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# Academic Information

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## Academic Requirements and Regulations

### Course and Organizational Information

**Division of the School Year**—The academic year of Western Kentucky University is divided into two semesters consisting of sixteen weeks, a 13-week summer term, and a three-week winter term. The opening and closing dates are given in the Academic Calendar, which is published yearly. Specific information about the summer and winter terms is available at [www.wku.edu/delo](http://www.wku.edu/delo).

**Unit of University Credit**—The unit of credit is a semester hour.

**Classification of Students**—Beginning students are classified as freshmen; students with a minimum of 30 semester hours earned, as sophomores; 60 hours earned, as juniors; and 90 hours earned, as seniors.

**Course Load**—To be considered a full-time undergraduate student, one must carry a minimum of 12 hours each semester. Students who wish to enroll for 20-21 semester hours must have a cumulative grade point average of 3.3 or above.

**Registration and Student Schedule Changes**— After classes begin, registration for a full-time course load and/or changes in schedules may be made only within the first six class days of a semester or the first three days of a bi-term. Courses that do not meet at least twice during the first six class days may be added through, but not past, the day of the second class meeting.

During a semester, a student may withdraw from a course with a grade of "W" or "F" under the following conditions. It is recommended faculty members inform students of this "W" period deadline.

- A student is permitted to withdraw from any course with a grade of "W" through the midpoint of the semester. See the Academic Dishonesty section for exception information.
- After the midpoint of the semester, any student dropping a course receives an automatic "F." However, when there are extenuating circumstances, and at the discretion of the faculty member and the department head, the student may be permitted to withdraw with a "W" instead of "F."

During a bi-term, a student may drop a course with a grade of "W" or "F" under the following conditions:

- A student is permitted to withdraw from any course with a grade of "W" through the midpoint of the bi-term.
- After the midpoint of the bi-term, any student dropping a course receives an automatic "F." However, when there are extenuating circumstances, and at the discretion of the faculty member and the department head, the student may be permitted to withdraw with a "W" instead of "F."

**Attendance Policy**—Registration in a course obligates the student to be regular and punctual in class attendance. Students should make certain their names are on the class roll. If an error has been made in registration, it is the student's responsibility to see the error is corrected in the Office of the Registrar. It is the individual instructor's responsibility to inform students of the guidelines for implementing the instructor's attendance policy, in writing within one week of the start of the pertinent semester/term/summer session. Students who cease attending class are expected to report to the Office of the Registrar to initiate withdrawal procedures. Withdrawal deadlines are published each term in the Registration Guide.

Excessive absenteeism frequently contributes to poor academic achievement. An instructor who determines a student's absenteeism is inconsistent with the instructor's stated policy should either counsel with the student or request the Advising and Career Development Center arrange a counseling session with the student. Excessive absenteeism may result in the instructor's dismissing the student from the class and recording a failing grade, unless the student officially withdraws from the class before the withdrawal deadline. If the student withdraws from the university after the end of the official withdrawal period, excessive absenteeism may be one of the considerations in the instructor's deciding whether circumstances justify a "W" or an "F" in the course. The normal appeal process is available to the student who wants to appeal the decision of the instructor.

When a student is absent from class because of illness, death in the family, or other justifiable reasons, it is the student's responsibility to consult the instructor at the earliest possible time. Contact ACDC for guidance (270) 745-5065. The ACDC provides class attendance notification services as requested by students and faculty. When requested by students, notifications of absences resulting from personal emergencies are relayed to faculty. In addition to this official notification, it is the student's responsibility to contact each professor to make arrangements to complete missed assignments and tests. The ACDC also notifies students of excessive absences reported by faculty.

Students who, without previous arrangement with the instructor or department, fail to attend the first two class meetings of a course meeting multiple times per week or the first meeting of a class that meets one time per week MAY be dropped from the course. Nonattendance for a web-based course shall be defined as failure to perform meaningful academically-related activity (including, but not limited to, the following: submitting an academic assignment, taking an exam, participating in an online discussion about academic matters) within one week of the course start date without previous arrangements with the instructor or department.

**Attendance Notification**

The ACDC provides class attendance notification services as requested by students and faculty. When requested by students, notifications of absences resulting from personal emergencies are relayed to faculty. In addition to this official notification, it is the student's responsibility to contact each professor to make arrangements to complete missed assignments and tests. The ACDC also notifies students of excessive absences reported by faculty.

**Military Absence Policy for Official Military Duties and Veteran Administration Medical Appointments —**

Instructors are expected to show flexibility to Military and Veteran students who have required absences due to military duties or Veteran Administration medical appointments. These absences are mandated and beyond the students' control. Instructors should not penalize absences of this type in any way. Accommodations and specific timeframes to make up all missed assignments, quizzes, and tests will be given and mutually agreed upon by the instructor and student. Students are responsible for notifying faculty members of absences as far in advance as possible, when possible, and for ensuring that their absence is documented. Absences can be verified by official orders, appointment notifications, or through the Office of Military Student Services. Students called to duty for an extended amount of time should be referred to the Military Withdrawal policy.

**Auditing of Courses**—An auditor enrolls and participates in a course without expecting to receive academic credit. The same registration procedure is followed, and the same fees are charged as for courses taken for credit. An audited course is not applicable to any degree or certificate program.

Regular class attendance is expected of an auditor. Other course requirements, which may be obtained in writing from the instructor, will vary depending on the nature of the course. Students interested in auditing a course should secure permission from the instructor and discuss course requirements prior to enrolling. Failure to meet course requirements may result in the auditor being withdrawn from the course at the request of the instructor. A successful audit will be recorded on the transcript with the designation AU.

Any change from audit to credit must be done by the last day to add a class. Changes from credit to audit must be done by the last day to drop a class with a grade of "W." Refunds for withdrawals from audited courses will be prorated on the same basis as refunds for withdrawals from courses taken for credit.

**Global Studies Designation**—WKU offers all students the opportunity to earn a Global Studies Designation as part of their undergraduate education. This designation may be combined with any major.

Students who complete the requirements outlined below will receive the "Emphasis in Global Studies" designation on their official transcript.

Requirements include:

1. Completion of a minimum of twenty-four (24) credit hours of coursework with substantial international content. More than 200 courses are approved to meet this requirement. Any of the approved courses can also be used to meet major, minor, or Colonnade requirements, as appropriate. As part of this requirement, the following conditions must also be met:
  - a. No more than nine (9) credit hours may be counted from any one discipline.
  - b. At least three (3) different departments must be represented.
  - c. Students must achieve an overall minimum GPA of 2.5 in the international content courses in order to receive the "Emphasis in Global Studies" designation.
2. Completion of a minimum of six (6) credit hours of modern language, either six hours in one language or three hours each from two languages. *This requirement must be met in addition to the twenty-four hours of international content coursework above.*
3. Completion of an approved credit-bearing international learning experience that could include study abroad, an internship abroad, service learning abroad, research abroad, or international student teaching.

More information regarding the Global Studies Designation may be found at <http://www.wku.edu/studyabroad/students/globalstudies.php>. Students are encouraged to contact the Office of Study Abroad & Global Learning at [study.abroad@wku.edu](mailto:study.abroad@wku.edu) or (270) 745-5334 with any questions.

**Undergraduate Student Enrollment in Graduate Courses**—Undergraduate students at Western Kentucky University may request to enroll in graduate courses by submitting an "Undergraduate Taking Graduate Courses" form to The Graduate School. Conditions for approval include:

- at least 75 undergraduate credit hours earned; and
- a minimum cumulative GPA of 3.0

Undergraduate students may accumulate a maximum of 12 graduate credits. In addition, undergraduate students are restricted to a maximum of 15 hours enrollment per term, including graduate and undergraduate credits. All graduate coursework will be on the graduate transcript. To move the coursework to the undergraduate transcript students should contact the Office of the Registrar.

**Schedule Changes by the University**—The institution reserves the privilege at all times of canceling any course for which the enrollment is not sufficient to justify its continuation and to make any other adjustments in the schedule that seem necessary.

**Changes in Offerings and Policies**—The University reserves the right to make changes as required in course offerings, academic policies and other rules and regulations affecting students to be effective whenever determined by the University.

**Academic Freedom**—The University desires every student experience freedom in academic pursuits. Academic freedom, however, is not irresponsibility—it is the opportunity to pursue truth.

### **Grade-Related Information**

**Grade Point Average**—The overall grade point average is defined as the ratio of the total number (including transfer work) of quality points to the total number of GPA hours attempted. The WKU grade point average is defined as the ratio of the total number of quality points to the total number of GPA hours attempted for courses taken only through Western Kentucky University.

**Grade Recording**—Grades are recorded by the Office of the Registrar as reported by the faculty at the end of each term. No grade filed in that office may be changed except via a written statement from the instructor certifying that an error has been made. All conditions must be removed before the student will be recommended for any certificate or degree.

**Grade Reports**—It is recommended that some graded evaluation be accomplished by the end of the first six weeks equal to at least 20% of the student's final grade. Final grades are accessible online through TopNet.

**Developmental Course Grading**—Courses numbered 050-099 are developmental courses; grades earned in these courses will not count toward the student's GPA, but shall be considered in determining eligibility for financial aid and academic probation status. Credit hours earned in developmental courses are not degree applicable.

**Grading and the Quality Point System**—Within one week of the start of the pertinent semester/term/summer session, the instructor will provide students a written statement of the factors to be considered in determining grades and the specific weight to be assigned to each of these factors. The letters A, B, C, D, F, P and X are used by the University to indicate the student's academic proficiency. These letters have the following significance:

**A**—Excellent, valued at four quality points per semester hour.

**B**—Good, valued at three quality points per semester hour.

**C**—Average, valued at two quality points per semester hour.

**D**—Below average, unsatisfactory, valued at one quality point per semester hour. (A "D" gives credit toward a degree. The student's overall grade point average, however, must be a 2.0 or better to meet the requirements for graduation.)

**F**—Failure, valued at no semester hours earned and no quality points.

**FN**—Failure due to nonattendance, or ceasing to attend, up to and including the 60% point of a term, valued at no semester hours earned and no quality points. Nonattendance shall be defined as failure to perform meaningful academically-related activity including, but not limited to, the following: submitting an academic assignment, taking an exam, participating in an online discussion about academic matters.

**P**—Pass, credit is awarded toward a degree, but no quality points are assigned. The "P" designation is restricted to specific courses approved for its use.

**X**—Incomplete. A grade of "X" is given only when a relatively small amount of work is not completed because of illness or other reason satisfactory to the instructor. A grade of "X" will automatically become an "F" unless removed within twelve (12) weeks of the next full term (summer term excluded.) An incomplete must be removed within this twelve-week period regardless of whether the student is registered for additional work in the next term. A student should work with the instructor who assigned the incomplete on an independent basis in order to complete the necessary assignments. A grade of incomplete is not used under any circumstances as a substitute for "F" or "W."

The designations AU, W, NR, ER, NG and IP are not included in the determination of grade point average and are used in the following cases:

**AU**—Auditor of a course (See "Auditing of Courses" for additional information.)

**W**—Officially Withdrawn.

**NR**—No report. Grades for an entire class were not received by the Office of the Registrar in time for processing. The designation “NR” is not to be used as a grade for individual students.

**ER**—Error in reporting. This designation is used by the Office of the Registrar when a grade is not reported for an individual student.

**NG**—No grade. A grade is not appropriate to the course. The “NG” designation is restricted to specific courses approved for its use.

**IP**—In Progress. The IP designation is restricted to specific courses designed to span more than one term. Unless approved otherwise, an IP designation unresolved at the end of one year after its assignment will be converted to an “F.”

Transfer work submitted will be equated to our internal scale and denoted as such on your record.

**Repeating Courses**—An undergraduate student is permitted to repeat a maximum of six courses. Only two courses in which a grade of “C” or above has been earned may be repeated.

Credit for a course in which a grade of “F” has been received can be earned only by repeating the course in residence unless prior approval is given by the head of the department in which the course was taken. A course in which a grade of “D” has been received may be repeated at another accredited institution.

A course that has been failed cannot be repeated by WKU On Demand (independent learning) without special permission from the department head. A student may not repeat by proficiency testing a course that has been previously taken or failed at WKU or another accredited institution.

If a course is repeated, the higher of the two grades will be counted in computing the grade point average; if the course is repeated a second time, the two higher grades combined will be used in computing the grade point average. The grade received for each attempt will continue to appear on the student’s academic record. A student may attempt a single course no more than three times.

WKU does not guarantee the right to repeat any course. Courses may be deactivated, discontinued, or offered on a different schedule.

The Committee on Credits and Graduation has the responsibility for hearing appeals from students regarding the application of these regulations.

An appeal for special permission to repeat a course in the major or minor beyond the third attempt will be considered only upon the recommendation of the head of the department involved, and then only if special consideration is needed to raise the average in that subject to the minimum required.

Students seeking special consideration to repeat a course beyond the third attempt in the general education requirements and in free electives must first consult with the University Registrar. If, after this conference, an appeal is deemed appropriate, the Committee on Credits and Graduation will consider the student’s request.

**Transcripts**—Transcripts will be released at the written request of the student and in conformity with university policy and existing state and federal statutes pertaining to the release of student academic records. The official academic record is the property of the University. Consequently, the University reserves the right to withhold the release of a transcript of that record if the student has an obligation to the University. Transcript request information is available on the Office of the Registrar website at [www.wku.edu/registrar/transcript\\_request.php](http://www.wku.edu/registrar/transcript_request.php).

## **Academic Standing, Probation, and Appeal**

**Academic Standing** — To be eligible for continuous enrollment without being placed on academic probation, a student must maintain a 2.0 in both the overall grade point average (GPA) and the total institution GPA (i.e., courses taken at WKU). Note: At the end of each academic term, students may access TopNet to obtain their term GPA, their total institution grade point average, and their overall grade point average.

**Academic Warning** — If a student’s term GPA falls below the 2.0 requirement, but the student satisfies the 2.0 requirement for the institutional GPA and the overall GPA, the student’s new academic standing is Academic Warning. Students whose academic standing falls to Academic Warning will be asked to attend an Academic Warning Workshop during the first week of classes of the term following the change in academic standing. In this workshop, students will learn what it means to be on Academic Warning, what the implications are for not raising their GPA, and what resources are available on campus to help them succeed in their coursework.

**Academic Probation** — If a student’s institutional GPA and overall GPA falls below the 2.0 GPA requirement the student is placed on Academic Probation. A student on Academic Probation is allowed continued enrollment on a semester – by – semester probationary status as long as the student achieves a 2.0 grade point average each term until returning to academic Good Standing. The Academic Probation and dismissal processes for Western Kentucky University are administered by the ACDC. The ACDC uses The Best Expectation Programs (BEP) and The Learning Center (TLC) to provide students on Academic Probation with resources to achieve academic Good Standing.

Students on Academic Probation are required to participate in the Best Expectation Programs (BEP) through the Advising and Career Development Center (ACDC).

**Academic Dismissal** — Any student who fails to earn a term GPA of 2.0 or higher while on Academic Probation is academically dismissed and is not eligible to enroll in WKU classes for one calendar year (except as specified in the Academic Renewal Policy). Academic status for all students who complete a term is shown on TopNet. It is the student's responsibility to stay informed of his/her academic status and to improve academic performance until he/she is returned to good standing status.

**Academic Dismissal Appeal Procedure** — Students who are academically dismissed may file an appeal with Academic Appeal Committee through the ACDC. The Academic Dismissal Appeal Committee may dismiss the student from the University or allow the student continued enrollment under academic probation status with stated restrictions for one additional term. A student dismissed from the University by the Academic Dismissal Appeal Committee may appeal the decision to the Executive Appeals Committee. If the Executive Appeals Committee approves an appeal, the student will be permitted to register for an additional semester on academic probation with conditions determined by the Executive Committee at the time of approval. Detailed operational procedures followed by the University Academic Dismissal Appeal Committee may be obtained from the ACDC located in the Downing Student Union 2141.

Students who are either dismissed or who voluntarily withdraw due to academic deficiencies are eligible to reapply for readmission after one calendar year of absence from WKU. Readmission will be determined according to WKU admission standards at the time of application for readmission. Applications for readmission are to be filed with the Office of Admissions by published deadlines.

**Academic Offenses** — The maintenance of academic integrity is of fundamental importance to the University. Thus, it should be clearly understood that acts of plagiarism or any other form of cheating will not be tolerated and that anyone committing such acts risks punishment of a serious nature.

A student who believes a faculty member has dealt unfairly with him / her in a course involving academic offenses such as plagiarism, cheating, or academic dishonesty, may seek relief through the Student Complaint Procedure. Questions about the complaint procedure should be directed to the Student Ombuds Officer at (270) 745-8985 or [student.ombudsman@wku.edu](mailto:student.ombudsman@wku.edu).

- **Academic Dishonesty** — Students who commit any act of academic dishonesty may receive from the instructor a failing grade in that portion of the coursework in which the act is detected, or a failing grade in the course without possibility of withdrawal. The faculty member may also present the case to the Office of Student Conduct for disciplinary sanctions.
- **Cheating** — No student shall receive or give assistance not authorized by the instructor in taking an examination or in the preparation of an essay, laboratory report, problem assignment, or other project that is submitted for purposes of grade determination.
- **Plagiarism** — To represent written work taken from another source as one's own is plagiarism. Plagiarism is a serious offense. The academic work of a student must be his/her own. One must give any author credit for source material borrowed from him / her. To lift content directly from a source without giving credit is a flagrant act. To present a borrowed passage without reference to the source after having changed a few words is also plagiarism.
- **Other Types of Academic Dishonesty** — Other types of academic offenses, such as the theft or sale of tests, should be reported to the Office of Student Conduct at (270) 745-5429 for further action.  
<http://www.wku.edu/studentconduct/process-for-academic-dishonesty.php>.

**Academic Renewal** — An academic renewal program is available to qualified undergraduate students. Academic renewal prevents the voided coursework from counting toward graduation and the computation of the grade point average; however, the voided coursework will remain a part of the transcript. Qualified undergraduate students must have either at least 60 credit hours (counting hours before and after readmission) or not attended any accredited college or university for at least two previous years. If further courses are required to graduate, students must have a cumulative grade point average, since readmission, of at least 2.0 (with no grade below "D"), computed at the end of the term in which the student completes the lesser of 12 semester hours of courses numbered 100 or above or the number of such hours required to fulfill all other graduation requirements with the exception of GPA.

