focuses on the development of air power into a primary element of national security. Leadership experience is continued through active participation in the cadet corps.

AFS 212: Leadership Laboratory II **1**
Corequisite: AFS 211. A course designed for development of advanced skills required to be a manager/leader, including leadership styles, public speaking, group dynamics, motivation and preparation for field training. Credit will not be granted toward the hours requirements for the degree. Pass/fail only.

AFS 213: Aerospace Studies II **1**
Prerequisites: AFS 111, 113, 211 or PAS approval; corequisitie: AFS 214. Provides a foundation for understanding how air power has been employed in military and non-military operations to support national objectives. Examines the changing mission of the defense establishment, with particular emphasis on the United States Air Force. Leadership experience is continued through participation in the cadet corps.

AFS 214: Leadership Laboratory II **1**
Corequisite: AFS 213. A continuation of AFS 211. A course designed to develop supervisory management skills to include communications, techniques of critique, social actions, personnel evaluation procedures, problem solving, role playing and field training preparation. Credit will not be granted toward the hours requirements for the degree.

AFS 311: Aerospace Studies III **3**
Prerequisite: Acceptance into POC or approval of PAS; corequisite: AFS 312. A study of management functions with emphasis on the individual as a manager in an Air Force environment. Individual motivational and behavioral process, communication, and group dynamics are included to provide a foundation for the development of professional skills as an Air Force Officer. Students refine their leadership and managerial abilities by organizing and managing a quasi-military unit.

AFS 312: Leadership Laboratory III **1**
Corequisite: AFS 311. A course designed and focused on developing advanced leadership skills. Students fill the mid-level management function within the cadet corps. The course involved the planning and controlling of military activities of the cadet corps, and the preparation and presentation of briefings and other written and oral communications. Pass/fail only.

AFS 313: Aerospace Studies III **3**
Prerequisite: AFS 311; corequisite: AFS 314. A study of leadership with specific emphasis on the Air Force leader. Includes theoretical, professional and communicative aspects. In addition, military justice and administrative law are discussed within the context of the military organization. Students continue to develop and refine their leadership abilities by organizing and managing a military unit, the cadet corps, which offers a variety of situations requiring effective leadership.

AFS 314: Leadership Laboratory III **1**
Corequisite: AFS 313Laboratory to accompany AFS 313. Pass/fail only.

AFS 395: Independent Aerospace Studies **2-6**
Prerequisite: senior standing in the AFROTC Program and e.0 standing in Aerospace Studies. A study of an advanced problem on a subject area in aeronautical science under the guidance of a departmental staff member. One discussion per week; term paper is required. May not be repeated.

AFS 411: Aerospace Studies IV **3**
Prerequisite: AFS 313, or approval of PAS; corequisite: ASF 412. A study of the military profession, civil-military interaction, communicative skills, framework of defense policy, and formulation of defense strategy. Students refine their leadership abilities by organizing and managing a military unit, cadet corps, which offers a wide variety of situations requiring effective leadership.

AFS 412: Leadership Laboratory IV **1**
Corequisite: AFS 411. A course designed and focused on developing advanced leadership skills. Students fill the top level management function within the cadet corps. The course involves the planning and controlling of military activities of the cadet corps, and the preparation and presentation of briefings and other written and oral communications. The lab also includes practice of leadership techniques aimed at motivating and instructing cadets in the lower three levels. Pass/fail only. (Laboratory, two hours per week)

AFS 413: Aerospace Studies IV **3**
Prerequisite: AFS 411 or approval of PAS; corequisite: AFS 414. Continues the study of strategy and the management of conflict, formulation and implementation of U.S. defense policy, defense organization, and case studies in defense policy making. Students also refine their leadership abilities by organizing and managing a military unit, the cadet corps, which offers a wide variety of situations requiring effective leadership.

AFS 414: Leadership Laboratory IV **1**
Corequisite: AFS 413. A continuation of AFS 412. A course designed and focused on developing advanced leadership skills. Students fill the top level management function within the cadet corps. The course involves the planning and controlling of military activities of the cadet corps, and the preparation and presentation of briefings and other written and oral communications. The lab also includes practice of leadership techniques aimed at motivating and instructing cadets in the lower three levels. Pass/fail only. (Laboratory, two hours per week)

Note: AFS 112, 114, 212, 214, 312, 314, 412, and 414 require participation in twice per week physical fitness training.

ARMY MILITARY STUDIES
(These classes are offered through the ARMY ROTC program at the University of Kentucky. Call 859/257-2696 for more information.)

AMS 101: Introduction to the Army **2**
This introductory level course is designed to give students an appreciation for some of the skills necessary for today's leaders, including time management, map reading, basic rifle marksmanship, and squad tactics.

AMS 102: Introduction to Leadership **2**
Introduces students to some of the fundamentals of leadership both in a military and civilian context. Continues the emphasis placed on individual skills to include map reading, first aid, weapons, and assessment of physical fitness.

AMS 211: Advanced Leadership I **2**
Delves into theoretical and practical leadership instruction. Students examine aspects of communication and leadership concepts such as written and oral communication, effective listening, assertiveness, personality, adult development, motivation, and organization culture and change.

AMS 212: Advanced Leadership II **2**
Focuses primarily on officership, providing an extensive examination of the unique roles and obligations of commissioned officers. Includes a detailed look at the origin of our institutional values and their practical application in decision making and leadership.

AMS 205: Basic Camp Practicum **3**
Prerequisites: A student must be physically fit and have two years of college remaining. A six-week course conducted during the summer at Fort Knox, Kentucky. This course may be taken instead of AMS 101, 102, 201, and 202.

AMS 301: Leadership and Management I **3**
Prerequisites: AMS 205 and consent of instructor. Course of study in development of basic skills required to function as a manager; study in leadership styles, group dynamics, communications, motivation, and military instruction methods.

AMS 302: Advanced Tactics **3**
Prerequisites: AMS 205 or consent of instructor. Small-unit tactics and communications, organization and mission of combat arms units; leadership and the exercise of command.

AMS 303: Advanced Camp Practicum **3**
Prerequisites: AMS 301 and 302. A five-week summer course held at Fort Lewis, Washington that focuses on practical exercises and leadership opportunities to foster growth and maturity and to develop effective performance techniques of tactical, technical and administrative duties.

AMS 320: Advanced Studies in American Military History **3**
This course will furnish upper level UKR OTC cadets and qualified history majors or minors with the methodological tools and materials needed to gain a more detailed understanding of American military history.

AMS 341: Leadership and Management II **3**
Prerequisites: AMS 301 and 302. Focuses on leadership development in the Army for prospective officers. Discussion of various Army policies and programs to include counseling, motivation, suicide prevention, sexual harassment, and equal opportunity.

AMS 342: Command Management **3**
Prerequisites: AMS 301 and 302. Focuses on career development in the Army as a future officer, the military as a profession, ethics, leadership, and military justice. Other subject areas include joint military operations, maintenance operations, and supply operations.

AMS 350: Military Science Laboratory **1**
A hands on practicum which exposes the student to the military skills required for basic technical and tactical competence as an Army officer. The course affords the student opportunities to develop and refine his/her leadership style and abilities under differing constraints and environments. Conducted two hours per week and one weekend exercise.

AMS 395: Independent Study in Leadership **1**
Prerequisites: Completion of AMS 301, 302, 341, and 342 and consent of instructor. Students are under guidance and confer individually with faculty on approved tactic(s).

AQUACULTURE

AQU 407: Fish Genetics **3**
Prerequisite: Consent of instructor. An overview of fish genetics including basic principles and methods of selective breeding in aquaculture.

AQU 409: Biostatistics **3**
Prerequisite: Consent of instructor. Basic principles of experimental design and data analysis with emphasis on their applications in aquaculture research.

AQU 411: Fish Diseases **4**
Prerequisite: Consent of instructor. Clinical diagnosis of fish diseases; necropsy of diseased fish; and formulation of corrective measures for disease control. (Three hours of lecture, two hours of laboratory per week)

AQU 412: Fish Morphology & Physiology **4**
Prerequisite: Consent of instructor. An overview of fish morphology and physiology with emphasis on comparative and adaptive aspects among Osteichthyes (true bony fish). (Three hours of lecture, two hours of laboratory per week)

AQU 421: Fish Nutrition **3**
Prerequisite: Consent of instructor. Fundamental and applied aspects of fish nutrition including nutrient requirements, nutrient chemistry, ration formulation, and practical feeding will be taught. (Three hours of lecture per week)

AQU 422: Principles of Aquaculture **3**
Introduction to principles underlying aquatic productivity and management with a survey of domestic and foreign cultures of fish and aquatic vertebrates.

AQU 425: Aquaculture Economics and Marketing 4
Prerequisites: MAT 120 or MAT 125 or consent of instructor. Aquaculture economics, marketing channels and consumer preferences for fish products will be presented. (Three hours of lecture, two hours of laboratory per week)

AQU 427: Fish Reproduction & Spawning Techniques 4
An overview of basic biology of fish reproduction and techniques of artificial spawning for common aquaculture species. (Three hours of lecture, two hours of laboratory per week)

AQU 451: Survey of Production Methods 3
Prerequisite: AQU 422 or consent of instructor. An overview of alternative production methods including ponds, cages, net-pens, raceways, and recirculating systems with application to suitable species. (Three hours of lecture per week)

AQU 460: Water Quality Management 4
Prerequisite: Consent of instructor. A survey of theory and practice into the understanding and manipulation of the biological, chemical, and physical aspects of water quality in aquaculture production. (Three hours of lecture, two hours of laboratory per week)

AQU 491: Internship: Aquaculture 1–4
Prerequisite: Consent of advisor. Intensive experience involving practical on-site participation working at an aquaculture facility (University, state, or private).

AQU 507: Fish Genetics 3
Prerequisite: Consent of instructor. An overview of fish genetics including basic principles and methods of selective breeding in aquaculture.

AQU 509: Biostatistics 3
Prerequisite: Consent of instructor. Basic principles of experimental design and data analysis with emphasis on their applications in aquaculture research.

AQU 511: Fish Diseases 4
Prerequisite: Consent of instructor. An in-depth study of clinical diagnosis of fish diseases; necropsy of diseased fish; and formulation of corrective measures for disease control. (Three hours of lecture, two hours of laboratory per week)

AQU 512: Fish Morphology & Physiology 4
Prerequisite: Consent of instructor. An overview of fish morphology and physiology with emphasis on comparative and adaptive aspects among Osteichthyes (true bony fish). (Three hours of lecture, two hours of laboratory per week)

AQU 521: Fish Nutrition 3
Prerequisite: Consent of instructor. A graduate approach to the study of fish nutrition including nutrient requirements, nutrient chemistry, ration formulation, and practical feeding. (Three hours of lecture per week)

AQU 522: Principles of Aquaculture 3
Introduction to principles underlying aquatic productivity and management with a survey of domestic and foreign cultures of fish and aquatic vertebrates.

AQU 525: Aquaculture Economics and Marketing 4
Prerequisite: Consent of instructor. Aquaculture economics, marketing channels and consumer preferences for fish products will be presented. (Three hours of lecture, two hours of laboratory per week)

AQU 527: Fish Reproduction & Spawning Techniques 4
An overview of basic biology of fish reproduction and techniques of artificial spawning for common aquaculture species. (Three hours of lecture, two hours of laboratory per week)

AQU 551: Survey of Production Methods 3
Prerequisite: Consent of instructor. An overview of alternative production methods including ponds, cages, net-pens, raceways, and recirculating systems with application to suitable species.

AQU 560: Water Quality Management 4
Prerequisite: Consent of instructor. A survey of theory and practice into the understanding and manipulation of the biological, chemical, and physical aspects of water quality in aquaculture production. (Three hours of lecture, two hours of laboratory per week)

AQU 591: Internship: Aquaculture 1–4
Prerequisite: Consent of instructor. Intensive experience involving practical on-site participation working at an aquaculture facility (University, state, or private) for graduate students.

AQU 600: Research Aquaculture 1–9
Laboratory or field research on approved thesis topic in aquaculture or related aquatic sciences.

AQU 601: Thesis 1/3
Preparation of research based thesis on approved topic.

AQU 699: Research and Thesis Completion 1-9
Prerequisite: Consent of aquaculture graduate student coordinator or major professor. This course is to permit the completion of research and thesis. Graded pass/fail.

APPAREL RETAIL MARKETING

ARM 101: Introduction to the Apparel Industry 3
An introduction to the major segments of the apparel industry. Emphasis is on designers, textile and apparel manufacturers, retail stores, and auxiliary fashion businesses.

ARM 212: Apparel Quality Analysis 3
A study of the influence that design, textiles, and manufacturing techniques have on the performance, appearance, and quality of apparel and accessory products.

ARM 221: Consumer Textiles **3**
A consumer oriented study of the basic components of textile products-fibers, yarns, fabric construction methods, coloration methods, and finishes.

ARM 222: Advanced Textiles **3**
Prerequisite: ARM 221. An examination of the physical and chemical properties of textile products composed of natural and synthetic fibers. Includes basic textile testing procedures and laboratory projects.

ARM 231: Visual Merchandising and Promotion **3**
An examination of the basic principles and categories of sales promotion activities with an emphasis on the design of visual merchandising components within retail stores.

ARM 311: Appearance and Human Behavior **3**
An examination of the influence appearance has on individuals' social interactions and self-evaluations using a social psychological theoretical perspective.

ARM 318: History of Costume **3**
A study of the development of the costumes of a variety of cultures throughout the world.

ARM 337: Economics in the Apparel Industry **3**
Prerequisite: ECO 201. An analysis of the forces that determine the role of the U.S. apparel and textile industry in the global economy.

ARM 342: Fashion Buying * **3**
Prerequisites: ARM 101, ARM 337, MKT 301 and ECO 201. An examination of basic retail apparel buying principles and practices.

ARM 410: Apparel Marketing Internship **6**
Prerequisites: Successful completion of the majority of course requirements and consent of instructor. An off-campus experience in which students work in a business setting which specializes in apparel, accessories, and/or textile products in order to apply what they have learned in the classroom to an actual work setting.

ART

ART 101: Early Elementary Art **3**
Includes all aspects of teaching art in grades K-4: philosophies, methods, materials, and evaluations. Personal investigation of activities involving the two-dimensional materials is stressed.

ART 102: Introduction to Arts and Crafts **3**
An introductory course in arts and crafts for non-Art majors. Diverse art media and processes are explored and basic concepts and vocabulary are introduced. Restricted to members of the Senior Citizens Center.

ART 110: Basic Drawing I **3**
An introductory course with emphasis on developing visual acuity and fundamental drawing skills. Methods and materials relating to two-dimensional representation will be investigated.

ART 112: Two-Dimensional Design **3**
An introduction to basic design elements and principles. Activities include the investigation of line, shape, value, color, and texture within the two-dimensional realm.

ART 113: Three-Dimensional Design **3**
Prerequisite: ART 112. A continuation of ART 112 as it relates to the three-dimensional realm.

ART 130: Introduction to Art **3**
Examines the nature of visual art experiences, formal and expressive characteristics of art, historical concepts and movements, and the relevance of art to one's life.

ART 201: Art History Survey I * **3**
A survey lecture course designed to expose the student to the history of art from pre-historic times through the Middle Ages.

ART 202: Art History Survey II * **3**
Prerequisite: ART 201. A continuation of ART 201 from the Renaissance through the Modern Period.

ART 211: Basic Drawing II **3**
Prerequisite: ART 110. A continuation of ART 110. Emphasis on the rendering of the human form via contour, gesture, value, and weight drawing with various media.

ART 220: Basic Painting I **3**
Prerequisites: ART 110 and 112. An introduction to the basic processes and materials of painting. Emphasis is placed on compositional factors.

ART 240: Ceramics I **3**
Prerequisites: ART 110 and ART 113. An introduction to the basic processes and materials of ceramics. Emphasis is placed on handbuilding processes and principles of glazing and firing.

ART 245: Weaving I **3**
Prerequisites: ART 110 and ART 113. Exploration of both loom- and finger-controlled weaving processes and an introduction to drafts.

ART 300: Twentieth Century Art History **3**
A study of European and American art forms of the Twentieth Century.

ART 302: Contemporary Art History **3**
Examination of the directions in the visual arts since 1955.

ART 303/AAS 303: African-American Art History **3**
A course designed to reveal contributions and accomplishments of African-American artists and the influence of traditional early African art on art of the world.

ART 304: Directions in American Art **3**
An examination of major directions in American Art of the Nineteenth and Twentieth centuries.

ART 305: Digital Imaging I **3**
An introduction to digital imaging with primary emphasis on learning PhotoShop and Illustrator software in a Macintosh lab for both fine art and commercial applications.

ART 306: Studio Arts **3**
A studio course that engages a concentration of contemporary art and non-traditional processes of art making.

ART 307: Digital Photography I **3**
An introductory course in black-and-white photography using PhotoShop software in a Macintosh digital imaging computer lab, using archival printing techniques. Instruction will be balanced between aesthetic concerns and technical proficiency. Student must provide their own basic digital camera, at least 3 megapixels and SLR digital cameras will be available for check-out at times throughout the semester.

ART 308: Introduction to Film I:
Film Structure and Interpretation **3**
An examination of the "language" of film and interpretation of films within issues related to liberal studies courses.

ART 309: Introduction to Film II: Topics in Film **3**
Topical issues and principles of film theory with changing topics, such as critical perspectives, views of history, the director.

ART 310: Basic Drawing III **3**
Prerequisites: ART 110 and ART 112. An investigative approach to both the figurative and abstract levels. Personal visual expressions are encouraged.

ART 312: Introduction to Digital
Video Editing/Production **3**
Prerequisite: ART 305 or ART 307 or consent of instructor. And introductory course to digital video editing/production with emphasis on video production as an art form and a working foundation of the historical development of the medium.

ART 315: Sculpture I **3**
Prerequisites: ART 110 and ART 113. An introduction to the basic constructive processes of sculpture, utilizing plaster, wire, wood and other related materials.

ART 317: Printmaking I **3**
Prerequisites: ART 110 and ART 112. An introduction to the basic processes and materials of printmaking including monoprint, calligraphy, woodcut, serigraphy, and etching.

ART 319: Elementary School Art **3**
A combination lecture-laboratory course which focuses upon all aspects of teaching art in the elementary school. This course is designed for art education majors.

ART 321: Basic Painting II **3**
Prerequisite: ART 220. A continuation of ART 220 with emphasis on exploration of media and the expression of individual concepts.

ART 322: Introduction to Digital Photojournalism **3**
This is an introductory course in photojournalism utilizing digital cameras and production in a Macintosh environment.

ART 330: Web Page Design **3**
Prerequisites: ART 305 or ART 307 or consent of instructor; ART 405 recommended. An introductory course to Web Page Design that will emphasize technical mastery of software in a Macintosh environment and aesthetic understanding of the medium as it pertains to fine art applications. May be repeated once for credit.

ART 340: Ceramics II **3**
Prerequisite: ART 240. Basic techniques of throwing on a potter's wheel; further study of clay bodies, glazing and firing principles are investigated.

ART 345: Weaving II **3**
Prerequisite: ART 245. A continuation of activities introduced in ART 245 with an emphasis on draft weaving.

ART 360: Art Symposium **1**
A course designed to acquaint students with concepts, media, and methods of the arts via discussions, guest speakers, multi-media presentations, and demonstrations. (May be repeated 5 times)

ART 400: Senior Seminar **1**
Exploration of topics in contemporary art through research, discussion, and field trips. Art majors will prepare their Senior Art Exhibitions, document them with slides, and develop resumes.

ART 405: Digital Imaging II **3**
Prerequisite: ART 305. A continuation of the development of concepts and skills introduced in ART 305 with emphasis on both commercial applications and the use of digital imaging in the production of fine art.

ART 407: Digital Photography II **3**
Prerequisite: ART 307 or consent of instructor. An intermediate course in black-and-white photography, and introductory color, using PhotoShop software in a Macintosh digital imaging computer lab. Archival printing techniques and large format printing will be used. Instruction will be balanced between aesthetic concerns and technical proficiency. Students must provide their own basic digital camera, at least 3 megapixels, and SLR digital cameras will be available for checkout at times throughout the semester.

ART 412: Digital Video Editing/Production II **3**
Prerequisite: ART 312. An intermediate course in digital video edition/production with emphasis on video production as an art form, contemporary issues, and continued investigation of the historical development of the medium.

ART 415: Sculpture II **3**
Prerequisite: ART 315. An introduction to the basic subtractive processes of sculpture, utilizing wood, stone, and other related materials.

ART 417: Printmaking II **3**
Prerequisite: ART 317. A continuation of processes introduced in ART 317. Basic lithographic processes, serigraphy, and etching are also introduced.

ART 419: Methods and Materials for Teaching Art **3**
A course which examines teaching and media for both elementary and secondary levels. Designed specifically for art education majors.

ART 420: Painting III **3**
Prerequisite: ART 321. The expression of individual concepts in painting is encouraged. The appropriateness of materials to specific visual statements is studied.

ART 430-453: Problems in Art **3**
These courses are designed to provide students advanced, individualized instruction in the art areas listed below.

ART 430: Problems in Drawing I
ART 431: Problems in Drawing II
ART 432: Problems in Drawing III
ART 433: Problems in Painting I
ART 434: Problems in Painting II
ART 435: Problems in Painting III
ART 436: Problems in Printmaking I
ART 437: Problems in Printmaking II
ART 438: Problems in Printmaking III
ART 439: Problems in Ceramics I
ART 440: Problems in Ceramics II
ART 441: Problems in Ceramics III
ART 442: Problems in Sculpture I
ART 443: Problems in Sculpture II
ART 444: Problems in Sculpture III
ART 445: Problems in Weaving I
ART 446: Problems in Weaving II
ART 447: Problems in Weaving III
ART 448: Problems in Art History I
ART 449: Problems in Art History II
ART 450: Problems in Art History III
ART 451: Problems in Digital Photography I
ART 452: Problems in Digital Photography II
ART 453: Problems in Digital Photography III
ART 454: Problems in Digital Video Editing/Production

AMERICAN SIGN LANGUAGE

ASL 171: American Sign Language **3**
An introduction to the basic elements of the American sign Language System.

ASL 172: American Sign Language II **3**
Prerequisite: ASL 171 or instructor's permission. A continuation of ASL 171 to enhance students' skills in using the ASL alphabet and numerals.

BIOLOGY

BIO 099: Fundamentals of Biology **3**
Designated to remove PCC deficiency in biology. It familiarizes students with the diversity, classification, ecology, evolution and conservation of living organisms. (Three hours of lecture per week) (Does not count toward any degree requirements.)

BIO 101: Life Science **3**
A general study of biological concepts of living organisms. Emphasis is placed on cellular physiology, genetics, ecology, and evolution. (Two hours of lecture, two hours of laboratory per week)

BIO 107: Anatomy and Physiology I **4**
Study of basic chemistry, biochemistry, cell structure and function, tissues, the integument, and the skeletal, muscle, and nervous systems. Required for Nursing majors. (Three hours of lecture, two hours of laboratory per week)

BIO 108: Anatomy and Physiology II **4**
Prerequisite: C or better in BIO 107 or consent of instructor. A continuation of BIO 107 with emphasis on the endocrine, digestive, respiratory, circulatory, urinary, and reproductive systems. Required for Nursing majors. (Three hours of lecture, two hours of laboratory per week)

BIO 111: Principles of Biology **4**
Analysis of fundamental concepts underlying and unifying living systems. Emphasis on major principles of cellular anatomy and physiology, reproduction and development, genetics, ecology, and evolution. (Three hours of lecture/discussion, two hours of laboratory per week)

BIO 112: Exploration of Modern Topics in Biology **3**
Prerequisite: BIO 101 or BIO 111. Formal presentations and colloquia on biological topics of current interest. Concise overviews will be presented on the diversity of living systems, evolution, and life processes. (Three hours of lecture per week)

BIO 115: Freshman Biology Seminar **1**
Prerequisites/Corequisites: BIO 111, BIO 101, or consent of instructor. A seminar exploring the variety of careers in the biological sciences and closely-related disciplines; led by faculty, visiting scientists and practitioners.

BIO 204: Fundamentals of Microbiology **3**
Prerequisite: C or better in BIO 107 or recommendation of the Nursing Department. Emphasis on infection by microbes, the body's immune system, pathogens, and parasites. Required for Nursing majors. (Two hours of lecture, two hours of laboratory per week)

BIO 210: General Zoology **3**
Prerequisite: BIO 111. Introduction to the animal world, including taxonomy and diversity of kind, morphological and physiological organization of representatives of various phyla; and evolutionary relationships among phyla. (Two hours of lecture, two hours of laboratory per week)

BIO 212: General Botany **3**
Prerequisite: BIO 111. Introduction to the plant world, including taxonomy and diversity of kind, morphological and physiological organization in various divisions, and evolutionary relationships among divisions. (Two hours of lecture, two hours of laboratory per week)

BIO 220: Medical Terminology **2**
Prerequisite: C or better in BIO 101, BIO 107, or BIO 111; or consent of instructor. Designed to review common terms used in the medical professions.

BIO 301: Human Anatomy **3**
Prerequisite: BIO 101 or BIO 111. A study of the anatomical configuration of cells and tissues forming neural, muscular, renal, circulatory, respiratory, digestive, skeletal, and reproductive systems. (Two hours of lecture, two hours of laboratory per week)

BIO 302: General Microbiology **4**
Prerequisite(s): BIO 111 and CHE 102 (concurrent), or consent of instructor. Morphology, classification, distribution, and physiology of bacteria, viruses, and other microorganisms in industry and the environment. Aseptic technique, staining, cultivation, identification, and control of bacteria. (Three hours of lecture, three hours of laboratory per week)

BIO 303: Human Physiology **4**
Prerequisites: BIO 210 and CHE 102; PHY 207 and PHY 208 are recommended. Cells, tissues, organs, and systems in relation to each other and in coordination with contractility, conductivity, respiration, translocation of materials, and other problems in physiology. (Three hours of lecture, three hours of laboratory per week)

BIO 304: Vertebrate Embryology **4**
Prerequisite: BIO 111 or consent of instructor. Study of morphological and developmental aspects of embryology, including genetic and molecular mechanisms. The comparative developmental anatomy of the starfish, frog, chick, and mammals are studied. (Three hours of lecture, three hours of laboratory per week)

BIO 305: Comparative Vertebrate Anatomy **4**
Prerequisite: BIO 210. Relationships of vertebrate groups and structure and significance of various organs and systems of typical vertebrates. Discussions of the history and habitats of various groups. (Two hours of lecture, four hours of laboratory per week)

BIO 307: Genetics **4**
Prerequisites: BIO 111 with C or better and CHE 102 with C or better. Explores the laws and principles of heredity and genetic variation in organisms. Topics include aspects of Mendelian genetics, quantitative genetics, and molecular genetics, as well as principles of developmental, behavioral, population, and evolutionary genetics. (Three hours of lecture, two hours of laboratory per week)

BIO 308: Microtechniques and Histology **4**
Prerequisite: BIO 111. A lecture/laboratory course dealing with microscopic anatomy of various tissues in the human body. Theories of microscopic techniques and tissue development are also discussed. (Three hours of lecture, three hours of laboratory per week)

BIO 309: Parasitology **4**
Prerequisite: BIO 210 or consent of instructor. A study of epidemiology, pathology, diagnosis, and control of parasites of man and other animals. (Two hours of lecture and four hours of laboratory per week)

BIO 315: Immunology **3**
Prerequisite: Consent of instructor. Immune system, immunoglobulin structure, antigenicity, antigen-antibody reactions, phylogeny of immune responses, and antibody formation. Immunity to bacterial and viral infections, allergies, and graft-host reactions. (Three hours of lecture/discussion/ demonstration/laboratory per week)

BIO 316: Ecology **3**
Prerequisites: BIO 111 or BIO 101, BIO 210, BIO 212, CHE 101, CHE 102. A study of the interrelationships of living organisms and their environment. This course draws from several disciplines and stresses concepts of modern ecology. (Three hours of lecture per week)

BIO 317: Medical Microbiology **4**
Prerequisite: BIO 302. Lecture and laboratory work in pathogenic bacteriology, virology, mycology, and parasitology. Emphasis on etiology, epidemiology, identification, and clinical diagnosis of pathogens. (Three hours of lecture, three hours of laboratory per week)

BIO 318: Hematology **4**
Prerequisite: Consent of instructor. A comprehensive study of the blood system, including the hematopoietic systems and disorders of the blood in humans. (Five hours of lecture/laboratory per week)

BIO 399/CHE 399/COS 399/MAT 399/PHY 399: Undergraduate Teaching Experience **1**
Prerequisite: Consent of instructor. Students earn course credit for undergraduate teaching experience including but not limited to (1) assisting students during laboratory sessions, (2) helping to set up laboratories or lecture/lab quizzes, or (3) conducting PLTL-Excel type workshops for students. Course may be repeated for credit.

