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Undergraduate Catalog : 2014-2015

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UNDERGRADUATE CATALOG OF THE UNIVERSITY OF SOUTH FLORIDA ST. PETERSBURG 2014-2015



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UNIVERSITY ADMINISTRATION

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The Campus Board of the University of South Florida St. Petersburg was established by FS 1004.33 and includes five members who are residents of Pinellas County, Florida who are recommended by the President of the University of South Florida and appointed by the University of South Florida Board of Trustees.

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Chitra Iyer, J.D.

Dean, College of Arts and Sciences

Frank Biafora, Ph.D.

Interim Dean, College of Business

Gary Patterson, Ph.D.

Dean, College of Education

William Heller, Ed.D

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Carol Hixson, MS

University Board of Trustees

The USF Board of Trustees was established by the Florida State Legislature in 2001. The 13 trustees include distinguished figures in the law, commerce, medicine, education, philanthropy and public policy leadership. Six trustees are appointed by the governor and five trustees are appointed by the Board of Governors. The Faculty Senate President and Student Body President also serve as trustees. The President of the University serves as Corporate Secretary. Information about each Trustee is available online at: <http://system.usf.edu/board-of-trustees/index.asp>

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ACCREDITATION

The University of South Florida St. Petersburg and all colleges, departments and programs therein establish certain academic requirements that must be met before a degree is granted. These requirements concern such things as curricula and courses, majors and minors, and academic residence. Advisors, directors, department chairs, and deans are available to help the student understand and arrange to meet these requirements, but the student is responsible for fulfilling them. At the end of a student's course of study, if requirements for graduation have not been satisfied, the degree will not be granted. For this reason, it is important for all students to acquaint themselves with all regulations and to remain currently informed throughout their college careers and to be responsible for completing requirements. Courses, programs, and requirements described in the catalog may be suspended, deleted, restricted, supplemented, or changed in any other manner at any time at the sole discretion of the University and the USF Board of Trustees.

What is accreditation?

Accreditation is intended to assure stakeholders, students and the general public of the quality and integrity of higher education institutions and programs. Through a continuous improvement process, accreditation also assures that the programs at the institutions are constantly advancing. These outcomes are achieved through rigorous internal and external review processes during which the institution is evaluated against a common set of standards.

SACSCOC

The University of South Florida St. Petersburg is regionally accredited for the excellence of its programs, faculty, and services to students by the Commission on Colleges of the Southern Association of Colleges and Schools to award degrees at the baccalaureate and master's levels. Inquiries to the Commission should relate only to the accreditation status of the institution and not to general admission information. The Commission is to be contacted only if there is evidence that appears to support an institution's significant non-compliance with a requirement or standard. Contact the Commission on Colleges at: 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of the University of South Florida.

AACSB

The College of Business is accredited by AACSB International - The Association to Advance Collegiate Schools of Business in both business and accounting. AACSB International is the premier accrediting agency for bachelor's, master's, and doctoral degree programs in business administration and accounting, and as such is the most widely-recognized and sought-after endorsement of business schools. Less than one-third of U.S. business school programs and only 15 percent of business school programs worldwide meet the rigorous standards for AACSB accreditation.

NCATE

The College of Education is nationally accredited by National Council for Accreditation of Teacher Education (NCATE), the national accrediting body for schools, colleges, and departments of education authorized by the U.S. Department of Education. NCATE determines which schools, colleges, and departments of education meet rigorous national standards for preparing teachers and other school specialists for the classroom.

ACEJMC

The Department of Journalism and Media Studies (JMS) at USF St. Petersburg is one of 114 journalism programs nationally accredited by the Accrediting Council for Education in Journalism and Mass Communications. ACEJMC is the national accrediting body for professional programs in journalism and mass communications. JMS, founded in 1991, was first accredited in both its undergraduate and graduate programs in 2004. Re-accreditation of both programs became official May 30, 2010 and will be in effect for seven years. About 25 percent of all journalism and mass communication programs in the United States are fully accredited. A far smaller percentage of programs are accredited at both undergraduate and master's levels.

UNDERGRADUATE PROGRAMS OFFERED

Bachelor of Arts (BA)/ Bachelor of Science (BS)/ Bachelor of Fine Arts (BFA)

Accounting (BA/BS)

Affiliated Economics (BA)

Anthropology on page 107 (BA)

Art on page 110 (BFA)

Concentration in Graphic Design on page 111

Biology on page 111 (BS)

Concentration in Biomedical Sciences

Concentration in Marine Biology

Concentration in Ecology and Evolution

Concentration in General Biology

Criminology on page 114 (BA)

Economics on page 160 (BS)

Education on page 178 (BS)

English on page 115 (BA)

Concentration in Literature and Cultural Studies

Concentration in Writing Studies

Entrepreneurship on page 161 (BA/BS)

Environmental Science and Policy on page 119 (BS)

Finance on page 162 (BA/BS)

Geography (BA)

Global Business on page 162 (BA/BS)

Health Sciences on page 124 (BA/BS)

Concentration in Healthcare Administration

Concentration in Integrated Health Sciences

History on page 128 (BA)

Information Systems Management on page 165 (BA/BS)

Interdisciplinary Social Sciences on page 129 (BA)

Concentration in Anthropology

Concentration in Criminology

Concentration in Economics

Concentration in Environmental Science & Policy

Concentration in Geography

Concentration in History

Concentration in International Studies

Concentration in Latin American Studies

Concentration in Political Science

Concentration in Psychology

Concentration in Social Work

Management on page 166 (BA/BS)

Marketing on page 167 (BA/BS)

Mass Communication on page 135 (BA)

Concentration in Journalism and Media Studies on page 135

Political Science on page 138 (BA)

Psychology on page 140 (BA)

World Languages and Culture (BA)

Concentration in Spanish and Latin American Studies

Concentration in French and Francophone Studies

Concentration in Dual Spanish and Latin American Studies AND French and Francophone Studies

The University of South Florida St. Petersburg and all colleges, departments and programs therein establish certain academic requirements that must be met before a degree is granted. These requirements concern such things as curricula and courses, majors and minors, and academic residence. Advisors, directors, department chairs, and deans are available to help the student understand and arrange to meet these requirements, but the student is responsible for fulfilling them. At the end of a student's course of study, if requirements for graduation have not been satisfied, the degree will not be granted. For this reason, it is important for all students to acquaint themselves with all regulations and to remain currently informed throughout their college careers and to be responsible for completing requirements. Courses, programs, and requirements described in the catalog may be suspended, deleted, restricted, supplemented, or changed in any other manner at any time at the sole discretion of the University and the USF Board of Trustees.

The announcements, information, policies, rules, regulations, and procedures set forth in this catalog are for information only and are subject to continual review and change without notice. For further information, see USF Policy #10-059

ACADEMIC CALENDAR - AUGUST 2014-DECEMBER 2015

The Academic Calendar is available online at: <http://www.usfsp.edu/records/calendar.htm>

The System Registrar's Calendar is available online at: <http://www.registrar.usf.edu> for semester begin/end dates, registration dates, graduation application deadlines, etc. Refer to the Cultural and Diversity Calendar at http://usfweb2.usf.edu/eoas/deo_calendar/default.asp for important religious and cultural dates to remember that may impact class attendance. Also refer to the USF Attendance Policy for the Observance of Religious Days by Students, at <http://generalounsel.usf.edu/policies-and-procedures/pdfs/policy-10-045.pdf>.

Fall 2014

Date	Day	Event
25-Aug	Monday	First Day of Classes
1-Sep	Monday	Labor Day Holiday
11-Nov	Monday	Veterans' Day Holiday
November 28-29	Thursday-Friday	Thanksgiving Holiday
5-Dec	Friday	Last Day of Classes
December 6-12	Saturday-Friday	Final Exams
14-Dec	Sunday	Commencement

Spring 2015

Date	Day	Event
1-Jan	Wednesday	New Year's Holiday
5-Jan	Monday	First Day of Classes
19-Jan	Monday	ML King Holiday
March 02-07	Monday-Saturday	Spring Break
24-April	Friday	Last Day of Classes
April 25-May 1	Saturday-Friday	Final Exams
3-May	Sunday	Commencement

Summer 2015

Date	Day	Event
11-May	Monday	First Day of Classes - A & C
25-May	Monday	Memorial Day Holiday
19-Jun	Friday	Last Day of Classes - A
29-Jun	Monday	First Day of Classes - B
3-Jul	Friday	Independence Day Holiday
17-Jul	Friday	Last Day of Classes - C
7-Aug	Friday	Last Day of Classes - B

Fall 2015

Date	Day	Event
24-Aug	Monday	First Day of Classes
7-Sep	Monday	Labor Day Holiday
11-Nov	Tuesday	Veterans' Day Holiday
November 26 & 27	Thursday-Friday	Thanksgiving Holiday
4-Dec	Friday	Last Day of Classes

December 5-11	Saturday-Friday	Final Exams
13-Dec	Sunday	Commencement

USF ST. PETERSBURG MISSION, GOALS, VALUES AND VISION

Mission

The University of South Florida St. Petersburg offers distinctive undergraduate and graduate programs in the arts and sciences, business, and education within a close-knit, student-centered learning community that welcomes individuals from the region, state, nation and world. University faculty and their students conduct wide-ranging, collaborative research to meet society's needs and engage in service projects and partnerships to enhance the university and community's social, economic and intellectual life. As an integral and complementary part of a multi-institutional system, USF St. Petersburg retains a separate identity and mission while contributing to and benefiting from the associations, cooperation, and shared resources of a premier national research university.

Values

- Whereas our mission and vision are the plans for the future, our values will help guide us to success at the University of South Florida St. Petersburg
- We value a collegial, inviting, and safe learning environment that emphasizes excellent teaching, encourages growth, and rewards academic achievement.
- We value an education rich in both theory and practical experience that enables our graduates to pursue careers and professions with competence and confidence.
- We value collaboration throughout the campus community in scholarship, research, and service.
- We value individuals, respect their diversity and varied perspectives, and commit ourselves to tolerance of divergent views.
- We value academic freedom and responsibility, creative expression, and the unfettered pursuit of truth.
- We value deliberative dialogue in making decisions and solving problems.
- We value shared governance and shared responsibility in the operation of the university and the allocation of its resources.
- We value honesty, integrity, and openness while promoting ethical behavior.
- We value lifelong learning and recognize our responsibility to contribute to the civic well-being.
- We value longstanding, continuing partnerships that unite and benefit both the campus and community.
- We value efficient, trustworthy, and able stewardship of our university.

Vision

The University of South Florida St. Petersburg will be a premier master's degree level urban university recognized for its vibrant community of scholars who engage and improve its community and the world.

Points of Focus

The following points of focus help organize the most salient points of our mission:

- Distinctive graduate and undergraduate programs in the arts and sciences, business, and education.
- Close-knit, student-centered learning community that welcomes individuals from the region, state, nation, and world.
- Wide-ranging, collaborative research to meet society's needs.
- Engagement in service projects and partnerships to enhance the university and community's social, economic, and intellectual life.
- A separate identity and mission that contributes to and benefits from the associations, cooperation, and shared resources of a strong University of Florida (USF) System.

ABOUT USF ST. PETERSBURG

As one of Florida's most affordable public universities, USF St. Petersburg values personalized education that offers the best of both worlds: the advantages of a small, close-knit campus community with all the benefits of membership in the USF System, including Division I athletics and other resources.

USF St. Petersburg is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award degrees at the baccalaureate and master's levels. It earned this separate accreditation in 2006, the first regional campus in the State University System of Florida to achieve such a distinction.

Small classes let students work closely with renowned faculty to pursue their dreams through access to research opportunities and the ability to tap into faculty networks for internships and career opportunities. Hallmarks of the university include professors who share their passion for learning with students in small classes, research collaborations between faculty and students across academic boundaries, and many opportunities for student leadership.

The university's innovative academic programs are geared to a changing world and have earned distinctive national accreditations including the Accrediting Council on Education in Journalism and Mass Communication (ACEJMC), AACSB International (Kate Tiedemann College of Business and the Program of Accountancy) and the National Council for the Accreditation of Teacher Education (NCATE) (College of Education). These accreditations are granted to institutions demonstrating the highest standards of faculty scholarship, commitment to research and classroom instruction.

Academic highlights of innovative academic programs include:

- The award-winning Entrepreneurship program instills the principles of entrepreneurship throughout the University curriculum. Its aim is to prepare students to start their own companies or hit the ground running at small entrepreneurial start-ups. The program was named the 2013 Outstanding Emerging Entrepreneurship Program in the United States less than 3 years after its founding and our students already have demonstrated their entrepreneurial skills at the highest level. Additionally, its students have won the prestigious Collegiate Entrepreneurs' Organization Startup Simulation Challenge three years in a row. The competition requires a team of students to take a new business and out-perform other college teams from across the country.
- Digital and traditional Journalism programs stay on the forefront of the fast-evolving media world. The program is recognized for its Neighborhood News Bureau in Midtown St. Petersburg that is staffed by students and provides training and a community connection for collecting and disseminating information and news. Students publish articles, features and announcements for use by local and regional news media and community organizations, most recently The Weekly Challenger and the St. Petersburg Times section of the Tampa Bay Times. Students publish community-oriented coverage of public life, seeking out news and issues that relate to and touch the lives of ordinary citizens. Faculty members embrace the world of digital communication, where every person is both a user and producer of information. Students learn the theory, law and ethics associated with production and consumption of information for mass audiences.
- The College of Education offers the only baccalaureate degree in the state of Florida that prepares teachers with an integrated program based on the latest research in universal design to meet the needs of all learners. Program courses allow students to meet Florida subject matter competencies for Elementary Education, Exceptional Student Education, and English for Speakers of Other languages (ESOL) and Reading all within the required number of credits. The program prepares exemplary teachers and school leaders for roles in a diverse and changing society. Its graduating teachers are recognized for accomplishing defined learning outcomes, supported by a foundation of applied research, and dedicated to meeting the needs of the diverse communities they serve.
- Citizen scholarship sets USF St. Petersburg apart. USFSP has earned the elective community engagement classification by the Carnegie Foundation for its engaged-citizen scholars. Faculty and staff maintain a multitude of partnerships with community organizations to enrich the education of its students and the city, county and region. Faculty members offer students both classroom and community learning opportunities within their curricula. Many courses engage USF St. Petersburg students with community businesses, agencies and schools in focused academic service. By pairing courses with corporate and community partners for immersive learning, professors involve students in the world outside the classroom.

The university is located on a dynamic campus in downtown St. Petersburg within easy walking distance of museums, theaters, restaurants and nightlife. Nestled on breezy Bayboro Harbor on the shores of Tampa Bay, USF St. Petersburg grants students, faculty and staff opportunities for sailing, swimming, canoeing, kayaking and paddle-boarding.

Facilities and Atmosphere

USF St. Petersburg sits on 50 acres, much of it bordering tranquil Bayboro Harbor. The campus features many inviting walkways and outdoor alcoves in which to study. Students can take part in the waterfront program that includes sail-boats, kayaks, and canoes. A full-service fitness center, racquetball courts, and a gymnasium are available as well. The campus atmosphere is informal. On occasion some classes are even held outside to take advantage of the area's extraordinary climate (average annual temperature is 72 °F). Most buildings have open hallways, which blend colorful

interiors with spacious exteriors, symbolically and architecturally suggesting the casual accessibility that has become a USF St. Petersburg trademark.

Tobacco and Smoke Free Campus

USF System Policy, 0-606, Non Smoking Areas, Section II.

The University of South Florida St. Petersburg (USFSP) has a vital interest in maintaining a safe and healthy environment. Therefore, it is the policy of USFSP to provide a tobacco and smoke free environment for our students, faculty, staff, vendors and visitors.

USFSP is a tobacco and smoke free campus. Tobacco use, distribution, or sale, including, but not limited to smoking and chewing is prohibited. This policy covers all buildings, property, and grounds where USFSP business is conducted. Faculty, staff, students, vendors and visitors are not allowed to use any tobacco products within this area. There are no designated smoking areas on campus.

“Tobacco” is defined as any product made of tobacco including, but not limited to, cigarettes, cigars, cigarillos, pipes, bidis, hookahs, and any and all chewing tobacco products. “Smoking” is defined as inhaling, exhaling, burning, carrying or possessing any lighted tobacco product. “Tobacco Use” means the personal use of any tobacco product whether intended to be lit or not, which shall include smoking as defined above, *as well as the use of an electronic cigarette* or any other device intended to simulate smoking and thus use of smokeless tobacco, including snuff, chewing tobacco, smokeless pouches, or any other form of loose-leaf smokeless tobacco, and the use of unlit cigarettes, cigars, and pipe tobacco. Exceptions may be made for the use of *unlit* products for University sponsored events.

Enforcement of this policy depends upon the cooperation of all faculty, staff, students, vendors and visitors not only to comply with this policy, but also to encourage others to comply with the policy. Anyone who is in violation of the policy (including faculty, staff, students, vendors or visitors) should be politely reminded of the policy and asked to comply by discarding the tobacco product. Any student who continually refuses to abide by the policy may be considered in violation of the student Code of Conduct and subject to its disciplinary procedures. Continuing violations by any faculty or staff member will be handled through normal University processes.

All attendees at public events, such as conferences, meetings, public lectures, social events and cultural events using USFSP facilities are required to abide by this policy. Organizers of such events are responsible both for communicating this policy to attendees, and for its enforcement.

Equal Opportunity

The University of South Florida St. Petersburg expects respect and fair treatment for all people. We value individuals, respect their diversity and varied perspectives, and commit ourselves to tolerance of divergent views. The University prohibits discrimination and harassment based on race, color, marital status, sex, religion, national origin, disability or age, and sexual orientation, as provided by law.

Diversity, Inclusion and Equal Opportunity: <http://usfweb2.usf.edu/EOA> and <http://usfweb2.usf.edu/EOA/affirmative.asp>

Serving Students with Disabilities

Serving Students with Disabilities

The mission of Student Disability Services is to create and maintain a university environment supportive of students with disabilities. SDS provides academic accommodations to students with documented disabilities, ensuring them an equal opportunity for academic success. All University programs, events, and services are open and available to persons with disabilities. The University is committed to the principles of Equal Educational and Employment Opportunities without regard to disability. A comprehensive website provides additional information <http://www1.usfsp.edu/disability/index.htm>

University Police

The USF St. Petersburg Police Department provides a full range of public safety services to the campus community 24 hours a day, 7 days a week. All University Police officers are certified by the State of Florida.

General services provided by the University Police include car patrol, foot patrol, bicycle patrol, criminal investigation of all misdemeanors and felonies, traffic law enforcement, traffic crash investigation, special events management, and crime prevention programs.

The University Police Department has an excellent working relationship with all local law enforcement agencies. The Department maintains 24-hour contact with local, state, and national law enforcement agencies via computer networks such as the Florida Crime Information Center and the National Crime Information Center. The Florida Department of Law Enforcement and other local, state, and federal agencies are available to assist the University Police upon request.

University Police Department Location: The USF St. Petersburg Police Department is located at 530 Third Street South, on the first floor of the Fifth Avenue Parking Structure. The emergency number is "9-1-1" and the non-emergency number is (727) 873-4140.

ADMISSIONS AND RELATED MATTERS

Admission to the University of South Florida St. Petersburg requires evidence of academic ability, creative thinking skills, and strong motivation. The minimum admission requirements are designed to help identify applicants whose academic background indicates potential for success at USF St. Petersburg; however, satisfaction of minimum admission requirements does not guarantee acceptance. The admission of new students at all levels is made on a selective basis within curricular, space, and fiscal limitations. The selection process may include such factors as grades, test scores, pattern of courses completed, class rank, educational objectives, past conduct, school recommendations, personal recommendations, and portfolios. Preference for admission in any term will be given to those applicants whose credentials indicate the greatest promise of academic success.

The University encourages applications from qualified applicants of both genders and from all cultural, racial, religious, ethnic, and age groups. In the admission process, there is no discrimination on the basis of these factors or on the basis of disability. Applicants who do not meet minimum admission requirements will be considered for admission when there is sufficient evidence to suggest ability to do satisfactory work at USF St. Petersburg. These policies are further described under "Applying for Admission" and "Requirements for Admission."

The University supports equal educational opportunity for all students. Requests for waiver of the \$30.00 application fee are considered by the Director of Enrollment and Marketing Services if payment of this fee creates severe financial hardship and serves as a deterrent to application.

Students are admitted to USF St. Petersburg in accordance with the mission and goals of the University and within enrollment limitations established by the Board of Governors and the Florida Legislature.

Applying for Admission

Obtaining an Application

The online application is available at <https://secure.vzcollegeapp.com/usf/>.

When to Apply

Applications for admission are accepted as early as 12 months before the requested entry term. Applications for admission and the \$30.00 non-refundable application fee should be submitted before the deadline (see academic calendar) for the requested entry term or by the application deadline for the requested degree program (see specific program in this catalog), whichever is earlier. Applications for admission and application fees from international students (non-resident aliens) must be received at least five months prior to the requested entry term. Applications submitted after the priority date may be accepted, but processing for the requested term of entry cannot be guaranteed.

Who Should Apply

An application for admission must be submitted by all students who have not been admitted to and enrolled in a USF system degree program within the last three terms. Former or continuing USF system degree-seeking students must file another application for admission when applying for a second degree program, another level of study or readmission (see Readmission).

Changing Requested Term of Entry

Applicants may update their application for admission for up to one year from the originally requested semester of admission. This request must be completed by submitting an Application Update Form. All requests for changes of entry term must specify any academic work attempted that was not reflected on the original application and must be received by the appropriate published application deadline for the new term of entry or degree program specified whichever is earlier. Additionally, any issues related to criminal or academic misconduct that were not reflected on the initial application must be reported in writing to the Office of Admissions. A new application and application fee must be submitted when applicants wish to be considered for admission for a term that begins more than 12 months after the originally requested entry term.

An applicant who requests a new entry term must meet the admissions requirements in effect for the new term requested. Entry for some programs is limited to specified terms.

General Admission Policies

All admission offers are provisional pending successful completion of all coursework in progress or listed on an application, or pending collegiate degrees (e.g. Associate in Arts) at a level consistent with an applicant's previous academic history and USF St. Petersburg's admissions criteria.

Transcripts and other admission documents

All official transcripts, test scores, and any other required credentials must be received directly from the issuing agencies. It is the applicant's responsibility to initiate the request for credentials to the issuing agencies and to assure their receipt by the USF St. Petersburg Office of Admissions. See "Requirements for Admission" below for information concerning required documentation.

All credentials and documents submitted become the property of USF St. Petersburg. The originals or copies of the originals will not be returned to the applicant or forwarded to another institution, agency, or person.

Applicants admitted on a provisional basis must submit all requested missing credentials, such as official final transcripts or test scores, that substantiate eligibility for admission before a second registration will be permitted.

Provisional Admission

An applicant admitted on a provisional basis must submit the requested missing credentials, such as official final transcripts or test scores that substantiate eligibility for admission before a second registration will be permitted.

Applicants who do not meet standard Florida Department of Education minimum admission requirements may be admitted to the University on academic probation. Students admitted on probationary status must accumulate 30 semester credits and maintain a minimum cumulative 2.0 grade point average (GPA) each term enrolled with no single term GPA below a 1.0 before the probationary status is removed. (A term GPA below 2.0 in the first term of enrollment results in permanent academic dismissal.) Academic Advising is mandatory prior to registration. Failure to meet these conditions results in permanent academic dismissal from the University.

USF System Admission Criteria vs. Differential Admission Criteria

Undergraduate students are admitted to USF St. Petersburg based on state university system admission criteria. Differential admission criteria, which are higher than the system admission criteria, are required for admission to USF Tampa. Students admitted to USF Tampa may register for classes offered by any USF System institution or campus. Students admitted to USF St. Petersburg or USF Sarasota-Manatee, who do not meet the differential criteria are restricted from changing their home campus or registering for courses offered by USF Tampa until they achieve the required academic credentials. Students may apply to have the registration restriction removed, which will allow the students to take courses offered by any USF institution, when they have a cumulative postsecondary GPA that meets the current transfer admission criteria for USF Tampa.

For the 2012-2013 academic year, a freshman who does not meet the differential admission criteria must earn at least 24 credit hours and have a 2.5 cumulative GPA and a transfer student who does not meet the differential admission criteria must earn at least 60 credit hours and have a 2.5 cumulative GPA to have access to courses offered at all USF institutions. Any exceptions must be requested on a course-by-course basis and will be approved only when the course is required for on-time progression toward degree for the student. Requests for exceptions must be initiated through the academic advisor at the home institution or campus and must be approved by the Dean of the appropriate college at USF Tampa.

Admission Denials

Receipt of final official credentials which fail to substantiate eligibility will result in rescission of admission, reclassification to non-degree status, and denial of continued enrollment in subsequent terms.

An undergraduate applicant who is denied admission may be eligible to appeal and will be advised of applicable appeal procedures by the Department of Enrollment and Marketing Services.

An application for admission or a residency affidavit submitted by or on behalf of a student that contains false, fraudulent, or incomplete statements may result in denial of admission, prevention of further registration and/or rescission of degrees awarded.

The University may refuse admission to a student whose record shows previous misconduct not in the best interest of citizens of the University community.

Applicants who do not meet standard Florida Department of Education minimum admission requirements may be considered for admission to the University on academic probation at the discretion of the Office of Admissions. Students offered admission on probationary status must accumulate 30 semester credits and maintain a minimum cumulative 2.0 grade point average (GPA) each term enrolled with no single term GPA below a 1.0 before the probationary status is removed. A term GPA below 2.0 in the first term of enrollment results in permanent academic dismissal. Academic Advising is mandatory prior to registration. Failure to meet these conditions results in permanent academic dismissal from the University.

Required Summer Term Attendance

All students entering the University with fewer than 60 semester hours of college level academic work are required to earn at least 9 semester hours during one or more Summer terms prior to graduation.

Required Orientation

Prior to beginning classes, all new undergraduate students who are not second Baccalaureates or former USF students returning to the University are required to participate in an Orientation program at USF St. Petersburg. This program is designed to help new students become acquainted with the University, choose courses, register for classes, and complete all other necessary procedures. New students receive Orientation/Academic Advising/ Registration information after admission.

Required Proof of Immunity

Prior to registering for classes, all students born after 1956 are required to present documentation of proof of immunity to MEASLES (Rubeola) and RUBELLA (German Measles). It is further required that all students must present proof of immunity to Hepatitis B and Meningitis or decline immunization by signature. Students living in USF St. Petersburg Housing must be vaccinated against meningitis (no declination is permitted). Beginning January 2013, a Tuberculosis Screening will be Required for ALL INTERNATIONAL STUDENTS and U.S.-born students residing at an address outside of the U.S. at the time of application and Most Academic Health Programs. (See Immunization Policy on page 35.)

Limited Access Programs

Undergraduates seeking entrance to limited access degree programs must meet special program requirements in addition to requirements for admission to the University. While many limited access programs admit students only at the junior level, some programs admit students for the freshman or sophomore years. The admission criteria and procedures for limited access programs at USF St. Petersburg furnish equal access to A.A. degree holders from Florida public community/state colleges, transfers from other SUS institutions, and USF St. Petersburg students of equivalent status. Transfer applicants with 60 or more transferable semester hours who are seeking admission to limited access programs must meet the grade point average requirement specified by the program to be eligible for admission to USF St. Petersburg. Transfer applicants with 30 to 59 transferable semester hours who are seeking admission to certain limited access programs may also be required to higher transfer grade point average requirements necessary for eventual admission to such degree programs.

The USF System, with approval of the Board of Governors and the Articulation Coordinating Committee, has established the following undergraduate programs as limited access: Mass Communications with Journalism and Media Studies Concentration; all programs in the College of Business; all programs in the College of Education; and the program in Graphic Design. The admissions requirements for these programs may be found with other program information in appropriate sections of this catalog.

Minimum Requirements for Admission

Freshman Applicants

For the purpose of admission, orientation, and scholarships, applicants are considered freshmen unless they have attempted 12 or more college-level credits after graduation from high school. Credits earned through dual enrollment or by exams will be used to determine class standing after matriculation to USF St. Petersburg, but do not confer transfer status in the admissions process.

To be considered for admission, freshman applicants must submit a USFSP Application for Admission, a non-refundable application fee of \$30, an official high school transcript, official GED scores if applicable, SAT or ACT scores.

Although USF St. Petersburg has minimum freshman admission requirements, meeting these minimum standards does not guarantee admission. USF St. Petersburg also considers applicants who do not fully meet minimum requirements but who have important attributes, special talents, or unique circumstances that may contribute to a representative and diverse student body. These freshman applicants are considered for admission by committee on the basis of other appropriate evidence of ability to do successful academic work at USF St. Petersburg.

In accordance with Board of Governors Regulation 6.002 regarding the admission of undergraduate degree-seeking freshmen, for purposes of admission, USF St. Petersburg recalculates a high school grade point average (GPA) based on grades earned in all college preparatory academic courses. In recalculating a GPA, USF St. Petersburg assigns additional weights to grades earned in Honors, Advanced International Certificate of Education, Advanced Placement, dual enrollment and International Baccalaureate courses.

The University requires a diploma from a regionally accredited high school or a state-approved General Education Development (GED) diploma. Students admitted under the Early Admission Programs are exempted from this requirement. Students who are participating in an approved home schooling program are expected to provide acceptable transcripts for the equivalent of grades 9 - 12. A portfolio or additional documentation may be requested if deemed necessary to complete an appropriate evaluation for admission. Other minimum requirements are outlined below.

1. Freshman applicants must submit an official test score from the Scholastic Assessment Test (SAT) or the American College Test (ACT). Applicants graduating from high school after January 1, 2006 will be required to submit an

SAT or ACT score that includes the Writing component. Receipt of an SAT without Essay or ACT without Writing will not fulfill the test score requirement.

2. For freshman applicants earning a high school diploma, the following college preparatory academic units (year-long courses or equivalents) normally offered in grades 9 - 12 are required: four units of English (three of the four must incorporate substantial writing requirements); four units of mathematics (algebra I and above); three units of natural sciences (two of the three must incorporate substantial laboratory requirements); three units of social sciences (history, civics, political science, economics, sociology, psychology and geography); two units of the same foreign language; and three additional units of academic electives.
3. Freshman applicants who are between a 3.3 (B+) and 4.0 (A) grade point average as recalculated by USF St. Petersburg using all attempted academic courses are considered competitive. However, admission to the University is selective. Therefore, simply meeting requirements does not guarantee admission.
4. Criteria for admission based on a GED diploma: An overall score of at least 300 for all five tests - at least 40 on each of the five tests - an SAT I verbal and quantitative combined score of 1010 or an ACT composite score of 21. These criteria also are required for students in approved home schooling programs.

USF St. Petersburg Admissions Deposit

Freshmen admitted to the University of South Florida St. Petersburg are required to submit a \$200 nonrefundable admission deposit according to the schedule below:

Term Admitted	Deposit Due Date
Fall	May 1
Spring	December 1
Summer B	May 1

The admission deposit will be credited to the student's account and applied toward his or her first semester tuition. The admission deposit will be waived for admitted freshman who demonstrate significant financial need on a FAFSA (Free Application for Federal Student Aid) submitted by USF's priority deadline of March 1 at the student's request.

Admitted freshmen are encouraged to pay the deposit online via OASIS, the Online Access Student Information System. Online payment is the University's preferred payment method, although checks and money orders submitted to the USF St. Petersburg Cashier's Office are also acceptable forms.

Early Admission Applicants (Freshmen)

USF St. Petersburg provides an early admission program to meet the needs of highly capable, mature high school students of Pinellas County. Under the early admission program, these students may enter the university as regularly enrolled, degree-seeking students prior to graduation from high school. Participation in the early admission program shall be limited to students who have completed a minimum of six semesters of full-time secondary enrollment, including studies undertaken in the ninth grade. In addition, early admission applicants should be enrolled in a strong college-preparatory curriculum while in high school. Applications for early admission will be reviewed by the Director of Enrollment and Marketing Services in consultation with the Director of the Honors Program. Students enrolled in an early admission program must take courses that are creditable toward the high school diploma and the associate or baccalaureate degree.

1. Students wishing to be accepted as early admissions students at USF St. Petersburg must:
2. Have completed the equivalent of the junior year of high school, thus requiring only one additional year to complete requirements for the high school diploma;
3. Typically have a 1250 on the Mathematics and Critical Reading sections of the SAT, and a Writing score of at least 460 or a 28 on the ACT; and a 3.7 high school grade point average as calculated by USF St. Petersburg.
4. Meet regular USF St. Petersburg admission criteria for degree-seeking undergraduate students;
5. Meet with an Academic Advisor.

Home schooled students must submit an official copy of their Letter of Intent with the student's home school district. Private school students must submit proof that their school is a regionally accredited school.

Undergraduate Transfer Applicants

NOTE: Credit earned through dual-enrollment or by exams will be used to determine class standing after matriculation but does not confer transfer status in the admissions process.

Applicants with fewer than 60 transferable semester credits are considered lower-level transfers; upper-level transfers are those with 60 or more transferable semester credits (see below). Regardless of category, grade point averages (GPA) for purpose of admission will be computed based only on grades earned in courses that are acceptable for transfer credit and as calculated by USF St. Petersburg.

USF St. Petersburg accepts transfer credits, without a course by course evaluation of the prior coursework, only from institutions that are accredited by one of the regional accrediting agencies/commissions recognized by USF St. Petersburg at the time the credits are earned. (See "Evaluation of Transfer Credit"). Courses approved for transfer by the Statewide Course Numbering System (SCNS) from non-regionally accredited institutions may be considered for transfer credit. Credits earned at an institution that is currently in "candidacy" status will not be considered for transfer credit until such time as the awarding institution receives full accreditation. For an applicant applying from a non-regionally accredited school, the admissions decision will be based on prior work at a regionally accredited institution or on the transferable work completed at a non-regionally accredited institution as approved by SCNS. If all post-secondary work is from a non-regionally accredited school, not including SCNS approved coursework, the evaluation will be based on the high school record and test scores and the applicant will be regarded as a freshman for purposes of admission.

USF St. Petersburg reserves the right to evaluate specific courses and deny transfer credit. USF St. Petersburg does not award transfer credit that is determined to be occupational or vocational in nature except that work specifically approved as part of the Bachelor of Science in Applied Science program or approved by the academic department of the student's major.

USF St. Petersburg also considers applicants who do not fully meet minimum requirements but who have important attributes, special talents, or unique circumstances that may contribute to a representative and diverse student body. These applicants are considered for admission by committee on the basis of other appropriate evidence of ability to do successful academic work at USF St. Petersburg.

Lower-Level Transfer Applicants (with fewer than 60 transferable semester credits)

NOTE: Applicants with fewer than 12 transferable semester credits after graduation from high school are considered freshmen and must meet freshman standards.

To be considered for admission, transfer applicants with fewer than 60 transferable semester credits must submit a USF St. Petersburg Application for Admission, a non-refundable application fee of \$30.00, an official transcript from each previous college/post-secondary institution attended, an official high school transcript, official GED scores if applicable, official SAT or ACT scores, and a TOEFL score or IELTS if applicable.

Any transfer student with 60 or fewer semester hours who applies for admission to a limited access undergraduate program must meet the overall admission GPA criteria for that program in order to be admitted to the University.

Lower level students who apply for admission to a limited access undergraduate program must meet the overall admission GPA criteria for that program in order to be admitted to the University. Lower-level transfer applicants must meet the following requirements to be considered for admission; however, satisfying these minimum requirements does not guarantee admission:

Applicants with at least 12 but fewer than 30 transferable semester credits must:

Satisfy all USF St. Petersburg freshman admissions standards as described in the previous section entitled "Freshman Applicants." (Meeting freshman admission standards is a critical requirement for undergraduate applicants with fewer than 60 transferable credits. Department of Education rules and policies do not provide for local exceptions to these requirements); and,

Present a minimum score of 213 (computer-based test), 550 (paper-based test), or 79 (internet-based test) on the Test of English as a Foreign Language (TOEFL) or 6.5 on the I-ELTS if the applicant's native language is not English. The TOEFL or I-ELTS requirement may be waived on an individual basis when alternative evidence of English proficiency is presented in writing

Have an overall transfer GPA of at least 2.0 (on a 4.0 scale) as calculated by USF St. Petersburg;

Be in good standing with at least a 2.0 GPA from the last regionally accredited institution attended as calculated by USF St. Petersburg.

Applicants with at least 30 but less than 60 transferable semester credits must:

Satisfy all Florida DOE freshman admissions standards as described in the previous section entitled "Freshman Applicants." (Meeting freshman admission standards is a critical requirement for undergraduate applicants with fewer than 60 transferable credits. Department of Education rules and policies do not provide for local exceptions to these requirements.);

Present a minimum score of 213 (computer-based test), 550 (paper-based test), or 79 (internet-based test) on the Test of English as a Foreign Language (TOEFL) or 6.5 on the I-ELTS if the applicant's native language is not English. The TOEFL or I-ELTS requirement may be waived on an individual basis when alternative evidence of English proficiency is presented in writing (including SAT Critical Reading score of 460 or above, or an ACT English/Writing score of 18 or above and a Reading score of 19 or above).

Have an overall transfer GPA of at least 2.0 (on a 4.0 scale) as calculated by USF St. Petersburg;

Be in good standing with at least a 2.0 GPA from the last regionally accredited institution attended as calculated by USF St. Petersburg

Upper-Level Transfer Applicants (with 60 or more transferable semester credits)

To be considered for admission, transfer applicants with 60 or more transferable semester credits must submit a USF St. Petersburg Application for Admission, a non-refundable application fee of \$30, an official transcript from each previous college attended, and a TOEFL score if applicable.

Any transfer student with 60 or more semester hours who applies for admission to a limited access undergraduate program must meet the overall admission GPA criteria for that program in order to be admitted to the University.

Applicants with Associate in Arts (A.A.) degrees from Florida State Colleges will be admitted as juniors into the University within curricular, space, and fiscal limitations. A.A. degree holders seeking admission to limited access degree programs must also meet all requirements specified by the desired program. The admission of Florida community/state college A.A. transfer students is governed by the articulation agreement between state universities and public community/state colleges in Florida.

Undergraduate transfer students who have not earned the A.A. degree from a Florida public institution or who have attended another college after receipt of the A.A. must meet the following requirements to be considered for admission; however, satisfying these minimum requirements does not guarantee admission:

1. Be in good standing having at least a 2.0 as calculated by USF St. Petersburg and eligible to return to the last regionally accredited institution attended as a degree-seeking student;
2. Have a 2.0 GPA as calculated by USF St. Petersburg in all college-level courses acceptable for transfer credit to USF St. Petersburg. In calculating the GPA, incomplete grades are computed as failures and course "repeats" are not forgiven when the courses are repeated at different institutions;
3. Complete with passing grades two years of the same foreign language in high school or 8 to 10 semester hours of the same foreign language at a previous college or university. Students who entered a Florida public community college prior to August 1, 1989 and maintain continuous enrollment until the time of their USF St. Petersburg entry as degree-seeking students may be admitted without the required foreign language study;
4. Meet the minimum grade point average required by the program if entering a limited access program;
5. Present a minimum score of 213 (computer-based test) or 550 (paper-based test) or 79 (Internet-based test) on the Test of English as a Foreign Language (TOEFL) or 6.5 on I-ELTS if the applicant's native language is not English. The TOEFL or I-ELTS requirement may be waived on an individual basis when appropriate alternative evidence of English language proficiency is presented in writing.

Students Entering the Florida College System Planning to Finish their Degrees at USF St. Petersburg

High school graduates planning to start their college education at a Florida community/state college should confer with the community/state college counselor and ask that their academic program be planned with the assistance of the USF St. Petersburg Undergraduate Catalog. This catalog explicitly describes the undergraduate program requirements and Florida's common prerequisites that should be followed to ensure maximum ease of transfer into the students' upper-level programs on a par with their native USF St. Petersburg counterparts.

Students Entering the Florida Community College System and Planning to Finish their Degrees in the State University System

An articulation agreement, in effect since April 13, 1971, and later adopted by the Florida Legislature in statute form as Florida law, governs an effective and orderly transfer of Florida community/state college students into the State University System (SUS).

The agreement defines and establishes the Associate in Arts degree from a Florida public community/state college as the basis for all articulation rights. Among these guarantees, the following are central to the transfer process:

1. A.A. graduates will be granted admission to a university within the SUS but not necessarily to the university or program of choice.
2. A.A. graduates will have the same opportunity to enroll in a university limited access program as the native university student.
3. Upon transferring to a public university in the Florida SUS, A.A. graduates will be awarded at least 60 credit hours towards the baccalaureate degree, exclusive of occupational courses and basic required physical education courses.
4. Credits that are part of the A.A. degree earned through articulated acceleration mechanisms, such as Advanced International Certificate of Education, Advanced Placement, dual enrollment, International Baccalaureate, early admission and credit by exam will be transferable to the state university. Such credit needs to be received directly from the credit-granting agency.
5. As participants in the Statewide Course Numbering System, receiving institutions must accept all courses taken at the transfer institution if the courses at each institution have the same prefix and the same last three digits of the course number.

6. The university catalog in effect the year the A.A. degree student first enrolled at the community/state college will remain in effect for the student's entire program, provided the student maintains continuous enrollment as defined in that catalog.

7. Once a student has completed the general education core and this fact is noted on the transcript, regardless of whether or not an A.A. degree is awarded, no other state university or community college to which the student may transfer can require additional courses to the general education core.

Included in these transfer guarantees is the right of appeal. Students may appeal to the university and to the Statewide Articulation Coordinating Committee

Evaluation of Transfer Credit

1. The receipt and evaluation of transfer credit is the responsibility of the Office of Undergraduate Admissions. The Office of Undergraduate Admissions will evaluate the acceptability of total credits transferable to the University. The college of the student's major will assign equivalent courses in determining which courses are applicable toward a specific degree at the University. In some instances, exact course equivalents will also be determined by other colleges that offer the same or similar courses as part of their programs of study. Transfer students should be prepared with personal copies of their transcripts of all past course work to discuss advisement and placement with the appropriate academic advisor and should contact the college of their major soon after registration so that an official evaluation may be completed.
2. USF St. Petersburg reserves the right to deny credit for specific courses. USF St. Petersburg does not award transfer credit from institutions that it determines to be occupational or vocational in nature except for work that is specifically approved as part of the Bachelor of Science in Applied Science program or approved by the academic department of the student's major.
3. A course-by-course transfer credit evaluation will be done for all out-of-state and private in-state A.A. degree holders. Effective Fall Quarter 1976, all courses from a Florida community or state college/university bearing the same State Common Course prefix and last three numbers as a USF St. Petersburg course are automatically transferred. Transfer students may not be required to repeat these courses unless a college age-of-record policy is involved. That same automatic transferability of credits applies to courses completed at non-regionally accredited institutions that have been specifically approved by the SCNS. Excluded are graduate courses, studio courses in art, internships, practica, and performing arts courses.
4. All undergraduate degree programs at USF St. Petersburg require a minimum of 48 hours of upper-level. This policy does not affect approved articulated programs based on the A.S. degree. For information regarding specific articulated A.S. degree programs, consult the USF St. Petersburg Office of Undergraduate Admissions.
5. Credit will not be awarded for GED tests.
6. Military service school courses will be evaluated with reference to the recommendation of the American Council of Education when official credentials have been presented. Such recommendation, however, is not binding upon the University.
7. For ROTC and military science courses taken after Fall Quarter 1975, the maximum credit will vary with each college. A student must confer with a college advisor to determine the acceptability for his/her major. ROTC and military science taken prior to Fall 1975 are not acceptable for transfer credit.
8. A maximum of 45 semester hours of College Level Examination Program (subject and general examinations) credits can be accepted for transfer credit.
9. A maximum of 30 semester hours of extension, correspondence, and military service education credits can be applied toward a degree.
10. Grades earned in transferred courses are not computed in the student's USF St. Petersburg GPA except for the purposes of admission to limited access programs, the awarding of honors at graduation, and class ranking of baccalaureate students.
11. International credentials must be evaluated by an independent evaluation service with associated costs to be paid by the student. A list of independent evaluation services is available at <http://www.usfsp.edu/admissions/ForeignTranscript.htm>.
12. A continuously enrolled USF St. Petersburg degree-seeking student must obtain prior written approval from the college of the student's major in order for courses taken at other regionally-accredited institutions to be applied to the USF St. Petersburg degree program.

**Accrediting Agencies/Commissions:*

New England Association of Schools and Colleges, Commission on Institutions of Higher Learning

Middle States Association of Colleges and Secondary Schools, Commission on Higher Education

North Central Association of Colleges and Schools; Northwest Association of Schools and Colleges

Southern Association of Colleges and Schools, Commission on Colleges

International Applicants (non-resident aliens)

To be considered for admission, international applicants (non-resident aliens) must submit a USF St. Petersburg International Student Application for Admission, a non-refundable application fee of \$30.00 payable in U.S. dollars, a TOEFL score if applicable, a Statement of Financial Responsibility, undergraduate admissions test scores as specified for appropriate applicant category, transcripts or evaluations showing subjects and grades from the first year of secondary work to the time of application, and a Visa Clearance Form (if currently in the U.S.). Transcripts in a language other than English must be accompanied by a certified English translation. International credentials must be evaluated by an independent evaluation service, with associated costs to be paid by the student.

A list of approved independent evaluation services is available at
<http://www.usfsp.edu/admissions/ForeignTranscript.htm>

An international applicant (non-resident alien) must meet all admission requirements for the appropriate applicant category (freshman, undergraduate transfer, graduate).

Other minimum requirements are as follows:

1. An international applicant whose native language is not English must present a minimum score of 213 (computer-based test), 550 (paper-based test), or 79 (internet-based test) on the Test of English as a Foreign Language (TOEFL) or 6.5 on the I-ELTS. The TOEFL or I-ELTS requirement may be waived on an individual basis when appropriate alternative evidence of English language proficiency is presented in writing.
2. International applicants must be in good standing, having a 2.0 GPA as calculated by USF St. Petersburg at the last institution attended.
3. International applicants must submit the USF St. Petersburg Financial Statement substantiating availability of financial resources sufficient to cover all educational, maintenance, and personal expenses while attending USF St. Petersburg, without financial assistance from the University.
4. International applicants seeking admission to limited access undergraduate degree programs must also meet all requirements specified by the program.