WKU accepts transfer credit retained through academic renewal at other institutions but will use grades from those courses for the computation of the higher education grade point average.

Students requesting academic renewal are required to complete and submit the "Petition for Academic Renewal" form to their department head or equivalent, indicating whether one semester or all previous coursework is to be voided. The approved form will be sent to the Office of the Registrar for final processing. No student may declare academic renewal more than once.

**Withdrawal from the University**—For various reasons it is occasionally necessary for a student to withdraw from the University. Prior to the midpoint of the semester, students may use TopNet to withdraw. After the midpoint of the semester, the student should report to the Office of the Registrar to initiate withdrawal procedures. Students leaving the institution without an official withdrawal will receive failing grades in all courses in which they are enrolled and endanger their future status in the institution. Students withdrawing after the midpoint of the semester, a bi-term or comparable period during a summer session must consult with their instructors as to the withdrawal grade. The official date of the withdrawal is the date the withdrawal is processed on TopNet or the written notice is received in the Office of the Registrar. Students wishing to return to WKU at a later date must submit an application for readmission prior to the deadline for submitting applications.

In special circumstances, as described below, a complete withdrawal from the University after the mid-point of a term will be considered. Request forms are available on the Office of the Registrar website at [www.wku.edu/registrar/withdrawal.php](http://www.wku.edu/registrar/withdrawal.php).

- **Administrative Withdrawal** — A request for an administrative withdrawal is initiated by the University because of a disciplinary situation or when, in the professional judgment of a health care provider, psychologist and/or university administrator, there is reason to believe a student is a substantial threat to him/herself or interferes with the welfare of other members of the University, the education process, or the orderly operation of the University. The Vice President for Enrollment and Student Experience or the Associate Vice President for Academic Affairs, or their respective designees, will notify the student of the involuntary withdrawal, and the University Registrar will be directed to withdraw the student from all classes in which the student is currently enrolled and cancel registration that has occurred for any future terms. The Office of the Registrar will notify the student's instructors of the withdrawal, and "W" grades will be recorded for the term in progress. A student who is administratively withdrawn will have a registration hold placed by the Vice President for Enrollment and Student Experience or the Associate Vice President for Academic Affairs to prevent the student from being readmitted or re-enrolled unless cleared by the appropriate administrator or the respective designee. A student may file a written appeal of an involuntary withdrawal through the office that administered the withdrawal. Tuition refund appeals for administrative withdrawals are handled in a separate procedure, and instructions may be obtained from the Bursar's Office.
- **Medical Withdrawal** — A student may request and be considered for a medical withdrawal from all courses in a term when extraordinary circumstances, such as a serious physical or mental illness or injury, prevent the student from continuing his or her classes after the mid-point of a term, and incompletes or other arrangements with the instructors are not feasible or possible. A medical withdrawal must be substantiated with appropriate documentation from the attending health care provider. Once the rationale for a medical withdrawal has been validated by the Office of the Registrar, the student's instructors will be sent notification of the withdrawal, and "W" grades will be recorded for each course. A student who requests a medical withdrawal, or an individual requesting a withdrawal on behalf of the student who is physically or mentally unable to request the withdrawal, should contact the Office of the Registrar to obtain medical withdrawal procedures. Tuition refund appeals for medical withdrawals are handled in a separate procedure, and instructions may be obtained from the Bursar's Office.
- **Military Withdrawal** — Students who are members of any branch of the United States Armed Services, including the National Guard, who are called to active duty while enrolled at WKU are entitled to the following options.
  1. Students may work with each individual instructor to determine if an incomplete grade is appropriate, or
  2. If an incomplete grade is not a viable option, the student will be permitted to withdraw either from individual courses or from the entire schedule of classes. A full refund of tuition and fees will be issued for those courses from which the student has withdrawn.Students who are called to active duty while enrolled should contact the Office of the Registrar to initiate the withdrawal process. An official copy of the military orders must be presented to invoke this special withdrawal and refund process.
- **Retroactive Withdrawal** — A student who leaves the University for extenuating circumstances without an official withdrawal during the term of departure may apply for a retroactive withdrawal. The student must present supporting documentation that demonstrates serious and compelling reasons justifying the withdrawal and extenuating circumstances justifying its retroactive nature; poor academic performance that is not attributed to non-academic extenuating circumstances is not a consideration for retroactive withdrawal. A student may appeal for a retroactive withdrawal within two calendar years following the end of the term for which withdrawal is requested. A student need not be enrolled at WKU at the time the application for retroactive withdrawal is submitted.

An appellate board will review the request for a retroactive withdrawal. The board will consider the following factors, including, but not limited to:

1. Documentation of extenuating circumstances.
2. Written letter of support from an academic administrator, faculty member, advisor or other university professional who is familiar with the student's situation.

If a retroactive withdrawal is approved, the Office of the Registrar will notify the student's instructors and department heads of the request for a retroactive withdrawal, and they will be given 14 calendar days to raise objections if the student's classroom performance was such that a withdrawal (W) would not be appropriate. If objections are raised by the instructor or department head, the Office of the Registrar will be informed of the objection, and the student will not receive a "W" in the class. A tuition refund is not granted for a retroactive withdrawal.

**Student Complaint Procedure** — The student complaint procedure for resolving a complaint concerning a faculty member is outlined below in four steps.

**Step 1 (Faculty Member)**

The first step is for the student to discuss the complaint with the faculty member involved. If the faculty member is no longer employed by the University, the student should go directly to the department head who will contact and represent the former faculty member. If the complaint involves a grade, the student must take the complaint to the faculty member within the first two weeks of the first regular semester (fall; spring) following the assignment of the grade. It is hoped that the complaint may be satisfactorily dealt with at this level.

**Step 2 (Department Level)**

If the student and the faculty member are unable to resolve the complaint, the student may take the complaint to the faculty member's department head. Written notification of the complaint must be given to the department head within two weeks after the meeting with the faculty member. It is the responsibility of the department head to arrange for a conference where the student, faculty member and the department head will be present for discussion. Neither the faculty member nor the student will be allowed representation at the conference. The department head shall hear both sides of the complaint and shall attempt to mediate a settlement. The department head shall keep a written record of the proceedings, including the recommended solution. The department head's recommended solution is to be considered by both the faculty member and the student as a recommendation and not as a decision that is binding.

**Step 3 (College Level)**

Should the student be unable to receive the satisfaction desired at the departmental level, the complaint may be taken to the college level. Written notification of the complaint must be submitted to the college dean or his designated representative within two weeks after the conference with the department head (Step 2). Upon receipt of the notification, the college dean or his/her representative shall provide the student a copy of the procedural guidelines to be followed by the College Complaint Committee. The procedural guidelines shall provide for a conference with both the student and the faculty member present for joint discussion of the complaint with the committee.

The College Complaint Committee will be responsible for scheduling the conference within two weeks following the submission of a written complaint to the chair of the College Complaint Committee, including as much detail as the student cares to include. The written complaint should clearly state what is considered to be unreasonable and/or unfair practices or procedures. Neither the faculty member nor the student will be allowed representation at the conference. The College Complaint Committee shall hear both sides of the complaint and render a decision. The decision shall be sent in writing to the Provost and Vice-President for Academic Affairs, with a copy being sent as a matter of record to the student, faculty member, faculty member's department head and the faculty member's college dean. The Office of the Provost and Vice-President for Academic Affairs shall be responsible for enforcing the decision of the college committee. The Office of the Provost and Vice-President for Academic Affairs shall not enforce the decision until two weeks after the decision is made by the college committee. The purpose of the two week delay is to provide either the student or the faculty member an opportunity to submit a formal written notice of appeal to the University Complaint Committee.

**Step 4 (University Level)**

Should the student or the faculty member desire to appeal the decision of the College Complaint Committee, a formal written notice of appeal may be submitted to the University Complaint Committee chair, with a copy to the Provost and Vice-President for Academic Affairs, within two weeks of the decision of the College Complaint Committee. The chair of the University Complaint Committee will provide the student and the faculty member involved with a copy of the University Complaint Committee's Procedural Guidelines. The University Complaint Committee will secure copies of the written proceedings from the department head and the College Complaint Committee. The University Complaint Committee will schedule a conference where the faculty member and the student jointly discuss the issue.

Neither the faculty member nor the student will be allowed representation at the conference. The committee's decision will be sent to the Provost and Vice-President for Academic Affairs, with a copy being sent as a matter of record to the student, faculty member, faculty member's department head and the faculty member's college dean. The Office of the Provost and Vice-President for Academic Affairs will see that decisions of the University Complaint Committee are carried out. The University Complaint Committee's decision is final.

**Important Complaint Exceptions:**

- Student Disability regarding denial of accommodations, report to Student ADA Compliance Officer and follow WKU policy #6.1010
- Discrimination and Harassment concerns, see below reporting process and follow WKU policy #0.2040 and #0.2070
  - Discrimination is always reported to the Office of Equal Opportunity Employment (EEO)
  - Student-to-student harassment is reported to Office of Student Conduct or the WKU Title IX Coordinator
  - Student-to-faculty/employee harassment is reported to the Office of Equal Opportunity Employment (EEO)

## Degree Requirements

**Curriculum Requirements**—All candidates for a degree must complete one of the academic programs offered by the University. A candidate for an associate degree must complete a minimum of 60 unduplicated undergraduate semester hours; however, some associate degree programs may require more than the minimum 60 semester hours. A candidate for the baccalaureate degree must complete a minimum of 120 unduplicated undergraduate semester hours; however, some baccalaureate degree programs may require more than the minimum 120 semester hours. Students should be aware that some academic programs may require additional scholastic regulations and standards not specified in the catalog. To obtain these regulations, students should contact the appropriate department head.

**Catalog Term and Student Catalog Rights**—The student's initial term of entry is identified as the student's "catalog term." Catalog term rights include the following:

- A student shall be entitled to follow Colonnade and major / minor degree requirements contained in the catalog current when first enrolled at WKU as a degree-seeking student. This does not preclude the addition of requirements arising from action of the Commonwealth of Kentucky.
- A student will be allowed seven consecutive years from his/her catalog term to complete degree requirements. The college dean may grant an extension to this deadline.
- A student who drops out and re-enrolls after an absence of seven consecutive years or more will be assigned the catalog term of the readmission term.
- A student's catalog term will be changed to a more recent term if the student, in consultation with the advisor and with approval by the department head, agrees to follow more recent degree requirements.
- Students who were first enrolled at WKU prior to Fall 2014 will have until Fall 2019 to complete general education requirements as outlined in the undergraduate catalog of the year of their enrollment, unless they determine, in consultation with their academic advisor, to transition to the new WKU Colonnade General Education program.

Academic departments reserve the right to authorize appropriate course substitutions for earlier versions of major/minor requirements in which required courses have been discontinued.

**Academic Standing**—A candidate for an undergraduate degree must have a GPA of at least 2.0 (1) in all credits presented for graduation whether earned at WKU or elsewhere, (2) in all credits completed at WKU, (3) overall in the major subjects and in the minor subjects, and (4) in the major subjects and in the minor subjects completed at WKU. Students desiring teacher certification must fulfill all GPA requirements for teacher certification in the major and minor, in addition to meeting the requirements for graduation.

Students should be aware that some academic programs require a "C" or higher in each course applicable toward a major or minor. Refer to the departmental descriptions in this catalog or contact the department head to determine the specific grade requirements for each major.

**Change of Major, Minor, Concentration, and/or Advisor**

Changes in majors, minors, concentrations, and advisors can be made upon request. Students must submit a *Major, Minor, Concentration, Advisor Change Form* to the academic department that administers the student's chosen program. The form is available online for students in TopNet (Student Services, Student Records, Change of Major, Minor, Concentration, Advisor). Changes in majors, minors, concentrations, and advisors are provisional until the receiving department has reviewed and accepted the request.

**Course Requirements**—At least one-third of the course requirements in each major and minor must be earned through instruction at WKU.

At least one-half of the semester hours required for each major and minor must be earned in undergraduate courses numbered 300 and above (except minors in business administration and computer information systems, and majors in dental hygiene, social studies, art education, and middle grades education; refer to the specific program description for details.)

A minimum of 42 undergraduate semester hours must be completed in upper division courses (courses numbered 300 or above) by students earning a baccalaureate degree. Student transferring with an applied associate degree (e.g., Associate in Applied Science or its equivalent) into the following majors must complete a minimum of 30 undergraduate semester hours in upper division courses: computer information technology, dental hygiene, health sciences, nursing, organizational leadership, technology management and work force administration; refer to each specific major description for more details.

**Double Majors**—Students with diverse or multiple areas of interest might consider adding breadth to their academic program by choosing to pursue double majors. Students pursuing double majors must fulfill all of the requirements for both majors and all baccalaureate degree requirements, and the requirements may be completed with a minimum of 120 semester hours. Completion of two majors results in the receipt of one degree, and the specific degree is determined by the student's choice of the first or primary major.

**Certificate Programs**—Only undergraduate courses may be used to fulfill undergraduate certificate program requirements.

**Residence Requirements**—The minimum residence requirement for the bachelor's degree is 25% of the minimum number of semester hours required in the student's degree program through instruction at WKU. The minimum residence requirement for an associate degree is 25% of the minimum number of semester hours required in the student's degree program through instruction at WKU. One-third of the hours in the specialty must be earned at WKU. A student is permitted to transfer a maximum of six semester hours toward a certificate program.

**Residence Credit for Graduation**—Undergraduate residence credit is any academic credit for which WKU provides the instruction and awards credit placed on the students' transcript. Nonresidence credit is academic credit which WKU accepts as transfer credit from another college or university, including credit earned through examinations, such as, AP, CLEP, Cambridge, Departmental Exam, Military Service, ACT, SAT, or IB.

**Concurrent and Subsequent Degrees**—Students may pursue two or more degrees either concurrently or subsequently, as specified below.

**A. Concurrent (Dual) Associate Degrees**

- A minimum of 75 semester hours must be earned to complete the requirements of two associate degrees concurrently.
- Courses taken toward fulfilling one associate degree may also count toward fulfilling requirements in the other, provided that a minimum of 15 semester hours of coursework in the additional major – not including general education – applies exclusively to the additional concurrently earned associate degree.
- A minimum of 15 semester hours must be earned through instruction at WKU.
- A minimum 2.0 grade point average must be earned for all coursework presented in completion of both degrees; in all coursework completed at WKU; and in all coursework in the major.
- Students may pursue concurrent degrees that lead to the same degree type (e.g., two Associate of Science degrees)
- Students must file a separate Application for Graduation and pay the graduation fee for each degree. Two diplomas will be awarded upon simultaneous completion of the two degrees.

**B. Subsequent Associate Degree**

- Students must have earned an acceptable associate or higher degree from a fully accredited college or university.
- The approved program must include a minimum of 15 semester hours in a new major earned after completion of the student's first degree.
- A minimum of 12 semester hours must be earned through instruction at WKU.
- A 2.00 grade average must be earned for all coursework presented in completion of the program; in all coursework completed at WKU; and in all coursework in the major.

**C. Concurrent (Dual) Baccalaureate Degrees**

- A minimum of 150 semester hours must be earned to complete the requirements of two baccalaureate degrees concurrently.
- A minimum of 57 upper division hours must be earned (courses numbered 300 or above).
- A minimum of 30 hours must be earned through instruction at WKU.
- A minimum 2.0 grade point average must be earned in all coursework presented in completion of the degrees; in all coursework completed at WKU; and in all coursework in each major and minor.
- Students may pursue concurrent degrees that lead to the same degree type (e.g., two Bachelor of Science degrees).
- Students are not permitted to pursue the Bachelor of Interdisciplinary Studies (BIS) and another baccalaureate degree concurrently.
- Students must file a separate Application for Graduation and pay the graduation fee for each degree. Two diplomas will be awarded upon simultaneous completion of the two degrees.

**D. Subsequent Baccalaureate Degree**

- Students must have earned an acceptable baccalaureate degree from a fully accredited college or university.
- The approved program must include a minimum of 30 semester hours earned after completion of the student's first degree. A minor may be declared as part of the subsequent degree, but is not required.
- A minimum of 24 semester hours must be earned through instruction at WKU.
- Fifteen semester hours must be earned in completion of a new major.
- One-half of the new semester hours presented in completion of each major and minor must be earned at the upper division level (courses numbered 300 or above).
- A minimum 2.00 grade average must be earned for all coursework presented in completion of the program; in all coursework completed at WKU; and in all coursework in each major and minor.
- Students are not permitted to pursue the Bachelor of Interdisciplinary Studies (BIS) as a subsequent baccalaureate degree.

**Degree Conferral**—Degrees are conferred in May, August and December. All forms must be completed, all incompletes must be removed, all transfers of credit received, and all WKU On Demand (independent learning) courses completed by the last day of the month in which the degree is to be awarded. Failure to comply could result in postponement of the graduation date. Students completing degree requirements during any of the summer sessions (i.e., May, June, July) will receive an August degree conferral. Students completing degree requirements during the winter term will receive a May degree conferral.

Students with outstanding obligations to the University will not be awarded a diploma until the University Registrar has been notified by the appropriate office that the obligation has been settled. The student must, in all cases, be primarily responsible for meeting the requirements for graduation.

**Application for Graduation**—All candidates for a baccalaureate degree are expected to apply for graduation immediately after attaining senior status (i.e., 90 hours earned). Associate degree candidates are expected to apply for graduation after earning 45 hours. The Application for Graduation is available on TopNet under Student Records.

**Culminating Assessment**—Students are required to show evidence of knowledge in their major field(s) prior to degree completion. Each program will require students to provide evidence that standards have been met through portfolio, examination, capstone course, juried performance, or other culminating experiences.

**Recognition of Academic Achievement**—The University provides a system through which students with outstanding academic records are appropriately recognized. Students are recognized according to the following categories each semester:

**Dean's Scholars**—Undergraduate students enrolled full-time whose grade point average for the preceding semester ranged between 3.40 - 3.79.

**President's Scholars**—Undergraduate students enrolled full-time whose grade point average for the preceding semester ranged between 3.80 - 4.00.