BIO 401: Biology Seminar * **1**
Prerequisite: Upper-division standing; senior classification recommended. Expose students to presentations of biological research by faculty and visiting scientists and allows students to formally present a research topic. Students are required to make a formal, oral presentation of a research topic with computer-generated audio-visual materials.

BIO 408: Cell Biology **4**
Prerequisites: BIO 111 and either CHE 200 or CHE 302 with a grade of C or better. Cell structure and chemistry as it relates to cell function. Biochemical and molecular aspects of cell functions are emphasized. (Three hours of lecture, three hours of laboratory per week)

BIO 410: Special Problems in Biology **2**
Prerequisite: Consent of instructor. A course in which advanced Biology students pursue an independent experimental or library research project. May be repeated once for credit.

BIO 415: Animal Behavior **3**
Prerequisites: BIO 111 and BIO 210; BIO 316 recommended. This course examines the behavior of non-human animals from a physiological, ecological and evolutionary perspective. (Three hours of lecture per week)

BIO 417: Ecological Field Methods **4**
Prerequisites: BIO 111, BIO 210, BIO 212, CHE 101, CHE 102; BIO 316 recommended.) Lecture, field and laboratory course emphasizing modern ecological field techniques. Compares quantitative and qualitative methods of sampling and interpreting data. (Two hours of lecture, four hours of laboratory per week)

BIO 490: Biological Practicum **12**
Prerequisite: Consent of advisor. An on-the-job clinical practice (Clinical Laboratory Sciences).

BIO 493: Internship **1-4**
Prerequisite: Consent of advisor. An intensive experience in a biological/medical field involving practical on-site participation.

BIO 495: Topics in Biology **3**
Prerequisite: Senior status. This course requires intensive examination of a biological topic chosen by a faculty member in biology. Will involve intensive reading and discussion, as well as writing.

See the course prefix AQU for the following undergraduate courses:

Aquaculture Economics and Marketing
Biostatistics
Fish Diseases
Fish Genetics
Fish Morphology & Physiology
Fish Nutrition
Fish Reproduction & Spawning Techniques
Internship: Aquaculture
Principles of Aquaculture
Survey of Production Methods
Water Quality Management

BUSINESS ADMINISTRATION

BUA 101: Computer Applications in Business **3**
A survey of business-application software with emphasis on the personal computer. The student learns word processing, electronic spreadsheets, data management, and business graphics.

BUA 204: Business Communication * **3**
Prerequisites: BUA 101, and ENG 102. Application of communication theory to business writings and oral presentations.

BUA 321: Legal Environment **3**
A study of the American legal system; basic legal rules relating to torts, crimes, and contracts; and the regulatory environment in which businesses operate. Attention is given to ethical considerations affecting business and law.

BUA 322: Business Law **3**
Prerequisite: BUA 321. A study of the law relating to sales, negotiable instruments, real and personal property, agency, partnerships, and corporations. Attention is given to ethical considerations affecting business and law.

BUA 330: Corporation Finance **3**
Prerequisites: ACC 202 and ECO 202. Overview of financial principles and functions with applications to corporate financial management. Emphasis is placed on working capital management, capital budgeting, risk and financial analysis.

BUA 421: Cases in Financial Management **3**
Prerequisite: BUA 330. This course will expose students to the application of analytical techniques used by financial managers of business enterprises.

BUA 430: Investments **3**
Prerequisite: BUA 330. Characteristics of bonds, stocks, other investment materials, securities markets, and investments banking are studied. Consideration is given to the sources of investment information and the analysis of securities.

BUA 440: Personal Financial Planning **3**
Prerequisite: Consent of instructor. Overview of budgeting, risk management, investment basics, taxes, retirement planning and estate planning.

BUA 480: Finance Internship **3**
Prerequisite: junior or senior classification and consent of dean. Off-campus on-the-job employment related to the discipline of Finance.

BUA 499: Independent Study in Business Administration **3**
Prerequisite: Senior classification and consent of the dean. Research and in-depth study of a particular business administration concept or problem under the guidance of a faculty member.

CHILD DEVELOPMENT AND FAMILY RELATIONS

CDF 101: Introduction to Early Childhood Education **3**
Examines various program models and philosophies of early childhood education and includes a basic introduction to the overall needs of young children. (Lecture, field trips, and observation)

CDF 102: Family Development * **3**
Examines the stages of the family life cycle and interpersonal relationships among family members. (Lecture and discussion)

CDF 203: Child Development I **3**
This course examines the physical, mental, social, and emotional growth of a child from conception through age three. Providing quality care and education of infants and toddlers. (Lecture and observation)

CDF 204: Child Development II **3**
Prerequisite: CDF 203. A lecture/observation course designed for child development and early education (K-4) majors which examines the physical, cognitive, social, and emotional growth of the child from age four through eight years. (Lecture and observation)

CDF 206: Music, Games and Creative Experiences for Young Children **3**
Prerequisite: CDF 204. Study of the creative process and imagination of young children. Appropriate procedures for the establishment of a climate conducive to creativity in preschool learning environments.

CDF 305: Materials and Methods in Early Childhood Education **3**
Prerequisites: CDF 203 and CDF 204. A study of content, methods, and materials for teaching young children in a group setting.

CDF 315: Child Guidance **3**
Prerequisites: CDF 203 and CDF 204. Intense study of child development theories and guidance techniques. (Two hours lecture and two hours laboratory)

CDF 316: Teacher's Role in Family/ School Relations **3**
A study of current principles and practices and the analysis of factors which enhance the teacher's role in family/ school relations. (Lecture and report-writing)

CDF 318: Assessment of Young Children **3**
Prerequisites: Junior classification or consent of instructor. A study and application of various assessment instruments and evaluative techniques utilized in determining the needs of children birth through five years.

CDF 407: Advanced Practicum in Early Childhood Programs I **3**
Prerequisite: Consent of instructor. Supervised practicum in the Early Childhood Learning Center. (Eight hours laboratory, one hour lecture)

CDF 408: Advanced Practicum in Early Childhood Programs II **3**
Prerequisite: Consent of instructor. Supervised practicum in the Early Childhood Learning Center. (Eight hours laboratory, one hour lecture)

CDF 409: Organization and Administration of Early Childhood Education Programs **3**
Prerequisite: Consent of instructor. Organization and administration of early childhood education programs including housing, equipment, programs, records, and parent involvement.

CDF 420: Parent Education * **3**
Study and application of various principles and techniques useful in working with parents of preschool through adolescent children.

CDF 421: Cultural Diversity in American Child/ Family **3**
Exploratory study of cultural aspects, value system, family, social and economic roles of various races and ethnic groups in the American Society.

CHEMISTRY

CHE 101: General Chemistry I **3**
Prerequisite/Corequisite: MAT 115 or consent of instructor. Introduction to units of scientific measurement, atomic structure, nomenclature, the mole concept, stoichiometry. Introduction to chemical reactions, calculations with chemical equations and formulas, the gas laws, thermochemistry, introduction to quantum theory of the atom and chemical periodicity. (Three hours of lecture per week)

CHE 102: General Chemistry II **3**
Prerequisite: CHE 101 or equivalent. This course is a continuation of CHE 101. Topics include structure and bonding, states and properties of matter, chemical kinetics, chemical equilibria, acid-base theory, complex ion equilibria, electrochemistry and nuclear chemistry. (Three hours of lecture per week)

CHE 109: Survey of General Chemistry **3**
Basic principles of general chemistry for students in home economics, nursing, industrial arts, and in other fields. (Four hours of lecture per week)

CHE 110: General Chemistry I Lab **1**
Prerequisite/Corequisite: CHE 101. Practical methods of measurements and the accuracy. Experimental investigations of common chemical reactions. Quantitative aspects of chemical reactions. Experimental aspects of other selected concepts of CHE 101. (Three hours of lab per week)

CHE 120: General Chemistry II Lab **1**
Prerequisites/Corequisite: CHE 102. Elementary statistical analysis and molecular modeling. Experimental aspects of properties of matter, chemical kinetics, chemical equilibria, acid-base theory, complesion equilibria and electrochemistry. (Three hours of laboratory per week)

CHE 200: Introductory Organic Chemistry **4**
Prerequisite: CHE 102 or CHE 109. Nomenclature, structure, stereochemistry, and reactivity of basic organic compounds. Emphasis on functional groups commonly found in biologically active compounds. (Four hours of lecture per week)

CHE 301: Organic Chemistry I **3**
Prerequisite: CHE 102. Isomerism in organic molecules, reactivity of hydrocarbons, alkyl halides, free radicals, alcohols, ethers and related compounds. Introduction to reaction mechanisms. Introduction to instrumental methods (NMR, IR). (Three hours of lecture per week)

CHE 302: Organic Chemistry II **3**
Prerequisite: CHE 301. A continuation of CHE 301 exploring the reactivity of unsaturated hydrocarbons, carbonyl compounds, and amines. Multistep synthesis of organic molecules with acquired reaction knowledge. Use of Instrumental methods (NMR, IR, MS, and UV-vis) to characterize organic compounds. (Three hours of lecture per week)

CHE 303: Quantitative Analysis **4**
Prerequisite: CHE 102. Fundamental theory and practice of volumetric, gravimetric, and electrochemical analysis. Preparation of standard solutions and analysis of salts, alloys, and ores. (Two hours of lecture, four hours of laboratory per week)

CHE 310: Organic Chemistry I Lab **1**
Prerequisite/Corequisite: CHE 301. Purification, separation (including TLC, GC), and characterization of organic compounds. (Three hours of laboratory per week)

CHE 315: Biochemistry **3**
Prerequisite: CHE 200 or CHE 302. Introduction to amino acids, proteins, buffers, enzymes, nucleic acids, carbohydrates, lipids and other biomolecules. Introduction to the metabolism of carbohydrates, lipids and nitrogen-containing molecules. (Three hours of lecture per week)

CHE 320: Organic Chemistry II Lab **1**
Prerequisite/Corequisite: CHE 302. Use of the methods of separation and synthesis learned in CHE 310 to prepare new compounds. Compounds are characterized by instrumental methods (GC, IR, NMR) and TLC, along with other methods. (Three hours of laboratory per week)

CHE 350: Biochemistry Lab **1**
Prerequisite/Corequisite: CHE 315. Experiments with buffers and enzymes. Properties and digestion reactions of carbohydrates, lipids and proteins. HPLC and other methods of separation and purification of compounds. (Three hours of laboratory per week)

CHE 399/COS 399/MAT 399/PHY 399/BIO 399: Undergraduate Teaching Experience **1**
Prerequisite: Consent of instructor. Students earn course credit for undergraduate teaching experience including but not limited to (1) assisting students during laboratory sessions, (2) helping to set up laboratories or lecture/lab quizzes, or (3) conducting PLTL-Excel type workshops for students. Course may be repeated for credit.

CHE 401: Undergraduate Research * **1–4**
Prerequisite: Consent of instructor. This course is designed to give chemistry majors an opportunity to conduct independent research, using techniques in synthesis, analysis, and applcations of basic chemical theory. A formal oral presentation of the findings of the student's project is required. May be repeated for credit.

CHE 402: Chemistry Seminar * **1**
Prerequisite: Consent of instructor. Students will undertake a review of the chemical literature andgive an oral presentation on a specific topic at the end of their course.

CHE 407: Physical Chemistry I **4**
Prerequisites: CHE 102 and MAT 131. Introduction to the theory and application of thermodynamics, molecular kinetics, and chemical kinetics. (Three hours of lecture, three hours of laboratory per week)

CHE 408: Physical Chemistry II **4**
Prerequisite: CHE 407. A continuation of CHE 407. Introduction to quantum mechanics, statistical mechanics, and molecular spectroscopy. (Three hours oflecture, three hours of laboratory per week)

CHE 412: Inorganic Chemistry **4**
Prerequisites: CHE 101 and CHE 102. Quantum theory of polyatomic systems, introduction to group theory, theories on bonding and structure, introduction to coordination chemistry and the chemistry of Transition Elements, inorganic reaction mechanisms, acid-base theories, inorganic reactions in non-aqueous media. (Four hours of lecture per week)

CHE 414: Instrumental Analysis **4**
Prerequisite: CHE 303. Theory and modern methods of instrumental analysis, with emphasis on spectrophotometric, chromatographic, and electroanalytical techniques. (Two hours of lecture, four hours of laboratory per week)

APPLIED INFORMATION TECHNOLOGY

CIT 100: Introduction to Information Technology **3**
This course introduces concepts, issues, techniques and processes needed for completing and managing information technology projects. Topics include history, trends and the human impact of information technology. Project management tools, techniques and concepts are also introduced. Teamwork, team building methods, and oral and written communication are emphasized.

CIT 110: Web Development and Design **3**
This course is an introduction to XHTML and JavaScript. The course assumes no previous programming experience but does assume knowledge of the Internet. Topics will include: Using XHTML and JavaScript. Data Types: Integer, Float, and Strings Using Hyperlinks, Images, Lists, Tables, Frames, Forms, Cascading Style Sheets, Similarities and differences between XHTML and JavaScript Debugging Techniques Using Lists Object-Oriented Programming Control Structures: Selection and Repetition (Looping) DHTML, CSS, & Animation Arrays.

CIT 120: Web Programming Concepts 3
Prerequisite: COS 107 with a C or better. This course introduces students to basic programming concepts using a business-oriented language such as Visual Basic.NET. Topics include basic file processing, control mechanisms and constructs, functions and data types. Using design tools such as pseudo code and structured flowcharts, students focus on developing programming logic in a top-down modular fashion.

CIT 121: Programming Concepts 3
Prerequisite: COS 107. This course introduces students to basic programming concepts using a business-oriented language such as Visual Basic.Net. Topics include basic file processing, control mechanisms and constructs, functions and data types.

CIT/INT 136: Computer Hardware: Management and Maintenance 3
The focus of this course involves emphasis on computer hardware that consumers of microcomputer systems might encounter. This course will guide students through the actual construction of a microcomputer system with in-depth discussions of each component and the various upgrade options. The use of peripheral devises such as fax, modem, printers, and scanners is also covered. The instructional methods employed in this class include lecture, class discussion, demonstration, and hands-on laboratory experience.,

CIT/INT 137: Computer Operating Systems: Management & Maintenance 3
This course is designed as a survey of operating system software. Students will study the basic concepts and procedures for installing and troubleshooting operating system software. An emphasis on extensive laboratory experience will ensure students practical expertise in addition to operating systems theory with DOS, Windows 9x; Windows NT, 2000, and XP; UNIX; Linux; OS/2; and Mac OS. The objectives of this course coincide with those needed in preparation for A+ software certification.

CIT/INT 208: Computer Aided Drafting I 3
Prerequisite: CIT 101 or consent of instructor. Familiarization with contemporary CAD systems, covering basic theory and applications, including industry's conversion to CAD. Prior computer experience is beneficial but not required.

CIT/INT 210 Computer Aided Drafting II 3
Prerequisite: CIT 208 or consent of instructor. Advanced training in CAD systems, covering the use of attributes, databases, Data Exchange Files, and the customizing of menus for increased efficiency of application.

CIT 220: Intermediate Web Programming 3
Prerequisite: CIT 120 with a C or better. This course builds on the foundation provided by CIT 120. Students are introduced to advanced programming concepts such as file handling, report generation, screen processing and interface design as implemented in a business-oriented language such as Visual Basic. NET or C #.

CIT 221: Advanced Web Programming 3
Prerequisite: CIT 220 with a C or better. This course will cover the way Web applications are developed with XML and ASP. NET. Built on Microsoft's .NET framework the course guides the student from beginning Web applications, to object-oriented programming, to using advanced Web form server controls. Students will effectively design interactive and dynamic Web applications within a server- based scripting environment and learn to successfully convert databases from Access to SQL Server and work with arrays, collections, and control structures.

CIT 222: Advanced Programming 3
Prerequisite: CIT 121. File handling, report generation, screen processing and interface design as implemented in a business-oriented language such as Visual Basic or C#. The advanced programming languages, XML and ASP.net, will be introduced. The course will cover the way applications are developed.

CIT/INT 226: Microprocessor Architecture 3
Prerequisite: CIT 129. A study of the architecture and interconnecting functional units of the CPU, ALU, and control units with memory, input/output devices and communications between subsystems. (Lecture two hours, laboratory two hours)

CIT/INT 230: Data Communications Technology 3
Prerequisite: CIT 226. A study of data communications hardware including synchronous and asynchronous communications.

CIT/INT 231: Peripheral Control Structures 3
Prerequisite: CIT 226. An analysis of the digital logic structures of peripheral control devices and how they interface with microprocessor based systems. Use of the Intel Series Development System to develop, edit, assemble, debug and test system routines.

CIT/INT 232: Introduction to Network Operating Systems 3
Prerequisite: CIT 230. This course involves the installation, configuration, management, and trouble-shooting of network operating systems, accounts, data storage, remote access, and security

CIT 251: UNIX Network Programming 3
Prerequisite: CIT 222. To introduce the first step in UNIX networking programming, the course will cover practical experience, historical perspective, and a depth of understanding. The course will qualify the students to build today's highly distributed, networked applications and services.

CTI/INT 255: Multimedia Production 3
Prerequisites: CIT 212 and 235 or consent of instructor. Course addresses the educational needs of anyone wishing to work in the multimedia environment. Concepts, tools and techniques of multimedia production are among a few of comprehensive sets of topics included. Students will become familiar with how a major production develops and become capable of producing professional quality multimedia productions.

CIT 300: Network Operating Systems 3
Prerequisite: CIT 230. An introduction to installing Windows Server 2003, Standard Edition, Configuring the Windows Server 2003 Environment, Introduction to Active Directory and Account Management, Configuring, Managing, and Troubleshooting Resource Access, Configuring Windows Server Printing, Configuring and Managing Data Storage, Managing Windows Server 2003 Network Services, Configuring Remote Access Services, Securing Windows Server 2003, Server and Network Monitoring, Managing System Reliability and Availability.

CIT 310: Internet/Intranet Administration 3
Prerequisite: CIT 300 with a C or better. To introduce Internet client application, development Web page with Microsoft, CGI, ISAPI and Developing ODBC Database Front-Ends. The use of VBScript and data structure are major subject to communicate with data base.

CIT 345: Network Analysis & Troubleshooting 3
Prerequisite: CIT 353. Introduces the latest protocol information and troubleshooting, features for network analysis techniques and experience-based strategies for isolating and solving network problems, and "bottom-up" troubleshooting methodology that examines each network layer in detail.

CIT 350: Advanced Server Programming 3
Prerequisite: CIT 221. To introduce the advanced techniques of PHP Script programming, extract all URLs from a string, shorten string to desired length and add e-mail address verification, how to sort multidimensional array, and convert URL strings into valid HTML links.

CIT 351: Advanced UNIX Network Programming 3
Prerequisite: CIT 251. Introduces the students to the internal structures of Posix interprocess communication (IPC) and System V (SysV) IPC; pipes and first in/first outs (FIFOs); message queues; how to lock/unlock files and records; semaphores; shared memory; and remote procedure calls (RPCs).

CIT 352: Network Communications Technology 3
Prerequisites: CIT 230 or Consent of Instructor. Explains the fundamentals of data communications, including basic LAN and WAN engineering, modems and other forms of data communications equipment; broadband infrastructure and network services, and the protocols and equipment that make the global Internet a reality.

CIT 353: Network Management 3
Prerequisites: CIT 251 or CIT 361. Introduces the theoretical backgrounds and practical aspects of networking in three parts: Part I deals with background material on networking and networking technologies (Ethernet, bridges, and switches). Part II addresses network management architectures and protocols to lay the foundation for SNMP management, broadband management, and TNM. Part III focuses on network management applications, tools to monitor network parameters, and network managements systems to manage networks. This course enables students to move on to the networking industry or to pursue or continue research in the field. It is useful for bother computer science and electrical/computer engineering courses in networking.

CIT 355: Interactive Multimedia Research & Design 3
Prerequisites: CIT 255 with a grade of C or better. CIT 256 is a project intensive course, which builds on the principles and concepts covered in CIT 255 - Multimedia Production. Topics for this course include media optimization, advanced multimedia techniques, color correction, advanced raster images, image manipulation, sound and video file formats, marquees and animation. Students will also study the theoretical foundations of multimedia including human computer interaction theory.

CIT 361: Router Theory and Configuration 3
Prerequisite: CIT 230 or Consent of Instructor. Course content includes safety, networking, networking terminology and protocols, network standards, LANS, WANS, OSI model, cabling, routers, router programming, Ethernet, and IP addressing. Emphasis is given to the use of decision-making and problem-solving techniques.

CIT 362: Windows Desktop/Server OS Administration 3
Prerequisite: CIT 222 or Consent of Instructor. This course introduces the intermediate to advanced topics; demonstrating how to install, configure, and maintain Windows Server 2003; includes setting up users, computers, and printers; managing networked file and print servers; creating an e-mail server; and how to keep all data protected and secure.

CIT 420: Advanced Database & Data Mining 3
Prerequisites: COS 410 with a grade of C or better. To introduce the advanced database techniques and the use of SQL, interface, data preparation for data mining addresses an issue unfortunately ignored by most authorities on data mining. Data preparation has traditionally taken a backseat to the more alluring question of how best to extract meaningful knowledge. But without adequate preparation of your data, the return on the resources invested in mining is certain to be disappointing.

CIT 430: Storage Area Networks 3
Prerequisites: CIT 420, COS 311 with grades of C or better. To present the benefits of storage area networks (SANs) to corporate users and enables them to deploy SAN technology effectively. Designed as an introduction to SANs, Storage Area Network Fundamentals develops an understanding of SAN basics and shows how to plan, implement, and manage a SAN. This course covers the topologies, protocols, and products required to implement and manage efficient SANs.

CIT 440: Introduction to Client/Server 3
Prerequisites: CIT 255, CIT 350, CIT 420. Students explore basic concepts underlying client/server computing, emphasizing the event-driven programming paradigm and graphical user environment. They also become familiar with a client/server application development tool such as Power Builder or Visual Basic.

CIT 450: Web Engineering 3
Prerequisites: COS 311, CIT 350, CIT 355, CIT 420 with grades of C or better. To introduce and provide perspectives on Web-based system development. Emphasis is placed on processes and methodologies of managing information on the Web. Students will utilize development tools, skills, and case studies to evaluate Web-based systems by focusing on performance testing and Web matrices. Students will learn how to maintain and reuse Web-based systems and the components that comprise those systems.

CIT 451: VoIP Architecture 3
Prerequisite: CIT 352. Introduces new techniques in which bypassing of the old circuit-switched hardware, softswitches streamline message traffic providing a much more efficient service development environment.

CIT 452: Mobile & Wireless Design 3
Prerequisites: CIT 352 and CIT 353. Introduces the mobile and wireless design techniques from the developer's perspective; offering in-depth analysis of the complete range of network technologies, details development options for building Smart Client, Thin Client, and messaging applications, as well as PIM.

CIT 460: Advanced Client/Server 3
Prerequisite: CIT 440. In this course students apply skills and knowledge to develop a client/server application using object-oriented analysis and design. Using a graphical user interface (GUI) client and database server, students design and implement a business application.

CIT 481: IT Independent Study 3
Prerequisites: COS 481, CIT 420, CIT 430, CIT 440. In this course students apply skills and knowledge to pursue a deeper knowledge of various aspects of the field of Information Technology. Students may also choose to prepare for a variety certification exams.

CIT 497: Topics in Information Technology 3
Prerequisite: CIT 450 or consent of instructor. This course requires intensive examination of current topics in informational technology. This course will involve concentrated reading and discussion, as well as writing and presentation of findings.

CRIMINAL JUSTICE

CJE 101: Introduction to Criminal Justice 3
A survey course designed to study the criminal justice process. An analysis of local, state, and federal law enforcement agencies, court, and correctional agencies.

CJE 103: Introduction to Criminal Law 3
Prerequisite: CJE 101 or consent of instructor. The study of the development and history of criminal laws in the United States emphasizing the structure, definitions, and interpretations of criminal statutes.

CJE 200: Police Systems 3
Prerequisite: CJE 101 or consent of instructor. The study of the history and development of federal, state, and local law enforcement agencies and current issues in law enforcement.

CJE 201: Criminal Investigation 3
Prerequisite: CJE 101 or consent of instructor. An introduction to the techniques and methods used by police investigators. Attention is given to crime scene protection, collection, preservation, and identification of physical evidence.

CJE 202: Police Patrol and Services 3
Prerequisite: CJE 101 or consent of instructor. The study of patrol function as viewed from the individual, supervisory, and organizational levels, including responsibilities, techniques and methods of patrol.

CJE 203: Criminal Procedure 3
Prerequisite: CJE 103 or consent of instructor. The study of pre-trial, trial, and post-trial procedures and their rationales. An analysis of positive and negative implications and/or consequences of the legal process.

CJE 204: Criminal Evidence 3
Prerequisite: CJE 203 or consent of instructor. The study of the rules of evidence with particular emphasis on preparing and presenting evidence. Includes admissibility requirements, burden of proof, testimonial privileges, and hearsay evidence.

CJE 205: Introduction to Corrections 3
Prerequisite: CJE 203 or consent of instructor. The study of the correctional process, including jails, prisons, probation and parole. Emphasis is on an analysis of correctional theory and practice.

CJE 208: Private Security 3
The study of the historical and philosophical development of private security. Emphasis is placed on responsibilities and legal problems of private agencies.

CJE 210: Community Relations and Criminal Justice 3
Prerequisite: CJE 200 or consent of instructor. The study of the relationship of the community to law enforcement, correctional institutions, and other criminal justice agencies. Emphasizes techniques for conflict resolution.

CJE 303: Constitutional Issues I 3
Prerequisite: CJE 204 or consent of instructor. The study of the United States Constitution and analysis of U.S. Supreme Court decisions stemming from the First, Fourth, Fifth, and Sixth Amendments.

CJE 304: Constitutional Issues II **3**
Prerequisite: CJE 303 or consent of instructor. A continuation of CJE 303. An examination of Supreme U.S. Court decisions stemming from the Sixth, Eighth, and Fourteenth Amendments.

CJE 316: Principles of Victimology **3**
Prerequisites: CJE 204 and PSY 200 or consent of instructor. Study of crime, its victims, and their relationship to the criminal justice process. Emphasizes psychological, financial, and medical needs and problems of the victim.

CJE 390: Criminal Justice Internship **3**
Prerequisites: CJE 103 and CJE 205 or consent of instructor. A supervised placement in a criminal justice agency which enables students to obtain practical experience in a criminal justice setting.

CJE/SOW 400: Statistics for Criminal Justice **3**
Prerequisite: A background in basic algebra. This course serves as an introduction to the use of statistics as a method of describing and analyzing data from research in criminal justice with an emphasis on applied methods.

CJE/SOW 401: Criminal Justice Research Study **3**
Prerequisite: Consent of instructor. An in-depth research effort in the field of criminal justice. May be a group or individual effort. Restricted to CJE majors and minors who possess a minimum GPA of 3.0.

CJE 404: Institutional Corrections **3**
Prerequisite: CJE 205 or consent of instructor. The study of prison process. Emphasis is placed on inmate-staff relationships, security procedures, and treatment procedures in prison.

CJE 405: Community Corrections **3**
Prerequisites: CJE 205, CJE 304, and SOC 343; or consent of instructor. History and philosophy of probation, parole, and community-based correctional programs. Emphasizes methods of treating offenders, decision making, and community reintegration process.

CJE 407: Criminal Justice Administration I * **3**
Prerequisite: CJE 304 or consent of instructor. The study of the principles of organization, administration, and function of criminal justice agencies, including law enforcement agencies, the courts, and correctional agencies.