Transient Applicants

An undergraduate transient student is one who comes to the University from another regionally accredited institution and wishes to take courses at USF St. Petersburg for one term only before returning to the parent institution. Transient students may enroll at USF St. Petersburg as non-degree-seeking students.

Transient students who wish to take USF St. Petersburg courses MUST HAVE PRIOR WRITTEN APPROVAL from their college academic advisor to receive credit for courses taken. The Transient Student/Cross Enrollment form should be used for this purpose.

Non-Degree-Seeking Student

Non-degree-seeking student enrollment is on a space-available basis and has been established for those individuals who, while not desirous of earning a degree, would like to enroll in all levels of university courses. Teachers needing to take courses for certification purposes, high school students (with the permission of their respective guidance counselor), individuals desirous of taking courses for self-enrichment, and senior citizens are examples of those eligible to utilize this enrollment method. Former USF system undergraduate degree-seeking students may only enroll as non-degree-seeking students if they have completed their previous degree program or earned an equivalent degree at another institution. Should the latter be the case, an official transcript (reflecting the degree) from that institution must be sent to the Office of Admissions prior to registration.

Individuals enrolling as non-degree-seeking students who plan to make formal application to the University may not apply more than 14 semester hours toward an undergraduate degree.

Applicants denied admission to USF St. Petersburg as degree-seeking undergraduates may not enroll as non-degree-seeking students. Performance in courses taken in this category will not qualify an applicant for admission as a degree-seeking student.

A non-degree-seeking student who has been dismissed from any USF system institution is not eligible for admission to USF St. Petersburg as a degree-seeking student at the undergraduate level. If extenuating circumstances contributed to the academic dismissal and the student meets other admissions requirements, a request for waiver of this rule may be submitted to the Faculty Committee on Student Admissions. This rule does not apply to a student who has earned a degree from a regionally accredited institution subsequent to academic dismissal.

Non-degree-seeking students are subject to the same academic policies as undergraduate degree-seeking students and must adhere to deadline dates published in the University Schedule of Classes. Non-degree-seeking students are not

eligible to receive University honors or participate in the USF St. Petersburg/Florida Public Community College cross-registration program.

Non-degree-seeking students also are not eligible to receive financial aid. Non-degree-seeking students are subject to the academic probation and dismissal policy listed in this catalog. Potential non-degree-seeking students should also refer to the section of the catalog of the college(s) offering the course(s) of interest to them to determine whether any special college requirements exist that must be met prior to enrolling.

NOTE: Prior to registering for classes, all students born after 1956 are required to present documentation of proof of immunity to MEASLES (Rubeola) and RUBELLA (German Measles). It is further required that all students must present proof of immunity to Hepatitis B and Meningitis or decline immunization by signature. Students living in USF St. Petersburg Housing must be vaccinated against meningitis (no declination is permitted). (See Immunization Policy on page 35.)

Readmission (Former Students Returning)

A former student returning (FSR) is any degree-seeking undergraduate student who has not earned his/her degree, has not been enrolled at USFSP in any of the last three terms, and wishes to re-enroll in the University. Former students returning must be readmitted to the University.

In order to be considered for readmission, a former student should file a new application for admission with the Office of Undergraduate Admissions by the deadline indicated on the web site for the term of requested re-entry. A new application fee is required. Former College of Education majors must contact the College of Education Academic Advisor for additional readmission requirements. The residency affidavit must be completed and residency status will be re-assessed.

To be readmitted, a student must meet the following requirements:

- Have a USF St. Petersburg GPA of at least 2.0. FSRs with a USF St. Petersburg GPA below 2.0 may only return under the terms and requirements of Academic Renewal I or Academic Renewal II.
- Be in good standing having at least a 2.0 GPA and eligible to return to the last institution attended as a degree-seeking student;
- Have achieved a GPA of at least 2.0 as calculated by USF St. Petersburg on a 4.00 scale on all college-level academic courses attempted at institution(s) attended since last enrolled at USF St. Petersburg, and meet the minimum GPA for the declared major.
- If previously enrolled at USF St. Petersburg and academically dismissed at the end of the last term of enrollment, a student must file a petition with the Academic Regulations Committee for Academic Renewal I or II in conjunction with the application for readmission. Students who have attended one or more institutions since their last enrollment must request official transcripts of all work attempted at the other institution(s) be sent to the USF St. Petersburg's Office of Undergraduate Admissions. Acceptability of transfer credits toward completion of USF St. Petersburg degree programs will be determined by the college of the student's major.
- FSRs who have been readmitted are not required to participate in an orientation program. Students must meet with their academic advisor for course selection.
- Transient students and non-degree-seeking students are not considered FSRs. These students who wish to enter as degree-seeking students must file an application with the Office of Admissions and Outreach prior to the deadline listed in the Academic Calendar for the requested term of entry. An application for admission must be submitted by all FSRs who have not been admitted to and enrolled in a USF St. Petersburg degree program within the last three terms. Former or continuing USF degree-seeking students must file another application for admission and pay the non-refundable \$30 application fee when applying for a second degree program, another level of study or readmission (see Readmission). A student may not work on a second undergraduate degree if he/she has been accepted into a graduate program.

NOTE: Prior to registering for classes, all students born after 1956 are required to comply with the immunization policy. (See Immunization Policy on page 35)

Evening Courses

The admission requirements and achievement levels in the day and evening courses are the same. Any student accepted to the University may enroll in any appropriate courses offered in the evening.

Special Programs

Honors Program

Superior students in all USF St. Petersburg majors may avail themselves of Honors opportunities at USF St. Petersburg. The University Honors Four Year Track is designed for first-time-in-college students. University Honors Two Year Track is designed for transfer or upper-level students. These exciting experiences are grounded in the liberal arts tradition and

intended for students regardless of major. The primary goals of University Honors are the development of critical thinking skills, an appreciation of the liberal arts tradition, and the development of creative, independent thought. Students in the Honors Program are required to complete a senior honors thesis.

Potential University Honors students are actively recruited, but any interested student who feels that he/she is qualified may request admission. Students typically have 3.70 college GPAs and 1250 SAT or 28 ACT scores. Many scholarships are available for Honors students.

Students who satisfactorily complete Honors and graduate with at least an overall GPA of 3.3 and a USF GPA of 3.3 shall be identified as Honors Graduates at Commencement as well as on their diplomas and transcripts.

The program involves our best and brightest students in challenging seminar courses with a strong orientation toward interdisciplinary perspectives on major issues and works.

They work closely with faculty members in planning, researching, and writing honors theses. The Honors Program gives students the opportunity to achieve scholastic distinction, and perfect their critical thinking skills, oral and written expression.

For more information, contact USF St. Petersburg Honor Program Director Dr. Thomas W. Smith at twsmith2@usfsp.edu or at (727) 873-4583.

Opportunities for Accelerated Progress Toward Undergraduate Degrees

USF St. Petersburg provides several options by which students may accelerate their progress toward completing the baccalaureate degree. These options recognize knowledge that has been acquired prior to or during attendance at USF St. Petersburg and provide the opportunity to earn University credit. Options that may be used include the following:

1. Recognition of satisfactory performance on tests offered through the College Level Examination Program (see CLEP).
2. Recognition of satisfactory performance on tests offered through Advanced Placement Programs of the College Entrance Examination Board (see Advanced Placement Credit Programs).
3. Recognition of the International Baccalaureate Diploma Program. Students who earn the IB Diploma will be awarded 30 semester hours of college credit and sophomore standing. Credit for higher level exams with a score of 4 or higher may be awarded to those students who do not earn the IB diploma.
4. Recognition of satisfactory performance on tests offered through the Advanced International Certificate of Education Program (AICE)
5. Recognition of satisfactory performance on tests offered through the Excelsior College Examinations formerly Proficiency Exam Program (PEP)
6. Recognition of satisfactory performance on tests offered through the Defense Activity of Non-Traditional Education Support (DANTES)
7. Recognition of satisfactory performance on tests offered through the United States Armed Forces Institute (USAIFI)
8. Educational Outreach courses by television and internet.

Credits may be earned through a combination of the above options. Students should contact their college advisors for further information concerning the application of this credit toward their degree requirements.

Internal processes (such as auditions, portfolio reviews, and placement tests) utilized in the various departments for the sole purpose of determining a student's most appropriate area, level, or section placement in a program of study are not to be construed as examining mechanisms for the granting of credit.

USF St. Petersburg Cross Enrollment - Transient Enrollment

Cross Enrollment is approved only when coursework, critical to tracking for graduation, is not available at USFSP. Students submit for cross enrollment approval through Florida Virtual Campus at <http://www.flvc.org>. Students should consult with their academic advisor regarding residency requirements prior to requesting cross enrollment.

Transient study is typically approved in the summer semester when students leave the USFSP service area but wish to continue in coursework toward their degree requirements at another regionally accredited institution. One semester must be completed at USFSP prior to becoming a transient student. If the student wishes to take classes at a Florida public university, state, or community college, approval can be obtained through Florida Virtual Campus at <http://www.flvc.org>. If the student does not plan to attend a Florida public university, state, or community college, the student should seek assistance with approval by scheduling an appointment with his/her academic advisor. Students should consult with their academic advisor regarding residency requirements prior to requesting transient enrollment.

Please note: Cross enrollment and transient enrollment can affect eligibility for financial aid. Students seeking cross enrollment or transient enrollment are strongly encouraged to consult with the Office of Financial Aid regarding the potential impact.

Please note: Credits hours taken under cross enrollment or transient enrollment will apply toward graduation only if prior approval was received from the student's USF St. Petersburg advisor. The grade point average obtained under transient enrollment or cross enrollment will not transfer toward the USF St. Petersburg institutional grade point average.

USF St. Petersburg Transient Students

USF St. Petersburg degree-seeking students who wish to take all courses at another regionally accredited institution for one semester, MUST HAVE PRIOR WRITTEN APPROVAL from their college academic advisor to receive credit for courses taken. The transient student/cross enrollment form should be used for this purpose. One semester must have been completed at USF prior to becoming a transient student. The Consortium Agreement for Transient Study form is available on the forms page of the Financial Aid website.

Senior Citizen Tuition Waiver*

Florida residents who are 60 years of age or older as of registration day, must have lived in Florida for the last 12 months, may enroll on a space available basis in certain courses without paying fees. Academic credit is not awarded, examinations are not required, and grades are not given. A parking permit is required.

Many courses require departmental approval, prerequisites, or have other restrictions which may limit registration. If you are aware of these restrictions, you may acquire the necessary permits in advance of registration. There is a Registration Worksheet form to accomplish this. Additionally, the permits may be submitted electronically in OASIS by the issuing department. Under no circumstances will notes on plain paper without department letterhead be accepted.

Students may not pre-register for courses in which they plan to use the Senior Citizen Tuition Waiver. The waiver will not be processed if a Senior Citizen pre-registers and then submits a Senior Citizen tuition waiver form for those courses.

It is the student's responsibility to complete and submit the waiver form allowing sufficient time for the form to reach The Office of the Registrar at USF St. Petersburg by the registration deadline.

Financial Information

Tuition Information

Tuition and Fees Regulation: <http://generalcounsel.usf.edu/regulations/pdfs/regulation-usf4.0102.pdf>

For tuition information refer to the link

http://usfweb2.usf.edu/ucos/studnetaccounting/Current_Tuition.asp.

Tuition and fees are subject to change without prior notice. For information on Residency for tuition purposes, refer to the Residency Policy.

All registration fees and all courses added during the drop/add period must be paid in full by the payment deadline date specified in the current *Schedule of Classes*. Registration fee payment may be made in person to the Cashier's office or online through OASIS. Students not on an authorized deferred payment plan and who have not paid their registration fees in full by the published deadline will have their registrations canceled. "Deferred payment" refers to those students on authorized financial aid whose payments are deferred until the aid is disbursed. A student will not receive credit for any courses taken during that semester. Students who are allowed to register in error may have their registration canceled. Any fees paid will be refunded or credited against any charges due the University.

Tuition Waivers, Non-Resident

See USF Regulation USF4-3.024, at <http://generalcounsel.usf.edu/regulations/pdfs/regulation-usf3.024.pdf>.

(1) The University of South Florida System (USF System) waives tuition, non-resident tuition or associated fees for purposes that support and enhance the mission of the USF System as authorized and limited by Board of Governors (BOG) Regulations, Florida Statutes or USF Board of Trustees Regulations. The following general categories of tuition and fee waivers are established pursuant to BOG Regulation 7.008 and Section 1009.26, Florida Statutes that set forth specific criteria applicable to the following categories:

- (a) Participants in Sponsored Credit Institutes and Programs.
- (b) Certain educational expenses of a child or spouse of a Law Enforcement Officer or Firefighter killed in the line of duty.
- (c) Students who earn credit in courses toward both a Florida high school diploma and an associate or baccalaureate degree, or enrolled in dual enrollment or early admission programs.
- (d) Certain Florida Department of Children and Family Service foster care or adopted students.
- (e) Graduate Interns participating in the School Psychology Training Program.
- (f) Students enrolled in Florida Linkage Institutes Program.
- (g) Wrongfully incarcerated persons.
- (h) Certain educational expenses for the child of a deceased teacher or school administrator employed by a Florida District School Board who dies as a result of an unlawful and intentional act, provided such killing is related in whole or part to the fact that the individual is a teacher or school administrator.

(i) Homeless or temporary shelter residence students.

(j) Purple Heart or other superior combat decorated recipients.

(k) State Employees - A waiver of up to 6 credit hours per term on a space available basis.

(l) Admissions Deposit Fee - waived based on significant financial hardship as determined by the USF Financial Aid Office.

(m) Honorably discharged veterans of the United States Armed Forces, the United States Reserve Forces, or the National Guard who physically reside in this state while enrolled in the institution. The waiver is applicable for 110 percent of the required credit hours of the degree or certificate program for which the student is enrolled.

(n) Undocumented students for federal immigration purposes, who meet the following conditions:

1. Attended a secondary school in this state for 3 consecutive years immediately before graduating from high school in this state;
2. Apply for enrollment in an institution of higher education within 24 months after high school graduation; and
3. Submit an official Florida high school transcript as evidence of attendance and graduation.

This waiver is applicable for 110 percent of the required credit hours of the degree or certificate program for which the student is enrolled.

(2) The following additional tuition and fee waivers are authorized by the Board of Governors and may be granted for purposes that support and enhance the mission of the USF System:

(a) Full-time University employees may be awarded a waiver of up to six (6) credit hours of tuition-free courses per term on a space available basis.

(b) Florida residents 60 years of age or older who enroll to audit courses on a space-available basis. No academic credit shall be awarded.

(c) Intern Supervisors may be given one non-transferable certificate (fee waiver) for each full academic term during which the person serves as an intern supervisor. This certificate shall provide for waiver of the basic fee (as defined in BOG Regulation 7.001). Certificate holders are entitled to a waiver of tuition for a maximum of six (6) hours credit instruction (including credit through continuing education) during a single term.

(d) Non-resident, non-degree seeking students may be granted a waiver of the out-of-state fee. The credit hours generated must be non-state fundable and the cost for the program of study recovered from the fees charged to all students.

(e) Tuition differential may be waived for students who meet the eligibility requirements for the Florida public assistance grant (Sec. 1009.50, Florida Statutes).

(f) Public School classroom teachers employed full-time by a school district who meet the academic requirements established by the University may be granted up to six credit hours per term on a space-available basis in undergraduate courses related to special education, mathematics or science, however, the waiver may not be used for courses scheduled during the school district's regular school day.

(g) Application Fee may be waived for applicants who can document receipt of a fee waiver because of economic need as determined by the College Board or the American College Testing Program.

(h) Late Payment Fee may be waived due to circumstances determined to be exceptional and beyond the control of the student pursuant to USF System Regulation 4.0101.

(i) Late Registration Fee may be waived due to circumstances determined to be exceptional and beyond the control of the student pursuant to USF System Regulation 4.0101.

(j) Non-resident Graduate Assistants who have a minimum of .25 FTE; non-resident graduate students who receive fellowship awards; and non-resident graduate students with exceptional academic capabilities or skills as determined by the Dean may be offered tuition waivers.

(k) Non-resident undergraduate students having exceptional academic capabilities or skills who apply to and meet the criteria of the appropriate USF System college or unit, e.g. degree-seeking Junior or Senior, etc. may be offered out-of-state tuition waivers to the extent funds are available.

(3) The USF System shall report the purpose, number, and value of all fee waivers granted annually in a format prescribed by the Board of Governors.

Authority: Art. IX, Sec. 7, Fla. Constitution; Fla. Board of Governors Regulations 7.003, 7.008, 7.015;

Florida Residency For Tuition Purposes

This notice summarizes the provisions of Florida Statutes and University Policy/ Procedure concerning Florida residency for tuition purposes.

In determining residency classification, students fall into one of two categories. They are either (1) *independent students* (students *not* claimed on parent's or legal guardian's federal income tax statement or whose parents do not provide 50% or more of their support) or (2) *dependent students* (students younger than 24 who are claimed as dependents by parent or legal guardian on federal income tax statement or whose parents provide 50% or more of their support).

The law basically requires that a U.S. citizen/permanent resident alien/independent student or a dependent student's parent/legal guardian has established and maintained a *LEGAL* Florida residence for at least twelve (12) months before the first day of classes of the term for which Florida residency status is sought. The student who comes to Florida to enroll full-time in a Florida higher education institution as an out of state resident and continuously enrolls in a Florida institution will not normally meet the Florida residency requirement for in-state tuition regardless of the length of time enrolled.

USF St. Petersburg is required to obtain documentation of 12-months legal residence before a student is classified as a Florida resident for tuition purposes. A student is required to request Florida residency in writing and submit supporting documents no later than the last day of classes prior to final examinations of the first semester attended for which classification is sought.

The following is acceptable, non-conclusive evidence of the establishment of a legal residence in Florida. Two documents must be dated/issued at least 12 months before the first day of classes of the term for which Florida residency is sought.

1. Proof of purchase of permanent home in Florida.
2. Declaration of Domicile.
3. Florida's driver's license.
4. Florida voter's registration.
5. Florida vehicle registration.
6. Florida vehicle title.
7. Professional/occupational license in Florida.

8. Florida incorporation or other evidence of legal residence in Florida.
9. Full-time, non-temporary employment in Florida.

PLEASE NOTE: *Tax returns and school/college records are NOT evidence of establishing a legal Florida residence. Students who are dependent on out-of-state parents or who come to Florida for educational purposes are generally ineligible for reclassification to Florida status. In rare cases, the law allows some students (e.g., military, public school teachers, etc.) who do not meet the basic requirements to be classified as Florida residents for tuition purposes. For more information about exceptional categories, contact the Office of Undergraduate Admissions.*

Fees

The levels of the Activity and Service Fee, the Health Fee, and the Athletic Fee are determined on each campus by a student fee committee appointed by the President of the University and the Student Government President. The committee includes USF St. Petersburg faculty and students with the majority of the committee being students. The fees may be reviewed on a yearly basis. The following fee schedule applies to all USF St. Petersburg students.

Registration fees are assessed in accordance with University Board of Trustees rules. All fees are subject to change without prior notice. The University will make every effort to advertise any such changes if they occur.

1. Initial Application Fee

There is a non-refundable application fee of \$30. Checks or money orders must be made payable to USF. Applications received without the application fee will not be processed until the appropriate fee is received.

2. Tuition

Schedule/Fee Statements are no longer mailed. Tuition is due by the fifth day of each term. To find out the amount of the *total* tuition due (the amount will not reflect any payments made on the account), students can bring a photo ID to the Office of the Registrar, located in the lobby of Bayboro Hall, and request a Registration Confirmation which will reflect total tuition and fees.

The student is responsible for paying fees in full by the appropriate due date stated in the particular term's Schedule of Classes. Failure to do so may result in cancellation of the student's registration. Fees paid by mail must be postmarked by the post office, *not* office metered, on or before the fifth day of the term. Checks are payable to University of South Florida (USF).

To avoid a \$100.00 late payment fee, in addition to a \$100 late registration fee, all tuition fees must be paid or postmarked by the U.S. Post Office, *not* office metered, by the fifth day of the term. The University cannot be responsible for lost or misdirected U.S. Postal Service mail. A student whose registration has been cancelled may request registration reinstatement through the fourth week of class for the academic term. Upon approval for reinstatement, all fees and other debts owed to the University must be paid in full by cash, check, Mastercard, Discover, money order, or cashier's check before reinstatement will be effected.

a. Tuition Fee Structure

Please refer to the current Schedule of Classes for course-fee information.

NOTE: There is no ceiling (maximum) on the amount that a student may be assessed for a single term.

A lab fee may be charged for certain courses. Please consult your Schedule of Classes to locate the courses that require the fee and the amount of the fee that applies to the course.

Undergraduate on-line classes are charged an additional \$35.00 per credit hour fee.

Students who *only* register for a co-op assignment must pay a minimum of one (1) hour at the level of the co-op assignment.

Regular Cashier's Office hours are Monday through Friday 8:00 a.m. - 5:00 p.m.

Tuition fee payment should be mailed to:

Cashier's Office

University of South Florida St. Petersburg

140 7th Avenue South, BAY 132

St. Petersburg, Florida 33701

** Fees do not include books, on-campus seminars, housing, or food service and may change without notice.*

b. Off-Campus College of Education Courses

Students enrolling for off-campus (Continuing Education) courses will be assessed fees according to the Tuition Fee Structure "a" above. Continuing Education courses are designated by the "700 series" section number. The Schedule of Classes, which is printed each semester, should be used as a reference for updated information.

3. Late-Registration Fee

All degree-seeking students who initiate (i.e., those students who have not enrolled for any courses during early or regular registration) their registration during the late-registration period will be automatically assessed a \$100.00 late-registration fee.

4. Financial Aid Disbursement

Upon satisfaction of eligibility criteria, financial aid will be credited to student accounts after the drop/add period is over. Monies in excess of charges will be mailed to students' local addresses or e-deposited into their bank accounts.

5. Cancellation for Non-Payment of Fees

Students not on an authorized deferred payment of fees and who have not paid their tuition fees in full by a specified day (per Schedule of Classes) will have their registration for that term canceled. This means, specifically, that a student will receive no credit for any courses taken during that term.

6. Intern Participation Certificate

The Intern Participation Certificate effective July 1, 1997, states that certificate holders are entitled to a waiver of **only matriculation fees** for a maximum of six (6) credit hours instruction during a single term. Certificates are valid for three years from the date of issuance.

Fees must be paid or postmarked by the U.S. Post Office (not office metered) by the fifth day of the term. The University cannot be responsible for lost or misdirected U.S. Postal Service mail.

7. Staff Employee Waivers

Please check with Human Resources website:

http://www.stpete.usf.edu/adminservices/human_resources/benefits/documents/EMPLOYEE TUITION PROGRAM.doc regarding this benefit.

8. Tuition Deferment for VA Students

Students receiving VA educational benefits can request a tuition deferment one time per academic year. The request must be completed by the Friday of the first week of classes. The deferment date will be the same date as the financial aid deferment date.

9. Florida Prepaid College Program

Students who are eligible to receive benefits under this program are responsible for the local portion of fees. For specific fee questions, please contact the cashier's office at 727-873-4107.

This fee must be paid or postmarked by the fifth day of the term to avoid cancellation of registration and a \$100.00 late payment fee, as well as a \$100 registration fee. A copy of the Prepaid card should be submitted to the Cashiers Office, BAY 132.

10. Mailed Payments

To avoid cancellation of registration, a \$100.00 late payment fee, and a \$100 late registration fee all fee payments must be postmarked, by the US Post Office (not office metered), by the applicable fee payment deadline listed in the Academic Calendar.

11. Returned Registration Checks

A student's current registration is subject to cancellation if the check presented in payment of those fees is returned to the University unpaid. Dishonored fee payment checks must be redeemed within 10 calendar days to avoid cancellation of a student's current registration. **A \$100.00 late payment fee and a \$25.00 administrative charge will be assessed on any registration check returned unpaid to the University.**

Refund of Tuition/Fees Payment and/or Release of Tuition/Fees Liability

The following refunds, less deductions for unpaid debts to the University, are authorized. A Refund Request form must be completed and presented to the Cashier's Office, BAY 132, to initiate the refund process. A two-week waiting period is observed for each refund to be sure checks have cleared.

100% of registration fees and tuition will be refunded if notice of withdrawal from the University is approved prior to the end of drop/add period and written documentation is received from the student.

25% of registration fees and tuition paid, less building and capital improvement fees, will be refunded if notice of withdrawal from all courses from the University is approved prior to the end of the fourth week of classes (summer term is prior to the end of the third week of classes) and written documentation is received from the student.

Fee Adjustment Request After Fifth Day of the Term

Effective January 1989, USF St. Petersburg approved a refund of 100% of the tuition and registration fees if a student withdraws or drops a course due to circumstances determined by the University to be exceptional and beyond the control of the student. Requests for fee adjustments must meet one of the conditions below to be considered.

100% of registration fees and tuition will be refunded when a student withdraws or drops a course due to circumstances determined by the University to be exceptional and beyond the control of the student, including but not limited to:

1. Illness of a student of such severity or duration, as confirmed in writing by a physician, to preclude completion of the course(s),
2. Death of the student or death in the immediate family (parent, spouse, child or sibling) as confirmed by documentation indicating the student's relationship to the deceased,
3. Involuntary call to active military duty,
4. A situation in which the University is in error as confirmed in writing by an appropriate University official,
5. Other documented exceptional circumstances beyond the control of the student that precluded completion of the course(s) accompanied by letter of explanation and appropriate documentation.

Students who receive financial aid and subsequently change their enrollment status resulting in a refund in accordance with this subsection may have all or a portion of their refund returned to the University's financial aid programs in accordance with the Financial Aid Policy on Refunds and Repayments.

Payment of Accounts Due the University

Charges against students for loss or breakage of University equipment, books, fines and other charges are due immediately. Delinquent accounts may be considered sufficient cause for cancellation of registration. University regulations prohibit registration or release of transcript, diploma, or grades for any student whose account with the University is delinquent. Payments should be hand-delivered or mailed to the Cashier's Office, BAY 132, by the appropriate deadline.

FINANCIAL AID AND SCHOLARSHIPS

Location/phone: USF St. Petersburg: BAY 110, (727) USF-4128

Office Hours: Monday through Friday, 8 a.m. to 5 p.m.

Web Address: www.usfsp.edu/finaid

Counselor Email: finaid@usfsp.edu

General financial aid information, scholarship applications, and Cost Calculators are available on the financial aid webpage. Students can also find specific information for each student type (First Time in College, Transfer Student, Continuing Student, and Graduate Student) in the tabs at the top of the page.

For more detailed information about an individual student account, we encourage students to become very familiar with the "Financial Aid" tab in OASIS, our online student information system. Through OASIS, students can also view the status of their financial aid, see any needed documents to complete their financial aid file, and see any awards offered. Prior to any payment of financial aid funds, students will need to complete the online Terms and Conditions annually. Keep in mind that most types of financial aid require a minimum of half-time enrollment to disburse (6 Undergraduate Credit Hours for Undergraduate Students, and 5 Graduate Credit Hours for Graduate Students).

Throughout the year, University Scholarships & Financial aid Services (USF System), and USF St. Petersburg Office of Financial Aid & Scholarships (Campus specific) communicates important information regarding financial aid via the *official USF email address* located under the "Personal" tab in OASIS. Therefore, it is extremely important that students ensure that they are reading these emails on a regular basis.

APPLY: The first step in obtaining financial aid is filing the Free Application for Federal Student Aid (FAFSA) at <http://www.fafsa.gov>. Be sure to list school code #009016 or #001537, to ensure USFSP receives an electronic copy of your information. Students, and for dependent students, their parents as well, will need to apply for a Federal Pin number at <http://www.pin.ed.gov>, then complete and submit the FAFSA online at <http://www.fafsa.gov>

PRIORITY FILING DATE by MARCH 1st EVERY YEAR: Since many programs are funded on a limited basis, it is an advantage to apply early. Meeting the priority date allows a student the best opportunity to be considered for the maximum amounts and types of aid possible, since many programs are funded on a limited basis. Complete the FAFSA annually between January 1st and March 1st for the following academic year.

Scholarships are another financial aid option for incoming students. See the "Scholarships" section below.

DEFERMENTS: Tuition, Housing and Meal Plan Deferments are automatically posted for qualified financial aid applications. Please note that tuition deferments, housing deferments and meal plan deferments all have different qualifications. A tuition deferment will not automatically qualify the student for a deferment of housing charges or meal plan charges. Be sure to check the "My Requirements, Bookstore Authorizations, and Deferments" link in the Financial Aid tab of OASIS PRIOR TO the start of classes (each term) to see if which deferments have been posted and to see the expiration date(s) for those deferment(s).

Tuition deferments are provided to Degree-seeking, Financial Aid students enrolled at least half-time. A tuition deferment prevents cancellation of registration for non-payment of fees and temporarily prevents assessment of the late payment fee. Financial aid is disbursed after drop/add, and applied against charges on the student account. If a refund results, a check or e-deposit is issued for any remaining leftover funds. Avoid paying a late payment fee by paying any remaining balance before the deferment deadline. Since tuition deferments prevent cancellation for non-payment, a student must officially withdraw from all classes by the end of drop/add week to be relieved of liability to pay and to ensure that tuition is not later paid by disbursed financial aid.

Housing Deferments and Meal Plan Deferments are provided to students who qualify for Tuition Deferments, and who have *accepted a specific amount of financial aid* to ensure housing and/or meal plan contracts will be covered by incoming financial aid. Contact the Office of Financial Aid and Scholarships each year for the amounts of accepted financial aid required to qualify.

SATISFACTORY ACADEMIC PROGRESS for FINANCIAL AID STUDENTS: Federal regulations require all schools participating in Title IV federal financial aid programs to have a Satisfactory Academic Progress (SAP) policy that confirms to the two requirements: Qualitative and Quantitative detailed on the financial aid web page:
http://usfweb2.usf.edu/finaid/other/satisfactory_progress.aspx.

These requirements apply to all students as one determinant of eligibility for financial aid. A student's satisfactory academic progress is based on their entire academic record, at all schools attended, regardless of whether the student received financial aid. SAP is calculated each semester after grades have been posted to academic history by the registrar. One week after the last day of final exams is a good time to check your status. If your SAP status is ineligible, you will not qualify for a tuition deferment and must pay by the payment deadline (end of drop/add, which is the fifth day of classes) or your registration will be canceled.

WITHDRAWAL and FINANCIAL AID: If you withdraw from USFSP, either officially or unofficially, before the end of a semester, you may be required to repay all or a portion of the aid you received. For detailed information on the Federal Return of Title IV Funds requirement, go to <http://usfweb2.usf.edu/finaid/withdraw.aspx>

SCHOLARSHIPS

Scholarships are administered by a number of different offices within the University. Links to all scholarships can be found on the USF St. Petersburg Office of Financial Aid and Scholarships web page: <http://www.usfsp.edu/finaid/> Select the tab at the top of the page that describes your student type, then scroll down to "Scholarships".

Admissions Scholarships

Every First Time in College or Transfer Student who applies for admission to the University of South Florida St. Petersburg is automatically considered for admissions scholarships; no separate application is necessary.

Financial Aid Scholarships

The USF St. Petersburg Office of Financial Aid also administers a variety of scholarships based on Academic Merit and Financial Need. The USF St. Petersburg Privately Funded Scholarship Application and deadlines, are available on our web page at the beginning of each October.

Departmental Scholarships and USF System Scholarships

Also posted on the USFSP office of Financial Aid and Scholarships is the USF Searchable Scholarship database contains many scholarships across the USF system. A link to this database as well as the link to USF Foundation Scholarships can

VETERANS SERVICES

be found on the web page.

USF St. Petersburg is approved for the education of veterans, eligible dependents, members of the selected reserve, and active-duty personnel who are eligible for benefits under public laws now in effect. All degree programs currently offered at USF St. Petersburg are approved by the Department of Veterans Affairs.

Apply

Students who may be eligible for benefits are urged to contact the Veteran Services Office, which is co-located within the Office of Financial Aid and Scholarships in BAY 105. Once admitted, a student can complete the process to request Veterans Educational Benefits through our online Clockworks system. The link is available on our Veterans Services web page: <http://www.usfsp.edu/veterans>

To be eligible for full-time VA benefits at USF St. Petersburg, undergraduate students must enroll for 12 or more semester hours, and graduate students must enroll for 9 or more semester hours each normal academic term. Additional information for obtaining education benefits can be found at <http://www.usfsp.edu/finaid/veterans/education-benefits/>

Out-of-State Waiver

Honorably discharged veterans of the United States Armed Forces, United States Reserve Forces, or the National Guard who physically reside within the state of Florida while enrolled at any USF campus can receive the C.W. Bill Young Tuition Waiver Program (Chapter 1009.26, Section 36, Subsection (12)(a) Florida Statutes) to waive the out-of-state fee portion of their tuition. Visit our USF System webpage for more information: <http://www.usf.edu/student-affairs/veterans/programs/out-of-state-tuition-waiver.aspx>

Tuition Deferment

The tuition deferment program for Veterans is set up through USF and the VA. Due to VA payments being delayed at times, a tuition deferment gives the student and the VA an extra 60 days past the start of the semester to pay for a student's tuition and fees. As long as the Clockwork Education Benefit Request is submitted by 4:50 pm on the last day of add/drop week (the first week of classes), a veteran or dependent of a veteran student will receive a tuition deferment.

ACADEMIC POLICIES AND PROCEDURES

The Office of Records & Registration maintains the official academic records for all students and course registrations for currently enrolled students. Students are encouraged to contact the Office of Records & Registration about general questions concerning academic policies and procedures of their current registration or academic record.

Note: Each student must be aware of the University's academic policies and procedures insofar as they affect him/her.

Academic Regulations and Information

Semester System

USF St. Petersburg operates on a semester system. Semesters begin in August and January with Summer Sessions beginning in May and June. See Academic Calendar for appropriate dates.

Academic Load

The maximum load of an undergraduate student is 18 hours (Fall & Spring semesters) and 14 hours (Summer Term) unless approval is received from the dean or an authorized representative of the student's college. Students classified as Undecided must receive approval from the freshman/sophomore advisors in the Advising Center. In the Fall or Spring Semester 12 hours is the minimum load for a student to be considered as full-time.

Full-time Undergraduate Student Definition - Summer Term

Sessions "A" & "B" (6 weeks)

For: Academic purposes - 6 hours or more each session

For: Financial aid - Students must enroll for 12 hours (undergraduate) in any combination of Sessions "A," "B", and "C."

Session "C" (10 weeks)

For: Academic purposes - 9 hours or more

For: Financial aid - Students must enroll for 12 hours (undergraduate) in any combination of Sessions "A," "B", and "C."

Students receiving Veterans Administration benefits should confirm their Summer Term enrollment with the Veterans Coordinator in the Office of Financial Aid.

Undergraduates may not enroll in 6000-level courses or higher without approval of the college/department in which the course is offered.

Availability of Courses

USF St. Petersburg does not commit itself to offer all the courses, programs, and majors listed in this catalog unless there is sufficient demand to justify them. Some courses, for example, may be offered only in alternate semesters or years, or even less frequently if there is little demand.

Excess Credit Hour Surcharge (USF Regulation 4.0102)

In 2009, the Florida Legislature implemented Section 1009.286, Florida Statutes to encourage students to complete their baccalaureate degree as quickly and efficiently as possible. It established what is commonly referred to as an "Excess Credit Hour Surcharge." The provisions of this section became effective for students who entered a Florida community college or a Florida state university for the first time in the 2009-2010 academic year and thereafter.

The bill requires universities to add a surcharge to each credit hour taken in excess of the total hours calculated, based on a percentage defined in law. See the following table:

Students entering as FTIC SUS (First time in college State University System of Florida) or FTIC FCS (First time in college Florida College System)	Fees to be Charged
Prior to Fall 2009	NONE
Fall 2009 -Summer 2011	50% for credits above 120% of total program hours
Fall 2011-Summer 2012	100% for credits above 115% of total program hours
Fall 2012 and thereafter	100% for credits above 110% of total program hours

The surcharge is assessed only on the tuition portion of the semester hour cost, not on the fees. The number of total program hours required for the baccalaureate degree will be identified by the student's declared major. This is typically 120 semester hours, although, some programs have been approved to require more than 120 semester hours.

Note: No institution may waive the excess hours surcharge as the language of the statute is mandatory.

Transfer of Credit to USF St. Petersburg

USF St. Petersburg will accept credits only from those institutions accredited by one of the accrediting agencies/commissions recognized by USF St. Petersburg. However, USF St. Petersburg reserves the right to deny credit for specific courses. The receipt and evaluation of total transfer credit are the responsibility of the Office of Undergraduate Admissions. The college of the student's major will determine which courses are applicable toward a specific degree and will assign equivalent courses (see Evaluation of Transfer of Credit under Admissions and Related Matters).

USF St. Petersburg subscribes fully to all of the provisions of the statewide Articulation Agreement (Rule 6A-10.024) and strongly recommends that students complete the Associate in Arts certificate before transferring. Special details for students who do not plan to complete the associate's certificate requirements are available from the Office of Records & Registration. Also, all transfer students should refer to other entries about undergraduate transfers in the Admissions section of this catalog.

Former Student Returning

The Office of Admissions will evaluate the acceptability of transfer of credits taken at regionally-accredited institutions since last enrolled at a USF system institution. The college of the student's major will determine which courses are applicable for his/her major. In some instances, exact course equivalents will also be determined by other colleges that offer the same or similar course(s) as a part of their programs of study.

Continuously Enrolled Degree-Seeking Student

The Office of Admissions will determine the acceptability of transfer credits for continuing, degree-seeking students who take courses at regionally accredited institutions. However, PRIOR WRITTEN APPROVAL MUST BE OBTAINED from the student's academic advisor if these credits are to be applicable to the USF St. Petersburg degree program. A properly-executed Transient Student form or Cross Enrollment form should be used for this purpose.

Registration for Admitted Degree-Seeking Students

Continuing degree-seeking students register by appointment for their next semester's courses during the preceding term, either by internet or in person.. Appointment times and instructions for all registration periods may be viewed on the USF system's OASIS on-line schedule of classes for the appropriate semester.

Prior to initial registration, all newly admitted undergraduate students are required to participate in an orientation and an academic advising session. All readmitted former undergraduate students returning are required to schedule an appointment with their academic advisor prior to registration for classes. Newly admitted students receive orientation information by calling (727) 873-4181, advising information by calling (727) 873-4511, or by visiting the advising website at www.usfsp.edu/advising and registration information by calling (727) 873-4645.

Registered students may make schedule adjustments in the regular registration period during the preceding term or in the drop/add period during the first week of classes. (Deadline information is available in the Academic Calendar.)

Degree-seeking students who do not register by the last business day prior to the first day of classes may late-register the first week of classes. A \$100.00 late registration fee is charged during this week. (See the section on fees for additional information and the appropriate term's Schedule of Classes for dates.) To avoid cancellation of registration, fees are due and payable for all registered courses of record on the fifth day of classes (end of drop/add period). (See Academic Calendar for dates.)

NOTE: A Mandatory Medical History Form is required for all students (regardless of age). According to Florida Administrative Code Rule 6C-6.001(4), "Each student accepted for admission shall, prior to registration submit on a form, provided by the institution, a medical history signed by the student."

Immunization Policy

(Policy Number 33-002)

1. Introduction

The University of South Florida St. Petersburg requires the following immunizations for registration and specific immunization in order to be eligible for on-campus housing.

2. Statement of Policy

a. ALL STUDENTS MUST HAVE:

- MEASLES - proof of immunity if born after 12/31/1956
- RUBELLA - proof of immunity if born after 12/31/1956

- HEPATITIS B - proof of immunity or signed waiver declining the vaccine
- MENINGITIS - proof of immunity or signed waiver declining the vaccine except as listed below

b. IN ADDITION, STUDENTS ELECTING TO LIVE IN ON-CAMPUS HOUSING MUST HAVE:

- MENINGITIS - Medical documentation of immunization with Meningitis vaccine at age 16 or later. Declining by waiver of this vaccine is not acceptable for students in on-campus housing. No student will be assigned housing without proof of vaccine.

c. MEDICAL HISTORY FORM (required for all students, regardless of age)

All students must complete the USF Mandatory Immunization Health History Form

<http://www.shs.usf.edu/userfiles/files/Medical%20History%20Immunization%20Compliance.pdf>

d. PROOF OF IMMUNIZATION

Proof of immunization that will be accepted for each disease is as follows:

1. MEASLES

- a. Medical documentation of immunization with TWO (2) doses of live measles virus vaccine on or after the first birthday and administered at least 28 days apart. Persons vaccinated with killed or an unknown vaccine prior to 1968 must be revaccinated. Persons born before 1957 may be considered to have had a natural infection and, therefore, do not need measles vaccine. The documented date of immunization for measles should indicate the day, month, and year. However, only month and year will suffice if the month and year indicate that the immunization was given at least 13 months after the month of birth OR
- b. Copy of laboratory serologic [IgG] evidence of measles immunity (IgG rubella titer) OR
- c. A written, dated statement signed by a physician on his or her stationery, that specifies the date seen, and states that the person has had an illness characterized by a generalized rash lasting three (3) or more days, a fever of 101 degrees Fahrenheit or greater, a cough, and conjunctivitis, and, in the physician's opinion, is diagnosed to have had the 10 day measles (rubeola).

2. RUBELLA

- a. Medical documentation of immunization with live rubella virus vaccine on or after the first birthday. The documented date of immunization for rubella should indicate the day, month, and year. However, only month and year will suffice if the month and year indicate that the immunization was given at least 13 months after the month of birth OR
- b. Copy of laboratory serologic evidence of rubella immunity (IgG rubella titer).

3. HEPATITIS B

- a. Medical documentation of immunization with 3 doses of Hepatitis B vaccine OR
- b. Copy of laboratory serologic evidence of Hepatitis B immunity (anti-HBs titer).

4. MENINGITIS

- a. Medical documentation of immunization with Meningitis vaccine at age 16 or later.

5. TUBERCULOSIS

- a. Beginning January 2013 (spring 2013), Tuberculosis Screening will be Required for ALL INTERNATIONAL STUDENTS and U.S.-born students residing at an address outside of the U.S. at the time of application and Most Academic Health Programs.

e. EXEMPTIONS

1. **RELIGIOUS** - For religious exemption applications, contact USF Student Health Services

2. **MEDICAL** - Requests for temporary or permanent medical exemptions must be submitted to USF Student Health Services by the attending physician, must include reason for exemption and duration of exemption. In the event of a disease outbreak, student exempted from immunization requirements may be requested by the University, at the direction of the public health officials, to show titer proof of immunity, become immunized, or remain off campus for the duration of the outbreak.

All requests for exemptions will be reviewed to ensure consistency in application.

f. CONSEQUENCES

Students who fail to comply with the requirements as stated above will be blocked from registration and/or on-campus housing assignment. In specific circumstances, a temporary override may be granted, however, vaccination requirements must be completed before any further registration in subsequent terms will be permitted and current registration may be suspended if any deficiency in immunization status is identified.

SUS Health Insurance Requirement for International Students

The State University System of Florida requires that all international students have medical insurance in order to register for classes at USF.

Academic Advising for Undergraduate Students

USF St. Petersburg seeks to guide all students in selecting programs and courses best suited to their personal abilities, educational interests, and career objectives. Students who have been admitted to the University should meet regularly,

by appointment, with their Academic Adviser in the Academic Advising Center located in Davis Hall 134. This Center also serves as an initial point of contact for non-admitted, prospective, and/or non-degree seeking students who need information about the University's academic structure.

All students are encouraged to establish an advising relationship with the Academic Advising Center and periodically visit their advisors to keep abreast of any policy, procedural, or curriculum changes that may affect them. In fact, some colleges require advisor approval of student programs each semester. It is important for students to keep in mind that, although the University provides advising services to assist students with academic planning, it is each student's responsibility to see that all graduation requirements are met.

Initial Advising and Registration

It is necessary that all students meet with their academic advisors prior to first-class registration. The purpose of this initial contact is to provide the student with a thorough understanding of all outstanding degree requirements. Additionally, the student should confirm that the advising unit has all necessary records to assure the student's proper progress toward education goals. Transfer students should bring an unofficial or student copy of their transcript(s) to this advising session.

Declaration of Major

Some first-year students enter the university undecided about their career plans and intended majors. Many of the more than 23 undergraduate majors at USF St. Petersburg allow students considerable options in their early course choices. Conversely, many other majors, and often the most popular majors, require completion of particular courses within the first two years. In fields, such as education, business, and graphic design, students must satisfy state mandated course prerequisites and complete specific general education courses during the first two years to be admitted to those major as juniors and to allow graduation on a timely basis.

It clearly is advantageous for students to make early decisions about their majors to be on track and to remain on-track toward their degrees and to graduate in a timely manner. Students are urged to declare a major upon entry to the university. If they are unable to formally choose or declare a major or a pre-major they should follow the multi-semester inquiry-based (for undecided) curricula that best matches their interests.

All students must be officially declared in a major or a pre-major before they complete 36 credits. Beginning Fall Semester 2005, Continuing students who will have completed 36 or more credits will not be allowed to register for further credit coursework at the university until they have declared a major or pre-major.

Transfer students must declare their majors upon entry to the university. Many resources are made available by the university to assist students in making career decisions and choosing their majors. Information about these resources is readily available from academic advisors.

Advising for Limited Access Programs

Students are cautioned that admission to the University does not imply admission to all the programs and courses offered by the individual colleges; this is especially true with respect to colleges with programs designated as limited-access. Colleges such as Business, Education, Mass Communications-Journalism and Media Studies, and the Program in Graphic Design have been designated as limited-access and require completion of certain prerequisites before a student may declare a major. It is important that students check the college sections of the catalog for advising and admission requirements. Students planning to enter a limited-access program should be aware that their admission by the college may be denied or delayed and should be prepared with alternative plans of action.