Students who maintain superior cumulative grade point averages are recognized at graduation according to the following designations:

**With Distinction**—The graduation honor given to students who have completed their associate degree with both cumulative overall and cumulative WKU grade point averages of 3.4 - 3.69 and a minimum of 27 semester hours earned through instruction at WKU.

**With High Distinction**—The graduation honor given to students who have completed their associate degree with both cumulative overall and cumulative WKU grade point averages of 3.7 - 4.0 and a minimum of 27 semester hours earned through instruction at WKU.

**Cum Laude**—The graduation honor given to students who have completed their baccalaureate study with both cumulative overall and cumulative WKU grade point averages of 3.40 - 3.59 and a minimum of 45 semester hours earned through instruction at WKU.

**Magna Cum Laude**—The graduation honor given to students who have completed their baccalaureate study with both cumulative overall and cumulative WKU grade point averages of 3.60 - 3.79 and a minimum of 45 semester hours earned through instruction at WKU.

**Summa Cum Laude**—The graduation honor given to students who have completed their baccalaureate study with both cumulative overall and cumulative WKU grade point averages of 3.80 - 4.00 and a minimum of 45 semester hours earned through instruction at WKU.

**Scholar of the College**—This award is presented at commencement to the baccalaureate degree recipient in each college with the highest overall cumulative grade point average who has earned a minimum of 60 semester hours through instruction at WKU. The Scholar of the College award is presented to recipients of first baccalaureate degrees only.

**Ogden Foundation Scholar**—The Ogden Foundation Scholar Award is presented to one graduating baccalaureate degree senior who has demonstrated exceptional academic achievement and outstanding university and civic engagement. Student(s) with the highest GPA in each college (based upon the GPA at the beginning of the semester in which degree requirements will be completed) who have earned at least 60 hours through instruction at WKU will be invited to apply for the award. The application will consist of an application form, an essay and two letters of recommendation. A committee comprised of a representative of each baccalaureate college and a member of the Ogden Foundation Board of Trustees will select the top three candidates to be interviewed and will select the award recipient. The recipient will receive a plaque and a monetary award provided by the Ogden Foundation.

**Exceptions to Degree Requirements**—No substitution for requirements prescribed by the Kentucky Council on Postsecondary Education may be made. Substitutions for departmental requirements may be made under certain conditions when recommended by the department head concerned and approved by the dean's office.

Appeals regarding degree requirements may be submitted to the Office of the Registrar for consideration by the Committee on Credits and Graduation. This committee is the body responsible for hearing undergraduate students' appeals of university academic requirements and regulations. Appeals must be submitted by the student in typed form to the Office of the Registrar. The request should include the statement of the problem, statement of request, and justification of circumstances supporting the request. Statements of support or clarification from the student's academic advisor are encouraged if the problem resulted from the advisement process. When a request pertains to an exception in a major or minor, the student should consult with the appropriate department head for a written recommendation to the committee. Decisions of the committee shall be made by a simple majority of the voting members in attendance. Detailed information regarding the submission of an appeal is available from the Office of the Registrar and on the Office of the Registrar website at [www.wku.edu/registrar](http://www.wku.edu/registrar).

## Colonnade Requirements

The WKU Colonnade Program (General Education) seeks to embody the following goals and learning outcomes:

1. **Knowledge of human cultures and the physical and natural world, including**
  - a. An informed acquaintance with major achievements in the arts and the humanities;
  - b. An appreciation of the complexity and variety of the world's cultures;
  - c. An understanding of the scientific method and a knowledge of natural science and its relevance in our lives;
  - d. A historical perspective and an understanding of connections between past and present.
2. **Intellectual and practical skills, including**
  - a. The capacity for critical and logical thinking;
  - b. Proficiency in reading, writing, and speaking;
  - c. The ability to understand and apply mathematical skills and concepts.
3. **Personal and social responsibility, including**
  - a. An understanding of society and human behavior;
  - b. An understanding of factors that enhance health, well-being, and quality of life.
4. **Integrative Learning, including**
  - a. Synthesis and advanced accomplishments across general and specialized studies.

All coursework is categorized as General Education coursework and consists of courses in 3 categories.

Note: Courses with a "C" suffix will fulfill the appropriate requirement.

**Associate Degree Seeking Students** must complete a minimum of 15 hours of Colonnade coursework chosen from: 3 hours of College Composition (WC); 3 hours of Arts and Humanities (AH); 3 hours of Social and Behavioral Sciences (SB); 3 hours of either Quantitative Reasoning (QR) or Natural and Physical Sciences (NS); and another 3 hours from the Foundations or Explorations categories.

**Baccalaureate Degree Seeking Student** must complete 39 hours of Colonnade coursework as outlined on the following pages, and on the Colonnade website (which includes newly approved courses):  
<http://www.wku.edu/colonnade/>.

## I. Foundations: Intellectual and Practical Skills (18 hours)

**College Composition** (3) (WC): *Students with an English ACT score  $\geq 29$ , or an SAT score  $650 \geq$  on Critical Reading (prior to March 2016), or SAT score  $\geq 35$  on Writing and Language (March 2016 and after) will receive credit for this requirement.*

- English (ENG 100 / ENGL 100C) - *Introduction to College Writing*

**Writing in the Disciplines** (3) (WC): *ENG 300, or 200-level or higher writing in the discipline course*

- Communication (COMM) 200 – *Communication Foundations*
- English (ENG) 300 – *Writing in the Disciplines*
- Geography (GEOG) 300 – *Writing in the Geosciences*
- Psychological Sciences (PSYS) 300 – *Writing in Psychological Sciences*

**Human Communication** (3) (OC)

- Communication (COMM) 145 – *Fundamentals of Public Speaking and Communication*

**Quantitative Reasoning** (3) (QR): *Students with a Math ACT score  $\geq 26$  or an SAT Math score  $\geq 590$  (prior to March 2016) or SAT score  $\geq 630$  (March 2016 and after) will receive credit for Math 116*

- Computer Science (CS) 146 – *Introduction to Programming*
- Math (MATH 109 / MA 109C) – *General Mathematics*
- Math (MATH) 112 – *Problem Solving and Mathematical Skills for Teachers*
- Math (MATH 115 / MA 115C) – *Applied College Algebra*
- Math (MATH 116 / MA 116C) – *College Algebra*
- Math (MATH 117 / MA 117C) – *Trigonometry*
- Math (MATH) 123 – *Mathematical Applications for Business*
- Math (MATH) 136 – *Calculus I*
- Math (MATH) 142 – *Calculations with Applications for Life Sciences*
- Math (MATH) 183 – *Introductory Statistics*
- Philosophy (PHIL) 215 – *Symbolic Logic*

**Literary Studies** (3) (AH)

- English (ENG 200 / ENGL 200C) – *Introduction to Literature*
- Religious Studies (RELS) 200 – *World Religious Literature*

**World History** (3) (SB)

- History (HIST) 101 – *World History I*
- History (HIST) 102 – *World History II*

## II. Explorations: Knowledge of Human Cultures and the Physical and Natural World (12 hours)

**Arts & Humanities** (3) (AH)

- Asian Religions and Cultures (ARC) 100 – *Introduction to Asian Studies*
- Art (ART) 100 – *Art Appreciation*
- Art (ART) 105 – *History of Art to 1300*
- Art (ART) 106 – *History of Art since 1300*
- Dance (DANC) 110 – *Dance Appreciation*
- Film (FILM) 201 – *Introduction to the Cinema*
- Folk Studies (FLK) 276 – *Introduction to Folk Studies*
- Music (MUS) 120 – *Music Appreciation*
- Philosophy (PHIL) 101 – *Enduring Questions: Truth and Relativism*

- Philosophy (PHIL) 102 – *Enduring Questions: The Good and the Beautiful*
- Philosophy (PHIL) 103 – *Enduring Questions: The Committed Life*
- Popular Culture Studies (POP) 201 – *Introduction to Popular Culture Studies*
- Religious Studies (RELS) 100 – *The New Testament*
- Religious Studies (RELS) 101 – *The Old Testament / Hebrew Scriptures*
- Religious Studies (RELS) 102 – *Introduction to Religious Studies*
- Theatre (THEA) 151 – *Theatre Appreciation*

**Social & Behavioral Sciences (3) (SB)**

- African American Studies (AFAM) 190 – *African American Experience*
- Agriculture (AGRI) 108 – *Rural Sociology*
- Anthropology (ANTH) 120 – *Introduction to Cultural Anthropology*
- Anthropology (ANTH) 130 – *Introduction to Archaeology*
- Business Management (BUS) 100C – *Introduction to Business*
- Center for Citizenship & Social Justice (CSJ) 200 – *Introduction to Social Justice*
- Counselor Education (CNS) 110 – *Human Relations*
- Criminology (CRIM) 101 – *Introduction to Criminal Justice*
- Economics (ECON 150/ECO 150C) – *Introduction to Economics*
- Economics (ECON 202 / ECO 202C) – *Principles of Economics (Micro)*
- Economics (ECON) 203 – *Principles of Economics (Macro)*
- Finance (FIN) 161 – *Personal Finance*
- Geography (GEOG) 110 – *World Regional Geography*
- Gender and Women's Studies (GWS) 200 – *Introduction to Gender and Women's Studies*
- Gerontology (GERO) 100 – *Introduction to the Aging Experience*
- Leadership (LEAD 200 / LEA 200C) – *Introduction to Leadership Studies*
- Nursing (NURS) 102 – *Introduction to Professional Nursing*
- Political Science (PS) 110 – *American National Government*
- Political Science (PS) 250 – *International Politics*
- Political Science (PS) 260 – *Introduction to Comparative Politics*
- Psychology / Psychological Sciences (PSY / PSYS) 100 – *Introduction to Psychology*
- Psychology / Psychological Sciences (PSY / PSYS) 220 – *Introduction to Life Span Developmental Psychology*
- Public Health (PH) 100 – *Personal Health*
- Recreation (REC) 200 – *Introduction to Recreation*
- Science and Mathematics Education (SMED) 101 – *Introduction to Inquiry-Based Approaches to Teaching*
- Science and Mathematics Education (SMED) 102 – *Introduction to Inquiry-Based Lesson Design*
- School of Journalism & Broadcasting (SJB) 154 – *New Media Literacy: Explorations in Participatory Culture*
- Social Work (SWRK) 101 – *Foundations of Human Services*
- Sociology (SOCL) 100 – *Introductory Sociology*

**Natural & Physical Sciences (6) (NS): Minimum of 6 hours, including one course with an essential applied/lab component (SL). Courses must be taken from 2 different disciplines.**

- Agriculture (AGRI) 280 – *Introduction to Environmental Science (NS)*
- Astronomy (ASTR) 104 – *Astronomy of the Solar System (NS) (SL)*
- Astronomy (ASTR) 106 – *Astronomy of Stellar Systems (NS) (SL)*
- Astronomy (ASTR) 108 – *Descriptive Astronomy (NS)*
- Biology (BIOL) 113 – *General Biology (NS)*
- Biology (BIOL) 114 – *General Biology Lab (SL)*
- Biology (BIOL) 120 – *Biological Concepts: Cells Metabolism and Genetics (NS)*
- Biology (BIOL) 121 – *Biological Concepts: Cells Metabolism and Genetics Lab (SL)*
- Biology (BIOL) 122 – *Biological Concepts: Evolution Diversity and Ecology (NS)*
- Biology (BIOL) 123 – *Biological Concepts: Evolution Diversity and Ecology Lab (SL)*
- Biology (BIOL) 131 – *Human Anatomy and Physiology (NS) (SL)*
- Biology (BIOL) 207 – *General Microbiology (NS)*
- Biology (BIOL) 208 – *General Microbiology Lab (SL)*
- Chemistry (CHEM) 101 – *Introduction to Chemistry (NS) (SL)*
- Chemistry (CHEM) 105 – *Fundamentals of General Chemistry (NS)*
- Chemistry (CHEM) 106 – *Fundamentals of General Chemistry Lab (SL)*
- Chemistry (CHEM) 109 – *Chemistry for the Health Sciences (NS)*
- Chemistry (CHEM) 111 – *Introduction to Forensic Chemistry (NS) (SL)*

- Chemistry (CHEM) 116 – *Introduction to College Chemistry* (NS)
- Chemistry (CHEM) 120 – *College Chemistry I* (NS)
- Chemistry (CHEM) 121 – *College Chemistry I Lab* (SL)
- Environmental Studies (ENV) 280 – *Introduction to Environmental Science* (NS)
- Geography/Geology (GEOG/GEOL) 103 – *Our Dynamic Planet* (NS)
- Geography (GEOG) 280 – *Environmental Science and Sustainability* (NS) (SL)
- Geology (GEOL) 111 – *The Earth* (NS)
- Geology (GEOL) 113 – *The Earth Lab* (SL)
- Geology (GEOL) 112 – *Earth History* (NS)
- Geology (GEOL) 114 – *Earth History Lab* (SL)
- Meteorology (METR) 121 – *Meteorology* (NS) (SL)
- Physics (PHYS) 100 – *Energy* (NS)
- Physics (PHYS) 101 – *Concepts of Motion* (NS) (SL)
- Physics (PHYS) 103 – *Light, Color, and Vision* (NS) (SL)
- Physics (PHYS) 130 – *Acoustics of Music and Speech* (NS) (SL)
- Physics (PHYS) 180 – *Introductory Modern Physics* (NS)
- Physics (PHYS) 181 – *Introductory Modern Physics Lab* (SL)
- Physics (PHYS) 201 – *College Physics I* (NS) (SL)
- Physics (PHYS) 255 – *University Physics I* (NS)
- Physics (PHYS) 256 – *University Physics I Lab* (SL)
- Psychological Sciences (PSYS) 160 – *Introduction to Biopsychology* (NS)
- Psychological Sciences (PSYS) 161 – *Introduction to Biopsychology Lab* (SL)

**Connections: Understanding Individual and Social Responsibility (9 hours)**

Students should complete 21 hours or have junior status before enrolling, since content builds on Explorations and Foundations courses. **Courses must be from 3 separate disciplines.**

**Social & Cultural (3) (SC)**

- Anthropology (ANTH) 360 – *Applied Anthropology: Understanding and Addressing Contemporary Human Problems*
- Center for Citizenship & Social Justice (CSJ) 435 – *Reimagining Citizenship*
- Communication (COMM) 365 – *Intercultural Communication*
- Dance (DANC) 360 – *Dance in Culture: Moving History*
- Diversity and Community Studies (DCS) 360 – *Place, Community, and Resilience*
- Economics (ECON) 375 – *Moral Issues of Capitalism*
- Education (EDU) 385 – *Climate, Resources, & Society*
- English (ENG) 320 – *American Studies I*
- Folk Studies (FLK) 330 – *Cultural Connections and Diversity*
- Geography (GEOG) 200 – *Latin American Society: Past and Present*
- Geography (GEOG) 330 – *Introduction to Cultural Geography*
- Geography (GEOG) 385 – *Society, Resources and Climate*
- History (HIST) 200 – *Latin American Society: Past and Present*
- History (HIST) 317 – *Renaissance Europe*
- History (HIST) 320 – *American Studies I*
- History (HIST) 324 – *Modern Britain Since 1688*.
- History (HIST) 325 – *Blacks in the Civil War and Reconstruction*
- History (HIST) 340 – *History of Popular Culture since 1500*
- History (HIST) 341 – *A Cultural History of Alcohol*
- History (HIST) 364 – *Colonial Latin America, 1400-1825*
- History (HIST) 390 – *Blacks in the American South*
- Interdisciplinary Studies (IDST) 390 – *Applications of Interdisciplinary Studies*
- Interior Design & Fashion Merchandising (IDFM) 431 – *Clothing and Human Behavior*
- Music (MUS) 320 – *Rock and Roll – Music for a New Generation*
- Music (MUS) 322 – *The Blues: Music from the Delta to Chicago*
- Music (MUS) 323 – *Music and Drama: From Opera to Musical Theatre and Film*
- Music (MUS) 327 – *Music History II*
- Nursing (NURS) 415 – *Complementary Health Care*
- Paralegal Studies (PLS) 324 – *Women and the Law*
- Philosophy (PHIL) 211 – *Why Are Bad People Bad?*
- Philosophy (PHIL) 212 – *Philosophy and Gender Theory*
- Political Science (PS) 200 – *Latin American Society: Past and Present*
- Political Science (PS) 320 – *American Studies*
- Potter College of Arts & Letters (SUS) 295 – *Popular Culture and Gender: Signs & Narratives*

- Psychology/Psychological Sciences (PSY/PSYS) 350 – *Social Psychology*
- Public Health (PH) 365 – *Human Sexuality*
- Public Health (PH) 447 – *Human Values and the Health Sciences*
- Religious Studies (RELS) 211 – *Jesus in Film*
- Religious Studies (RELS) 222 – *Christians, Jews, and Pagans in the Greco-Roman World*
- Religious Studies (RELS) 305 – *Christianity*
- Religious Studies (RELS) 318 – *Daoism*
- Religious Studies (RELS) 331 – *Islam in America*
- Religious Studies (RELS) 333 – *Women, Religion, and Society*
- Religious Studies (RELS) 341 – *Religion and the Environment*
- School of Journalism and Broadcasting (SJB) 310 – *Media Diversity*
- Sociology (SOCL) 220 – *Marriage and Family*
- Spanish (SPAN) 200 – *Latin American Society: Past and Present*
- Theatre (THEA) 323 – *Period Styles in Design*
- Theatre (THEA) 341 – *Culture and Performance*