CJE 408: Criminal Justice Administration II **3**
Prerequisite: CJE 407 or consent of instructor. A continuation of CJE 407. An examination of management approaches and problems in criminal justice, including the examination of planning and evaluation techniques and use of information systems.

CJE 409: Seminar in Criminal Justice **3**
Prerequisite: CJE 407 or consent of instructor. The study of special issues in criminal justice. Special emphasis is placed upon solutions to particular administrative problems.

CREDIT FOR LIFE EXPERIENCE

CLE 299: Portfolio Development **3**
Prerequisites: ENG 101, MAT 111, and consent of instructor. Required course for all students seeking credit through assessment of educationally valid life experiences. Instructs students in developing documented portfolio of non-sponsored, prior experiential learning. Graded Pass/Fail.

COOPERATIVE EDUCATION

COE 291: Cooperative Education I **3–12**
Prerequisites: 30 semester credit hours of course work and consent of advisor. Work experience opportunity in a field related to student's academic interests. Graded Pass/Fail except for internship required for major. (Hours arranged)

COE 391: Cooperative Education II **3–12**
Prerequisites: One semester of Cooperative Education work experience and consent of advisor. Work experience opportunity in a field related to student's academic interests. Graded Pass/Fail except for internship required for major. (Hours arranged)

COE 491: Cooperative Education III **3–12**
Prerequisites: Two semesters of Cooperative Education work experience and consent of advisor. Work experience opportunity in a field related to student's academic interests. Graded Pass/Fail except for internship required for major. (Hours arranged)

COMMUNICATION

COM 205: Mass Media and Society **3**
Prerequisite: SPE 103. The societal impact of mass media in terms of information, entertainment, and other types of programming. Basic theory relative to criticism and demographics is stressed.

COM 206: Audio Production **3**
Prerequisite: COM 205. A study of audio production techniques and the use of audio boards, microphones, tape decks, cartridge tapes, and the recording and editing of tapes.

COM 210: Introduction to Mass Communication **3**
An introduction to mass communication concepts, theory and innovations. An understanding of mass media as an industry profit-making business, and agent for social change.

COM 215: Mass Communication and Society **3**
Prerequisite: SPE 103. An introduction to mass communication concepts, theory, and innovations which includes study of the societal impact of mass media.

COM 225: Radio Production/Programming **3**
Prerequisite: COM 205. Provides experience in radio production and operating practices, relationship of these experiences to the commercial, educational, and aesthetic requirements of the broadcasting industry.

COM 308: Radio-Television Advertising and Sales 3
Prerequisite: COM 205. Focus on the problems of broadcast advertising and the nation's economy. Includes designing of the broadcast commercial message and the foundations for effective time buying.

COM 333: Radio-Television News and Special Programs 3
Prerequisite: COM 206. Writing news for electronic dissemination. Students learn how to gather, write, and visualize news for radio or television.

COM 400: Radio-Television Audiences and Programming 3
Prerequisite: COM 225. Provides opportunities for the student to become familiar with the techniques of creating programs, program schedules, demographic analyses, and policies and procedures of station operation.

COMPUTER SCIENCE

COS 100: Introduction to Computers 3
Introductory survey of the concepts and terminology of computer hardware and software integrated with significant computer laboratory experience. Includes hardware organization, operating systems, and skill development projects in word processing, spreadsheet and database applications.

COS 101: Programming in Visual BASIC 3
An introduction to structured programming using Visual BASIC as a programming language. Focus on problem-solving techniques using flow charting, input, output, and basic file handling routines, mathematical computation, string handling, decision and repetition structures.

COS 107: Problem Solving, Logic & Design 3
This freshman-level course is the first required course for entering Computer Science majors. It is designed to prepare students with the basic foundations of computer concepts, computer terminology, problem solving using flowcharts, writing and reading pseudo-code, structure charts and algorithmic development. No programming language knowledge is required or used in this course.

COS 108: Principles of Computer Science I 4
Prerequisites: COS 107, ENG 101 and MAT 115, each passed with a grade of "C" or better, or consent of divisional chair. An introduction to the foundations of Computer Science that incorporates the study of computer architecture, data representation, organization and storage, algorithm development and structured programming using C++ as a design tool. (Four hours of lecture/lab per week.)

COS 109: Principles of Computer Science II 4
Prerequisite: COS 108 passed with a grade of "C" or better. A continuation of COS 108 with an extensive study of C++ in the manipulation of arrays, strings, record structure and files. (Four hours of lecture/lab per week.)

COS 120: Microsoft Office Publisher 1
This courses provides comprehensive coverage of the Microsoft Office Publisher software. In this course you will look at how to create a publication from scratch or use one of the hundreds of business and personal designs available in Publisher.

COS 121: Computer Concepts 1
This computer literacy course introduces the students to computer terminology about computer hardware, software and various areas related to computers such as E-mail, Internet, World Wide Web, networking, input, output and storage devices; and computer ethics and crimes.

COS 122: Introduction to Operating Systems 1
This course introduces the Windows operating system and underlying DOS commands. Students will learn about customizing windows, add and delete hardware devices, install/uninstall software programs, managing/customizing folders, files and disk, shortcuts, displaying properties, and using control panel.

COS 123: Introduction to Word 1
Students will learn to create simple documents with various editing commands, and to prepare professional looking documents, reports, flyers, and posters. They will gain knowledge of creating tables, indexes, cross references, tables of content with dot leader, newspaper columns, merge mail, label/envelope printing, macros, and much more.

COS 124: Introduction to Excel 1
Students will learn to create simple spreadsheets with various editing commands, and to apply simple math functions, statistical formulas, financial, and database functions. They will learn to draw and interpret pie charts, line, bar, and stacked graph charts, and will learn about macros.

COS 125: Introduction to Access 1
This database program enables the user to enter, store, analyze, and present data. The students will learn about formatting the database, sorting, finding records using search pattern, filters, creating and generating simple reports, etc., along with other database application features.

COS 126: Introduction to PowerPoint 1
This presentation/graphics program enables the user to create on-screen presentations, web presentations, overhead transparencies, and 35 mm slides. Students will learn how to produce informative and attractive presentations and will learn to create effective presentations using slide transition, animation, graphical objects, and audio/video components.

COS 127: Introduction to Web Design using HTML 1
The students will learn about various HTML tags and their use for creating simple, attractive web pages. The pages will contain, animation, graphics, audio/video, and other normal features used in web pages.

COS 128: Introduction to Web Design using FrontPage 1
The students will use FrontPage to create simple, attractive web pages. The pages will contain, animation, graphics, audio and video and other normal features used in the web pages.

COS 129: Introduction to JavaScripts 1
The students will create applets using JavaScript and will design professional looking web pages with scrolling banners, changing text/graphics with mouse over features, shopping cart, forms, etc.

COS 130: Special Topic Lab 1
This hands-on laboratory course will have different topics relevant to the computer science field each time it is offered. The purpose of the course is to gain knowledge in the current area of this fast changing field. May be repeated for credit 3 times with difference topics.

COS 180: Advanced Programming in Visual BASIC 3
Prerequisite: COS 101 passed with a grade of "C" or better, or consent of instructor. A continuation of COS 101. The course includes topics such as table handling, advanced string manipulation, file processing, sorting, and search routines in Visual BASIC.

COS 200: Computer Information Systems 3
Prerequisite: COS 101 or COS 108 passed with a grade of "C" or better; or consent of instructor. Overview of computer-based information systems, major models, applications and functions from a computer hardware and software perspective. Emphasis on implementation techniques in organizing data and information, manipulating files and databases, and data transmission systems.

COS 232: Programming I 4
Prerequisite: COS 101 or 108. Required for Business Option. This course is a study of COBOL syntax, constructs, and its applications in business programming. Topic include structured program design, data types, input/output formats, control statements, arithmetic operations, control break processing, table usage, sorting, merging, report writing, and maintenance of sequential, indexed and relative files.

COS 240: File Processing 3
Prerequisite: COS 230 passed with a grade of "C" or better. A continuation of COS 230. Topics studied include table usage, sorting, merging, report writing, and maintenance of sequential, indexed, and relative files in COBOL. Programs utilize subprograms and source library routines.

COS 242: Programming II 4
Prerequisite: COS 101 or 108. Required for InfoSec Option. An in-depth study of some currently popular programming languages that students can take to enhance programming capability. Since market emphasis changes often in the field of technology, the language can change from one semester/year to another. This course deals with the study of learning syntax and its applications in various areas. Some examples could be PERL, XML, .NET, WEB, and HTML.

COS 250: Advanced Programming Techniques 3
Prerequisite: COS 109 or 240 passed with a grade of "C" or better, or consent of instructor. Broadens and deepens skills and strategies in aspects of programming and software development which are currently being used in professional computing environments using an emerging state of the art language as a programming tool.

COS 300: Systems Design and Development * 3
Prerequisite: COS 240 passed with a grade of "C" or better. A study of computer systems design and development techniques. Includes the software life-cycle, project planning, requirements analysis, specification development techniques, structured design methods, software validation, and quality assurance.

COS 301: Computer Organization 4
Prerequisite: COS 109 passed with a grade of "C" or better. A detailed study of the organization and structuring of the major hardware components of a computer. The fundamentals of machine language, number systems, the mechanics of data transfer and control, and numerical computation using an assembler language as a tool are also studied.

COS 302: Operating Systems 3
Prerequisite: COS 301 passed with a grade of "C" or better. An overview of the concepts and theories that underlie operating systems including: process and memory management strategies, file system and protection, scheduling algorithms, multi-programming, distributed systems, and virtual memory.

COS 310: Discrete Computing Structures 3
Prerequisites: COS 109 and MAT 115, both passed with a grade of "C" or better. Introduces the main structures underlying Computer Science, including matrices, graphs, automata, Turing machines, and formal grammar.

COS 340: Data Structures and Algorithm Analysis 3
Prerequisite: COS 310 passed with a grade of "C" or better. A more advanced study of the complex discrete data structures explored in COS 310. Algorithms manipulating these structures are implemented in C++; their run times are empirically and analytically established and compared against a background of computational complexity theory and time-space tradeoff.

COS 350: Organization of Programming Languages 3
Prerequisites: COS 109 or 240 and 301 passed with a grade of "C" or better. A comparative analysis of programming language constructs used in major programming languages. Students study the historical development of programming languages, BNF context-free grammars, language evaluation criteria, and the implementation of data types, control structures, and operators. Students are expected to complete assignments in two programming languages.

COS 360: Introduction to Compilers 3
Prerequisite: COS 340 passed with a grade of "C" or better. Introduces the basic structure ofcompilers, and lexical analyzers. Regular expressions, finite-state machines, context-free grammars, and parsing are also studied.

COS 399/MAT 399/PHY 399/BIO 399/CHE 399: Undergraduate Teaching Experience 1
Prerequisite: Consent of instructor. Students earn course credit for undergraduate teaching experience including but not limited to (1) assisting students during laboratory sessions, (2) helping to set up laboratories or lecture/lab quizzes, or (3) conducting PLTL-Excel type workshops for students. Course may be repeated for credit.

COS 400: Systems Design and Development II 3
Prerequisites: COS 300 passed with a grade of "C" or better. Detailed study of design and development of distributed information systems, particularly those implemented in advanced communication environments. Focus on object-oriented methods with demonstration projects. In-depth review of software validation and verification, and quality assurance. Team and individual presentations of projects.

COS 410: Database Management Systems * 3
Prerequisite: COS 300 passed with a grade of "C" or better. Detailed study of major database concepts and dominant models. Focus on hierarchical, relational, and network systems as they are implemented in current database management systems. Students apply knowledge to design and build a database management program.

COS 415: Distributed Databases–Advanced DBMS 3
Prerequisites: COS 410 and courses in Networking and Web development. Detailed study of design and development of distributed database systems, particularly those implemented in advanced communication environments, such as wide-area networks and internets. Studying usage models such as OODB, EDI, OLTP, EML, Data Mining and Data Warehousing.

COS 420: Algorithms 3
Prerequisites: COS 310 and COS 340, both passed with a grade of "C" or better. Techniques of analyzing, developing, and implementing algorithms are presented. Examples of algorithms from sorting, set manipulation, and graphs; computational complexity and np-completeness are implemented in appropriate languages.

COS 460: Artificial Intelligence 3
Prerequisite: COS 340 passed with a grade of "C" or better. Introduction to the problems, techniques, and theoretical foundations and limitations of Artificial Intelligence.

COS 470: Networking and Telecommunications 3
Prerequisites: COS 302 and 340, both passed with a grade of "C" or better. Overview of telecommunications systems and computer components employed in transmission of data in local and wide area networks. Issues relating to network analysis and management are explored.

COS 479: Foundation in Information Security 3
This course is a prerequisite to the Information Security Track (INFOSEC) if the student has not taken COS 302, 410, and 470. This is designed for those who are interested in the Information Security field but do not have necessary background in computer science. It provides the needed background for the Information Security Track for non-Computer Science students/professionals who seek to gain expertise in the field of Information Security. The course builds the foundation in discrete mathematics, operating systems, data structures, networking, and principles of programming languages.

COS 481: Information Security 3
Prerequisites: COS 302, 410, and 470; or Cos 479; or proficiency demonstration in the subject area. This course will focus on the design principles of trusted computing bases (TCB). Issues regarding authentication; access control and authorization; discretionary and mandatory security policies; secure kernel design; secure operating systems; and secure databases will be covered from a systems architecture perspective. Emphasis will be on the design of security measures for critical information infrastructures.

COS 482: Cryptography Algorithms 3
Prerequisites: COS 302, 310, 340, and 470; or Cos 479; or proficiency demonstration in the subject area. This course provides a foundation in cryptography in an applied manner so that students can grasp its importance in relation to the rest of the information security field. The course covers topics such as principles of number theory; cryptographic algorithms; cryptanalysis; block and stream ciphers; secret key encryption (DES, AES. RC-n); primes and random numbers; factoring; discrete algorithms; public key encryption (RSA, Diffie-Hellman, elliptic curve cryptography); key management; hash functions (MD5, SHA-1, RIPEMD-160, HMAC); digital signatures; and certificates and authentication protocols.

COS 483: Database Security 3
Prerequisites: COS 302, 410, and 470; or Cos 479; or proficiency demonstration in the subject area. This course will focus on issues related to the design and implementation of secure data stores. Emphasis will be placed on multilevel security in database systems; covert channels; and security measures for relational and object-oriented database systems.

COS 484: Introduction to Network Security 3
Prerequisites: COS 302 and410; or Cos 479, or proficiency demonstration in the subject area. The topics cover the fundamental concepts and principles of practical networking and internetworking issues relevant to the design, analysis, and implementation of enterprise-level trusted networked information systems. Other topics include security architectures and techniques; and protocols at the various levels of the Internet model. Security problems in distributed application environments will be analyzed and solutions will be implemented.

COS 485: Information Security Project **3**
Prerequisites or corequisites: three courses from COS 481-484. This project course integrates all of the knowledge accumulated in the previous security courses and will serve as a capstone course fo the specialization in Information Security. The course focuses on techniques for protecting critical

COS 490: Seminar in Computer Science **3**
Prerequisites: Senior major or minor in Computer Science. Must have a grade of "C" or better in all Computer Science courses. Important and timely problems in Computer Science are researched with findings, results, and conclusions presented in seminar discussion settings. (May be repeated four times for credit.)

COS 497: Independent Study in Computer Science **3**
Prerequisites: senior classification and consent of instructor. Research and in-depth study of a particular computer science topic or problem under the supervision of a Computer Science faculty member.

COS 498: Internship in Computer Science **3**
Prerequisites: junior or senior classification and consent of Computer Science chairperson. This course can betaken for on- or off-campus employment related to the computer science discipline. The student must demonstrate that the experience gained on the job is at least equivalent to the material learned in a typical class. May be repeated twice for credit. Graded pass/fail.

COS 499: Special Topics in Computer Science **3**
Prerequisite: permission of the instructor. This course may have a different topic relevant to the computer science field each time it is offered. The purpose of the course is to gain knowledge in current areas of this ever-changing field. The course may be repeated four times for credit.

COS 501: Computer Science Foundation I **3**
Introduction to the basic computer components and elements, the functions of each component, the relationships between these components; the multiprocessor system and parallel architecture. An overview of the concepts and theories that underlie operating systems including: process and memory management strategies; file systems and protection; scheduling algorithms; multi-programming; distributed systems; and virtual memory.

COS 502: Computer Software Foundation I **3**
Problem solving, algorithm development, data organization, storage and manipulation with the study of structured programming techniques using C++. The manipulation of arrays, strings, files, linked lists and binary trees, Introduction to the data structure algorithms, algorithm design principles, different techniques used for data structure in terms of time and space complexity evaluations.

COS 503: Computer Software Foundation II **3**
Introduction to the basic database, database management systems, SQL and other query facilities. Data retrieval using report generators, programming in the data base language, creating and using macros. Object oriented system analysis and design life cycle. Plus an overview of logical and physical data flow diagrams, logical data models, objectives of design, constraints on design, and the concepts of modeling computer systems.

COS 504: Computer Science Foundation II **3**
A more advanced study of the complex discrete data structures explored in COS 310. Algorithms manipulating these structures are implemented in C++. Their run times are empirically and analytically established and compared against a background of computational complexity theory and time-space tradeoff. Introduction to the basic mathematical, theoretical subjects and tools needed for other courses. The course covers different topics such as: discrete mathematics, boolean algebra, number theory, finite automata and others.

COS 511: WEB Programming **3**
To introduce the basic tools for Web programming using XML, ASP.NET, Visual Basic.NET, C# and J#.

COS 512: WEB Engineering **3**
To introduce basic ideas for Web engineering design methodologies. The course will use XML and ASP.

COS 513: Computer Graphics and GUI **3**
Presents the basic ideas from 2-D and 3-D graphics and the transformations algorithms from 2-D to 3-D. The second portion of the course serves to introduce the student to programming interactive 2-D graphical user interfaces.

COS 514: Database and Data Mining **3**
The study of large databases and advanced techniques in data mining and acquisition. The student will learn a number of advanced machine learning and data mining techniques and applications for real-world problems.

COS 515: Advanced Database Management Systems **3**
Prerequisite: COS 514. This course will give the student a basic overview of relational database systems. The student will acquire a working knowledge of Microsoft ACCESS and the ISO standard SQL language. Students will work individually on a series of small projects, and one larger project encompassing all phases of database design and implementation.

COS 516: Computer Vision **3**
Prerequisite: COS 513. The aim of this course is to give students a firm understanding of the theory underlying the processing and interpretation of visual information and the ability to apply the understanding in a wide variety of situations. Students who successfully complete this course will be well placed to pursue subsequent work either in research or in industry.

COS 517: E-Commerce **3**
Prerequisites: COS 511 and 512. This course presents the origins, development and future of the Internet as it influences e-commerce. The students will develop a perspective on the economic and business implications of the changes being generated by information technology and the Internet.

COS 518: Network and WEB Security **3**
Prerequisite: COS 511. The major tools for network security and Web security is presented as techniques of programming under network and web environments. Topics such as network security architectures; policy and legal issues; security assessment and incident handling; and tools used for network security are presented.

COS 519: Managing Information Technology **3**
This is designed to provide a real-world understanding of information systems technologies. Knowledge of information technology is essential in most aspects of today's professional careers.

COS 520: Multimedia Design **3**
Prerequisite: COS 513. An introduction of the design of interactive multimedia for Web applications. This course brings in unified approach of new media design.

COS 532: Computation **3**
Different aspects for computation techniques are introduced. The course covers: numerical analysis techniques (finding Roots of equations by approximation, finite differences and polynomial approximations, finite integration); operation research techniques, and simulation.

COS 533: Cryptography Algorithms **3**
Students are introduced to the area of cryptography. The topics covered are concepts of cryptography, communication channels, cryptography classifications, classical cryptography algorithms, encryption, and encryption, number theory, attacks, classical decryption and analysis statistical attacks, IC algorithms, stream cipher algorithms, block cipher algorithms, DES and AES, public key encryption, digital signature, and hash functions.

COS 534: Theory of Programming Languages **3**
The students will experience different functional programming languages by writing a few programs in LISP, Prolog (logic styles), and PERL (scripting styles). Since new programming languages are constantly being created, the student needs the ability to quickly learn new languages and to assess their strengths and weaknesses compared to existing languages.

COS 535: Computer Networks **3**
This course introduces the basics for networking, the different layers for networking, packet-switching networking. Architecture for Local Area Networks (LAN), Wide Area Networks (WAN) and Internet TCP/IP, network management and security.

COS 536: Software Engineering **3**
The major principles of software engineering are presented including: project planing; project management; risk; quality configuration; and project scheduling.

COS 537: Artificial Intelligence **3**
The course will cover three subjects: the basic for AI, neural networks, and genetic algorithms & programming.

COS 538: Advanced Algorithms Design **3**
The course covers advanced algorithms, data structures, and advanced techniques to organize data in an optimized manner. Greedy algorithms, divide and conquer algorithms are also introduced.

COS 539: Compiler Design **3**
This course covers the design principles of assembler (one-pass and two-pass type of assembly languages); the basic structure of compilers; and lexical analyzers. Regular expressions, finite-state machines, context-free grammars, and parsing are also studied.

COS 541: Advanced Computer Architecture **3**
This course deals with the study of computer architecture design for sequential and parallel systems; open system architecture; design principles; ALU design; and the use of VHDL in architecture design; and the Hardware Description Languages.

COS 542: Distributed Operating Systems **3**
This course presents the concurrent algorithms within operating systems and the use of distibuted methods with operating systems. The course also covers IPC distribution, transactions, resource allocation, multi-user, and distributive operating systems.

COS 543: Numerical Methods and Application **3**
This course covers advanced numerical solutions and techniques such as large linear system problems, non-linear systems, elliptic, and parabolic PDEs.. Additional topics covered are numerical solutions from point of modeling large mathematical systems and application and simulations issues.

COS 551: Expert Systems **3**
Prerequisite: COS 537. This course introduces the student to expert systems in general and to the rule-based systems in specific. Students learn how to build a rule-based expert system in a variety of application areas. They also learn about intelligent database management methods and how to develop a community of expert systems.

COS 552: Storage Area Networks **3**
Prerequisite: COS 518. This course presents the benefits of storage area networks (SANS) to the corporate users and enables them to deploy SAN technology effectively. The course is designed as an introduction to SANs. The topics covered include topologies, protocols, and products required to implement and manage efficient SANS.

COS 553: Common Gateway Interface **3**
Prerequisite: COS 511. This course in an introduction to the Common Gateway Interface (CGI) and the design issues for running external programs, software, or gateways under an information server in a platform-independent manner.

COS 599: Special Topics in Technology **3**
Prerequisite: Permission of the instructor. This course will have a different topic relevant to the computer technology field each time it is offered. The purpose of the course is to gain knowledge in the current areas of this ever-changing field. May be repeated 3 times for credit.

COS 581: Advanced Crypto Algorithms **3**
Prerequisite: COS 533. Introduction to the advanced cryptography algorithms, block encryption algorithms, public key algorithms, digital signature algorithms, PKI key managements, authentication and implementation issues, protocols theory, protocol use, and protocol design theory.

COS 582: Secure E-Commerce **3**
Prerequisite: COS 581. This course covers the topics related to secure electronic commerce technology: models and issues; related principles with case studies; security architectures; digital signatures; certificates; public key infrastructure (PKI); and legal and national policy on secure electronic commerce and others.

COS 583: Enterprise Security Managements **3**
Prerequisites: COS 581 and 582. Students are introduced to the managerial aspects of computer security and risk management for enterprises. Also covered are accreditation; procurement; extension and operation principles for secure enterprise information systems; security policy; plan development; contingency, continuity and disaster recovery planning; and incident handling and response.

COS 584: Secure System Administration and Certification **3**
Prerequisite: COS 583. This course deals with provisioning, procurement and installation of network hardware and software systems for mission critical enterprises. System configuration and maintenance, incident handling and response, system certification; and testing and validation will also be covered.

COS 585: Information Security **3**
Prerequisite: COS 582. This course introduces the basic notions of confidentiality; integrity, availability; authentication models; protection models; security kernels; audit; intrusion detection; operational security issues; physical security issues; ssecurity system life cycle management; personnel security; policy formation and enforcement; trust modeling; risks and vulnerabilities assessment; basic issues of law and privacy; trade secrets; employee covenants; copyright, database protection; software and hardware verification; verification and certification; and other security tools.

COS 586: Information System Assurance **3**
Prerequisite: COS 582. This course deals with the in-depth study of the design and analysis of high assurance information systems. The topics include safety; reliability and security; specification of mission-critical system properties; software and hardware validation; and verification and certification.

COS 587: Database Security **3**
Prerequisite: COS 533. This course will focus on the issues related to the design and implementation of the secure data stores. Emphasis will be placed on multi-level security in database systems, covert channels, and security measures for relational and object-oriented database systems.

COS 588: Computer Network Security **3**
Prerequisite: COS 582. This course deals with aspects of network security from the viewpoint of security services, attacks, and encryption algorithms that provide privacy, message authentication, and non-repudiation. The course provides an overview of the basic building blocks in the security of enterprise networks and issues and techniques employed to address them. The emphasis in the first half of the course is on crytpography. The latter half discusses network security practice and system security.

COS 589: Info Security Risk Analysis **3**
Prerequisite: COS 582. This course is an introduction to risk analysis for network and systems as well as the associated risks to assets and operations. Some of the topics are cost-effective risk analysis techniques to identify and quantify the treats, and qualitative risk analysis.

COS 600: Research Methodology **3**
Prerequisite: Consent of the chairperson. This course is a prerequisite for project/thesis option. An introduction to the techniques and methodology used to conduct research. The successful students will be able to read and analyze technical papers. The students will utilize this experience in the project/thesis courses.

COS 682/PUA 682: Seminar on Management Information Systems **3**
Prerequisite: Instructor's Permission. Topics include: the use of computer hardware and software to retrieved data; manage databases; modeling alternatives; and preparing reports.

COS 683/PUA 683: Decision Support Systems **3**
Prerequisite: Permission of the instructor. This course combines theory with the practical techniques of PERT, CPM, linear programming, modeling, "What If" analysis, break even analysis, and decision trees.

COS 697: Independent Study **3**
Prerequisite: Consents of the instructor and chairperson. The successful students will complete an approved project designed to provide the student with an opportunity to develop an area of expertise not covered by regular curriculum. May be repeated twice for credit.

COS 698: Internship in Computer Science **3**
Prerequisite: Consent of the chairperson. This course can be taken for on-campus or off campus employment related to the computer science discipline. The student must demonstrate that the experience gained on the job is at least equivalent to the material learned in a typical class. May be repeated twice for credit. Graded pass/fail.

COS 796: Project Course **3**
Prerequisite: Permission of the instructor. The successful student will complete an approved project designed to provide the student with an opportunity to develop an area of expertise not covered by regular curriculum. May be repeated once. Students will submit an internal report for their project achievements. May be repeated once.

COS 799: Thesis **3**
Prerequisite: Permission of the instructor. An in-depth study on a topic selected by the student's postgraduate committee. The thesis is a publish work of original research in the field of computer science. An oral defense is required. Graded pass/fail. May be repeated once for credit.

ECONOMICS

ECO 200: Survey of Economics **3**
A basic survey of economic principles involved in microeconomics and macroeconomics. This course is offered to non-Business majors.

ECO 201: Principles of Economics I **3**
The basic principles of microeconomics are examined and an overview of the American economy. Market structure, income distribution, general equilibrium, and welfare economics are considered.

ECO 202: Principles of Economics II **3**
Prerequisite: ECO 201. The basic principles of macroeconomics explore both the private and public sectors. National income determination, money and banking, economic growth, and international economics are considered.

ECO 301: Microeconomics **3**
Prerequisite: ECO 201. Intensive study of economic analysis of consumption, output, price, and factor proportion problems and forms of decision making in different market structures.

ECO 302: Macroeconomics **3**
Prerequisite: ECO 201. Static and dynamic theories of aggregate economics, the measurement of economic activity, determination of national income and growth, and the control of economic activity.

ECO 311: Business Statistics I **3**
Prerequisite: MAT 125. Focus on measurement of central tendencies, probability concepts, sampling distribution, appreciation of statistical estimates, and hypothesis testing in uncertain situations.

ECO 312: Business Statistics II **3**
Prerequisite: ECO 311. The study of regression and correlation analysis, time series analysis and forecasting, Chi-square, and analysis of variance.