Course Attendance at First Class Meeting

This policy was implemented so that USF St. Petersburg may effectively utilize classroom space and to insure that all students have maximum opportunity to enroll in classes where demand exceeds availability of seats.

Students are required to attend the first class meeting of undergraduate courses for which they registered. Names of students who register prior to the first day of the term are shown on the instructor's first class roll in Canvas for each course section. The first day class roll is used by instructors to drop students who do not attend the first day of class. In accordance with USF System policy (10-006), instructors are required to take attendance on the first day of class and to drop students who do not attend the first day of class. Students having extenuating circumstances beyond their control who are unable to attend the first class meeting must notify the instructor or the department **prior to** the first class meeting to request waiver of the first class attendance requirement.

Distance learning students must log on to their course(s) during the first five (5) weekdays from the calendar start date of their online course(s). Students who are unable to log on due to circumstances beyond their control must notify the instructor(s) **prior to** the calendar start date of the course to request waiver of the first day class attendance requirement.

Instructors **may** initiate course deletions (drops) **after** the add/drop period if the instructor discovers that the student has not attended the first or any subsequent class meeting. When dropped for non-attendance, the student may be removed from the class roll and will not earn any grade or credit for the course.

Although instructors are authorized to initiate this first-day drop, students are fundamentally responsible for knowing their registration status.

To avoid fee liability and academic penalty, the student is responsible for insuring that he/she has dropped or been dropped from all undesired courses by the end of the 5th day of classes.

This policy is not applicable to courses in the following categories: Educational Outreach, Open University (TV), FEEDS Program, Community Experiential Learning (CEL), Cooperative Education Training, and courses that do not have regularly scheduled meeting days/times (such as, directed reading or study, individual research, thesis, dissertation, internship, practicums, etc.). **Students are responsible for dropping undesired courses in these categories by the 5th day of classes to avoid fee liability and academic penalty.**

Please note that the Registrar's Office does not add students to any courses. Students are required to add their courses via Oasis during the add/drop period.

General Attendance

Only officially registered students or students approved to audit a class are entitled to attend class. Students are responsible for being aware of all instructor-based and University issued attendance policies and the requirements of the registrar for enrollment, drop/add and fee liability. Students are responsible for completing the academic requirements of each class as defined by the instructor and as set forth in any class syllabus. An instructor may make attendance mandatory and may impose penalties, including failing a class, for excessive absences. It is university policy that student absences will be excused for military duty, jury duty, and religious days (as set forth in University policy 10-045). Excused absences for other documented reasons may be allowed at the discretion of the instructor. Though excused, the student is responsible for completing all academic work, examinations, assignments and labs in a timely fashion.

Procedures for Excused Absences and Make-up Work

Students are expected to notify their instructors at the beginning of each academic term if they intend to be absent from a class or announced examination for the approved reason as noted above in accordance with this policy. In the event that a student is absent for one of these noted reasons on a day when the instructor collects work for purposes of grading (homework, quiz, etc.), the student shall be given a reasonable opportunity to make up such work or shall not have that work averaged into the student's grade, at the discretion of the instructor.

If excused for an absence, the student is responsible for completing all academic work, examinations, assignments, and labs within a period of time and in a manner deemed appropriate by the instructor. The manner for accommodating excused absences appropriately is in the hands of the instructor, but a student who is absent for an excused reason should not be at a disadvantage when compared to other students. The approved reasons for excused absences apply even if a student in a course has the option of dropping an assignment grade (e.g., dropping the lowest quiz score). Excused absences for other reasons may be allowed or declined entirely at the discretion of the instructor.

Even if individual absences are excused, excessive absences may threaten a student's satisfactory completion of a course. Absences may count from the first class meeting, including for students who hope to add the class after the first day.

Jury Duty

The University respects the need for all citizens to serve on a jury when called to duty. If a student serves as a juror, class absences will be considered excused when the student provides advance notice to the instructor, the instructor acknowledges the request, and the student provides written verification of jury selection and proof of service. It is important to note that excused absence only applies to physical presence, and not to the academic work missed. A student, though excused, is responsible for all academic work, examinations, assignments and labs if applicable. These issues are unique to University students and clearly may present undue hardship for a student to serve while enrolled in an active course of study.

Any potential student juror may notify the court of conflicts or undue hardship and request an excuse from service. The individual student must make the decision as to whether jury service will present an undue hardship and then take the affirmative action to request to be excused from service and may need to provide a written explanation to the court. If a student does not request to be excused and is selected to serve, the student may miss a prolonged period of time resulting in the inability to complete the academic requirements of classes.

Documented Medical Attention for Illness

Students are excused for absences from documented illnesses that require medical attention. While students should not attend class with infectious conditions, even if medical attention is not sought, the decision to excuse absences from undocumented illnesses is at the discretion of the individual instructor. Consideration should also be given to students whose dependent children experience serious illness. Extended illnesses may interfere with the satisfactory completion of courses, and in such cases a student should drop the course by the posted "drop without academic penalty" deadline via OASIS. After the drop deadline, students may submit an Academic Regulations Committee (ARC) petition with proper

documentation to drop a course or withdraw for medical reasons. Students may find additional information through their college ARC representative.

Early Notification of Instructor Requirement for University Sponsored Activities

The University recognizes the importance of participation in University-sponsored activities such as music performances, athletic competition, and debate. It also recognizes that such participation may result in conflicts with scheduled class times. It is the responsibility of participating students to provide a full list of anticipated conflicting days to instructors by the end of the first week of the term, and directors and advisors of University activity programs have an obligation to assist students with this task. Students are responsible for identifying potential absences specific to a particular class; a general schedule for a team or ensemble does not satisfy this requirement. Students should provide instructors with addenda and changes to scheduled conflicts (e.g., end-of-season tournaments, newly scheduled events, or rescheduled events) as soon as they are available. Directors and advisors of University activity programs should consult with participating students prior to registration to help them choose courses that do not have excessive anticipated conflicts

Religious Days

The university has an official Attendance Policy for the Observance of Religious Days (University policy 10-045) which provides that all students, faculty, and staff at the University have a right to expect that the University will reasonably accommodate their religious observances, practices and beliefs.

Students are expected to attend classes and take examinations as determined by the University. The University will, at the beginning of each academic term, provide written notice of the class schedule and formal examination periods. The university, through its faculty, will make every attempt to schedule required classes and examinations in view of customarily observed religious holidays of those religious groups or communities comprising the University's constituency. No student shall be compelled to attend class or sit for an examination at a day or time prohibited by his or her religious belief.

Students are expected to notify their instructors at the beginning of each academic term or as provided in the course syllabus if they intend to be absent for a class or announced examination, in accordance with this policy. Students absent for religious reasons will be given reasonable opportunities to make up any work missed in the event that a student is absent for religious reasons on a day when the instructor collects work for purposes of grading (homework, pop quiz, etc), the student shall be given a reasonable opportunity to make up such work or shall not have that work averaged into the student's grade at the discretion of the instructor. Any student who believes that he or she has been treated unfairly with regard to the above may seek review of a complaint through established University Academic Grievance Procedures (found in the Graduate and Undergraduate Catalogs) and those provided by the University's Office of Diversity and Equal Opportunity.

Schedule Changes

PLEASE NOTE: Class days, times and room assignments are subject to change as late as the first day of classes. For updates, please check OASIS at <http://www.usfsp.edu/portals/students.htm> Click on "Schedule of Classes."

Course Adds

After a student has completed his/her registration on the date assigned, he/she may add courses on a space-available basis until the add deadline specified in the Academic Calendar. See the appropriate semester's University Schedule of Classes for detailed instructions and dates.

Course Drops

A student may drop a course(s) during the drop/add period (first five days of classes) and no entry of the course(s) will appear on any permanent academic records. No tuition or fees will be assessed for course(s) dropped within that period.

A student may withdraw from a course(s) between the second and tenth week of the semester (except for Summer sessions - see the Summer Schedule of Classes for dates). However, tuition and fees will be assessed for any course(s) withdrawn by the student after the first week. The student's academic record will reflect a "W" grade for any course(s) withdrawals between the second and tenth week of the semester. Under specific conditions, refund of tuition and fees may be requested in writing from the Office of Purchasing and Financial Services. See "Refund of Fees" under Financial Information for complete details.

Effective Fall 2011, all undergraduate students will be limited to a total of five course withdrawals while enrolled as a degree-seeking or non-degree seeking undergraduate student at USF. The five course withdrawals will be limited to three course withdrawals for students with less than or equal to 60 semester credit hours, and two course withdrawals for students with more than 60 semester credit hours. Only in extenuating circumstances will approval be granted for more than five course withdrawals. Appeals for additional course withdrawals due to extenuating circumstances must be submitted to the Academic Regulations Committee.

Auditing Privileges and Fees

A student who wishes to sit in on a class to review the course material may do so; however, the student is not allowed to take exams, earn grades, or receive credit. The student's status for that class is an audit and his/her presence in the classroom is as a listener. A student must register to audit courses during the late registration period. (No audit regis-

trations are processed during the regular registration periods.) Fees for audit are the same as for full enrollment for credit except out-of-state tuition is not charged. See University Schedule of Classes for detailed instructions and dates.

Cancelation Before First Class Day

Students may cancel their registration by notifying the Office of Records and Registration in writing prior to the first day of classes. If fees have already been paid, the student may request a full refund of fees from the Cashier's Office.

Withdrawal

A student may withdraw from the University without academic penalty during the first ten weeks of any term (except for Summer Sessions). He/she must submit a completed Withdrawal Form to the Office of Records and Registration. No entry is made on the academic record for withdrawals submitted during the first week of the term. All subsequent withdrawals (through the tenth week of classes in the Fall and Spring Semesters) are posted to the academic record with "W" grades assigned to the courses. Withdrawal deadlines for the Summer sessions are listed in the Academic Calendar and are published in the Schedule of Classes for the Summer Term. Students who withdraw may not continue to attend classes.

Students who withdraw during the drop/add period as stated in the Academic Calendar may receive a full refund of fees. All refunds must be requested in writing from the Cashier's Office. No refund is allowed after this period except for specified reasons. See Refund of Fees under Financial Information for complete details.

Repeat Course Surcharges

Initiated by the Florida Legislature (H.B. 1545 of 1997) to reduce costs, all state universities must monitor undergraduate student progress and charge students the full cost of instruction for certain repeats of undergraduate courses. This policy became effective Fall 1997 and requires USF St. Petersburg to charge students a substantial per-credit-hour surcharge when they attempt a course three or more times at any USF system institution, unless the course is specifically designed to be repeated or is required to be repeated by their major. Requirements to earn a passing or higher grade than previously earned in a course do not exempt the surcharge. Students will be required to pay the surcharge in addition to the appropriate in-state or out-of-state tuition rates. It is important to note that all attempts count, including withdrawals after the first week of classes and courses with incomplete grades.

The University may grant exceptions to this rule based on extenuating circumstances and financial hardship. However, the University may only approve one appeal per course. The exceptions included in the Statute are extenuating circumstances and financial hardship and are defined as follows:

Extenuating circumstances are those circumstances determined by the University to be exceptional and beyond the control of the student and may include but not be limited to serious illness, documented medical condition preventing completion; death of an immediate family member, involuntary call to active duty, university error, other emergency circumstances or extraordinary situations.

The criteria used by the University for determining financial hardship should include, but not be limited to, qualification for federal need-based financial aid. Students with other documented financial hardships may also be considered.

The student must fill out a Fee Adjustment Request Form and indicate the request is for a waiver of the repeat course surcharge. He/she must also submit a statement that explains the request and provide all documentation relating to it. The completed form with documentation should be submitted to the Office of Records & Registration for consideration.

Transcript Information

Transcripts of a student's USF St. Petersburg academic record may be released only by authorization of the student online at <http://usfonline.admin.usf.edu/> or in person by writing to the Office of the Registrar. By law, requests must include the student's identification number, the date and the student's signature or must be affected online via the student's 6-digit self-assigned personal identification number (PIN), which is essentially the student's electronic signature. In order for transcripts to be issued, the student must have no financial obligations to the University. Transcripts are normally mailed/ready for pick-up within two working days after the request is received. USF Transcript Request forms are available in the following offices: Tampa Campus Registrar's Office, regional campuses' Records & Registration offices, and all campuses' Cashier's offices.

Letter requests must include: (1) date of request and student's current address; (2) student ID number and full name; (3) name and complete address of recipient; and (4) number of copies and special instructions, such as, "hold for degree statement" or "hold for current term grades," and the student's signature. Degree statements are posted approximately four to six weeks after the final exams end. If grades for the current term are needed, clearly indicate that the transcript request is to be held for grades.

To order transcripts by mail, send payment (\$10.00 per copy, check or money order only) and Request Form or letter to:

University of South Florida
Transcript Clerk, Registrar's Office
4202 E. Fowler Avenue, SVC 1034
Tampa, FL 33620-6950

To order a transcript in person, hand-carry payment (check, money order or cash) and Request Form or letter to a USF Cashier's Office at any of the following Campus locations:

USFSP students who have graduated fall 2006 *or after*:

St. Petersburg - Bayboro Hall, BAY132

USF system students and USFSP students who graduated *prior to* fall 2006:

USF Tampa - ADM 131

Sarasota - Lobby, Building D

Lakeland (Drop Box) - Bldg. E, Rm. 2127

Transcript request forms are available in these locations. Students may complete the request process in one stop at the cashier's office. Note: Transcript fees are subject to change.

Courses to Satisfy Gordon Rule

Prior to receipt of an Associate in Arts certificate/degree from a public community college or university or prior to entry into the upper division of a public university or college, a student shall complete successfully the following:

1. Six (6) semester hours of English coursework and six (6) semester hours of additional coursework in which the student is required to demonstrate college-level writing skills through multiple assignments. Each institution shall designate the courses that fulfill the writing requirements of this section. These course designations shall be submitted to the Statewide Course Numbering System. An institution to which a student transfers shall accept courses so designated by the sending institution as meeting the writing requirements outlined in this section.
2. Six (6) semester hours of mathematics coursework at the level of college algebra or higher. For the purposes of this rule, applied logic, statistics and other such computation coursework which may not be placed within a mathematics department may be used to fulfill three (3) hours of the six (6) hours required by this section.
3. Students awarded college credit in English based on their demonstration of writing skills through dual enrollment, advanced placement, or international baccalaureate instruction pursuant to Rule 6A-10.024, F.A.C., and students awarded college credit based on their demonstration of mathematics skills at the level of college algebra or higher through one (1) or more of the acceleration mechanisms in Rule 6A-10.024, F.A.C., shall be considered to have satisfied the requirements in subsection 6A-10.030(2), F.A.C., to the extent of the college credit awarded.

Note: The Gordon Rule communication and computation requirements are considered met for any student entering the university with an A.A. from a Florida public University or community college. Gordon Rule communication requirement is considered met for any student entering the university with 60 or more semester hours. All State of Florida University and Community College labeled Gordon Rule are applicable to this requirement.

Students must achieve a proficiency level of at least C- in the course in order to receive Gordon Rule credit.

Communication (12 semester hours)

AFA 4150	Africa and the United States	3
AML 3604	African American Literature	3
AML 4624	Black Women Writers	3
ANT 4241	Anthropology of Religion	3
ANT 4432	The Individual and Culture	3
ANT 4620	Language and Culture	3
ANT 4935	Rethinking Anthropology	4
ARH 4724	History of Graphic Design	4
ARH 4800	Critical Studies in Art History	4
CJE 3444	Crime Prevention	3
CRW 2100	Narration and Description	3
CRW 3111	Form and Technique of Fiction	3
EDF 3604	Social Foundations of Education	3
EEX 4742	Narrative Perspectives on Exceptionality: Cultural & Ethical Issues	3
ENC 1101	Composition I	3
ENC 1102	Composition II	3
ENC 2210	Technical Writing	3
ENC 3250	Professional Writing	3
ENC 3310	Expository Writing	3
GEO 4372	Global Conservation	4
HIS 4936	Pro-Seminar in History	4
IDH 2010	Acquisition of Knowledge	3
IDH 4970	Honors Thesis	3
LAE 4414	Teaching Literature in the	3

LAE 4464	Elementary School, Grades K-6 Adolescent Literature for Middle and Secondary Students	3
LIT 2000	Introduction to Literature	3
LIT 2010	Introduction to Fiction	3
LIT 2040	Introduction to Drama	3
LIT 3101	Literature of the Western World Through the Renaissance	3
LIT 3102	Literature of the Western World Since the Renaissance	3
LIT 3103	Great Literature of the World	3
LIT 3155	Modern Literature	3
LIT 3301	Cultural Studies and the Popular Arts	3
LIT 3383	The Image of Women in Literature	3
LIT 3451	Literature and the Occult	3
LIT 4386	British and American Literature by Women	3
POS 4413	The American Presidency	3
POT 4109	Politics and Literature	3
REL 3500	History of Christianity	4
THE 4174	New British Theatre and Drama	3

All the above courses will include extensive writing requirements. IDH courses will fulfill the writing requirement for University Honor students only.

Computation (6 semester hours)

A minimum of 6 hours from:

MAC 1105	College Algebra	3
MAC 1140	Precalculus Algebra	3
MAC 1147	Precalculus Algebra and Trigonometry	3
MAC 2233	Business Calculus	3
MAC 2311	Calculus I	3
MAC 2312	Calculus II	3
MGF 1106	Finite Mathematics	3
MGF 1107	Mathematics for Liberal Arts	3

An additional 3 hours may come from the list above or you may choose no more than 3 hours from the following list:

PHI 2101	Introduction to Formal Logic	3
PSY 3204	Psychological Statistics	3
QMB 2100	Business and Economic Statistics	3
STA 2023	Introductory Statistics	3
STA 2122	Social Science Statistics	3

CLEP general/subject examinations in mathematics, calculus, college algebra, college algebra -trigonometry, and trigonometry may satisfy this requirement.

ACADEMIC SERVICES

Undergraduate Academic Advising Center

Location/phone: DAV 134, (727) 873-4511
Web site: <http://www.usfsp.edu/advising>

The Undergraduate Academic Advising Center is dedicated to promoting student success through comprehensive advising services. The Center's primary responsibility is to provide academic advising to undergraduate students. The following services are provided to undergraduate students: assistance regarding academic policies and procedures, completion of requirements for graduation, selection of a major, course registration, preparation for limited access programs, and special programs for at-risk students..

Each undergraduate advisor is affiliated with a specific college or academic unit and addresses the unique needs of students pursuing undergraduate degrees offered by that college or academic unit. We encourage our students to meet with their advisor on a regular basis.

Student Success Center

Student Success Center
Location/phone: DAV 107 (727) 873-4632
<http://www.usfsp.edu/success>

The mission of the Student Success Center (SSC) is to encourage academic excellence and to help students achieve their educational goals. Through individual and small group tutoring, academic counseling, workshops, seminars, and credit courses, the SSC helps students improve their learning skills, become self-directed learners and succeed at USF St. Petersburg and in their future studies.

Tutoring and Instruction

The SSC offers free peer tutoring in a wide variety of subject areas for students who want to improve their knowledge of course content and study habits. Tutors are selected based on personal interviews, faculty recommendations, and demonstration of excellent academic performance in relevant coursework. They also complete an educational program to learn effective tutoring approaches.

Workshops and Seminars

Workshops and seminars are offered each semester and may include the following the topics:

Time Management	Learning Strategies
Test Anxiety	Understanding Learning Styles
Benefits of Study Groups	Preparing for Exams

Become a Campus Tutor

As most peer tutors would attest, working with fellow students is rewarding for a number of reasons. It reinforces their personal knowledge in a subject area, and it looks good on a resume. Moreover, it is intrinsically rewarding helping others achieve success. Students interested in becoming a tutor may apply at the SSC, DAV 107. It is recommended that prospective tutors have one or more faculty reference and a resume that includes prior work experience and relevant courses they have taken.

Parking and Transportation

Do you have to have a parking permit?

Parking permits are required for all vehicles parking at USF St. Petersburg 24 hours a day, 7 days a week. Each person may purchase only one vehicle permit (additional permit for motorcycle and/or bicycle are allowed). Permit campus designation is based on home campus/class location. For additional permit information, call 873-4480.

Do visitors need a parking permit?

Yes. Effective July 1, 2010 a daily parking fee of \$5.00 for a daily permit was implemented. The Fee is applicable to visitors and event attendees who park in campus lots.

How do you obtain a permit?

Parking permits may be purchased at the Cashier's Office located in Bayboro Hall. The hours of operation are Monday through Thursday from 8:00 a.m. to 6:00 p.m. and Friday from 8:00 a.m. to 5:00 p.m. (A copy of the vehicle registration and a valid driver's license is required.) Permits also may be purchased by mail at the following address:

USF St. Petersburg
140 7th Avenue South, BAY 132
St. Petersburg, FL 33701

Need an escort to your car?

Call campus police at 873-4140 for evening escort to your vehicle.

What happens if you get a parking ticket?

Parking regulations are designed to provide safe and orderly parking. Violation of these regulations can result in parking citations, immobilization of your vehicle, towing, or loss of parking privileges. Creating, modifying, or altering a parking permit is a serious parking violation and will result in immediate immobilization or towing of the vehicle. Respond to parking citations within 14 business days of issuance to avoid a late fee of \$15. Most common citations are for no decal, expired parking meter, and parking out of assigned area. For additional information, call 873-4480.

Questions?

Additional information may be obtained by calling 873-4480 or by visiting the Parking Services website:
http://www.usfsp.edu/parking_services

Library Services

The Nelson Poynter Memorial Library, open 79 hours per week when classes are in session, provides library services for USF St. Petersburg. Librarians are available to help with classroom library instruction and with individual research assistance, while the IT Help desk provides technology assistance. Other library services include the USFSP Digital Archive (<http://dspace.nelson.usf.edu/>), circulation, reserves (both print and electronic), interlibrary loan, an assistive technologies room, group study rooms, and plenty of space for collaborative or quiet study. The library also hosts a computer commons with PCs, scanner, collaborative stations, copier service, and laptops available for checkout. All library computers are equipped with Microsoft Office and other academically relevant software programs. A wireless network provides access to the internet and electronic library resources throughout the building.

Over 225,000 books, 3,000 videos, and 800 periodicals are cataloged and arranged on open shelves using the Library of Congress classification system. A collection of juvenile fiction, non-fiction, and instructional materials is arranged according to the Dewey Decimal classification system. A valid USF St. Petersburg ID card (available through Poynter Library's Instructional Media Services) is required to check out materials and to access various library services. Circulation, interlibrary loan, and other library guidelines and procedures are posted on the library web site: www.lib.usfsp.edu. <http://www.lib.usfsp.edu>

A current USF St. Petersburg NetID account provides remote access to the electronic resources available through the USF System. This electronic library features the online catalog, an electronic course reserve system, and over a million electronic resources, including journals, e-books, databases, images, and streaming video. Numerous library services such as interlibrary loan request forms, the ability to renew materials, and reference assistance are also available online. Through the online catalog and interlibrary loan services, students and faculty have access to all libraries within the USF System, with a combined collection of over 1,500,000 volumes. Catalogs of other state university libraries are also available. Information about obtaining a Net ID number for remote access to library resources is available at: <https://netid.usf.edu/una/>

The Library coordinates support for online learning at USFSP and maintains a directory of online services available to students and faculty at: <http://lib.usfsp.edu/online-learning/>. The Library's Online Learning and Support Services department offers a large array of media and online educational technologies. This 7,500 square foot facility provides rooms for large and small group listening, viewing, and video production, including a MyStudio booth for individuals to produce their own videos. It also provides for duplication of copyright-compliant learning resources for students and faculty. The department provides audiovisual technologies for instructional support in all campus classrooms. A broadcast studio is equipped to receive and send regularly scheduled classes in various digital formats, as well as video conferences or other televised activities. The class schedule for online learning courses is included in the regular USF St. Petersburg course catalog. Further information regarding these services may be found on the web at: <http://lib.usfsp.edu/instructional-media/>

USF St. Petersburg I.D. Card

Location/Phone:

Media Center, Nelson Poynter Library (POY 221), 873-4409.

The USFCard is the official I.D. card of USF St. Petersburg. Card cost is \$15, payable in advance at the Cashier's Office, BAY132. University policies require that all student, faculty and staff members carry the USFCard while on campus. A valid ID card number is necessary to access many online academic and library services, including services to distance learners. Students may be denied services if they do not have one. For additional information: <http://lib.usfsp.edu/instructional-media/>

Office of Campus Computing

Web Site: <http://www.usfsp.edu/computing/> <http://www.usfsp.edu/computing/>

Help Desk: Bayboro Hall (BAY) 226, (727) 873-4357, helpdesk@usfsp.edu

Online Help: <http://www.usfsp.edu/helpdesk/>

USF NetID: <https://netid.usf.edu/>

USF Student Portal: <https://my.usf.edu>

Student Email Access: <https://mail.usf.edu/>

Wireless Registration: <https://mhb-dhcp.net.usf.edu/laptops/> <https://mhb-dhcp.net.usf.edu/laptops/>

Overview

The Office of Campus Computing is responsible for the planning, implementation, and support of USF St. Petersburg information technologies. These technologies include end-user computing, data and voice communication, infrastructure, security, and classroom technology. The USFSP Help Desk and the St. Petersburg Regional Data Center (SPRDAC) are integral units of the Office of Campus Computing. To learn more about the services provided by the Office of Campus Computing visit our website at <http://www.usfsp.edu/computing/>.

Help Desk

The USFSP Help Desk assists students, faculty, and staff with technology-related questions and issues. The Help Desk is the first point of contact for technology related incidents. Support is available for USFSP and USF system technologies ranging from the activation of USF NetIDs to the registration of laptops and other mobile devices on the wireless networks. You can request assistance from the Help Desk by visiting us in person in Bayboro Hall (BAY) 226, calling our Help Desk phone line at 727-873-4357, sending an email to helpdesk@usfsp.edu, or by submitting an online request at <http://www.usfsp.edu/helpdesk/>. You can also track open incidents at <http://www.usfsp.edu/helpdesk/>.

SPRDAC

The St. Petersburg Regional Data Center is responsible for the operation of the servers, networks, infrastructure, and other "behind-the-scenes" technologies that keep the campus running. SPRDAC operates 24x7 to ensure that the campus information technologies are online and accessible. Technology policies and procedures are developed by SPRDAC to ensure hardware standardization, secure computing environments, and energy efficient computing. All network traffic and security monitoring is handled by SPRDAC.

USFSP Virtual Computer Lab

The USFSP Virtual Computer Lab allows students to access the applications and resources available from university classroom computers on your own personal computer 24x7 from the USF wireless network and housing networks. You will be able to access the applications required to complete your coursework, such as, Microsoft Office, SPSS, SAS, ArcGIS, and many more. You can save your documents to your computer and print from the Virtual Computer Lab. Visit our website at <http://www.usfsp.edu/computing/> <http://www.usfsp.edu/computing/> for more information on how to access the USFSP Virtual Computer Lab while on campus.

RECORDS AND REGISTRATION

Location/phone: BAY 102 - (727) 873-4645
140 Seventh Avenue S., St. Petersburg, FL 33701
Web address: <http://www.usfsp.edu/records>

The Office of Records & Registration at USF St. Petersburg provides a wealth of student, academic, and administrative services. In cooperation with the Office of Admissions and the Registrar's Office at Tampa, this office is responsible for

maintaining each student's academic record from the time of admission to degree. Therefore, virtually every USF St. Petersburg student is a consumer of services provided by the Office of Records & Registration.

The Office of Records & Registration staff coordinate registration and drop/add activities, process and distribute grade information each semester, prepare transcripts and diplomas, as well as certify student enrollment status. Records & Registration staff also review and act upon student requests for reclassification of residency and process changes to specific aspects of the student record. Students interested in petitioning the St. Petersburg Academic Regulations Committee (SPARC), requesting late registration, late drop or posting of grade forgiveness will find information and forms in the Office of Records & Registration. These forms can also be found on the Records web-page. Students wishing to keep their directory information private can find the necessary form at the Office of Records and Registration.

The Office of Records & Registration provides information and services to students via OASIS, the University's Online Access Student Information System. Online technology services are also available over the telephone and on the Web. Using their self-declared personal identification number (PIN), students can register and drop/add, access registration appointment and hold information, and view their grades. Students can also browse the University Schedule of Classes. Information and services are continually being added for students.

Although technology is being used to provide service that is available 24 hours a day, Records & Registration staff provides in-person information and services on campus as well as over the telephone.

Grades, Financial Aid Requirements, and Review Procedures

The University is interested in each student making reasonable progress towards his/her educational goals and will aid each student through guidance and faculty advising. To make students aware of their academic progress, the University has enacted a system of grading and policies of Academic Probation and Academic Dismissal that indicates whether or not a student is showing sufficient progress toward meeting degree requirements. Notations of Grades, Academic Probation and Academic Dismissal are posted to the student's academic record.

When a student is academically dismissed from the University and is ineligible to re-enroll, it may be in his/her best interest to re-evaluate his/her educational goals with an academic advisor. If the student's poor academic performance has resulted from extenuating circumstances or if after a period of time the student feels he/she has gained adequate maturity and motivation, he/she may petition the Academic Regulations Committee for permission to re-enroll. See Academic Regulations Committee, for information on petitioning.

Academic Dismissal may have additional implications for a student receiving financial aid. If required, a student may need to complete the Satisfactory Progress for Financial Aid Recipients Petition. For more information, see http://usfweb2.usf.edu/finaid/other/satisfactory_progress.htm.

Grading System

Effective Fall Semester, 2000, USF St. Petersburg faculty may use a plus/minus grading system to assign student grades. The use of the plus/minus grading system is at the discretion of the individual faculty member.

A student's measure of academic achievement is recorded on the academic record based on the following grading system:

Plus/Minus Grades

A+	4.00
A Excellent performance	4.00
A-	3.67
B+	3.33
B Good performance	3.00
B-	2.67
C+	2.33
C Average performance	2.00
C-	1.67
D+	1.33
D Poor performance	1.00
D-	0.67
F Failure	0.00

Other Grades

E	Course repeated, not included in GPA
FF	Failure/academic dishonesty
I	Incomplete
IF	Incomplete grade changed to Failure
IU	Incomplete grade changed to Unsatisfactory

M	No grade submitted by instructor
MF	Missing grade changed to Failure
MU	Missing grade changed to Unsatisfactory
N	Audit
S	Satisfactory
U	Unsatisfactory
W	Withdrawal from course without penalty
WC	Withdrawal for extenuating circumstances
Z	Indicates continuing registration.

Please note that the grade of C- will satisfy specified minimum requirements of the Gordon Rule courses and the common prerequisites unless otherwise specified in the Catalog.

Grade Point Average

The University uses the quality points listed above. The grade-point average (GPA) is computed by dividing the total number of quality points by the total hours attempted within the USF system. The total quality points are figured by multiplying the number of credits assigned to each course by the quality point value of the grade given. Credit hours for courses with grades of I, IU, M, MU, N, S, U, W, Z, and grades that are preceded by a "E" are subtracted from the total hours attempted before the GPA is calculated.

Multiple attempts on courses designated as repeatable in the course catalog will provide for hours and quality points on each attempt to be applied to the student's grade point average. "D" and "F" grades established in USF system coursework not designated as repeatable for additional credit will be calculated into the student's GPA as many times as "D's" or "F's" are earned in the same course. If a student earns a grade of "C-" or higher in a course that may not be repeated for additional credit and earns a "C-" or higher on a subsequent enrollment the new grade is not computed into the student's GPA unless the student applies for and is eligible to receive a grade forgiveness.

"I" Grade Policy

Incomplete (I)

Definition: An Incomplete grade ("I") is exceptional and granted at the instructor's discretion only when students are unable to complete course requirements due to illness or other circumstances beyond their control. This applies to all gradable courses, including pass/fail (S/U).

Students may only be eligible for an "I" when:

- A majority of the student's work for a course is complete before the end of the semester (more than 50%).
- The work that has been completed is qualitatively satisfactory.
- The student requests consideration for an "I" grade as soon as possible but no later than the last day of finals week.

The student must request consideration for an Incomplete grade and obtain an "I" Grade Contract from the instructor of record. Even though the student may meet the eligibility requirements for this grade, the course instructor retains the right to make the final decision on granting a student's request for an Incomplete.

The course instructor and student must complete and sign the "I" Grade Contract Form that describes the work to be completed, the date it is due, and the grade the student would earn factoring in a zero for all incomplete assignments. The due date can be negotiated and extended by student/instructor as long as it does not exceed two semesters from the original date grades were due for that course for undergraduates and non-degree-seeking students.

The instructor must file a copy of the "I" Grade Contract in the department/college that offered the course and the Registrar's Office by the date grades are due. The instructor must not require students to either re-register for the course or audit the course in order to complete the "I" grade contract. Students may register to audit the course, with the instructor's approval, but cannot re-take the course for credit until the "I" grade is cleared.

An "I" grade contract that is not completed within the approved time frame (including summer semester) will revert to the original grade noted on the contract. "I" grades are not computed in the GPA, but the grade noted on the contract will be computed in the GPA, retroactive to the semester the course is taken, if the contract is not fulfilled by the specified date.

"M" Grade Policy

An "M" is automatically assigned as a default grade when the instructor does not submit a grade for a student. (Undergraduate rules also apply to non-degree-seeking students.) Unless a change of grade is submitted, the "M" grade will remain on the transcript and will not be computed in the student's GPA.

S/U Grade System

No-option Courses. Certain courses have been designated as S/U courses. The "S" and "U" grades are used to indicate the student's final grade. These S/U only courses are identified with (S/U only) after the course definition in this catalog. No grading system option is available to students or faculty in these courses.

Option Courses. Any undergraduate course may be taken on an S/U basis by a student under the following conditions and restrictions:

1. Required courses in the major may not be taken on an S/U basis unless specifically designated
2. Courses supporting the student's major and state mandated common prerequisites may not be taken on an S/U basis.
3. Courses to satisfy 6A-10.30 (Gordon Rule) may not be taken on an S/U basis.
4. Courses to satisfy USF St. Petersburg's B.A. foreign language requirement may not be taken on an S/U basis.
5. All elective courses for the major and all elective courses in the general education requirements, and all other free elective courses may be taken on an S/U basis except where:
 - a. The certifying college restricts the number of courses that may be taken on an S/U basis in any one or all of the above areas or restricts the total number of S/U courses that can be accepted for all of the above areas.
 - b. The certifying college specifies that certain courses may not be taken on an S/U basis.
 - c. The instructor of a course refuses to allow the course to be taken on an S/U basis.
6. Once of the Major Works and Major Issues courses , if taken outside the student's major discipline(s) may be taken S/U credit with instructor consent.

Mechanism for Assigning S/U Grades. The method by which a student receives an "S" or "U" grade in an option course will consist of the following:

1. A written agreement signed by both instructor and student shall be filed with the college offering the S/U course. . The college shall set the deadline (no later than the last day of classes for the term) for the student to decide if he/she wishes to take the course on an S/U basis.
2. The instructor shall assign final letter grades A, B, C, D, F, or I, but will transmit to the Registrar "S" or "U" consistent with the following:
 - a. Letter grade, A, B, C, or C- shall be equivalent to a letter grade of "S."
 - b. Letter grades D or F shall be equivalent to a letter grade of "U." "S" and "U" grades are not computed in the student's GPA.

Grade Forgiveness Policy

USF St. Petersburg's forgiveness policy permits an undergraduate to repeat a course and have the repeated grade computed in his/her GPA in place of the original grade, providing the repeat grade is posted as "D-" or higher (exception - see Honors at Graduation)and is higher than the first grade. Normally, grade forgiveness may only be applied to a specific course that a student chooses to repeat. No course taken on the S/U grade basis may have the grade forgiveness applied. Under unusual circumstances, a different but similar course may be used if the substitute course has been previously approved by the college dean and is on file in the Office of the Registrar.

The grade forgiveness policy cannot apply to any course in which the grade of "FF" has been recorded.

Any undergraduate or non-degree-seeking student who wishes to implement grade forgiveness must:

1. Complete a "Grade Forgiveness Request Form" (available in the Office of the Registrar) for each course to be repeated.
2. Adhere to the following conditions:
 - a. A limitation of applying grade forgiveness to three USF system courses with no more than one repeat per course.
 - b. With prior approval of the college dean, a course different from a course on the approved list may be substituted in the following cases:
 1. The substitute course is a change in prefix, number, hours, or title, but not a substantive change in content from the original course.
 2. The substitute course replaces a course no longer offered by the institution.
 - c. The repeated course must be taken under the standard grading system (A-F) and the latest grade must be posted as "D-" or higher (grades of S/U are not permitted) and be higher than the first grade.
 - d. All grades remain on the transcript. The original course grade will be annotated with "E" to indicate that the course has subsequently been repeated and the original grade is not computed in the GPA.
 - e. Individual colleges may have further restrictions; therefore, the student should consult with his/her academic advisor.

This policy is applicable to undergraduate and non-degree-seeking students only, and applies to 1000-to-5000-level courses. Once students have been awarded a bachelor's degree from USF St. Petersburg, they may not repeat a course and be forgiven the original grade, taken prior to graduation.

The policy applies only to courses taken originally at any USF system and repeated at a USF system institution.

Good Standing

USF St. Petersburg students will be considered in good standing if they are currently enrolled or eligible to return to USF St. Petersburg.

Academic Record

The student's academic record shall not be changed after the student has graduated.

Academic Probation and Academic Dismissal for Undergraduate Students

The first time an undergraduate student's USF grade point average (GPA) falls below a cumulative 2.00, the student will be placed on Academic Probation (AP). From the beginning of academic probation, the student must maintain at least a 2.00 GPA each term, and may not totally withdraw from any term without cause.

Any student who withdraws from all classes after the fifth day of classes while on Academic Probation will be academically dismissed. Once on Academic Probation, academic advising prior to registration is mandatory until the student is removed from probationary status. The student may remain on Academic Probation indefinitely as long he/she maintains a GPA of 2.00 or greater each term. If at any time while on Academic Probation, the student's term GPA falls below a 2.00, the student will be academically dismissed from the University. Once academically dismissed, a student may only return to USFSP under the University's Academic Renewal Policies. If academically dismissed from USFSP, a student may not return to USFSP as a non-degree seeking student.

The determination and notification of probationary status or academic dismissal will be made by the Registrar's Office on the student's academic record. A student who attends another college or university following academic dismissal will be classified as a transfer student and readmission will be based on the total record accumulated from all colleges and universities attended.

If a student is academically dismissed or falls below a 2.00 GPA from USFSP and subsequently receives a BA/BS from another four-year institution, that student, when accepted to the University with the post-baccalaureate status, will have his/her academic record cleared.

Academic Renewal

USF St. Petersburg recognizes that not every student's academic record is flawless and that many times students get off to such a poor start that their future academic opportunities are limited. USF St. Petersburg can offer many of those students a second chance. The University's Academic Renewal policy allows students previously dismissed from the university, to renew their pursuit of baccalaureate degrees without the responsibility of having to overcome the entire burden of low grades and low grade-point-averages. To facilitate this opportunity, students who qualify for Academic Renewal may, with the approval of the Academic Regulations Committee, have portions of their academic record excluded from calculation of their grade point averages (GPAs). The entire academic record, however, will continue to be reflected on their transcripts even though a selected portion will not be counted in their GPAs. Academic Renewal students are admitted with the same terms of academic probation and dismissal as other undergraduate students. Academic Renewal will only be applied to a student's academic record one time at USFSP.

Academic Renewal I (ARI) - Students who have been academically dismissed or former students returning with a USF GPA below 2.00 may petition the Academic Regulations Committee to return to the University under AR-I if they have been away from the University for at least one academic semester. A student will be considered for reinstatement to the University under Academic Renewal I if they complete all after completing all requirements for a Bachelor's degree, or an Associate of Arts degree or an Arts degree equivalent (including general education, and Gordon Rule requirements) at a two- or four-year college. Under the Academic Renewal I policy, students will return to the University with a 0.00 GPA and Academic Renewal I students will enter USF as juniors and their USF grade point average will be calculated from that point forward. While AR-I is best utilized by students who have earned less than 60 credit hours, it is not restricted to those students. Students with more than 60 credit hours returning to the University under AR-I will likely incur excess hours and associated monetary penalty. In order to graduate following re-admission under AR-I, all degree requirements must be met, and a minimum of 30 credit hours must be taken in residence at USF. Students who are admitted under AR-I may be excluded from admission to limited access programs and will not be considered for University Honors at graduation unless they meet the criteria using all grades earned.

Academic Renewal II (ARII) - ARII is available to students who were academically dismissed and have 60 or more earned credits from USFSP or other institutions of higher education. These Students may be readmitted to the University under Academic Renewal II if they are able to provide convincing evidence indicating they are likely to be successful. Generally, such students will have been engaged in successful non-academic activities such as work or military service for at least one year or will have demonstrated recent academic success defined minimally as the completion of at least 12 semester hours with a GPA greater than or equal to 2.00, no grades below C, no course withdrawals, and the CLAS requirement being met. In order to be considered for readmission under ARII, students must submit a request to the Academic Regulations Committee, who will, make a final decision regarding readmission.

Following readmission under Academic Renewal II, students will have their prior USF GPA set to 2.00. In order to graduate, students must have a cumulative GPA of 2.00 and at least 30 USFSP credit hours with grades of C or higher, including a minimum of 15 USF credits earned following readmission under ARII.

Students re-admitted under ARII may be excluded from admission to limited access programs. Further, students who exercise the Academic Renewal II policy will not be considered for University Honors at graduation unless they meet the criteria using all grades earned.

College Policies for Academic Progress

Colleges may determine and implement standards of academic progress for undergraduate students (majors in the college) in addition to those established by USF St. Petersburg. Students who do not meet the academic standards of progress set by their colleges will be placed on probation and may be disenrolled. The college dean is responsible for implementing standards of academic progress and for notifying students of their probationary or disenrollment status.

Colleges may restrict the course selections and the numbers of hours a student may take that do not apply toward completion of degree requirements. Students who exceed this limit may have part or all of their registration canceled.

Colleges are responsible for publicizing and students are responsible for knowing their college's policies for academic progress.

Class Standing

A student's class is determined by the number of credits he/she has earned without relation to his/her GPA.

0C	Unclassified Non-degree-seeking students
1F	Freshman 0 through 29 semester hours passed
2S	Sophomore 30 through 59 semester hours passed
3J	Junior 60 through 89 semester hours passed
4R	Senior 90 or more semester hours passed; however, no baccalaureate degree earned here or elsewhere
5B	Baccalaureate degree-holder working on a second undergraduate program or degree
6M	Graduate student admitted to Master's Degree Program
6A	Graduate student admitted to Specialist Degree Program
6C	Graduate student Admitted to Candidacy
6D	Graduate student admitted to a Doctoral Degree Program
7A-7D	1st-4th year professional program (M.D.) or post-doctoral status

Change of Major

All undergraduate students desiring to change their major should consult the Academic Advising Center.

Administrative Holds

A student may be placed on administrative hold by failure to meet obligations to the University. When a student is on administrative hold, he/she may not be allowed to register, receive a diploma, or receive a transcript. Settlement of financial accounts must be made at the University Cashier's Office. Each student placed on administrative hold should determine from the Office of the Registrar which office placed him/her in this status and clear the obligation with that respective office.

Student Information Changes

Notifications regarding changes of address, name, residency, and citizenship should be filed promptly with the Office of the Registrar.

Midterm Grades (USF System Regulation 10-504)

It is the student's sole responsibility to be aware of their academic standing and grade status in all courses. In an attempt to assist the student in evaluating his academic status mid-term, the University requires Instructors to submit midterm grades electronically for each student enrolled in 1000, 2000 and 3000* level courses. This is a courtesy to the student and failure of an instructor to post the mid-term grades will not be grounds for a student academic grievance nor will it be justification for a retroactive drop as the student is presumed to be aware of current academic status.

Final Examinations

Examinations in academic subjects are, for most courses, an integral part of the learning process and one part of a procedure for evaluating student performance and determining grades. USF St. Petersburg requires certain standards for the examination process in order to protect the academic integrity of courses and the best interests of both the student and the instructor.

Testing in General: In each academic course, the student is expected to undergo a meaningful testing and evaluation that will reveal the student's intellectual growth in the subject matter covered or otherwise reflect the achievement of the course objectives.

The instructor has the responsibility of maintaining a fair and impartial testing and examination procedure, has the right to define and structure the testing process, and shall not be restricted as to form, style or content of the examination. It is the policy of USF St. Petersburg that all students facing an examination (of any type) shall have equal advance notice

of the form and content of that examination. The University regards the routine use of all or part of the same formal examination for successive academic terms as unsound policy except when used with adequate safeguards such as a random selection of questions from a large pool.

Comprehensive Final Examinations: The last 6 days of the Fall and Spring semesters shall be set aside for final examinations, and any comprehensive final examination must be given during this designated period. If a segment examination is given in lieu of a comprehensive examination, the segment examination must be given in the period designated during final examination week. The period of two hours shall be allotted for each final examination. If a student has a direct conflict of scheduled examinations or has three or more examinations scheduled on the same day, the student may petition the appropriate instructor to reschedule one of the student's examinations. The final examination schedule shall be published in the same manner and place as the Schedule of Classes.

Regional Chancellor's Scholar List

Full-time USFSP undergraduate students who demonstrate superior academic achievement during one semester will be honored on a "Regional Chancellor's Scholar List." To be eligible for the Regional Chancellor's Scholar List, a student must complete at least 12 USF credit hours of graded (A-F) courses, receive no incomplete grades during the semester and earn a 4.0 semester GPA.

Dean's List

Full-time undergraduate students who demonstrate superior academic achievement during one semester will be honored on a "Dean's List". To be eligible for the Dean's List, a student must be in a 'pool' (defined hereafter) and must complete 12 hours of graded (A-F) USF system courses with no incomplete grades during the semester. The Dean's List shall consist of the fewer of: 1) the upper 10% of the enrollment of the college or 2) students in the college with a USF 3.5 GPA or above (ties at the 90th percentile will be included in the group).