**Local to Global (3) (LG)**

- African American Studies (AFAM) 343 – *Communities of Struggle*
- Anthropology (ANTH) 316 – *The Archaeology of Environmental Change*
- Anthropology (ANTH) 388 – *Foodways*
- Art (ART) 318 – *Art and Landscape*
- Biology (BIOL) 372 – *Causes and Consequences of Human-Wildlife Conflict*
- Biology (BIOL) 380 – *Challenges of a Changing Biosphere*
- Center for Citizenship & Social Justice (CSJ) 380 – *Trends Shaping our Future: Local and Global Perspectives*
- Computer Information Systems (CIS) 205 – *Technology in Society and Business*
- Economics (ECON) 430 – *Environmental and Resource Economics*
- English (ENG) 388 – *Postcolonial Studies*
- Folk Studies (FLK) 373 – *Folklore and the Media*
- Folk Studies (FLK) 388 – *Foodways*
- Geographic Information Systems (GISC) 216 – *Geotechnologies in a Global Community*
- Geography (GEOG) 378 – *Food, Culture, and Environment*
- Geography (GEOG) 380 – *Global Sustainability*
- Geography (GEOG) 452 – *Applied Geoscience Field Experiences*
- Health Care Administration (HCA) 347 – *International Comparisons of Health Care Systems*
- History (HIST) 300 – *Contemporary Chinese Society and Culture*
- History (HIST) 365 – *Modern Latin America, 1800-PRESENT*
- History (HIST) 379 – *Gandhi: The Creation of a Global Legacy*
- History (HIST) 380 – *Human Rights in History*
- History (HIST) 407 – *The Crusades: West Meets East*
- History (HIST) 430 – *The History of the Civil Rights Movement in America*
- History (HIST) 463 – *The Atlantic World*
- Leadership Studies (LEAD) 450 – *Leadership in Global Contexts*
- Music (MUS) 277 – *World Music*
- Political Science (PS) 357 – *U.S. Foreign Policy*
- Political Science (PS) 365 – *Government and Politics of the Middle East*
- Public Health (PH) 410 – *Global Perspectives on Population Health*
- Religious Studies (RELS) 242 – *Meanings of Life: Atheism to Zen*
- Religious Studies (RELS) 322 – *Islam and Pilgrimage*
- Sociology (SOCL) 240 – *Global Social Problems*
- Sociology (SOCL) 270 – *Introduction to Community, Environment, and Development*
- Sociology (SOCL) 372 – *Causes and Consequences of Human-Wildlife Conflict*
- Sociology (SOCL) 376 – *Sociology of Globalization*
- Social Work (SWRK) 300 – *Diversity and Social Welfare*
- School of Professional Studies (SPS) 400 – *Foundations of Global Citizenship*
- School of University Studies (SUS) 276 – *Displaced Persons & Civic Engagement*

**Systems (3) (SY)**

- Architectural and Manufacturing Sciences (AMS) 303 – *Food Laws and Regulations*
- Anthropology (ANTH) 305 – *Paleoanthropology: Human Origins and Evolution*
- Architectural and Manufacturing Sciences (AMS) 368 – *Problem Solving/Research*
- Art (ART) 317 – *Art and Power*
- Biology (BIOL) 390 – *Ethnobiology: People, Plants, & Animals*
- Communication (COMM) 349 – *Small Group Communication*
- Criminology (CRIM) 430 – *Comparative Systems of Juvenile Justice*
- Diversity and Community Studies (DCS) 300 – *Public Problem Solving*
- Diversity and Community Studies (DCS) 363 – *Narrative, Discourse, and Imprisonment*

- Entrepreneurship (ENT) 312 – *Entrepreneurship*
- Family and Consumer Sciences (HMD) 211 – *Human Nutrition*
- Geography (GEOG) 225 – *Visualizing Geography: Understanding our Diverse World*
- Geography (GEOG) 226 – *Our Dangerous Planet*
- Geography (GEOG) 227 – *Our Vulnerable Planet*
- Geology (GEOL) 315 – *Energy, Climate and Carbon*
- History (HIST) 305 – *Ancient Greece*
- History (HIST) 306 – *Ancient Rome*
- History (HIST) 307 – *The Middle Ages*
- History (HIST) 308 – *Conflict, Culture, and Commerce in the Medieval Mediterranean*
- History (HIST) 310 – *Comparative Slavery*
- Humanities (HUM) 240 – *Geometry in Art and Architecture*
- Math (MATH) 240 – *Geometry in Art and Architecture*
- Meteorology (METR) 322 – *Global Climate Systems*
- Philosophy (PHIL) 332 – *Philosophy of Mind: Minds and Machines*
- Political Science (PS) 220 – *Judicial Process*
- Political Science (PS) 304 – *State Government*
- Political Science (PS) 311 – *Public Policy*
- Psychological Sciences (PSYS) 353 – *Psychology of Prejudice and Stereotyping*
- Psychological Sciences (PSYS) 423 – *Psychology of Adult Life and Aging*
- Psychological Sciences (PSYS) 482 – *Psychology of Sexuality*
- Religious Studies (RELS) 317 – *Confucianism*
- School of Professional Studies (SPS) 300 – *Systems Thinking and Problem-Solving in Complex Organizations*
- Sociology (SOCL) 322 – *Religion in Society*
- Sociology (SOCL) 342 – *Aging in Society*
- Sociology (SOCL) 363 – *Population, Society, and Development*

### World Language Proficiency

All entering students must demonstrate proficiency in a world language at the Novice High level before completing 60 credit hours. Novice High is the ability to communicate in writing and speaking on familiar topics in simple sentences. To meet this requirement, students can do one of the following:

1. All degree-seeking students who have a catalog term through 2019-2020 and with two credits (or equivalent) of high school world language are considered to have fulfilled the world language proficiency requirement at WKU.
2. Enroll in a new language not previously studied and complete the language course at the 101 and 102-level (or higher, excluding SPAN 200 and 105 courses of any language prefix) with a grade of C or better. Language options include Arabic (ARBC), Chinese (CHIN), French (FREN), German (GERM), Italian (ITAL), JAPN (JAPN), Korean (KORE), Russian (RUSS), Spanish (SPAN), or Swahili (SWAH). The following languages offered outside the Modern Languages Department also fulfill this requirement: American Sign Language (ASL 102 or higher), Chinese Flagship (CHNF 101 or higher), Greek (RELS / BLNG 155), Hebrew (RELS / BLNG 153), Latin (RELS 151), and Pali II (RELS 157).
3. Continue a language taken previously and complete the 102-level of the language with a grade of C or better. See the list of courses mentioned above, the course descriptions in the back of this catalog, or the website for a comprehensive listing (which includes newly approved courses): <http://www.wku.edu/colonnade/>.
4. Successfully complete a proficiency test; such as the AP, CLEP, IB, AAPPL, Avant STAMP, BYU FLATS, or departmental exam. Information on the AP, CLEP, IB, and departmental exams are available in the "Credit by Exam" section of the undergraduate catalog. The AAPPL, Avant STAMP, and BYU FLATS information is found on the [www.wku.edu/colonnade](http://www.wku.edu/colonnade) site.

For more information about the World Language Proficiency Requirement, visit <http://www.wku.edu/modernlanguages/placement/>.

The general education world language requirements will be waived for students whose first language is not English. To demonstrate non-English proficiency students can do one of the following:

1. International students from non-English speaking countries can receive the waiver from the International Student Office (request at: <http://www.istart.wku.edu/>).
2. Domestic students, and international students from English speaking countries, have several options to demonstrate proficiency in language other than English:
  - Successfully complete one of the proficiency exams mentioned above (#3)
  - Provide evidence of the completion of the 8<sup>th</sup> grade, or equivalent, or higher in which the primary language of instruction was not English.
  - Other documentation (tests, diplomas, other official documents) that demonstrate language abilities.

**NOTE:** The waiver form at: [www.wku.edu/colonnade](http://www.wku.edu/colonnade) should be utilized to document school attendance or other documentation.

### **World Language for Returning Students**

Students who began their college career as degree-seeking students during the 2004 summer term and thereafter will be required to take the second semester level or higher foreign language course.

Students who began their college career as degree-seeking students before the 2004 summer term are required to take one level of foreign language.

All degree-seeking students who have a catalog term through 2019-2020 and with two credits (or equivalent) of high school world language are considered to have fulfilled the world language proficiency requirement at WKU.

The revised Kentucky General Education Transfer Policy (2012) outlines the purpose and guidelines for the transfer of general education across Kentucky's public postsecondary institutions. WKU supports the policy. For more details see: <http://cpe.ky.gov/policies/>. In accordance with KRS 164.2951 an appeal process regarding statewide general education transfer credit is available. For more details see:

[http://www.wku.edu/admissions/transfer/documents/appeals\\_process.pdf](http://www.wku.edu/admissions/transfer/documents/appeals_process.pdf).

### **Credit by Examination**

Credit may be earned at WKU through the following examination programs: the Advanced Placement Program (AP), the American College Testing Program (ACT), the Scholastic Assessment Test (SAT), Cambridge International Examinations, the College Level Examination Program (CLEP), International Baccalaureate (IB), the Accounting Pilot and Bridge Project (APBP), and departmental examinations developed by WKU departmental faculty committees.

The credit hours earned through these examinations will count toward graduation, but will not apply to WKU residence credit or be used to compute grade point averages since a letter grade will not be given. Additional information about the exams may be obtained by clicking on the underlined course title in the charts below.

Although students may receive credit hours through any of these seven programs, duplicate credit may not be earned. For example, a student who earns credit hours for English 100 through the AP program may not receive additional credit for English 100 on the ACT exam, on a departmental exam, or on the CLEP exams.

High school seniors should take CLEP and ACT or SAT examinations by February at the latest so the results may be available for use in selecting courses during the March or June Topper Orientation Program.

The Office of the Registrar notifies students of their eligibility for credit upon receiving an application for admission and the official test score report. Students will receive the credit during the first semester of enrollment.

Credit awarded for these exams will apply toward the WKU general education categories as indicated. For detailed information refer to the General Education section of the catalog. Credit for these exams will also apply toward the Kentucky Statewide General Education categories as indicated. The categories are: Communications Written (WC) and Oral (OC), Arts and Humanities (AH), Social and Behavioral Sciences (SB), Natural Sciences (NS), Natural Sciences Lab (SL) and Quantitative Reasoning (QR).

#### **Advanced Placement Program (AP)**

Students may earn college credit through the Advanced Placement Program of the College Board upon attaining the minimum score on the AP examination. The AP credit will not count toward WKU residence credit.

Official scores may be obtained on-line at [www.collegeboard.com](http://www.collegeboard.com) or by contacting AP Exams, PO Box 6671, Princeton, New Jersey 08541-6671, telephone (888)225-5427. The following code number should be used to have scores sent to WKU: AP-1901. Students will receive the credit during the first semester of enrollment.

## AP Subject Examinations

AP Course	Minimum Score	Credit Hours	Equivalent WKU Course	Colonnade Program	Kentucky Statewide GEN ED Category
<b>Art</b>					
<a href="#">Art History</a>	3	3	ART 105 or 106	E-AH	AH
	4+	6	ART 105 and 106	E-AH	AH
<a href="#">Studio Art – Drawing</a>	3	3	ART 140		
	4+	6	ART 130 and 140		
<a href="#">Studio Art – 2D</a>	3	3	ART 130		
	4+	6	ART 130 and 140		
<a href="#">Studio Art – 3D</a>	3+	3	ART 131		
<b>Biology</b>					
<a href="#">Biology</a>	3	3	BIOL 113	E-NS	NS
	4	4	BIOL 113 and 114	E-NS, SL	NS, SL
	5	6	BIOL 120 and 122	E-NS	NS
<b>Capstone</b>					
<a href="#">Seminar</a>	3+	3	Lower level elective		
<a href="#">Research</a>	3+	3	Lower level elective		
<b>Chemistry</b>					
<a href="#">Chemistry</a>	3	3	CHEM 116 or CHEM 101	E-NS E-NS, SL	NS NS, SL
	4+	5 - 4	CHEM 120 (3), 121 (2), or CHEM 105 (3), 106 (1)	E-NS, SL	NS, SL
				E-NS, SL	NS, SL
<b>Computer Science</b>					
<a href="#">Computer Science A</a>	3+	4	CS 180		
<a href="#">Computer Science Principles</a>	3+	3	Electives (3)		
<b>Economics</b>					
<a href="#">Macroeconomics</a>	3+	3	ECON 203	E-SB	SB
<a href="#">Microeconomics</a>	3+	3	ECON 202	E-SB	SB
<b>English</b>					
<a href="#">English Language and Composition</a>	3+	3	ENG 100	F-WI	WC
<a href="#">English Literature and Composition</a>	3	3	ENG 100	F-WI	WC
	4+	6	ENG 100 and ENG 200	F-WI F-AH	WC AH
<b>Environmental Science</b>					
<a href="#">Environmental Science</a>	3+	3	ENV 280	E-NS	NS
			BIOL 280 or PH 280		

<b>Foreign Language</b>					
✓ A minimum score of 3 in a Foreign Language exam will fulfill the World Language Proficiency requirement of the Colonnade Program.					
<a href="#"><u>Chinese Language and Culture</u></a>	3	9	CHIN 101, 102, and 201	✓	
	4	12	CHIN 101, 102, 201, and 202	✓	
	5	15	CHIN 101, 102, 201, 202, and 301	✓	
<a href="#"><u>French Language and Culture</u></a>	3	9	FREN 101, 102, and 201	✓	
	4	12	FREN 101, 102, 201, and 202	✓	
	5	15	FREN 101, 102, 201, 202, and 320	✓	
<a href="#"><u>German Language and Culture</u></a>	3	9	GERM 101, 102, and 201	✓	
	4	12	GERM 101, 102, 201, and 202	✓	
	5	15	GERM 101, 102, 201, 202, and 330	✓	
<a href="#"><u>Italian Language and Culture</u></a>	3	9	ITAL 101, 102 and 3 hour ITAL lower level elective	✓	
	4	12	ITAL 101, 102 and 6 hours ITAL lower level electives	✓	
	5	15	ITAL 101, 102 and 6 hours ITAL lower level and 3 hour ITAL upper level electives	✓	
<a href="#"><u>Japanese Language and Culture</u></a>	3	9	JAPN 101, 102, and 201	✓	
	4	12	JAPN 101, 102, 201, and 202	✓	
	5	15	JAPN 101, 102, 201, 202, and 3 hour JAPN upper level elective	✓	
<a href="#"><u>Latin</u></a>	3	9	RELS 150 and 151, and 3 hour lower level elective	✓	
	4	12	RELS 150 and 151, and 6 hours lower level electives	✓	
	5	15	RELS 150 and 151, and 6 hours lower level electives, 3 hours of upper level electives	✓	
<a href="#"><u>Spanish Language and Culture</u></a>	3	9	SPAN 101, 102 and 201	✓	
	4	12	SPAN 101, 102, 201, and 202	✓	
	5	15	SPAN 101, 102, 201, 202, and 371	✓	
<a href="#"><u>Spanish Literature and Culture</u></a>	3	9	SPAN 101, 102 and 201	✓	
	4	12	SPAN 101, 102, 201, and 202	✓	
	5	15	SPAN 101, 102, 201, 202, and 374	✓	
<b>Geography</b>					
<a href="#"><u>Human Geography</u></a>	3+	3	GEOG 110	E-SB	SB
<b>Government</b>					
<a href="#"><u>Government and Politics: Comparative</u></a>	3+	3	PS 260	E-SB	SB
<a href="#"><u>Government Politics: United States</u></a>	3+	3	PS 110	E-SB	SB

<b>History</b>							
<a href="#">European History</a>	3	3	HIST 102	F-SB	SB		
	4+	6	HIST 102 (3) and	F-SB	SB		
			3 hour HIST lower level elective				
<a href="#">United States History</a>	3	3	HIST 240 or HIST 241				
	4+	6	HIST 240 or HIST 241 and 3 hour HIST lower level elective				
<a href="#">World History</a>	3	3	HIST 102	F-SB	SB		
	4+	6	HIST 101 and 102	F-SB	SB		
<b>Mathematics</b>							
<a href="#">Calculus AB</a>	3+	4	MATH 136	F-QR	QR		
<a href="#">Calculus BC</a>	3	4	MATH 136	F-QR	QR		
	4+	8	MATH 136 and MATH 137	F-QR	QR		
<a href="#">Statistics</a>			MATH 183 or ECON 206	F-QR	QR		
<b>Music</b>							
<a href="#">Music Theory</a>	3	3	MUS 100				
	4+	6	MUS 100 and 101				
<b>Physics</b>							
<a href="#">Physics I</a>	3	3	PHYS 101	E-NS, SL	NS, SL		
	4	3 - 4	PHYS 101 (3) or PHYS 201 (4)	E-NS, SL	NS, SL		
				E-NS, SL	NS, SL		
	5	4	PHYS 231/232 or PHYS 201				
				E-NS, SL	NS, SL		
<a href="#">Physics II</a>	3	4	PHYS 202				
	4+	4	PHYS 332/233 or 202				
<a href="#">Physics C – Mechanics</a>	3	3	PHYS 101	E-NS, SL	NS, SL		
	4	4	PHYS 231 and 232				
	5	5	PHYS 255 and 256	E-NS, SL	NS, SL		
<a href="#">Physics C – Electricity and Magnetism</a>	3-4	4	PHYS 332 and 233				
	5	5	Physics 265 and 266				
<b>Psychology</b>							
<a href="#">Psychology</a>	3+	3	PSY 100 or PSYS 100	E-SB	SB		

**Accounting, Pilot and Bridge Project**

Students may earn three hours of proficiency non-residence credit for successful completion of the high school Accounting Pilot and Bridge Project (APBP) course. Students who earn credit from the APBP exam will meet the prerequisite for the second introductory accounting course, ACCT 201 – Introductory Accounting-Managerial. Contact the Department of Accounting at [Acct@wku.edu](mailto:Acct@wku.edu) or (270) 745-3895 for more information.

**ACT or SAT English and Math Proficiency Credit**

The below WKU course and 3 credit hours are received with the ACT or SAT score in the designated test category. WKU does not require the written component on either exam. A student who earns credit for English 100 or Math 116 on the ACT or SAT may not receive additional credit for English 100 or Math 116.

WKU Course	ACT	SAT (Prior to March 2016)	SAT (March 2016)
English 100	≥ 29 English	≥ 650 Critical Reading	≥ 35 Writing and Language
Math 116	≥ 26 Math	≥ 590 Math	≥ 630 Math

Official ACT or SAT scores should be sent by the testing company to the Office of Admissions as part of the admissions process. ACT scores may be obtained by contacting ACT Records, P.O. Box 451, Iowa City, Iowa 52243, phone (319) 337-1313, or accessing on-line information at [www.act.org](http://www.act.org). The following code number should be used to have scores sent to WKU: ACT-1562. SAT score information can be obtained by calling 1- 866-756-7346 or on-line at [www.collegeboard.com](http://www.collegeboard.com). The following code number should be used to have scores sent to WKU: SAT-1901. The Office of Admissions will notify applicants who qualify for academic credit on the basis of the ACT/SAT scores.