ECO 321: Quantitative Methods of Decision Making **3**
Prerequisites: MAT 125 and ECO 311. Various quantitative models involving matrix algebra, calculus, and functions are studied. The use of linear programming in business decisions is emphasized.

ECO 329: International Economics **3**
Prerequisite: ECO 202. Description and analysis of the international economic relationships among the nations of the world with emphasis on the United States and international trade.

ECO 411: Money and Banking **3**
Prerequisite: BUA 330, ECO 202. A study of monetary and banking systems in the United States. Highlighted are the roles of the Federal Reserve System and current monetary problems.

ECO 420: History of Economic Thought **3**
Prerequisite: ECO 202. The evolution of economic ideas and concepts from ancient times to the present. A study is made of the major contributions of principal economic scholars.

ECO 424: Labor Economics **3**
Prerequisite: ECO 202. A study of employment, labor markets, and the labor movement. Studied are theories of wage rate determinations, unemployment, human resource policy, worker's compensation, and industrial disputes.

ECO 425: Comparative Economic Systems **3**
Prerequisite: ECO 202. A study of the ideologies and functioning of capitalism, communism, and socialism, and how various economic principles and theories apply under these systems.

ECO 470: Students in Free Enterprise (SIFE) **1-3**
Prerequisite: junior or senior status and consent of dean. Student outreach to the community; teaching them the principles of economics and free enterprise.

ECO 480: Economics Internship **3**
Prerequisite: junior or senior classification and consent of dean. Off campus on-the-job employment related to the discipline of Economics.

ECO 499: Independent Study in Economics **3**
Prerequisites: Senior classification and consent of the dean. Research and in-depth study of a particular economic concept or problem under the direction of a faculty member.

ECO 500: Survey of Economics **3**
Survey of microeconomics and macroeconomics for graduate students. The course content is identical to undergraduate microeconomics and macroeconomics but contained in a single accelerated course. Topics include U.S. economic history; scarce resource allocation; supply and demand; consumer and producer markets; imports and exports; national income accounting;' economics cycles, inflation, and unemployment; classical and Keynesian economics; money, banking, and the federal reserve; growth and productivity; demand and supply elasticity; economics costs; various forms of producer markets; labor economics; and international trade. This course does not count toward the 30 hours required for the MBA degree.

ECO 502: Managerial Economics **3**
This course focuses on the role of entrepreneurs in consumer economies as both producers and consumers seek to increase their satisfaction through choices. Provides more detailed analysis of price and cost relationships. Market expectations create a necessary condition for efficiency and competition in which costs and benefits are examined through the invisible hand, budget constraints, opportunity costs, elasticity, consumer satisfaction, as well as producer profit maximization. Government's role created by spillovers (externalities) and market uncertainty are explored using the other resources such as land, labor, and capital.

EDUCATION

EDU 202: Foundations of Teaching & Education **3**
Prerequisites: C or above in ENG 101 and 102. Introductory course that presents a framework on which to build a solid foundation that deals with the critical role of the teacher in American education. Successful completion required for admission to Teacher Education Program. Daytime field hours required at local schools. (Merger of EDU 294 and EDU 324)

EDU 203: Microcomputers and Media in the Classroom **3**
Knowledge and skill development in the use of microcomputers and media in the classroom. Focus on computer literacy, application, and equipment operation. Successful completion required for admission to Teacher Education Program. Field work required. (Formerly EDU 325)

EDU 302: Child and Adolescent Development **3**
Prerequisite: Admission to Teacher Education Program. Stage approach toward physical, cognitive, and social-emotional development of individuals from birth through adolescence. Applies theories, research, cultural factors, and risk and protective factors to the study of student learning. Day-time field hours required at Rosenwald and local schools. (Replaces EDU 221)

EDU 303: Educational Assessment and Evaluation **3**
Prerequisite: Admission to Teacher Education Program. This course is designed to teach procedures for authentically assessing and enhancing student learning (P-12). Students will learn to design, administer, and interpret a variety of assessment measures. Deals with concepts of validity, reliability, norms, standard scores, legal and ethical issues. Field hours required in local schools. (Replaces EDU 402)

EDU 304: Classroom and Learning Management **3**
Prerequisite: Admission to Teacher Education Program. Practical, ecological approaches toward classroom organization and arrangement, rules and procedures, planning, student self-regulation, communication, assessing and solving problems. Investigates theories, research, school safety, and diversity issues pertaining to each area of management. Day time field hours required in local schools.

EDU 310: Introduction to Exceptional Education **3**
Prerequisite: Admission to Teacher Education Program. Survey of major areas of exceptionality. A study of principles and practices for mainstreaming children with exceptionalities in regular classrooms. Field work required.

EDU 311: Legal and Parental Issues in Special Education **3**
Prerequisite: EDU 310. A review of pertinent legislation concerning human and constitutional rights and parental issues related to individuals with disabilities.

EDU 312: Teaching Reading in Elementary School **3**
Prerequisite: Admission to Teacher Education Program. A study of the current theory, assessment, materials, methods of teaching reading in the elementary school (P-5). Emphasis is on teaching reading through a balanced literacy approach or a balance of teaching reading and writing. Field work required.

EDU 316: Early Childhood Education of the Handicapped **3**
Prerequisite: EDU 310. Overview of Early Childhood Education of the handicapped with discussions of historical and empirical support for providing early intervention services, screening assessment, instructional programming, family involvement, and service delivery models.

EDU 318: Special Education Practicum **3**
Prerequisite: Admission to Teacher Education Program. Supervised field experience in more than one setting to prepare students to become teachers of handicapped children during early childhood.

EDU 401: Behavior Management and Instruction for Exceptional Learners **3**
Prerequisite: EDU 316. The supervised pre-student teaching experiences with children, identified as exceptional learners, will afford students the opportunity to be mentored by an experienced teacher, as well as observe and work with students in "real life" educational environments. Field work required.

EDU 404: Designed Curriculum Learning Environments for Young Children with Disabilities 3

Prerequisite: Junior standing. Designing curriculum and implementing learning environment which enhance the growth and development of young children with disabilities.

EDU 405: Teaching Social Studies in the Elementary School 3

Prerequisite: Admission to Teacher Education Program. This course is an interdisciplinary approach to teaching and learning social studies. Emphasis will be placed on concept development, planning, preparing students to live in a global and culturally diverse world, developing critical competencies, and evaluating and assessing student learning. Field work required. (Replaces EDU 314.)

EDU 407: Literacy Assessment and Intervention Strategies 3

Prerequisites: Admission to Teacher Education Program. A study of the methods and tools for assessment of reading in elementary grades. Also includes proven intervention strategies for improvement of reading related to assessment results. This course is tied closely to the assessment procedures of the Teacher Work Sample.

EDU 408: Teaching Physical Education in Elementary School 2

Prerequisite: Admission to Teacher Education Program. Designed to provide the prospective teacher with an opportunity to implement effective instructional programs. The focus of the program will include lead-up games and a variety of low organized activities, as well as age-appropriate individual and team sports. Field work required. (Merger of PHE 258 and PHE 260)

EDU 410, 411, 412, 413, 414: Teaching High School (Subjects) 3

Prerequisite: Admission to Teacher Education Program. Content, instructional methods, materials, and assessment for each subject area. Field work required.

EDU 410: Teaching High School English
EDU 411: Teaching High School Mathematics
EDU 412: Teaching High School Physical Education
EDU 413: Teaching High School Science
EDU 414: Teaching High School Social Studies

EDU 415: Teaching Language Arts in Elementary School 3

Prerequisite: Admission to Teacher Education Program. This course examines current research, instructional methods, materials, and assessment for language arts instruction (P-5). Includes developmental processes and assessment techniques that will give pre-service teachers the proper fundamental foundation for reading. Field work required.

EDU 420: Teaching Health in Schools 3

Prerequisites: EDU 302and HED 223. Instructional techniques and materials for teaching school health for the elementary, middle, and secondary school programs. Field work required.

EDU 423: Teaching Mathematics and Science in Elementary School 3

Prerequisite: Admission to Teacher Education Program. A study of content, instructional methods, materials, and assessment for teaching mathematics and science (P-5). Field work required.

EDU 430: Organization and Administration of Public Schools 3

Prerequisite: Admission to Teacher Education Program. Explore basic principles of school administration. Emphasizes the role of teachers as leaders and managers in the classroom and as participants in the administration of schools. Overviews key topical issues in P-12 education and critiques instructional principles and strategies. Field and work required. (Merger of EDU 305 and EDU 409)

EDU 445: Teaching High School Reading in the Content Areas 3

Prerequisite: Admission to Teacher Education Program. A study of assessment, materials and methods for reading instruction in secondary schools with emphasis on improving reading in content areas.

EDU 464, 474, 484, 494: Supervised Teaching * 12

Prerequisite: Admission to Supervised Teaching. Observation and practice of lesson planning, classroom teaching, classroom management, and assessment of learning under the guidance of a supervising teacher and a university supervisor. Other appropriate placements for IECE majors will be designed. The nine Kentucky New Teacher Standards are emphasized.

EDU 464: Supervised Teaching, IECE (Ages 0-5) * 12

EDU 474: Supervised Teaching in Elementary Education (P-5) * 12

EDU 484: Supervised Teaching in Elementary and Secondary Education (P-12) * 12

EDU 494: Supervised Teaching in Secondary Education (8-12)* 12

ENGLISH

ENG 088: Reading 3

Required for students scoring 15 and below on the Enhanced ACT Reading Composite. Three hours of classroom instruction plus individualized instruction to increase the student's general reading comprehension. (Does not count toward any degree requirements)

ENG 089: Basic Writing I 3

Placement by Enhanced ACT English Composite of 15 and below. This course emphasizes the development of unified, coherent, and accurately edited paragraphs. (Does not count toward any degree requirements)

ENG 095: Fundamentals of English for Foreign Students 3
Familiarizes foreign students with fundamentals of written and spoken English, focusing on English used in academic and social settings. (Does not count toward any degree requirements)

ENG 096: Fundamentals of Informative Writing for Foreign Students 3
Familiarizes foreign students with American academic and institutional writing formats, including summaries, paraphrases, definitions, abstracts, reviews, critiques, memorandums, and letters. (Does not count toward any degree requirements)

ENG 099: Basic Writing II 3
Prerequisite: ENG 089 or initial placement with an Enhanced English ACT Composite of 16-18. Designated to eliminate PCC deficiency in English. Emphasizes developing multi-paragraph essays. (Does not count toward any degree requirements)

ENG 101: English Composition I 3
Prerequisite: English 099, English 103, or ACT subscore of 19 on English and Reading. Practice in composing and revising essays that are well organized, coherent, and demonstrate command of English fundamentals.

ENG 102: English Composition II 3
Prerequisite: ENG 101. Continuation of English 101, with several weeks devoted to the preparation of a research paper.

ENG 103: College Reading 3
Prerequisite: ENG 088 or initial placement with an Enhanced ACT Reading Composite of 16-18. Follows ENG 088 Reading. Designed to develop critical reading skills needed to comprehend University materials.

ENG 204: Journalism 3
Prerequisite: ENG 102 or consent of instructor. Practical work in gathering, organizing, and writing news. Objectives will include producing well-written news, features, and editorials for publication.

ENG 211: Introduction to Literature * 3
Prerequisite: ENG 102. An introduction to the understanding and enjoyment of the major literary genres: fiction, drama, poetry, and essays.

ENG 214: Persuasive Writing 3
Prerequisite: ENG 102. Instruction and practice in types of written persuasion, including instruction in the rhetorical forms of argumentation and persuasion.

ENG 216: Technical Writing 3
Prerequisite: ENG 102 or consent of instructor. Training and practice in written communications (reports, business letters, memorandums, etc.) required in business, industry, and government.

ENG 260: Children's Literature 3
Prerequisite: ENG 211 or consent of instructor. A study of literature that is especially suitable for use in the elementary grades with emphasis upon techniques of presenting this literature to young children.

ENG 285: Writing and Sentence Skills for Teaching Professionals 3
Prerequisites: ENG 101, ENG 102, ENG 211. Specifically for Education majors. Focuses on the organizational, grammatical, and mechanical writing skills demanded of classroom teachers.

ENG 311: Advanced Grammar 3
Prerequisite: ENG 102. Instruction in concepts of English sentence structure, grammar and word formation.

ENG 313: Non-Western Literature 3
Prerequisite: ENG 211. An introduction to selected authors and texts from Non-Western cultures in Africa, the Middle East, Asia and the Americas.

ENG 315: History of the English Language 3
Prerequisite: ENG 211. A study of the historical development and evolution of the English language from Old to Modern English.

ENG 317: Linguistics 3
Prerequisite: ENG 211 or consent of instructor. Introduction to the science of linguistics, including phonology, morphology, syntax and semantics. Also includes study of language use in society.

ENG 322: Survey of British Literature I 3
Prerequisite: ENG 211. Major works by British authors from the Old English period to the Age of Johnson.

ENG 323: Survey of British Literature II 3
Prerequisite: ENG 211. Continuation of the survey of major British works and their critical, intellectual, and historical contexts from the Age of Johnson to the modern era.

ENG 324: Survey of American Literature I 3
Prerequisite: ENG 211. A chronological study of major pre-modern American writers, with emphasis on political, social, and literary movements.

ENG 325: Survey of American Literature II 3
Prerequisite: ENG 211. A study of modern American writers, with emphasis on political, social, and literary movements.

ENG 342: Writing Poetry 3
Prerequisite: ENG 211 or consent of instructor. Students will study poetry and write a short collection of poems. Students will also read and critique one another's works.

ENG 343: Writing Creative Non-Fiction 3
Prerequisite: ENG 211 or consent of instructor. Students will study and write non-fiction of the type published in magazines and newspaper. Students will also read and critique one another's works.

ENG 345: Writing Drama/Screenplay 3
Prerequisite: ENG 211 or consent of instructor. Students will study drama and film writing and write a short play or screenplay. Students will also read and critique one another's works.

ENG 346: Writing Fiction 3
Prerequisite: ENG 211 or consent of instructor. Students will study fiction, both short and full-length, and write fiction pieces. Students will also read and critique one another's works.

ENG 361: Journalism II 3
Prerequisite: ENG 204. Students will be taught to gather, analyze, organize and communicate information concisely, accurately, quickly and understandably for newspapers, the electronic media and other informational outlets.

ENG 362: News Editing 3
Prerequisites: ENG 361 or consent of instructor. Practice in evaluating the quality and effectiveness of a news story and in editing news copy for correct grammar and Associated Press style.

ENG 364: Desktop/Web Publishing 3
Prerequisites: ENG 361 and ART 307 or consent of in-structor. Instruction in using desktop publishing programs to produce newsletters and flyers and using HTML editor programs and FTP clients to publish materials on the Internet.

ENG 365: Advanced Public Affairs Reporting 3
Intense study of and reporting about public agencies, specifically local, state, and federal governmental agencies.

ENG 366:Seminar in Public Relations 3
Prerequisites: ENG 361 and ENG 362 or instructor's permission. Intense study of the principles and practices of public relations.

ENG 390: Adolescent Literature 3
Prerequisite: ENG 211. Designed to help students identify appropriate reading material for adolescents by interest and grade level. Students will also learn bibliographical skills.

ENG 397: Special Topics in English I 3
Prerequisite: ENG 211 or consent of instructor. A broad range of literary topics in specialized areas not addressed in depth by the traditional curriculum.

ENG 398: Literary Heritage 3
Prerequisite: ENG 211. An intensive study of a specific period in literary history, focusing on major figures and texts from that period. May be repeated.

ENG 399: Special Topics in English II 3
Prerequisite: ENG 211 or consent of instructor. A broad range of literary topics in specialized areas not addressed in depth by the traditional curriculum.

ENG/AAS 409: Literature of African-Americans 3
Prerequisite: ENG 211. A study of representative literary works written by African-Americans from Phillis Wheatley to the present.

ENG 411: Shakespeare 3
Prerequisite: ENG 211. Analytical study of Shakespeare's principal plays and sonnets, with an introduction to the Elizabethan thought and society.

ENG 413: Literary Criticism 3
Prerequisite: ENG 211. A study of major schools of criticism and influential critics. Includes instruction in practical application of these approaches to writing about literature.

ENG 415: Major author(s) 3
Prerequisite: ENG 211. An intensive study of one or two authors considered to be among the greatest and most influential of writers in English. May be repeated.

ENG 433: Reading and Writing Clinic Practicum 3
Prerequisite: ENG 211. Required of all students obtaining certification in English Education. A clinical course designed to help students identify and correct problems in reading and writing.

ENG 490: Senior Creative Project 3
Prerequisite: one 300-level creative writing class (ENG 342, 343, 345 or 346). A semester-long writing project which will culminate in either a collection of short creative works or one full-length work.

ENG 499: English Capstone * 3
Recapitulates major genres, periods, authors, and literature in English to ensure a coherent overview of the discipline. Requires satisfactory completion of a major writing project and the Senior Examination.

FINANCE

FIN 530: Corporate Finance 3
Management of finance in a corporate environment. Topics include cost of capital, investment evaluation techniques, dividend policy, capital budgeting, asset management, financial statement analysis, refinancing, leverage, and business failure time value of money; stock and bond valuation; capital budgeting techniques; risk, return, and opportunity cost; cost of capital; dividend and debt policy; financial statement analysis; working capital management; credit management; and bankruptcy.

FIN 540: Financial Institutions 3
Prerequisite: FIN 530. The study and management of financial institutions. Topics include financial intermediaries depository institutions, insurance companies, security firms, investment banking, finance companies, interest rate risk, market risk, credit risk, currency exchange risk, sovereign risk, liquidity risk, swaps and loans, and diversification.

FIN 550: Investment Analysis **3**
Prerequisite: FIN 530. The study of analyzing the value of various investments. Topics include cash investment, marketable securities, derivatives, stock, bonds, mutual funds, and index funds, financial markets; security trading, mutual funds, interest rates and risk premium; risk and risk aversion; CAPM, arbitrage pricing theory; market efficiency; historical market returns; term structure of interest rates; bond price and yield; and futures and options.

FOODS AND NUTRITION

FNU 101: Introduction to Foods **3**
A study of preparation and preservation of food products, with an emphasis on food science. Lab experiences incorporate principles of cookery and their application. (Two hours lecture and two hours laboratory per week)

FNU 104: Basic Nutrition **3**
Prerequisite: BIO 107. Principles of nutrition related to health; emphasis onunderstanding functions of nutrients and nutritional needs of people in health and disease conditions.

FNU 203: Nutrition and Health for the Growing Years **2**
A study of nutrition education, formulation of eating habits, nutrition and health related problems, and concerns as related to growth cycles.

FRENCH

FRE 101: Elementary French I **3**
An introductory course designed to teach French pronunciation, sentence structure, and basic vocabulary for understanding, speaking, writing, and reading French. (Laboratory work)

FRE 102: Elementary French II **3**
Prerequisite: FRE 101. Continuation of FRE 101, with emphasis on listening, speaking, and reading. (Laboratory work)

FRE 201: Intermediate French I **3**
Prerequisite: FRE 102. Review of grammar with emphasis on communicative skills and cultural literacy. (Laboratory work)

FRE 202: Intermediate French II **3**
Prerequisite: FRE 201. Continuation of FRE 201 increasing stress on communicative skills and cultural literacy. (Laboratory work)

FRE 301: Survey of French Literature I **3**
Prerequisite: FRE 202. A survey of French literary creation from the earliest documents to 1700 with special emphasis on the classic drama of Corneille, Racine, and Moliere.

FRE 302: Survey of French Literature II **3**
Prerequisite: FRE 202. Continuation of FRE 301. French literature in the 18th, 19th, and 20th centuries with special emphasis on Montesquieu, Rousseau, Voltaire, Balzac, Hugo, Vigny, Flaubert, and some 20th century writers.

FRE 311: Advanced French Composition **3**
Prerequisite: FRE 202. Writing on topics of contemporary life, with analysis of style, sentence construction, and study of idiomatic expressions and special problems of French grammar.

FRE 312: Advanced French Conversation **3**
Prerequisite: FRE 202. Intensive practice in the oral use of French through conversations on topics of interest.

FRE 322: French Civilization **3**
Prerequisite: FRE 202. The study of modern French civilization since 1700 with emphasis on the life, culture, ideas, and institutions of the 20th century.

FRE 375: French for International Studies I **3**
Prerequisite: FRE 202 or equivalent or proficiency test. Intensive development of communicative skills through the study of articles and audio-visual materials on current world affairs.

FRE 376: French for International Studies II **3**
Prerequisite: FRE 375 or equivalent. Continuation of intensive development of communicative skills through the study of articles and audio-visual materials on current world affairs.

FRE 413: Black Literature in French **3**
Prerequisite: FRE 202. A survey of the main literary movements in French literature of some African and Caribbean countries, and a study of selections in the works of prominent representatives.

GEOGRAPHY

GEO 102: Principles of Geography **3**
Study of the basic principles underlying the science of geography and the human use of resources; the earth's form and movement, climate, topography, oceans etc.

GEO 211: Geography of North America **3**
A study of North America and Hawaii. Emphases are placed upon the natural resources and economic activities of inhabitants.

GEO 212: Geography of Africa **3**
Survey of the African continent, its historical and physical backgrounds, climates, soils, vegetation, people, cultures, and current developments.

GERONTOLOGY

GNT 101: Introduction to Gerontology **3**
Exploration of a variety of topics related to aging, such as retirement, living arrangements, social relationships, rejection by families, death, government programs and community resources.

GNT 102: Problems in Aging **3**
An analysis of the nature, extent, and causes of problems in aging. Emphasis is on economic, political, and personality factors that affect the living patterns of the aged.

GNT 201: Applied Social Gerontology 3
Designed for individuals who plan to work with the elderly in planning, development, and implementation of programs and policies.

GNT 301: Aging Issues, Policies, and Programs 3
Prerequisite: GNT 101 or GNT 102. Examines aging as a social condition. Focus on aging concepts, policies and service-providing organizations. Programs are analyzed in terms of social needs, problems, and goals.

GNT 400: Death and Dying 3
An examination of the anxieties, fears, and hopes of the dying; and the social, psychological, and economic implications of death.

GNT 401: Aging and Health 3
Discussion centers upon comparisons of healthy aging patterns versus mental illness in old age. Designed to dispel some of the traditional diagnostic and treatment myths.

GNT 402: The Black Aged 3
An analysis of attitudes, values, and trends related to aging in the Black culture.

HOME ECONOMICS

HEC 304: Home Furnishings and Design 3
Planning and decorating the house consistent with one's taste and economical means. Trends in home furnishings, designs, and arrangements are covered.

HEC 308: Family Consumer Problems 3
An analysis of problems, policies, and issues relevant to today's consumer.

HEC 450: Seminar in Home Economics Education 1
Trends and interpretation of the role and function of the semi-professional in home economics.

HEALTH EDUCATION

HED 107: First Aid and Safety 2
Designed to prepare students to provide immediate and temporary care in emergency situations, including accidents or sudden illnesses. Open to all students.

HED 221: Personal Health and Lifetime Fitness 2
An introduction to the beneficial effects of a positive healthy life-style and methods to implement and live such a life-style.

HED 222:Personal Health and Lifetime Fitness II 2
Prerequisite: HED 221. A continuation of HED 221. Emphasis will be placed on the application of content relevant to health behaviors associated with the use of drugs, alcohol, tobacco, human sexuality, marriage and the family environment.

HED 223: Principles of Health Education 3
Prerequisite: HED 221. A study of the foundations and principles of health, including physical, mental, social, emotional, and environmental aspects of health.

HED 305: Safety Education 3
Focus on the rules and functions of health education in developing and maintaining a safe and healthful environment.

HED 321: Community Health 3
Prerequisites: HED 223 and PSY 200. An analysis of current health problems from both school and community viewpoints.

HED 326: Epidemiology 3
Prerequisite: HED 221. Current concepts of disease etiology and control as applied to the most prevalent communicable and chronic diseases that affect mankind.

HED/PUA/SOW 371: Introduction to Public Health 3
Prerequisite: HED 221 or consent of instructor. A survey course that develops an understanding and appreciation for factors affecting health status and its contribution to individual and community health.

HISTORY

HIS 099: Introductory History 3
Required of all freshmen who are pre-college curriculum (PCC) deficient in history. This course will introduce the student to basic skills used in history. (Does not count toward any degree requirements.)

HIS 101: World Civilization I 3
A study of world civilizations from ca. 3,000 B.C. to 1650 A.D. The course will focus on human beginnings in Africa, the Middle East, India, China; the rise of Islam and Western cultures.

HIS 102: World Civilization II 3
A study of world civilizations from 1650 to the present with emphasis on political, social and economic development.

HIS 103: Western Civilization 3
A survey of social and intellectual development in the Western World from pre-history to the Reformation.

HIS 201: United States History to 1865 3
The political, economic, and social development of the United States from the Colonial period to 1865.

HIS 202: United States History Since 1865 3
The political, economic, and social development of the United States from 1865 to the present.

HIS 300: Problem Seminar 3
Prerequisites: HIS 102, HIS 201, and HIS 202. Problems encountered by professional historians in the utilization of primary historical sources.

HIS/AAS 314: African-Americans in the United States 3
Prerequisite(s): HIS 201 and HIS 202, or consent of instructor. The history of African-Americans in the United States, their role in the development of this country, and their struggle for rights, privileges, and protections of citizenship.

HIS 316: Recent United States History 3
Prerequisites: HIS 201 and HIS 202. A study of problems associated with the Great Depression, the New Deal, war and significant social change, major political developments, and achievements in space.

HIS 321: Constitutional History of the United States 3
Prerequisites: HIS 201 and HIS 202. An historical survey of the making of the Constitution and its interpretation through decisions of the United States Supreme Court.

HIS 331: Early Modern Europe 3
A survey of the political, intellectual, economic, and social development of Europe from 1450-1815.

HIS 332: Nineteenth Century Europe 3
Prerequisites: HIS 101 and HIS 102. Europe from the downfall of Napoleon (1815) to the outbreak of World War I (1914).

HIS 333: Twentieth Century Europe 3
Prerequisites: HIS 101 and HIS 102. The history of Europe from 1914 to the present. Particular attention is given to the impact of World War I upon European society.

HIS 341: British History I 3
Prerequisites: HIS 101 and HIS 102. A survey of English history from pre-Roman times to the close of the Glorious Revolution (1689), with emphasis upon constitutional and legal developments.

HIS 342: British History II 3
Prerequisites: HIS 101 and HIS 102. The growth of British democracy and the role of Britain in the rise and expansion of world imperialism during the eighteenth, nineteenth, and twentieth centuries.

HIS 350: Kentucky History 3
Prerequisites: HIS 201 and HIS 202. A social, economic, and political history of Kentucky. In addition, the course will examine Kentucky's contributions to national politics.

HIS 362: Hispanic American History 3
Prerequisites: HIS 101, HIS 102, HIS 201, and HIS 202. A survey of selected Central and South American countries in their modern eras, and trends that are representative of the problems that beset the region.

HIS 364: Medieval Culture 3
Prerequisites: HIS 101 and HIS 102. A survey of European history from 500 to 1500, with strong emphasis on cultural achievements of the period.

HIS/AAS 365: African History to 1870 3
Prerequisites: HIS 101 and HIS 102. A survey tracing the earliest beginnings of man in Africa and the development of sub- and trans-Saharan civilizations.

HIS/AAS 366: African History from 1870 3
Prerequisites: HIS 101 and HIS 102. The creation and development of European colonial empires in Africa and the subsequent rise of independent African states.

HIS/AAS 411: African-Americans in the Twentieth Century 3
Prerequisites: HIS 201 and HIS 202. A thorough study of the contributions of African-Americans to American culture and their struggle for full citizenship in the United States.

HIS 421: Southern History 3
Prerequisites: HIS 201 and HIS 202. The economic, social, political, and cultural life of the southern states from colonial times to the present.

HIS 424: Diplomatic History of the United States 3
Prerequisites: HIS 201 and HIS 202. A survey of America's diplomatic relations with the major world powers since the founding of the Republic.

HIS 461: The History of East Asia 3
Prerequisites: HIS 101 and HIS 102. A cultural and political survey of the history of China and Japan, with emphasis on their changing relationships with the rest of the world.