The dean of the college in which the student is majoring or the Vice Chancellor of Academic Affairs for the undeclared students will recognize this academic honor. Students who believe they are eligible should contact their academic advisor.

Academic Regulations Committee

The USF St. Petersburg Academic Regulations Committee (ARC) is responsible for serving as an undergraduate academic regulatory board for students who are designated as USF St. Petersburg students and wish to be exempted from an Undergraduate Academic Policy. The Committee is authorized to act both individually and collectively in responding to student petitions.

Since any student has the right to appeal academic decisions, there is also an Academic Appeal Board to hear and adjudicate appeals to ARC decisions. The ARC Appeal Board is the final point of petition for a student - there is no higher authority.

Students should contact their Academic Advisor if considering an ARC Petition.

Student Academic Grievance Procedures

I. Introduction (Purpose and Intent)

The purpose of these procedures is to provide all undergraduate and graduate students taking courses within the University of South Florida system an opportunity for objective review of facts and events pertinent to the cause of the academic grievance. Such review will be accomplished in a collegial, non-judicial atmosphere rather than an adversarial one, and shall allow the parties involved to participate. All parties will be expected to act in a professional and civil manner.

The procedures that follow are designed to ensure objective and fair treatment of both students and instructors. These guidelines are meant to govern all colleges, however, as individual USF institutions and the appropriate colleges may have different levels of authority or titles, each student must obtain the specific designations used by each entity for levels of authority and titles in this process.

In the case of grade appeals, the University reserves the right to change a student's grade if it is determined at the conclusion of the grievance process that the grade given was incorrect. In such circumstances, the Dean or Vice Chancellor for Academic Affairs may file an administrative grade change. The term "incorrect" means the assigned grade was based on something other than performance in the course, or that the assignment of the grade was not consistent with the criteria for awarding of grades as described in the course syllabus or other materials distributed to the student. In the case of all other academic grievances, the University reserves the right to determine the final outcome based on the procedures detailed herein.

In the case of Academic Integrity (USF System Regulation 3.027) violations, these Student Academic Grievance Procedures apply and include an Academic Integrity Review Process at the College Level as described in section III below.

II. Terms and Guidelines

An "academic grievance" is a claim that a specific academic decision or action that affects that student's academic record or status has violated published policies and procedures, or has been applied to the grievant in a manner different from that used for other students. Grievances may relate to such decisions as the assignment of a grade seen by the student as incorrect or the dismissal or failure of a student for his or her action(s). Academic grievances will not deal with general student complaints.

"Instructor" shall mean any classroom instructor, thesis/dissertation/directed study supervisor, committee member or chair, or counselor/advisor who interacts with the student in an academic environment.

"Department Chair/Director" shall mean the academic head of a college department or the director of a program—or in all cases a "Department's designee" appointed to handle academic grievances.

"Dean" shall mean a College Dean or the equivalent as indicated—or in all cases a "Dean's designee" appointed to handle academic grievances for the unit.

"Time" shall mean "academic time," that is, periods when University classes are in session. The person vested with authority at the appropriate level may extend any of the time periods contained herein for good cause. Any extensions must be communicated in writing to all parties. For the purposes of this policy, each step shall be afforded three (3) weeks as a standard time limit. When a department considers a grievance according to published departmental procedures approved by the College Dean and Regional Vice Chancellor for Academic Affairs, as pertinent, the time line specified in this academic unit's procedures will govern the process and no additional notice of time extension is needed.

"Written communication" shall mean communication by hard copy to the recipient's address of record.

The "burden of proof" shall be upon the student such that the student challenging the decision, action or grade assigned has the burden of supplying evidence that proves that the instructor's decision was incorrect, in all cases except alleged violations of academic integrity. In cases where the issue is academic integrity, the burden of proof shall be upon the instructor. In considering grievances, decisions will be based on the preponderance of the evidence.

Neither party shall be entitled to bring "legal representation" to any actual grievance proceeding as this is an internal review of an academic decision.

As some Colleges may use different titles, the next level that applies to that College shall be substituted.

III. Statement of Policy

A. Resolution at the Department Level

1. The student shall first make a reasonable effort to resolve his or her grievance with the instructor concerned, with the date of the incident triggering the start of the process (i.e. the issuance of a grade; the receipt of an assignment) and the instructor shall accommodate a reasonable request to discuss and attempt to resolve this issue.
2. If the situation cannot be resolved or the instructor is not available, the student shall file a notification letter within three weeks of the triggering incident to the department Chairperson/Director. This shall be a concise written statement of particulars and must include information pertaining to how, in the student's opinion, University policies or procedures were violated. The department Chairperson/Director shall provide a copy of this statement to the instructor.
3. The department Chairperson/Director shall discuss the statement jointly or individually with the student and the instructor to see if the grievance can be resolved. If the department maintains its own grievance procedure,* it should be applied at this point. If the grievance can be resolved, the Chairperson/Director shall provide a statement to that effect to the student and the instructor with a copy to the College Dean.

**Departments may develop their own formal procedures for considering grievances. Such procedures must be considered and approved by the College Dean and the Vice Chancellor for Academic Affairs, and published on the Department's web site. When such procedures exist, the Department's examination of the grievance will unfold as specified in the procedures. If the Departmental process upholds the student's grievance, the Department Chair will work with the College, the student and the instructor to remedy the situation. If the Department does not uphold the grievance, the Chair will report the fact to the Dean. The student may, in such cases, request the College Level review as outlined in these University procedures.*

4. If the grievance cannot be resolved, the department Chair/Director shall notify both the student and the instructor, informing the student of his/her right to file a written request within three weeks to advance the grievance to the College Level. The instructor may file a written response to the grievance petition. Upon receipt of the student's request to move the process to the College Level and the instructor's response to the grievance (if provided), the Chairperson/Director shall immediately notify the College Dean of the grievance, providing copies of the student's initiating grievance statement, any instructor's written response to the grievance, and the written request from the student to have the process advanced to the College Level (which may include additional responsive or final statements by the student). Should the student not file a written request to move the grievance to the College Level within the prescribed time, the grievance will end.

If the grievance concerns the Chairperson/Director or other officials of the department, the student has a right to bypass the departmental process and proceed directly to the College Level.

B. Resolution at the College Level

1. Upon receipt of the grievance, the College Dean shall either determine that the matter is not an academic grievance and dismiss it or within three weeks shall establish an Academic Grievance Committee. The membership of the Committee shall be constituted as follows:
 - a. Three (3) faculty members and two (2) students (undergraduate or graduate as appropriate to the case) shall be selected from the college by the Dean.
 - b. Wherever practical, the Committee shall not include members of the faculty or students of the department directly involved with the grievance, or faculty or students of the student's major department. The student or faculty may address the committee. However, if requested by the committee; faculty or students from the department involved with the grievance or from the student's major department may provide expert or other relevant testimony in the proceedings.
2. The Committee will operate in the following manner:
 - a. The Committee Chairperson will be appointed by the College Dean from among the three faculty members appointed to the Committee.
 - b. The Committee Chairperson shall be responsible for scheduling meetings, overseeing the deliberations of the committee and ensuring that full and fair consideration is provided to all parties. The Committee Chairperson shall vote on committee decisions only when required to break a tie.
 - c. In Committee reviews involving Academic Integrity, the following Academic Integrity Review Process shall be followed:
 1. The Committee Chairperson shall notify the student and instructor of the date and time of the meeting.
 2. The student and instructor may submit a list of questions to the Committee Chairperson to be answered by the student and instructor. If submitted, the questions will be disseminated by the Committee Chairperson and the Committee Chairperson will ensure that the questions are answered in writing and submitted for review by the Committee, student, and instructor before the initial meeting.
 3. The student or instructor may request to attend a Committee meeting as designated by the Chairperson to present any final statement to the Committee and either may be present during the other's final statement. Neither the student nor instructor may be present during the deliberations.
 4. The student or instructor may bring an advisor (not to act as legal counsel or to participate in the meetings) to the meeting.
 5. Students shall be permitted to remain in the course or program during the Academic Integrity Review Process. However, if the student is in a clinical or internship setting, the student may be removed from such setting until the issue of Academic Integrity is resolved. In such cases, the program will attempt to identify an alternative educational option to the clinical or internship to enable the student to continue progressing in the program.
 - d. All deliberations shall be in private and held confidential by all members of the Committee. The recommendation of the Committee shall be based on the factual evidence presented to it.
 - e. Within three weeks of the Committee appointment, the Committee Chairperson shall deliver in writing to the student, instructor, department Chairperson/Director or Program Director, and College Dean a report of the findings and a recommended resolution.
 - f. Within three weeks of receipt of the Committee recommendation, the College Dean shall provide a decision in writing to all parties.
 - g. The student or the instructor may appeal the decision of the College Dean to the University Level only if the decision of the College Dean is contrary to the recommendation of the Committee or if there is a procedural violation of these Student Academic Grievance Procedures. Such an appeal must be made in writing to the Vice Chancellor for Academic Affairs within three weeks of receipt of the decision from the College Dean. Otherwise, the College Dean's decision is final and not subject to further appeal within the University.

C. Resolution at the University Level

The Vice Chancellor for Academic Affairs at USF St. Petersburg may delegate authority to a designated academic administrator at USF St. Petersburg to hear the appeal at the University level.

1. The student or the instructor may appeal at the University Level within three weeks of the receipt of a decision made at the College Level, when (1) the decision by a College Dean is contrary to the recommendation of a college Grievance Committee, or (2) there is cause to think a procedural violation of these University Academic Grievance Procedures has been made. Within three weeks of receipt of the appeal to the decision, the Vice Chancellor for Academic Affairs in consultation with the Faculty Senate and the Student Senate, shall appoint an Appeals Committee consisting of three faculty members drawn from the

University Undergraduate Council or Graduate Council (as appropriate), and two students, undergraduate or graduate (as appropriate).

2. The structure, functions and operating procedures of the Appeals Committee will be the same as those of the College Committee (i.e. chaired by one of the appointed faculty members appointed by the Vice Chancellor for Academic Affairs who will not vote except in the case of a tie, having no representation from either party's respective departments, developing a recommendation to the Vice Chancellor for Academic Affairs.
3. Within three weeks of the appointment, the Committee Chairperson shall deliver in writing to the Vice Chancellor for Academic Affairs a report of the findings of the Committee and a recommended resolution.
4. Within three weeks of receipt of the Committee recommendation, the Vice Chancellor for Academic Affairs shall provide a decision in writing to all parties.
5. If the Vice Chancellor's decision is that a grade change is merited, the Vice Chancellor shall initiate the grade change on the authority of the Provost and so inform all parties. In all academic grievance appeals, the Vice Chancellor's decision is final and not subject to further appeal within the University.

These procedures shall take effect commencing (February 10, 2009) and shall supersede all other academic grievance procedures currently in effect.

** Departments may develop their own formal procedures for considering grievances. Such procedures must be considered and approved by the College Dean and the Vice Chancellor for Academic Affairs, and published on the Department's web site. When such procedures exist, the Department's examination of the grievance will unfold as specified in the procedures. If the Departmental process upholds the student's grievance, the Department Chair will work with the College, the student and the instructor to remedy the situation. If the Department does not uphold the grievance, the Chair will report the fact to the Dean. The student may, in such cases, request the College Level review as outlined in these university procedures.*

Procedures for Alleged Academic Dishonesty or Disruption of Academic Process

Alleged violations of academic integrity or alleged disruptions of academic process will be handled initially by the instructor, who will discuss the incident with the student. It must be noted that the Faculty Senate considers the traditional relationship between student and faculty member as the primary means of settling disputes that may arise. If the instructor observes the alleged dishonesty occurring during an examination, he/she should, with discretion, notify the student of the fact before the student leaves the examination. In all cases, the instructor must attempt to schedule a meeting with the student to discuss the alleged dishonesty or disruptions.

After the discussion, if the student and instructor have reached a mutual agreement as to the solution, the instructor shall file a statement with the College Dean, responsible for the course outlining the facts of the incident and the agreed-upon solution signed by both the instructor and student. A copy of this statement shall be given to the student. If no solution is reached, the matter should be referred to the College Dean, for attempt at resolution.

Integrity of Students

1. Fundamental principles:

Academic integrity is the foundation of the University of South Florida system's (University/USF) commitment to the academic honesty and personal integrity of its University community. Academic integrity is grounded in certain fundamental values, which include honesty, respect and fairness. Broadly defined, academic honesty is the completion of all academic endeavors and claims of scholarly knowledge as representative of one's own efforts. Knowledge and maintenance of the academic standards of honesty and integrity as set forth by the University are the responsibility of the entire academic community, including the instructional faculty, staff and students.

2. General Policies:

The following policies and procedures apply to all students, instructional faculty and staff who participate in administration of academic classes, programs and research at the University of South Florida St. Petersburg. This regulation asserts fairness in that it requires notice to any student accused of a violation of academic integrity and provides a directive for discussion between the instructor and student to seek a fair and equitable resolution. If a fair resolution is not accomplished in this discussion, this regulation allows the student continued rights of due process under the academic grievance procedures based upon the preponderance of the evidence. The policies described below are the only policies and procedures that govern violations of academic integrity at the University and supersede any previous policies or regulations.

3. Violations of Academic Integrity: Undergraduate and Graduate

Behaviors that violate academic integrity are listed below and are not intended to be all inclusive.

(a) Cheating

Definition:

Cheating is using or attempting to use materials, information, notes, study aids, or other assistance in any type of examination or evaluation which have not been authorized by the instructor.

Clarification:

1. Students completing any type of examination or evaluation are prohibited from looking at or transmitting materials to another student (including electronic reproductions and transmissions) and from using external aids of any sort (e.g. books, notes, calculators, photographic images or conversation with others) unless the instructor has indicated specifically in advance that this will be allowed.
2. Students may not take examinations or evaluations in the place of other persons. Students may not allow other persons to take examinations or evaluations in their places.
3. Students may not acquire unauthorized information about an examination or evaluation and may not use any such information improperly acquired by others.
4. Instructors, programs and departments may establish, with the approval of the colleges, additional rules for exam environments and behavior. Such rules must be announced in advance in a course syllabus or other advance written notice to students.

(b) Plagiarism

Definition:

Plagiarism is intentionally or carelessly presenting the work of another as one's own. It includes submitting an assignment purporting to be the student's original work which has wholly or in part been created by another person. It also includes the presentation of the work, ideas, representations, or words of another person without customary and proper acknowledgement of sources. Students must consult with their instructors for clarification in any situation in which the need for documentation is an issue, and will have plagiarized in any situation in which their work is not properly documented.

Clarification:

1. Every direct quotation must be identified by quotation marks or appropriate indentation and must be properly acknowledged by parenthetical citation in the text or in a footnote or endnote.
2. When material from another source is paraphrased or summarized in whole or in part in one's own words, that source must be acknowledged in a footnote or endnote, or by parenthetical citation in the text.
3. Information gained in reading or research that is not common professional knowledge must be acknowledged in a parenthetical citation in the text or in a footnote or endnote.
4. This prohibition includes, but is not limited to, the use of papers, reports, projects, and other such materials prepared by someone else.

(c) Fabrication, Forgery and Obstruction

Definitions:

Fabrication is the use of invented, counterfeited, altered or forged information in assignments of any type including those activities done in conjunction with academic courses that require students to be involved in out-of-classroom experiences.

Forgery is the imitating or counterfeiting of images, documents, signatures, and the like.

Obstruction is any behavior that limits the academic opportunities of other students by improperly impeding their work or their access to educational resources.

Clarification:

1. Fabricated or forged information may not be used in any laboratory experiment, report of research, or academic exercise. Invention for artistic purposes is legitimate under circumstances explicitly authorized by an instructor.
2. Students may not furnish to instructors fabricated or forged explanations of absences or of other aspects of their performance and behavior.
3. Students may not furnish, or attempt to furnish, fabricated, forged or misleading information to University officials on University records, or on records of agencies in which students are fulfilling academic assignments.
4. Students may not steal, change, or destroy another student's work. Students may not impede the work of others by the theft, defacement, mutilation or obstruction of resources so as to deprive others of their use.
5. Obstruction does not include the content of statements or arguments that are germane to a class or other educational activity.

(d) Multiple Submissions

Definition:

Multiple submissions are the submissions of the same or substantially the same work for credit in two or more courses. Multiple submissions shall include the use of any prior academic effort previously submitted for academic credit at this or a different institution. Multiple submissions shall not include those situations where the

prior written approval by the instructor in the current course is given to the student to use a prior academic work or endeavor.

Clarification:

1. Students may not normally submit any academic assignment, work, or endeavor in more than one course for academic credit of any sort. This will apply to submissions of the same or substantially the same work in the same semester or in different semesters.
2. Students may not normally submit the same or substantially the same work in two different classes for academic credit even if the work is being graded on different bases in the separate courses (e.g. graded for research effort and content versus grammar and spelling).
3. Students may resubmit a prior academic endeavor if there is substantial new work, research, or other appropriate additional effort. The student shall disclose the use of the prior work to the instructor and receive the instructor's permission to use it PRIOR to the submission of the current endeavor.
4. Students may submit the same or substantially the same work in two or more courses with the prior written permission of all faculty involved. Instructors will specify the expected academic effort applicable to their courses and the overall endeavor shall reflect the same or additional academic effort as if separate assignments were submitted in each course. Failure by the student to obtain the written permission of each instructor shall be considered a multiple submission.

(e) Complicity

Definition:

Complicity is assisting or attempting to assist another person in any act of academic dishonesty.

Clarification:

1. Students may not allow other students to copy from their papers during any type of examination.
2. Students may not assist other students in acts of academic dishonesty by providing material of any kind that one may have reason to believe will be misrepresented to an instructor or other University official.
3. Students may not provide substantive information about test questions or the material to be tested before a scheduled examination unless they have been specifically authorized to do so by the course instructor. This does not apply to examinations that have been administered and returned to students in previous semesters.

(f) Misconduct in Research and Creative Endeavors

Definition:

Misconduct in research is serious deviation from the accepted professional practices within a discipline or from the policies of the University in carrying out, reporting, or exhibiting the results of research or in publishing, exhibiting, or performing creative endeavors. It includes the fabrication or falsification of data, plagiarism, and scientific or creative misrepresentation. It does not include honest error or honest disagreement about the interpretation of data.

Clarification:

1. Students may not invent or counterfeit information.
2. Students may not report results dishonestly, whether by altering data, by improperly revising data, by selective reporting or analysis of data, or by being grossly negligent in the collecting or analysis of data.
3. Students may not represent another person's ideas, writing or data as their own.
4. Students may not appropriate or release the ideas or data of others when such data have been shared in the expectation of confidentiality.
5. Students may not publish, exhibit, or perform work in circumstances that will mislead others. They may not misrepresent the nature of the material or its originality, and they may not add or delete the names of authors without permission.
6. Students must adhere to all federal, state, municipal, and University regulations or policies for the protection of human and other animal subjects.
7. Students may not conceal or otherwise fail to report any misconduct involving research, professional conduct, or artistic performance of which they have knowledge.
8. Students must abide by the University's policies on Misconduct in Research where applicable, which can be found in the University's Policies and Procedures Manual at the General Counsel's website.

(g) Computer Misuse

Definition:

Misuse of computers includes unethical, or illegal use of the computers of any person, institution or agency in which students are performing part of their academic program.

Clarification:

1. Students may not use the University computer system in support of any act of plagiarism.
2. Students may not monitor or tamper with another person's electronic communications.

(h) Misuse of Intellectual Property

Definition:

Misuse of intellectual property is the illegal use of copyright materials, trademarks, trade secrets or intellectual properties.

Clarification:

Students may not violate state or federal laws concerning the fair use of copies.

(4) Violations and Sanctions for Undergraduate Students:

Violations for undergraduate students at the University of South Florida St. Petersburg are classified into four levels according to the nature of the infraction. For each level of violation a corresponding set of sanctions is recommended, however, specific academic programs may include additional and different sanctions. These sanctions are intended as general guidelines for the academic community with examples cited below for each level of violation. These examples are not to be considered all-inclusive.

It is recommended that the instructor forward a concise written statement describing the academic dishonesty of an incident with its particulars to the Vice Chancellor for Academic Affairs for violations in Levels Two through Four. These records will be maintained until graduation or until they are of no further administrative value. This will enable better handling of multiple violations.

(a) Level One Violations

Level One violations may occur because of inexperience or lack of knowledge of principles of academic integrity on the part of persons committing the violation. These violations address incidents when intent is questionable and are likely to involve a small fraction of the total course work, are not extensive, and/or occur on a minor assignment. The following are examples:

1. Working with another student on a laboratory or other homework assignment when such work is prohibited.
2. Failure to footnote or give proper acknowledgment in an extremely limited section of an assignment.

Recommended sanctions for Level One violations are listed below:

- Reduction or no credit given for the original assignment.
- An assigned paper or research project on a relevant topic.
- A make-up assignment at a more difficult level than the original assignment.
- Required attendance in a non-credit workshop or seminar on ethics or related subjects.

(b) Level Two Violations

Level Two violations are characterized by dishonesty of a more serious character or that which affects a more significant aspect or portion of the course work. The following are examples:

1. Quoting directly or paraphrasing, to a moderate extent, without acknowledging the source.
2. Submitting the same work or major portions thereof to satisfy the requirements of more than one course without permission from the instructor.
3. Using data or interpretative material for a laboratory report without acknowledging the sources or the collaborators. All contributors to preparation of data and/or to writing the report must be named.
4. Receiving assistance from others, such as research, statistical, computer programming, or field data collection help that constitutes an essential element in the undertaking without acknowledging such assistance in a paper, examination or project.

Recommended sanctions for Level Two violations are listed below:

- Failing grade for the assignment involved with the grade in the course determined in the normal manner.
- Failing grade for the course, which may be an "F" or "FF" on the internal transcript.

(c) Level Three Violations

Level Three violations are those that go beyond Level One or Two violations and that affect a major or essential portion of work done to meet course requirements, or involve premeditation, or are preceded by one or more violations at Levels One and/or Two. Examples include:

1. Copying on examinations.
2. Plagiarizing major portions of a written assignment.
3. Acting to facilitate copying during an exam.

4. Using prohibited materials, e.g. books, notes, or calculators during an examination.
5. Collaborating before an exam to develop methods of exchanging information and implementation thereof.
6. Altering examinations for the purposes of regrading.
7. Acquiring or distributing an examination from unauthorized sources prior to the examination.
8. Presenting the work of another as one's own.
9. Using purchased term paper or other materials.
10. Removing posted or reserved material, or preventing other students from having access to it.
11. Fabricating data by inventing or deliberately altering material (this includes citing "sources" that are not, in fact, sources).
12. Using unethical or improper means of acquiring data.

Recommended sanctions for Level Three violations are listed below:

- Failing grade for the course with a designation of "FF" on student's internal transcript.
- Possible suspension from the University for one semester.

(d) Level Four Violations

Level Four violations represent the most serious breaches of intellectual honesty.

Examples of Level Four violations include:

1. All academic infractions committed after return from suspension for a previous academic honesty violation.
2. Infractions of academic honesty in ways similar to criminal activity (such as forging a grade form, stealing an examination from a professor or from a University office; buying an examination; or falsifying a transcript to secure entry into the University or change the record of work done at the University).
3. Having a substitute take an examination or taking an examination for someone else.
4. Fabrication of evidence, falsification of data, quoting directly or paraphrasing without acknowledging the source, and/or presenting the ideas of another as one's own in a senior thesis, within a master's thesis or doctoral dissertation, in scholarly articles submitted to refereed journals, or in other work represented as one's own as a graduate student.
5. Sabotaging another student's work through actions designed to prevent the student from successfully completing an assignment.
6. Willful violation of a canon of the ethical code of the profession for which a student is preparing.

Recommended sanctions for Level Four violations are listed below:

The typical sanction for all Level Four violations is permanent academic dismissal from the University with the designation of "Dismissed for Academic Dishonesty" to be placed permanently on a student's external transcript.

(5) Additional Undergraduate Guidelines for Academic Dishonesty:

(a) Grade Assignment

1. An "FF" grade assigned to indicate academic dishonesty is reflected only on internal records and prevents the student from repeating the course using the Grade Forgiveness Policy. Students with any "FF" grade on record will not be eligible for honors at graduation.
2. If a student who has been accused of academic dishonesty drops the course, the student's registration in the course will be reinstated until the issue is resolved.
3. Any assigned grade may be changed to an "FF", "F", or other grade depending on the instructor's decision or the ultimate resolution of an academic grievance procedure. This includes any instance of academic dishonesty that is not detected by the instructor until after the student has dropped or completed the course.
4. Notification to the student of the "FF" grade and the option of appeal concerning the alleged academic dishonesty shall be the responsibility of the instructor and/or department chair (See Student Academic Grievance Procedures).
5. Notice that a student has been dismissed for reasons of academic dishonesty will be reflected on the student's transcript with the formal notation: Dismissed for Academic Dishonesty.
6. More serious violations of academic integrity may be referred to the Office of Students Rights and Responsibilities as a student conduct violation.

(b) Multiple Violations:

1. For the first "FF" recorded in an undergraduate student's USF academic record, the student will receive a letter from the Vice Chancellor for Academic Affairs informing him or her of being placed on "Academic Dishonesty Warning" for the remainder of enrollment at USF and of appeal rights for the "FF" grade. 2. For the second "FF" recorded, the undergraduate student will be suspended for one full semester and readmitted only after writing

a clear statement indicating remorse, understanding of the seriousness of the offense, and understanding of the importance of integrity in all areas, including academic work. A letter informing him or her of this action and appeal rights will be sent from the Dean of Undergraduate Studies.

3. For the third "FF" recorded, the undergraduate student will be permanently dismissed from the University for violations of academic integrity and with notice of that dismissal as a part of the formal record and transcript.
4. The maximum penalty for receipt of any "FF" grade may be permanent dismissal from the University for violations of academic integrity and with a notice of that dismissal as a part of the student's formal record and transcript.

(6) Violations and Sanctions for Graduate Students:

The Graduate School holds academic integrity in the highest regard. Graduate students are responsible for being aware of and complying with University Regulations and Policies and must conduct themselves accordingly. Sanctions for Academic Dishonesty will depend on the seriousness of the offense and may range from the receipt of:

- An "F" or "Zero" grade on the subject paper, lab report, etc.
- An "F" in the course or activity in which credit may be earned.
- An "FF" in the course (leading to expulsion from the University).
- Academic Dismissal for any violations of academic dishonesty policies or regulations.
- Possible revocation of the degree or Graduate Certificate following a thorough investigation.

Graduate students who are assigned an "FF" grade will be academically dismissed from the University and will not be eligible to apply to any graduate program at USF. Procedures regarding Academic Dishonesty and Academic Dismissal may be found on the Graduate School website.

(7) Additional Graduate Guidelines for Academic Dishonesty:

1. If a graduate student who has been accused of academic dishonesty drops the course, the student's registration in the course will be reinstated until the issue is resolved.
2. Any assigned grade may be changed to an "FF", "F", or other grade depending on the instructor's decision or the ultimate resolution of an academic grievance procedure. This includes any instance of academic dishonesty that is not detected until after the student has dropped or completed the course.
3. Notification to the graduate student of the "FF" grade and the option of appeal concerning the alleged academic dishonesty and academic dismissal remains with the instructor and/or department chair (See Student Academic Grievance Procedures).
4. A graduate student who has been dismissed for reasons of academic dishonesty will have this reflected on the student's transcript with the formal notation: Dismissed for Academic Dishonesty.
5. More serious violations of academic integrity may be referred to the Office of Students Rights and Responsibilities as a student conduct violation.

(8) Appeals: Undergraduate and Graduate

Once the initial violation of the academic integrity regulation has been documented and fairly discussed by the student and the instructor, the student may appeal the instructor's decision that a violation has occurred. At that point the student will follow the procedures outlined in the University of South Florida's student Academic Grievance Procedure Policy. For academic integrity violations that are reviewed at the department and college levels, the respective committees will consider all evidence available to determine if the instructor's decision was correct. The student's ability to proceed within an academic program while an Academic Grievance is in process will be determined by the individual academic program chair/director.

¹ These policies apply to Undergraduate Students, even if taking graduate coursework. Graduate students are students admitted to a graduate degree program or graduate certificate, and/or non-degree seeking students taking graduate coursework (such students should refer to Section IV Violations and Sanctions for Graduate Students)

² These policies apply to Graduate Students (students admitted to a graduate degree program or graduate certificate, and/or non-degree seeking students taking graduate coursework). Undergraduate students should refer to Section III Violations and Sanctions for Undergraduate Students)

Authority: Art. IX, Sec. 7, Fla. Constitution and Resolutions issued by the FL Board of Governors History-New 12-11-08.

Disruption of Academic Process

- (1) Disruptive students in the academic setting hinder the educational process. Although disruptive student conduct is already prohibited by the University of South Florida system (University/USF) Student Code of Conduct, the purpose of this regulation is to clarify what constitutes disruptive behavior in the academic setting; what actions faculty and relevant academic officers may take in response to disruptive conduct; and the authority of the Office of Student Rights and Responsibilities (or designated office handling conduct issues in Student Affairs) to initiate separate disciplinary proceedings against students for disruptive conduct.

(2) Disruption of the academic process is defined as the act, words, or general conduct of a student in a classroom or other academic environment which in the reasonable estimation of the instructor:

- (a) Directs attention away from the academic matters at hand, such as noisy distractions, persistent, disrespectful or abusive interruption of lecture, exam, academic discussion, or general University operations, or
- (b) Presents a danger to the health, safety or well-being of self or other persons.

References to classroom or academic area include all academic settings (live or online, and including field experiences). References to Instructor include the course instructor, USF St. Petersburg faculty, administrators, and staff.

Misconduct occurring in other campus areas on University premises or which adversely affects the University community and/or the pursuit of its mission is already prohibited by the Student Code of Conduct and will be handled by those procedures.

Academic discussion that includes disagreement with the course instructor during times when the instructor permits discussion is not in itself disruptive behavior and is not prohibited.

Some disruptive students may have emotional or mental health disorders. Although such students may be considered disabled and are protected under the Rehabilitation Act/ADA, they are held to the same standards of conduct as any student.

The following applies to all campuses of the University of South Florida system; however, non-substantive procedural modifications to reflect the particular circumstances of each separately accredited USF System institution are permitted. Information concerning these procedures is available through the Student Affairs Office.

(3) Procedures for Handling Disruption of Academic Process.

(a) General Guidelines for Instructor:

1. If a student is disruptive, the Instructor may ask the student to stop the disruptive behavior and/or warn the student that such disruptive behavior can result in academic and/or disciplinary action. Alleged disruptions of the academic process will be handled initially by the Instructor, who will discuss the incident with the student whenever possible. It must be noted that the Faculty Senate considers the traditional relationship between student and instructor as the primary means of settling disputes that may arise.
2. The Instructor is authorized to ask a student to leave the classroom or academic area and desist from the disruptive behavior if the Instructor deems it necessary. If the Instructor does this, s/he will send an Academic Disruption Incident Report within 48 hours simultaneously to:
 - a. The department chair,
 - b. The Assistant/Associate Dean of the College (as determined by the College),
 - c. The Office of Student Rights and Responsibilities (OSRR) or the separately accredited institution's/regional campus' designated office in Student Affairs, and
 - d. The student.

If the situation is deemed an emergency or circumstances require more immediate action, the instructor should notify the appropriate law enforcement agency, OSRR and other authorities as soon as possible. Any filed Incident Report can, and should, be updated if new information pertinent to the situation is obtained.

3. An Instructor may also further exclude the student from the classroom or other academic area pending resolution of the matter. If the Instructor recommends exclusion (temporary or permanent) from the classroom pending resolution, the student must be informed of the exclusion before the next scheduled class (either by phone, email or in person). That notice must:
 - a. Inform the student of the exclusion,
 - b. Inform the student of his/her right to request an expedited review of the exclusion within two days to the Chair of the Department.

If such academic exclusion occurs, and if the student requests a review, the Chair of the Department shall review the exclusion within two days of the date the student requests the review and decide if the student can return to the specific class and/or any academic setting. This decision may be appealed in writing by the student within two (2) days to the Dean of the college or the institutional designee (as appropriate) for review and decision within two days. Any decision rendered at that point must be in writing and will serve as the final and binding academic decision of the University.

Each academic decision or sanction must be communicated to the Office of Students Rights and Responsibilities or the separately accredited institution's/regional campus' designated office as soon as possible.

(b) Possible Academic Sanctions and Grading Guidelines:

Authority of an Instructor and the appropriate Chair or Assistant/Associate Dean may result in any of the following sanctions:

- Warning to the student.

- Voluntary withdrawal by the student from the class(es).
- Temporary exclusion and/or permanent dismissal from the instructor's classroom or academic area, program, or college, pending an expedited appeal.
- Academic sanction, including assignment of a final grade. -- If the final determination is a dismissal from class, the grade assigned for the class will depend on the student's status at the time of dismissal. If the student had a passing grade in the class at the time of dismissal, a grade of "W" will be assigned for the course. If the student had a failing grade in the class at the time of dismissal, a grade of "F" will be assigned for the course. These grades will become a part of the student's permanent record. In addition, if the academic disruption results in dismissal from more than the classroom or academic area of the incident, this grading policy may be applied in all classes affected.

(c) Documentation and Academic Disruption Incident Report:

Instructors should be aware that notes of the dates, times, witnesses and details of the incidents of disruption and the impact of the disruption on those present may be important in any future proceedings which may be necessary. Referrals to the Office of Student Rights and Responsibilities or designated office in Student Affairs require written documentation containing factual and descriptive information. The student is entitled to see this documentation.

The Academic Disruption Incident Report must be submitted by hardcopy (not email) simultaneously within 48 hours to:

1. The department chair,
2. The Assistant/Associate Dean of the College (as determined by the College),
3. The Office of Student Rights and Responsibilities or the separately accredited institution's regional campus' designated office in Student Affairs, and
4. The student.

The form can be downloaded from the designated website in Student Affairs or completed by way of memorandum containing the following information:

- Date of report
- Student's name
- USF Student ID number
- Instructor's name
- Instructor's phone number
- Instructor's e-mail
- Title of course, course number and section
- Date/time/location of incident
- Detailed summary of the incident, including a description of the disruptive behavior
- Witnesses
- Action, if any, taken by the instructor (e.g., student warned, asked to leave the class, etc.)
- Recommended course of action and reasons for this recommendation
- Instructor's signature

(d) Possible Disciplinary Sanctions for Conduct by the Office of Student Rights and Responsibilities:

Upon receipt of the Academic Disruption Incident Report or other academic referral for disruptive conduct, the Office of Student Rights and Responsibilities or designated office in Student Affairs may initiate the disciplinary process resulting in the imposition of any of the following sanctions in addition to any academic sanctions imposed (in section b):

- Educational sanctions to include but not limited to educational programs/classes and written assignment
- Disciplinary probation
- Provisional suspension
- Suspension
- Restriction from certain or all class(es), program, college, residence hall, or any part or all of USF System institutions.
- Expulsion

When an incident is being reviewed by OSRR or designated office in Student Affairs for possible disciplinary sanctions, current provisions affecting the student's academic status (temporary or otherwise) will be communicated.

nicated by the Office of Student Rights and Responsibilities or designated office in Student Affairs to the Instructor and appropriate academic administrators/instructors responsible for the student's current academic standing as soon as possible, but within two weeks of the reported incident. Only final disciplinary sanctions that affect the academic status of the student will be communicated to the Instructor(s) and appropriate academic administrators after the disciplinary process is complete.

(e) Resources:

University Police	(727) 873-4140
Advocacy Program	(813) 974-5756
Counseling Center	(727) 873-4422
General Counsel	(813) 974-2131
USF St. Petersburg Vice Chancellor for Student Affairs	(727) 873-4162
Students with Disabilities Services	(727) 873-4990
Assistant/Associate Dean's office in schools and colleges, department chairs:	
College of Arts and Sciences	(727) 873-4156
College of Business	(727) 873-4154
College of Education	(727) 873-4155

Authority: Art. IX. Sec. 7, Fla. Constitution and Resolutions issued by the FL Board of Governors., 1006.60, 1006.61 F.S. History—New12-11-08.

GRADES, FINANCIAL AID REQUIREMENTS, AND REVIEW PROCEDURES

The University is interested in each student making reasonable progress towards his/her educational goals and will aid each student through guidance and faculty advising. To make students aware of their academic progress, the University has enacted a system of grading and policies of Academic Probation and Academic Dismissal that indicates whether or not a student is showing sufficient progress toward meeting degree requirements. Notations of Grades, Academic Probation and Academic Dismissal are posted to the student's academic record.

When a student is academically dismissed from the University and is ineligible to re-enroll, it may be in his/her best interest to re-evaluate his/her educational goals with an academic advisor. If the student's poor academic performance has resulted from extenuating circumstances or if after a period of time the student feels he/she has gained adequate maturity and motivation, he/she may petition the Academic Regulations Committee for permission to re-enroll. See Academic Regulations Committee, for information on petitioning.

Academic Dismissal may have additional implications for a student receiving financial aid. If required, a student may need to complete the Satisfactory Progress for Financial Aid Recipients Petition. For more information, see http://usfweb2.usf.edu/finaid/other/satisfactory_progress.htm.

Grading System

Effective Fall Semester, 2000, USF St. Petersburg faculty may use a plus/minus grading system to assign student grades. The use of the plus/minus grading system is at the discretion of the individual faculty member.

A student's measure of academic achievement is recorded on the academic record based on the following grading system:

Plus/Minus Grades

A+	4.00
A Excellent performance	4.00
A-	3.67
B+	3.33
B Good performance	3.00
B-	2.67
C+	2.33
C Average performance	2.00
C-	1.67
D+	1.33
D Poor performance	1.00
D-	0.67
F Failure	0.00

Other Grades

E	Course repeated, not included in GPA
FF	Failure/academic dishonesty
I	Incomplete
IF	Incomplete grade changed to Failure
IU	Incomplete grade changed to Unsatisfactory
M	No grade submitted by instructor
MF	Missing grade changed to Failure
MU	Missing grade changed to Unsatisfactory
N	Audit
S	Satisfactory
U	Unsatisfactory
W	Withdrawal from course without penalty
WC	Withdrawal for extenuating circumstances
Z	Indicates continuing registration.

Please note that the grade of C- will satisfy specified minimum requirements of the Gordon Rule courses and the common prerequisites unless otherwise specified in the Catalog.

Grade Point Average

The University uses the quality points listed above. The grade-point average (GPA) is computed by dividing the total number of quality points by the total hours attempted within the USF system. The total quality points are figured by multiplying the number of credits assigned to each course by the quality point value of the grade given. Credit hours for courses with grades of I, IU, M, MU, N, S, U, W, Z, and grades that are preceded by a "E" are subtracted from the total hours attempted before the GPA is calculated.

Multiple attempts on courses designated as repeatable in the course catalog will provide for hours and quality points on each attempt to be applied to the student's grade point average. "D" and "F" grades established in USF system coursework not designated as repeatable for additional credit will be calculated into the student's GPA as many times as "D's" or "F's" are earned in the same course. If a student earns a grade of "C-" or higher in a course that may not be repeated for additional credit and earns a "C-" or higher on a subsequent enrollment the new grade is not computed into the student's GPA unless the student applies for and is eligible to receive a grade forgiveness.

"I" Grade Policy

Incomplete (I)

Definition: An Incomplete grade ("I") is exceptional and granted at the instructor's discretion only when students are unable to complete course requirements due to illness or other circumstances beyond their control. This applies to all gradable courses, including pass/fail (S/U).

Students may only be eligible for an "I" when:

- A majority of the student's work for a course is complete before the end of the semester (more than 50%).
- The work that has been completed is qualitatively satisfactory.
- The student requests consideration for an "I" grade as soon as possible but no later than the last day of finals week.

The student must request consideration for an Incomplete grade and obtain an "I" Grade Contract from the instructor of record. Even though the student may meet the eligibility requirements for this grade, the course instructor retains the right to make the final decision on granting a student's request for an Incomplete.

The course instructor and student must complete and sign the "I" Grade Contract Form that describes the work to be completed, the date it is due, and the grade the student would earn factoring in a zero for all incomplete assignments. The due date can be negotiated and extended by student/instructor as long as it does not exceed two semesters from the original date grades were due for that course for undergraduates and non-degree-seeking students.

The instructor must file a copy of the "I" Grade Contract in the department/college that offered the course and the Registrar's Office by the date grades are due. The instructor must not require students to either re-register for the course or audit the course in order to complete the "I" grade contract. Students may register to audit the course, with the instructor's approval, but cannot re-take the course for credit until the "I" grade is cleared.

An "I" grade contract that is not completed within the approved time frame (including summer semester) will revert to the original grade noted on the contract. "I" grades are not computed in the GPA, but the grade noted on the contract will be computed in the GPA, retroactive to the semester the course is taken, if the contract is not fulfilled by the specified date.

"M" Grade Policy

An "M" is automatically assigned as a default grade when the instructor does not submit a grade for a student. (Undergraduate rules also apply to non-degree-seeking students.) Unless a change of grade is submitted, the "M" grade will remain on the transcript and will not be computed in the student's GPA.

S/U Grade System

No-option Courses. Certain courses have been designated as S/U courses. The "S" and "U" grades are used to indicate the student's final grade. These S/U only courses are identified with (S/U only) after the course definition in this catalog. No grading system option is available to students or faculty in these courses.

Option Courses. Any undergraduate course may be taken on an S/U basis by a student under the following conditions and restrictions:

1. Required courses in the major may not be taken on an S/U basis unless specifically designated
2. Courses supporting the student's major and state mandated common prerequisites may not be taken on an S/U basis.
3. Courses to satisfy 6A-10.30 (Gordon Rule) may not be taken on an S/U basis.
4. Courses to satisfy USF St. Petersburg's B.A. foreign language requirement may not be taken on an S/U basis.
5. All elective courses for the major and all elective courses in the general education requirements, and all other free elective courses may be taken on an S/U basis except where:
 - a. The certifying college restricts the number of courses that may be taken on an S/U basis in any one or all of the above areas or restricts the total number of S/U courses that can be accepted for all of the above areas.
 - b. The certifying college specifies that certain courses may not be taken on an S/U basis.
 - c. The instructor of a course refuses to allow the course to be taken on an S/U basis.
6. Once of the Major Works and Major Issues courses , if taken outside the student's major discipline(s) may be taken S/U credit with instructor consent.

Mechanism for Assigning S/U Grades. The method by which a student receives an "S" or "U" grade in an option course will consist of the following:

1. A written agreement signed by both instructor and student shall be filed with the college offering the S/U course. . The college shall set the deadline (no later than the last day of classes for the term) for the student to decide if he/she wishes to take the course on an S/U basis.
2. The instructor shall assign final letter grades A, B, C, D, F, or I, but will transmit to the Registrar "S" or "U" consistent with the following:
 - a. Letter grade, A, B, C, or C- shall be equivalent to a letter grade of "S."
 - b. Letter grades D or F shall be equivalent to a letter grade of "U." "S" and "U" grades are not computed in the student's GPA.

Grade Forgiveness Policy

USF St. Petersburg's forgiveness policy permits an undergraduate to repeat a course and have the repeated grade computed in his/her GPA in place of the original grade, providing the repeat grade is posted as "D-" or higher (exception - see Honors at Graduation)and is higher than the first grade. Normally, grade forgiveness may only be applied to a specific course that a student chooses to repeat. No course taken on the S/U grade basis may have the grade forgiveness applied. Under unusual circumstances, a different but similar course may be used if the substitute course has been previously approved by the college dean and is on file in the Office of the Registrar.

The grade forgiveness policy cannot apply to any course in which the grade of "FF" has been recorded.

Any undergraduate or non-degree-seeking student who wishes to implement grade forgiveness must:

1. Complete a "Grade Forgiveness Request Form" (available in the Office of the Registrar) for each course to be repeated.
2. Adhere to the following conditions:
 - a. A limitation of applying grade forgiveness to three USF system courses with no more than one repeat per course.
 - b. With prior approval of the college dean, a course different from a course on the approved list may be substituted in the following cases:
 1. The substitute course is a change in prefix, number, hours, or title, but not a substantive change in content from the original course.
 2. The substitute course replaces a course no longer offered by the institution.
 - c. The repeated course must be taken under the standard grading system (A-F) and the latest grade must be posted as "D-" or higher (grades of S/U are not permitted) and be higher than the first grade.

- d. All grades remain on the transcript. The original course grade will be annotated with "E" to indicate that the course has subsequently been repeated and the original grade is not computed in the GPA.
- e. Individual colleges may have further restrictions; therefore, the student should consult with his/her academic advisor.

This policy is applicable to undergraduate and non-degree-seeking students only, and applies to 1000-to-5000-level courses. Once students have been awarded a bachelor's degree from USF St. Petersburg, they may not repeat a course and be forgiven the original grade, taken prior to graduation.

The policy applies only to courses taken originally at any USF system and repeated at a USF system institution.

Good Standing

USF St. Petersburg students will be considered in good standing if they are currently enrolled or eligible to return to USF St. Petersburg.

Academic Record

The student's academic record shall not be changed after the student has graduated.

Academic Probation and Academic Dismissal for Undergraduate Students

The first time an undergraduate student's USF grade point average (GPA) falls below a cumulative 2.00, the student will be placed on Academic Probation (AP). From the beginning of academic probation, the student must maintain at least a 2.00 GPA each term, and may not totally withdraw from any term without cause.

Any student who withdraws from all classes after the fifth day of classes while on Academic Probation will be academically dismissed. Once on Academic Probation, academic advising prior to registration is mandatory until the student is removed from probationary status. The student may remain on Academic Probation indefinitely as long he/she maintains a GPA of 2.00 or greater each term. If at any time while on Academic Probation, the student's term GPA falls below a 2.00, the student will be academically dismissed from the University. Once academically dismissed, a student may only return to USFSP under the University's Academic Renewal Policies. If academically dismissed from USFSP, a student may not return to USFSP as a non-degree seeking student.