**Cambridge International Examinations**

Cambridge International Examinations provides curriculum for High Schools at the advanced levels that offer learners a broad range of AS-level & A-level subjects. Students who participated in the Cambridge Advanced (AICE) program may be awarded Colonnade general education or other WKU credit. An official certifying AICE transcript is required. Evaluation of credit and recommendations are determined by the appropriate WKU academic discipline department.

The grade necessary to earn WKU credit, the corresponding course, and the credit hours which may be earned appear below. The acceptable grade for credit may vary between courses and the level of the exam taken. Credit hour equivalencies are reviewed annually by academic units.

AICE Exam	Exam Grade	WKU Course	WKU Credits	Colonnade Gen Ed
<b>Business</b>				
Business (AS-Level)	A, B, or C	BA 110	3	
Business (A-Level)	A, B, or C	BA 110 and MGT 201	6	
<b>Chemistry</b>				
Chemistry (AS-Level)	A or B	CHEM 101 or (CHEM 105/106 and 107/108) or CHEM 120/121	3 - 8	E-NS & E-SL
Chemistry (A-Level)	A or B	CHEM 101 or (CHEM 105/106 and 107/108) or (CHEM 120/121 and 222/223)	3 – 10	E-NS & E-SL
<b>Economics</b>				
Economics (AS-Level)	A, B, or C	ECON 150	3	E-SB
Economics (A-Level)	A, B, or C	ECON 202 and ECON 203	6	E-SB
<b>English</b>				
English Literature (AS-Level)	A, B, or C	ENG 200	3	F-AH
English Literature (A-Level)	A, B, or C	ENG 200	3	F-AH

<b>French</b>				
French Language (AS-Level)	A – E	FREN 201 and FREN 202	6	✓
French Language (A-Level)	A – E	FREN 320 and FREN 321	6	✓
<b>Music</b>				
Music (AS-Level)	A, B, or C	MUS 120	3	F-AH
<b>Psychology</b>				
Psychology (AS-Level)	A, B, or C	PSY 100	3	E-SB
Psychology (A-Level)	A, B, or C	PSY 100	3	E-SB
<b>Sociology</b>				
Sociology (A-Level)	A, B, or C	SOCL 100	3	E-SB
<b>Spanish</b>				
Spanish Language (AS-Level)	A-E	SPAN 201 and SPAN 202	6	✓
Spanish Language (A-Level)	A-E	SPAN 370 and SPAN 371	6	✓

NOTE: ECON 150 counts as Gen Ed but does not work for Gordon Ford College of Business Majors.

### **College Level Examination Program (CLEP)**

The CLEP examinations may be taken each month at any national testing center, including the testing center at WKU. Information about CLEP may be obtained by writing CLEP, CN 6600, Princeton, New Jersey 08540-6600, or accessing on-line information at [www.collegeboard.com](http://www.collegeboard.com), or by contacting the DELO Testing Center, Western Kentucky University, Bowling Green, Kentucky 42101, (270) 745-5122. The following code number should be used to have scores sent to WKU: CLEP-1901.

Students may register for CLEP examinations at WKU by contacting the DELO Testing Center or by going online to [www.registerblast.com/wku](http://www.registerblast.com/wku).

Students applying to WKU should have their scores sent to the Office of Admissions. Students currently enrolled at WKU should request their scores be sent to the Office of the Registrar. The appropriate office will then notify applicants who qualify for academic credit.

### **Policies**

1. A student who has completed a course or has received credit by examination at WKU or at another accredited college or university may not receive credit for a CLEP examination of similar content.
2. A student may not take a CLEP examination for credit after having taken a college course at a higher level in the same department (subject matter area).
3. A student may establish credit in all courses or areas in which he/she is able to demonstrate proficiency, provided he/she meets the University's residence requirements for graduation. The credit earned will not count toward WKU residence.
4. A student who fails to earn credit on a CLEP examination may not repeat the same examination within three months of the initial testing date.
5. A student may not repeat by proficiency testing a course which has been previously taken or failed at WKU or another accredited institution.

**CLEP Subject Examinations**

Subject Examinations	Minimum Score	Credit Hours	Equivalent WKU Course	Colonnade Program	Kentucky Statewide GEN ED Category
<b>Composition and Literature</b>					
<a href="#">American Literature</a>	50-74	3	ENG 100 level elective		
<a href="#">American Literature</a>	75+	3	ENG 391 or 392		
<a href="#">Analyzing and Interpreting Literature</a>	50+	3	*Lower level elective		
<a href="#">College Composition</a>	50+	3	ENG 100	F-WI	WC
<a href="#">College Composition Modular</a>	50+	3	Lower level electives		
<a href="#">English Literature</a>	50-74	3	ENG 100 level elective		
	75+	3	ENG 381 or ENG 382		
<a href="#">Humanities</a>	50+	3	Arts and Humanities lower level elective	E-AH	AH
<b>World Languages</b>					
<a href="#">French Language</a>	50-55	6	FREN 101 and 102	✓	
	56-59	9	FREN 101, 102, and 201	✓	
	60+	12	FREN 101, 102, 201, and 202	✓	
<a href="#">German Language</a>	50-55	6	GERM 101 and 102	✓	
	56-59	9	GERM 101, 102, and 201	✓	
	60+	12	GERM 101, 102, 201, and 202	✓	
<a href="#">Spanish Language</a>	50-57	6	SPAN 101 and 102	✓	
	58-62	9	SPAN 101, 102, and 201	✓	
	63+	12	SPAN 101, 102, 201, and 202	✓	
<b>History and Social Sciences</b>					
<a href="#">American Government</a>	50+	3	PS 110	E-SB	SB
<a href="#">History of the United States I</a>	50+	3	HIST 240		
<a href="#">History of the United States II</a>	50+	3	HIST 241		
<a href="#">Human Growth and Development</a>	50+	3	PSY 220 or PSYS 220	E-SB	SB
<a href="#">Introductory Educational Psychology</a>	50+	3	Electives (lower level)		
<a href="#">Introductory Psychology</a>	50+	3	PSY 100 or PSYS 100	E-SB	SB
<a href="#">Introductory Sociology</a>	50+	3	SOCL 100	E-SB	SB
<a href="#">Social Sciences and History</a>	50+	3	Social and Behavioral Science lower level elective	E-SB	SB
<a href="#">Western Civilization I (to 1648)</a>	50+	3	HIST 119 or HIST 101	F-SB	SB
<a href="#">Western Civilization II (1648-present)</a>	50+	3	HIST 120 or HIST 102	F-SB	SB

\*Students may earn English 200 credit by passing a departmental exam; go to <https://www.wku.edu/heretohelp/testing.php>.

Science and Mathematics					
<a href="#">Biology</a>	50+	3	BIOL 113	E-NS	NS
<a href="#">Calculus</a>	50-54	4	MATH 136	F-QR	QR
	55+	4	MATH 137		
<a href="#">Precalculus</a>	50-59	3	MATH 116	F-QR	QR
	60+	4	MATH 136	F-QR	QR
<a href="#">Chemistry</a>	50+	5	CHEM 120 and 121	E-NS, SL	NS, SL

Subject Examinations	Minimum Score	Credit Hours	Equivalent WKU Course	Colonnade Program	Kentucky Statewide GEN ED Category
<a href="#">College Algebra</a>	50-51	3	MATH 116	F-QR	QR
	52+	3	MATH 117	F-QR	QR
<a href="#">College Mathematics</a>	50+	3	MATH 109	F-QR	QR
<a href="#">Natural Sciences</a>	50+	3	ENV 280	E-NS	NS
			BIOL 280 or PH 280		
<b>Business</b>					
<a href="#">Financial Accounting</a>	50+	3	ACCT 200		
<a href="#">Information Systems</a>	50-57	3	Elective		
	58+	3	CIS 141		
<a href="#">Introductory Business Law</a>	50+	3	MGT 301		
<a href="#">Principles of Macroeconomics</a>	50+	3	ECON 203	E-SB	SB
<a href="#">Principles of Microeconomics</a>	50+	3	ECON 202	E-SB	SB
<a href="#">Principles of Management</a>	50+	3	MGT 210		
<a href="#">Principles of Marketing</a>	50+	3	MKT 220		

### International Baccalaureate

Western Kentucky University recognizes the International Baccalaureate (IB) program completed in high school. Credit will be awarded by earning the required score in a specific subject, and awarded as non-residence credit. To receive credit the student must furnish an official IB transcript to the Office of Admissions issued directly from the New York office of the International Baccalaureate Organization. Specific information about required scores and credit may be obtained from the Office of Admissions website ([www.wku.edu/international/ib.php](http://www.wku.edu/international/ib.php)).

IB Subject	IB Level	Minimum Score	Credit Hours	WKU Equivalent Course (2017-18)
<b>Language and Literature</b>				
Language A: Literature	SL	5	3	ENG 200
	HL	5	3	ENG 200
Language A: Language and Literature	SL	5	3	ENG 100
	HL	5	3	ENG 100
<b>Language Acquisition (ab initio is for beginners; B for previous experience learners)</b>				
Arabic	SL	4	9	ARBC 101, 102 & 201
	SL	5	12	ARBC 101, 102, 201 & 202
	HL	4	12	ARBC 101, 102, 201 & 202
	HL	5	15	ARBC 101, 102, 201, 202, & 301
Chinese	SL	4	9	CHIN 101, 102 & 201
	SL	5	12	CHIN 101, 102, 201 & 202
	HL	4	12	CHIN 101, 102, 201 & 202
	HL	5	15	CHIN 101, 102, 201, 202 & 301
French ab initio	SL	4+	6	FREN 101 and 102
French	SL	4	9	FREN 101, 102 & 201
	SL	5	12	FREN 101, 102, 201 & 202
	HL	4	12	FREN 101, 102, 201 & 202
	HL	5	15	FREN 101, 102, 201, 202 & 321

## ACADEMIC INFORMATION

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German ab initio	SL	4	6	GERM 101 and 102
German	SL	4	9	GERM 101, 102 & 201
	SL	5	12	GERM 101, 102, 201 & 202
	HL	4	12	GERM 101, 102, 201 & 202
	HL	5	15	GERM 101, 102, 201, 202 & 330
Latin	SL	5	6	RELS 150 and 151
	HL	5	6	RELS 150 and 151
Spanish ab initio	SL	4	6	SPAN 101 and 102
Spanish	SL	4	9	SPAN 101, 102 & 201
	SL	5	12	SPAN 101, 102, 201 & 202
	HL	4	12	SPAN 101, 102, 201 & 202
	HL	5	15	SPAN 101, 102, 201, 202 & 370
<b>Individuals and Societies</b>				
Business Management	SL	5	3	MGT 201
	HL	5	3	MGT 201
Global Politics	SL	5+	3	PS 250
	HL	5+	3	PS 260
History	SL	4	3	Lower division elective in history major or lower division general elective
	HL	4	3	
Information Technology in a Global Society	SL	4	3	CIS 141
	HL	4	3	CIS 141
Psychology	SL	4	3	PSY 100
	HL	4	3	PSY 100
Social and Cultural Anthropology	SL	4	3	ANTH 120
	HL	4	3	ANTH 120
<b>Sciences</b>				
Biology	SL	5+	3	BIOL 113
	HL	5+	3	BIOL 120
Chemistry	SL	5+	4	CHEM 105 and 106
	HL	5+	5	CHEM 120 and 121
Computer Science	SL	4	3	Lower division elective
	HL	5	3	Lower division elective
Environmental Systems and Societies	SL	4	3	ENV 280
Physics	SL			
	HL	5	3	ASTR 108
<b>Mathematics</b>				
Further Mathematics	HL			
Mathematical Studies	SL	5	3	Math 116
Mathematics	SL			
	HL	5	9.5	Math 126, 227
<b>Arts</b>				
Visual Arts	SL	4	3	ART 130
	HL	5	6	ART 130, 140

**Departmental Credit By Examination**

Students enrolled at WKU may also receive credit on the basis of departmental examinations, also called departmental comprehensive proficiency assessments. A student may take a departmental comprehensive proficiency assessment in any course listed as satisfying a requirement in any of the categories of general education. Departments may offer departmental comprehensive proficiency assessments in other courses at their discretion.

To assess student proficiency, a department may adopt either a standardized examination available from outside the University or develop an appropriate comprehensive proficiency examination within the department by means of a faculty committee. Departmental comprehensive proficiency assessments may be written, oral or both.

To be eligible to take a departmental comprehensive proficiency assessment, a student must be fully matriculated, in good standing, and regularly enrolled at WKU. Credits earned in this manner will be recorded on the student's official transcript as non-residence credit but will not be considered as a part of the normal semester load in the term in which the examination is taken. A student may not register for a departmental comprehensive proficiency assessment for a course while he or she is enrolled in that course. A student may not take a departmental comprehensive proficiency assessment in a course which has been previously taken at WKU or at another accredited institution.

A student desiring to take a departmental comprehensive proficiency assessment must complete an appropriate request form in the Office of the Registrar. A fee of \$25 per credit hour must be paid at the time the form is submitted. The form must be submitted to the Registrar prior to the end of the third week of classes in either the fall or spring semesters. The Registrar will notify the appropriate department of the student's request. The department will administer the comprehensive proficiency assessment during the seventh week of classes. The student must obtain the specific time and place for testing from the department head.

After the assessment has been completed, the department head will notify the Registrar in writing as to whether or not the student demonstrated acceptable proficiency. If the department recommends credit be granted, the semester hours earned will be recorded on the official transcript. However, the credit will not be used in computing the grade point average since letter grades will not be assigned.

**Military Service Credit**

WKU strives to be a military friendly institution that will provide military personnel the ability to attend WKU and receive college credit for formal courses and primary occupations offered while in the military. WKU awards college credit based on the American Council on Education (ACE) Guide recommendation, and the credit will count as non-residence credit. Active duty soldiers or military veterans are required to submit official military transcripts prior to admission. Any soldier who is retired or discharged from the military will be required to submit their official military transcripts and a copy of the DD form 214 (Certificate of Release or Discharge from Active Duty of Service) member copy 4. The DD 214 must have characterization of service listed on the form. The DD 214 Form may be requested at <http://www.archives.gov/veterans/military-service-records/>. Official military transcripts may be requested at <https://jst.doded.mil/>.

**Prior Learning Assessment**

Students who have acquired extensive college-level knowledge and skills in academic areas including but not limited to employment, military experience, civic activities, volunteer service, organizational training or workshops, or other non-traditional means may be granted credit for the knowledge and skills they have gained through nationally standardized exams (AP, CLEP, IB, ACE, etc.), departmental assessments, or portfolio development and evaluation. This policy focuses on portfolio development and evaluation, while referencing national and departmental assessments when appropriate.

Prior learning by portfolio evaluation is considered an opportunity for students to demonstrate their knowledge and is not a guarantee of credit for experience. Students will complete a portfolio of their prior learning as a part of a portfolio development course, IDST 250, taught by an instructor who has undergone training by the Council for Adult and Experiential Learning (CAEL). Please note: the credits earned in IDST 250 will count toward residence, while the prior learning credit awarded will be treated as nonresidence credit. The portfolio, with varying forms of documents, will tie content learning outcomes to the knowledge and skills students have acquired through experiential learning. Credit earned will depend upon the student's ability to produce a portfolio that communicates learning outcomes consistent with the WKU mission on the level expected for the credit sought. Before registering for this course, students will consult with the instructor to evaluate the feasibility of seeking credit in a particular area.

The student will identify a maximum of two content areas for which credit is being sought, and his or her portfolio will be submitted to two full-time WKU faculty members, at least one from each area for which the student is seeking credit, upon successful completion of the course. These faculty experts will review the portfolio and determine if and how much academic credit is to be granted, as well as whether the credit should be given for a specific course, or for non-course-specific credit.

The consensus recommendation of the reviewers must be approved by the department head(s) and dean(s) of the college(s) concerned, and then will be forwarded to the Office of the Registrar to transcript recommended credit.

The portfolio development course, IDST 250, may be repeated for a maximum of three credits. The total number of Prior Learning credits applied toward a WKU credential cannot exceed a quarter of the total hours in the credential. For additional information, please contact: School of Professional Studies at (270) 745-8973 or visit [www.wku.edu/pla](http://www.wku.edu/pla).

### **Transfer of Credits**

#### **Undergraduate Transfer Policies**

Students transferring to WKU are required, as a part of the admission process, to provide the Office of Admissions with official transcripts from all previously attended institutions.

Credits earned at other accredited American institutions of higher education may be transferred to WKU and applied toward a degree. The "Transfer Credit Practices" report published by the American Association of Collegiate Registrars and Admissions Officers will be the reference used for the evaluation of such credits.

Students who previously earned course credit from a non-regionally accredited institution may petition for recognition of that credit. Consideration will be given to courses whose content suggests competencies at least equivalent to courses offered by WKU. For more information see: <http://www.wku.edu/admissions/transfer/transfercredit.php>.

Courses completed at a baccalaureate degree granting institution will be accepted for transfer credit at the level of the equivalent WKU course. Courses completed at a community or junior college will transfer to WKU as lower division credit only, even if WKU offers a comparable course at the upper division.

Acceptance of transfer credits for a particular major, minor or certificate is subject to approval by the appropriate academic department.

WKU accepts transfer grades, and those grades will be recorded onto the WKU transcript and computed into the student's overall GPA. Transfer work submitted will be equated to our internal scale and denoted as such on your record. Some academic departments require a minimum grade of "C" in each course applicable toward a major. Refer to the departmental descriptions in this catalog or contact the department head to determine the specific requirements for each major. Credit for a course in which a failing grade has been received can be earned only by repeating the course in residence unless prior written approval is granted by the head of the department in which the course is offered.

When a transcript from an accredited institution records credit granted for educational experiences; such as, credit by exam, advanced placement, prior learning credit, dual credit high school work, the credit will generally be accepted in transfer, except for developmental coursework, which WKU does not accept for degree credit.