HIS 499: Senior Colloquium * 3
Prerequisites: Senior classification. This course is designed to develop analytical skills, interpretation and research; and to nurture intellectual self reliance and critical thinking.

HONORS CORE

HON 101: Liberal Studies Seminar I 4
Introduction to the history of the ancient world through the Hellenistic period, followed by seminars on the greatest books of the time. Readings from Homer, Sophocles, Plato, Aristotle, the Old Testament, and Confucius. Open to non-honors students.

HON 102: Liberal Studies Seminar II 4
Prerequisite: HON 101 or consent of instructor. Introduction to history from Roman times through the high Middle Ages, followed by seminars on the greatest books of the time. Readings from Virgil, Boethius, Aquinas, Dante, the Baghavad Gita, the New Testament, the Koran, and Al-Ghazali. Discussion of African and European art. Open to non-honors students.

HON 121: Math-Science I: Classical Geometry and Astronomy 4
Euclid's Elements. Properties of straight lines, triangles, and circles; application of areas; theories of ratio and proportions; applications to astronomical phenomena.

HON 122: Math-Science II: The Scientific Revolution 4
Prerequisite: HON 121. The origins of the Scientific Revolution. The transition from ancient to early modern astronomy and physics. Readings from Ptolemy, Copernicus, Galileo, and others.

HON 131: Beginning Classical Greek I 3
Study of grammatical structure and translation of selections from Greek authors. This course fulfills 3 semester credit hours of the University's foreign language requirement. Open to non-honors students.

HON 132: Beginning Classical Greek II 3
Prerequisite: HON 131. Continuation of the work of HON 131, further developing translation skills. This course fulfills 3 semester credit hours of the University's foreign language requirement. Open to non-honors students.

HON 141: Elementary Latin I 3
Study of grammatical structure and translation of selections from Latin authors. Consideration of the nature and philosophy of language. This course fulfills 3 semester credit hours of the University's foreign language requirement. Open to non-honors students.

HON 142: Elementary Latin II 3
Prerequisite: HON 141. Continuation of the work of HON 141, further developing translation skills. This course fulfills 3 semester credit hours of the University's foreign language requirement. Open to non-honors students.

HON 143: Writing Lab I 1
Study of the principles of good writing and practice in writing organized, coherent, thesis papers.

HON 144: Writing Lab II 1
Prerequisite: HON 143. Study of the principles of good writing and practice in writing organized, coherent, thesis papers.

HON 201: Liberal Studies Seminar III 4
Prerequisite: HON 102 or consent of instructor. Introduction to history from the Renaissance through the French Revolution, followed by seminars on the greatest books of the time. Readings from Chaucer, Machiavelli, Montaigne, Descartes, Pascal, Shakespeare, Hobbes, Locke, and Rousseau. Open to non-honors students.

HON 202: Liberal Studies Seminar IV 4
Prerequisite: HON 201 or consent of instructor. Introduction to history during the nineteenth and twentieth century, followed by seminars on the greatest books of the time. Readings from M. Shelley, Thoreau, Melville, Marx, F. Douglass, Joyce, and T.S. Eliot. Open to non-honors students.

HON 211: Language III: English Narrative and Dramatic Literature 3
The literary uses of language in narrative and dramatic genres, including medieval English epics, Shakespearean tragedy and comedy, and modern African-American fiction. Attention is given to literary analysis and to effective composition.

HON 212: Language IV: English Lyric Poetry 3
The literary uses of language in lyric poetry from the English-speaking world. Attention is also given to advanced composition.

HON 213: Writing Lab III 1
Prerequisite: HON 144. Intermediate study of the principles of good writing, with practice in writing.

HON 214: Writing Lab IV 1
Prerequisite: HON 144 or equivalent. Intermediate study of the principles of good writing, with particular attention to and practice in writing a research paper.

HON 221: Math-Science III: The Mechanical Universe 4
Prerequisite: HON 122. The triumph of Newtonian mechanics and its significance. Concepts of mass, motion, force, and gravity are explored.

HON 222: Math-Science IV: The Biological Revolution 4
Evolutionary theory and its relation to genetics. The background to and development of Darwin's theory of evolution. The search for the carrier of the genetic code and the discovery of DNA. Readings from such authors as Aristotle, Paley, Lamarck, Darwin, Mendel, Watson, and Crick. Open to non-honors students.

INTEGRATIVE STUDIES

IGS 200: Foundations of Cultures 3
Prerequisite: ENG 101. An interdisciplinary study of the foundations of cultures, beginning with creation accounts from Africa, South America, Mesopotamia, India, Egypt, Greece, and China, and extending through the Classical period.

IGS 201: Convergence of Cultures 3
Prerequisites: ENG 101 and IGS 200 or consent of director. An interdisciplinary study of the forces that shaped the development of cultures from the rise of Christianity and Islam to the Scientific Revolution.

IGS 300: Search for New Forms of Culture 3
Prerequisites: ENG 101 and IGS 201 or consent of director. An interdisciplinary study of revolutionary ideas in political theory, philosophy, science, and the arts that have shaped the modern world.

IGS 301: Studies in African Cultures 3
Prerequisites: ENG 101 and IGS 200 or consent of director. A multicultural study of the major forces that shaped various African cultures in their social, artistic, historical, political, philosophical, and religious expressions.

IGS 302: Studies in Asian Cultures 3
Prerequisites: ENG 101 and IGS 200 or consent of director. A multicultural study of the major forces that shaped various Asian cultures in their social, artistic, historical, political, philosophical, and religious expressions.

IGS 303: Studies in Latin American Cultures 3
Prerequisites: ENG 101 and IGS 200 or consent of director. A multicultural study of the major forces that shaped various Latin American cultures in their social, artistic, historical, political, philosophical, and religious expressions.

IGS 304: The African-American Experience 3
Prerequisites: ENG 101 and IGS 200 or consent of director. A study of the evolution of the African -American experience from the period of slavery to the present, especially as reflected in the writings of African-American intellectuals.

IGS 499: Senior Seminar 3
Prerequisites: ENG 101 and IGS 200, or IGS 201, or IGS 300 or equivalent, or consent of director. A senior-level seminar devoted to the exploration of an interdisciplinary theme. Topics will vary according to the instructor.

INDUSTRIAL TECHNOLOGY

INT 101: Engineering Drafting I 3
Fundamentals in use and care of instruments, lettering, line construction, rules of dimensioning, orthographic projection, auxiliary view, and sectional and pictorial drawing.

INT 102: Engineering Drafting II 3
Prerequisite: INT 101 or consent of instructor. Intermediate concepts of working drawings. Includes advanced sections, auxiliaries, threads and fasteners, tolerancing, and geometric dimensioning. Specialized equipment used in duplication methods and blueprint reading.

INT 104: Descriptive Geometry 3
Specific problems involving points, lines, planes, curved surfaces, intersections, and development problems. Emphasis directed toward auxiliary views, points and lines, revolutions, and development of surfaces.

INT 124: Basic Electricity (DC/AC) 3
Principles and measurement of direct current, voltage, resistance; alternating current, capacitance, inductance, impedance; and mathematical analysis of basic electricity covering Kirchoff, Thevenin, and Norton theorems.

INT 125: Residential Wiring 3
A study of the National Electrical Code relative to residential wiring local codes. Experience is gained through wiring circuits found in the modern house.

INT 126: Motors and Controls 3
Study of basic controls used today for AC motors. Ladder diagrams and practical circuits are drawn and wired.

INT 128: Solid State Devices 3
A study of the characteristics and application of solid-state devices, diodes, transistors, rectifier circuits, voltage regulators, and wave-form interpretations. Single and multistate small signal amplifiers are tested.

INT 129: Large Scale Integrated Circuits 3
Prerequisite: INT 130. Analysis of large scale integrated circuits. (Lecture two hour; laboratory two hours)

INT 130: Digital Logic Circuits 3
A survey of logic circuits using Boolean Algebra, truth tables, and binary numbering systems.

INT/CIT 136: Computer Hardware: Management and Maintenance 3
The focus of this course involves emphasis on computer hardware that consumers of microcomputer systems might encounter. This course will guide students through the actual construction of a microcomputer system with in-depth discussions of each component and the various upgrade options. The use of peripheral devises such as fax, modem, printers, and scanners is also covered. The instructional methods employed in this class include lecture, class discussion, demonstration, and hands-on laboratory experience.

INT/CIT 137: Computer Operating Systems: Management & Maintenance 3
This course is designed as a survey of operating system software. Students will study the basic concepts and procedures for installing and troubleshooting operating system software. An emphasis on extensive laboratory experience will ensure students practical expertise in addition to operating systems theory with DOS, Windows 9x; Windows NT, 2000, and XP; UNIX; Linux; OS/2; and Mac OS. The objectives of this course coincide with those needed in preparation for A+ software certification.

INT 202: Technical Illustration 3
Explores ways of converting orthographic projections into perspective and pictorial expressions. Emphasizes obli-que, isometric, dimetric, trimetric, exploded view, and rendering of projections for publications.

INT 203: Civil Drafting 3
Study of special drafting processes including map drawing. Emphasis in planning earth and concrete retaining structures, projecting locations, profile line and grade, and surveying instruments.

INT/CIT 208: Computer-Aided Drafting I 3
Prerequisite: INT 101 or consent of instructor. Familiarization with contemporary CAD systems, covering basic theory and applications, including industry's conversion to CAD. Prior computer experience is beneficial but not required.

INT/CIT 210 Computer-Aided Drafting II 3
Prerequisite: INT 208 or consent of instructor. Advanced training in CAD systems, covering the use of attributes, databases, Data Exchange Files, and the customizing of menus for increased efficiency of application.

INT 212: CAD 3D **3**
Prerequisite: INT 208 or consent of instructor. Designed to provide CAD users understanding of 3D concepts, technique, strategy, and rendering features, engineering analysis and parametrics. Appropriate to those desiring to learn process of accurately producing three dimensional images for broad- based applications.

INT 215: Modeling and Animation I **3**
3-D modeling and animation designed to bring new power, versatility, speed, and value to the graphics professional who needs to create professional images and animations.

INT 225: Regulators, Oscillators, and Linear Devices **3**
Study, through theory and application, of regulators, oscillators, thyristors, DA's, Op Amps, and linear devices.

INT/CIT 226: Microprocessor Architecture **3**
Prerequisite: INT 129. A study of the architecture and interconnecting functional units of the CPU, ALU, and control units with memory, input/output devices and communications between subsystems. (Lecture two hours, laboratory two hours)

INT 227: Electronics Logic/Microprocessors **3**
Involves numbers, logic and circuits using integrated circuit "chips". Includes implementation of logic functions in modern electronic devices, and integrated circuit chips in the small computer, using basic machine language.

INT 229: Programmable Logic Controllers **3**
Study of the use and application of PLC's in industry, their operation, logic concepts, hardware components, the input/output system, programming, editing, and documentation.

INT/CIT 230: Data Communications Technology **3**
Prerequisite: INT 226. A study of data communications hardware including synchronous and asynchronous communications.

INT/CIT 231: Peripheral Control Structures **3**
Prerequisite: INT 226. An analysis of the digital logic structures of peripheral control devices and how they interface with microprocessor based systems. Use of the Intel Series Development System to develop, edit, assemble, debug and test system routines.

INT/CIT 232: Introduction to Network Operating Systems **3**
Prerequisite: INT 230. This course involves the installation, configuration, management, and trouble-shooting of network operating systems, accounts, data storage, remote access, and security.

INT 235: Modeling and Animation II **3**
Prerequisite: INT 215 or consent of instructor. Topics covered include: advanced lofting including fit deformation, scaling, inverse kinematics, animated combustions and explosions, compound and appearing/disappearing materials, mirror and refractive materials, character animation, space warps, ripple effects, and higher-level animation track editing.

INT 240: Ind. Electricity/Robotics I **3**
Prerequisite: INT 128. A survey of DC/AC motors and controls, power distribution systems, programmable logic control, and non-servo systems.

INT 245: Biomedical Equipment I **3**
Prerequisite: BIO 107. The purpose of this course is to introduce the student to basic principles and clinical applications of biomedical equipment including, but not limited to, patient monitoring defibrillation computer network electro surgery machines, radiology and nuclear medicine equipment, dialysis and infusion pumps.

INT 246: Biomedical Equipment II **3**
Prerequisite: INT 245. This course introduces the student to electrical and electronic design and application issues related to biomedical equipment such as isolation, measurement errors, low level signal amplification, CMMR, patient data telemetry and electrical safety in the medical environment.

INT 248: Robotics I **3**
Survey of automated manufacturing with emphasis on involvement of robots, including history, development, and socio-economic implications. Introduction to robot operations and applications.

INT 250: Robotics II **3**
Prerequisites: INT 124 and 208, INT 240 or consent of instructor. Includes the online/offline programming of servo robots, the interfacing of robots with peripheral devices/equipment, computer control, computer assisted manufacturing and system integration.

INT/CIT 255: Multimedia Production **3**
Prerequisites: INT 212 and 235 or consent of instructor. Course addresses the educational needs of anyone wishing to work in the multimedia environment. Concepts, tools and techniques of multimedia production are among a few of comprehensive sets of topics included. Students will become familiar with how a major production develops and become capable of producing professional quality multimedia productions.

INT/CIT 280: Internet Development Technologies **3**
Prerequisites: COS 100 or consent of instructor. This course involves the in-depth study of Web development concept and techniques, the latest versions of the most commonly used languages and technologies on the market, exploration of the advancement of Web design, in addition to problem-solving and critical thinking skills.

INT 290: Industrial Technology Capstone * **3**
Prerequisite: Student to be enrolled in their last semester of course work or consent of instructor. Students participate on a design team working on a realistic problem. The design education process is guided by the design method approach. Students are encouraged to integrate diverse elements of course work in their major into a coherent conception of their major.

INT 299: Industrial Technology Internship 3
Prerequisite: Student to be enrolled in their last semester of course work or consent of instructor. Designed to provide students a means to integrate academic theories and principles to practical job experience, thereby reinforcing and expanding classroom learning while preparing them for activities related to their major. (Hours to be arranged.)

ITALIAN

ITA 101: Elementary Italian I 3
An introductory course designed to teach Italian pronunciation, sentence structure, and basic vocabulary for understanding, speaking, writing and reading. The course will also deal with general understanding of Italian culture. (Laboratory work)

ITA 102 : Elementary Italian II 3
Prerequisite: ITA 101. Continuation of Italian I with emphasis on listening and reading comprehension, as well as conversational language. Knowledge of geography, population and various aspects of the Italian culture will be discussed by mean of audio-visual material. (Laboratory work)

JAPANESE

JPN 171: Conversational Japanese I 3
An introductory course with emphasis on the everyday spoken language, and some writing.

JPN 172: Conversational Japanese II 3
Prerequisite: JPN 171 or consent of instructor. Continuation of JPN 171 with emphasis on pronunciation, grammar, vocabulary, listening, oral expression, and some writing.

KOREAN

KOR 171: Introduction to Korean Culture and Language 3
Prerequisite: KOR 171 or consent of instructor. An introductory study of Korean culture with an emphasis on the basics of HanGul (the Korean language alphabet).

KOR 172: Korean Languages II 3
Prerequisite: KOR 171 or consent of instructor. Continuation of KOR 171 to reinforce the basic foundation of the Korean language with emphasis on developing writing, reading and conversational skills.

LIBERAL STUDIES – HONORS

LST 241: Intermediate Classical Greek I 3
Prerequisites: HON 132 or consent of instructor. Reading and translation of authors such as Plato, Xenophon, and Demosthenes. Open to non-honors students.

LST 242: Intermediate Classical Greek II 3
Prerequisites: LST 241 or consent of instructor. Reading and translation of a play by Sophocles or Euripides. Open to non-honors students.

LST 251: Intermediate Latin I 3
Prerequisites: HON 142 or the equivalent. Reading and translation of literature in Latin. Open to non-honors students.

LST 252: Intermediate Latin II 3
Prerequisite: LST 251 or the equivalent. Continued close reading and translation of literature in Latin. Open to non-honors students.

LST 301: Seminar I: Ethics and Leadership 4
Seminar on the great books of the past as well as on contemporary literature pertaining to questions of ethics and leadership. Open to non-honors students.

LST 302: Seminar II: Science, Religion, and Ethics 4
Seminar on the great books of the past as well as on contemporary literature pertaining to questions of science, religion, and ethics. Open to non-honors students.

LST 311: The Uses of Language 3
Classical and contemporary rhetoric: The study of how language is used for practical purposes, especially argument and persuasion. Open to non-honors students.

LST 331: Preceptorial I 3
Intensive analytical work on texts chosen by tutors to complement the regular work in seminars and tutorials. Significant compositional work will be assigned. Open to non-honors students.

LST 332: Preceptorial II 3
Intensive analytical work on texts chosen by tutors to complement the regular work in seminars and tutorials. Significant compositional work will be assigned. Open to non-honors students.

LST 351: Great Lives 3
Reading, discussion, and lectures focused upon the distinctive features of the lives of outstanding men and women. The readings are mainly comprised of biographies and autobiographies, some history, and works of fiction which help illuminate the concept of the heroic individual. Open to non-honors students.

LST 352: Comparative Cultures 3
The course is designed to elucidate the nature of culture and of particular cultures, considering a great variety of cultural forms and practices. Reading and discussion of various African, European, and Oriental cultures. Open to non-honors students.

LST 401: Seminar III: Philosophy and Literature 4
Seminar on the great books of philosophy and literature. Open to non-honors students.

LST 421: Issues in the Human Sciences 3
A practical and theoretical study of basic issues and methods in the human sciences which integrates philosophical reflection, research experience, and an introduction to probability and statistics. Readings range from seventeenth century definitions of this new science through twentieth century debates. Open to non-honors students.

LST 431: Preceptorial III **3**
Intensive analytical work on texts and topics chosen by tutors to complement the regular work in the seminars and tutorials. Extensive writing expected. Open to non-honors students.

LST 432: Preceptorial IV **3**
Intensive analytical work on texts and topics chosen by tutors to complement the regular work in the seminars and tutorials. Extensive writing expected. Open to non-honors students.

LST 441: Senior Essay * **3**
Independent study leading to a research honors essay on a topic chosen by the student and two readers. Weekly meetings with tutor. Use of secondary sources should receive secondary emphasis, but should cultivate the student's own critical thinking and demonstrate his/her readiness to join the discussion among published writers on the topic.

LST 491: Guided Leadership Studies **3**
Prerequisites: Liberal Studies major or minor or International Studies minor and consent of instructor. A semester of supervised practical experience to complement classroom instruction, that will help prepare a student for leadership in his or her area of educational or career interests. Placement: determined by course instructor and student's advisor.

MATHEMATICS

MAT 095: Fundamentals of Mathematics **3**
Required of all students whose placement data do not warrant enrollment in MAT 099 or above. Arithmetic and properties of real numbers, ratio and proportion, introduction to statistics and algebra. (Does not count toward any degree requirements.)

MAT 097: Intermediate Level Algebra **3**
Prerequisite: MAT 095 or appropriate score on placement test. Linear equations and inequalities, systems of linear equations, polynomials and polynomial functions, quadratic equations, rational expressions, radicals, and rational exponents. (Does not count toward any degree requirements.)

MAT 103: Foundations of Mathematics I **4**
Prerequisite: Sets, whole number systems, numeration systems, bases, elementary number theory, non-negative rational numbers, introduction to negative numbers. Class presentation and activities are designed specifically for the needs of elementary school teachers.

MAT 104: Foundations of Mathematics II **4**
Prerequisite: MAT 103. Continuation of MAT 103. Real number systems, probability, statistics, geometry, and measurement. Class presentation and activities are designed specifically for the needs of elementary school teachers.

MAT 111: Contemporary Mathematics **3**
Prerequisite: MAT 095 with grade of C or higher or mathematics placement test. This course develops problem-solving and mathematical skills through a sequence of applied topics. Topics include mathematical finance, probability and statistics, growth models for a variety of situations, and geometry.

MAT 115: College Algebra **3**
Prerequisite: MAT 097 or appropriate scores on ACT, SAT, or placement test. This course develops the algebraic skills necessary for further studies in mathematics. Topics include the algebra of functions; graphing techniques; quantitative and qualitative analysis of polynomial, rational, exponential and logarithmic functions, including limits at infinity and infinite limits; and appropriate applications.

MAT 120: Precalculus **4**
Prerequisite: MAT 115 or appropriate scores on ACT, SAT, or placement test. Review of polynomial, rational, exponential, and logarithmic functions, their graphs, and inverses; trigonometric identities, functions and their inverses; complex numbers; vectors; linear systems of equations, and polar coordinates.

MAT 125: Linear Algebra and Differential Calculus with Business Applications **3**
Prerequisite: MAT 111 or MAT 115. This course covers functions of matrices, Gauss-Jordan reductions, systems of linear equations, derivatives, marginal cost, revenue and profit, and applied optimization problems.

MAT 131: Calculus and Analytic Geometry I **5**
Prerequisite: MAT 120 or appropriate scores on ACT, SAT, or placement test. Review of functions; limits of functions; derivatives and definite integrals of algebraic and transcendental functions; indeterminate forms; applications of the derivative and integral; the fundamental theorem of calculus.

MAT 132: Calculus and Analytic Geometry II **5**
Prerequisite: MAT 131. Review of the fundamental theorem of calculus; properties of definite and indefinite integrals; applications of the definite integral; techniques of integration; improper integrals; definite integral approximation with error bounds; infinite sequences and series; Taylor polynomial approximation; parametric equations and polar coordinates.

MAT 205: Mathematical Problem Solving **1**
Prerequisites: MAT 104 and MAT 111 or higher or consent of instructor. Strategies for problem solving in a variety of standard and nonstandard situation. Special emphasis will be placed on the needs of elementary school teacher.

MAT 210: Perspective on Mathematics **3**
Prerequisite: MAT 131. Survey of history, cultural ramifications, methods, connections among various branches, and opportunities of mathematics. Required of all mathematics and applied mathematics majors.

MAT 231: Multivariate Calculus **3**
Prerequisite: MAT 132. Calculus of vector-valued functions, partial differentiation, multiple integrals, curl, surface integrals and Stokes' theorem. Plane curves, polar coordinates, vectors, and three-dimensional analytic geometry.

MAT 232: Differential Equations **3**
Prerequisite: MAT 132. The study of first-order equations, linear equations, the Laplace transform, Picard's existence theorems, and systems of equations.

MAT 307: Linear Algebra **3**
Prerequisite: MAT 210. Coordinates, vectors, vector spaces, subspaces, Euclidean n-space, determinants, linear transformations, linear transformations and matrices, bilinear and quadratic forms are studied.

MAT 300: Introduction to Advanced Mathematics **3**
Prerequisite: MAT 210. This course provides an orientation to higher mathematics. Topics include logic, mathematical proof, set theory, relations and functions, and an introduction to mathematical axiom systems.

MAT 312: Mathematical Programming **3**
Prerequisites: MAT 125 or MAT 307. This course is an introduction to modern operations research. Modeling, theory, and applications of linear programming, integer programming, scheduling, inventory, and network problems are studied.

MAT 315: Numerical Analysis **3**
Prerequisite: MAT 231. Techniques of numerical approximation in analysis and algebra.

MAT 321: Probability and Statistics **3**
Prerequisite: MAT 132. Probability, random variables, sampling theory, hypothesis testing, correlation, and regression are studied.

MAT 326: Modern Geometry **3**
Prerequisite: MAT 300. This course includes study of axiom systems; Euclidean and Non-Euclidean Geometries; affine, spherical, projective and vector geometries.

MAT 399/PHY 399/BIO 399/CHE 399/COS 399: Undergraduate Teaching Experience **1**
Prerequisite: Consent of instructor. Students earn course credit for undergraduate teaching experience including but not limited to (1) assisting students during laboratory sessions, (2) helping to set up laboratories or lecture/lab quizzes, or (3) conducting PLTL-Excel type workshops for students. Course may be repeated for credit.

MAT 401: Modern Algebra I **3**
Prerequisite: MAT 300. Operations, permutations, groups, isomorphisms, factor groups, Sylow's theorems, and applications are discussed.

MAT 402: Modern Algebra II **3**
Prerequisite: MAT 401. Continuation of MAT 401. Rings, integral domains, quotient rings and ideals, extension fields, and vector spaces are studied.

MAT 403: Real Analysis I **3**
Prerequisites: MAT 231 and MAT 300. Real numbers and Euclidean n-space, continuous functions, differentiable functions of one and several variables, and the Riemann integral are studied.

MAT 404: Real Analysis II **3**
Prerequisite: MAT 403. Classical Lebesque integral, power series, curves, surfaces, integral theorem, divergence, and theorems of Green and Stokes are discussed. Some applications are examined.

MAT 411: Topology **3**
Prerequisite: MAT 300. Topological spaces, metric spaces, separation axioms, connectedness, compactness, continuity, product and quotient spaces.

MAT 415: Elementary Dynamical Systems **3**
Prerequisite: MAT 232. Time evolution of various physical and/or biological systems and asymptotic behavior of orbits in space are studied with various mathematical techniques.

MAT 460: Mathematics Seminar * **3**
Prerequisite: Senior standing in mathematics. An integrated overview of the mathematics curriculum. Each student will be required to prepare and present independent investigation of topics of personal/professional interest. May be repeated once for credit.

MAT 470: Mathematical Modeling **3**
Prerequisite: Consent of instructor. This course is designed to provide a student with broad exposure to mathematical models and techniques to find solutions to governmental, industrial, and management problems. Optimization technique, probability and stochastic processes, physical and biological applications, hierarchies and priorities, computer-aided modeling and problem solving will be covered.

MAT 495: Topics in Mathematics **3**
Prerequisite: Consent of instructor. This course requires intensive examination of a mathematical topic chosen by a faculty member in Mathematics. This course will involve intensive reading, presentation, and discussion, as well as writing. May be repeated for credit.

MATHEMATICS AND SCIENCES

MSC 111: Math & Sciences Excel Laboratory **1**
Co-requisite: BIO 111, BIO 210, CHE 101, CHE 102, MAT 115, MAT 120, MAT 131, PHY 207, PHY 208, PHY 211, or PHY 212 and consent of instructor or record. Peer-lead team learning approach to intensive interdisciplinary problem solving. (2 hours of laboratory per week) Graded Pass/Fail.

MSC 371: Introduction to Research I **1**
This course teaches students the skills that are required for performing scientific research.

MSC 372: Introduction to Research II **1**
This course teaches students the skills that are required for performing scientific research.

MANAGEMENT

MGT/MIS 300: Management Information Systems 3
Prerequisites: BUA 101 or COS 100 or consent of instructor. This course covers fundamental concepts of information systems and how they support management and operations of business organization in an increasingly competitive business world.

MGT 301: Principles of Management 3
Fundamental principles underlying the management of business enterprises, based on planning, organizing, supervising, and controlling various functional activities.

MGT/MIS 303: Business Database Systems 3
An introduction to the business use of various data models. Topics include the theory and design of data management in the context of business information needs.

MGT/MIS 360: Advanced Management Information Systems 3
Prerequisite: MIS/MGT 300 or PUA 322 or consent of instructor. This course addresses the design, development and use of information systems to make professional or management decisions.

MGT 433: Human Resources Management 3
Prerequisite: MGT 301. An examination of supervision of employees and the development policies relating to effective utilization of human resources in business concerns.

MGT 452: Transportation and Business Logistics 3
Prerequisite: MGT 301, MKT 301. A study of the economics and principles of transportation service, location of industry, communications and order processing designs, and operations of a logistics system.

MGT 455: Operations Management 3
Prerequisites: ECO 312, ECO 321, and MGT 301. A study of management decision making in production and operations, using quantitative techniques to address demand forecasting, resource allocation, scheduling, and inventory control.

MGT 460: Human Behavior in Organizations 3
Prerequisite: MGT 301. An analysis of the behavior of persons in organizational settings, including personality, values, motivation, leadership, authority in groups, and informal groups.

MGT 465: Entrepreneurship 3
Prerequisite: MGT 301 or consent of instructor. A study of small-business management, entrepreneurship and problems of organizing and operating a small business.

MGT 470/MKT 470: International Business Management 3
Prerequisites: ECO 329, MGT 301, MKT 301 or consent of instructor. Examines the international business arena, including many marketing factors, environmental forces (economics, political-legal, physical, competitive), scope, diversity, organizations and monetary systems.