The determination and notification of probationary status or academic dismissal will be made by the Registrar's Office on the student's academic record. A student who attends another college or university following academic dismissal will be classified as a transfer student and readmission will be based on the total record accumulated from all colleges and universities attended.

If a student is academically dismissed or falls below a 2.00 GPA from USFSP and subsequently receives a BA/BS from another four-year institution, that student, when accepted to the University with the post-baccalaureate status, will have his/her academic record cleared.

Academic Renewal

USF St. Petersburg recognizes that not every student's academic record is flawless and that many times students get off to such a poor start that their future academic opportunities are limited. USF St. Petersburg can offer many of those students a second chance. The University's Academic Renewal policy allows students previously dismissed from the university, to renew their pursuit of baccalaureate degrees without the responsibility of having to overcome the entire burden of low grades and low grade-point-averages. To facilitate this opportunity, students who qualify for Academic Renewal may, with the approval of the Academic Regulations Committee, have portions of their academic record excluded from calculation of their grade point averages (GPAs). The entire academic record, however, will continue to be reflected on their transcripts even though a selected portion will not be counted in their GPAs. Academic Renewal students are admitted with the same terms of academic probation and dismissal as other undergraduate students. Academic Renewal will only be applied to a student's academic record one time at USFSP.

Academic Renewal I (ARI) - Students who have been academically dismissed or former students returning with a USF GPA below 2.00 may petition the Academic Regulations Committee to return to the University under AR-I if they have been away from the University for at least one academic semester. A student will be considered for reinstatement to the University under Academic Renewal I if they complete all after completing all requirements for a Bachelor's degree, or an Associate of Arts degree or an Arts degree equivalent (including general education, and Gordon Rule requirements) at a two- or four-year college. Under the Academic Renewal I policy, students will return to the University with a 0.00 GPA and Academic Renewal I students will enter USF as juniors and their USF grade point average will be calculated from that point forward. While AR-I is best utilized by students who have earned less than 60 credit hours, it is not restricted to those students. Students with more than 60 credit hours returning to the University under AR-I will likely incur excess hours and associated monetary penalty. In order to graduate following re-admission under AR-I, all degree requirements must be met, and a minimum of 30 credit hours must be taken in residence at USF. Students who are admitted under AR-I may be excluded from admission to limited access programs and will not be considered for University Honors at graduation unless they meet the criteria using all grades earned.

Academic Renewal II (ARII) - ARII is available to students who were academically dismissed and have 60 or more eamed credits from USFSP or other institutions of higher education. These Students may be readmitted to the University under Academic Renewal II if they are able to provide convincing evidence indicating they are likely to be successful. Generally, such students will have been engaged in successful non-academic activities such as work or military service for at least one year or will have demonstrated recent academic success defined minimally as the completion of at least 12 semester hours with a GPA greater than or equal to 2.00, no grades below C, no course withdrawals, and the CLAS requirement being met. In order to be considered for readmission under ARII, students must submit a request to the Academic Regulations Committee, who will, make a final decision regarding readmission.

Following readmission under Academic Renewal II, students will have their prior USF GPA set to 2.00. In order to graduate, students must have a cumulative GPA of 2.00 and at least 30 USFSP credit hours with grades of C or higher, including a minimum of 15 USF credits earned following readmission under ARII.

Students re-admitted under ARII may be excluded from admission to limited access programs. Further, students who exercise the Academic Renewal II policy will not be considered for University Honors at graduation unless they meet the criteria using all grades earned.

College Policies for Academic Progress

Colleges may determine and implement standards of academic progress for undergraduate students (majors in the college) in addition to those established by USF St. Petersburg. Students who do not meet the academic standards of progress set by their colleges will be placed on probation and may be disenrolled. The college dean is responsible for implementing standards of academic progress and for notifying students of their probationary or disenrollment status.

Colleges may restrict the course selections and the numbers of hours a student may take that do not apply toward completion of degree requirements. Students who exceed this limit may have part or all of their registration canceled.

Colleges are responsible for publicizing and students are responsible for knowing their college's policies for academic progress.

Class Standing

A student's class is determined by the number of credits he/she has earned without relation to his/her GPA.

0C	Unclassified Non-degree-seeking students
1F	Freshman 0 through 29 semester hours passed
2S	Sophomore 30 through 59 semester hours passed
3J	Junior 60 through 89 semester hours passed
4R	Senior 90 or more semester hours passed; however, no baccalaureate degree earned here or elsewhere
5B	Baccalaureate degree-holder working on a second undergraduate program or degree
6M	Graduate student admitted to Master's Degree Program
6A	Graduate student admitted to Specialist Degree Program
6C	Graduate student Admitted to Candidacy
6D	Graduate student admitted to a Doctoral Degree Program
7A-7D	1st-4th year professional program (M.D.) or post-doctoral status

Change of Major

All undergraduate students desiring to change their major should consult the Academic Advising Center.

Administrative Holds

A student may be placed on administrative hold by failure to meet obligations to the University. When a student is on administrative hold, he/she may not be allowed to register, receive a diploma, or receive a transcript. Settlement of financial accounts must be made at the University Cashier's Office. Each student placed on administrative hold should determine from the Office of the Registrar which office placed him/her in this status and clear the obligation with that respective office.

Student Information Changes

Notifications regarding changes of address, name, residency, and citizenship should be filed promptly with the Office of the Registrar.

Midterm Grades (USF System Regulation 10-504)

It is the student's sole responsibility to be aware of their academic standing and grade status in all courses. In an attempt to assist the student in evaluating his academic status mid-term, the University requires Instructors to submit midterm grades electronically for each student enrolled in 1000, 2000 and 3000* level courses. This is a courtesy to the student and failure of an instructor to post the mid-term grades will not be grounds for a student academic grievance nor will it be justification for a retroactive drop as the student is presumed to be aware of current academic status.

Final Examinations

Examinations in academic subjects are, for most courses, an integral part of the learning process and one part of a procedure for evaluating student performance and determining grades. USF St. Petersburg requires certain standards for the examination process in order to protect the academic integrity of courses and the best interests of both the student and the instructor.

Testing in General: In each academic course, the student is expected to undergo a meaningful testing and evaluation that will reveal the student's intellectual growth in the subject matter covered or otherwise reflect the achievement of the course objectives.

The instructor has the responsibility of maintaining a fair and impartial testing and examination procedure, has the right to define and structure the testing process, and shall not be restricted as to form, style or content of the examination. It is the policy of USF St. Petersburg that all students facing an examination (of any type) shall have equal advance notice of the form and content of that examination. The University regards the routine use of all or part of the same formal examination for successive academic terms as unsound policy except when used with adequate safeguards such as a random selection of questions from a large pool.

Comprehensive Final Examinations: The last 6 days of the Fall and Spring semesters shall be set aside for final examinations, and any comprehensive final examination must be given during this designated period. If a segment examination is given in lieu of a comprehensive examination, the segment examination must be given in the period designated during final examination week. The period of two hours shall be allotted for each final examination. If a student has a direct conflict of scheduled examinations or has three or more examinations scheduled on the same day, the student may petition the appropriate instructor to reschedule one of the student's examinations. The final examination schedule shall be published in the same manner and place as the Schedule of Classes.

Regional Chancellor's Scholar List

Full-time USFSP undergraduate students who demonstrate superior academic achievement during one semester will be honored on a "Regional Chancellor's Scholar List." To be eligible for the Regional Chancellor's Scholar List, a student must complete at least 12 USF credit hours of graded (A-F) courses, receive no incomplete grades during the semester and earn a 4.0 semester GPA.

Dean's List

Full-time undergraduate students who demonstrate superior academic achievement during one semester will be honored on a "Dean's List". To be eligible for the Dean's List, a student must be in a 'pool' (defined hereafter) and must complete 12 hours of graded (A-F) USF system courses with no incomplete grades during the semester. The Dean's List shall consist of the fewer of: 1) the upper 10% of the enrollment of the college or 2) students in the college with a USF 3.5 GPA or above (ties at the 90th percentile will be included in the group).

The dean of the college in which the student is majoring or the Vice Chancellor of Academic Affairs for the undeclared students will recognize this academic honor. Students who believe they are eligible should contact their academic advisor.

Academic Regulations Committee

The USF St. Petersburg Academic Regulations Committee (ARC) is responsible for serving as an undergraduate academic regulatory board for students who are designated as USF St. Petersburg students and wish to be exempted from an Undergraduate Academic Policy. The Committee is authorized to act both individually and collectively in responding to student petitions.

Since any student has the right to appeal academic decisions, there is also an Academic Appeal Board to hear and adjudicate appeals to ARC decisions. The ARC Appeal Board is the final point of petition for a student - there is no higher authority.

Students should contact their Academic Advisor if considering an ARC Petition.

Student Academic Grievance Procedures

I. Introduction (Purpose and Intent)

The purpose of these procedures is to provide all undergraduate and graduate students taking courses within the University of South Florida system an opportunity for objective review of facts and events pertinent to the cause of the academic grievance. Such review will be accomplished in a collegial, non-judicial atmosphere rather than an adversarial one, and shall allow the parties involved to participate. All parties will be expected to act in a professional and civil manner.

The procedures that follow are designed to ensure objective and fair treatment of both students and instructors. These guidelines are meant to govern all colleges, however, as individual USF institutions and the appropriate colleges may have different levels of authority or titles, each student must obtain the specific designations used by each entity for levels of authority and titles in this process.

In the case of grade appeals, the University reserves the right to change a student's grade if it is determined at the conclusion of the grievance process that the grade given was incorrect. In such circumstances, the Dean or Vice Chancellor for Academic Affairs may file an administrative grade change. The term "incorrect" means the assigned grade was based on something other than performance in the course, or that the assignment of the grade was not consistent with the criteria for awarding of grades as described in the course syllabus or other materials distributed to the student. In the case of all other academic grievances, the University reserves the right to determine the final outcome based on the procedures detailed herein.

In the case of Academic Integrity (USF System Regulation 3.027) violations, these Student Academic Grievance Procedures apply and include an Academic Integrity Review Process at the College Level as described in section III below.

II. Terms and Guidelines

An "academic grievance" is a claim that a specific academic decision or action that affects that student's academic record or status has violated published policies and procedures, or has been applied to the grievant in a manner different from that used for other students. Grievances may relate to such decisions as the assignment of a grade seen by the student as incorrect or the dismissal or failure of a student for his or her action(s). Academic grievances will not deal with general student complaints.

"Instructor" shall mean any classroom instructor, thesis/dissertation/directed study supervisor, committee member or chair, or counselor/advisor who interacts with the student in an academic environment.

"Department Chair/Director" shall mean the academic head of a college department or the director of a program—or in all cases a "Department's designee" appointed to handle academic grievances.

"Dean" shall mean a College Dean or the equivalent as indicated—or in all cases a "Dean's designee" appointed to handle academic grievances for the unit.

"Time" shall mean "academic time," that is, periods when University classes are in session. The person vested with authority at the appropriate level may extend any of the time periods contained herein for good cause. Any extensions must be communicated in writing to all parties. For the purposes of this policy, each step shall be afforded three (3) weeks as a standard time limit. When a department considers a grievance according to published departmental procedures approved by the College Dean and Regional Vice Chancellor for Academic Affairs, as pertinent, the time line specified in this academic unit's procedures will govern the process and no additional notice of time extension is needed.

"Written communication" shall mean communication by hard copy to the recipient's address of record.

The "burden of proof" shall be upon the student such that the student challenging the decision, action or grade assigned has the burden of supplying evidence that proves that the instructor's decision was incorrect, in all cases except alleged violations of academic integrity. In cases where the issue is academic integrity, the burden of proof shall be upon the instructor. In considering grievances, decisions will be based on the preponderance of the evidence.

Neither party shall be entitled to bring "legal representation" to any actual grievance proceeding as this is an internal review of an academic decision.

As some Colleges may use different titles, the next level that applies to that College shall be substituted.

III. Statement of Policy

A. Resolution at the Department Level

1. The student shall first make a reasonable effort to resolve his or her grievance with the instructor concerned, with the date of the incident triggering the start of the process (i.e. the issuance of a grade; the receipt of an assignment) and the instructor shall accommodate a reasonable request to discuss and attempt to resolve this issue.
2. If the situation cannot be resolved or the instructor is not available, the student shall file a notification letter within three weeks of the triggering incident to the department Chairperson/Director. This shall be a concise written statement of particulars and must include information pertaining to how, in the student's opinion, University policies or procedures were violated. The department Chairperson/Director shall provide a copy of this statement to the instructor.
3. The department Chairperson/Director shall discuss the statement jointly or individually with the student and the instructor to see if the grievance can be resolved. If the department maintains its own grievance procedure,* it should be applied at this point. If the grievance can be resolved, the Chairperson/Director shall provide a statement to that effect to the student and the instructor with a copy to the College Dean.

**Departments may develop their own formal procedures for considering grievances. Such procedures must be considered and approved by the College Dean and the Vice Chancellor for Academic Affairs, and published on the Department's web site. When such procedures exist, the Department's examination of the grievance will unfold as specified in the procedures. If the Departmental process upholds the student's grievance, the Department Chair will work with the College, the student and the instructor to remedy the situation. If the Department does not uphold the grievance,*

the Chair will report the fact to the Dean. The student may, in such cases, request the College Level review as outlined in these University procedures.

4. If the grievance cannot be resolved, the department Chair/Director shall notify both the student and the instructor, informing the student of his/her right to file a written request within three weeks to advance the grievance to the College Level. The instructor may file a written response to the grievance petition. Upon receipt of the student's request to move the process to the College Level and the instructor's response to the grievance (if provided), the Chairperson/Director shall immediately notify the College Dean of the grievance, providing copies of the student's initiating grievance statement, any instructor's written response to the grievance, and the written request from the student to have the process advanced to the College Level (which may include additional responsive or final statements by the student). Should the student not file a written request to move the grievance to the College Level within the prescribed time, the grievance will end.

If the grievance concerns the Chairperson/Director or other officials of the department, the student has a right to bypass the departmental process and proceed directly to the College Level.

B. Resolution at the College Level

1. Upon receipt of the grievance, the College Dean shall either determine that the matter is not an academic grievance and dismiss it or within three weeks shall establish an Academic Grievance Committee. The membership of the Committee shall be constituted as follows:
 - a. Three (3) faculty members and two (2) students (undergraduate or graduate as appropriate to the case) shall be selected from the college by the Dean.
 - b. Wherever practical, the Committee shall not include members of the faculty or students of the department directly involved with the grievance, or faculty or students of the student's major department. The student or faculty may address the committee. However, if requested by the committee; faculty or students from the department involved with the grievance or from the student's major department may provide expert or other relevant testimony in the proceedings.
2. The Committee will operate in the following manner:
 - a. The Committee Chairperson will be appointed by the College Dean from among the three faculty members appointed to the Committee.
 - b. The Committee Chairperson shall be responsible for scheduling meetings, overseeing the deliberations of the committee and ensuring that full and fair consideration is provided to all parties. The Committee Chairperson shall vote on committee decisions only when required to break a tie.
 - c. In Committee reviews involving Academic Integrity, the following Academic Integrity Review Process shall be followed:
 1. The Committee Chairperson shall notify the student and instructor of the date and time of the meeting.
 2. The student and instructor may submit a list of questions to the Committee Chairperson to be answered by the student and instructor. If submitted, the questions will be disseminated by the Committee Chairperson and the Committee Chairperson will ensure that the questions are answered in writing and submitted for review by the Committee, student, and instructor before the initial meeting.
 3. The student or instructor may request to attend a Committee meeting as designated by the Chairperson to present any final statement to the Committee and either may be present during the other's final statement. Neither the student nor instructor may be present during the deliberations.
 4. The student or instructor may bring an advisor (not to act as legal counsel or to participate in the meetings) to the meeting.
 5. Students shall be permitted to remain in the course or program during the Academic Integrity Review Process. However, if the student is in a clinical or internship setting, the student may be removed from such setting until the issue of Academic Integrity is resolved. In such cases, the program will attempt to identify an alternative educational option to the clinical or internship to enable the student to continue progressing in the program.
 - d. All deliberations shall be in private and held confidential by all members of the Committee. The recommendation of the Committee shall be based on the factual evidence presented to it.
 - e. Within three weeks of the Committee appointment, the Committee Chairperson shall deliver in writing to the student, instructor, department Chairperson/Director or Program Director, and College Dean a report of the findings and a recommended resolution.
 - f. Within three weeks of receipt of the Committee recommendation, the College Dean shall provide a decision in writing to all parties.
 - g. The student or the instructor may appeal the decision of the College Dean to the University Level only if the decision of the College Dean is contrary to the recommendation of the Committee or if there is a procedural violation of these Student Academic Grievance Procedures. Such an appeal must be made in writing to the Vice Chancellor for Academic Affairs within three weeks of receipt of the decision from

the College Dean. Otherwise, the College Dean's decision is final and not subject to further appeal within the University.

C. Resolution at the University Level

The Vice Chancellor for Academic Affairs at USF St. Petersburg may delegate authority to a designated academic administrator at USF St. Petersburg to hear the appeal at the University level.

1. The student or the instructor may appeal at the University Level within three weeks of the receipt of a decision made at the College Level, when (1) the decision by a College Dean is contrary to the recommendation of a college Grievance Committee, or (2) there is cause to think a procedural violation of these University Academic Grievance Procedures has been made. Within three weeks of receipt of the appeal to the decision, the Vice Chancellor for Academic Affairs in consultation with the Faculty Senate and the Student Senate, shall appoint an Appeals Committee consisting of three faculty members drawn from the University Undergraduate Council or Graduate Council (as appropriate), and two students, undergraduate or graduate (as appropriate).
2. The structure, functions and operating procedures of the Appeals Committee will be the same as those of the College Committee (i.e. chaired by one of the appointed faculty members appointed by the Vice Chancellor for Academic Affairs who will not vote except in the case of a tie, having no representation from either party's respective departments, developing a recommendation to the Vice Chancellor for Academic Affairs.
3. Within three weeks of the appointment, the Committee Chairperson shall deliver in writing to the Vice Chancellor for Academic Affairs a report of the findings of the Committee and a recommended resolution.
4. Within three weeks of receipt of the Committee recommendation, the Vice Chancellor for Academic Affairs shall provide a decision in writing to all parties.
5. If the Vice Chancellor's decision is that a grade change is merited, the Vice Chancellor shall initiate the grade change on the authority of the Provost and so inform all parties. In all academic grievance appeals, the Vice Chancellor's decision is final and not subject to further appeal within the University.

These procedures shall take effect commencing (February 10, 2009) and shall supersede all other academic grievance procedures currently in effect.

** Departments may develop their own formal procedures for considering grievances. Such procedures must be considered and approved by the College Dean and the Vice Chancellor for Academic Affairs, and published on the Department's web site. When such procedures exist, the Department's examination of the grievance will unfold as specified in the procedures. If the Departmental process upholds the student's grievance, the Department Chair will work with the College, the student and the instructor to remedy the situation. If the Department does not uphold the grievance, the Chair will report the fact to the Dean. The student may, in such cases, request the College Level review as outlined in these university procedures.*

Procedures for Alleged Academic Dishonesty or Disruption of Academic Process

Alleged violations of academic integrity or alleged disruptions of academic process will be handled initially by the instructor, who will discuss the incident with the student. It must be noted that the Faculty Senate considers the traditional relationship between student and faculty member as the primary means of settling disputes that may arise. If the instructor observes the alleged dishonesty occurring during an examination, he/she should, with discretion, notify the student of the fact before the student leaves the examination. In all cases, the instructor must attempt to schedule a meeting with the student to discuss the alleged dishonesty or disruptions.

After the discussion, if the student and instructor have reached a mutual agreement as to the solution, the instructor shall file a statement with the College Dean, responsible for the course outlining the facts of the incident and the agreed-upon solution signed by both the instructor and student. A copy of this statement shall be given to the student. If no solution is reached, the matter should be referred to the College Dean, for attempt at resolution.

Integrity of Students

1. Fundamental principles:

Academic integrity is the foundation of the University of South Florida system's (University/USF) commitment to the academic honesty and personal integrity of its University community. Academic integrity is grounded in certain fundamental values, which include honesty, respect and fairness. Broadly defined, academic honesty is the completion of all academic endeavors and claims of scholarly knowledge as representative of one's own efforts. Knowledge and maintenance of the academic standards of honesty and integrity as set forth by the University are the responsibility of the entire academic community, including the instructional faculty, staff and students.

2. General Policies:

The following policies and procedures apply to all students, instructional faculty and staff who participate in administration of academic classes, programs and research at the University of South Florida St. Petersburg. This regulation asserts fairness in that it requires notice to any student accused of a violation of academic integrity and

provides a directive for discussion between the instructor and student to seek a fair and equitable resolution. If a fair resolution is not accomplished in this discussion, this regulation allows the student continued rights of due process under the academic grievance procedures based upon the preponderance of the evidence. The policies described below are the only policies and procedures that govern violations of academic integrity at the University and supersede any previous policies or regulations.

3. Violations of Academic Integrity: Undergraduate and Graduate

Behaviors that violate academic integrity are listed below and are not intended to be all inclusive.

(a) Cheating

Definition:

Cheating is using or attempting to use materials, information, notes, study aids, or other assistance in any type of examination or evaluation which have not been authorized by the instructor.

Clarification:

1. Students completing any type of examination or evaluation are prohibited from looking at or transmitting materials to another student (including electronic reproductions and transmissions) and from using external aids of any sort (e.g. books, notes, calculators, photographic images or conversation with others) unless the instructor has indicated specifically in advance that this will be allowed.
2. Students may not take examinations or evaluations in the place of other persons. Students may not allow other persons to take examinations or evaluations in their places.
3. Students may not acquire unauthorized information about an examination or evaluation and may not use any such information improperly acquired by others.
4. Instructors, programs and departments may establish, with the approval of the colleges, additional rules for exam environments and behavior. Such rules must be announced in advance in a course syllabus or other advance written notice to students.

(b) Plagiarism

Definition:

Plagiarism is intentionally or carelessly presenting the work of another as one's own. It includes submitting an assignment purporting to be the student's original work which has wholly or in part been created by another person. It also includes the presentation of the work, ideas, representations, or words of another person without customary and proper acknowledgement of sources. Students must consult with their instructors for clarification in any situation in which the need for documentation is an issue, and will have plagiarized in any situation in which their work is not properly documented.

Clarification:

1. Every direct quotation must be identified by quotation marks or appropriate indentation and must be properly acknowledged by parenthetical citation in the text or in a footnote or endnote.
2. When material from another source is paraphrased or summarized in whole or in part in one's own words, that source must be acknowledged in a footnote or endnote, or by parenthetical citation in the text.
3. Information gained in reading or research that is not common professional knowledge must be acknowledged in a parenthetical citation in the text or in a footnote or endnote.
4. This prohibition includes, but is not limited to, the use of papers, reports, projects, and other such materials prepared by someone else.

(c) Fabrication, Forgery and Obstruction

Definitions:

Fabrication is the use of invented, counterfeited, altered or forged information in assignments of any type including those activities done in conjunction with academic courses that require students to be involved in out-of-classroom experiences.

Forgery is the imitating or counterfeiting of images, documents, signatures, and the like.

Obstruction is any behavior that limits the academic opportunities of other students by improperly impeding their work or their access to educational resources.

Clarification:

1. Fabricated or forged information may not be used in any laboratory experiment, report of research, or academic exercise. Invention for artistic purposes is legitimate under circumstances explicitly authorized by an instructor.
2. Students may not furnish to instructors fabricated or forged explanations of absences or of other aspects of their performance and behavior.

3. Students may not furnish, or attempt to furnish, fabricated, forged or misleading information to University officials on University records, or on records of agencies in which students are fulfilling academic assignments.
4. Students may not steal, change, or destroy another student's work. Students may not impede the work of others by the theft, defacement, mutilation or obstruction of resources so as to deprive others of their use.
5. Obstruction does not include the content of statements or arguments that are germane to a class or other educational activity.

(d) Multiple Submissions

Definition:

Multiple submissions are the submissions of the same or substantially the same work for credit in two or more courses. Multiple submissions shall include the use of any prior academic effort previously submitted for academic credit at this or a different institution. Multiple submissions shall not include those situations where the prior written approval by the instructor in the current course is given to the student to use a prior academic work or endeavor.

Clarification:

1. Students may not normally submit any academic assignment, work, or endeavor in more than one course for academic credit of any sort. This will apply to submissions of the same or substantially the same work in the same semester or in different semesters.
2. Students may not normally submit the same or substantially the same work in two different classes for academic credit even if the work is being graded on different bases in the separate courses (e.g. graded for research effort and content versus grammar and spelling).
3. Students may resubmit a prior academic endeavor if there is substantial new work, research, or other appropriate additional effort. The student shall disclose the use of the prior work to the instructor and receive the instructor's permission to use it PRIOR to the submission of the current endeavor.
4. Students may submit the same or substantially the same work in two or more courses with the prior written permission of all faculty involved. Instructors will specify the expected academic effort applicable to their courses and the overall endeavor shall reflect the same or additional academic effort as if separate assignments were submitted in each course. Failure by the student to obtain the written permission of each instructor shall be considered a multiple submission.

(e) Complicity

Definition:

Complicity is assisting or attempting to assist another person in any act of academic dishonesty.

Clarification:

1. Students may not allow other students to copy from their papers during any type of examination.
2. Students may not assist other students in acts of academic dishonesty by providing material of any kind that one may have reason to believe will be misrepresented to an instructor or other University official.
3. Students may not provide substantive information about test questions or the material to be tested before a scheduled examination unless they have been specifically authorized to do so by the course instructor. This does not apply to examinations that have been administered and returned to students in previous semesters.

(f) Misconduct in Research and Creative Endeavors

Definition:

Misconduct in research is serious deviation from the accepted professional practices within a discipline or from the policies of the University in carrying out, reporting, or exhibiting the results of research or in publishing, exhibiting, or performing creative endeavors. It includes the fabrication or falsification of data, plagiarism, and scientific or creative misrepresentation. It does not include honest error or honest disagreement about the interpretation of data.

Clarification:

1. Students may not invent or counterfeit information.
2. Students may not report results dishonestly, whether by altering data, by improperly revising data, by selective reporting or analysis of data, or by being grossly negligent in the collecting or analysis of data.
3. Students may not represent another person's ideas, writing or data as their own.
4. Students may not appropriate or release the ideas or data of others when such data have been shared in the expectation of confidentiality.
5. Students may not publish, exhibit, or perform work in circumstances that will mislead others. They may not misrepresent the nature of the material or its originality, and they may not add or delete the names of authors without permission.

6. Students must adhere to all federal, state, municipal, and University regulations or policies for the protection of human and other animal subjects.
7. Students may not conceal or otherwise fail to report any misconduct involving research, professional conduct, or artistic performance of which they have knowledge.
8. Students must abide by the University's policies on Misconduct in Research where applicable, which can be found in the University's Policies and Procedures Manual at the General Counsel's website.

(g) Computer Misuse

Definition:

Misuse of computers includes unethical, or illegal use of the computers of any person, institution or agency in which students are performing part of their academic program.

Clarification:

1. Students may not use the University computer system in support of any act of plagiarism.
2. Students may not monitor or tamper with another person's electronic communications.

(h) Misuse of Intellectual Property

Definition:

Misuse of intellectual property is the illegal use of copyright materials, trademarks, trade secrets or intellectual properties.

Clarification:

Students may not violate state or federal laws concerning the fair use of copies.

(4) Violations and Sanctions for Undergraduate Students:¹

Violations for undergraduate students at the University of South Florida St. Petersburg are classified into four levels according to the nature of the infraction. For each level of violation a corresponding set of sanctions is recommended, however, specific academic programs may include additional and different sanctions. These sanctions are intended as general guidelines for the academic community with examples cited below for each level of violation. These examples are not to be considered all-inclusive.

It is recommended that the instructor forward a concise written statement describing the academic dishonesty of an incident with its particulars to the Vice Chancellor for Academic Affairs for violations in Levels Two through Four. These records will be maintained until graduation or until they are of no further administrative value. This will enable better handling of multiple violations.

(a) Level One Violations

Level One violations may occur because of inexperience or lack of knowledge of principles of academic integrity on the part of persons committing the violation. These violations address incidents when intent is questionable and are likely to involve a small fraction of the total course work, are not extensive, and/or occur on a minor assignment. The following are examples:

1. Working with another student on a laboratory or other homework assignment when such work is prohibited.
2. Failure to footnote or give proper acknowledgment in an extremely limited section of an assignment.

Recommended sanctions for Level One violations are listed below:

- Reduction or no credit given for the original assignment.
- An assigned paper or research project on a relevant topic.
- A make-up assignment at a more difficult level than the original assignment.
- Required attendance in a non-credit workshop or seminar on ethics or related subjects.

(b) Level Two Violations

Level Two violations are characterized by dishonesty of a more serious character or that which affects a more significant aspect or portion of the course work. The following are examples:

1. Quoting directly or paraphrasing, to a moderate extent, without acknowledging the source.
2. Submitting the same work or major portions thereof to satisfy the requirements of more than one course without permission from the instructor.
3. Using data or interpretative material for a laboratory report without acknowledging the sources or the collaborators. All contributors to preparation of data and/or to writing the report must be named.
4. Receiving assistance from others, such as research, statistical, computer programming, or field data collection help that constitutes an essential element in the undertaking without acknowledging such assistance in a paper, examination or project.

Recommended sanctions for Level Two violations are listed below:

- Failing grade for the assignment involved with the grade in the course determined in the normal manner.
- Failing grade for the course, which may be an "F" or "FF" on the internal transcript.

(c) Level Three Violations

Level Three violations are those that go beyond Level One or Two violations and that affect a major or essential portion of work done to meet course requirements, or involve premeditation, or are preceded by one or more violations at Levels One and/or Two. Examples include:

1. Copying on examinations.
2. Plagiarizing major portions of a written assignment.
3. Acting to facilitate copying during an exam.
4. Using prohibited materials, e.g. books, notes, or calculators during an examination.
5. Collaborating before an exam to develop methods of exchanging information and implementation thereof.
6. Altering examinations for the purposes of regrading.
7. Acquiring or distributing an examination from unauthorized sources prior to the examination.
8. Presenting the work of another as one's own.
9. Using purchased term paper or other materials.
10. Removing posted or reserved material, or preventing other students from having access to it.
11. Fabricating data by inventing or deliberately altering material (this includes citing "sources" that are not, in fact, sources).
12. Using unethical or improper means of acquiring data.

Recommended sanctions for Level Three violations are listed below:

- Failing grade for the course with a designation of "FF" on student's internal transcript.
- Possible suspension from the University for one semester.

(d) Level Four Violations

Level Four violations represent the most serious breaches of intellectual honesty.

Examples of Level Four violations include:

1. All academic infractions committed after return from suspension for a previous academic honesty violation.
2. Infractions of academic honesty in ways similar to criminal activity (such as forging a grade form, stealing an examination from a professor or from a University office; buying an examination; or falsifying a transcript to secure entry into the University or change the record of work done at the University) .
3. Having a substitute take an examination or taking an examination for someone else.
4. Fabrication of evidence, falsification of data, quoting directly or paraphrasing without acknowledging the source, and/or presenting the ideas of another as one's own in a senior thesis, within a master's thesis or doctoral dissertation, in scholarly articles submitted to refereed journals, or in other work represented as one's own as a graduate student.
5. Sabotaging another student's work through actions designed to prevent the student from successfully completing an assignment.
6. Willful violation of a canon of the ethical code of the profession for which a student is preparing.

Recommended sanctions for Level Four violations are listed below:

The typical sanction for all Level Four violations is permanent academic dismissal from the University with the designation of "Dismissed for Academic Dishonesty" to be placed permanently on a student's external transcript.

(5) Additional Undergraduate Guidelines for Academic Dishonesty:

(a) Grade Assignment

1. An "FF" grade assigned to indicate academic dishonesty is reflected only on internal records and prevents the student from repeating the course using the Grade Forgiveness Policy. Students with any "FF" grade on record will not be eligible for honors at graduation.
2. If a student who has been accused of academic dishonesty drops the course, the student's registration in the course will be reinstated until the issue is resolved.
3. Any assigned grade may be changed to an "FF", "F", or other grade depending on the instructor's decision or the ultimate resolution of an academic grievance procedure. This includes any instance of academic dishonesty that is not detected by the instructor until after the student has dropped or completed the course.

4. Notification to the student of the "FF" grade and the option of appeal concerning the alleged academic dishonesty shall be the responsibility of the instructor and/or department chair (See Student Academic Grievance Procedures).
5. Notice that a student has been dismissed for reasons of academic dishonesty will be reflected on the student's transcript with the formal notation: Dismissed for Academic Dishonesty.
6. More serious violations of academic integrity may be referred to the Office of Students Rights and Responsibilities as a student conduct violation.

(b) Multiple Violations:

1. For the first "FF" recorded in an undergraduate student's USF academic record, the student will receive a letter from the Vice Chancellor for Academic Affairs informing him or her of being placed on "Academic Dishonesty Warning" for the remainder of enrollment at USF and of appeal rights for the "FF" grade.
2. For the second "FF" recorded, the undergraduate student will be suspended for one full semester and readmitted only after writing a clear statement indicating remorse, understanding of the seriousness of the offense, and understanding of the importance of integrity in all areas, including academic work. A letter informing him or her of this action and appeal rights will be sent from the Dean of Undergraduate Studies.
3. For the third "FF" recorded, the undergraduate student will be permanently dismissed from the University for violations of academic integrity and with notice of that dismissal as a part of the formal record and transcript.
4. The maximum penalty for receipt of any "FF" grade may be permanent dismissal from the University for violations of academic integrity and with a notice of that dismissal as a part of the student's formal record and transcript.

(6) Violations and Sanctions for Graduate Students:

The Graduate School holds academic integrity in the highest regard. Graduate students are responsible for being aware of and complying with University Regulations and Policies and must conduct themselves accordingly. Sanctions for Academic Dishonesty will depend on the seriousness of the offense and may range from the receipt of:

- An "F" or "Zero" grade on the subject paper, lab report, etc.
- An "F" in the course or activity in which credit may be earned.
- An "FF" in the course (leading to expulsion from the University).
- Academic Dismissal for any violations of academic dishonesty policies or regulations.
- Possible revocation of the degree or Graduate Certificate following a thorough investigation.

Graduate students who are assigned an "FF" grade will be academically dismissed from the University and will not be eligible to apply to any graduate program at USF. Procedures regarding Academic Dishonesty and Academic Dismissal may be found on the Graduate School website.

(7) Additional Graduate Guidelines for Academic Dishonesty:

1. If a graduate student who has been accused of academic dishonesty drops the course, the student's registration in the course will be reinstated until the issue is resolved.
2. Any assigned grade may be changed to an "FF", "F", or other grade depending on the instructor's decision or the ultimate resolution of an academic grievance procedure. This includes any instance of academic dishonesty that is not detected until after the student has dropped or completed the course.
3. Notification to the graduate student of the "FF" grade and the option of appeal concerning the alleged academic dishonesty and academic dismissal remains with the instructor and/or department chair (See Student Academic Grievance Procedures).
4. A graduate student who has been dismissed for reasons of academic dishonesty will have this reflected on the student's transcript with the formal notation: Dismissed for Academic Dishonesty.
5. More serious violations of academic integrity may be referred to the Office of Students Rights and Responsibilities as a student conduct violation.

(8) Appeals: Undergraduate and Graduate

Once the initial violation of the academic integrity regulation has been documented and fairly discussed by the student and the instructor, the student may appeal the instructor's decision that a violation has occurred. At that point the student will follow the procedures outlined in the University of South Florida's student Academic Grievance Procedure Policy. For academic integrity violations that are reviewed at the department and college levels, the respective committees will consider all evidence available to determine if the instructor's decision was correct. The student's ability to proceed within an academic program while an Academic Grievance is in process will be determined by the individual academic program chair/director.

¹ These policies apply to Undergraduate Students, even if taking graduate coursework. Graduate students are students admitted to a graduate degree program or graduate certificate, and/or non-degree seeking students taking graduate coursework (such students should refer to Section IV Violations and Sanctions for Graduate Students)

² These policies apply to Graduate Students (students admitted to a graduate degree program or graduate certificate, and/or non-degree seeking students taking graduate coursework). Undergraduate students should refer to Section III Violations and Sanctions for Undergraduate Students)

Authority: Art. IX, Sec. 7, Fla. Constitution and Resolutions issued by the FL Board of Governors History-New 12-11-08.

Disruption of Academic Process

- (1) Disruptive students in the academic setting hinder the educational process. Although disruptive student conduct is already prohibited by the University of South Florida system (University/USF) Student Code of Conduct, the purpose of this regulation is to clarify what constitutes disruptive behavior in the academic setting; what actions faculty and relevant academic officers may take in response to disruptive conduct; and the authority of the Office of Student Rights and Responsibilities (or designated office handling conduct issues in Student Affairs) to initiate separate disciplinary proceedings against students for disruptive conduct.
- (2) Disruption of the academic process is defined as the act, words, or general conduct of a student in a classroom or other academic environment which in the reasonable estimation of the instructor:
 - (a) Directs attention away from the academic matters at hand, such as noisy distractions, persistent, disrespectful or abusive interruption of lecture, exam, academic discussion, or general University operations, or
 - (b) Presents a danger to the health, safety or well-being of self or other persons.

References to classroom or academic area include all academic settings (live or online, and including field experiences). References to Instructor include the course instructor, USF St. Petersburg faculty, administrators, and staff.

Misconduct occurring in other campus areas on University premises or which adversely affects the University community and/or the pursuit of its mission is already prohibited by the Student Code of Conduct and will be handled by those procedures.

Academic discussion that includes disagreement with the course instructor during times when the instructor permits discussion is not in itself disruptive behavior and is not prohibited.

Some disruptive students may have emotional or mental health disorders. Although such students may be considered disabled and are protected under the Rehabilitation Act/ADA, they are held to the same standards of conduct as any student.

The following applies to all campuses of the University of South Florida system; however, non-substantive procedural modifications to reflect the particular circumstances of each separately accredited USF System institution are permitted. Information concerning these procedures is available through the Student Affairs Office.

(3) Procedures for Handling Disruption of Academic Process.

(a) General Guidelines for Instructor:

1. If a student is disruptive, the Instructor may ask the student to stop the disruptive behavior and/or warn the student that such disruptive behavior can result in academic and/or disciplinary action. Alleged disruptions of the academic process will be handled initially by the Instructor, who will discuss the incident with the student whenever possible. It must be noted that the Faculty Senate considers the traditional relationship between student and instructor as the primary means of settling disputes that may arise.
2. The Instructor is authorized to ask a student to leave the classroom or academic area and desist from the disruptive behavior if the Instructor deems it necessary. If the Instructor does this, s/he will send an Academic Disruption Incident Report within 48 hours simultaneously to:
 - a. The department chair,
 - b. The Assistant/Associate Dean of the College (as determined by the College),
 - c. The Office of Student Rights and Responsibilities (OSRR) or the separately accredited institution's/regional campus' designated office in Student Affairs, and
 - d. The student.

If the situation is deemed an emergency or circumstances require more immediate action, the instructor should notify the appropriate law enforcement agency, OSRR and other authorities as soon as possible. Any filed Incident Report can, and should, be updated if new information pertinent to the situation is obtained.

3. An Instructor may also further exclude the student from the classroom or other academic area pending resolution of the matter. If the Instructor recommends exclusion (temporary or permanent) from the classroom pending resolution, the student must be informed of the exclusion before the next scheduled class (either by phone, email or in person). That notice must:
 - a. Inform the student of the exclusion,
 - b. Inform the student of his/her right to request an expedited review of the exclusion within two days to the Chair of the Department.

If such academic exclusion occurs, and if the student requests a review, the Chair of the Department shall review the exclusion within two days of the date the student requests the review and decide if the student can return to the specific class and/or any academic setting. This decision may be appealed in writing by the student within two (2) days to the Dean of the college or the institutional designee (as appropriate) for review and decision within two days. Any decision rendered at that point must be in writing and will serve as the final and binding academic decision of the University.

Each academic decision or sanction must be communicated to the Office of Students Rights and Responsibilities or the separately accredited institution's/ regional campus' designated office as soon as possible.

(b) Possible Academic Sanctions and Grading Guidelines:

Authority of an Instructor and the appropriate Chair or Assistant/ Associate Dean may result in any of the following sanctions:

- Warning to the student.
- Voluntary withdrawal by the student from the class(es).
- Temporary exclusion and/or permanent dismissal from the instructor's classroom or academic area, program, or college, pending an expedited appeal.
- Academic sanction, including assignment of a final grade. -- If the final determination is a dismissal from class, the grade assigned for the class will depend on the student's status at the time of dismissal. If the student had a passing grade in the class at the time of dismissal, a grade of "W" will be assigned for the course. If the student had a failing grade in the class at the time of dismissal, a grade of "F" will be assigned for the course. These grades will become a part of the student's permanent record. In addition, if the academic disruption results in dismissal from more than the classroom or academic area of the incident, this grading policy may be applied in all classes affected.

(c) Documentation and Academic Disruption Incident Report:

Instructors should be aware that notes of the dates, times, witnesses and details of the incidents of disruption and the impact of the disruption on those present may be important in any future proceedings which may be necessary. Referrals to the Office of Student Rights and Responsibilities or designated office in Student Affairs require written documentation containing factual and descriptive information. The student is entitled to see this documentation.

The Academic Disruption Incident Report must be submitted by hardcopy (not email) simultaneously within 48 hours to:

1. The department chair,
2. The Assistant/Associate Dean of the College (as determined by the College),
3. The Office of Student Rights and Responsibilities or the separately accredited institution's regional campus' designated office in Student Affairs, and
4. The student.

The form can be downloaded from the designated website in Student Affairs or completed by way of memorandum containing the following information:

- Date of report
- Student's name
- USF Student ID number
- Instructor's name
- Instructor's phone number
- Instructor's e-mail
- Title of course, course number and section
- Date/time/location of incident
- Detailed summary of the incident, including a description of the disruptive behavior
- Witnesses
- Action, if any, taken by the instructor (e.g., student warned, asked to leave the class, etc.)
- Recommended course of action and reasons for this recommendation
- Instructor's signature

(d) Possible Disciplinary Sanctions for Conduct by the Office of Student Rights and Responsibilities:

Upon receipt of the Academic Disruption Incident Report or other academic referral for disruptive conduct, the Office of Student Rights and Responsibilities or designated office in Student Affairs may initiate the disciplinary

process resulting in the imposition of any of the following sanctions in addition to any academic sanctions imposed (in section b):

- Educational sanctions to include but not limited to educational programs/classes and written assignment
- Disciplinary probation
- Provisional suspension
- Suspension
- Restriction from certain or all class(es), program, college, residence hall, or any part or all of USF System institutions.
- Expulsion

When an incident is being reviewed by OSRR or designated office in Student Affairs for possible disciplinary sanctions, current provisions affecting the student's academic status (temporary or otherwise) will be communicated by the Office of Student Rights and Responsibilities or designated office in Student Affairs to the Instructor and appropriate academic administrators/instructors responsible for the student's current academic standing as soon as possible, but within two weeks of the reported incident. Only final disciplinary sanctions that affect the academic status of the student will be communicated to the Instructor(s) and appropriate academic administrators after the disciplinary process is complete.

(e) Resources:

University Police	(727) 873-4140
Advocacy Program	(813) 974-5756
Counseling Center	(727) 873-4422
General Counsel	(813) 974-2131
USF St. Petersburg Vice Chancellor for Student Affairs	(727) 873-4162
Students with Disabilities Services	(727) 873-4990
Assistant/Associate Dean's office in schools and colleges, department chairs:	
College of Arts and Sciences	(727) 873-4156
College of Business	(727) 873-4154
College of Education	(727) 873-4155

Authority: Art. IX. Sec. 7, Fla. Constitution and Resolutions issued by the FL Board of Governors., 1006.60, 1006.61 F.S. History—New12-11-08.

Liberal Arts Requirements

All new USF St. Petersburg students and Former Students Returning are required to take 45 semester hours to satisfy the complete liberal arts requirements. Thirty-six (36) semester hours will satisfy the general education course requirements and 9 semester hours will satisfy the exit requirements. Students seeking second baccalaureate degrees (those coded as 5B) are exempt from the 9 semester hour exit requirements. The requirements are distributed as follows:

General Education Requirements*	Sem. Hours
English Composition	6
Quantitative Methods	6
Natural Sciences	6
Social Sciences	6
Historical Perspectives	6
Fine Arts	3
African, Latin American, Middle Eastern or Asian Perspectives	<u>3</u>
	36

Exit Requirements*

Major Works and Major Issues	6
Literature and Writing	<u>3</u>
	9

**Courses may be certified in more than one area, but students may use each course in only one (1) area.*

All students must achieve an overall average of "C" (2.0GPA) in the lower level requirements and a grade of "C -" or better in each of the exit requirement courses.

Although post-secondary foreign language courses may not be required for all graduates, students are encouraged to become competent in at least one foreign language. Foreign language study enriches the command of English, enlarges cultural perspective, and enhances learning skills.

Liberal Arts General Education Course Requirements

(36 Semester Hours)

A. English Composition:

B. This requirement consists of a minimum of six (6) semester hours of approved course work in English Composition. Students may satisfy this requirement during the second semester freshman level of composition in the following ways: by earning a letter grade of "C-" or better at USF St. Petersburg or another institution or by receiving AP or IB English credit.

C. Quantitative Methods:

Competence in a minimum of six (6) semester hours of approved mathematics coursework (see the list below). These courses should include both a practical component-providing students with an appreciation of how course content relates to their everyday experiences, and an historical component-providing students with an understanding of the application of the material to other disciplines. To satisfy the Gordon Rule, students must earn a letter grade of "C-" or better in each of these courses. Only the courses in the list below may be used to satisfy the General Education Quantitative Methods requirement. At least one course must have either an MAC or an MGF prefix. The other course may be any course in the list.