The student's academic department will decide how and whether the credit applies to degree requirements for a particular major, minor, or certificate. WKU supports the CPE policy which outlines acceptable AP and CLEP scores; for the complete policy see: <http://cpe.ky.gov/policies/>, for a list of WKU AP/CLEP equivalencies see: <https://www.wku.edu/registrar/documents/creditbyexam.pdf>.

Graduation honors (e.g., *cum laude*) are based upon students earning a minimum of 45 hours in residence for baccalaureate degrees and a minimum of 27 hours in residence for associate degrees.

The minimum residence requirement for the baccalaureate degree and associate degree is 25% of the minimum number of semester hours required in the student's degree program must be earned through instruction at WKU. At least one-third of the hours in the major and minor must be earned at WKU.

#### **Kentucky General Education Transfer Policy**

The Kentucky General Education Transfer Policy (2012) provides guidelines for the transfer of general education coursework between Kentucky public postsecondary institutions. The policy guarantees that if a student completes an associate (AA or AS) degree or some general education coursework at a KCTCS college, any Kentucky public university will accept their general education credits as meeting lower-division general education requirements.

The transfer of general education credits is predicated on the acquisition of competencies in broad academic areas, rather than a comparison of individual courses taken at one institution or another.

The five broad categories are: 1) Arts and Humanities (AH), 2) Communications: Written Communication (WC) and Oral Communication (OC), 3) Natural Sciences: (NS), plus Science Lab (SL), 4) Quantitative Reasoning (QR), and 5) Social and Behavioral Sciences (SB).

The sending institution will indicate, either on the transcript or as an attachment to the transcript, whether the student is Fully Certified, Core Certified, or Category Certified in general education, or if they have completed any of the coded general education courses (i.e., AH, NS, OC, QR, SB, SL, and WC) at their institution.

- **Fully Certified** – All general education requirements are completed (AA and AS degrees guarantee full certification).
- **Core Certified** – The 30 hours of core general education is completed, and remaining general education requirements of the receiving institution are still required.
- **Category Certified** – One or more of the above categories is complete (e.g., AH Category Certified is interpreted as no additional courses are required in the AH category).
- **Course Certified** – The category is not complete, but a course in that category applies to that category.

Questions pertaining to the Kentucky General Education Transfer Policy should be directed to the Transfer Center, Downing Student Union 2135, (270) 745-2178 or [Transfer@wku.edu](mailto:Transfer@wku.edu). The full CPE General Education Transfer Policy can be viewed: <http://cpe.ky.gov/policies>.

#### **General Education Transfer Policy from States other than Kentucky**

Students who complete an associate degree containing 30 unduplicated semester credit hours of General Education (typically an Associate of Arts [AA] or an Associate of Science [AS] from a regionally accredited institution outside Kentucky are considered to have fulfilled all WKU Colonnade General Education requirements. These credit hours are to be drawn from and include at least one course from each of the following areas: humanities/fine arts, social/behavioral sciences, and natural science/mathematics.

#### **General Education Transfer Policy for Institutions That Close**

Students who complete all General Education requirements containing 30 unduplicated semester credit hours toward a Bachelor's degree from a regionally accredited institution that is closing or has closed are considered to have fulfilled all WKU Colonnade General Education requirements. These credit hours are to be drawn from and include at least one course from each of the following area: humanities/fine arts, social/behavioral sciences, and natural science/mathematics.

#### **Transfer Student Services**

Upon admission and receipt of all transcripts, the student's transfer credit will be recorded into the University's student information system and will be available online at [www.topnet.wku.edu](http://www.topnet.wku.edu) and in iCAP, WKU's automated degree audit system. Students and academic advisors may view course articulation (or equivalency) on iCAP prior to the student's participation in the Topper Orientation Program. The iCAP report serves as official assignment of credits to WKU Colonnade General Education Requirements; however, acceptance of transfer credits for a particular major, minor or certificate is subject to approval by the appropriate academic department.

Students may petition WKU departments to determine if a course should be equivalent to a WKU course. The petition form may be obtained online at <https://www.wku.edu/transfer/transferpetition.php>.

#### **Transfer Academic Plans**

To assist associate degree recipients in understanding the courses needed to complete a baccalaureate degree at WKU, a variety of Transfer Academic Pathway Plans have been established. A list of the specific degree programs and pathway plans are available at [http://www.wku.edu/academicaffairs/pd/transfer\\_students.php](http://www.wku.edu/academicaffairs/pd/transfer_students.php). In addition, there are statewide transfer plans on the KnowHow2Transfer site: [www.knowhow2transfer.org/](http://www.knowhow2transfer.org/)

#### **Formal Articulation Agreements**

Formal articulation agreements are mutually beneficial partnerships with colleges and universities developed to match coursework between institutions to help students make a smooth transition from other institutions. These agreements specify how transfer credit will be applied toward general education or other degree requirements. WKU's formal articulation agreements are available at: <http://www.wku.edu/academicaffairs/pd/articulation.php>.

#### **International Transfer Credit**

Transfer credit from foreign educational institutions may be granted after a determination of the type of institution involved, its recognition by the educational authorities of the foreign country, and an evaluation of the content and level of the courses. Extensive use is made of professional references which describe the educational systems and programs of individual countries.

Students who have attended an educational institution located outside of the United States will need to request all schools attended to send the official transcript(s) directly to Western Kentucky University. Some educational institutions do not issue transcripts to other schools; instead they issue transcripts or the original certificate/mark sheet to students. In this case, students must make a photocopy of the original transcript/certificate/mark sheet and have the school attended (or a certified translation service firm) certify/attest that the photocopy is a true copy of the original document. Consulates and embassies often serve as a resource for the attestation of educational documents. Students on WKU's campus may bring the original transcript(s) or document(s) to the International Admissions Office for review and verification. For more information, contact [iem@wku.edu](mailto:iem@wku.edu).

**WKU Students who Study Abroad**

Transfer credit is awarded upon receipt of an official transcript from an international institution, only if the study abroad experience was pre-approved by the Office of Study Abroad and Global Learning. Transfer credit will be converted to semester hours, and all courses and grades are transferred. Additional information is available at [https://www.wku.edu/studyabroad/academic\\_credit.php](https://www.wku.edu/studyabroad/academic_credit.php).

**WKU Students who Enroll Elsewhere**

WKU students occasionally enroll in courses at other institutions, usually during the summer term or through the "Study Away" program. Prior to such enrollment, students should access the online transfer equivalency guide available through the Transfer Center website (see View Transfer Credit Equivalencies on:

<http://www.wku.edu/transfer/transferhow.php>.) This site provides the exact equivalency by course between institutions, if the course has been articulated. Approval for credits to be applied to WKU Colonnade General Education Requirements is provided by the Coordinator of Transfer Articulation within the Transfer Center, and will appear on TopNet and the iCAP reports. Approval for transfer courses to be applied to a major, minor, or other programs should be obtained from the appropriate academic department.

Questions pertaining to transfer policies, services or procedures should be directed to the Transfer Center, Downing Student Union 2135, (270) 745-2178, [Transfer@wku.edu](mailto:Transfer@wku.edu), or post the question(s) electronically at: <http://www.wku.edu/admissions/forms/inforequest.php>.

## Academic Definitions

**Academic Program** – combination of courses and related activities organized for the attainment of broad educational objectives that lead to a certificate or diploma or an associate's, bachelor's, master's, specialist, or doctoral degree (CPE, 2011).

**Degree** – is an award conferred by a postsecondary education institution as official recognition for the successful completion of an academic program (CPE, 2011).

**Associate's Degree** – is an award that normally requires at least 60 semester credit hours or the equivalent (CPE, 2011).

**Bachelor's Degree** – is an award that normally requires at least 120 semester credit hours or the equivalent. This includes all bachelor's degrees conferred in a five-year cooperative (work-study) program and degrees in which the normal four years of work are completed in three years (CPE, 2011).

**Undergraduate (pre-baccalaureate) Certificate** – is a sub-baccalaureate credential granted upon satisfactory completion of a series of courses related to a specific topic or skill. It has the primary purpose of providing marketable, entry-level skills (CPE, 2011).

**Major** – is a primary area of study defined by a set of course and / or credit hour requirements within a specified discipline or with a clearly defined multi-disciplinary focus (CPE, 2011).

**Minor** – is a secondary area of study that is separate from the major and is defined by a set of course and/or credit hour requirements within a specified discipline or with a clearly defined multi-disciplinary focus (CPE, 2011).

**Concentration** – is a set of courses designed to develop expertise within a major (CPE, 2011). The Kentucky Council on Postsecondary Education (CPE) defined specific terminology for a set of courses designed to develop expertise within a major, and the term varies by degree level. Track is the specified term at the undergraduate level, Concentration at the master's level, and Specialization at the doctoral level. Tracks, Concentrations, and Specializations are noted in the WKU catalog, TopNet, iCAP, and on the WKU transcript as "Concentration."

**Footnote:** The Kentucky Council on Postsecondary Education approves new academic programs and in 2017 developed a New Academic Programs: Policy and Procedures. Within the new policy are definitions are noted above. For more details see: <http://cpe.ky.gov/policies/academicprograms.html>.

## Academic Programs

**Baccalaureate Degrees**—Western Kentucky University confers seven baccalaureate degrees: Bachelor of Arts, Bachelor of Science, Bachelor of Interdisciplinary Studies, Bachelor of Fine Arts, Bachelor of Music, Bachelor of Science in Nursing, and Bachelor of Social Work. To determine the degree awarded upon the completion of a specific program of study, consult the chart found under “Major Programs of Study” on the following pages.

**AB (Artium Baccalaureus / Bachelor of Arts)** degrees typically emphasize the social sciences, arts, humanities, and foreign languages. The degree is intended to advance student understanding of human culture through examination of historical, social, religious and political contexts; analysis of ideas; appreciation of art and creative endeavors; knowledge of philosophical theories; and achievement of language competency. AB requirements typically promote broad preparation within a discipline.

**BS (Bachelor of Science)** degrees typically emphasize the natural sciences, mathematics and technology. The degree is intended to advance student preparation in reasoning, analysis, experimentation and the application of scientific principles in problem-solving consistent with professional or technical preparation. BS requirements typically promote depth of preparation within a discipline.

**BIS (Bachelor of Interdisciplinary Studies)** provides an alternative baccalaureate degree program for students who do not need or desire the academic specialization involved in traditional major or major/minor programs. This degree program allows considerable latitude and flexibility to satisfy individual interests and needs.

**BFA (Bachelor of Fine Arts)** is the initial professional degree in fine arts. It prepares students for a professional studio practice through an intensive artistic and academic experience. Students develop strong personal concepts along with technical proficiency creating a cohesive body of work on which to base an individual, sustainable studio practice.

**BM (Bachelor of Music)** provides intensive study in music leading to three distinct P-12 teaching certifications (vocal, instrumental, integrated) or a performance degree that supports private studio teaching or graduate study.

**BSN (Bachelor of Science in Nursing)** is an entry-level degree for professional nursing. It prepares the graduate to be a professional nurse who can practice in a variety of settings and who has the knowledge base to pursue graduate study in nursing.

**BSW (Bachelor of Social Work)** is the only undergraduate major that educates students to be professional social workers. BSW graduates are prepared for immediate entry into direct human service professional positions. They possess the intellectual, practical and professional skills needed to promote beneficial change in the lives of their clients.

A baccalaureate degree requires a minimum of 120 unduplicated semester hours, according to one of the following options:

- Students with a major that is 48 hours or more are not required to declare a second major or minor, unless specified by the department.
- Students with a major below 48 hours must select a second major or minor. Student who select a major and minor combination must have 54 hours total between the major and minor and 48 hours unduplicated.
- Students pursuing the Bachelor of Interdisciplinary Studies are required to select an emphasis of study and may also select a minor. No hours may be duplicated between the emphasis and minor.
- A certificate of 12 or more semester credit hours may substitute for “minor” in all the above.

A baccalaureate degree candidate with a double major will receive one degree; the degree will be associated with the student's declared first major. Students may pursue concurrent (dual) degrees, as specified in the section entitled “Concurrent and Subsequent Degrees.”

A minor is a secondary course of study as defined by the CPE (previous page). The minimum duration of a minor varies, but may not be less than 18 semester credit hours. Approved majors and minors are listed on the following pages. Any specific admission or course requirements may be found in the college or departmental section of this catalog.

In addition to one of the above options, each student must complete a minimum of 39 semester hours of general education courses and electives to total the minimum of 120 unduplicated semester hours. For details refer to the section of this chapter on “Colonnade Requirements.” Since some programs are non-teacher certifiable, students seeking teacher certification should consult the Teacher Education Programs portion of this catalog for a list of certifiable programs and the required professional education courses.

**Associate Degrees**—Western Kentucky University confers four associate degrees: Associate of Arts, Associate of Science, Associate of Science in Nursing and Associate of Interdisciplinary Studies. To determine the degree awarded upon the completion of a specific program of study, consult the chart found under “Major Programs of Study” on the following pages.

**Certificate Programs**—Western Kentucky University offers a variety of short-term programs that lead to a certificate in a specialty area. Certificates typically comprise at least twelve semester credit hours. Exceptions to this minimum may be granted only where a circumscribed body of expertise with the potential to materially affect employability may be covered in fewer than 12 semester credit hours. The list of certificate programs can be found near the end of the following chart.

<sup>M</sup> = Minor or Second Major required<sup>\*</sup> = Minimum hrs. for degree exceeds 120 hrs.

+ = Additional Professional Education Courses Required

**Baccalaureate Programs of Study**

Department Major	Concentrations	Reference Number	Minimum Major Hrs.	Degree	Advisor Name	Office	Phone Number	Page #
<b>POTTER COLLEGE OF ARTS &amp; LETTERS</b>								
<b>Department of Art</b>								
	<i>Art History<sup>M</sup></i>	613	36	A.B.	Jordan	FAC 413	58865	76
	<i>Visual Arts (seeking admission)</i>	514P			Arnold	FAC 441	56566	74
	<i>Visual Arts (officially admitted)</i>	514		B.F.A.				
	ARGD – Graphic Design		73		Tullis	FAC 400	55930	
	ARST – Studio		79		Tyree	FAC 423	53362	
		509			Arnold	FAC 441	56566	75
Visual Studies	<sup>*</sup> ARED – Art Education		66+		Choe	FAC 439	57052	
	ARSO – Studio Art		49		Arnold	FAC 441	56566	
<b>Department of Communication</b>								
	<i>Advertising (seeking admission)<sup>M</sup></i>	727P						
	<i>Advertising (officially admitted)<sup>M</sup></i>	727	36	A.B.	Haynes	JRH 230	53296	79
	<i>Communication Studies (seeking admission)<sup>M</sup></i>	792P						
	<i>Communication Studies (officially admitted)<sup>M</sup></i>	792	36	A.B.	Crawley	FAC 106	55542	79
	<i>Corporate and Organizational Communication<sup>M</sup> (seeking admission)</i>	522P						
	<i>Corporate and Organizational Communication<sup>M</sup> (officially admitted)</i>	522	36	A.B.	Crawley	FAC 106	55542	80
	<i>Popular Culture Studies<sup>M</sup></i>	758	31	A.B.	Hoffswell	FAC 145	53296	81
	<i>Public Relations (seeking admission)<sup>M</sup></i>	763P						
	<i>Public Relations (officially admitted)<sup>M</sup></i>	763	36	A.B.	Witcher	FAC 196	53452	81
<b>Diversity and Community Studies</b>								
	<i>Diversity and Community Studies<sup>M</sup></i>	631	33	A.B.	Branham	WSC House	52943	83
<b>Department of English</b>								
	<i>English<sup>M</sup></i>	662		A.B.				86
	ENCW – Creative Writing		42		Brown	CH 7b	55759	
	ENLT – Literature		42		Langdon	CH 116	55708	
	ENPW – Professional Writing		42		Rice	CH 16C	55998	
	<sup>*</sup> English for Secondary Teachers	561	54+	A.B.	Otto	CH 109F	55710	87
<b>Department of Folk Studies and Anthropology</b>								
	<i>Anthropology<sup>M</sup></i>	608	30	A.B.	Applegate	FAC 237	55898	89
	ANAR – Archaeology							
	ANBA – Biological Anthropology							
	ANCA – Cultural Anthropology							
	ANCR – Cultural Resource Management							
<b>Department of History</b>								
	<i>History<sup>M</sup></i>	695	33	A.B.	Van Dyken / Walton-Hanley	CH 230A CH 214	52994 56959	91
	<i>Social Studies</i>	592	60	A.B.	Van Dyken/ Walton-Hanley	CH 230A CH 214	52994 56959	93
<b>School of Journalism &amp; Broadcasting</b>								
	<i>Broadcasting (seeking admission)<sup>M</sup></i>	726P			Alicie	JRH 212	56988	96
	<i>Broadcasting (officially admitted)<sup>M</sup></i>	726	45	A.B.	Pfranger	JRH 340	56497	
	<i>Film (seeking admission)<sup>M</sup></i>	667P			Alicie	JRH 212	56988	97
	<i>Film<sup>M</sup> (officially admitted)<sup>M</sup></i>	667	42	A.B.	Newton	JRH 336	55890	
	<i>Journalism (seeking admission)<sup>M</sup></i>	736P			Alicie	JRH 212	56988	97
	<i>Journalism (officially admitted)<sup>M</sup></i>	736	42	A.B.	McKerral	JRH 222	55882	
	<i>Photojournalism (seeking admission)<sup>M</sup></i>	750P			Alicie	JRH 212	56988	98
	<i>Photojournalism (officially admitted)<sup>M</sup></i>	750	45	A.B.	Kenney	JRH 116	56307	