MGT 480: Management Internship 3
Prerequisite: junior or senior status and consent of dean. Off-campus, on-the-job employment related to the field of management.

MGT 490: Strategic Management * 3
Prerequisite: Completion of all 200- and 300-level courses in the professional component, senior Business Administration major, or consent of instructor. Capstone course. Explores the general management tasks of strategy formulation and implementation, case analysis, written and oral presentation(s) and senior exit examination.

MGT 499: Independent Study in Management 3
Prerequisite: Senior classification and consent of the dean. Research and in-depth study of a particular management concept or problem under the direction of a faculty member.

MGT 533: Human Resources Management 3
Study of managing employees in the organization including human resource planning, job analysis, recruiting, selection, development, and diversity. Examination of EEO and other labor laws and labor relations.

MGT 555: Operations Management 3
Study of management decision making in production and operations using quantitative techniques to address demand forecasting, resource allocation, scheduling and inventory control.

MGT 560: Human Behavior in Organizations 3
An analysis of the behavior of persons in organizational settings, including personality, values, motivation, leadership, authority in groups, and informal groups.

MGT 565 Entrepreneurship 3
Study of planning, starting and operating a business. Topics include preparing a business plan, legal issues, budgeting, financing, and various forms of business organization.

MGT 590: Strategic Management 3
Explores the general management tasks of strategy formulation and implementation, case analysis, written and oral presentation(s). Topics include environmental analysis, strategy development and implementation, and organization governance. Should be taken in the final semester of the MBA program.

MGT 601: Contemporary Topics in Management 3
Contemporary topics in business. Examples include e-commerce, lean manufacturing, service operations, Sarbanes-Oxley, or other current issues. May be repeated for credit for different topics. Should be taken in final semester of MBA program.

MANAGEMENT INFORMATION SYSTEMS

MIS/MGT 300: Management Information Systems 3
Prerequisites: BUA 101 or COS 100 or consent of instructor. This course covers fundamental concepts of information systems and how they support management and operations of business organization in an increasingly competitive business world.

MIS/MGT 303: Business Database Systems 3
An introduction to the business use of various data models. Topics include the theory and design of data management in the context of business information needs.

MIS/MGT 360: Advanced Management Information Systems 3
Prerequisite: MIS/MGT 300 or PUA 322 or consent of instructor. This course addresses the design, development and use of information systems to make professional or management decisions.

MIS/MKT 450: Electronic Commerce 3
Prerequisite: MIS 360 or consent of instructor. This course examines integration of technology and commercial practices for doing business on the Internet. The course will explore key concepts, models, tools, and applications as well as legal, economic, social and business issues related to e-commerce. Emphases will be given to how e-commerce applications, methodologies, and services address business solutions needed for electronic procurement, supply chaining management, and customer relationship management.

MIS 460: Internet Application Development 3
Prerequisites: MIS/MGT 303 and MIS 360 or consent of instructor. This course covers concepts, principles, and techniques of Internet business applications development. The course provides students both theory and practical application of e-business technologies. Topics include: e-business models, Internet concepts, basic overview of client/server systems; and basic Internet/Web software technologies. The course format combines lectures, classroom discussions, hands-on exercises, and individual/group project development.

MIS 497: Topics in Information Systems 3
Prerequisite: MIS 360 or MIS 460 or consent of instructor. This course addresses topics of current interest in information systems in relation to business applications. Examples of topics include data warehousing, decisions support systems, expert systems, information security and the law, information systems economics, intelligent knowledge management systems, end-user computing, new approaches to information systems development, or other emerging technologies and topics in management information systems. Specific topics may vary in different semesters, as will the associated course prerequisites. The student is advised to check with the School of Business or his/her adviser on this offering.

MIS 510: Management Information Systems 3
Fundamental concepts of information systems and how they support management and operations of business organizations in an increasingly competitive business environment.

MARKETING

MKT 301: Principles of Marketing 3
Prerequisite(s): ECO 202 or ECO 201 and consent of instructor. Study of the movement of goods from producers to consumers and examination of the marketing process, marketing institutions, channels of distribution, and policy considerations.

MKT 410: Marketing Communications 3
Prerequisites: MGT 301 and MKT 301. A study of marketing communications concepts including identification of communications goals, analysis of advertising, personal selling, and sales promotions.

MKT 420: Strategic Marketing Management 3
Prerequisites: MGT 301 and MKT 301. A study of the viewpoints of the marketing executive whose responsibility is coordination of the objectives and resources of the firm.

MKT 430: Marketing Research 3
Prerequisites: ECO 312, MGT 301, and MKT 301. A study of the scope and applications of marketing research, research design, sampling methods and problems, data collection, and research report writing.

MKT 440: Consumer Behavior 3
Prerequisite: MKT 301. A study of the factors determining consumers' behavior patterns, especially as affected by economics, psychology, social psychology, and cultural anthropology.

MKT/MIS 450: Electronic Commerce 3
Prerequisite: MIS 360 or consent of instructor. This course examines integration of technology and commercial practices for doing business on the Internet. The course will explore key concepts, models, tools, and applications as well as legal, economic, social and business issues related to e-commerce. Emphases will be given to how e-commerce applications, methodologies, and services address business solutions needed for electronic procurement, supply chaining management, and customer relationship management.

MKT 470/MGT 470: International Business Management 3
Prerequisites: ECO 329, MGT 301, MKT 301. Examines the international business arena, including many marketing factors, environmental forces (economics, political-legal, physical, competitive), scope, diversity, organizations and monetary systems.

MKT 480: Marketing Internship 3
Prerequisite: junior or senior status and consent of dean. Off-campus on-the-job employment related to the discipline of Marketing.

MKT 499. Independent Study in Marketing 3
Prerequisite: Senior classification and consent of the dean. Research and in-depth study of a particular marketing concept or problem under the direction of a faculty member.

MKT 510: Marketing Communications 3
A detailed study of the various components of the promotion mix, such as advertising, sales promotion, public relations, and personal selling. Emphasis is placed on the central concept of integrated marketing communications, and on the importance of developing promotion strategies that allow marketers to reach predetermined objectives.

MKT 520: Strategic Marketing Management **3**
A comprehensive study of market oriented strategic planning and its associated tools and techniques. Fundamental concepts such as environmental scanning, market segmentation, targeting, and product positioning, among others, are explored in detail. Emphasis is placed on how marketing managers use these tools to solve problems and develop winning marketing mixes and strategies.

MKT 530: Marketing Research **3**
A detailed study of the various research approaches in marketing. Both qualitative and quantitative research techniques are explored. Emphasis is placed on the steps involved in the research process and on designing and implementing research projects that allow marketers to make more effective decisions.

MKT 540: Consumer Behavior **3**
An in depth study of buyer behavior in both consumer markets and business markets. The various factors that influence the behavior of consumers and buyers are explored in detail, and emphasis is placed on the importance of using this knowledge to develop more effective marketing strategies and tactics.

MKT 560: Marketing of Services **3**
A detailed study of the unique characteristics and challenges associated with the marketing of services. Basic concepts such an intangibility, inseparability, variability, and perishability are introduced and discussed, and emphasis is placed on the implications of these concepts for designing effective marketing strategies for service firms.

MILITARY SCIENCE

(See Army Military Studies)

MUSIC

Music—Applied

MUA 121: Minor Applied I **0.5**
Prerequisite: Consent of instructor. One half-hour private lesson each week in primary or secondary performance areas.

MUA 122: Minor Applied II **0.5**
Prerequisite: MUA121. A continuation of MUA 121.

MUA 161: Major Applied I/Lab **1**
Prerequisite: audition required. Private instruction in voice, piano, organ, woodwind, brass, or percussion instruments in the principal area of study. One-hour lesson each week. Performance Class required.

MUA 162: Major Applied II/Lab **1**
Prerequisite: MUA 161. A continuation of MUA 161. Performance Class required.

MUA 221: Minor Applied III **0.5**
Prerequisite: MUA 122. A continuation of MUA 122.

MUA 222: Minor Applied IV **0.5**
Prerequisite: MUA 221. A continuation of MUA 221.

MUA 261: Major Applied III/Lab **1**
Prerequisite: MUA 162. A continuation of MUA 162. Performance Class required.

MUA 262: Major Applied IV/Lab **1**
Prerequisite: MUA 261. A continuation of MUA 261. Performance class required. Must pass the Sophomore Applied Music Proficiency Examination to successfully complete this course.

MUA 321: Minor Applied V **0.5**
Prerequisite: MUA 222. A continuation of MUA 222.

MUA 322: Minor Applied VI. **0.5**
Prerequisite: MUA 321. A continuation of MUA 321.

MUA 361: Major Applied V/Lab **1**
Prerequisite: MUA 262: A continuation of MUA 262. Performance class required.

MUA 362: Major Applied VI/Lab **1**
Prerequisite: MUA 361. A continuation of MUA 361. Performance class required.

MUA 421: Minor Applied VII **0.5**
Prerequisite: MUA 322. A continuation of MUA 322.

MUA 422: Minor Applied VIII **0.5**
Prerequisite: MUA 421. A continuation of MUA 421.

MUA 461: Major Applied VII/Lab **3**
Prerequisite: MUA 362. For music performance majors only. A continuation of MUA 362 with advanced standards for literature and performance. Performance class required.

MUA 462: Major Applied VIII/Lab **4**
Prerequisite: MUA 461. For music performance majors only. A continuation of MUA 461 with advanced standards for literature and performance. Performance class required.

Music—Class Instruction

MUC 110: Class Piano I **1**
Open to non-music majors. A study of the fundamentals of piano playing to aid music students in preparing for the successful completion of the Piano Placement Examination.

MUC 111: Class Piano II **1**
Prerequisite: MUC 110. A continuation of MUC 110.

MUC 209: Jazz Improvisation **2**
Open to non-music majors. Class instruction in the development of individual jazz improvisational technique. May be repeated three times for credit.

MUC 210: Class Piano III **1**
Prerequisite: MUC 111. A continuation of MUC 111.

MUC 211: Class Piano IV **1**
Prerequisite: MUC 210. A continuation of MUC 210.

MUC 250: Jazz Piano **1**
Prerequisite: Consent of instructor. A study of jazz piano techniques utilized in accompanying and improvising jazz. Basic knowledge of music theory required.

MUC 341: String Instruments Class **1**
Prerequisite: MUA 262. Class instruction in performance fundamentals of orchestral string instruments.

MUC 342: Voice Class **1**
Prerequisite: MUA 262. Class instruction in vocal performance fundamentals.

MUC 343: Woodwind Instruments Class **1**
Prerequisite: MUA 262. Class instruction in performance fundamentals of woodwind instruments of the band and orchestra.

MUC 345: Brass Instruments Class **1**
Prerequisite: MUA 262. Class instruction in performance fundamentals of brass instruments of the band and orchestra.

MUC 347: Percussion Instruments Class **1**
Prerequisite: MUA 262. Class instruction in performance fundamentals of percussion instruments of the band and orchestra.

MUC 349: Piano Pedagogy **1**
Prerequisite: MUA 262. A study of the fundamentals and techniques of teaching piano in groups and to individual students of all ages.

Music Education

MUE 203: Microcomputers and Media in the Music Classroom **3**
Prerequisite: Music Education specialization or consent of instructor. Development of knowledge and skills in the use of microcomputers, music technology, and media in the music classroom. Field work required. Successful completion required for admission to the Teacher Education Program. (formerly MUE 325)

MUE 310: Keyboard Skills I **2**
Prerequisite: Music Education Specialization and MUC 211 or passing score on the Piano Placement Examination. Instruction in piano designed to prepare the student for effective elementary and secondary level classroom teaching. One half hour private lesson per week and one hour class laboratory per week.

MUE 311: Keyboard Skills II **2**
Prerequisite: Music Education Specialization and MUE 310. A continuation of MUE 310. Advanced study and preparation of choral accompaniments. Successful completion of the course requires a passing score on the Piano Proficiency Exam. One half-hour private lesson per week and one hour class laboratory per week.

MUE 331: Fundamentals and Methods for the Elementary School Music Teacher **3**
Prerequisite: Music Education Specialization, or consent of instructor, or MUC 211. A study of school organization and administration, methods, materials, and philosophies of teaching music and the design, administering, and interpretation of assessment measures in music in grades K-5. Lab required; field work required.

MUE 332: Fundamentals and Methods for the Secondary School Music Teacher **3**
Prerequisite: Music Education Specialization, or consent of instructor, or MUE 331. A study of school organization and administration, methods, materials, and philosophies of teaching music, and the design, administering, and interpretation of assessment measures in music in the secondary school. Lab required; field work required.

MUE 333: Fundamentals of Music for Early Elementary Teachers **3**
Open to non-Music majors. A course designed to meet the needs of early elementary teachers (K-4), emphasizing singing, listening, creative activities, use of Orff instruments, and basic keyboard skills. Lab required; field work required.

MUE 348: Marching Band Techniques **1**
Prerequisite: Music Education Specialization and MUA 262. A study of contemporary marching band techniques, styles, and trends with emphasis on drill writing and arranging for the marching band.

MUE 435: Vocal Methods and Literature **2**
Prerequisite: Music Education Specialization and MUE 332. A study of the methods, materials, literature, and techniques of teaching choral/vocal music at the elementary and secondary levels. Lab and field work required.

MUE 437: Instrumental Methods and Literature **2**
Prerequisite: Music Education Specialization and MUE 332. A study of the methods, materials, literature, and techniques of teaching instrumental music at the elementary and secondary levels. Field work required.

Music—Performance Ensemble

MUP 311: Opera/Musical Theatre Workshop **1**
Open to auditioned vocal students. A performing group concentrating on the study and performance of operatic and musical theatre literature. May be repeated for credit.

MUP 355: Jazz Ensemble **1**
Open to auditioned instrumental and vocal students. An ensemble designed to allow students an opportunity to perform music in the jazz idiom. May be repeated for credit.

MUP 357: Vocal Commercial Music Ensemble **1**
Open to auditioned vocal and instrumental students. An introduction to essential skills for the vocal commercial musician. May be repeated for credit.

MUP 358: Instrumental Commercial Music Ensemble 1
Open to auditioned instrumental and vocal students. An introduction to essential skills for the instrumental commercial musician. May be repeated for credit.

MUP 375: Gospel Ensemble 1
Open to all students. A performing ensemble concentrating on traditional and contemporary gospel literature. May be repeated for credit.

MUP 381: Marching Band 1
Open to all students through audition. A performing ensemble engaged in the preparation for and performance at University functions, including athletic events. May be repeated for credit.

MUP 382: Symphonic Band 1
Open to all students through audition. A performing ensemble designed primarily for the general student desiring continuation of instrumental music experience. May be repeated for credit.

MUP 383: Small Vocal Ensemble 1
Open to auditioned vocal students. A mixed ensemble organized for the performance of chamber and special literature, including madrigals and motets. May be repeated for credit.

MUP 384: Pep Band 1
Open to all students through audition. A small performing ensemble engaged in the preparation for and performance at University functions, including athletic events. May be repeated for credit.

MUP 385: Wind Ensemble 1
Open to auditioned instrumental students. A select instrumental ensemble engaged in performance of literature in the wind repertoire. May be repeated for credit.

MUP 386: Concert Choir 1
Open to auditioned vocal students. A mixed performing ensemble organized for the study of sacred and secular choral literature. May be repeated for credit.

MUP 387: Instrumental Chamber Music–Woodwinds 1
Open to auditioned woodwind students. A study through performance of representative chamber literature for woodwind instruments. May be repeated for credit.

MUP 388: Instrumental Chamber Music–Brass 1
Open to auditioned brass students. A study through performance of representative chamber literature for brass ensemble. May be repeated for credit.

MUP 389: Instrumental Chamber Music–Percussion 1
Open to auditioned percussion students. A study through performance of representative chamber literature for percussion ensemble. May be repeated for credit.

MUP 390: Instrumental Chamber Music–Piano 1
Study and performance of music for piano in varied ensemble combinations. May be repeated for credit.

Music

MUS 099: Fundamentals of Music 3
Open to non-Music majors. An introduction to the fundamentals of music: clefs, scales, meters, and rhythms. Includes sight-singing, piano, ear training, and music terminology. (Does not count toward any of the Bachelor of Music degree requirements.)

MUS 101: Music Theory to 1450 3
Prerequisite: Successful completion of the Music Theory Placement Examination or MUS 099. Introduction to analysis and composition of music of the Middle Ages. Includes basic theoretical concepts, keyboard, ear training, sight-singing, and basic contrapuntal techniques.

MUS 102: Music Theory 1450-1650 3
Prerequisite: MUS 101. Introduction to basic concepts of music during the Renaissance and Baroque periods including cadences, non-chord tones, four-part harmonic writing, analysis, and contrapuntal techniques.

MUS 103: Freshman Seminar in Music 3
For all music majors. This course provides music majors with the necessary foundation to successfully complete their pre-professional experiences.

MUS 130: Introduction to Music 3
Open to non-Music majors. An introduction to the basic elements of music, its styles, and cultural history (including western art music, non-western music, jazz, and popular music).

MUS 201: Music Theory 1650-1820 3
Prerequisite: MUS 102. Culmination of Baroque and Classical harmonic and contrapuntal techniques, with emphasis on the music of J.S. Bach, Haydn, and Mozart.

MUS 202: Music Theory 1820-1900 3
Prerequisite: MUS 201. Compositional techniques of the nineteenth century from Beethoven through Brahms, with emphasis on the expanded chromatic harmony of the late nineteenth century.

MUS 205: Music Composition I 2
Prerequisite: MUS 102 or consent of instructor. Individual or class instruction in the basic elements of composition. Includes written assignments in various styles and mediums.

MUS 206: Music Composition II 2
Prerequisite: MUS 205. A continuation of MUS 205.

MUS 207: Jazz Arranging and Composition I 2
Prerequisite: MUS 102. Individual or class instruction in composition and arranging in both traditional and contemporary music idioms for small and large ensembles.

MUS 208: Jazz Arranging and Composition II 2
Prerequisite: MUS 207. A continuation of MUS 207.

MUS 251: Introduction to Electronic Music **2**
Prerequisite: Consent of instructor. Introduction to musical acoustics, recording/editing techniques, the use of acoustically recorded sounds in electronic music, and the application of the synthesizer in composition.

MUS 300: Counterpoint **2**
Prerequisite: MUS 202. A study of sixteenth and eighteenth century strict and free counterpoint, canon, invention, and fugue. Includes some twentieth century techniques.

MUS 301: Form and Analysis **2**
Prerequisites: MUS 202. A study of basic musical forms and genres (phrases, sonata form, rondo form, fugal and variation procedures) with emphasis on the common practice period.

MUS 305: Advanced Composition I **2**
Prerequisite: MUS 206. A continuation of MUS 206. Individual or class instruction based on the needs and interests of the students. One or more major compositional projects are required.

MUS 306: Advanced Composition II **2**
Prerequisite: MUS 305. A continuation of MUS 305.

MUS 321: Survey of Music History I **3**
Prerequisite: MUS 201. An introduction to world music and survey of the development of Western music from antiquity through the Medieval, Renaissance, and Baroque periods.

MUS 322: Survey of Music History II **3**
Prerequisite: MUS 321. A survey of the development of Western music from the Classical period to the present time.

MUS/AAS 323: African-American Music **3**
Open to non-Music majors. A study of the development of African-American music, including spirituals, blues, jazz, symphonic literature, and miscellaneous songs.

MUS/AAS 325: Jazz History and Literature **3**
Open to non-Music majors. A survey of jazz, including its origins, major performers, and composers. All idioms and styles are studied using selected readings and recordings.

MUS 333: Music of Africa and Asia **3**
Prerequisites: ENG 102 and IGS 200, or consent of instructor. African and Asian Music, its societal context, instruments, ensembles, vocal traditions, and dramatic/ritual use. Societies include Central African Republic, India, Indonesia, Japan, Nigeria, and Senegal.

MUS 336: Phonetics and Diction **1**
Prerequisite: MUA 262. A study of English, German, Italian, and French diction in vocal music with the utilization of the International Phonetic Alphabet.

MUS 350: Accompanying **1**
Prerequisite: Music major or consent of instructor. A study of the fundamentals and techniques of piano accompaniment. Includes assigned performances.

MUS 352: Conducting I **1**
Prerequisite: MUA 262. A study of the fundamental principles and techniques of conducting.

MUS 353: Conducting II: Choral **2**
Prerequisite: MUS 352. A study of advanced conducting techniques through performance and analysis of literature for the choral ensemble.

MUS 354: Conducting II: Instrumental **2**
Prerequisite: MUS 352. A study of advanced conducting techniques through performance and analysis of literature for the large instrumental ensemble.

MUS 403: Instrumental and Vocal Arranging **2**
Prerequisite: MUS 202. A study of instrumentation and arranging techniques for instrumental and vocal ensembles.

MUS 424: Twentieth Century Music **2**
Prerequisites: MUS 301 and MUS 322. A study of major composers, styles, techniques, and literature of twentieth-century music.

MUS 426: Music Literature I: Medieval–Baroque **3**
Prerequisites: MUS 301, MUS 322. A survey of the style characteristics of representative musical works from the Medieval, Renaissance, and Baroque periods.

MUS 427: Music Literature II: Classic and Romantic **3**
Prerequisite: MUS 426. A continuation of MUS 426. A survey of the style characteristics of representative musical works from the Classic and Romantic periods.

MUS 428: Keyboard Literature **3**
Prerequisite: MUS 322. An analytical and historical study of representative keyboard literature from the pre-Baroque to the present time.

MUS 429: Vocal Literature **3**
Prerequisite: MUS 322. An analytical and historical study of representative vocal works from the sixteenth-century to the present time.

MUS 430: Instrumental Literature **3**
Prerequisite: MUS 322. An analytical and historical study of representative instrumental works from the sixteenth-century to the present time.

NURSING

NUR 101: Nursing I * **8**
Prerequisite: Admission to Nursing program. Focus on basic human needs and development, interpersonal relationships, and beginning skills of patient care. Clinical laboratory experience provided. (Four hours of lecture and eight hours of clinical laboratory per week) This course is used to evaluate the oral communication competency.

NUR 102: Nursing II **8**
Prerequisite: NUR 101. Application of scientific nursing principles and techniques, therapeutic relationships, and behavioral concepts essential to psychiatric and general hospital patients. (Four hours of lecture, eight hours of clinical laboratory per week)

NUR 103: Transition to Associate Degree in Nursing (AND) **3**
Prerequisite: Acceptance into the advanced placement nursing program. Assists the Licensed Practical Nurse to move into the role of the associate degree nurse. Includes selected content on physical and psychological needs.

NUR 201: Nursing III **10**
Prerequisite: NUR 102. Preparation for giving family-centered nursing care and applying nursing principles/techniques in maternal care during maternity cycle/child care from conception through adolescence. (Five hours of lecture, ten hours of clinical laboratory per week)

NUR 202: Nursing IV **10**
Prerequisite: NUR 201. Focus on developing a coordinated approach to planning and implementing nursing care for patients with major health disorders. (Five hours of lecture, ten hours of clinical laboratory per week)

NUR 203: Nursing V **2**
Prerequisite: NUR 201. Seminar discussion of issues and trends in nursing, legal and ethical components, job opportunities, career satisfaction, continuing education, and professional responsibilities. (Two hours of lecture per week)

NUR 301: Application of Nursing Theory **2**
Prerequisite: RN status. Overview of the current theories in nursing practice and application of these theories as they relate to care of the client and professional nursing. Students will be expected to complete assignments related to nursing theories of interest.

NUR 303: Community Support Systems **4**
Prerequisite: RN status. An examination of support systems within the community for health maintenance and promotion, especially for under-served populations. Focuses on public health issues confronting those of need in the community. Clinical focus: choose an area of interest in regard to community support systems. Four hours clinical practicum and two hours lecture per week.

NUR 305: The Aging Population **4**
Prerequisite: RN status. Prerequisite: RN status. Overview of the aging process, with emphasis on health maintenance and health promotion in older adults. Societal issues and misconceptions regarding aging will be examined. Clinical focus: A relevant issue in aging. Four hours clinical practicum and two hours lecture per week.

NUR 306: Pathophysiology **3**
Prerequisite: RN status. This course provides the nursing professional an opportunity to synthesize concepts of disease processes across the life span with the goal of enhancing critical thinking, clinical decision making, and communication between health care professionals.

NUR 307: Nursing Assessment **2**
Prerequisite: RN status. Offers the BSN student an opportunity to develop excellent assessment and screening skills. Focus is on a holistic approach across the life span. The student will be required to do an in-depth physical assessment.

NUR 401: Transcultural Nursing **2**
Prerequisite: RN status. Transcultural nursing principles related to culturally competent health care. Examination of different cultures and subcultures, health care benefits and values affecting health care delivery. The course includes group experiences related to cultural diversity.

NUR 402: Vulnerable Populations **4**
Prerequisite: RN status. Examination of individuals and groups identified as under-served with regard to health care, including access and education. The homeless, mentally ill, chronically ill, and minorities will be among the groups examined. Clinical focus: Public health issues and a vulnerable population of student interest. Four hours clinical practicum and two hours lecture per week.

NUR 403: Nursing Leadership **4**
Prerequisite: RN status. Nursing leadership and management principles and their application to professional nursing practice. The concepts of decision making, priority setting, delegating, conflict resolution, and management of nursing care will be discussed. Four hours clinical practicum and two hours lecture per week.

NUR 404: Teaching and Learning in Nursing **2**
Prerequisite: RN status. Discussion of basic principles of teaching and learning. Students will identify client and/or student learning needs and develop and evaluate a teaching plan.

NUR 407: Nursing Research **2**
Prerequisite: RN status. An introduction to the basic concepts of the research process and statistical analysis of research data. Students will be expected to conduct a small research study, discuss the research process and research ethics, analyze current nursing research, and write a research report.

NUR 408: Drug Therapy in Nursing **2**
Prerequisite: RN status. An examination of pharmacotherapeutic agents across the life span. Discussion of the major classes of pharmacotherapeutic agents and nursing implications. Students will write a teaching plan for safe and effective medication administration for selected clients.

PHYSICAL EDUCATION

PHE 101: Volleyball **1**
Fundamental skills, techniques, terminology, and rules of volleyball. (Two labs per week)

PHE 102: Basketball **1**
Fundamental skills, techniques, terminology, and rules of basketball. (Two labs per week)

PHE 103: Football (Flag) **1**
Fundamental skills, techniques, terminology, and rules of flag football. (Two labs per week)

PHE 104: Softball **1**
Fundamental skills, techniques, terminology, and rules of softball. (Two labs per week)

PHE 105: Soccer **1**
Fundamental skills, techniques, terminology, and rules of soccer. (Two labs per week)

PHE 109: Beginning Swimming **1**
Designed to teach students basic skills in swimming, diving, and water safety. (Two labs per week)

PHE 110: Beginning Tennis **1**
Fundamental skills, techniques, terminology, and rules of tennis. (Two labs per week)

PHE 111: Track and Field **1**
Fundamental skills, techniques, terminology, and rules of track and field. (Two labs per week)

PHE 112: Badminton **1**
Fundamental skills, techniques, terminology, and rules of badminton. (Two labs per week)

PHE 113: Golf **1**
Fundamental skills, techniques, terminology, and rules of golf. (Two labs per week)

PHE 115: Archery **1**
Fundamental skills, techniques, terminology, and rules of archery. (Two labs per week)

PHE 116: Racquetball **1**
Fundamental skills, techniques, terminology, and rules of racquetball. (Two labs per week)

PHE 117: Bowling **1**
Fundamental skills, techniques, terminology, and rules of bowling. (Two labs per week)

PHE 118: Body Conditioning/Physical Fitness **1**
Designed to help the student understand the basis of physical fitness and develop a systematic program of exercise. (Two labs per week)

PHE 121: Karate I **1**
An introduction to physical and metaphysical aspects of the art of self defense, meditation, and relaxation. (Two labs per week)

PHE 122: Karate II **1**
An advanced course for students who are serious about the pursuit of the martial arts. (Two labs per week)

PHE 123: Aerobic Dance I **1**
Designed to improve the cardiovascular system and to promote an understanding of aerobics in the prevention of heart disease. (Two labs per week)

PHE 124: Aerobic Dance II **1**
Assists students in determining their level of cardiovascular fitness and in designing a personal aerobics program. (Two labs per week)

PHE 131: Alpine Skiing **1**
An individualized Alpine Skiing course taught by Certified Ski School instructors on the staff at SKI Butler. Individualized instruction at beginner, intermediate, advanced, and competition levels.