D. Natural Sciences:

Students should successfully complete a minimum of six (6) semester hours of approved coursework in the natural sciences. Students are encouraged to enroll in courses with a laboratory component. It is a goal that all students have at least one science course with a laboratory; however, facilities and personnel resources prohibit that requirement at this time. Courses may be interdisciplinary. The courses may deal with the content, theories, history, presuppositions, and methods of the discipline. They will include demonstrations and address problems, ambiguities, and different perspectives in the discipline. They will also provide students with an appreciation of how the discipline fits within the natural sciences and relates to their own lives and the broader human experience.

E. Social Sciences:

Students must successfully complete a minimum of six (6) semester hours of approved coursework in the social sciences; the courses may be interdisciplinary and need not be sequential. Courses in the social sciences shall involve those disciplines considered to be social sciences in that they deal theoretically and empirically with individuals and their relationships to each other and to society. Courses must deal with the content, theories, history, presuppositions, and methods of the discipline. They should also address problems, ambiguities, and different perspectives in the discipline. These courses will provide students with an appreciation of how the discipline fits within the social sciences and relates to their own lives and the broader human experience.

F. Historical Perspectives:

A minimum of six (6) semester hours of approved coursework in artistic, cultural, economic, intellectual, religious, social, and/or political history is required. At least three (3) semester hours will be in the history of Western Civilization. Courses are not limited to those in the discipline of history; however, the courses will have a historical perspective in that they provide students with a sense of the evolution of societies and peoples, including analysis of their history. A sense of chronology is necessary in these courses, but not sufficient. A historical perspective also entails analyses of various elements, such as the intellectual, cultural, artistic, economic, social, political, and religious characteristics of societies and peoples.

G. Fine Arts:

Students are required to successfully complete a minimum of three (3) semester hours of approved coursework in the fine arts. Courses in the fine arts shall involve those disciplines considered to be fine arts in that they deal theoretically and experientially with the aesthetic dimensions of individuals and groups. Courses will concern the creative experience that takes into account the perspectives of both the artist and the public. They may be interdisciplinary and must involve the content, theories, history, presuppositions, and methods of the fine arts. They will address problems, ambiguities, and different perspectives in the disciplines of fine arts. These courses will also provide students with an appreciation of how the disciplines fit within fine arts and relate to their everyday experiences.

H. African, Latin American, Middle Eastern, or Asian Perspectives (ALAMEA):

Students will take a minimum of three (3) semester hours of approved coursework in one of the above listed geographical areas. Course content may include social, political, and economic as well as artistic, cultural, and intellectual subject matter. The material will be presented within a geographical, chronological, and/or humanities background and will necessarily be selective.

All courses listed are certified as meeting the General Education requirement. Additional courses may have been certified since publication of this catalog. Please consult with an academic advisor for current and additional information.

Liberal Arts General Education Requirement

A. English Composition

ENC 1101	Composition I -6A	3
ENC 1102	Composition II -6A	3

B. Quantitative Methods

MAC 1105	College Algebra -6A	3
MAC 1140	Precalculus Algebra -6A	3
MAC 1147	Precalculus Algebra & Trigonometry -6A	4
MAC 2233	Business Calculus -6A	3
MAC 2311	Calculus I -6A	4
MAC 2312	Calculus II -6A	4
MGF 1106	Finite Mathematics -6A	3
MGF 1107	Mathematics for Liberal Arts -6A	3
PSY 3204	Psychological Statistics -6A	3
QMB 2100	Business & Economic Statistics I-6A	3
STA 2023	Introductory Statistics I -6A	3
STA 2122	Social Science Statistics -6A	3

C. Natural Sciences

ANT 2511	Biological Anthropology	3
BSC 1005	Principles of Biology for Non-Majors	3
BSC 2010	Biology I - Cellular Processes	3
BSC 2011	Biology II - Diversity	3
BSC 2025	Food: Personal & Global Perspectives	3
BSC 2035	Sex and Today's World	3
BSC 2050	Environment	3
CHM 2023	Chemistry for Today	4
CHM 2045	General Chemistry I	3
CHM 2046	General Chemistry II	3
EVR 2001	Introduction to Environmental Science	3
EVR 2002	Environmental Science: Regional and Global Issues	3
GEO 2200	Introduction to Physical Geography	3
GLY 2010	Dynamic Earth: Introduction to Physical Geology	3
*IDH 3350	Natural Science Honors	3
OCE 2001	Introduction to Oceanography	3
PHY 2053	General Physics I	3
PHY 2054	General Physics II	3

D. Social Sciences

AFA 4150	Africa and the United States -6A	3
ANT 2000	Introduction to Anthropology	3
ANT 2410	Cultural Anthropology	3
ANT 3101	Archaeology	3
ANT 3610	Anthropological Linguistics	3
CCJ 3024	Survey of the Criminal Justice System	3
COM 2130	Communications Skills for Health Professionals	3
CPO 2002	Introduction to Comparative Politics	3
DEP 3103	Child Psychology	3
ECO 2013	Economic Principles (Macroeconomics)	3
ECO 2023	Economic Principles (Microeconomics)	3
GEA 2000	World Regional Geography	3
*IDH 2010	Acquisition of Knowledge	3

*IDH 3400	Social and Behavioral Sciences	3
*IDH 3600	Seminar in Applied Ethics	3
INR 1015	World Perspective	3
ISS 1102	Self and Society	3
ISS 1103	Nature and Culture	3
MMC 3602	Mass Communication and Society	3
PHI 1103	Critical Thinking	3
PHI 2630	Contemporary Moral Issues	3
PHI 3640	Environmental Ethics	3
PSY 2012	Introduction to Psychological Science	3
REL 2300	Introduction to World Religions	4
SOW 3210	The American Social Welfare System	3
SPC 2608	Public Speaking	3
SYG 2000	Introduction to Sociology	3
SYG 2010	Contemporary Social Problems	3
WST 3015	Introduction to Women's Studies	3

E. Historical Perspective

AFA 4150	Africa and the United States -6A	3
AMH 2010	American History I	3
AMH 2020	American History II	3
AML 3413	Historical Perspectives in Early American Literature	3
ARH 2050	History of Visual Arts I	3
ARH 2051	History of Visual Arts II	3
CLT 3370	Classical Mythology	3
EUH 2000	Western Civilization I	3
EUH 2001	Western Civilization II	3
EUH 2011	Ancient History I	3
EUH 2021	Byzantium History	3
EUH 2022	The Medieval West	3
EUH 2030	Modern European History I	3
EUH 2031	Modern European History II	3
GEA 2000	World Regional Geography	3
*IDH 2010	Acquisition of Knowledge	3
*IDH 3100	Arts and Humanities	3
*IDH 3400	Social and Behavioral Sciences	3
*IDH 3600	Seminar in Applied Ethics	3
LAH 2020	Latin American Civilization	3
LAH 2733	Latin American History in Film	3
LIT 2000	Introduction to Literature -6A	3
LIT 2010	Introduction to Fiction -6A	3
LIT 2040	Introduction to Drama -6A	3
MMC 3602	Mass Communications & Society	3
REL 2300	Introduction to World Religions	4
REL 3363	Introduction to Islam	3

F. Fine Arts

ARH 2050	History of Visual Arts I	3
ARH 2051	History of Visual Arts II	3
ARH 3001	Introduction to Art	3
ART 2201C	Concepts and Practices I	3
ART 2203C	Concepts and Practices II	3
HUM 1020	The Arts	3
*IDH 3100	Arts and Humanities	3
IDS 3662	Arts Connections	3
MUL 3011	Music in Your Life	3

G. ALAMEA

AFA 4150	Africa and the United States -6A	3
ANT 2000	Introduction to Anthropology	3
ANT 2410	Cultural Anthropology	3
GEA 2000	World Regional Geography	3
*IDH 4200	Geographical Perspectives	3
INR 1015	World Perspectives	3

LAH 2020	Latin American Civilization	3
LAH 2733	Latin American History in Film	3
REL 3363	Introduction to Islam	3
WST 3015	Introduction to Women's Studies	3

*Available to Honors Program students only.

Liberal Arts Exit Requirements for Undergraduates in all Disciplines

(9 Semester Hours)

A student's liberal arts education will continue throughout the college years and not be limited to a relatively small number of required courses in the first two years of college. Exit requirements will provide students with an opportunity during their junior and senior years at USF St. Petersburg to integrate their knowledge within the context of liberal arts. Courses that satisfy the exit requirements will, where appropriate, incorporate considerations of values and ethics; international and environmental perspectives; race and ethnicity; and gender. By their junior and senior years, students will have a foundation in liberal arts and be better able to reflect upon ethical issues in a constructive way. Students seeking second baccalaureate degrees (those coded as 5B) are exempt from the liberal arts exit requirements.

Students will take at least one of the Liberal Arts Exit courses outside their disciplinary cluster(s). For purposes of this policy, the term "discipline" refers to the following fields: business, education, fine arts, letters, natural sciences, and social sciences (See list below of "Outside the Disciplinary Cluster" Liberal Arts Exit Courses). One of the Major Works and Major Issues courses, if taken outside the student's major disciplinary cluster(s), may be taken for S/U credit with the consent of the instructor. Only courses numbered 3000 or above may be used to satisfy the exit requirements. **Exit requirements must be completed with USF St. Petersburg courses.**

All exit requirement courses will be seminar-size courses in which enrollment will be targeted at approximately 20 to 25 students. These courses will be taught by regular faculty.

Students majoring in the College of Education are permitted to graduate with only six credits of Liberal Arts Exit courses, all of which may be taken in the College. The distribution of those six credits varies by major.

I. Major Works and Major Issues (6 credit hours required):

A portion of the exit requirements consists of a minimum of six (6) semester hours of approved coursework concerning major works and major issues. Courses will focus on major issues, documents, or works, and will allow students to read primary texts. These courses may allow students to delve into topics on an interdisciplinary basis. Students will be encouraged to write enough to fulfill Gordon Rule requirements. One of the Major Works and Major Issues courses, if taken outside the student's major discipline(s), may be taken for S/U credit with the consent of the instructor.

Major Works and Major Issues courses must offer the opportunity for integration of content. These courses will have a liberal arts content and, when appropriate, will contain in-depth discussions of values and ethics, international and environmental perspectives, race and ethnicity, and gender. Courses may be interdisciplinary and may be team taught. This will provide students with an opportunity to explore, in-depth and on an interdisciplinary basis, major topics that are important but outside of the major field of study.

J. Literature and Writing (3 credit hours required):

In addition, students will take three (3) semester hours of approved exit requirement coursework in literature and writing. These courses will allow students to read significant literature of the world and write at least 6,000 words. These courses also meet the Gordon Rule Communications requirement. The writing requirement may be satisfied with assignments that include, for instance, revision and process writing. The course may be taken within the major if appropriate. The courses will focus on the dimensions of values and ethics, international and environmental perspectives, race and ethnicity, and gender.

All courses listed are certified as meeting the Exit requirement. Additional courses may have been certified since publication of this catalog. Please consult with an academic advisor for current and additional information.

Liberal Arts Exit Requirement Courses

I. Major Works and Major Issues

ANT 4241	Anthropology of Religion -6A	3
ANT 4302	Gender and Cross Cultural Perspectives	3
ANT 4316	Ethnic Diversity in the U.S.	3
ANT 4432	The Individual and Culture -6A	3
ARH 3475C	Contemporary Issues in Art	3
BSC 4057	Environmental Issues	3
CCJ 4934	Seminar in Criminology -6A	3
ECO 3703	International Economics	3

ECP 3201	Economics of Women and Work	3
ECP 3302	Environmental Economics	3
ECS 4430	Economics of Latin America	3
EDF 3604	Social Foundations of Education	3
EVR 4027	Wetland Environments	3
FRE 3502	The Francophile World	3
GEB 4890	Strategic Management and Decision Making	3
GEO 4372	Global Conservation -6A	3
GEO 4471	Political Geography	3
GLY 4734	Beaches and Coastal Environments	3
HIS 3308	War and Society	3
HIS 3938	Major Issues in History	3
HIS 4936	Pro-Seminar in History -6A	4
*IDH 4000	Honors Program Seminar	4
INR 3202	International Human Rights	3
INR 4083	Conflict In The World	3
INR 4254	Africa in World Affairs	3
ISS 4935	Seminar in the Social Sciences	3
LIT 3103	Great Literature of the World -6A	3
LIT 3155	Modern Literature -6A	3
LIT 3301	Cultural Studies and the Popular Arts -6A	3
LIT 3374	The Bible As Literature	3
LIT 3383	The Image of Women in Literature -6A	3
LIT 3451	Literature and the Occult -6A	3
LIT 4386	British & American Literature by Women- 6A	
THE 4174	New British Theatre and Drama -6A	3
WST 3225	Women, Environment and Gender	3
ZOO 4512	Sociobiology	3
II. Literature and Writing		
AML 3604	African American Literature -6A	3
AML 4624	Black Women Writers -6A	3
EEX 4742	Narrative Perspectives on Exceptionality: Cultural and Ethical Issues -6A	3
*IDH 4970	Honors Thesis	3
LAE 4414	Teaching Literature in the Elementary School, Grades K-6 -6A	3
LAE 4464	Adolescent Literature for Middle and Secondary Students -6A	3
LIT 3103	Great Literature of the World -6A	3
LIT 3155	Modern Literature -6A	3
LIT 3301	Cultural Studies and the Popular Arts-6A	3
LIT 3383	The Image of Women in Literature -6A	3
LIT 3451	Literature and the Occult -6A	3
LIT 4386	British & American Literature by Women -6A	
POT 4109	Politics and Literature -6A	3
THE 4174	New British Theatre and Drama -6A	3

**Available to Honors Program students only.*

Outside the Disciplinary Cluster Liberal Arts Exit Courses

"Outside the disciplinary cluster" in Liberal Arts Exit courses is defined as outside a cluster of departments or programs. Students with majors from one cluster, must take at least one certified Liberal Arts Exit course from any of the other clusters identified below.

Disciplinary Cluster 1: Arts & Letters - Students with majors in these programs must take at least one certified Liberal Arts Exit course in Clusters 2-6.

English
World Languages and Cultures

Disciplinary Cluster 2: Natural Sciences - Students with majors in these programs must take at least one certified Liberal Arts Exit courses in Clusters 1 or 3-6.

Environmental Science and Policy
Biology
Health Sciences

Disciplinary Cluster 3: Social Sciences - Students with majors in these programs must take at least one certified Liberal Arts Exit course in Clusters 1, 2 or 4-6.

History	Interdisciplinary Social Sciences
Anthropology	Criminology
Economics	Political Science
Psychology	

Disciplinary Cluster 4: Business - Students with majors in these programs must take at least one certified Liberal Arts Exit course in Clusters 1-3 or 5 or 6

Affiliated Economics	Global Business
Economics	Management Information Systems
Entrepreneurship	Management
Finance	Marketing

Disciplinary Cluster 5: Fine Arts - Students with majors in these programs must take at least one certified Liberal Arts Exit course in Clusters 1-4 or 6.

Art-Graphic Design

Disciplinary Cluster 6: Education

Education-By approved exception, students majoring in this program will take 6 hours of exit in the College of Education.

Freshman English Requirement

All first-time-in-college students are required to take Freshman English (a sequential two-semester course of study) in accordance with the following conditions:

1. First-time-enrolled students (a) who do not intend to take the CLEP Freshman English Test or (b) who have been notified of failing CLEP prior to registration and who do not intend to attempt the exam a second time must take ENC 1101 and ENC 1102 sequentially. If a student fails the first course, he/she must repeat it before proceeding to the next Freshman English course. Students should normally take these courses during their freshman year, but these courses are high demand and it is possible that registration space will not always be available.
2. First-time-enrolled students (a) who have not taken CLEP prior to their arrival on campus or (b) who have failed but wish to repeat the test should attempt CLEP during their first nine (9) weeks. During this semester, they should not enroll in ENC 1101. If a student either fails or doesn't attempt the CLEP examination during his/her first nine (9) weeks, the student normally should take ENC 1101 in the following semester. In this case, the student will normally complete the sequence by the first semester of his/her sophomore year.

These policies do not apply to first-time-enrolled students who can meet the Freshman English requirement with credit transferred from another institution or those with appropriate AP or IB English credit.

Credit by Examination

A student who feels he/she has already acquired the basic content of a course on his/her approved schedule should inquire about credit-by-examination. Some exams are offered through the College Level Examination Program (CLEP). Interested students should obtain additional information from their advisors or the USF System Office of Evaluation and Testing.

BACCALAUREATE DEGREE - UNIVERSITY REQUIREMENTS

University minimum requirements for graduation consist of the following: earn a minimum of 120 semester hours with an overall 2.00 GPA, including a 2.00 GPA in all courses attempted at within the USF System; a transfer student must have a GPA of 2.0 or higher when combined with all work attempted at other institutions; satisfactorily complete writing and computation course requirements of 6A-10.030; earn a minimum of 48 semester hours of upper-level work (courses numbered 3000 and above); complete Liberal Arts requirements; complete the USF St. Petersburg residency requirement; complete program requirements as determined by the department and/or college; and be recommended for graduation by the dean of the appropriate college. The requirements must be met by every student upon whom a degree is conferred. The total number of semester hours needed to complete the baccalaureate degree depends upon the academic major field of study. No grades may be changed following graduation.

In recognition that students seeking a second Bachelor's degree have completed a rigorous program of study at a regionally accredited or comparable international institution, some graduation requirements are considered met by virtue of their previous degree. These include: Gordon Rule, Summer Enrollment, the Foreign Language Entrance Requirement, General Education and the Exit Requirements. Each degree program will determine degree applicability of transfer courses for the major.

All students entering USF St. Petersburg with fewer than 60 semester hours of credit are required to earn at least 9 semester hours of credit prior to graduation by attendance during one or more summer semesters.

Summer Enrollment Requirement

All students entering the University with fewer than 60 semester hours of college level academic work are required to earn at least 9 semester hours during one or more Summer terms prior to graduation.

Foreign Language Graduation Requirement for B.A. Students

In addition to the foreign language entrance requirement all students applying for a Bachelor of Arts degree from USF St. Petersburg must demonstrate competency in a foreign language. To demonstrate this competency, students may take either two semesters of a beginning college-level foreign language or one semester of a higher-level course and earn a letter grade of "C-" (no "S" grades) or above in the appropriate level course or demonstrate equivalent competency by passing an examination. Languages offered at USF St. Petersburg include:

Spanish
French
Sign Language

Transfer credit for languages other than those listed above may be applied toward the B.A. foreign language requirement. Please see your academic advisor for further information.

American Sign Language

Approval needed by the student's program/department major. The following programs accept Sign Language Competency for the exit requirement: Anthropology, Criminology, Economics, History, Interdisciplinary Social Sciences, Mass Communications with Journalism and Media Studies Concentrations, Political Science, Psychology . .

Students taking the placement examination in French or Spanish should view the World Languages website at http://www.stpt.usf.edu/coas/languages/Placement_test.htm for test dates and times.

Foreign Language Placement

Students with two or more years of study in a foreign language in high school, or with postsecondary course(s) in foreign language, or with experiential learning of a foreign language may not enroll for credit in courses in that language without first taking a placement examination administered by World Language Education. Should the placement examination indicate that remedial work is required (1120-1121), the student will be allowed to enroll with the understanding that the grade eventually earned will be either an "S" or "U."

Under no circumstances will a student who places above the first year level or who passes a higher-level course be allowed to register for or receive credit for a lower-level course in that specific language. Students to whom this regulation applies should inquire of the Department of World Languages for the placement examination.

Academic Residency

USF Regulation 3.007

Any credits transferred from a University of South Florida accredited institution must be processed as transfer credits from any regionally accredited institution.

Candidates for graduation must have completed at least 30 hours of the last 60 hours of their undergraduate credits in courses offered by the USF System Institution (home institution) from which the degree is to be conferred. Individual colleges and programs may have more stringent requirements, approved by the university, such as the number of specific courses in the major that must be completed at the institution from which a student may receive a degree. Exceptions to the above rules may be made for students who are enrolled at other universities in USF approved exchanges, study abroad programs, co-op training programs or correspondence courses from the University of Florida. CLEP credit does not count toward academic residence.

Beginning Fall semester 2012, students must successfully complete at least 50 percent of the required courses in the major in courses offered by the USF System Institution conferring the degree. In cases of hardship or lack of course availability, individual exceptions may be approved by the respective College Deans or designee to help ensure timely graduation.

Academic Major

USF St. Petersburg offers curricula leading to the baccalaureate degree in the following fields. The degree is indicated in parentheses after each major code. For clarification, the following terms are defined:

Specialization: Those courses required to give the student academic concentration and baccalaureate identification such as Mathematics, Accounting, Psychology, etc.

Supporting or Related: These courses may be prerequisites to the specialization courses, or they may support specialized courses by giving preparation or breadth to the area of specialization. These courses are often referred to as college or program core courses.

Program Electives: These are usually a broad band of courses offered by the college offering the major to further enrich the student in the general academic field of the major.

College of Arts and Sciences:

- Anthropology (ANT) (B.A.)
- Art - (Graphic Design Concentration) (B.F.A.)
- Biology (BIO) (B.S.)
- Criminology (CCJ) (B.A.)
- English (ENG) (B.A.)
- Environmental Science & Policy (ESP) (B.S.)
- Health Sciences (HSP) (BS)
- History (HTY) (B.A.)
- Interdisciplinary Social Science (ISS) (B.A.)
- Mass Communications with Journalism and Media Studies Concentration (JMS) (B.A.)
- Political Science (POL) (B.A.)
- Psychology (PSY) (B.A.)
- World Languages and Cultures (WLE) (B.A.)

College of Business (B.A./B.S. option):

- Accounting (ACC)
- Economics (ECN)
 - Economics Affiliated (TBA)
- Entrepreneurship (ETB)
- Finance (FIN)
- Global Business (GBP)
- Information Systems Management (ISM)
- Management (MAN)
- Marketing (MKT)

College of Education: (B.S.)

- Education (BXE)

Other USF system institutions offer curricula for baccalaureate degrees in many additional fields. Please check the university-wide catalog for specific details.

Academic Minor

In addition to major programs, some departments offer an academic minor that requires approximately one-half the upper-level credits required for a major. Students interested in a particular minor should obtain the specific requirements from the appropriate department. The department may require the same admission or retention standards as required for the major.

Each academic minor conforms to the University requirements:

1. A minimum of 8 semester hours of credit used to satisfy the requirements of a minor must be from USF St. Petersburg courses.
2. A student desiring a minor must have a major in a different program option. Some departments do not apply courses toward both the major and the minor. See your academic advisor to confirm eligibility for course dual application.
3. USF St. Petersburg coursework for a minor must have a GPA of at least 2.0.
4. Only an undergraduate degree-seeking student at USF St. Petersburg is eligible for a minor.
5. A minor can be applied for and received only in conjunction with applying for and receiving a baccalaureate degree except for students who have already received a baccalaureate degree from a USF System institution who may earn certification of a minor by taking additional undergraduate coursework at the University and applying for the certification.

USF St. Petersburg offers curricula leading to an academic minor in the following fields:

College of Arts and Sciences:

- Anthropology
- Art History
- Criminology
- English
- Environmental Science and Policy
- French and Francophone Studies
- Geography
- Geo-spatial Science
- History
- Leadership Studies
- Mass Communications with Journalism and Media Studies Concentration
- Political Science
- Psychology
- Spanish and Latino Studies

College of Business:

- Accounting
- Economics
- Entrepreneurship
- Finance
- General Business (for non-business majors)
- Healthcare Administration
- International Business
- Legal Studies
- Management
- Management Information Systems
- Marketing

College of Education:

- Professional Training Option (PTO)

Other USF institutions may offer additional academic minors. Please check the university-wide catalog for specific details.

Academic Learning Compacts

In accordance with the Board of Governors Policy Guideline #PG 05.02.15 each baccalaureate program develops and implements "Academic Learning Compacts." The Academic Learning Compacts include concise statements of what program graduates will know and be able to do (i.e. the expected core student learning outcomes). Each Academic Learning Compact includes the following components:

- Identifies the expected core student learning outcomes for program graduates in the areas of:
- Content/discipline knowledge and skills.
- Communication skills.
- Critical thinking skills.

The Academic Learning Compacts are posted on each program's USF St. Petersburg website and will be provided to students when they begin their degree programs and are advised in their declared majors.

Student's Choice of Catalog

In order to graduate from USF St. Petersburg, each degree-seeking student must meet all of the graduation requirements specified in the USF St. Petersburg catalog of his/her choice. A degree-seeking student may choose any USF St. Petersburg catalog published during his/her continuous enrollment. Students who have transferred from one Florida public institution to another are affected by this policy: Graduation requirements in effect at the receiving SUS institution at the time a student enrolls at a Florida public institution of higher learning shall apply to that student in the same manner that graduation requirements apply to its native students provided the student has had continuous enrollment as defined in the SUS institution's catalog.

At USF St. Petersburg, continuous enrollment is defined as enrolling as a degree seeking student at least one term each twelve month period. Therefore, students cannot choose a USF St. Petersburg catalog published prior to or during an academic year in which they did not maintain continuous enrollment. (Each catalog is considered to be published during the academic year printed on the title page.)

If the student cannot meet all of the graduation requirements specified in the catalog of his/her choice due to university decisions and changes in policy matter, course offering, etc., appropriate substitutions will be determined by the dean of the college of the student's major.

USF St. Petersburg's policies are subject to change and apply to all students regardless of their choice of catalog. If the student's graduation requirements are affected by changes in University policies, appropriate arrangements will be made to preclude penalization of the student.

Repeat Course Work

The hours for a course that has been repeated may be counted only once toward the minimum 120 semester hours of credit (earned hours) required for graduation. All credit hours (except when grade forgiveness is applied) are calculated in the GPA (See Repeat Course Surcharges.)

Undergraduate Degrees

USF St. Petersburg awards three undergraduate degrees. They are the Bachelor of Sciences, the Bachelor of Arts, and the Bachelor of Fine Arts.

Double Undergraduate Major

Students may elect to graduate with two majors within the same undergraduate degree. In that event, they must apply independently to each department/college and be assigned an advisor for each discipline. The student must meet all requirements of each major separately, must be certified for graduation by both majors and meet all of the university requirements for the degree. The student will earn the appropriate bachelors degree with two majors indicated and receive one diploma.

Second Undergraduate Major

A student who wishes to work for a second undergraduate major, after receipt of a baccalaureate degree from USF St. Petersburg, must apply through the Office of Undergraduate Admissions to re-enroll and then meet the major requirements as determined by the department/college. (Exceptions to this rule are students who had been previously accepted for a "Double Undergraduate Major" but graduated with only one major.) After acceptance by the appropriate college and proof of completion, the student's "permanent academic record" will be posted accordingly.*

** Note that those students who complete the requirements for a second major must be aware that they will not receive a second degree nor will they receive a second diploma.*

Double Undergraduate Degree (USF St. Petersburg Students)

A USF St. Petersburg student may earn more than one baccalaureate degree (i.e., B.A., B.F.A., B.S.) concurrently, if he/she meets the following requirements:

- Earns a minimum of 150 credit hours, including a minimum of 60 hours in residence at USF St. Petersburg.
- Meets all major requirements for both disciplines and all university requirements for both degree programs.
- Meets all prerequisite and course requirements in two different major fields.

Second Undergraduate Degree (USF System Students)

Students who wish to work for a second degree after receipt of a baccalaureate degree from a USF System institution, must apply through the Office of Undergraduate Admissions to re-enroll at USF St. Petersburg and then meet the major requirements as determined by the department/college as well as the university requirements for the degree. Upon completion and certification, the student will receive a second degree and a second diploma.

Post-Bac Degree (Transfer Students)

A student who has previously earned a bachelor's degree from an accredited four-year institution (not within the USF System) and wishes to pursue further undergraduate work may apply for admission for the second degree. If accepted, the student:

- Must earn a minimum of 30 additional credit hours at USF St. Petersburg.
- Meet all degree and College graduation requirements for the second degree program in the catalog under which he or she enters, or in a subsequent catalog.
- Meet all prerequisite and course requirements in the major field(s) for the second degree.

Application for Graduation

In order to graduate, a student must submit an on-line application for the bachelor's degree or Associate in Arts certificate through the student's OASIS account. This application must be submitted in the term of expected graduation by the deadline noted in the academic calendar for the student to be assured of availability of academic regalia for participation in the graduation ceremony, certification of graduation by the end of the term, inclusion of name in the graduation Bulletin, and timely ordering of the diploma. Students who submit the application for graduation after the posted deadline but prior to the last day of classes for the academic term and who are determined to have met all graduation requirements in that semester may have their graduation posted that term. Students must note that a late application may not be processed before the next term's registration period if they have not met all degree requirements. Applications received after the last day of classes will result in the graduation being posted at the end of the following academic term. If a student applies for graduation and is not approved, a new application for degree must be submitted by the deadline in a new term. In order for the degree statement to appear on a student's academic record, the student must file the aforementioned application whether or not participation in the commencement ceremony is desired.

Inquiries concerning approval or denial of graduation should be made to the Academic Advising Center, DAV 134.

It is the student's responsibility to clear all "I" grades (incompletes) in courses required for graduation and to provide official transcripts of all transferred course work needed for graduation at least 3 weeks prior to the end of the term in which he/she expects to graduate.

A student applying for a second undergraduate major must do so within the same deadline set for applying for a degree.

A student applying for a minor must:

1. File a separate request for certification for the minor during the semester of graduation;
2. Apply for the minor on the "Application for Degree," listing both the minor and the college responsible for the minor on the application; and
3. Have no "I" grade in required courses.

Posthumous Degrees or Degrees in Memoriam

The University may award a posthumous baccalaureate and master's degree to a student who was in good standing at the University at the time of his or her death and who had completed all substantive requirements for the degree. The University may also award baccalaureate and master's degrees in memoriam to a student who was in good standing at the University at the time of his or her death.

To award a non-thesis degree, the student would need to have completed all courses required for the degree. Courses required for the degree, in which the student is enrolled at the time of his or her death, must have been completed to the satisfaction of the faculty so that passing grades might be posted. All other requirements (e.g., grade point average, CLAST and other tests) must have been satisfied as well.

To award a thesis degree, all courses must be completed as described above and the thesis must be sufficiently complete to the satisfaction of the faculty so that certification of completion may be posted to the student's record.

Procedures for Award of Posthumous Degrees or Degrees in Memoriam

The chairperson of a department, on his or her own initiative or upon the request of the family of the student, may recommend a posthumous degree, or a degree in memoriam, by forwarding the recommendation to the respective dean of the college. If approved by the Dean, the recommendation with supporting documentation will be forwarded to the Vice Chancellor for Academic Affairs for approval. If the Vice Chancellor for Academic Affairs approves the recommendation, the Office of the Registrar will be notified and the degree will be awarded at the next commencement ceremony or will be presented to the student's family in an appropriate setting.

Diplomas for posthumous degrees will be identical to other degrees awarded in the same colleges and majors. Diplomas for Degrees in Memoriam will be prepared to read "Bachelor of Arts in Memoriam, Bachelor of Science in Memoriam," "Master of Arts in Memoriam," etc., depending upon the degree the student was pursuing at the time of his or her death.

Undergraduate students who have not chosen a major at the time of death will be awarded the "Bachelor of Arts in Memoriam."

Honors at Graduation

To be considered for honors at graduation, a baccalaureate candidate must have completed at least 40 credits of graded upper level work at a USF System Institution and have earned a grade point average of 3.50 or higher for all graded coursework attempted at a USF System Institution. For those students in programs requiring multiple clinical experiences (such as Education), a baccalaureate candidate must have completed at least 30 hours of graded upper level coursework and have earned a grade point average of 3.5 or higher for all graded coursework attempted at a USF System Institution. In addition, to be eligible for honors, transfer students and USF St. Petersburg students who have postsecondary work elsewhere must have an overall GPA of 3.50 or higher counting all USF System courses as well as all transferable work attempted at other institutions. The forgiveness policy at USF or other institutions and plus/minus grades awarded at other institutions will not be applicable in computing the GPA for honors. In addition, students with a record of academic dishonesty appearing on any transcripts will not be eligible for honors at graduation.

Candidates with a USF System GPA of 3.50 or higher and an overall GPA of 3.50 but below 3.70 shall receive a diploma designation of *cum laude* (with honor).

Candidates with a USF System GPA of 3.50 or higher and an overall GPA of 3.70 but below 3.90 shall receive a diploma designation of *magna cum laude* (with high honor).

Candidates with a USF System GPA of 3.50 or higher and an overall GPA of 3.90 or above shall receive a diploma designation of *summa cum laude* (with highest honor).

In addition, each dean has the option to select on the basis of exceptional achievement 1% of the college's graduates or 1 student per semester for graduating with *distinction*.

[For purposes of honors recognition at the commencement ceremony, students must have a 3.50 GPA before the term in which they plan to graduate to have honors recognized publicly at the commencement ceremony.]

NOTE: The GPA is not rounded up when determining honors at graduation (e.g., 3.69 is not the same as 3.70).

Commencement

USF St. Petersburg schedules two Commencement Convocations for USF graduates each year (Spring and Fall). After students have applied for their degree, early in the semester in which they intend to graduate, they may register to participate in the ceremony online at http://usfweb2.usf.edu/commencement/register/ceremony_reg.asp

This website will answer many of the questions with respect to graduate participation in the ceremony, including cap and gown ordering, honors and international sashes, graduate studies, career counseling, USF alumni association and deadlines. Please read this information carefully and completely. Commencement is an exciting time for all graduates and our goal is to make your graduation from USF St. Petersburg a wonderful memory.

Associate in Arts Certificate Requirements

Upon the student's successful completion of the minimum requirements for the Associate in Arts Certificate, the University will present the student who has properly made application with an appropriate certificate.

1. To receive the Associate in Arts (AA), the student must complete 60 semester hours of university credit; at least 20 of the last 30 semester hours or a total of 36 credit hours must be completed at USF St. Petersburg; the minimum grade point average must be 2.0 based on work attempted within the USF System; in addition, a transfer student must have a GPA of 2.0 or higher when combined with transfer work accepted and evaluated by the USF St. Petersburg Office of Admissions; satisfy rule 6A-10.030 (Gordon Rule) and the General Education Requirements of USF St. Petersburg must be satisfied. Physical Education and military science credits do not count within the 60 semester hours toward the Associate in Arts Certificate. In addition, the student must fulfill the writing and computation course requirements of 6A-10.030 prior to receiving the Associate in Arts Certificate.
2. Application Procedure for the Associate in Arts Certificate. The Application for an Associate in Arts Certificate can be obtained on-line through the student's OASIS account. The deadline to apply for a degree/certificate in each semester is stated in the Academic Calendar in the catalog.
3. The Associate in Arts certificate must be awarded prior to the term that the student becomes eligible for the baccalaureate degree.
4. Final processing for the Associate in Arts Certificate will be done after grades are processed at the end of the semester for which the student applied. All work, including transfer work taken in that semester will be evaluated with respect to the requirements for the Associate in Arts Certificate.
5. Any incomplete grades shown on the permanent record of an Associate in Arts applicant at the time grades are processed will be treated as an F in the calculation of grade point average.

6. The General Education Requirements will be based on the approved University policy in effect in the catalog year the student chooses according to the University policy regarding the choice of catalog. The consideration of whether or not General Education Requirements are met will be made without consideration of the student's choice of major at the time he/she applies.
7. Residence credit will be broadly defined to include USF sponsored student exchange programs and the University of Florida Correspondence Division. University of Florida Correspondence Division credit will not be included in the student's USF St. Petersburg grade point average. When the grades from USF sponsored student exchange program institutions are included in the grade point average calculation, they will also be counted in the student's grade point average as work attempted at USF for the Associate in Arts Certificate.
8. An applicant who has not been enrolled within the USF System for three semesters may be contacted to ascertain whether or not that applicant meets the residency requirements.
9. In approving any application for the Associate in Arts Certificate, satisfactory/unsatisfactory grades will be accepted according to the approved University policy in effect during the terms of the student's enrollment without regard for the student's declared major. Students must be aware that if they have taken any courses on a satisfactory/unsatisfactory basis where such grades are not acceptable by the college of the major, the students may be required to repeat particular courses for a traditional letter grade or take additional courses for a traditional letter grade to meet the college requirements.
10. All USF St. Petersburg colleges will accept the AA Certificate from any USF institution. That is, the student will be placed at least at the junior level and will be considered to have met the University's General Education Requirements. The applicability of the courses taken by the student toward his/her major program will be determined by the college of the student's major. Similarly, any special requirements for a student's professional certification (e.g., Education) are not necessarily met by the Associate in Arts certificate, but could be included as part of the General Education Requirements. Thus, students should check with their colleges concerning meeting any special requirements in an efficient manner.
11. The awarding of the Associate in Arts Certificate is posted on the permanent record but does not alter the calculation of the grade-point average; nor does it interrupt the accumulation of the student's record.
12. Students who follow a baccalaureate degree program as recommended by a college will not necessarily be eligible for the Associate in Arts certificate prior to the completion of 90 semester hours.

Student Records Policy

Pursuant to the provisions of the Family Educational Rights and Privacy Act ("FERPA"; 20 USC Par. 1232g), 34 CFR Par. 99.1 et seq, Florida Statutes Sub. Par. 1002.22 and 1006.52 and USF Rule 6C4-2.0021, Florida Administrative Code, students have the right to:

1. Inspect and review their education records
2. Privacy in their education records
3. Challenge the accuracy of their education records
4. Report violations of FERPA to the FERPA Office, Department of Education, 400 Madison Avenue, SW, Washington, D.C. 20202 and/or bring actions in Florida Circuit Court for violations of Rule 6C4-2.001, Florida Administrative Code.
5. Copies of the University's student records policy, USF Rule 6C4-2.0021, may be obtained from:

University Registrar

University of South Florida St. Petersburg

140 7th Avenue South, BAY 102

St. Petersburg, FL 33701

Release of Student Information

Pursuant to requirements of the Family Educational Rights and Privacy Act (FERPA), the following types of information, designated by law as directory information, may be released via official media of USF St. Petersburg (according to USF St. Petersburg policy):

Student name, local and permanent addresses, telephone listing, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, full- and part-time status, and the most recent previous educational agency or institution attended, and other similar information.

The University Directory, published annually by the University, contains only the following information, however: student name, local and permanent address, telephone listing, classification, and major field of study. The Directory and other listings of directory information are circulated in the course of University business and, therefore, are accessible to the public, as well as to students, faculty, and staff.

Students must inform the USF St. Petersburg Office of Admissions & Records in writing (forms available for that purpose), if they wish directory information to be withheld. Such requests must be received within the first two (2) weeks of the semester and will remain in effect until the student has not been enrolled at USF for three (3) consecutive terms.

Notification to the University of refusal to permit release of directory information via the University Directory must be received no later than the end of the first week of classes in the Fall Semester.

College Level Examination Program (CLEP)

USF St. Petersburg allows students to receive up to 45 semester hours of credit towards the baccalaureate degree upon successful completion of General and Subject College Level Examination Program (CLEP) and DANTEs examinations. Performance levels necessary to achieve credit have been established at a common level for all universities and community colleges in the State system. Credit earned through one examination program may not be duplicated by another examination or course. The following limitations should be recognized:

1. Although the General Examinations are not equated to specific courses, there are two cases in which the content is sufficiently similar to be considered as duplicate credit. Thus, students may not receive duplicate credit for the course and the CLEP test in the following areas:
English Composition with Essay - ENC1101 & ENC 1102
Mathematics - MAC 1105 & MGF 1106
2. CLEP General/Subject Examinations in mathematics, calculus, college algebra, and trigonometry satisfy the mathematics requirement for SBE 6A-10.030;
3. CLEP credit will not satisfy USF St. Petersburg's residency requirement;
4. Credit for the General Natural Science examination will be granted for non-majors only; and
5. Each College at USF St. Petersburg has the prerogative to exclude CLEP from the required 48 hours of upper level credit.

Certain General and Subject CLEP Examinations may apply to the General Education Liberal Arts Requirements. Some programs do not award credit toward the degree for certain CLEP examinations, and certain graduate or professional schools such as law, medicine and engineering may not grant equal recognition to students with extensive examination credits. An academic advisor should be consulted to ascertain the applicability of a specific CLEP examination toward a student's degree requirements and the advisability of taking the examinations in a student's specific situation.

Descriptions of the examination content and other information are available from Educational Testing Service in Princeton, New Jersey or in the USF System Office of Testing (SVC 2060).

CLEP Subject Area Examinations

For updated qualifying scores, please check the website:
<http://www.conted.usf.edu/testing/Details.asp?tcode=CLEP>

Advanced Placement Credit Program

The University participates in the Advanced Placement (AP) Program conducted by the College Entrance Examination Board. The Advanced Placement Test is based on specific college level courses that are offered in a number of high schools. Interested students should contact their high school counselors or principals for additional information. Please note: not all colleges will interpret AP test results in the same manner.

Independent Study

Undergraduate students wishing to take a course by independent study must contact the instructor of the course for permission. The instructor specifies the requirements to be completed by the student including tests, periodic class attendance, term papers, etc.

Not all courses in the University may be taken by independent study. The respective colleges have jurisdiction in the determination of which courses may be taken in this manner.

The regular grading system applies to all independent study students. Grades earned by independent study have the same status as those acquired through regular class attendance. Students taking a course by independent study must register for the specific course section in the regular manner.

Enrollment in Evening Courses

Evening courses at USF St. Petersburg are part of the regular academic program; they are offered at times convenient to people within commuting distance who wish to continue their education at night while occupied during the day with

other responsibilities. Requirements for day and evening courses are the same. See the University Class Schedule for evening registration dates and times.

State University System Correspondence Courses

The University of Florida's Department of Independent Study by Correspondence administers all correspondence instruction for Florida's State University System (SUS).

Over 150 college credit, high school credit, and continuing professional education courses are available anytime, anywhere through regular mail or fax. In many cases, students also have the option to e-mail their assignments to the instructor. Enrollment in all courses is possible at any time of the year to be used toward a diploma or a degree.

For a free brochure, please contact: Department of Independent Study, 2209 NW 13th Street, Suite D, Gainesville, FL 32609-3498: (352) 392-1711, ext. 200.

USF St. Petersburg considers independent study by correspondence as resident credit. Grades are not transferable. Exception: grades for courses taken by Cooperative Education students while on a training period are transferred and will be used in computing the USF GPA.

International Affairs

Location/Phone: BAY 204 (727) 873-4067

The Office of International Affairs provides leadership, advocacy, development, and support for all central and college-based international activities. The office works in collaboration with the colleges to promote international education, research, outreach, and service programs. The office leads the development of academic program offerings (area studies) and services, international exchanges, partnerships with business, industry, and government both in the U.S. and overseas, and to establish the venues for international activities, and enhance faculty, student and staff training and development.

Study Abroad Programs and Exchanges

USF St. Petersburg offers students the world as their classroom through its programs abroad. Whether a student chooses a short-term summer program, a semester or year spent at a university overseas, an internship, service learning or international co-op, there is a program for each student need. Studying abroad provides a unique learning environment, which extends and enhances courses taken on the home campus. Students can study abroad at any time in their academic careers. All disciplines offered at USF St. Petersburg can be found in partner universities abroad, and so students have a wide range of study options.

USF St. Petersburg overseas programs are designed to appeal to a wide audience. Students in any discipline can find a program of study to enhance their undergraduate degrees. Courses provide USF St. Petersburg credit, thus students can be assured that if they plan carefully, they will continue to make steady progress towards graduation while they are abroad. Students seeking to round out their resumes with experiences abroad, which include internships, service learning, and co-op, will find options for them also. Several programs of overseas study lead to dual degrees, certificates, or double majors.

Many programs include organized cultural excursions, visits to important sites, and opportunities to interact with local people. All include unparalleled opportunities for cultural immersion and in-depth insight into the host country.

USF St. Petersburg study abroad programs range in length from one week (over winter or spring break) to a semester. A number of faculty-led summer programs of 2-6 weeks provide the opportunity to concentrate study abroad in a summer session and help students fulfill the 9-hour summer school requirement. All programs are developed as cost-effectively as possible, recognizing the financial concerns of today's students. Federal and state financial aid can be applied to USF St. Petersburg programs abroad, and some additional scholarship assistance is available through the Study Abroad Office.

For additional information or a copy of the individual program brochures, please visit the Study Abroad Office, or check the web site.

Students who plan to participate in study abroad programs should consult their departmental advisors to determine whether the course of study they plan to pursue will be acceptable for meeting degree requirements.

International Admissions

The University of South Florida St. Petersburg welcomes qualified students from all over the world to our campus community. The resulting international educational exchange leads to the enrichment of our common life, the intellectual development of our students, the research endeavors of the University, and mutual understanding between the peoples of the world represented at USF St. Petersburg. The ensuing exchange of life stories exposes all USF St. Petersburg students, faculty, and staff to the likenesses and differences that exist between cultures, worldviews, experiences, and ideas.

International Affairs has many administrative duties, including the issuance and maintenance of all visa documentation for foreign nationals at the University. International Affairs staff persons are experienced in cross-cultural counseling and crisis management in a cross-cultural setting. Advisement is available related to immigration matters, adjustment to life in the United States, culture shock, and other personal and academic matters. To further assist internationals in adjusting to life at USF St. Petersburg, International Affairs provides letters of enrollment and expenses, orientation, and immigration workshops. International students and scholars may also contact International Affairs to get information regarding St. Petersburg/Tampa Bay area activities, transportation, housing, tourist attractions, and how to obtain a Florida driver license.

DIVISION OF STUDENT AFFAIRS

The Vision of Student Affairs is to inspire, educate and empower student to become global leaders.

Our Mission is to create innovative learning opportunities to enhance the collegiate experience and engage all students.

A variety of programs and services provide students with an opportunity for growth and development outside the classroom: student activities and leadership development, student government, professional organizations and honor societies, student publications, intramural and recreation sports, and events of special interest.

The division is divided into four areas:

Student Life & Engagement: Leadership Program, University Student Center, Clubs & Organizations, Multicultural Affairs, Campus Recreation, Waterfront, Conferences & Special Events, and Student Government.

Financial Aid: Scholarships and Veterans Affairs.