## ACADEMIC INFORMATION

Department Major	Concentrations	Reference Number	Minimum Major Hrs.	Degree	Advisor Name	Office	Phone Number	Page #
<b>Department of Modern Languages</b>								
Arabic <sup>M</sup>		609		A.B.	DiMeo	FAC 276	52401	101
	ARLC – Arabic Language and Culture		36					
	ARBS – Arabic for Business		39					
	ARIS – Arabic for International Service		39					
	ARJR – Arabic for Journalism		39					
	TCHR – Teacher Certification		73					
Chinese <sup>M</sup>		624	36	A.B.	Peng	FAC 163	52401	102
	TCHR – Teacher Certification		73					
French <sup>M</sup>		665	36	A.B.	Egloff	FAC 274	55905	104
	TCHR – Teacher Certification		73					
German <sup>M</sup>		683	36	A.B.	McGee	FAC 251	55900	104
	TCHR – Teacher Certification		73					
Spanish <sup>M</sup>		778	36	A.B.	Pertusa Zapata	FAC 231 FAC 270	52401 55102	105
	TCHR – Teacher Certification		73					
<b>Department of Music</b>								
Music		593		B.M.				108
	♦MUED – Music Ed – Instrumental P-12		69+		Schallert	MH 207	55893	
					Bright	MH 204	54024	
	♦MUIN – Music Ed – Integrated P-12		74+		Stites	FAC 335	54388	
	♦MUEV – Music Ed – Vocal P-12		69+		Pope	FAC 341	55920	
	MUP2 – Instrumental Performance		70		Kelly	FAC 322	52682	
	MUP1 – Vocal Performance		72		Kelly	FAC 322	52682	
Music (Liberal Arts)		583		A.B.				109
	MUMM – Music General		36		Martin	FAC 339	56890	
	MUSE – Music Extended		48		Cipolla	FAC 358	57093	
					Martin	FAC 339	56890	
					Cipolla	FAC 358	56890	
<b>Department of Philosophy and Religion</b>								
Asian Religions and Cultures <sup>M</sup>		615	31	A.B.	Samuels	CH 300	55748	113
Philosophy <sup>M</sup>		745	31	A.B.	Samuels	CH 300	55744	113
Religious Studies <sup>M</sup>		769	31	A.B.	Samuels	CH 300	55744	113
<b>Department of Political Science</b>								
International Affairs <sup>M</sup>		702	51	A.B.	Murphy	GH 308	52890	116
Paralegal Studies		5002	60	A.B.	Shadoan	TPH 256	52539	117
Political Science <sup>M</sup>		686	33	A.B.	Lasley	GH 304	52799	115
<b>Department of Sociology</b>								
Criminology <sup>M</sup>		627	34	A.B.	Smith	GH 126	53750	123
Sociology <sup>M</sup>		775	31	A.B.	Smith	GH 126	53750	123
	SCED – Community, Environment, & Development							
	SFGS – Family, Gender, & Sexuality							
	SISC – Inequality and Social Change							
	SORM – Research Methods							
<b>Department of Theatre and Dance</b>								
Dance <sup>M</sup> (seeking admission)		630P			Young	GW 300A	55873	126
Dance <sup>M</sup> (officially admitted)		630	45	A.B.	Young	GW 300A	55873	
Performing Arts (seeking admission)		588P			Young	GW 300A	55873	127
Performing Arts (officially admitted)		588	74	B.F.A.	Young	GW 300A	55873	
	PACT – Acting							
	PDIR – Directing							
	PAMT – Music Theatre							
	PDES – Theatre Design and Technology							
Theatre <sup>M</sup>		798	45	A.B.	Young	GW 300A	55845	122
<b>Interdisciplinary Programs</b>								
Honors Self-Designed Studies <sup>M</sup>		633/634	28	A.B./B.S.	Keller	HCIC 1034	53171	356
Honors Self-Designed Studies		566/539	28	A.B./B.S.	Keller	HCIC 1034	53151	356
<b>GORDON FORD COLLEGE OF BUSINESS</b>								
<b>Department of Accounting</b>								
Accounting (seeking admission)		602P			Jordan	GH 449	53290	134
Accounting (officially admitted)		602	73	B.S.	Little	GH 501	53895	

Department Major	Concentrations	Reference Number	Minimum Major Hrs.	Degree	Advisor Name	Office	Phone Number	Page #
<b>Department of Economics</b>								
<i>Business Economics (seeking admission)</i>	724P				Jordan	GH 449	53290	137
<i>Business Economics (officially admitted)</i>	724	73		B.S.	Lebedinsky	GH 432	52240	
<i>Economics (seeking admission)<sup>M</sup></i>	638P				Jordan	GH 449	53290	136
<i>Economics (officially admitted)<sup>M</sup></i>	638	37		A.B.	Lebedinsky	GH 432	52240	
<i>Mathematical Economics (seeking admission)</i>	731P				Jordan	GH 449	53290	137
<i>Mathematical Economics (officially admitted)</i>	731			B.S.	Lebedinsky	GH 432	52240	
MEAS—Actuarial Science		61-62						
MEGM—General Mathematical Economics		49						
<b>Department of Finance</b>								
<i>Finance (seeking admission)</i>	664P				Jordan	GH 449	53290	138
<i>Finance (officially admitted)</i>	664			B.S.	Chhachhi	GH 334	52018	
FNBF – Business Finance		73						
FNPP – Personal Financial Planning		79						
<b>Department of Information Systems</b>								
<i>Business Data Analytics (seeking admission)</i>	504P				Jordan	GH 449	53290	141
<i>Business Data Analytics (officially admitted)</i>	504	72		B.S.	Blankenship	GH 231	55409	
<b>Department of Management</b>								
<i>Entrepreneurship (seeking admission)</i>	542P				Jordan	GH 449	53290	143
<i>Entrepreneurship (officially admitted)</i>	542	70		B.S.	Bolton	GH 200	55408	
<i>International Business (seeking admission)</i>	569P				Jordan	GH 449	53290	144
<i>International Business (officially admitted)</i>	569	73		B.S.	Potter	GH 200	55408	
<i>Management (seeking admission)</i>	723P				Jordan	GH 449	53290	142
<i>Management (officially admitted)</i>	723	73		B.S.	Potter	GH 200	55408	
MBUS – Business Administration								
MGHP – Human Resources/Personnel Management								
<b>Department of Marketing</b>								
<i>Marketing (seeking admission)</i>	720P				Jordan	GH 449	53290	147
<i>Marketing (officially admitted)</i>	720	73		B.S.	Todd	GH 402	52249	
MKGM – Strategic Marketing								
MKSA – Marketing Sales								
MKSM – Social Media Marketing								
<b>COLLEGE OF EDUCATION AND BEHAVIORAL SCIENCES</b>								
<b>School of Teacher Education</b>								
♦ <i>Business and Marketing Education</i>	621	82		B.S.	McDonald	GRH 2084	53097	155
♦ <i>Elementary Education</i>	527	82		B.S.	Jukes	GRH 1012	54485	153
<i>Interdisciplinary Early Childhood Education</i>	526			B.S.	Guyton	GRH 1099	2588	157
IECE – Non-Teacher Certification	69							
TCHR – Teacher Certification	76							
<i>Middle Level Education in Social Studies and Language Arts</i>	5001			B.S.	Moore	GRH 1102	55415	154
MELA – Middle Level Education Language Arts/		70						
Communication single area certification								
MESD – Middle Level Education Social Studies/		91-94						
Language Arts dual certification								
MESS – Middle Level Education Social Studies		73-76						
single area certification								
<i>Science and Mathematics Education<sup>M</sup></i>	774	37		B.S.	Pesterfield	SKyTeach 101	56246	156
♦ <i>Special Education: Learning &amp; Behavioral Disorders and Elementary Education</i>	5003	88		B.S.	Kirby	GRH 1087	53746	157
<b>Department of Military Science and Leadership</b>								
<i>Military Leadership<sup>M</sup></i>	733	36-42		B.S.	MacMillin	DA 1512	54293	160
<b>Department of Psychology</b>								
<i>Psychology – General Major<sup>M</sup> (seeking admission)</i>	760P				Wininger	GRH 3016	54421	161
<i>Psychology – General Major<sup>M</sup> (officially admitted)</i>	760	34		A.B.	Wininger	GRH 3016	54421	
PSFP – Forensic Psychology <sup>M</sup>		40						
PSSP – Sport Psychology		53						

## ACADEMIC INFORMATION

Department Major	Concentrations	Reference Number	Minimum Major Hrs.	Degree	Advisor Name	Office	Phone Number	Page #
<b>School of Professional Studies</b>								
<i>Interdisciplinary Studies</i>		558	36	B.I.S.		TPH 275	58973	163
GSAR – Arts								
GSBU – Business								
GSED – Education								
GSHE – Health								
GSHU – Humanities								
GSMS – Military Studies								
GSCO – Organization & Communication of Ideas								
GSSC – Science								
GSSB – Social & Behavioral Science								
GSSJ – Social Justice & Equity Studies								
GSSU – Sustainability								
GSTE – Technology								
<i>Organizational Leadership (seeking admission)</i>	545P							
<i>Organizational Leadership (officially admitted)</i>	545	48		B.S.		TPH 227	58973	164
<i>Workforce Administration (seeking admission)</i>	739P							
<i>Workforce Administration (officially admitted)</i>	739			B.S.	Ghezal	TPH 227	58973	164
SMAS – Administrative Systems	48							
SMAG – Agricultural Systems	48							
SMCS – Criminology Systems	48							
SMDM – Digital Media Technologies	48							
SMFR – Fire/Rescue Administration	48							
SMGI – Geographic Information Systems	48							
SMGS – Government Systems	48							
SMHI – Healthcare Informatics	48							
SMHR – Human Resource Development	48							
SMIM – Industrial/Manufacturing Systems	48							
SMIS – Information Systems	48							
SMLE – Law Enforcement Administration	48							
SMLD – Leadership	48							
SMMS – Military Systems	48							
SMOS – Occupational Safety and Health	48							
SMTS – Technical Sales	48							
SMTT – Technical Training	48							
SMTW – Technical Writing	48							

## COLLEGE OF HEALTH AND HUMAN SERVICES

### Department of Allied Health

<i>Dental Hygiene (seeking admission)</i>	524P							
<i>Dental Hygiene (officially admitted)</i>	524	66-78		B.S.	Evans	AC 236G	52427	223

### Department of Applied Human Sciences

<i>Family and Consumer Sciences</i>	563			B.S.				225
CHST – Child Studies	51				Haynes-Lawrence	AC 308D	54352	
CFED – Family and Consumer Sciences Education	82				Croxall	AC 302F	54352	
CFFS – Family Studies	51				West	AC 414	54352	
<i>Hospitality Management and Dietetics (seeking admission)</i>	707P							226
<i>Hospitality Management and Dietetics (officially admitted)</i>	707			B.S.				
CFNW – Food, Nutrition, and Wellness	59				Mason	AC 209C	54352	
CFHR – Hotel, Restaurant, and Tourism Management	59				Simmons	AC 205	54352	
CFND – Nutrition and Dietetics	68							
<i>Interior Design and Fashion Merchandising</i>	531			B.S.	Payne-Emerson	AC 209D	54352	227
CFAS – Fashion Merchandising	78				Jones	AC 403C	54352	
CINT – Interior Design	81				Flener	AC 403A	54352	

### Department of Communication Sciences and Disorders

<i>Communication Disorders (seeking admission)</i>	595P							
<i>Communication Disorders (officially admitted)</i>	595	58		B.S.	Hutchison	AC 104	52772	231

Department Major	Concentrations	Reference Number	Minimum Major Hrs.	Degree	Advisor Name	Office	Phone Number	Page #
<b>School of Kinesiology, Recreation and Sport</b>								
	Exercise Science (seeking admission)	554P			Schafer	SS 1056	55857	233
	Exercise Science (officially admitted)	554	55	B.S.	Schafer	SS 1056	55857	
Physical Education		587						232
	PEMS – Movement Studies		73	B.S.	Pyle	SS 1032	55123	
	TCHR – Teacher Education		72-75	B.S.	Pyle	SS 1032	55123	
Recreation Administration		589	48	B.S.	Poff	DA 2042	52498	234
	RERT – Recreation & Tourism							
	REFM – Facility and Event Management							
	RENA – Nonprofit Administration							
	REOR – Outdoor Recreation							
	RESS – Recreation and Sport Services							
Sport Management (seeking admission)		572P			Upright	SS 1023	53004	234
Sport Management (officially admitted)		572	57	B.S.	Upright	SS 1023	53004	
<b>School of Nursing</b>								
	Nursing (Pre-Nursing)	586P						
	Nursing (officially admitted)	586	57	B.S.N.	Lovan	MCHC 2202	58769	239
	Nursing (RN-BSN program)	596	67	B.S.N.	Alexander	MCHC 3324	54078	240
<b>Department of Public Health</b>								
	Environmental Health Science (seeking admission)	548P			Taylor	AC 236D	58975	242
	Environmental Health Science (officially admitted)	548	70	B.S.	Taylor	AC 236D	58975	
	Health Care Administration (seeking admission)	559P			Ellis-Griffith	AC 127F	53076	242
	Health Care Administration (officially admitted)	559	67	B.S.	Ellis-Griffith	AC 127F	53076	
	Health Information Management (seeking admission)	529P			Hunt-Shepherd	AC 413	52427	243
	Health Information Management (officially admitted)	529	79-82	B.S.	Hunt-Shepherd	AC 413	52427	
Health Sciences		564	59-66	B.S.	Metke	AC 128 C	54752	244
	AHAH – Health Sciences Allied Health							
	AHSW – Health and Social Welfare							
	ASLM – Health Services Leadership & Management							
Public Health (seeking admission)		521P			Lartey	AC 129D	53941	245
Public Health (officially admitted)		521	70	B.S.	Lartey	AC 129D	53941	
<b>Department of Social Work</b>								
	Social Work (seeking admission)	594P			Sullivan	AC 210B	55312	250
	Social Work (officially admitted)	594	54	B.S.W.	Sullivan	AC 210B	55312	
<b>OGDEN COLLEGE OF SCIENCE AND ENGINEERING</b>								
<b>Department of Agriculture</b>								
Agriculture		508		B.S.				171
	AGPS – Agronomy (Plant)		52		Willian	EST 255	55969	
	AGSS – Agronomy (Soil)		48		Gillfillen	EST 256	55970	
	AGBU – Agribusiness		50		King	EST 240	55964	
	♦AGED – Agricultural Education		76		Kingery	EST 242	55966	
	AGSY – Agriculture Systems		50		Scudder	EST 244	52969	
	AGAS – Animal Science		58		Galloway	EST 232	55958	
	AGDS – Dairy Science		50		DeGraves	EST 235	55960	
	AGGA – General Agriculture		50		Woolsey	EST 245	55967	
	AGHO – Horticulture		50		Dennis	FDTC	53382	
	AGHS – Horse Science		58		Gill	EST 234	55962	
	AGTG – Turf and Golf Course Mgt.		64		Woolsey	EST 245	55967	
Agriculture <sup>M</sup>		605	30	B.S.	DeGraves	EST 269	53151	173
<b>Department of Biology</b>								
	Biology	525	48	B.S.	Schulte	TCCW 359	53696	175
	Biology <sup>M</sup>	617	36	B.S.	Schulte	TCCW 359	53696	176
	Molecular Biotechnology	738	55	B.S.	Schulte	TCCW 359	55396	177
<b>Department of Chemistry</b>								
Chemistry		623		B.S.	Burris	COHH 2115	52973	179
	CHCR – ACS Approved		53		Nee	SKYTT1	50114	
	CHGC – General <sup>M</sup>		33		Williams	COHH 2112	58899	
	FCHM – Foundations <sup>M</sup>		37		Williams	COHH 2112	58899	
	♦TCHR – Teacher Certification <sup>M</sup>		51+		Pesterfield	SKYTH 101	56246	

## ACADEMIC INFORMATION

Department Major	Concentrations	Reference Number	Minimum Major Hrs.	Degree	Advisor Name	Office	Phone Number	Page #
<b>Department of Engineering and Applied Sciences</b>								
Architectural Science		518	87	B.S.	Aly	EST 226	55849	182
♦Civil Engineering (seeking admission)		534P						
♦Civil Engineering (officially admitted)		534	68	B.S.	Wilson	EBS 2128	52322	183
Computer Information Technology (seeking admission)		555P						
Computer Information Technology (officially admitted)		555	60	B.S.	Revels	EST 137	53251	184
Computer Science <sup>M</sup> (seeking admission)		629P						
Computer Science <sup>M</sup> (officially admitted)		629	44	B.S.	Atici	COHH 4142	55093	185
CSSO – Specialty Option		50						
CSSA – Systems / Scientific Applications		50						
Construction Management		533	69-70	B.S.	Haddad	EST 225	53414	186
♦Electrical Engineering (seeking admission)		537P						
♦Electrical Engineering (officially admitted)		537	58	B.S.	Collett	EBS 2108	52106	186
Manufacturing Engineering Technology		5006	58	B.S.	Doggett	COHH 2109	56551	188
♦Mechanical Engineering (seeking admission)		543P						
♦Mechanical Engineering (officially admitted)		543	60.5	B.S.	Byrne	EBS 2120	56286	189
Technology Management		575	63	B.S.	Janes	EST 106	54514	190
<b>Department of Geography and Geology</b>								
Earth Science <sup>M</sup>		678	33	A.B.	Siewers	EST 304	54555	196
Geographic Information Science		576	53	B.S.	Cary	EST 304	54555	194
Geography and Environmental Studies		675	52	B.S.	North	EST 304	54555	195
GRCS – Climate Systems								
GRES – Environment and Sustainability								
GRGE – Geography								
GRKW – Karst and Water Resources								
GRTD – Tourism and Development								
Geology		577	52	B.S.	Siewers	EST 304	54555	196
Meteorology		578	48	B.S.	Goodrich	EST 304	54555	194
<b>Department of Mathematics</b>								
Mathematical Economics (seeking admission)		731P						
Mathematical Economics (officially admitted)		731		B.S.	Autin	COHH 4103	56171	202
MEGM–General Mathematical Economics		49						
MEAS–Actuarial Science		61-62						
Mathematics (seeking admission) <sup>M</sup>		728P						
Mathematics (officially admitted) <sup>M</sup>		728		A.B.	Neal	COHH 4108	56213	200
MATN – Non-teacher certifiable		39						
TCHR – Teacher Education		36+						
Mathematics (seeking admission)		528P						
Mathematics (officially admitted)		528	51	A.B.	Neal	COHH 4108	56213	200
MAAD – Fundamentals of Analysis and Discrete Math								
MAAM – Fundamentals of Applied Math								
MAMS – Fundamentals of Math Studies								
Middle Grades Mathematics <sup>M</sup> (seeking admission)		730P						
Middle Grades Mathematics <sup>M</sup> (officially admitted)		730	34	B.S.	Gerstenschlager Wilson	COHH 3114	57048	201
<b>Department of Physics and Astronomy</b>								
Physics <sup>M</sup>		754	35	B.S.	Gelderman	TCCW 230	56203	204
PHEU – Physics Education			35		Gelderman	TCCW 230	56203	
<b>Department of Psychological Sciences</b> *Students choosing the 50 hr. option will complete 21-24 credit hrs. from two concentrations*								
Psychological Science		747	38-50	B.S.	Madole	GRH 3074	53918	207
PAPS – Applied Psychological Science <sup>M</sup>								
PBBP – Biobehavioral Psychology <sup>M</sup>								
PCPS – Clinical Psychological Science <sup>M</sup>								
PCGP – Cognitive Psychology <sup>M</sup>								
PGEN – General								
PDVS – Developmental Science <sup>M</sup>								
PSQP – Quantitative Psychology								
PSOP – Social Psychology <sup>M</sup>								
<b>Interdisciplinary Programs</b>								
Biochemistry		519	60	B.S.	Jacobshagen	TCCW 353	55994	215
Williams						TCCW 423	58899	
Medical Laboratory Science		5004	83	B.S.	McDaniel	TCCW 313	56845	217
Middle School Science <sup>M</sup>		734	30-31	B.S.	Pesterfield	SkyTeach 101	56246	170