PHE 145: Intermediate Tennis **1**
Prerequisite: PHE 110. Review of beginning tennis skills. Emphasis on strategy and improvement of skills. (Two labs per week)

PHE 200: Lifelong Leisure Activities **2**
Prerequisite: PHE 109 or consent of instructor. Designed to teach basic skills related to water activities, golf, and bowling.

PHE 201: Team Sports Volleyball 1
Prerequisite: Physical Education major. Designed to expose the student to intermediate techniques of performance, and teaching techniques of volleyball. (One lecture, one lab per week)

PHE 202: Team Sports Basketball **1**
Prerequisite: Physical Education major. Designed to expose the student to intermediate techniques of performance, and teaching techniques of basketball. (One lecture, one lab per week)

PHE 203: Team Sports Football (Flag) **1**
Prerequisite: Physical Education major. Designed to expose the student to intermediate techniques of performance, and teaching techniques of flag football. (One lecture, one lab per week)

PHE 204: Team Sports Softball **1**
Prerequisite: Physical Education major. Designed to expose the student to intermediate techniques of performance, and teaching techniques of softball. (One lecture, one lab per week)

PHE 205: Team Sports Soccer **1**
Prerequisite: Physical Education major. Designed to expose the students to intermediate techniques of performance, and teaching techniques of soccer. (One lecture, one lab per week)

PHE 209: Beginning Swimming **1**
Prerequisite: Physical Education major. Designed to teach students basic skills in swimming, diving, and water safety. Either from the educational or recreational setting. Education majors will develop activity appropriate lesson plans.

PHE 210: Individual Sports Tennis **1**
Prerequisite: Physical Education major. Designed to expose the students to intermediate techniques of performance, and teaching techniques of tennis. (One lecture, one lab per week)

PHE 211: Individual Sports Track and Field **1**
Prerequisite: Physical Education major. Designed to expose the students to intermediate techniques of performance, and teaching techniques of track and field. (One lecture, one lab per week)

PHE 212: Individual Sports Badminton **1**
Prerequisite: Physical Education major. Designed to expose the students to intermediate techniques of performance, and teaching techniques of badminton. (One lecture, one lab per week)

PHE 213: Individual Sports Golf **1**
Prerequisite: Physical Education major. Designed to expose the students to intermediate techniques of performance, and teaching techniques of golf. (One lecture, one lab per week)

PHE 215: Individual Sports Archery **1**
Prerequisite: Physical Education major. Includes safety precautions, repairing and ordering equipment, coaching positions, shooting techniques, history of archery, tournament regulations and terminology utilized.

PHE 216: Individual Sports Racquetball **1**
Prerequisite: Physical Education major. Designed to expose students to intermediate and advanced techniques of performance and teaching strategies utilized in racquetball.

PHE 218: Teaching Body Conditioning **1**
Prerequisite: Physical Education major. Designed to expose the students to intermediate techniques of performance, and teaching techniques of body conditioning and physical fitness. (One lecture, one lab per week)

PHE 221: Karate I **1**
Prerequisite: Physical Education major. Designed to expose students to intermediate and advanced techniques of performance and teaching strategies utilized in Karate.

PHE 222: Karate II **1**
Prerequisite: PHE 221. An advanced course designed for students who wish to advance to different belt levels.

PHE 240: Intermediate Swimming **1**
Review of beginning swimming skills. Instruction in techniques of all strokes useful to recreational swimming. (Two labs per week)

PHE 257: Elementary Rhythmic and Dance Activities **2**
Designed to expose the prospective teacher to a variety of rhythmic and dance activities. (One lecture, one lab per week)

PHE 259: Movement and Gymnastic Activities for the Elementary School **2**
Designed to expose the prospective teacher to a variety of movement, gymnastic apparatus, stunt and tumbling activities. (One lecture, two labs per week)

PHE 310: Army Fitness Program **2**
Designed to help students understand and participate in a physical fitness training program. (Three labs per week)

PHE 320: Adapted Physical Education **3**
Prerequisite: PHE 331. Designed to familiarize students with conditions that limit individual participation in physical activity. (Two lectures, one lab per week)

PHE 323: Principles of Physical Education **3**
An introduction to the historical, philosophical, biological, physiological, sociological, and political principles of physical education and sports. (Three lectures per week)

PHE 324: Sports Injury: Prevention/Care **3**
Prerequisite: BIO 301. Designed to introduce the student to sports medicine. Laboratory experience is provided. (Two lectures, one lab per week)

PHE 330: Physiology of Exercise * **4**
Prerequisite: BIO 301. Designed to present the physiological effects of exercise on the various body systems. (Two lectures, two labs per week)

PHE 331: Kinesiology/Biomechanics **4**
Prerequisite: BIO 301. Designed to provide an understanding of the anatomical and mechanical aspects of human movement. (Three lectures, one lab per week)

PHE 332: Motor Development/Motor Learning **3**
Prerequisite: EDU 302. Introduces students to major concepts of motor development and motor learning. Includes application of these concepts to the teaching of motor skills.

PHE 333: Psychological and Sociological Aspects of Sports **3**
Prerequisite: PSY 200 or SOC 203. Aids the prospective teacher/coach to understand and apply the psychological and sociological concepts of sports and physical activity in the learning environment.

PHE 351: Lifeguard Training **2**
Prerequisites: CPR Certification, HED 107, and PHE 240 or comparable skills. Leads to certification by the American Red Cross. (Two labs per week)

PHE 352: Water Safety Instructor **2**
Prerequisite: PHE 240 or comparable skills. Training in teaching swimming. American Red Cross Water Safety Instructor certification upon successful completion. (Two labs per week)

PHE 355: Sports Officiating **2**
Intensive study of playing rules, rule interpretation, and techniques and mechanics of officiating. (Two lectures, one lab per week)

PHE 380: Coaching Competitive Athletics **2**
Introduction to the theories and practices pertaining to athletic performance and athletic management for coaching. (Two lectures per week)

PHE 381: Coaching Volleyball and Basketball **2**
Theory, strategy, and mechanics of coaching volleyball and basketball. (Two lectures per week)

PHE 382: Coaching Track and Field Events **2**
Theory, strategy, and mechanics of coaching track and field events. (Two lectures per week)

PHE 383: Coaching Soccer and Football **2**
Theory, strategy, and mechanics of coaching soccer and football. (Two lectures per week)

PHE 384: Coaching Baseball and Softball **2**
Theory, strategy, and mechanics of coaching baseball and softball. (Two lectures per week)

PHE 389: Legal Aspects of Coaching Athletics **2**
Provides the student with knowledge and understanding of applications of law to the specific areas of school physical education and athletic programs. (Two lectures per week)

PHE 390: Scientific Basis of Coaching **2**
Introduces the student to the scientific disciplines that undergird sound athletic coaching practices: sport psychology, bio-mechanics, and exercise physiology. (One lecture, one lab per week)

PHE 391: Psychology of Motor Learning **2**
Provides the student with knowledge and understanding of skill acquisition and motor performance applicable when participating in sport activities. (One lecture, one lab per week)

PHE 401: Tests and Measurements for Health and Physical Education **3**
Prerequisite: MAT 111. The theory of measurement and statistical techniques. Includes construction of tests and the measuring of physical fitness and motor performances. (Two lectures, one lab per week)

PHE 421: Organization and Administration of Health and Physical Education **3**
Prerequisite: PHE 323. Introduces the student to the principles, organization, and administration of school health, physical education, and intramural and interscholastic sports programs. (Three lectures per week)

PHE 423: Advanced Techniques in Athletic Training **3**
Prerequisite: PHE 324. Provides the students with advanced knowledge and understanding of athletic training including counseling, education, therapeutic modalities, rehabilitation techniques, and organization and administration of an athletic facility.

PHE 425: Athletic Training High Impact Field Experience **2**
Prerequisite: PHE 423. Students obtain high impact field experience under the direct supervision of a certified athletic trainer.

PHE 426: Assessment Procedures in Athletic Training **3**
Prerequisite: PHE 423. Provides the students with knowledge and skills necessary to perform evaluation and implement rehabilitation protocols to injured athletes. (Formerly PHE 424)

PHILOSOPHY

PHI 200: Introduction to Philosophy * **3**
An introductory study of some classical philosophical issues. Includes the mind-body problem; free will, determinism, and moral responsibility; and arguments concerning the existence of God.

PHI 210: Introduction to Logic **3**
An introductory study of the art of reasoning. Attention to fallacies, inductive inference, traditional Aristotelian logic, and the modern logic of truth-functions.

PHI 310: Moral Philosophy **3**
An introductory study of major issues in normative ethical theory and selected applied topics of social ethics, such as abortion and euthanasia.

PHI 330: Philosophy of Religion **3**
An analytical and critical investigation of arguments concerning the existence and nature of God. Notions of survival after death and the epistemology of religious claims.

PHI 390: Bioethics **3**
An exploration of ethical issues arising from modern biology and medicine, including altruism and sociobiology, abortion, birth control technology, euthanasia, and genetic engineering.

PHI 400: Metaphysics **3**
Prerequisite: PHI 200 or 210 or consent of instructor. A critical investigation of arguments concerning categorical concepts including time, space, modalities of existence, and causality.

PHI 490: Survey of Basic Mathematical Logic **3**
Prerequisite: PHI 210 or one course above MAT 111. A survey of sentential and quantificational language systems and their calculi. Includes proofs of functional completeness, meta-theorems, Goedel's proof, and elements of modal logic.

PHYSICAL SCIENCES

PHS 201: Physical Sciences I **3**
Prerequisite: Either completion of or testing out of remedial courses. An inquiry-based course covering basic principles of phenomena of the universe including motion, optics, planetary astronomy and meteorology.

PHS 202: Physical Science II **3**
Prerequisite: Either completion of or testing out of remedial courses. An inquiry-based course covering basic principles of physical phenomena of the universe, including electricity, energy, magnetism, stellar and galactic astronomy.

PHS 211: Earth and Environmental Science **3**
Prerequisite: Either completion of or testing out of remedial courses. An inquiry-based course covering topics in Earth and Environmental Sciences. Topics include internal and surface processes, the oceans, the atmosphere, and human interaction with the environment.

PHYSICS

PHY 207: Physics in Biological Science I **4**
Prerequisite: MAT 120. A study of rigid-body mechanics, gravitation, friction, elasticity, harmonic motion, sound, fluid mechanics, heat transfer, and kinetic theory, with particular attention to living systems. Included in the course are computer modeling and simulation exercises. (Three hours of lecture, two hours of laboratory per week)

PHY 208: Physics in Biological Science II **4**
Prerequisite: PHY 207. Continuation of PHY 207, with study of electricity, magnetism, electrical circuits, light, optical systems, molecular and atomic structure, and radiation. Included in the course are computer modeling and simulation exercises. (Three hours of lecture, two hours of laboratory per week)

PHY 211: General Physics I **5**
Prerequisite(s): MAT 131, or consent of instructor. Study of the calculus-based description of rigid-body mechanics, harmonic motion, sound, thermometry, and heat transfer. Included in the course are computer modeling, simulation and programming exercises. (Four hours of lecture, two hours of laboratory per week)

PHY 212: General Physics II **5**
Prerequisite: PHY 211 or MAT 132. Continuation of PHY 211. Electricity, magnetism, electrical circuits and devices, optics, atomic and molecular physics, kinetic theory and radiation physics are studied. Included in the course are computer modeling, simulation and programming exercises. (Four hours of lecture, two hours of laboratory per week)

PHY 311: Statics **3**
Prerequisites: PHY 211 and MAT 132. The analysis of gravitational, elastic, and frictional forces in static rigid bodies and structures. Included in the course are computer modeling, simulation and programming exercises. (Three hours of lecture per week)

PHY 320: Engineering Thermodynamics **4**
Prerequisites: PHY 211 and MAT 132. Equations of state, energy, enthalpy, and entropy of several fundamental physical systems; includes laws of thermodynamics applied to these systems and to common engines. Included in the course are computer modeling, simulation and programming exercises. (Three hours of lecture, two hours of laboratory per week)

PHY 340: Engineering Electromagnetics **4**
Prerequisite: PHY 212. Corequisite: MAT 231. Electric and magnetic forces; fields and potentials accompanying charge and current in vacuum/dielectrics/conductors. Motion of charged particles, electromagnetic waves, electrical circuits and devices. Included in the course are computer modeling, simulation, data acquisition, virtual instrumentation and programming exercises. (Three hours of lecture, two hours of laboratory per week)

PHY 361: Modern Physics **4**
Prerequisite: PHY 212. PHY 320 is recommended. Corequisite: MAT 232. Kinetic theory of gases; bonding forces (liquids/solids); statistical thermodynamics; thermal, electrical, and magnetic properties; photon and electron characteristics; atomic and nuclear structures and radiations. Induded in the course are computer modeling, simulation, data acquisition, virtual instrumentation and programming exercises. (Three hours of lecture, two hours of laboratory per week)

PHY 390: Special Topics in Physics * **3**
Prerequisite: Permission of instructor. Selected topics for individuals or small groups of students. For Applied Mathematics, Pre-Engineering. The course will be the senior exit activity using topics from the Engineering in Training Exam. The course may be repeated twice for credit.

PHY 399/BIO 399/CHE 399/COS 399/MAT 399: Undergraduate Teaching Experience **1**
Prerequisite: Consent of instructor. Students earn course credit for undergraduate teaching experience including but not limited to (1) assisting students during laboratory sessions, (2) helping to set up laboratories or lecture/lab quizzes, or (3) conducting PLTL-Excel type workshops for students. Course may be repeated for credit.

POLITICAL SCIENCE

POS 101: American Government **3**
A study of the formal and informal institutions of American national government and politics, including the Constitution, the presidency, Congress, the federal court system, etc.

POS 160: State and Local Government **3**
Prerequisite: POS 101 or consent of instructor. An examination of the structure and function of state and local political institutions, the forms of political participation, and various policy issues.

POS 201: Metropolitan Government 3
Prerequisite: POS 101 or consent of instructor. A study of municipal government and metropolitan problems, including politics, the role of the city council, the mayor, and the city manager.

POS 211: Introduction to Political Science 3
Prerequisite: POS 101 or consent of instructor. An introduction to the study of behavior in a political context, including an analysis of behavioral concepts such as political roles, groups, and power.

POS/PSY/SOC 300: Statistics for the BSS 3
Prerequisite: A background in basic algebra. This course serves as an introduction to the use of statistics as a method of describing and analyzing data from research in the behavioral and social sciences.

POS/PSY/SOC 301: Research Methods for the BSS 3
Prerequisite: POS/PSY/SOC 300 or consent of instructor. This course introduces the basic logic, knowledge, and skills of research design and methodology in the behavioral and social sciences.

POS 311: Comparative Government 3
Prerequisite: POS 211 or consent of instructor. An analysis of the major political systems of Europe, with emphasis on Great Britain, France, the German Federal Republic, and the Soviet Union.

POS 322: Legislative Process 3
Prerequisites: POS 101 and POS 160, or consent of instructor. A comprehensive study of legislative organization, procedures and problems governing the legislative power structure, the selection of legislators, and the roles they play.

POS 331: American Constitutional Law 3
Prerequisite: POS 160. An analysis of the constitutional development of separation of powers, federalism, the regulation of commerce, contracts, taxing and spending, and the state police power.

POS 355: Classical Political and Sociological Theory 3
Prerequisite: Consent of instructor. An examination of western political philosophy from Plato to Marx with emphasis on Plato, Aristotle, Machiavelli, Hobbes, Locke, Rousseau, and Marx.

POS 361: World Politics 3
An examination of the dynamics of world politics, international tension, conflict, and resolution.

POS 363: International Organizations 3
Prerequisite: Consent of instructor. An analytical examination of the origins and character of the various international organizations, especially the United Nations.
Its importance, relevance, and roles as instruments for solving conflicts in the global system will be explored.

POS 431: The Constitution and Civil Liberties 3
Prerequisites: POS 160 and POS 211. An examination of constitutional development: the definition of American rights in the areas of freedom of speech, press, assembly, association, and religion.

POS 446: American Political Executives 3
Prerequisites: POS 201, POS 211, and POS 331 or consent of instructor. An analytical examination of the powers, duties, and functions of American political executives in national, state, and local governments.

POS 461: American Politics 3
Prerequisite: POS 160 or consent of instructor. An advanced political science course that addresses the American political heritage. Specific emphasis is placed on the Constitution, political behavior, and electoral systems.

POS 462: Politics of Developing Nations 3
Prerequisite: POS 211. A comparative analysis of political culture, processes, and problems of selected nations, the majority of which have become independent since World War II.

POS 464: African Politics 3
Prerequisite: Consent of instructor. A survey course designed to introduce students to African political structure, its historical background, the impact of colonization, recent trends, and ideologies.

POS 291, 391, 491: Political Science Internship I, II, III 3-12
Prerequisites: Political Science major or minor and consent of instructor. A semester or session of supervised practical experience to complement classroom instruction. Final grade, placement, and number of semester credit hours determined by student's advisor.

POS 495: Directed Study in Political Science 3
Prerequisite: Consent of instructor. Course content, instructional activities, and student assignments are tailored to specific needs.

POS 499: Senior Colloquium * 3
Prerequisite: Senior Classification. This course is designed to develop analytical skills, interpretation and research; and to nurture intellectual self-reliance and critical thinking.

PSYCHOLOGY

PSY 200: General Psychology 3
A first course in human behavior. Among the topics covered are heredity and environment, development of the individual, motivation, emotion, perception, personality, and abnormal behavior.

PSY/POS/SOC 300: Statistics for the BSS 3
Prerequisite: A background in basic algebra. This course serves as an introduction to the use of statistics as a method of describing and analyzing data from research in the behavioral and social sciences.

PSY/POS/SOC 301: Research Methods for the BSS 3
Prerequisite: PSY /POS/SOC 300 or consent of advisor or instructor. This course introduces the basic logic, knowledge, and skills of research design and methodology in the behavioral and social sciences.

PSY 303: Theories and Methods in Developmental Psychology 3
Prerequisite: PSY 200. Theories and research methods of developmental psychology, including psychoanalytic, cognitive, and behavioral methodologies. The development of language, personality, cognition, and social behavior are also explored.

PSY 304: Experimental Psychology 3
Prerequisites: PSY 200. May be taken concurrently with PSY 301. An introduction to laboratory procedures and the use of experimental designs to study psychological processes. A laboratory course.

PSY 320: History and Systems of Psychology 3
Prerequisite: PSY 200 or consent of instructor. Exploration of the history of psychology as a scientific approach to understanding behavior from the ancient Greeks to the present, with a focus on the last two centuries.

PSY 399: Seminar in Psychology
Prerequisites: PSY 200, or consent advisor or instructor. A specific area of psychology will be studied based on current trends and students needs. This course serves as a precursor to Senior Colloquium. Students begin work on their Senior Colloquium papers as part of this course.

PSY 400: Abnormal Psychology 3
Prerequisite: PSY 200. A study of the nature and concept of abnormality; problems and schemes of classification; and the theories, symptoms, etiology, and treatment of deviant behavior.

PSY 401: Personality Theory 3
Prerequisite: PSY 200. Major theories of personality and personality development are closely examined, including psychodynamics, behavioral, trait, humanistic, cognitive, and other approaches.

PSY 402: Industrial Psychology 3
Prerequisite: PSY 200. Application of general principles of psychology to the industrial setting with emphasis on job analysis; worker analysis; work-fatigue accidents; human engineering; and worker effectiveness.

PSY/SOC 403: Social Psychology 3
Prerequisites: PSY 200 and SOC 203 or consent of advisor or instructor. A study of social and individual dynamics, social roles, attitude formation and change with emphasis on behavioral variation and social control.

PSY 404: Psychological Assessment 3
Prerequisite: PSY 200. A survey course of broad categories into which psychological assessment instruments and techniques can be divided and the study of existing assessment instruments and techniques.

PSY 407: Theories in Psychotherapy 3
Prerequisites: PSY 200 or consent of advisor or instructor. Approaches to the treatment of mental disorders as examined from a multidisciplinary prospective.

PSY 408: Learning and Motivation. 3
Prerequisite: PSY 200. The examination of behavior through principles of classical, operant, and cognitive learning theories and research, and through theories and research regarding motivation.

PSY 409: Cognitive Psychology 3
Prerequisite: PSY 200. An intensive study of the growing field of cognitive psychology. The course explores concepts of memory, attention, thinking, and language with reflections on information processing and artificial intelligence.

PSY 410: Physiological Psychology 3
Prerequisite: PSY 200. The study of the neurophysiological bases of behavior, with emphasis on neuroanatomy and the physiology of learning, motivation, emotion, and sensation.

PSY 411: Sensation and Perception 3
Prerequisites: PSY 200. Human sensory and perceptual processes will be examined. Major theories and experimental findings will be presented. Includes laboratory assignments.

PSY 413: Social Cognition 3
Prerequisites: PSY 200. This course explores the interface between social psychology and cognitive psychology. The topics examined include attribution theory, schemas, affect, behavior, and research methods in social cognition.

PSY 490; 491; 492: Psychology Practicum I, II, and III 1–6
Prerequisites: PSY 200, or consent advisor or instructor and advanced standing in psychology as either a Junior or a Senior. Advised reading, research, or pre-professional working/learning experience for advanced students in psychology. Usually taken independently and designed in collaboration with the instructor.

PSY 499: Senior Colloquium * 3
Prerequisite: Senior Classification. This course is designed to develop analytical skills, interpretation and research; and to nurture intellectual self-reliance and critical thinking.

PUBLIC ADMINISTRATION

PUA 301: Public Budgeting Processes 3
An examination of the managerial components of budgetary processes in the government agencies.

PUA 302: Public Sector Management 3
A survey of the managerial issues in the government agencies including organization, personnel, budget, political accountability, clientele relations, and human resources development.

PUA 303: Research Methods in Public Administration 3
Prerequisite(s): PSY/POS/SOC 300 or CJE/SOW 400 or consent of instructor. Application of social science research techniques to the problems of public sector management. Development of analytical perspectives in evaluating administrative research reports.

PUA 304: Comparative Administrative Systems and Policies 3
An analysis of public management in selected nations with specific focus on the comparison of public policies, programs, and their implementations.

PUA 305: Contemporary Public Policy Issues 3
An overview of selected public policy issues in America. The choice of topics may include tax policy, health care, welfare, and foreign policy.

PUA 322: Management Information Systems 3
Prerequisites: COS 100 or BUA 101. This course examines technical, psychological and behavioral aspects of information systems, life cycles, and information controls.

PUA/HED/SOW 371: Introduction to Public Health 3
Prerequisite: HED 221 or consent of instructor. A survey course that develops an understanding and appreciation for factors affecting health status and its contribution to individual and community health.

PUA 400: Policy Analysis and Program Evaluation 3
Prerequisites: PUA 305 or consent of instructor. Analysis of the impact of programs and policies in the public sector.

PUA 401: Organizational Behavior and the Bureaucratic Structure 3
A study of behavior in public organizations and practical use of organizational theories in effective public management.

PUA 402: Human Resources Management in Public Agencies 3
An introduction to human resource management. The topics may include recruitment, personnel development, job analysis, productivity, employee assistance services, and grievance analysis.

PUA 404: African Public Administration and Policies 3
Compares the administrative system of Sub-Saharan African countries in light of prevailing political, legal, economic, and cultural influences.

PUA 491: Internship 3
Prerequisites: Declared major or minor in Public Administration; not already employed full-time in the field; prior permission of the instructor. Integrates theoretical perspectives with work as an intern in a public or non-profit setting.

PUA 495: Directed Study 3
Prerequisite: Senior classification or consent of the dean. An organized course of readings, oral and written reports, and examinations arranged by a faculty member whose areas of specialization coincides with the student's interest.

PUA 497: Special Topics 3
Prerequisite: Senior classification or consent of instructor. A seminar for the discussion of special topics in public administration. May be repeated once.

PUA 499: Senior Seminar * 3
Prerequisite: PUA 302, 303, 305, and 400, or consent of the dean. A capstone experience for public administration majors. The seminar will integrate theory and research with practice.

PUA 500: Perspectives on Public Administration 3
Provides conceptual perspectives on management in the public sector. Topics covered include public policy, organization theory, management, planning, financial management, leadership, and intergovernmental relations.

PUA 501: Quantitative Methods 3
A study of statistical measures from a managerial perspective and the use of social science package computer programs for doing statistical analyses.

PUA 503: Research Methods and Policy Analysis 3
Prerequisites: PUA 501 or consent of instructor. An introduction to skills and concepts useful for research involving analysis and evaluation of public policy and programs.

PUA 504: Organization Theory 3
Surveys the theories of complex organizations. Special emphasis will be placed on theories dealing with public bureaucracies.

PUA 505: Managerial Computer Applications 3
This course provides students with hands-on experience using computer operating environments, text processing, electronic spreadsheets, and data bases. Introduces management information systems theory and related ethical issues.

PUA 506: Human Resource Management in the Public Sector 3
Provides students with an overview of personnel management concepts and focuses on various functions and laws which comprise the public personnel management.

PUA 600: Seminar on American Administrative Institutions and Public Policies 3
This seminar is designed for extensive reading and critical discussions about American administrative institutions, political behavior, and public policies.

PUA 605: Public Sector Economics 3
This course provides an introduction to microeconomics and macroeconomics. Emphasis is on the leading indicators and the institutions which shape public policy.

PUA 606: Grant Proposal, Development and Writing 3
A study of the technicalities and behavior patterns involved in writing grant proposals for government agencies and non-profit foundations. Hands-on experience in writing proposals provided.

PUA 607: Budgeting in Government Agencies 3
Applies budgetary principles and theories to the actual preparation of sample budget documents in the local, state, and federal agencies. Critical analysis of budget documents carried out in a series of class room exercises. Use of computer program in budget preparation will be introduced.

PUA 612: Human Resource Law 3
Prerequisites: PUA 506. Introduces students to varying regulations and concepts with which they must deal in administering the personnel functions of an organization.

PUA 614: Applied Human Relations 3
Applies human relations theory and practice to the public sector to develop a people-in-systems focus that will meet the needs of government workers.

PUA 615: Personnel Assessment 3
Prerequisites: PUA 506. Examines techniques used to make decisions concerning personnel selection, promotion, and performance appraisal. Documentation requirements, EEO concerns, and other issues affecting employee assessment are examined.

PUA 631: Seminar on Comparative and International Administration 3
Analyzes systems of public management and their political environment in selected countries of Africa, Asia, Europe, and Latin America.

PUA 632: Seminar on Comparative Economic Systems 3
Surveys economic systems of Western, Communist, and less developed countries. Topics include economic problems of developing nations and the impact of global political and economic trends.

PUA 633: Seminar on Development Administration 3
This course analyzes international development programs from managerial perspectives. Topics for discussion include program management, technology transfer, foreign aid, and administrative modernization.

PUA 680: Management Information Systems Administration 3
Prerequisites: PUA 505 or consent of instructor. This course introduces the student to the terminology, techniques and tools necessary for the public sector information systems administrator. The theoretical basis is in systems analysis and design, Decision Support Systems (i.e., management science and operations research), and computer/human interfaces.

PUA 682/COS 682: Seminar on Management Information Systems (MIS) 3
Prerequisites: PUA 680 or consent of the instructor. Topics include the use of computer hardware and software to retrieve data, manage databases, model alternatives, and prepare reports.

PUA 683/COS 683: Decision Support Systems 3
Prerequisites: PUA 680 or consent of the instructor. This course combines theory with the practical techniques of PERT, CPM, linear programming, modeling, "what if" analysis, break even analysis, and decision trees.

PUA 684: Networking and Data Communications for Public Sector Managers 3
Prerequisite: PUA 680. This course is designed to provide public sector managers who have limited technical knowledge with a basic understanding of current concepts and practices related to information technology networking and data communications.

PUA 685: Ethics for Public Sector Management 3
Enables students to recognize ethical dilemmas in public sector management, develop their skills of ethical analysis, and to be aware of their own personal moral judgments.

PUA 687: Advanced Topics in Public Administration 3
Focus on issues of current interest in the public sector. Topics include the determination, review, and analysis of timely public affairs topics. May be repeated twice.