Student Achievement: Wellness Center, Disability Services, TRIO Support Services, and Career Center

Dean of Students: Housing & Residence Life, Standards of Conduct, Students of Concern, and Title IX.

Students who attend the University of South Florida St. Petersburg are subject to University policies in addition to guidelines established by the Florida Board of Education (Section 6-C, Administrative Code of Florida), the University Board of Trustees, and the USF St. Petersburg's Campus Board. USF St. Petersburg's Regional Associate Vice Chancellor for Student Affairs, as well as other University officials, is charged with interpreting policies of the respective Boards to students, their families, and others in the University Community.

Student Affairs Diversity Statement

The Division of Student Affairs strives to create a welcoming and inclusive environment for all students, where each person is treated with dignity and respect. Students and staff are encouraged to grow and become effective leaders in an increasingly diverse world. Our core values include Leadership, Global Citizenship, Inclusion, Innovation, Engagement, Learning, and Excellence.

Dean of Students

Location/phone: RHO 116, (727) 873-5101

Office Hours: Monday through Friday 8 a.m. - 5 p.m.

email: deanofstudents@usfsp.edu

Standards of Conduct

Just as the University maintains high standards of academic performance, the members of the University community support high standards of individual conduct and human relations. Responsibility for one's own conduct and respect for the rights of others are essential conditions for the academic and personal freedom within the University community. The Student Code of Conduct sets forth a foundation of values that represent a standard of expected behavior both inside and outside the classroom. The University reserves the right to deny admission or refuse enrollment to students whose actions are contrary to the purposes of the University or impair the welfare or freedom of other members of the University community.

Student Disability Services

Location/phone: SLC 1203, Voice: (727) 873-4837

Florida Relay System for Hearing Impaired Dial 711

Office Hours: Monday through Thursday 8 a.m. - 6 p.m., and Friday 8 a.m. - 5 p.m.

Web address: <http://www.usfsp.edu/saffairs/>

The mission of Student Disability Services is to create and maintain an environment at the university that is supportive to students with special needs and will grant academic accommodations to students with documented disabilities, providing them with an equal chance of academic success.

Student Disability Services is responsible for determining eligibility of students for disability status and facilitating services and accommodations for those who qualify. Accommodations that are developed in collaboration with students

and faculty, include, but are not limited to, extended time on examinations, alternate formats for printed materials, and the services of sign language interpreters.

Each student is responsible for self-identifying and applying for accommodations and services at this office. There are two essential elements to receiving accommodations and services. First, the student must identify herself/himself as a person with a disability and register with the Office of Student Disability Services (SDS). Second, the student is responsible for providing documentation of the disability to SDS, and it typically takes five working days for SDS to review the application. If the documentation is adequate, the student will be approved for accommodations. The student will be given guidelines for accessing services and a memorandum of each professor for that semester. Each semester, a memorandum of accommodation will be prepared for each professor.

The cooperation of faculty in the implementation of accommodations is an essential feature of the institutional compliance with the Americans with Disabilities Act of 1990. Examination accommodations, the most frequently needed accommodations, are the responsibility of the faculty. This office provides accommodated examinations if the faculty member is unable to do so. Faculty members are provided guidelines for accessing exam accommodations for their students. Faculty questions, concerns, and comments are welcome by SDS.

Housing and Residence Life

Location/phone: RHO 100, (727) 873-5101

Office Hours: Monday through Friday 8 a.m.-5 p.m.

The residence life program at USF St. Petersburg was developed to promote the living learning community and emphasize student development. The first student residential facility was opened in 2006. Residence Hall One (RHO) contains 6-person triple bedroom suites, 4-person single bedroom suites, and 2-person studio style suites. RHO is located on the edge of campus, close to downtown cafés, entertainment venues, museums and the waterfront. In 2013 the University Student Center (USC) was built. The USC contains traditional corridor style, 2-person bedrooms. The USC student housing tower is part of a multi-functional space located in the center of campus. USC is the location of our dining facility, ballroom and conference accommodations.

Some critical information for students who would be interested in residing in on-campus housing is:

- The student must be accepted or currently enrolled as a full-time student at USF St. Petersburg and maintain 12 credit hours while in university student housing.
- The student must submit signed University Student Housing and Meal Plan contracts, pay the prepayments and processing fee, have all immunization records up to date, including the meningitis vaccine.

Career Center

Location: SLC 2300, (727) 873-44129

Office Hours: Monday-Friday 8:00 a.m.-5:00 p.m.

Web address: <http://www.usfsp.edu/career/>

The Career Center offers a full range of services and resources for students to make sound career, life planning, and employment decisions. Overview of services include: career and major exploration resources and activities, vocational assessments, listing of job and internship opportunities on and off-campus, resume/cover letter preparation and critiques, interview skills, job search strategies, and various career events including workshops and career fairs.

Career Now

No appointment necessary. Students may walk in during CareerNow hours and receive immediate assistance from Career Counselors and Career Assistants on choosing a major, developing career goals, and implementing job search plans. To assist students with these decisions, the Center offers vocational assessment inventories and other resources online.

Recruit-A-Bull

Recruit-A-Bull is a web-based program that allows students to view job listings for full-time professional employment vacancies as well as part-time jobs, internships and cooperative education opportunities. Students may also use this program to register their resume and make it available for review by employers.

On-Campus Student Employment

Federal Work Study (FWS) and Temporary Student Employment (TSE) positions provide students an opportunity to gain valuable work experience, develop employability skills and earn money without leaving campus. Student Employment listings are maintained at www.employment.usf.edu.

Experiential Education

Opportunities to learn outside the classroom are many at USFSP. The Career Center encourages students to get involved in volunteering, civic engagement classes, campus clubs and organizations as a way to explore interests and gain experience. Additionally, internships are a formal type of experiential, practical learning experience. Internships provide students hands-on experience in a work setting, assist them in obtaining practical experience and in determining a future career. Internships are typically one semester long and are supervised by the internship site supervisor and/or a faculty member.

Career Events

Career Fairs and information sessions are held throughout the year bringing together employers and students. These events provide opportunities for students and employers to network and discuss employment and internship opportunities. In addition, workshops and other career information events are offered to assist with career planning and job search processes.

Student Achievement

Location: BAY 123 (727)873-4076

Office Hours: Monday through Friday, 8:00 am - 5:00 pm

The mission of the department of Student Achievement is to enhance student learning by assisting students to define and accomplish academic, career and personal goals, to advance the health of the campus community, and to ensure equal access for students with disabilities. The department staff collaborates with academic and student affairs to assist students' overall development, facilitate students' adjustment in college, encourage students' engagement, and develop resources and collaborative networks to further students' emotional, vocational, academic, physical, and relational goals.

TRiO/Student Support Services (TRiO/SSS)

Location: COQ 101 (727)873-4782

Office Hours: Monday -Friday 8:00 a.m. - 5:00 p.m.

Web address: <http://www.usfsp.edu/trio>

TRiO Student Support Services (TRiO/SSS) is an academic success program, with a mission of promoting active learning and student success among individuals who are first generation college students or have low incomes. TRiO/SSS motivates and assists students toward the successful completion of their postsecondary education. It also may provide grant aid to its current participants who are receiving Federal Pell Grants. The goal of SSS is to increase the college retention and graduation rates of its participants. TRiO/SSS testifies to our institutional commitment to the dream of quality education for all students regardless of race, ethnic background or economic circumstances. TRiO at USF St. Petersburg is funded by the U.S. Department of Education to serve 200 participants every year.

Services that TRiO/SSS provides include academic tutoring, which may include instruction in reading, writing, study skills, mathematics, science, and other subjects; advice in postsecondary course selection, information on both the full range of student financial aid programs, benefits and resources for locating public and private scholarships; and assistance in completing financial aid applications. TRiO/SSS may also provide individualized counseling for personal, career, and academic information, activities, and instruction designed to acquaint students with career options; plan cultural events and academic programs not usually available to students; offer mentoring programs, and assist in securing temporary housing during breaks for students who are homeless youths and students who are in foster care or are aging out of the foster care system. The program also provides advising or counseling services designed to improve the financial and economic literacy and assist students in applying for admission to graduate and professional programs.

Wellness Center

Location/phone: SLC 2200, (727) 873-4422

Office Hours: Monday -Wednesday 8:00 a.m. - 5:00 p.m., Thursday 9:30a.m. - 5p.m., Closed 12:00 - 1:00p.m. daily

Web address: <http://www.usfsp.edu/wellness/>

The Wellness Center supports the holistic development of University of South Florida, St. Petersburg (USFSP) community by providing a comprehensive array of professional services to support holistic development and promote balanced living with an emphasis on collaboration, prevention and wellness. Our staff consists of licensed mental health professionals, licensed nurses, a health educator, administrative support staff, and graduate students. Our multidisciplinary team work together within an integrated model of care to provide the best quality services to our students.

Personal Counseling Services

Students may often be faced with difficulties during their college years, which interfere with their academic, emotional, and social adjustment. The Wellness Center professional staff can help with most of these concerns through time-limited counseling (individual, couples, group) that focuses on active engagement, increased support, and skill building. These services are free, confidential, and available to currently enrolled students.

Counseling services assist students resolve a variety of problems such as stress, improving self-esteem, overcoming anxiety or depression, improving relationships, coping with loss, dealing with problem behaviors, resolving personal crises and dealing with substance abuse or dependency issues. Group Counseling schedules are updated each semester and available on our website. If the Center does not offer the services a student needs, or if longer-term care is required, the student will be referred to other appropriate community or university services

Crisis Counseling Services

Although the Wellness Center operates on an appointment basis, a student may face an urgent concern or crisis that feels too overwhelming to wait for a scheduled appointment. The Wellness Center professionals are available for same-day brief screenings (15-20 minutes) for assessment and intervention between 8:30 a.m. and 4:30 p.m. Monday-Friday.

Victims' Advocacy Service

This service is available to assist all USFSP students who are victims of actual or threatened violence, including but not limited to battery, assault, sexual battery (date, acquaintance or stranger rape), attempted sexual battery, stalking, or sexual harassment. The victim advocate provides information, support and guidance through short-term crisis intervention, assistance through the campus judicial process, referral to community-based victim assistance programs, and referral for necessary counseling, medical, legal and social service assistance. The Victim Advocate is available 24 hours a day/y days a week and can you reached at 727-698-2079.

Police reports are not necessary to receive services from an advocate, and services are free and confidential.

Additional Important numbers:

St. Petersburg Police Emergency 911

USFSP Campus Police (727) 873-4140

PEHMS Mental Health Services Hotline 727-541-4628

Pinellas Helpline 211 or 727-562-1542

Pinellas County Rape Crisis Line (727) 530-7273

Domestic Violence Crisis Line CASA (727) 895-4912

24-Hour Suicide Prevention Line (727) 791-3131

Bayfront Medical Center 727-823-1234

Health Promotion Services

The Wellness Center believes in the importance of promoting healthy lifestyles through a holistic perspective that emphasizes education and prevention. Services include: educational programs and training, a wellness room with relaxation and educational resources, biofeedback, relaxation therapy, Student Health 101 magazine, Alcohol Edu course, and online resources. We also organize campus-wide awareness campaigns, advise a Peers Educator group, and offer wellness consultations.

Student Health Services

The Wellness Center offers primary care health services, including but not limited to: treatment of acute injury and illness; services related to sexual health; management of chronic illness, preventative care, women's health, immunization, limited on-site lab services, after-hours nurse advice line, and referral services. Office visits will be free, although some services may incur costs. Students have the option to bill their insurance or self-pay. Services are confidential.

Health Insurance:

Health insurance is available for all students. The USF System, with the assistance of the Insurance Committee has contracted with a reliable insurance company to provide students with an affordable student health insurance plan for

sickness and accidental injury tailored to the particular needs of college students. Health insurance can be purchased on an annual or semester basis. The Student Insurance Office assists students in understanding the available health insurance plans and encourages all registered students who do not have health insurance to consider enrolling. More information can be found at <http://www.shs.usf.edu/>. Click on the Student Health Insurance link.

Information can also be obtained online through the USFSP Wellness Center website www.usfsp.edu/wellness

Judicial Procedures

Student judicial procedures are followed when a student fails to exercise his/her responsibility in an acceptable manner or commits an offense as outlined in the Student Code of Conduct found at the University web site:
<http://www.stpt.usf.edu/srr/documents/COC-2009-2010.pdf>

The University disciplinary procedures afford students the opportunity to participate in discussions of the matter and to present information in one's own behalf, to seek counsel in one's own best interest, and the right of appeal. The University Judicial procedures are described on the University web site.

For Academic Grievances: students should follow the academic grievance procedure which may be obtained from the appropriate Academic College Dean.

For Non-Academic Grievances: In order to assure students the right to redress of grievances, the Student Affairs Administration Office is responsible for a grievance procedure involving non-academic matters. Any student may file a question, complaint, or statement of grievance in the Student Affairs Administration Office, in person or in writing. A course of action or other answer will be given by the Director of Student Services, as soon as possible.

Student Life and Engagement

Student Life and Engagement Office

Location/Phone: Student Life Center (SLC 1300), (727) 873-4596

Hours: Monday - Friday, 8:00 a.m. - 5:00 p.m.

Web address: <http://www.usfsp.edu/studentlife>

The Student Life & Engagement Department at USF St. Petersburg offers an assortment of educational, recreational, and cultural programs for the campus community. It coordinates the facilities, services, and programs designed to complement the campus out-of-classroom experience. The Department also serves as the administrative liaison to student organizations. The Department is composed of the following offices and services; Leadership Programs, Multicultural Student Services, the Fitness Center, Recreation and Intramural Sports, the University Student Center, Student Activities and Programs, the Waterfront, Student Publications, Student Organizations, and Reservation Services.

Leadership Development

Location/Phone: SLC 1700, (727) 873-4532

Web address: http://www.usfsp.edu/studentlife/leadership_development/

A variety of leadership opportunities are available to students through the Office of Leadership Programs and through involvement with student government, student organizations and on-campus employment.

The Office of Leadership Programs also offers leadership conferences, retreats, and workshops.

Student Organizations & Honor Societies

Location/Phone: SLC 1700, (727) 873-4532

Web address: http://www.usfsp.edu/studentlife/leadership_development

Student organizations of all types are present at USF St. Petersburg. There are numerous opportunities for involvement and new groups are created by students every semester. Honor Societies recognize outstanding students for their scholastic or service achievements. Membership in honor organizations is usually by invitation. Information about all student organizations is available on PeteSync (www.orgsync.com).

Student Media

Location/Phone: SLC 1200, (727) 873-4113

Web Address: <http://www.crowsneststpete.com>

The campus newspaper for USF St. Petersburg, The Crow's Nest, is written and produced by students. The newspaper provides experience for those students interested in print journalism, advertising sales, graphic design, and marketing.

Multicultural Affairs

Location/phone: SLC 1200, (727) 873-4845

Web address: http://www.usfsp.edu/studentlife/multicultural_center

The Office Of Multicultural Affairs supports and enhances the University's commitment to providing students with the requisite educational, social and personal skills to live in today's global society. Its programs and activities focus on developing students into citizens who are culturally aware and accepting of others who may be different from themselves.

Student Life Center (SLC)

Phone: (727) 873-4596

Hours: Monday - Friday 7:00 a.m. - 11:00 p.m., Saturday - Sunday 10:00 a.m. - 11:00 p.m. (Holiday, summer, and semester break hours vary.) Individual Office hours may vary.

This is a multipurpose facility designed to accommodate a variety of recreational, cultural and services to support students. Offices located in the SLC include: Department of Student Life & Engagement, Multicultural Affairs, Leadership Programs and Student Organizations, Campus Recreation & Intramural Programs, the Fitness Center, Student Government, Crow's Nest (student newspaper), Harborside Activities Board, The Bishop Center for Ethical Leadership and Civic Engagement, Student Disability Services, the Career Center, the Health and Wellness Center and student organization meeting rooms.

Campus Recreation

Location/Phone: SLC Fitness Center, (727) 873-4589

Hours: Monday - Friday 6:00 a.m. - 11:00 p.m., Saturday - Sunday 10:00 a.m. - 11:00 p.m. (Holiday, summer, and semester break hours vary.)

Web address: <http://www.usfsp.edu/CampusRec>

Campus Recreation exists to provide you with the recreational, educational and competitive programs and equipment to help you achieve high quality physical, educational, social and personal wellbeing. Programs are designed to break down barriers to entry, meet the diverse needs of the USFSP community, and bring an awareness of realistic goals and expectations to physical wellbeing.

Fitness Center

Location/Phone: SLC Fitness Center, (727) 873-4589

Hours: Monday - Friday 6:00 a.m. - 11:00 p.m., Saturday - Sunday 10:00 a.m. - 11:00 p.m. (Holiday, summer, and semester break hours vary.)

Web address: <http://www.usfsp.edu/CampusRec>

The Fitness Center has various treadmills, cardio, strength and free weight equipment. Many fitness, aerobics, and yoga classes are offered through scheduled Group Fitness offerings. Recreation equipment is also available for check out to use at the outdoor recreational courts and field.

Group Fitness

Location/Phone: SLC Fitness Center, (727) 873-4589

Hours: Fall and Spring Semesters; listed by class on schedule

Web address: www.usfsp.edu/CampusRec

Group Fitness is the collection of active classes designed to raise awareness and levels of personal health and fitness. These programs offer opportunities to improve health and wellness in an educational and supportive atmosphere. Group Fitness is a combination of group exercise and recreational classes, including cardio, abdominal, tone, TRX, yoga, dance, and more. All levels are welcome to participate. Additional information, including classes being currently offered, is available at www.usfsp.edu/CampusRec

Intramural Sports

Location/Phone: SLC Fitness Center, (727) 873-4589

Hours: Fall and Spring semesters, listed by class on schedule

Web address: www.usfsp.edu/CampusRec

The Intramural Sports program offers competitive and recreational tournaments in a variety of sports and recreational activities each fall and spring semester. The activities represent a broad selection of sports and include individual, team, and aquatic sports, including basketball, soccer, flag football, wiffle ball, and much more.

Club Sports

Location/Phone: SLC Fitness Center, (727) 873-4589

Hours: Fall and Spring Semesters

Web address: www.usfsp.edu/CampusRec

The Club Sports program facilities organization, practice, and competition of registered student organizations with sport interests. Competitive and recreational activities are diverse and vary from year to year depending on student organization interests. The activities represent a broad selection of sports and include individual, team, and aquatic sports both on and off campus.

The Waterfront

Location/Phone: COQ 108, (727) 873-4597

Office, Aquatic & Watercraft Hours: Monday - Sunday (Seven Days) 11:00 a.m. - 6:00 p.m. (Holiday, semester break, and winter hours vary).

Web address: www.usfsp.edu/waterfront

The Waterfront offers kayaks, paddleboards, sailboats, and canoes at the Haney Landing Sailing Center on a drop in basis. Fishing, sailing, and wakeboarding are offered on a regularly scheduled basis during fall and spring semesters. Recreational use of equipment is free for students while instructional classes and trips may require a small charge. We are proud to teach every skill that we have to offer. SmartStart kayak, canoe, and paddleboard instruction, Start Sailing

Right, and SCUBA are some of our regularly scheduled instructional programs. Adventure trips, snorkel trips, kayak and canoe adventure trips as well as day and overnight sailing adventures are regularly scheduled and routinely depart from the Waterfront. The Waterfront also features a sundeck, music, WiFi, loungers, and BBQs for your land based enjoyment.

Sailing Team

Web address: www.usfsp.edu/sailingteam

The Sailing Team is a member of the Intercollegiate Sailing Association (ICSA) and actively participates in the South Atlantic Intercollegiate Sailing Association's (SAISA) racing venues. The Women's Sailing Team is a Title IX, sport and part of the Tampa based Athletic Department. The Coeducational Team is a club sport sponsored by USF St. Petersburg. Both teams reside at USF St. Petersburg and are open to full-time undergraduate students. The teams have full-time coaching, practice three times per week, and sailors often are nationally ranked in the top ten of nationwide rankings.

University Student Center (USC)

Location/Phone: USC173, (727) 873-5179

Building Hours: Monday - Friday: 7:00 a.m. - 11:00 p.m. Saturday and Sunday: 9:00am-9:00pm
(Holiday, semester break, and winter hours vary).

Web address: www.usfsp.edu/usc

USC on Facebook

This 81,000 square-foot facility is the "living room" of USFSP and it includes Reservation Services, The Reef Dining facility, a Grand Ballroom, meeting spaces, basketball courts, outdoor patios, the BullsEye, a gaming and study lounge, and an 1,100 gallon salt water aquarium. The USC has spaces that are available for student organizations to host meetings and events, including concerts, comedians, dances and much more! The USC is the newest building on campus and we are centered on you!

Other Campus Services

Student Assessment and Research

In an effort to collect data on students' perceptions of campus life and programs and services, the Division of Student Affairs has implemented a student assessment and research program. The goal of the program is to develop a comprehensive longitudinal database on student interests, needs, aspirations, attitudes and engagement in university life. This information will be a valuable resource for learning more about our students, for identifying emerging issues on campus, and for informing the development and modification of our strategic plan in the areas of teaching and learning in and outside the classroom. The program will use both in-house surveys and participation in two national assessment programs, the National Survey of Student Engagement (NSSE) and the Cooperative Institutional Research Program (CIRP).

Intercollegiate Athletics

USF St. Petersburg students may participate in intercollegiate sports both as spectators and as direct participants. Admission to all athletic events is free of charge upon presentation of the USF Card. (Student Identification.)

USF St. Petersburg hosts coed and women's sailing; all other athletic teams are based in Tampa. USF fields 18 intercollegiate sports for men and women, all at the NCAA Division I level. In men's competition, USF has baseball, basketball, football, soccer, cross country, outdoor track, golf and tennis. On the women's side are basketball, softball, tennis, golf, cross country, indoor and outdoor track, sailing, soccer and volleyball.

University Bookstore

USF St. Petersburg Bookstore

Location/Phone: Parking Garage, 5th Avenue S and 3rd Street S., (727) 873-1141

Usual Hours: Monday through Thursday 9 a.m. to 6 p.m. and Friday from 9:00 a.m. to 5:00 p.m.

The on-campus bookstore is operated by the Barnes and Nobles. The primary function of the university bookstores is to extend services to the students, faculty, staff, alumni and visitors of the university.

VISA, MasterCard, Discover and American Express are accepted at all stores.

The bookstore offers textbooks and course-required supplies for USF St. Petersburg classes and a wide variety of merchandise including a large selection of writing implements, folders, binders, paper and other class supplies; college clothing, imprinted souvenirs and gift items, candy, snacks, sodas, medicine and Hallmark greeting cards. Popular computer software applications also are available at greatly reduced educational pricing (to USF students, faculty and staff members only).

Personnel are available to assist customers in finding and/or ordering course texts and general books. The USF St. Petersburg bookstore offers a buyback program during the week of final exams at the end of each semester, providing a source for cashing in used textbooks.

Regalia for graduation can be purchased at the bookstore prior to each commencement ceremony. Class ring sale representatives come on campus at various times throughout the year.

COLLEGE OF ARTS AND SCIENCES

The College of Arts and Sciences is a community of scholars dedicated to the idea that educated people are the basis of a just and free society. The bases of education are a capacity for and an appreciation of social change within a context of prior human achievement. The faculty of the Arts and Sciences strive to instill in their students a history of human ideas, a sense of love for learning, and an understanding of the means that scholars have used in their search for beauty and order in the natural world.

The education provided by the disciplines of the Arts and Sciences is the foundation upon which the lives and professions of our students are built, and the basis from which personal growth occurs. The College of Arts and Sciences takes as its goal a melding of the natural, humanistic frameworks and social philosophies into a comprehensive whole that encourages the development of new ideas and new approaches to the understanding of our universe.

Great universities provide direction for their communities and service for their needs. The faculty of the Arts and Sciences as well as the staff, who support and encourage their work, explore their scholarly interests within the home and community created by the academic society. It is the responsibility of scholars to share their discoveries for the betterment of society. Thus, the Arts and Sciences embrace disciplines that strive to make immediate use of knowledge in the service of social goals as well as disciplines whose discoveries contribute to the fund of basic information that is the stepping stone of applied knowledge.

General Information

The College of Arts and Sciences Dean's Office is located in Davis Hall (DAV) Room 100. For additional information about the College, visit our web site at <http://www.stpt.usf.edu/coas/index.htm>. Information regarding advising, admission to the College, graduation requirements, special programs, and departments follows. The College of Arts and Sciences Office is open Monday - Thursday 8 a.m. to 6 p.m. and Friday 8 a.m. to 5 p.m.

Undergraduate Advising Information

The Academic Advising Center, located in Davis Hall (DAV), Room 134, handles all undergraduate student-related academic matters. Students contemplating a major in Arts and Sciences or who have specific questions about a department/major should make an appointment with an advisor in their area of interest. Office hours are 8 a.m. - 6 p.m. Monday - Thursday and 8 a.m. - 5 p.m. on Fridays. To make an appointment, call (727) 873-4511. For general questions related to Arts & Sciences majors call (727) 873-4507 or (727) 873-4152.

Undergraduate Admission to the College of Arts and Sciences

Admission to the College of Arts and Sciences is open to students who have been accepted to the University of South Florida and who declare a major in a particular field. Mass Communications with Journalism and Media Studies Concentration is a *limited access degree program* and has additional requirements listed under "Departments and Programs." Undergraduate students must submit a formal application for admission into the College. This usually occurs during orientation and advising for new students. This application is also available in the Arts and Sciences Advising Office (DAV 134) for continuing students. Students preparing for an Environmental Science degree must plan their courses carefully because of the sequential nature of the science curricula.

Information on admission criteria, departments, majors, programs, counseling and other services of the College may be obtained from the Advising Office (DAV 134), College of Arts and Sciences, USF St. Petersburg, St. Petersburg, FL 33701 or visit our web site at <http://www.stpt.usf.edu/coas/index.htm>.

General Requirements for B.A./B.S. Degree Within the College of Arts and Sciences

The College of Arts and Sciences offers two undergraduate degrees: Bachelor of Arts or Bachelor of Science.

It is each student's responsibility to meet graduation requirements:

1. Complete at least 120 accepted semester hours, 125 for Mass Communications with Journalism and Media Studies Concentration with a USF cumulative gpa and an overall gpa of 2.000.
2. Maintain major gpa of 2.000. Note: In English, Anthropology and Mass Communications with Journalism and Media Studies Concentration students must have a 2.500 major gpa.
3. Complete the Foreign Language Entrance Requirement if entering USF fall semester, 1987 or later. Students pursuing a B.A. degree must complete the Foreign Language Exit Requirement.
4. Students enrolling in a college in January, 1983 or after must satisfy State Rule 6A-10.30 (Gordon Rule) concerning computation and communications. Transfer students who enter the University of South Florida with 60 or more semester hours from a regionally accredited institution are considered to have met the communications portion of the Gordon Rule.
5. Complete Liberal Arts Requirements (for more information, see section titled "Liberal Arts Requirements.")

General Education Requirements (36) hours credit:

- Six (6) hours credit in English Composition
- Six (6) hours credit in Quantitative Methods
- Six (6) hours credit in Natural Sciences
- Six (6) hours credit in Social Sciences
- Six (6) hours credit in Historical Perspectives
- Three (3) hours credit in Fine Arts
- Three (3) hours credit in African, Latin American, Middle Eastern, or Asian Perspectives

Exit Requirements (9) hours credit

- Six (6) hours credit in Major Works and Major Issues
- Three (3) hours credit in Literature and Writing

- 6. Elective Physical Education is limited to 2 semester hours.
- 7. ROTC is limited to 9 semester hours.
- 8. When double majoring a maximum of 2 courses or 8 hours may be used to satisfy requirements between majors.
- 9. Maximum of 20 hours of S/U option. S/U contracts must be negotiated in writing within the first three (3) weeks of the term. None of the 20 credits may be taken in the student's major unless S/U is the only grading option. English 1101 or 1102 may not be taken S/U.
- 10. The Audit option is available only during the first 5 days of classes; none permitted later.
- 11. Complete at least 9 semester hours during summer terms if entering USF with fewer than 60 semester hours.
- 12. "D" grades are not acceptable in the major and supporting sciences for all natural sciences majors. "D" grades are not acceptable for the major area in English, History, Mass Communications with Journalism and Media Studies Concentration, Psychology, and Social Work. Only one "D" is allowed in the major for Criminology. (Important! All grades including "D's and "F's are used to calculate gpa's for students in the College of Arts and Sciences.)
- 13. Complete all major course requirements.
- 14. Complete a minimum of 48 hours of upper-level courses (numbered 3000 or above).
- 15. Thirty (30) of the last 60 semester hours must be completed at USFSP to fulfill the residency requirement.
- 16. Criminology, English, Mass Communications with Journalism and Media Studies Concentration, and Political Science have established minimum major course hours to be taken in residency at USF. See the department section of the catalog for these credit-hour requirements. In addition, all students who have majors in arts and letters and in the social sciences must take a minimum of 42 hours outside of the major department, with the exception of English, where 74 hours outside the major is required.
- 17. Students must satisfy CLAST (College Level Academic Skills Test).
- 18. Transfer credit for MAT 1033 will only be acceptable towards a bachelor's degree in the College of Arts and Sciences if it was earned as part of an Associate in Arts degree awarded by a public community college in the State of Florida or is part of a Florida public community college transcript which explicitly indicates that general education or general distribution requirements have been met.

Turn in your graduation application to DAV 134 during the *1st to the 4th week* of the semester in which you plan to graduate. Applications are not accepted late.

Program Minor

Minors generally require half as many hours as required for the major. In order to help students develop some concentration in elective work taken in conjunction with their chosen major, the College of Arts and Sciences offers minors in the following: Anthropology 143, Criminology 144, English 144, Environmental Policy 146, French and Franco-phone Studies 143, Geograph 147y, History 148, Mass Communications 148 with Journalism and Media Studies Concentration, Political Science 149, Psychology 149, Spanish and Latino Studies, Leadership Studies 148, Art History. 144

Students may not earn a minor with the same subject title as a major or a concentration. In some departments, S/U grades within the minor curriculum are not countable. Specific requirements for the different minors appear under the departmental summaries listed under "Minors in Arts and Sciences 143."

Pre-Medical & Pre-Health Sciences

The Pre-Medical & Pre-Health Sciences track gives students the flexibility to pursue a broad-based liberal arts education, while integrating the advanced-level course work required by graduate and professional programs in the health sciences. Students pursuing this track can select any undergraduate major listed in the following section as they prepare for careers in the health sciences. Upon admission to USF St. Petersburg, a Pre-medical/pre-health sciences advisor can help you select the courses that will help you build a solid start in your freshman year. You will continue to work with this advisor throughout your four years at USFSP. In addition, a number of opportunities exist for you to pursue:

Pre-Med Student Club

Pre-Veterinary Student Club

Medical/Health Sciences Lecture Series

MCAT Preparation and Mock Testing

Off-campus Learning Experiences

Baccalaureate-Level Degree Programs

The departments and programs in the College of Arts and Sciences include Anthropology, Criminology, English, Environmental Science and Policy, Health Science, History, Interdisciplinary Social Sciences, Mass Communications, Political Science, and Psychology. The College of Arts and Sciences offers major fields of study as described in the following pages.

Bachelor of Arts (B.A.)

Anthropology (ANT) on page 107

Criminology (CCJ)

English (ENG)

English and American Literature (LIT)

Professional and Technical Writing (CWT)

Political Science (POL)

History (HTY) on page 128

Interdisciplinary Social Sciences (ISS)

Mass Communications with Journalism and Media Studies Concentration (COM)

Psychology (PSY)

Bachelor of Fine Arts (B.F.A.)

Art Studio-Graphic Design Concentration

Bachelor of Science (B.S.)

Environmental Science and Policy (ESP) on page 119

Health Science (HSP) on page 124

Anthropology (ANT) 45.0101

Anthropology is the global, comparative study of human biological variation and cultural systems over all periods, from the prehistoric to the present. The undergraduate program allows students to explore this subject through the discipline's four main areas of research: Biological Anthropology; Archaeology; Cultural Anthropology; and Linguistics. Our perspectives are worldwide, but we also study nearby communities, in trying to understand patterns of human physical differences, language, religion, marriage customs, conflict resolution or the evolution of societies themselves. Students with an undergraduate degree often go on to graduate programs in Anthropology but also find employment in a wide variety of settings including: archeological contract companies; conducting research on urban community development; studying immigrant populations and how best to serve the health, social and educational needs of our increasingly diverse society.

Students may also concentrate their studies in anthropology by choosing this as one of the two cognate disciplines required for Interdisciplinary Studies (ISS) Majors. This allows students to take introductory and advanced anthropology courses and combine them with a second cognate discipline and a specific set of ISS courses.

Students majoring in other fields may find anthropology coursework an exciting and valuable supplement to their primary academic interest. A minor in anthropology has been developed with this purpose in mind. The minor program is structured to allow the student maximum flexibility in course selection within a broadly defined progression of anthropological interests. Thus, the student is able to tailor a minor in anthropology to best suit a special focus in the context of an overall curriculum.

Further information about the major, new courses, and the Anthropology faculty can be found on the web at <http://www1.usfsp.edu/coas/scl/anthro.htm>

Prerequisites (State Mandated Common Prerequisites) for Students transferring from a Community College: Students wishing to transfer to USF should complete the A.A. degree at the community college. Students should complete two lower level, 2000 or 3000 level introductory courses in Anthropology prior to entering the university. If not taken at the community college, they must be completed before the degree is granted. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. A grade of "C" is the minimum acceptable grade. If students transfer with fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements. The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.

Anthropology Major Requirements

Required Core Courses

ANT 2410	Cultural Anthropology	3
ANT 2511	Biological Anthropology	3
ANT 2511L	Biological Anthropology Lab	1
ANT 3101	Archaeology	3
ANT 3610	Anthropological Linguistics	3
ANT 4034	Theories of Culture	3

Required Method Courses, 3 hours from one of the following:

ANT 4495	Methods in Cultural Research	3
ANT 4114	Seminar in Archaeological Method & Theory	3
ANT 4442	Urban Life & Culture	3

Required Capstone Course, 3 hours from one of the following:

ANT 4302	Gender in Cross-Cultural Perspectives	3
ANT 4312	North American Indians	3
ANT 4935	Rethinking Anthropology	3

Beyond the required prerequisites listed above, the major in Anthropology consists of a minimum of 37 credit hours. In order to graduate, students must maintain an average best attempt 2.5 GPA in all courses counted toward the major. In addition, students must have a minimum C (2.0) grade in the senior core class ANT 4034 and in one of the following: ANT 4302, ANT 4312, or ANT 4935. A C- grade is not acceptable. ANT 2000, although suggested, is not a prerequisite to intermediate level courses. ANT 2000 may, however, be included in the 37 credit hour major requirement. Students who have not taken ANT 2000 must make up the missing hours with Anthropology elective coursework. ANT 3101, ANT 2410, ANT 2511, and ANT 3610 are required as intermediate level training in the main subdivisions of the field. Students also are required to take ANT 4034, one of the methods courses, and one of the capstone courses listed above. Methods courses also may be counted toward the sub-field elective requirements listed below. Majors are required to complete a minimum of 15 hours of 4000-level elective coursework, including courses from at least three of the four subfields shown below. This can include ANT 4930, Special Topics courses.

Methods Requirement:

A minimum of three (3) of these 15 credits must be selected from a list of designated methods courses. Methods courses may also be counted toward the subdivision requirement.

Sub-field Electives

Archaeology

ANT 4114	Seminar in Archaeological Methods & Theory	3
ANT 4153	North American Archaeology	3
ANT 4158	Florida Archaeology	4
*ANT 4163	<i>Mesoamerican Archaeology</i>	3
ANT 4176	Archaeology of Africa	3
ANT 4178	History & Archaeology of the African Diaspora	3
ANT 4180	Laboratory Methods in Archaeology	2-4
ANT 4824	Archaeological Field Methods	4-12

Biological Anthropology

ANT 4467	Food, Health and Culture	3
ANT 4520	Forensic Anthropology	4
ANT 4586	Prehistoric Human Evolution	3

Anthropological Linguistics

ANT 4620	Language and Culture	3
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Cultural Anthropology

ANT 4241	Anthropology of Religion	3
ANT 4302	Gender in Cross-Cultural Perspective	3
ANT 4312	North American Indians	3
ANT 4316	Ethnic Diversity in the United States	3
ANT 4323	Mexico and Central America	3

ANT 4352	Peoples of Africa	3
ANT 4390	Visual Anthropology	3
ANT 4432	The Individual and Culture	3
ANT 4442	Urban Life and Culture	3
ANT 4462	Health, Illness, and Culture	3
ANT 4495	Methods in Cultural Research	3

Methods

ANT 4114	Seminar in Archaeological Methods & Theory	3
ANT 4390	Visual Anthropology	3
ANT 4495	Methods in Cultural Research	3
ANT 4520C	Forensic Anthropology	4
ANT 4824	Archaeological Field Methods	4-12

Special Topics

ANT 4930	Special Topics	3
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Depending upon the specific topic, this may count toward any of the subdivisions and/or the methods requirement.

Independent Studies and Internships

ANT 4901	Directed Reading	1-4
ANT 4905	Individual Research	2-4
ANT 4940	Directed Internship	2-4

Students can work with a professor to undertake for-credit reading, individual research and/or internship. In all such cases, a contract is required prior to registration.

Anthropology majors are urged to become competent readers and speakers of a relevant modern foreign language (which may include American Sign Language). They are also urged to enhance their English reading, writing, speaking and critical thinking capabilities and develop their skills in computational, statistical and other forms of quantitative analysis at every opportunity. Students are encouraged to fulfill General Education and Exit requirements with courses relevant to their interests in anthropology whenever possible. In pursuit of all these goals, they should meet with the department's Undergraduate Advisor at least once each semester to discuss such topics as academic progress, future course plans, summer field schools, job opportunities, graduate education and professional careers in anthropology.

Interdisciplinary Studies Requirements (ISS) Anthropology Cognate

In addition to the required ISS courses and those from another cognate discipline, the Anthropology Cognate is completed by taking either ANT 2000 or ANT 2410 and three additional ANT courses for major credit at the upper level. Students are expected to consult with the Anthropology Program director to select the most appropriate set of Anthropology electives relevant to their broader ISS major. See the ISS major in this catalog for further information.

Art (B.F.A.) 50.0701

Graphic Design Requirements for the B.F.A. Degree

The Graphic Design degree offers students a sequence of rigorous courses that balance critical thinking and pragmatic experience, complimented by the enriched experience of the liberal arts environment of the University of South Florida St. Petersburg.

Graphic designers develop the images that give voice to the world around us. Using their raw materials - the ability to think, draw, write, speak, and design - students learn the skills to solve specific visual problems. The study of typography, design concepts, and digital technology develops an understanding of the tradition, practice, and process of graphic design.

This program guides students in building the imagination, aesthetic sensitivity, and powers of critical thought required to succeed as visual communicators. The curriculum emphasizes expertise in image development, typography, print and screen-based graphics, and interactive design. The program prepares students for the rigor of professional design practice through an internship program, courses in production, and portfolio development. Additionally, students design, organize and promote an exhibition of their final senior project.

The B.F.A. Degree in Graphic Design is a limited access, upper-level program. Students are accepted in the spring and begin the program as a cohort in the fall semester. An Apple Macintosh laptop computer, software and fonts are required for this program. For details, consult the program website at: <http://www1.usfsp.edu/graphicdesign/>

Admission into the B.F.A. program is contingent upon the student having a 3.25 or higher major GPA, which must be maintained after admission for the degree to be awarded. Student competency will be evaluated individually and is based upon criteria such as GPA, writing skill, and a portfolio of work indicative of: (1) concept, execution and presentation of studio artwork, (2) conceptual understanding of art and design standards, 3 application of art and design concepts, (4) examples of drawing methods and materials, and (5) historical knowledge of art and design as evidenced by previous assignments in visual problem solving. Applicants to the program must have a 2.5 or higher overall grade point average. Students are admitted in the fall semester of each year only and must submit all materials (including the portfolio) for fall admission by early spring (see web page <http://www1.usfsp.edu/graphicdesign/> for exact deadline date.)

Transfer credit from other institutions is accepted on the basis of portfolio and transcript evaluation. USFSP accepts transfer credit from all Florida programs that are part of the "common course prerequisites."

The following courses are necessary for completing a B.F.A. degree in Graphic Design. In addition to the 3.25 minimum grade point average, a minimum grade of C minus is required for each course listed in prerequisites and the major.

I. Graphic Design Program Prerequisites

ARH 2050	History of Visual Arts I*	3
ARH 2051	History of Visual Arts II*	3
ART 2201C	Concepts and Practices I**	3
ART 2203C	Concepts and Practices II**	3
ART 2301C	Beginning Drawing	3
ART 3310C	Intermediate Drawing	3
	Art Studio electives beyond the list above	6
	2000 level course in Macintosh computer & software	3
MMC 3602	Mass Communications and Society (program requirement)***	3
	Total	30

Students must meet all prerequisites with a minimum grade point average of 3.25 or above, and each individual course with at least a C minus.

**History of Visual Arts I and II must be used to satisfy the General Education Historical Perspectives requirement if the student is to remain within 120 hours for the degree.*

***Concepts and Practices I or II must be used to satisfy the General Education Fine Arts requirement if the student is to remain within 120 hours for the degree.*

****Mass Communications and Society may be used to satisfy the General Education Social Sciences requirement if the student is to remain within 120 hours for the degree.*

Graphic Design Program Requirements

All courses in the graphic design major, with the exception of art history courses, must be completed with a minimum grade of C minus in the following sequential order. If a student does not complete all design courses with a minimum C minus grade, the student cannot proceed into future term courses before successfully repeating the deficient course under the university's grade forgiveness policy.

Graphic Design Program Requirements

II. Fall Semester

GRA 2206C	Typography	3
VIC 3001	Intro to Visual Communications	3
GRA 3193	Graphic Design I	3
GRA 3735	Multimedia Systems I	3
ARH 4430	19th Century Art	4
	Total	16 hrs

III. Spring Semester

GRA 3104	Computer Graphics	3
PGY 3820C	Digital Media I	3
ART 4925	Media Workshop: Design	
	Production	3
ARH 4724	History of Graphic Design	4
	Support Course (XMW)	3
	Total	16 hrs

IV. Fall Semester

PGY 4822C	Digital Media II	3
ART 4634C	Visual Design for the Internet	3
GRA 4930C	Graphic Design: Senior Studio	3
ARH 4450	20th Century Art	4
	Support Course (XLW)	3
	Total	16 hrs

V. Spring Semester

GRA 4955C	Senior Project: Portfolio	3
GRA 4945	Professional Practicum	3
GRA 4940	Internship	2
	ARH Art History Course (XMW)=	
ARH 3475C	Contemporary Issues in Art	4
	Total	12 hrs
	Total	90

Total Semester Hours for the B.F.A. degree in Art Studio with a Concentration in Graphic Design:

General Education*	24
Exit Requirements**	
(3 cr. included in program)	6
Art Requirements	90
Total	120 hrs

*Please note that 12 hours of General Education requirements are satisfied by the graphic design curriculum and that the actual total hours in General Education remains 36 as state-mandated.

**Please note that 3 hours of the Exit requirement must be an art history course which is also used to fulfill the major. This ensures that the required total of 9 exit hours is satisfied within the 120 hours. •

Biology (BIO) 26.0101

The Department of Biological Sciences offers undergraduate majors in Health Sciences and in Biology. Concentrations are available in General Biology, Ecology and Evolution, Marine Biology and Biomedical Sciences. The pre-professional concentration, Biomedical Sciences, meets most requirements for admission to medicine, veterinary medicine, optometry, dentistry, pharmacy, physical therapy, and physician's assistance programs. To graduate with a Biology degree, students need to complete 120 credit hours including required general study prerequisites, required biology prerequisites, and 40 credit hours of core, capstone, and elective courses in biology.

Biology Major Requirements

The Biological Science major requires the following: 1) Completion of a minimum of 40 hours of biological science courses, with grades of C- or higher. 2) At least 20 of the 40 hours must be taken at USFSP. 3) Completion of prerequisite courses in biology, chemistry, math, and physics with a grade of C- or higher. 4) A minimum of 48 hours at the 3000 level or above.

1. General Education Prerequisites (24 hrs not including math and science)**2. Exit Courses (non-major courses; 9 total credit hours)****3. Biology Prerequisites (42 hrs)**

BSC 2010	Biology I (3) and 2010L Lab (1)	4
BSC 2011	Biology II (3) and 2011L Lab (1)	4
CHM 2045	Chemistry I (3) and 2045L Lab (1)	4
CHM 2046	Chemistry II (3) and 2046L Lab (1)	4
CHM 2210	Organic Chemistry (3) and 2210L Lab (2)	5
CHM 2211	Organic Chemistry (3) and 2211L Lab (2)	5
PHY 2053	Physics I (3) and 2053L Lab (1)	4
PHY 2054	Physics II (3) and 2054L Lab (1)	4
MAC 2311	Calculus I	4
STA 2023	Introductory Statistics	3

4. Biology Core Requirements (19 hours)

MMC 2110	Scientific Writing	3
PCB 3043	Principles of Ecology (3) and 3043L Lab (1)	4
PCB 3063	Genetics (3) and 3063L Lab (1)	4
PCB 3023	Cell Biology	3
PCB 4674	Organic Evolution	3
BSB 3402L	Experimental Biology Lab	2

5. Biology Electives (15-18 hrs)

USFSP offers four concentrations: Biomedical Sciences, Marine Biology, Ecology and Evolution, and General Biology

Capstone Course (3 to 6 hours)

BSC 4910	Undergraduate Research or	3-6
BSC 4940	Internship or	3-6
*BSC 4XXX	<i>Senior Seminar in Biology</i>	3

**Course pending approval*

Note: Students are required to complete 19 credit hours of core courses and 15-18 credit hours of Biology electives within a given concentration to satisfy degree requirements. Students are also required to complete a 3-credit hour Biology capstone course. Additional biology electives can be used to satisfy the 40 credit-hour requirement for this program, as well the university requirement for 48 credit-hours of upper-level course work.