## Minor Programs of Study

Department Minor	Reference Number	Minimum Minor Hrs.	Advisor	Office Name	Phone Number	Page #
<b>POTTER COLLEGE OF ARTS &amp; LETTERS</b>						
<b>Department of Art</b>						
Art History	316	21	Jordan	FAC 413	58865	76
Computer Animation	352	21	Sung	FAC 414	52154	76
Graphic Design (for advertising majors)	385	24	Tullis	FAC 401	55930	77
Studio Art	312	30	Arnold	FAC 224	52314	77
<b>Department of Communication</b>						
Communication Studies	480	24	Crawley	FAC 130	53296	81
Digital Advertising	351	24	Haynes	JRH 230	53296	82
<b>Department of Diversity and Community Studies</b>						
African American Studies	305	21	Ardrey	GH 300	54558	83
Citizenship & Social Justice	349	22	Ashwill	DCS House	53218	84
Gender and Women's Studies	378	21	Branham	WSC	52943	85
<b>Department of English</b>						
Creative Writing	348	21	Brown	CH 7b	55759	87
English	359	21	Langdon	CH 116	55708	87
Literature	406	21	Langdon	CH 116	55708	88
Professional Writing	437	21	Rice	CH 16C	55998	88
Teaching English as a Second Language	478	19	Poole	CH 6B	55780	88
<b>Department of Folk Studies and Anthropology</b>						
Anthropology	311	21	Applegate	FAC 280	55094	90
Folklore	362	21	Evans	FAC 245	55897	90
<b>Department of History</b>						
History	392	21	Van Dyken / Walton-Hanley	CH 230A CH 214	52994 56959	93
Southern Studies	462	21	McMichael	FAC 200	52344	93
<b>School of Journalism &amp; Broadcasting</b>						
Broadcasting	330	18	Pfranger	JRH 340	56497	99
Journalism Writing	419	21	McKerral	JRH 222	55882	99
Photojournalism	433	21	Kenney	JRH 116	56307	99
<b>Department of Modern Languages</b>						
Arabic	315	30	DiMeo	FAC 276	52401	105
Chinese	337	30	Peng	FAC 163	52401	106
French	365	30	Egloff	FAC 274	55905	106
German	380	30	McGee	FAC 251	55900	107
Spanish	464	30	Pertusa	FAC 231	52401	107
<b>Department of Music</b>						
Music	423	24	Lopes	FAC 331	55919	110
<b>Department of Philosophy and Religion</b>						
Classical Studies	334	21	Samuels	CH 300	55744	114
Philosophy	429	24	Samuels	CH 300	55744	114
Religious Studies	447	24	Samuels	CH 300	55744	114
<b>Department of Political Science</b>						
Political Science	383	21	Lasley	GH 300	54558	118
<b>Department of Sociology</b>						
Criminology	342	21	Faine	GH 118	52291	121
Sexuality Studies	454	18	Pruitt	GH 127	52376	121
Sociology	461	21	Smith	GH 126	53750	121
<b>Department of Theatre and Dance</b>						
Dance	344	27	Young	GW 300A	55845	124
Musical Theatre	424	28	Young	GW 300A	55845	126
Arts Administration	443	24	Young	GW 300A	55845	125
Theatre	490	26	Young	GW 300A	55845	125

## ACADEMIC INFORMATION

Department Minor	Reference Number	Minimum Minor Hrs.	Advisor	Office Name	Phone Number	Page #
<b>Interdisciplinary Programs</b>						
Asian Studies	317	21	Samuels	CH 311	55748	127
Film Studies	358	21	Hovet	CH 110B	55782	126
Honors Self-Designed Studies	393	24	Keller	HCIC 1034	53171	357
Latin American Studies	408	21	Eagle	CH 214B	57126	126
			Keeling	EST 401B	55985	
Legal Studies	409	24	Minter	CH 206	55098	130
Russian & East European Studies	451	21	Dumanic	CH 200	53841	127
<b>GORDON FORD COLLEGE OF BUSINESS</b>						
<b>Department of Economics</b>						
Economics	356	21	Lebedinsky	GH 432	52240	138
<b>Department of Finance</b>						
Finance	357	27	Chhachhi	GH 334	52018	140
<b>Department of Information Systems</b>						
Computer Information Systems	347	18	Blankenship	GH 231	5408	141
<b>Department of Management</b>						
Business Administration	332	30	Potter	GH 200	55408	144
Entrepreneurship	355	21	Bolton	GH 200	55408	145
International Business	333	33	Potter	GH 200	55408	145
<b>Department of Marketing</b>						
Marketing	413	24	Todd	GH 402	52249	147
Sales	452	18	Forbes	GH 407	52249	148
<b>COLLEGE OF EDUCATION AND BEHAVIORAL SCIENCES</b>						
<b>Department of Military Science and Leadership</b>						
Military Science	420	26-30	MacMillin	DA 1512	54293	161
<b>Department of Psychology</b>						
Psychology	438	21	Wninger	GRH 3016	54421	163
Clinical and Community Behavioral Health	436	21	Wninger	GRH 3016	54421	162
<b>School of Professional Studies</b>						
Organizational Leadership	431	18	Willoughby	TPH 227	58973	164
<b>COLLEGE OF HEALTH AND HUMAN SERVICES</b>						
<b>Department of Applied Human Sciences</b>						
Child Studies	336	21	Babb	AC 403E	54352	227
Family and Consumer Sciences	372	21	Sikora	AC 302A	54352	227
Family Home Visiting	370	21	Haynes-Lawrence	AC 308D	54352	227
Family Studies	338	21	West	AC 414	54352	228
Fashion Merchandising	486	30	Jones	AC 403C	54352	228
Gerontology	381	21	Wilson	AC 302E	54352	228
Interior Design	398	22	Wilson	AC 302E	54352	228
Meeting and Convention Planning	441	21	Lee	AC 209D	54352	228
Nutrition	425	22-24	Mason	AC 209C	54352	228
Tourism	445	21	Embry	AC 209A	54352	229
<b>Department of Communication Sciences and Disorders</b>						
American Sign Language Studies	307	21	Chance-Fox	AC 116	58962	231
<b>School of Kinesiology, Recreation, and Sport</b>						
Athletic Coaching	320	21-24	Esslinger	SS 1038	56038	235
Community Recreation	346	24	Ramsing	DA 2028	55482	235
Facility and Event Management	367	21	Poff	DA 2042	52498	235
Nonprofit Administration	422	21-24	Jordan	SS 1023	56042	236
Outdoor Experience Leadership	442	24	Stenger-Ramsey	DA 2037	56063	236
Physical Education	432	27	Pyle	SS 1032	55123	236
Tourism	445	21	Poff	DA 2042	52498	236

Department Minor	Reference Number	Minimum Minor Hrs.	Advisor	Office Name	Phone Number	Page #
<b>Department of Public Health</b>						
<i>Environmental Health</i>	373	27	Lartey	AC 129D	53941	245
<i>Global Health Service</i>	382	18	Mkanta	AC 127C	55260	246
<i>Health Care Administration</i>	386	23	Ellis-Griffith	AC 137	53076	246
<i>Health Education</i>	389	23	Lartey	AC 129D	53941	246
<i>Health Education and Health Promotion</i>	387	27	Lartey	AC 129D	53941	246
<i>Occupational Safety and Health</i>	427	24	Taylor	AC 236D	58975	246
<i>Worksite Health Promotion</i>	495	18	Watkins	AC 129F	54796	247
<b>Department of Social Work</b>						
<i>Social Work</i>	459	21	Funge	AC 211	55312	250
<b>OGDEN COLLEGE OF SCIENCE AND ENGINEERING</b>						
<b>Department of Agriculture</b>						
<i>Agriculture</i>	308	21	DeGraves	EST 269	53151	174
<i>Floristry</i>	369	21	Dennis	FDTC	53382	174
<b>Department of Biology</b>						
<i>Biology</i>	326	24	Schulte	TCCW 359	53693	177
<b>Department of Chemistry</b>						
<i>Chemistry</i>	335	20	Williams	COHH 2112	58899	181
<i>Nutritional and Food Chemistry</i>	421	18	Burris	COHH 2115	52973	181
<b>School of Engineering and Applied Science</b>						
<i>Computer Science</i>	341	20	Atici	COHH 4142	55093	191
<i>Construction Management</i>	343	19-20	Haddad	EST 225	53414	191
<i>Electrical Engineering</i>	354	21	Collett	EBS 2108	52106	191
<i>Floodplain Management</i>	361	22	Campbell	EBS 2124	58988	191
<i>Industrial Sciences</i>	395	18-21	Reaka	EST 209	57032	191
<i>Land Surveying</i>	405	26	Wilson	EBS 2128	52322	192
<i>Systems Engineering</i>	476	21-21.5	Choate	EBS 2114	58852	192
<b>Department of Geography and Geology</b>						
<i>Earth Science</i>	353	23	Crowder	EST 304	54555	197
<i>Environmental Studies and Sustainability</i>	479	22	North	EST 304	54555	198
<i>Geographic Information Systems</i>	366	26	Cary	EST 304	54555	197
<i>Geography</i>	374	18	Griphover	EST 304	54555	197
<i>Geology</i>	377	21	Siewers	EST 304	54555	197
<i>Water Resources</i>	491	21	Polk	EST 304	54555	197
<b>Department of Mathematics</b>						
<i>Applied Statistics</i>	313	19	Autin	COHH 4103	56171	203
<i>Mathematics</i>	417	24	Robinson	COHH 4132	56223	2202
<b>Department of Physics and Astronomy</b>						
<i>Astronomy</i>	318	20	Gelderman	TCCW 230	56203	205
<i>Physics</i>	435	23	Harper	TCCW 226	56194	206
<b>Department of Psychological Sciences</b>						
<i>Psychological Science</i>	440	22	Madole	GRH 3074	53918	209
<i>Neuroscience</i>	434	21	Madole	GRH 3074	53918	209
<b>Interdisciplinary Programs</b>						
<i>Aerospace Studies</i>	304	20-23	Crawford	COHH 2103	54449	218
<i>Biochemistry</i>	324	18	Jacobshagen	TCCW 353	55994	216
<i>Biophysics</i>	329	18	Williams	TCCW 423	55994	
				VanDerMeer	TCCW 227	56205
						206

## Pre-Professional Advisement

Advising Track	Pre-Professional Code	Advisor Name	Office	Phone Number	Page #
<b>POTTER COLLEGE OF ARTS &amp; LETTERS</b>					
Pre-Law	PLAW	Minter	CH 206	55098	94
Pre-Theology	PTHE	Samuels	CH 300	53136	115
<b>OGDEN COLLEGE OF SCIENCE AND ENGINEERING</b>					
Pre-Chiropractic	PCHI	Crawford	OCH 1017	58894	210
Pre-Dentistry	PDEN	Crawford	OCH 1017	58894	210
Pre-Forestry	PFOR	Stone	EST 255	55963	211
Pre-Medicine	PMED	Crawford	OCH 1017	58894	211
Pre-Occupational Therapy	POCC	Crawford	OCH 1017	58894	212
Pre-Optometry	POPT	Crawford	OCH 1017	58894	212
Pre-Pharmacy	PPHA	Dahl	COHH 2111	55074	213
Pre-Physical Therapy	PPHY	Huskey	EBS 3118	52062	213
Pre-Physician Assistant	PPAS	Crawford	OCH 1017	58894	214
Pre-Podiatric Medicine	PPOD	Crawford	OCH 1017	56005	214
Pre-Veterinary Medicine	PVET	DeGraves	EST 235	55960	215

## Certificate Programs

Program	Reference Number	Minimum Cert. Hrs.	Advisor Name	Office	Phone Number	Page #
Advanced Professionalism	1730	12	Trawick	GH 445	56311	133
Aging Specialist	1722	15	Bradley	AC 410C	54352	229
Applied Data Analytics	1734	18	Blankenship	GH 221	55952	141
Automation	1726	12	Reaka	EST 209	57032	192
Brewing and Distilling Arts & Sciences	1733	12-15	McMichael	FAC 200	56538	128
			Potter	GH 202	52913	146
			Webb	COHH 2109	56181	219
Canadian Studies	198	12	Reed	CH 233	53841	128
CNSS 4011	1719	6	Yang	COHH 4111	52940	192
Computer Literacy	1713	12	Kontos	TPH 229	780-2588	167
Data Analysis Using SAS ®	1716	15	Autin	COHH 4103	56171	203
Deaf Studies	1738	15	Chance Fox	AC 116	58962	232
Early Childhood Education Director	1739	12	Babb	AC 403E	56943	229
Environmental Health	1743	21	Lartey	AC 129D	53941	248
Family Home Visiting	1701	12	Haynes-Lawrence	AC 410A	54352	229
Financial Planning	200	24	Rhoades	GH 334	52018	144
Food Processing and Technology	1718	12	Khouryeh	EST 137	54126	192
Food Science	1724	12	Shen	TCCW 314	54440	177
Geographic Information Systems	174	20	Keeling	EST 304	54555	198
Health Education and Promotion	1741	21	Lartey	AC 129D	53941	248
Health Informatics	1740	19-22	Hunt-Shepherd	AC 413	52427	248
iMedia	1702	21	Northrup	JRH 215	55140	100
Information Systems	1714	18	Kontos	TPH 229	780-2588	167
Interactive Training Design	1725	12	Huang	GRH 1028	54322	158
Interdisciplinary Patient Navigator	1732	19-23	Kelley	AC 208	57060	222
Kentucky Studies	169	12	Reed	CH 233	53841	128
Land Surveying	1700	15	Wilson	EBS 2128	52322	192
Long-Term Care Administration	1717	15	Eaton	AC 126	54797	248
Manufacturing and Logistics	1727	12	Reaka	EST 209	57032	192
Manufacturing Processing and Technology	1728	12	Reaka	EST 209	57032	192
Middle East Studies	179	12	Samuels	CH 311	55748	129
Occupational Safety & Health	1705	15	Taylor	AC 236D	58975	248
Organizational Leadership	1721	12	Willoughby	TPH 227	58973	167
Political Communication	192	18	Crawley	FACS 106	55542	82
			Lasley	GH 304	52799	118
Public Health	1742	18	Lartey	AC 129D	53941	249
Real Estate	195	27	Ghezal	TPH 227	54285	168
Six Sigma and Quality	1729	12	Doggett	COHH 2109	56551	192
User Experience	1747	15	Simpson	MMTH 324	55838	82
Worksite Health Promotion	1707	18	Watkins	AC 129F	54796	249

## Associate Degree Programs

Department Major	Concentrations	Reference	Minimum	Degree	Advisor	Office	Phone	Page
<b>POTTER COLLEGE OF ARTS &amp; LETTERS</b>								
<b>Department of Political Science</b>								
Paralegal Studies (seeking admission)	276P				Shadoan	TPH 235	02539	117
Paralegal Studies (officially admitted)	276	64-66		A.A.	Shadoan	TPH 235	02539	
<b>COLLEGE OF EDUCATION &amp; BEHAVIORAL SCIENCE</b>								
<b>School of Professional Studies</b>								
Business	288	60		A.A.				166
BCSB – Business Management					Staynings	TPH 221	02555	
BMGP – Business Management Preparation					Ghezal	TPH 227	53576	
BCLD – Leadership					Staynings	TPH 221	02555	
BCMI – Management Information Systems					Ghezal	TPH 227	53576	
BCMS – Office Management and Supervision					Butterfield	TPH 253	58993	
BCRE – Real Estate					Ghezal	TPH 227	54885	
Interdisciplinary Studies	246	60		A.I.S.	Ghezal	TPH 227	54885	
AIAR – Arts					Brumit	TPH 218	58973	166
AIBU – Business								
AIED – Education								
AIHE – Health								
AIHU – Humanities								
AIOC – Organization & Communication of Ideas								
AISC – Science								
AISB – Social & Behavioral Studies								
AISJ – Social Justice/Equity Studies								
AITE – Technology								
<b>COLLEGE OF HEALTH AND HUMAN SERVICES</b>								
<b>Department of Allied Health</b>								
Dental Hygiene (seeking admission)	226P							
Dental Hygiene (officially admitted)	226	83		A.S.	Evans	AC 236G	52427	224
<b>Department of Applied Human Sciences</b>								
Early Childhood Education	249	60		A.A.	Babb	AC 403E	54352	229
<b>Department of Public Health</b>								
Health Information Management (seeking admission)	243P				Hunt-Shepherd	AC 413	52427	247
Health Information Management (officially admitted)	243	62		A.S.	Hunt-Shepherd	AC 413	52427	
<b>School of Nursing</b>								
Nursing (seeking admission)	273P				Harris	SC 140	780-2506	238
Nursing (officially admitted)	273	61		A.S.N.	Harris	SC 140	780-2506	
<b>OGDEN COLLEGE OF SCIENCE AND ENGINEERING</b>								
<b>Department of Agriculture</b>								
Agricultural Technology and Management	205	60		A.S.	Woolsey	EST 245	55967	174