PUA 689: Directed Study 3
Prerequisites: Presentation in writing of a detailed study plan, permission of the instructor who will direct the work, and approval by the academic unit head. Completion of approved project designed to provide the student with an opportunity to develop an area of expertise not covered by the regular curriculum. May be repeated once.

PUA 691: Human Resource Management Seminar 3
Prerequisites: PUA 506. Applied public sector personnel management as viewed from the theoretical, legal, and practical perspective. Special emphasis on the development of personnel policies and plans.

PUA 699: Internship in Public Administration 3
Prerequisite: Not already employed full-time in the field; prior permission of the instructor. Integrates theoretical perspectives with work as an intern in a public or non-profit setting.

PUA 797: Residence Credit for Thesis/ Professional Project 0
MPA students who have already earned 6 semester credit hours in PUA 798 and 799 may be registered for this course which will enable them to use university resources for research.

PUA 798: Professional Project 3
Prerequisite: Approval by a Public Administration faculty committee. Completion of a project approved by the committee involving direct participation in a government or volunteer agency, public interest group, or similar organization. Oral defense is required. May be repeated once.

PUA 799: Thesis **3**
Prerequisite: Previous approval by a Public Administration faculty committee. Independent and original research on a specialized topic in Public Administration. Oral defense is required. May be repeated once.

RECREATION

REC 101: Introduction to Recreation **3**
Special attention is given to the history of recreation, principles of organization, finance, administration, and supervision.

REC 201: Recreational Games and Sports **3**
Prerequisite: REC 101 or approval of chairperson. The theory and practice of teaching recreational games and sports needed in developing sound recreational programs.

REC 322: Inclusion and Special Recreation **3**
Prerequisite: REC 101 or approval of chairperson. Introduces students to the philosophy, objectives, and basic concepts of inclusive recreation. Field work required.

REC 343: Organization and Administration of Playgrounds and Recreation **3**
Focus on city problems as related to play and recreation, planning, authority and responsibility, programs, leagues, tournaments, equipment, supplies, and public relations.

REC 364: Camping and Camp Counseling **3**
Prerequisite: REC 101 or approval of chairperson. Includes theories and philosophies of camping and camp counseling. Emphasis on organizing and administering practical experiences in camping.

REC 390: Recreation Clinical Experience **3**
Prerequisites: PHE 355, REC 101, REC 201, REC 322, and senior classification. Course provides clinical experience in recreation dealing specifically with special populations.

REC 400: Recreation Field Experience **3**
Prerequisites: PHE 355, REC 101, REC 201, REC 322, and junior classification. Students engage in supervised leadership experiences in recreation agencies.

RELIGIOUS STUDIES

REL 201: Topics in Religion **3**
A survey of various questions and topics of the world's major religious traditions. Emphasizes historical, anthropological, and symbolic analysis and understanding.

REAL ESTATE

RES 101: Principles of Real Estate **3**
Introduction to areas of real estate as a professional field, including brokerage, agreements of sales, deeds, financing of real estate, mortgages, judgments, valuation appraisals and license law.

RES 102: Real Estate Marketing **3**
This course prepares students to market real property by teaching them the proper way to advertise property, to prospect for new clients, to show property, to negotiate contracts, and to close the transaction. Federal and state laws relating to real estate advertising and fair housing will be included.

RES 104: Real Estate Law **3**
Equips students with an understanding of legal principles governing real estate transactions with attention to sales, contracts, deeds, mortgages, title insurance, taxes, community property, and homestead law.

RES 201: Real Estate Valuation **3**
Introduction to the real estate market, including land values, construction costs, residential and commercial appraisals, and transactions of rental income into present value.

RES 202: Residential Construction **3**
Introductory course in design and construction of single family residences. Topics include site orientation, architectural styles, structural styles, interior planning, and construction methods and materials.

RUSSIAN

RUS 171: Elementary Russian I **3**
An introduction to the basics of Russian language and culture.

RUS 172: Elementary Russian II **3**
Prerequisite: RUS 171 or consent of instructor. A continuation of RUS 171 with emphasis on Russian grammar, pronunciation, vocabulary and some writing.

SOCIOLOGY

SOC 201: Economics of Food and Agriculture **3**
The course offers an introduction to agriculture economics and some basic tools and concepts essential to economic decision making.

SOC 202: Rural Communities: Legacy and Change **3**
Social problems of small communities are examined in changing rural America. The approach is sociological but interdisciplinary incorporating historical analysis and political economy.

SOC 203: Principles of Sociology **3**
Survey of the basic principles and concepts of sociology.

SOC/POS/PSY 300: Statistics for the BSS **3**
Prerequisite: A background in basic algebra. This course serves as an introduction to the use of statistics as a method of describing and analyzing data from research in the behavioral and social sciences.

SOC/POS/PSY 301: Research Methods for the BSS **3**
Prerequisite: SOC/POS/PSY 300 or consent of instructor. Introduces the basic logic, knowledge, and skills of research design and methodology in the behavioral and social sciences.

SOC 303: Cultural Anthropology 3
Prerequisite: SOC 203. Introduction to the scientific study of human culture; the examination of the ecological, historical, and evolutionary foundations of culture.

SOC 304: Race and Ethnic Relations 3
Prerequisites: SOC 203, HIS 101, and HIS 102. A sociological analysis of modern race and ethnic relations with attention given to black-white interaction, race prejudice, discrimination, cultural differences, and socio-cultural dynamics.

SOC 305: Contemporary Social Problems 3
Prerequisite: SOC 203. An examination of social issues and conflicts of society from a sociological perspective.

SOC 312: The Sociology of Poverty 3
Prerequisite: SOC 305. Investigation of the socio-cultural factors that contribute to poverty and deprivation in rural and urban settings.

SOC 314: Demography 3
Prerequisites: SOC 203 and SOC 300. Examination of the factors that affect growth, size, composition, and distribution of human populations; the components of population change and their relationship to socio-cultural variables.

SOC 320: Social Stratification 3
Prerequisite: SOC 203 or consent of instructor. Study of systems of social ranking in societies. Attention is focused on social classes in American societies and the distribution of power, prestige, and privileges.

SOC 343: Juvenile Delinquency 3
Prerequisite: SOC 203. The prerequisite may be taken concurrently. Study of the causes of delinquency as revealed through personal, family, and community-situational conditions.

SOC 350: Urban Sociology 3
Prerequisite: SOC 203. The prerequisite may be taken concurrently. Examination of social processes, including the emergence of leadership, the structure of authority, and the differentiation between and among urban institutions.

SOC 400: Internship 3
The internship offers experiential learning wherein students are assigned to research and agriculture extension mentors. The objective is to encourage careers in agriculture through direct experience.

SOC/PSY 403: Social Psychology 3
Prerequisite(s): PSY 200 and SOC 203, or consent of instructor. A study of social and individual dynamics, social roles, attitude formation and change with emphasis on behavioral variation and social control.

SOC 405: Sociological Theory 3
Prerequisite: Junior classification in Sociology. The social, cultural, and intellectual foundations of sociological theory.

SOC 423: Criminology 3
Prerequisite: SOC 203. The latter prerequisite may be taken concurrently. A study of criminology from the classical schools to the present, with special units on the professional criminal and white collar crime.

SOC 428: Applied Sociology 3
Prerequisite: Junior classification in Sociology. Examination of a broad range of perspectives for the application of sociological principles and techniques to human environmental problems and conditions.

SOC 430: Child Welfare Services 3
An historical analysis of child welfare as an institution and an in-depth study of programs, policies, practices and their impact on children, youth and families.

SOC 431: Social Change 3
Prerequisites: SOC 203 and 9 additional semester credit hours earned in upper-level Sociology courses. Open to seniors only. A seminar in which students present and defend independently developed projects on the dynamics of change.

SOC 490, 491, 492: Sociological Practicum I, II, III 1–6
Prerequisite: Consent of instructor. Arranged reading, research, or pre-professional working-learning experience for selected students in sociology.

SOC 499: Senior Colloquium * 3
Prerequisite: Senior Classification. This course is designed to develop analytical skills, interpretation and research; and to nurture intellectual self-reliance and critical thinking.

SOCIAL WORK

SOW 201: Career Choices in the Human Service Professions 3
An overview of professional practice for potential Social Work majors. Exposes students to various professional roles and encourages examination of Social Work as a career.

SOW 306: Human Behavior I 3
Prerequisite: SOW 201 or consent of instructor. Analyzes the development and behavior of persons from conception through young adulthood: biological, psychological, social, and cultural factors are examined.

SOW 307: Human Behavior II 3
Prerequisite: SOW 306 or consent of instructor. A continuation of Human Behavior I, this course examines human growth and development from middle-adulthood through old age.

SOW 308: Dynamics of Marriage and the Family 3
Prerequisite: SOC 203 or consent of instructor. An examination of diversity and change in marriage, family life, and women's roles and status, identifying areas of concern to helping professionals.

SOW 310: Foundations of Social Work Practice 3
Prerequisite: SOW 201 or consent of instructor. Provides the theoretical foundation for generalist practice, applying systems thinking to activities in the human services. Examines Social Work functions and tasks for effective service delivery.

SOW 314: Basic Skills for Human Services Professions *3
Prerequisite: SOW 310 or consent of instructor. Provides students an opportunity to develop skills in communication, interviewing, purposeful observation, recording, problem identification, and record keeping.

SOW 315: Advanced Skills in Social Work Methods 3
Prerequisites: SOW 308 and SOW 314. Development of techniques and skills in problem-solving with families, groups, communities, and organizations. Selected frameworks for Social Work intervention are explored.

SOW 321: Social Welfare Policies, Issues, and Programs 3
Prerequisite: SOW 201 or consent of instructor. Historical and philosophical development of social welfare as an institution and Social Work as a profession. Policy structures of public and private agencies are examined.

SOW 322: Social Welfare Policies, Issues, and Programs II 3
Prerequisites: SOW 310 and SOW 321, or consent of instructor. Analysis and interpretation of social welfare policies, programs and issues. Examines the influence of movements, ideologies, political conditions, and sociocultural attitudes on social welfare.

SOW/HED/PUA 371: Introduction to Public Health 3
Prerequisite: HED 221 or consent of instructor. A survey course that develops an understanding and appreciation for factors affecting health status and its contribution to individual and community health.

SOW/CJE 400: Statistics for Social Work 3
Prerequisite: A background in basic algebra. This course serves as an introduction to the use of statistics as a method of describing and analyzing data from research in Social Work with an emphasis on applied methods.

SOW 401/CJE: Research Methods for Social Work 3
Prerequisite: SOW 400 or consent of instructor. Introduces the basic logic, knowledge, and skills of research design and methodology in Social Work.

SOW 422: Field Instruction I 6
Prerequisite: Admission to Social Work Program. An educational experience under faculty direction in an approved social service agency. Students work approximately 24 hours per week providing services to various client systems.

SOW 423: Social Work Seminar I 3
Prerequisites: SOW 322 and consent of faculty. Corequisite: SOW 422. Students integrate knowledge, values, and skills learned in the classroom with their practice experience in an agency.

SOW 424: Field Instruction II 6
Prerequisites: SOW 422, SOW 423, and consent of faculty. Under faculty supervision, students work 24 hours per week in an approved social service agency.

SOW 425: Social Work Seminar II 3
Prerequisites: SOW 422, SOW 423, and consent of faculty. Taken in conjunction with SOW 424. Students are offered an opportunity to refine skills in problem-solving as a final preparation for professional practice.

SOW 430: Child Welfare Services 3
An historical analysis of child welfare as an institution and an in-depth study of programs, policies, practices, and their impact on children, youth, and families.

SOW 497: Special Topics in Social Work 3
A seminar for the discussion of specific topics concerning Rehabilitation Counseling offered by the University of Kentucky. May be repeated for credit no more than four times (12 hours of credit).

SPANISH

SPA 101: Elementary Spanish I 3
An introductory Spanish course with emphasis on elementary grammar, vocabulary building, reading and listening comprehension. Not for students with prior background in Spanish.

SPA 102: Elementary Spanish II 3
Prerequisite: SPA 101 or equivalent (prior background in Spanish or departmental test scores). Continuation of Spanish 101 with advanced work in grammar, vocabulary building, reading and listening comprehension.

SPA 201: Intermediate Spanish I 3
Prerequisite: SPA 102 or equivalent (prior background in Spanish or departmental test scores). More advanced work in grammar, vocabulary building, reading and listening comprehension, beginning emphasis on pronunciation and oral expression. Conducted in both Spanish and English.

SPA 202: Intermediate Spanish II 3
Prerequisite: SPA 201 or equivalent (prior background in Spanish or departmental test scores). Continuation of SPA 201 with greater emphasis on pronunciation and oral expression. Conducted in both Spanish and English.

SPA 303: Advanced Spanish I 3
Prerequisite: SPA 202 or equivalent. Intensive review of grammatical structures, with emphasis on reading, writing, speaking, and listening comprehension. Conducted in both Spanish and English.

SPA 304: Advanced Spanish II 3
Prerequisite: SPA 303 or equivalent. Intensive conversational practice to develop fluency, clarity, and precision in oral expression of ideas. Conducted in Spanish.

SPA 401: Survey of Peninsular Literature **3**
Prerequisite: SPA 303. A study of the social, economic, cultural and political life of Spain, combined with a study of representative authors and movements. Conduced in Spanish.

SPA 402: Survey of Latin-American Literature **3**
Prerequisite: SPA 303. A study of the social, economic, cultural and political life of Latin-America and Brazil, combined with a study of representative authors and movements. Conducted in Spanish.

SPEECH

SPE 101: Oral Communication **3**
Placement required concurrently with ENG 103 and ENG 099. An introduction to structured oral communication, concentration on the development and delivery of informative messages.

SPE 103: Interpersonal Communication **3**
The verbal and non-verbal aspects of human communication. Emphasis is placed on roles played by self-esteem, perception, trust, conflict, language, values, etc.

SPE 200: Public Speaking * **3**
Prerequisite: SPE 103. Deals with the preparation, delivery, and evaluation of speeches. Emphasis is placed upon the impromptu, the extemporaneous, and the written speech.

SPE 201: Group Discussion and Debate **3**
The theory and practice of small and large group discussion, and formal and informal debate strategies, emphasizing the individual's role within the group and on debate.

SPE 302: Interracial/Intercultural Communication **3**
Prerequisite: SPE 103. The study of communication strategies in different cultural and racial groups.

SPE 304: Oral Interpretation **3**
Prerequisite: SPE 103. Designed to equip the student with techniques for effective oral interpretation of such literature as the Bible, the Classics, dramatic literature, and poetry.

SPE 310: Persuasive Speaking **3**
Prerequisite: SPE 103. The study of the rhetorical aspects of speech in persuasive styles. Emphasis is placed on gathering, structuring, and orally presenting persuasive data.

SPE 315: Voice and Diction **3**
Prerequisite: SPE 200. A basic course offered to acquaint the student with the social, physiological, psychological, phonetic, and linguistic bases of speech communication.

SPE 401: Institutional Communication **3**
Prerequisite: Consent of faculty. Designed to acquaint the students with organizational structures and how they develop internal and external communication systems.

SPE 402: Public Relations **3**
Prerequisite: Consent of faculty. Study of public relations concepts. Students are given the opportunity to practice public relations theory in a variety of activities and organizations.

THEATRE

THE 107, 207, 307, or 407: Theatre Practicum I-IV **1**
Practical, supervised work with actual theatre productions. May be selected as performance or technical practicum in accordance with casting and other needs of stage productions.

THE 200: Introduction to Dance **3**
A survey of the history and aesthetics of dance in relation to society and to the other arts. Includes instruction in basic dance techniques.

THE 204: Introduction to Theatre **3**
Through readings, lectures, demonstrations, and active participation behind the scenes in an actual production, the student becomes familiar with theatre history, design, and tradition.

THE 210: World Drama **3**
Prerequisite: ENG 211. Study of western world dramatic literature from antiquity to Ibsen. Emphasis is on works which are examples of the major periods of drama.

THE 220: Modern Drama **3**
Prerequisite: THE 210. A study of dramatic literature from Ibsen to the present, illustrating the literary, historical, and social development of the modern era.

THE 250: Acting **3**
Laboratory class in the fundamentals, techniques, and practice of stage credibility and acting, emphasizing development of relaxation, self-exploration, stage presence, and other acting skills and actual participation in a live performance.

THE 260: Music Theatre I **3**
Prerequisite: THE 250. Development of skills in energizing, concentrating, and structuring. Energy concepts include physical, vocal, mental, and emotional energy. Concentrating concepts includes conceptualization and imagination.

THE 300: Interpretive Dance **2**
Prerequisite: THE 200 or consent of instructor. Theory and practice of techniques and composition. Emphasis is placed on execution of dance techniques for theatrical productions.

THE 305: Theatre History **3**
Prerequisite: THE 204. A survey of theatre from its primitive origins through the emergence of modern drama. Study of content and trends in dramatic literature and play production.

THE 360: Music Theatre II **3**
Prerequisite: Audition. A continuation of skills stressed in Music Theatre I. Emphasis on singing, moving, isolation of vocal mechanisms, physical response, reflecting, and rhythmic patterns.

THE 380: Play Directing **3**
Prerequisite: THE 250. A study of play direction and play analysis, blocking, line learning, and correct character portrayal. Students prepare a prompt book which details the director's plans.

THE 404: Stage Craft **3**
Study and guided practice in the theory, principles, techniques, materials, and development through plans of scene and lighting design for the contemporary theatre.

THE 408: Black Theatre **3**
Prerequisite: THE 204. Study of goals, careers, problems, dreams, and accomplishments of Black playwrights, actors, directors, choreographers, designers, critics, and theatre groups.

THE 410: Seminar in Theatre **2**
Prerequisite: Consent of faculty. Examination and discussion of the styles of theatre practices with special emphasis on elements of production relating to stylistic conception.

UNIVERSITY COURSES

UNV 101: University Orientation **3**
This course is designed to help students make a smooth transition (academic and social) to University life. The mechanics of the academic process, the resources and facilities available to them, and the environment in which they can develop new friendships and enjoy new experiences are addressed; a service learning component is required.

UNV 370: PRE*PAIR—Preparing for and Succeeding in Graduate School **2**
This course is designed to strengthen knowledge skills in subject areas that are considered particularly relevant to gaining admission to and succeeding in graduate degree programs.

University
Board of Regents

	Term Expires
Mr. Michael T. Alexander *Louisville, Kentucky*	2010
Ms. Karen Bearden Louisville, Kentucky	2007
Ms. Cornelia Calhoun (Staff Regent) *Frankfort, Kentucky*	2006
Mr. Leonard Clemons (Student Regent) Chicago, Illinois	2006
Ms. Laura M. Douglas *Louisville, Kentucky*	2006
Mrs. Yevette Haskins Campbellsville, Kentucky	2010
Dr. Tucker Landy (Faculty Regent) *Frankfort, Kentucky*	2007
Ms. JoJuana Leavell-Greene *Lexington, Kentucky*	2009
Ms. Marcia Milby Ridings *London, Kentucky*	2008

PRESIDENTS OF THE UNIVERSITY

Mr. John H. Jackson
1887–1898, 1907–1910

Mr. James E. Givens
1898–1900

Mr. James S. Hathaway
1900–1907, 1910–1912

Mr. Green P. Russell
1912–1923, 1924–1929

Mr. Francis M. Wood
1923–1924

Dr. Rufus B. Atwood
1929–1962

Dr. Carl M. Hill
1962–1975

Dr. William A. Butts
1975–1982

Mr. Raymond M. Burse
1982–1989

Dr. John T. Wolfe, Jr.
1990–1991

Dr. Mary Levi Smith
1991–1998

Dr. George Willis Reid
1998–2002

Dr. Paul E. Bibbins, Jr.
Interim
2002

Dr. William H. Turner
Interim
2003–2004

Dr. Mary Evans Sias
2004–

UNIVERSITY ADMINISTRATIVE OFFICERS

Mary Evan Sias—*President*
B.A., Tougaloo College; M.B.A., Abilene Christian College; M.S., University of Wisconsin at Madison; Ph.D., University of Wisconsin at Madison
Steve Mason—*Executive Assistant to the President*
B.S., Kentucky State University; M.P.A., Kentucky State University
Juanita W. Fleming—*Provost/Vice President for Academic Affairs*
B.S., Hampton University; M.A., University of Chicago; Ph.D., Catholic University of America
Rubye Williams Jones—*Vice President for Student Affairs and Associate Provost for Enrollment Management*
B.S., Texas Woman's University; M.A., Texas Woman's University; Ph.D., Texas Woman's University
Hinfred McDuffie—*Vice President for External Relations and Development*
B.S., Tuskegee University; M.S.S., Alabama State University
Alice Bursey Johnson—*Vice President for Finance and Business Affairs*
Angela Curry—*General Counsel*
J.D., Boston University
Derita Ratcliffe—*Director of Athletics*
M.S., Virginia Polytechnic Institute and State University
Wanda Long—*Internal Auditor*
B.S. University of Louisville; M.Ed. University of Louisville
Nathan Rall—*Director of Institutional Research and Effectiveness*
B.A., Tuskegee University; B.S., Tuskegee University; M.B.A., Nova Southeastern University

ACADEMIC AFFAIRS

Juanita W. Fleming, Ph.D.—*Provost/Vice President for Academic Affairs*
Sam O. Oleka, Ph.D.—*Dean, College of Arts, Social Sciences, and Interdisciplinary Studies*
Gashaw Lake, Ph.D.—*Dean, College of Professional Studies*
Charles Bennett, Ph.D.—*Dean, College of Mathematics, Science, Technology and Health*
Rubye Jones, Ph.D.—*Vice President for Student Affairs and Associate Provost for Enrollment Management*
John B. Martin, M.M., M.S.—*Registrar*
Yolanda Cherie Benson, M.P.A.—*Assistant Registrar*
James A. Burrell, M.A.—*Director of Admissions*
Kathy Peale, J.D.—*Associate Director of Admissions*
Carol Parks, M.S.—*Director of Testing/C.P.C.P.*
Carmella A. Conner, M.S.Ed.—*Director of Financial Aid*
Funwi Ayuninjam, Ph.D.—*Director of Global Education and Programs*
Deborah Mapp-Embry, M.A.. Ed.D.—*Director, First-Year Experience Program*
Harold R. Benson, Ph.D.—*Director of Land Grant Programs*
E. Terry Magel, Ph.D.—*Director of Continuing and Distance Education*
Roberta Mason, B.A.—*Coordinator of Community Programs*
N'Namdi Paskins—*Coordinator of Interactive Television Programming*
Diane Garrison, M.B.A.—*Coordinator of Academic Computing*
Karen C. McDaniel, M.S.L.S.—*Director of Blazer Library*
Anne S. Butler, Ph.D.—*Director of the Center of Excellence for the Study of Kentucky African-Americans*
Sue Stamper, M.A.—*Director of Academic Enhancement and Retention*
Melanie Halliday, M.A.—*Special Assistant to the Vice President for Academic Affairs*
Herman Walston, Ph.D.—*Director of Sponsored Programs*
Mark Garrison, Ph.D.—*Director of Graduate Studies*

FINANCE

Alice Bursey Johnson—*Vice President for Finance and Business Affairs*
Keith Shipman—*Budget Officer*
Keith Phillips—*Interim Comptroller*
Phil Gniot, B.S.—*Executive Director of Human Resources*
Tonya Montgomery—*Director of Purchasing*
Natalie T. Turner, M.P.A.—*Bursar*
Edward Fields, B.A.—*Director of Computer and Information Services*
Mike Rosenstein, B.B.A.—*Director of Telecommunications*
Marvin Mills, B.S.—*Director of Facilities Services*
Michelle Brown-Rall, AICP, Assoc. AIA—*Associate Vice President of Facilities Management*
R.Grey Mandeel, M.S.—*Safety Officer*

STUDENT AFFAIRS

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Reginald Davis, M.A.—*Assistant Vice President for Student Affairs*
Veleria B. Shavers, M.P.A.—*Director of Counseling/Career Planning and Placement*
Mary T. Fields, R.N., M.P.A.—*Director of Student Health Services*
Leslie K. Thomas, M.A.—*Director of Student Life*
Donnie Turner, B.A.—*Chief of University Police*

UNIVERSITY ADVANCEMENT

Hinfred McDuffie, M.S.S.—*Vice President for External Relations and Development*
Nancy C. Fain, Ph.D.—*Associate Vice President for External Relations and Development and Associate Director of Land Grant Program*
Garland Higgins, M.S.—*Director of Alumni Relations*
David Shabazz—*Director of Public Relations*

FACULTY OF THE UNIVERSITY

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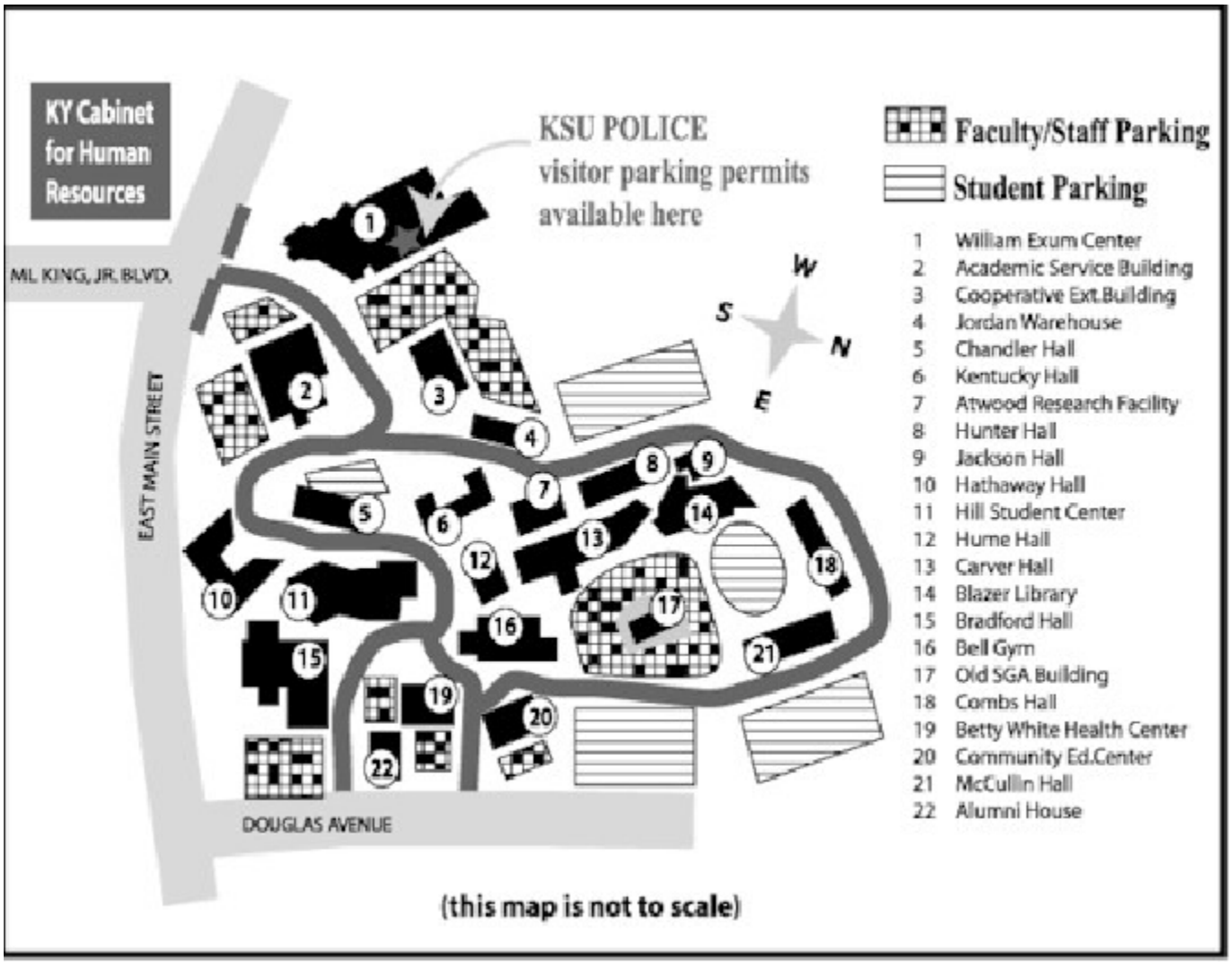

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