Biomedical Sciences Concentration (BMSP)

BSC 2093C	Anatomy and Physiology I	4
BSC 2094C	Anatomy and Physiology II	4
BCH 3023	Introduction to Biochemistry (3) and Lab (2)	5
MCB 3020C	General Microbiology and Lab	4
PCB 3023L	Cell Biology Lab	1
PCB 3712	General Physiology (3) and Lab (1)	4
PHZ 4702	Applications of Physics to Biology and Medicine	3
BSC 4933	Special Topics	3
BOT 4850	Plants and Human Health	3

Ecology and Evolution Concentration (EESP)

BSC 4052	Conservation Biology	3
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BSC 4057	Environmental Issues	3
BSC 4333	Ecology of Aquatic Vascular Plants	3
BOT 3015C	General Botany	4
BOT 4404C	Phycology	4
PCB 3306	Stream Ecology	3
PCB 5326	Florida Ecosystems	3
PCB 5307	Limnology (3) and 5307L Lab (1)	4
ZOO 4307	Vertebrate Zoology	4
ZOO 4512	Sociobiology	3
ZOO 4513	Animal Behavior	3
BSC 4933	Special Topics	3

**Course pending approval*

General Biology Concentration (GBSP)

BSC 2093C	Anatomy and Physiology I	4
BSC 2094C	Anatomy and Physiology II	4
BSC 3312	Marine Biology	3
BSC 4052	Conservation Biology	3
BSC 4057	Environmental Issues	3
BSC 4333	Ecology of Aquatic Vascular Plants	3
BSC 4933	Special Topics	3
BCH 3023	Introduction to Biochemistry (3) and Lab (2)	5
BOT 3015C	General Botany	4
BOT 4404C	Phycology	4
BOT 4850	Plants and Human Health	3
MCB 3020C	General Microbiology and Lab	4
PCB 3023L	Cell Biology Lab	1
PCB 3712	General Physiology (3) and 3712L Lab (1)	4
PCB 3304	Stream Ecology	3
PCB 5307	Limnology (3) and 5307L Lab (1)	4
PCB 5326	Florida Ecosystems	3
PHZ 4702	Applications of Physics to Biology and Medicine I	3
ZOO 3205	Advanced Invertebrate Zoology	4
ZOO 4454	Ichthyology (Fish Biology)	4
ZOO 4512	Sociobiology	3
ZOO 4513	Animal Behavior	3
OCB 3265	Coral Reefs	3
OCE 4930	Selected Topics in Marine Science*	

**NOTE: This course offered by the College of Marine Science, USF Tampa*

Marine Biology Concentration (MGSP)

BSC 3312	Marine Biology	3
BOT 4404C	Phycology	4
ZOO 4454	Ichthyology (Fish Biology)	4
ZOO 3205	Advanced Invertebrate Zoology	4
ZOO 4307	Vertebrate Zoology	4
OCB 3265	Coral Reefs	3
BSC 4933	Special Topics	3
OCE 4930	Selected Topics in Marine Science*	

**Note: This course is offered by the College of Marine Science, USF Tampa*

Plant Biology Concentration (PBIO)

Please see department for details.

Criminology (CCJ) 45.0401

The major in Criminology provides students with an in-depth exposure to the total criminal justice system including law enforcement, detention, the judiciary, corrections, crime prevention, crime analysis, private security, juvenile justice and probation and parole. The program concentrates on achieving balance in the above aspects of the system from the perspective of the criminal justice professional, the offender, and society. The program provides a solid background in the theory, issues and methodology comprising Criminology.

The objective of the undergraduate program in Criminology is to develop a sound educational basis either for graduate work or for professional training in one or more of the specialized areas comprising the modern urban criminal justice system.

Recommended Prerequisites (State Mandated Common Prerequisites)

Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. If students transfer with fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

There are no State Mandated Common Prerequisites for this degree program.

Transfer students should be aware that by university regulation they are obligated to establish academic residency by completing the equivalent of one academic year (30 semester hours) in "on-campus" courses. All undergraduate transfer students electing Criminology as their major will be required, moreover, to take a minimum of 30 credit hours in major coursework at the University of South Florida. The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.

Criminology Major Requirements

A minimum of 36 semester hours is required of all undergraduate majors in Criminology including:

1. Each of the following core courses: (21 hours)

CCJ 3024	Survey of Criminal Justice*	3
CJE 3444	Crime Prevention	3
CCJ 3117	Theories of Criminal Behavior*	3
CJE 3656	Introduction of Crime Analysis	3
CCJ 3701	Research Methods I	3
CCJ 3718	Applied Statistics in Crime	3
CCJ 4934	Senior Seminar	3

2. 15 semester hours of electives within the major.

CCJ 3621	Patterns of Criminal Behavior
CCJ 4930	Critical Issues in Policing
CJC 4166	Alternatives to Incarceration
CCJ 4450	Criminal Justice Administration
CCJ 4900	Directed Readings
CCJ 4910	Directed Research
CCJ 4933	Selected Topics: Topic varies
CCJ 4934	Senior Seminar
CCJ 4940	Internship for Criminal Justice Majors
CJC 4010	American Correctional Systems
CJE 3641	Introduction to Forensic Science
CJE 4010	Juvenile Justice System
CJE 4114	American Law Enforcement Systems
CJL 3052	Introduction to Courts
CJL 3110	Substantive Criminal Law
CJL 4410	Criminal Rights and Procedures

NOTE: No more than six (6) hours of CCJ 4900, CCJ 4910 or any combination of the two will be accepted toward the minimum number of hours in the major. A student may take an unlimited amount of CCJ 4933 or 4934 as long as they vary in topics.

These residence requirements are designed to ensure that transfer students who subsequently receive their baccalaureate degree from the University of South Florida with a major in Criminology will have been exposed to the same body of knowledge in their major as those students who complete all or a major portion of their coursework at the University of South Florida.

Any student who receives a grade of "D" or lower in more than one USF CCJ course will be automatically barred from continuing as a Criminology major.

English (ENG) 23.0101

The program in English provides two areas of specialization/concentrations (divided into two degree-options below):

Literature and Cultural Studies (LCSP)

The undergraduate program in Literature and Cultural Studies prepares students to be excellent communicators and researchers, whether they move forward into careers or into graduate and professional schools. The program highlights three areas of study - American, British, and World Literatures - focusing on specific kinds of skills: reading deeply and analytically, writing critically and creatively, thinking conceptually and contextually, and using multiple research tools from the archives to the Internet. Literature and Cultural Studies considers how language works in a variety of historical, rhetorical, and artistic contexts. Students who graduate from this program are both well situated and expected to be excellent, multifaceted users of language in the global communities they inhabit.

Writing Studies (WSSP)

The undergraduate program in Writing Studies prepares students to work as innovative professional communicators in a variety of fields -- from government to business to medicine. The program brings together professional and public discourse within specific rhetorical situations so that writers experience specific local, global, organizational, and civic dimensions. We research, develop, evaluate, and practice professional and public discourse. Students are encouraged to collaborate with schools, corporations, agencies, and community-based organizations to design, develop, use, and evaluate oral, written, and digital artifacts. The program is designed to empower individual communicators in the ethical and strategic use of language in a variety of public and professional communities. The program will produce graduates who can effectively compose using a variety of tools in order to communicate with their audiences.

Recommended Prerequisites (State Mandated Common Prerequisites)

This degree is open to FTIC and transfer students. Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. If students transfer with fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements. The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university. Transfer students are encouraged to complete the Program prerequisites prior to entering the university. Unless stated otherwise, a grade of "C-" is the minimum acceptable grade. The English Department does not accept Sign Language as a foreign language.

Major requirements for English majors are listed below. A grade of "D" will not be counted toward fulfilling the major requirements. Grades of "D" or "F" in English courses will, however, be used in calculating the major GPA unless the course is retaken under the grade forgiveness policy. Students may not use more than one ENG 4906, Individual Research, toward meeting the major requirements. Transfer students must earn at least 15 hours in the major at USFSP. A 2.5 GPA in the major is required for graduation. A minimum of 42 hours outside the major are required.

English Major Requirements

Undergraduates seeking this degree must complete:

- State Mandated Program Prerequisites (12 hours)
- Core Requirements (6 hours)
- Literature Electives (6-8 hours)
- Writing Electives (6 hours)
- One (1) Specialization/Concentration (18-20 hours)
- Total: 120 hours including 48 hours of upper division courses.

State Mandated Program Prerequisite Courses (12 hours)

ENC 1101	Composition I	3
ENC 1102	Composition II	3

Six semester hours earned in courses taught in the English Department, EACH with 6,000 words of evaluated writing for a TOTAL of 12,000 words.

Suggested Courses:

LIT 2000	Introduction to Literature	3
HUM 1020	Introduction to the Humanities	3

Core Requirements (6 hours)

ENC 3445	Introduction to the English Major Recommended in the first semester	3
ENG 4950	Senior Portfolio Recommended in the last semester	3

Literature and Cultural Studies Concentration (LCSP) (18-20 hours)

American Literature (3 hours):

AML 3031	American Literature, Beginning to 1860	3
AML 3041	American Literature, 1860 to Present	3

British Literature (3 hrs):

ENL 3015	British Literature, Beginning to 1616	3
ENL 3230	British Literature, 1616 to 1780	3
ENL 3251	British Literature, 1780 to 1900	3
ENL 3271	British Literature, 1900 to Present	3
ENL 3333	Shakespeare	3

Literature (3 hours):

LIT 3101	Literature of the Western World Before the Renaissance	3
LIT 3102	Literature of the Western World After the Renaissance	3
LIT 3353	Literature, Race, and Ethnicity	3
LIT 3513	Literature, Gender, and Sexuality	3

At least one of the above courses (3 hours) should be in Literature before 1800

Advanced Literature and Cultural Studies (9 hours)

Three Courses (9 hours) at the 4000-level taken from the following:

AML 4931	American Literary Movements and Genres (3/6 repeatable)	3
AML 4300	Selected American Authors (3/6, repeatable)	3
AML 4933	Studies in American Literature and Culture (3/6, repeatable)	3
ENG 4042	Studies in Theory and Criticism (3/6, repeatable)	3
ENG 4906	Individual Research (1-4, Non-repeatable)	3
ENG 4940	Internship in English (1-4, Non-repeatable)	3
ENL 4930	British Literary Movements and Genres (3/6, repeatable)	3
ENL 4303	Selected British Authors (3-6, repeatable)	3
*ENL 4425	<i>Studies in British Literature and Culture</i> (3-6, repeatable)	3
*LIT 4711	<i>World Literary Movements and Genres</i> (3-6, repeatable)	3
*LIT 4244	<i>Selected World Authors</i> (3-6, repeatable)	3
LIT 4931	Studies in World Literature and Culture (3-6, repeatable)	3

*course pending approval

Writing Studies Concentration (WSSP) (18-20 hours)**Intermediate Writing (9 hours) from:**

Three 3000-level courses (9 hours) from:

ENC 3310	Expository Writing	3
ENC 3250	Professional Writing	3
ENC 3330	Rhetorical Traditions	3
ENC 3331	Civic and Client Communication	3
ENC 3373	Rhetoric of Marginalized Communities	3
ENC 3376	Multimodal Composition	3

Advanced Writing (9 hours) from:

Three 4000-level courses (9 hours) from:		
ENC 4311	Advanced Composition	3
ENG 4377	Advanced Rhetoric	3
*ENC 4353	<i>Public Rhetorics</i>	3
ENC 4351	Writing for Publication	3
ENC 4431	Writing and New Media	3
ENC 4931	Selected Topics in Technical & Professional Writing (3-6 Repeatable)	
ENG 4042	Studies in Theory and Criticism (3-6 Repeatable)	
ENG 4906	Individual Research (1-4 Non-repeatable)	
ENG 4940	Internship in English (1-4 Non-repeatable)	

**course pending approval*

Literature Electives (6-8 hours)

AML 3031	American Literature, Beginnings to 1860	3
AML 3032	American Literature, 1860 to the Present	3
CRW 3013	Creative Writing	3
CRW 4924	Advanced Creative Writing	3
ENL 3015	British Literature, Beginnings to 1616	3
ENL 3230	British Literature, 1616 to 1780	3
ENL 3251	British Literature, 1780-1900	3
ENL 3271	British Literature, 1900 to the Present	3
ENL 3333	Shakespeare	3
LIT 3101	Literature of the Western World Before the Renaissance	3
LIT 3102	Literature of the Western World After the Renaissance	3
LIT 3353	Literature, Race and Ethnicity	3
LIT 3513	Literature, Gender and Sexuality	3
AML 4931	American Literary Movements and Genres	3
AML 4300	Selected American Authors	3
AML 4933	Studies in American Literature	3
ENG 4042	Studies in Theory and Criticism	3
ENG 4906	Individual Research	1-4
ENG 4907	Directed Reading	3
ENG 4940	Internship in English	1-4
ENL 4930	British Literary Movements and Genres	3
ENL 4303	Selected British Authors	3
*LIT 4425	<i>Studies in British Literature</i>	3
*LIT 4711	<i>World Literary Movements and Genres</i>	3
*LIT 4244	<i>Selected World Authors</i>	3
LIT 4931	Studies in World Literature	3

**course pending approval*

Writing Electives (6 hours)

CRW 3013	Creative Writing	3
CRW 4924	Advanced Creative Writing	3
ENC 3250	Professional Writing	3
ENC 3310	Expository Writing	3
ENC 3330	Rhetorical Traditions	3
ENC 3331	Civic and Client Communication	3
ENC 3373	Rhetoric of Marginalized Communities	3
ENC 3376	Multimodal Composition	3
ENC 4311	Advanced Composition	3
ENC 4377	Advanced Rhetoric	3
*ENC 4XXX	<i>Public Rhetorics</i>	3
ENC 4351	Writing for Publication	3
ENC 4431	Writing and New Media	
ENC 4931	Selected Topics in Technical and Professional Writing	3

**Course pending approval*

Undergraduate Certificate in Creative Writing (CRW)

The Creative Writing Certificate is open to all students at University of South Florida St. Petersburg and to non-matriculated students with a Bachelor's Degree. The program welcomes majors and minors in English, students already in other programs, and people not currently attending USFSP who would like to improve their skills in creative writing. Note: courses completed in fulfillment of the CRW certificate do NOT conflict with requirements for the English major or minor.

For the certificate, students must complete:

15 hours in Literature and/or Writing above the 3000 level; CRW 3013 Creative Writing (3 hours), **and 2 (two) sections** (total 6 hours) of CRW 4924 Advanced Creative Writing.

Environmental Science and Policy (EVR) 03.0104

The status of the earth's environment has been a major concern since the 1960s. Currently, it represents one of the most critical issues facing nearly all nations individually as well as the earth community as a whole. Increased population, technology, globalization and diminishing natural resources all play an important role in the changing environment. As a consequence, governments at all levels are devoting resources to help understand the problems that we are facing and to aid in their mitigation. This includes everything from public education to cleaning up toxic waste sites.

This interdisciplinary and integrated major seeks to advance students' critical abilities to solve real-world environmental problems, manage social-natural systems in a sustainable manner, and affect decisions involving environmental policy, resource management, and biodiversity conservation. The curriculum comprises an intensive foundation in the environmental sciences, physical-chemical sciences, social sciences, and the humanities, as well as the integration of these areas to study a problem in hand. Upon completion of the required course work, students will develop appreciation and a holistic view of how scientific truth (data and analysis based results) and policy (interpretation of data and analysis in the political context) work together to affect our everyday life (as an individual and as a society). This major will uniquely link science, policy and sustainability in the context of society and give greater meaning and context to environmental science and STEM education.

The actions of people as an individual and society as a whole are crucial for environmental well-being and long-term sustainability. This degree emphasizes the understanding of interrelationships between social phenomena and the natural (i.e., biological-physical-chemical) environment. It is intended to (1) increase student awareness of these interconnections in their everyday lives; (2) introduce students to a variety of social science perspectives (including politics and policies) along with hard environmental science perspectives, that help students make sense of these connections; (3) identify the contributions of each of these perspectives to our understanding of environmental problems; (4) discuss how natural resource management and environmental policy reflect these perspectives; and (5) produce graduates who promote sustainability in all facets of human enterprise

The environmental industry is a growing arena for employment for degree holders at all levels. Students completing the Bachelor of Science (B.S.) in Environmental Science and Policy have found employment with government agencies (city, county, state, and federal), private industry, and non-profit organizations. Examples of careers include field scientist, research scientist, policy analyst, lobbyist, conservationist, and educator. Some also go on to attend graduate or law school.

The B.S. in Environmental Science and Policy was approved in 1995. This interdisciplinary program is housed in the College of Arts and Sciences. All students must complete the University's General Education Requirements. All majors in the program must complete the required core courses and select among the elective courses from the lists below. Please note that the core and elective courses differ between the Science, Policy, and Sustainability concentrations. Finally, all majors must complete an upper division seminar and an internship or project. Unless stated otherwise, a grade of "C-" is the minimum acceptable grade.

Students wishing to transfer to USFSP should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. If students transfer with fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements. The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university. Transfer students are encouraged to complete the following required supporting major courses prior to entering the university. Unless stated otherwise, a grade of "C-" is the minimum acceptable grade.

Environmental Science and Policy Major Requirements

Environmental Science and Policy Major offers three concentrations i) Science, ii) Policy and iii) Sustainability. You are required to choose one of the concentrations and complete course work as outlined below for your chosen track.

General Education Prerequisites: 24 hours (not including math and sciences)

Environmental Policy Prerequisites: 32 hours

BSC 2010 &	Biology I and Lab	4
BSC 2010L		
BSC 2011 &	Biology II and Lab	4
BSC 2011L		
CHM 2045 &	General Chemistry I and Lab	4
CHM 2045L		
CHM 2046 &	General Chemistry II and Lab	4
CHM 2046L		

Program Pre-requisites

STA 2023	Introduction to Statistics	3
MAC 1147	Precalculus Algebra and Trigonometry	4
MAC 2311	Calculus I	3

	or	
MAC 2241	Life Sciences Calculus	3
GIS 3006	Computer Cartography	3
PHY 2053/L	Physics I and Lab	4
PHY 2054/L	Physics II and Lab	4

Core Requirements

GLY 2010 &	Dynamic Earth and Lab	4
GLY 2010L		
or		
GEO 2200 &	Introduction to Physical Geography	4
GEO 2200L	& Lab	
EVR 2001 &	Intro to Environmental Science & Lab	4
EVR 2001L		
EVR 2861	Intro to Environmental Policy	3
PHI 3640	Environmental Ethics	3
EVR 4027	Wetland Ecology	3
GEO 4340	Natural Hazards	3
GEO 4372	Global Conservation	3
EVR 4940	Environmental Policy Internship	3
	or	
EVR 4910	Environmental Science and Policy Project	3
EVR 4921	Environmental Science and Policy Seminar	3

Program Electives

GIS 4035	Remote Sensing of the Environment	3
GIS 4300	Environmental Modeling with GIS	
ECO 2023	Economic Principles (Microeconomics)	3
EVR 4930	Special Topics	3
MMC 4106	Science Writing	3
*ISS 4930	<i>Qualitative Methods</i>	3
*OCE 4930	<i>Special Topics</i>	3
GLY 3720C	The Fluid Earth	3
MCB 3020C	Microbiology	4
CHM 2210	Organic Chemistry I	3
CHM 2211	Organic Chemistry II	3

*Course pending approval

Policy Concentration (ESSP)

Requirements:

PUP 4203	Environmental Politics and Policy	3
POS 3697	Environmental Law	3
ECP 3302	Environmental Economics	3
BSC 4057	Environmental Issues	3
*EVR 4114	<i>Climate Change</i>	3

*Course pending approval

Science Concentration (ESPS)

Requirements:

PCB 3043/L	Principles of Ecology and Lab	4
CHM 3120	Analytical Chemistry	3
*EVR 4933	<i>Geographic Information Systems</i>	3
MAC 2312	Calculus II	4
	or	
MAC 2242	Life Sciences Calculus	4

**Course pending approval*

Sustainability Concentration (SUSP)

Requirements:

<i>*EVR 4865</i>	<i>Environmental Policy and Sustainability</i>	3
<i>*GEO 4284</i>	<i>Water Resources Management</i>	3
<i>GEO 3352</i>	<i>Human Footprint on the Landscape</i>	3
<i>*GEO XXXX</i>	<i>Perspectives on Environmental Thought</i>	3
<i>*GIS XXXX</i>	<i>GIS for Sustainability</i>	3

**Course pending approval*

Geography (GPY) 45.0701

The degree program in Geography consists of 37-38 credit hrs. (19 credit hrs. for degree core, 9 for concentrations, 3 for capstone and 6 for degree electives). Concentration offers to specializations in:

- i) Environment and Society
- ii) Geospatial Sciences.

The degree core focuses on physical geography and environmental systems including the hydrosphere, atmosphere, geosphere, and biosphere. Particular emphasis is placed on the human modification of the natural environment and the global interconnections of the major earth systems.

Electives for the degree program focuses on human geography (where the social and spatial effects of the growth of cities, including issues such as the conflicts, economic restructuring, the growth and decline of inner-cities, and urban racial and ethnic relations and disease are discussed) and physical geography (where land-use changes and impacts of urbanization on water resources qualities and quantities are discussed).

Geospatial Science concentration focuses on the quantitative and analytical study of relationships of events and processes in space and time. In recent years, powerful new technologies and techniques have emerged that greatly improve our ability to acquire, archive, analyze and communicate information regarding people, places and other processes on or near the Earth's surface. These same technologies and analytical frameworks allow us to combine this information into multi-tiered databases describing complex and inter-related aspects of our physical and social world. Students will learn these technologies and analytical framework. Environment and Society concentration provides students with an in-depth understanding of the socio-cultural and political contexts in which specific environmental problems arise and are addressed. Popular conceptual frameworks in human-environment interaction, such as political ecology, sustainable development, and natural hazards, are applied to a range of environmental problems at the local, national and global scales.

Minimum Requirements for Major

Students must earn a C- or better in all major course work. D and F grades earned in major course work will be used in calculating the major GPA, except where removed by grade forgiveness. Students must maintain a minimum 2.0 major GPA in order to graduate.

Geography Major Requirements

Degree requirement: 37-38 credit hrs

22 credit hr for degree core courses

9 credit hrs for concentrations (9 cr hrs as required for each concentrations)

6-7 credit hrs as degree electives

Students majoring in Geography are required to take a minimum of 18 credit hours towards their major at USFSP.

Core Courses (22 credits)

GEA 2000	World Regional Geography	3
GEO 2200	Introduction to Physical Geography	3
GEO 2200L	Introduction to Physical Geography Laboratory	1
** ISS 3930	ST: Introduction to Qualitative Research Methods	3
STA 2023	Introduction to Statistics	3
*GEO XXXX	Geographic Perspectives on Nature	3
GIS 3006C	Introduction to Computer Cartography	3
*GEO XXXX	Senior Seminar in Geography	3

Concentration 1: "Environment and Society" (SEP)

(CORE Requirements: ALL students must take 9 credits.)

GEO 4340	Natural Hazards	3
*GEO XXXX	Water Resource Management	3
GEO 4372	Global Conservation	3

Concentration 2: "Geospatial Sciences" (GSP)

(CORE Requirements: ALL students must take 9 credits.)

GIS 4043C	Geographic Information Systems	3
GIS 4035C	Remote Sensing of the Environment	3
*GIS XXXX	<i>Geographical Information System for Sustainability</i>	3

Elective Requirements

(ALL students must take 6-7 credits.)

GIS 4300	Environmental Modeling with GIS	3
GEO 4450	Medical Geography	3
GEO 4471	Political Geography	3
GEO 3352	Human Footprint on the Landscape	3
*EVR XXXX	<i>Environmental Soil, Water and Land Use</i>	3
EVR 4027	Wetland Environments	3

OR any EVR, GIS, GEA or GEO upper-division 3-4 credit hour course.

* Course pending approval

** This is in addition to the state mandated pre-requisites.

Health Sciences (HSP) 51.0000

The B.S. in Health Science degree is housed within College of Arts and Sciences, but is truly an interdisciplinary and USF System-wide program of study. Courses in the program come from multiple departments in CAS, the College of Business (COB), from the College of Public Health (CPH), and from the College of Education (COE). The degree is founded in science, humanities and business, and designed specifically to provide students with a broad-based education in preparation for a wide spectrum of health services occupations or post-baccalaureate study. This is not a technical degree, nor is it designed specifically to prepare students for entrance into medical school. The degree will, however, prepare students for competitive graduate programs (e.g. Public Health, Public Administration, MBA, Communication Sciences and Disorders, and Law School) or as a direct entry into a health-related career (e.g. sales, hospital administration, health & safety, compliance, marketing, research support, management, communications, fundraising / development).

All students must complete the University's General Education Requirements and residency requirement that 30 of the last 60 hours be taken at USFSP. All majors in the program must complete the required core courses and select among the elective courses from the lists below. Finally, all majors must complete an internship or project. Unless stated otherwise, a grade of "C-" is the minimum acceptable grade.

The USF College of Public Health accepts all students in good academic standing as determined by USF St. Petersburg Office of the Registrar. No additional restrictions will be placed on USFSP students who meet admissions criteria to the Home institution. This degree is open to FTIC and transfer students. Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. If students transfer with fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements. The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university. Transfer students are encouraged to complete the following required supporting major courses prior to entering the university. Unless stated otherwise, a grade of "C-" is the minimum acceptable grade.

Undergraduates seeking this degree must complete core/required major courses and upper division courses in two of the four Concentration areas: 1) Healthcare Administration from the COB; and/or 2) Health Science and Humanities from CAS; (3) Public Health and/or 4) Communication Sciences and Disorders from COE; and a required senior capstone course.

The Health Science major is a minimum 48 credit hours consisting of five core courses (minimum 15 hrs); five-six courses for each Concentration (15 x 2 = minimum 30 hrs); and one capstone course (3 hrs). At least 24 of the 48 credit hours in the major must be taken at USFSP.

Required Pre-requisite Courses (Minimum 26 hours)

BSC 1005	Principles of Biology for non-majors or	3
BSC 2010/L	Biology I, Cell Processes and Lab	4
BSC 2093C	Anatomy and Physiology I and	
BSC 2094C	Anatomy and Physiology II or	
BSC 2085/L	Anat & Physio for Hlth Prof I and Lab and	4
BSC 2086/L	Anat & Physio for Hlth Prof II and Lab	4
MAC 1105	College Algebra or	3
MAC 1140	Pre-Calculus Algebra or	3
MAC 1147	Pre-Calculus Algebra and Trig or	4
MAC 2233	Business and Econ Calculus or	3
MAC 2311	Calculus I	4
STA 2023	Introductory Statistics or	3
PSY 3204	Psychological Statistics or	3

QMB 2100	Business and Econ Statistics	3
PSY 2012	Intro to Psychological Statistics	3
DEP 4053	Developmental Psychology	3
ENC 2210	Technical Writing	3

Health Sciences Core Requirements (Minimum 15 hrs)

CHM 2023	Chemistry for Today	3
	or	
CHM 2045/L	General Chemistry I and Lab	4
PHI 3633	Biomedical Ethics	3
	or	
PSY 4620	Ethics in Psychology and Health	3
ECO 2023	Microeconomics	3
HSC 3002	Intro to Health Professions	3
COM 2130	Communications Skills for Health Professionals	3

Health Care Administration Concentration (HCSP) (Minimum 15 hours)

Required Courses (12 hrs)

ECP 3530	Economics of Health	3
HSA 3170	Healthcare Finance	3
MAN 3093	Healthcare Management	3
MAR 4712	Healthcare Marketing	3
<u>Plus One Elective Course (3 hrs)</u>		
ENT 4620	Social Issues in Entrepreneurship	3
	or	
ISM 3011	Information Systems in Organizations	3
	or	
MAN 3301	Human Resource Management	3
	or	
MAR 3400	Professional Selling	3
	or	
MAR 4503	Consumer Behavior	3

Integrated Health Sciences Concentration (IHSP) (Minimum 15 hrs)

Select Five Courses from the following:

SOW 4522	Multicultural America	3
	or	
ANT 2410	Cultural Anthropology	3
ANT 2511 and 2511 L (lab)	Biological Anthropology	4
	or	
ANT 4432	Individual and Culture	3
	or	
ANT 4462	Health, Illness, and Culture	3
	or	
BSC 2025	Food: Personal and Global Perspectives	3
	or	
GEO 4450	Medical Geography	4
	or	
CLP 4143	Abnormal Psychology	3
	or	
CLP 4314	Health Psychology	3

Public Health Concentration (PHSP) (15 hours)

Offered by the USF Tampa College of Public Health

Required Courses (9 hrs)

PHC 4100	Introduction to Public Health	3
HSC 4551	Survey of Human Disease	3

HSC 4933	Special Topics:Introduction to Epidemiology	3
Plus Two Elective Courses (6 hrs)		
HSC 4933	Special Topics:Introduction to Biostatistics or	3
HSC 4211	Health, Behavior and Society or	3
HSC 4624	Foundations of Global Health or	3
HSC 2100	Contemporary Health Science or	3
HSC 2130	Sex, Health and Decision-Making or	3
HSC 2933	Selected Topics in Public Health or	3
HSC 3541	Human Structure and Function or	3
HSC 4134	Prevention of Mental Illness or	3
HSC 4172	Women's Health: A Public Health Perspective or	3
HSC 4573	Foundations of Food Safety or	3
HSC 4504	Foundations of Public Health Immunology or	3
HSC 4537	Medical Terminology or	3
HSC 4579	Foundations of Maternal and Child Health or	3
HSC 4933	Emerging Infectious Diseases or	3
HSC 4542	Stress, Health and College Life or	3
HSC 4933	Special Topics: Intro to Environ & Occupational Health or	3
HSC 4933	Special Topics: Sex, Beer & Chocolate-fact & Fiction or	3
HSC 4933	Special Topics: Biostatistics in Society	3

Communication Sciences and Disorders (CSD) Concentration required courses (minimum 15 hours):

Required Courses (Minimum 15 hrs)	3
SPA 3003	Intro to Speech, Language & Hearing Disorders PR: PSY 2012
SPA 4115	Phonetics of English and Spanish PR: PSY 2012
SPA 3102	Anatomy, Neuroanatomy & Physiology of Speech, Language and Hearing PR: BSC 2093 or BSC 2085
SPA 3262	Speech, Language and Hearing Sciences PR: MAC 1105 or MAC 1140 or MAC 2311 and CHM 2045
SPA 3006	Language Development: Monolingual, Bilingual Individuals With and Without Disorders/Disabilities PR: PSY 2012

Capstone Course (3-4 hours)

Select One of the following:

GEB 4935	Business Strategy for Health Care Systems	3
	or	
GEB 4935	International Health Care Systems (Education Abroad)	3
	or	
HSC 4940	Internship	
	or	
HSC 4631	Critical Issues in Public Health	
	or	
SPA 4871C	Case Studies and Observation (includes minimum 25 hrs clinical observation).	3

This course must be completed to meet CSD Concentration requirements.

PR: SPA 3003 and SPA 3102 and SPA 3262

PR: Senior standing or Consent of Instructor (CI)

Total (120) including 48 hrs of upper division courses.

History (HTY) 54.0101

The discipline of history embraces a diverse world of ideas, peoples, and events. Our faculty seeks to inform and question, to provoke and to challenge our students to a higher level of understanding of the past. History at South Florida offers the student an opportunity to explore civilizations from around the globe and from the ancient through contemporary eras. We encourage our students to move beyond traditional memorization of material to a critical level of thinking, analysis, and synthesis. Accomplished history majors are attractive to all kinds of employers in any number of fields, as well as to graduate and professional schools. USF history alumni can be found in such diverse professions as law, medicine, business, government, foreign service, politics, and education.

History Major Requirements

A minimum of 36 semester hours is required for a major in history. A minimum grade of "C" or better must be attained in each course counted toward the 36-hour requirement. However, grades of "D" or "F" in history coursework will be used in calculating the major GPA unless the course is retaken under the grade forgiveness policy.

Prerequisites (State Mandated Common Prerequisites)

Students wishing to transfer to USF should complete the A.A. degree at the community college. If students transfer with fewer than 60 semester hours of acceptable credit, they must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements. The transfer student should be aware of the immunization, foreign language, and continuous enrollment policies of the university.

Students at a community college planning to transfer to USF and major in history are encouraged to complete as many of the lower level requirements as possible at the community college level. Courses that fulfill the General Education/Gordon Rule requirement would be especially valuable. The minimum acceptable grade for courses being transferred for history department credit is a "C." If these courses have not been completed satisfactorily upon enrolling at USF, they must be taken before the degree is granted.

Lower-level Course Requirements for the Major

A minimum of 12 hours of 2000 level courses, or their equivalent, constitute the lower level requirements. Two of these courses must be sequential. Students may choose from introductory courses in Western Civilization, Ancient, Medieval, Modern European, or American history to fulfill this two-course sequence. The remaining hourly requirements may be filled by taking any of the other 2000 level history courses.

Upper-level Course Requirements for the Major

A minimum of 24 hours of course work from the 3000-4000 level is required to fulfill the 36-hour minimum requirement. Two of these courses, the Pro-Seminar and the Theory of History courses are required for all majors. These courses should not be taken during the same semester. The remaining 16 hours of credit may be chosen from the department offerings each semester. It is recommended that history majors take writing, speech, and library/internet research skills courses. Additional hours can be profitably drawn from the following disciplines: Africana Studies, American Studies, Anthropology, Classics, Economics, Geography, Government and International Affairs, Psychology, Philosophy, Religious Studies, Sociology, Women's Studies, Literature, the Humanities, and the Fine Arts. Majors intending to pursue graduate work should take a minimum of two years of classical or modern foreign language.

Open University courses and exit courses titled "Issues in History" (HIS 3938) and "War and Society" (HIS 3308) are not eligible for major field credit.

Interdisciplinary Social Sciences (ISS) 45.0101

The ISS program is intended to provide students with a broad grounding in the social sciences while creating opportunities to explore selected disciplines in more depth. The program emphasizes critical analysis of social issues, introduces students to a variety of paradigms and perspectives with which to frame social problems, gives students the opportunity to explore the research process, exposes students to a variety of methodologies, and emphasizes effective writing. The program provides a measure of flexibility and allows students to design a rigorous course of study built around at least two disciplinary interests (concentrations). Students plan their program in ongoing consultation with the advisor who approves each individual curriculum contract.

Specific requirements for a B.A. degree in Interdisciplinary Social Sciences (ISS) are outlined below:

Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. If students transfer with fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

Please be aware of the immunization, foreign language, and continuous enrollment policies of the university.

There are no State Mandated Common Prerequisites for the ISS degree program.

Some of the following courses if available, during the program of study at the community college, and when feasible in General Education/Gordon Rule courses, could count toward the ISS degree. A grade of "C" is the minimum acceptable grade.

*AFA 2000	<i>Introduction to the Black Experience</i>	3
	[In Africa and Its Diaspora]	3
AMH 2010	American History I	3
	or	
AMH 2020	American History II	3
ANT 2000	Introduction to Anthropology	3
ECO 2013	Economic Principles (Macroeconomics)	3
ECO 2023	Economic Principles (Microeconomics)	3
GEA 2000	World Regional Geography	3
POS 2041	American National Government	3
	or	
POS 2112	State and Local Government	3
SYG 2000	Introduction to Sociology	3
WST 3015	Introduction to Women's Studies	3

* Course pending approval

Interdisciplinary Social Sciences Core Courses

Two of these courses, the introductory course (ISS 3010) and the senior seminar (ISS 4935), introduce and employ the interdisciplinary social science perspective. These courses involve students in the study of socially constructed realities; the various concepts, theories and methods used in the social sciences and their application to contemporary issues and questions. In addition to the two core ISS courses, students must take a research methods course from the approved list.

ISS majors are highly recommended to take one of the following courses early in their careers:

ISS 1102	Self and Society	3
ISS 1103	Nature and Culture	3

Coursework required for Interdisciplinary Social Sciences Majors

1. Required core courses for the major are:

ISS 3010	Introduction to Social Sciences	3
ISS 4935	Seminar in the Social Sciences	3

Students must take one of the following research methods courses:

*ISS XXXX	Introduction to Qualitative Methods	3
STA 2122	Social Science Statistics	3
CCJ 3706	Applied Statistics in Crime	3
ANT 4495	Methods of Cultural Research	3
PSY 3204	Psychological Statistics	3

Students are encouraged to take a methods course in one of their concentration areas if available.

Please note that a "C" or better in ISS 3010 is required to register in the Senior Seminar ISS 4935.

2. The ISS student chooses two concentration areas and completes twelve hours in each. . Concentrations must be selected from the following areas: Anthropology, Criminology, Economics, Environmental Science and Policy, Geography, History, International Studies, Latin American Studies, Political Science, Psychology and Social Work (courses vary each semester, please consult with your advisor):

ANT – Anthropology (ANP)

ANT 2000	Introduction to Anthropology or Cultural Anthropology and	3
3 upper level courses from the selection below:		
ANT 3101	Archaeology	3
ANT 3610	Anthropological Linguistics	3
ANT 4034	Theories of Culture	3
ANT 4153	North American Archaeology	3
ANT 4241	Anthropology and Religion	3
ANT 4302	Gender in Cross-Cultural Perspective	3
ANT 4312	North American Indians	3
ANT 4316	Ethnic Diversity in the United States	3
ANT 4323	Mexico and Central America	3
ANT 4352	Peoples of Africa	3
ANT 4432	The Individual and Culture	3
ANT 4442	Urban Life and Culture	3
ANT 4462	Health, Illness, and Culture	3
ANT 4495	Methods in Cultural Research	3
ANT 4586	Prehistoric Human Evolution	3
ANT 4620	Language and Culture	3
ANT 4930	Special Topics in Anthropology (any USFSP section)	3
ANT 4935	Rethinking Anthropology	3

CCJ – Criminology (CRP)

CCJ 3024	Survey of the Criminal Justice System and	3
*CCJ 3117	<i>Theories of Criminal Behavior</i> and	3
Two upper level courses from the selection below:		
CCJ 3621	Patterns of Criminal Behavior	3
CCJ 3666	Victimology	3
CCJ 3706	Applied Statistics in Crime	3
CCJ 4930	Critical Issues in Policing	3
CCJ 4933	Selected Topics in Criminology (any USFSP section)	3
CCJ 4934	Senior Seminar	3
CJC 4010	American Correctional System	3
CJE 3444	Crime Prevention	3
CJE 3641	Introduction to Forensic Science	3
CJE 4010	Juvenile Justice System	3
*CJE 4114	<i>American Law Enforcement System</i>	3
CJL 3110	Substantive Criminal Law	3
CJL 4410	Criminal Rights and Procedures	3

ECO – Economics (EOP)

ECO 2013	Economic Principles (Macro.) and	3
ECO 2023	Economic Principles (Micro.)	3

And Two upper division courses selected from below:

ECO 3203	Intermediate Macroeconomics	3
ECO 3703	International Economics	3
ECO 4504	Public Finance	3

ECO 4713	International Macroeconomics	3
*ECO 4723	<i>International Trade and Policy</i>	3
ECP 3201	Economics of Women and Work	3
ECP 3302	Environmental Economics	3
ECP 3530	Economics of Health	3
ECP 3703	Managerial Economics	3
ECS 4430	Economics of Latin America	3

ESP – Environmental Science and Policy (ESC)

EVR 2001	Introduction to Environmental Science and	3
EVR 2001	Introduction to Environmental Science Lab and	3
EVR 2861	Introduction to Environmental Policy and	3

Two courses from the selection below:

PHI 3640	Environmental Ethics	3
POS 3697	Environmental Law	3
PUP 4203	Environmental Politics & Policy	3
EVR 4930	Selected Topic - Policy Only (any USFSP section)	3

GPY – Geography (GPP)

3 upper level courses (minimum 12 hours) from the selection below:

*GEO X116	<i>Geographic Perspectives on Nature</i>	3
GEO 3352	Human Footprint on the Landscape	3
*GEO 4284	<i>Water Resources Management</i>	3
GEO 4340	Natural Hazards	3
GEO 4372	Global Conservation	3
GEO 4450	Medical Geography	
GEO 4471	Political Geography	3
GEO 4930	Selected Topics (any USFSP section)	3
GEO 4933	Geography Colloquium	3
GIS 3006	Computer Cartography	3
GIS 4043C	Geographic Information Systems	3

HTY – History (HYP)

3 or 4 upper level courses (minimum 12 hours) from the selection below:

AMH 3201	The United States 1877-1914	3
AMH 3231	The United States 1914-1945	3
AMH 3270	The United States since 1945	3
AMH 3423	Modern Florida	3
EUH 3142	Renaissance and Reformation	3
HIS 3308	War and Society	3
HIS 3930	Special Topics (any USFSP section)	3
HIS 3938	Major Issues in History (any USFSP section)	3
HIS 4104	Theory of History	3
HIS 4936	Pro-Seminar in History	3

INT – International Studies (ISP)

4 courses from the selection below (3 of which must be upper level courses)

ANT 2410	Cultural Anthropology	3
ANT 3610	Anthropological Linguistics	3
ANT 4241	Anthropology and Religion	3
ANT 4316	Ethnic Diversity	3
ANT 4323	Mexico and Central America	3
ANT 4432	The Individual and Culture	3
ANT 4462	Health, Illness, and Culture	3
ANT 4352	Peoples of Africa	3
CPO 4930	Special Topics	3
GEA 2000	World Regional Geography	3
HIS 3308	War and Society	3
INR 1015	World Perspective	3

INR 2002	Intro to International Relations	3
INR 3038	International Wealth and Power	3
INR 3102	American Foreign Policy	3
INR 4035	International Political Economy	3
INR 4083	Conflict in the World	3
INR 4254	Africa in World Affairs	3
INR 4403	International Law	3
INR 4502	International Organizations	3
INR 4931	Selected Topics (any USFSP section)	3
LAH 2020	Latin American Civilization	3
LAH 2733	Latin American History in Film	3
LAH 3470	History of the Caribbean	3
REL 2300	Introduction to World Religions	3
REL 3363	Introduction to Islam	3

LAS – Latin American Studies (LAP)

4 courses from the selection below:

ANT 4323	Mexico and Central America	3
LAH 2020	Latin American Civilization	3
LAH 2733	Latin American History in Film	3
LAH 3470	History of the Caribbean	3

POL – Political Science (POP)

POS 2041	American National Government and	3
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3 upper level courses from the selection below:

CPO 4930	Comparative Government & Politics of Selected Countries or Areas (any USFSP section)	3
POS 3142	Introduction to Urban Politics & Government	3
POS 3173	Southern Politics	3
POS 3182	Florida Politics & Government	3
POS 3273	Practical Politics	3
POS 3453	Political Parties & Interest Groups	3
POS 3691	Introduction to Law & Politics	3
POS 3697	Environmental Law	3
POS 3713	Empirical Political Analysis	3
POS 3931	Selected Topics (any USFSP section)	3
POS 4204	Political Behavior, Political Opinion & Elections	3
POS 4413	The American Presidency	3
POS 4424	The American Congress	3
POS 4614	Constitutional Law I	3
POS 4624	Constitutional Law II	3
POS 4693	Women & Law I	3
POT 3003	Introduction to Political Theory	3
POT 4064	Contemporary Political Thought	3

PSY – Psychology (PYP)

PSY 3204	Psychological Statistics followed by	3
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PSY 3213	Research Methods in Psychology and	3
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Two 4000 level courses from the list below:

CLP 4143	Abnormal Psychology	3
CLP 4414	Behavior Modification	3
CLP 4433	Psychological Tests & Measurement	3
DEP 4053	Developmental Psychology	3
EXP 4204C	Perception	3
EXP 4304	Motivation	3
EXP 4404	Psychology of Learning	3

EXP 4680C	Cognitive Psychology	3
PPE 4003	Personality	3
PSY 4205	Experimental Design & Analysis	3
PSY 4931	Special Topics (any USFSP section)	3
SOP 4004	Social Psychology	3
SOP 4450	Psychology of Religion	3
SOP 4744	Women's Mental Health	3
SOP 4723	Cross-Cultural Psychology	3

SOW – Social Work (SWP)

Must take

SOW 3203	Introduction to Social Work	3
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and 3 out of the following:

SOW 3101	Human Behavior and the Social Environment I	3
SOW 3210	The American Social Welfare System	3
SOW 4522	Multicultural America	3
ISS 4940	Internship	3

**Course pending approval*

3. ISS students shall pass three selected electives, at least one course from three categories that emphasize cultural/ethnic diversity, gender, and environment/society/international relations. Possible selected electives are as follows (courses vary each semester, please consult with your advisor).

Cultural/Ethnic Diversity Courses (pick one of the following):

- AFA 4931 ST African Archaeology
- AFA 4150 Africa and the United States
- AML 3604 African American Literature
- ANT 4316 Ethnic Diversity
- ANT 4352 Peoples of Africa
- INR 4254 Africa in World Affairs
- LAH 2020 Latin American Civilization
- LAH 2733 Latin American History in Film
- PHI 2630 Contemporary Moral Issues
- SOP 4723 Cross-Cultural Psychology
- REL 3363 Introduction to Islam

Environment and Society/International Relations (pick one of the following):

- EVR 2861 Intro to Environmental Policy
- EVR 4027 Wetland Environments
- GEO 4340 Natural Hazards
- GEO 4372 Global Conservation
- POS 3697 Environmental Law
- PUP 4203 Environmental Politics and Policy
- ANT 2410 Cultural Anthropology
- ANT 3610 Anthropological Linguistics
- ANT 4241 Anthropology and Religion
- ANT 4316 Ethnic Diversity
- ANT 4432 The Individual and Culture
- ANT 4462 Health, Illness, and Culture
- ANT 4352 Peoples of Africa
- GEA 2000 World Regional Geography
- HIS 3308 War and Society

INR 1015 World Perspective
INR 2002 Introduction to International Relations
INR 3038 International Wealth and Power
INR 3102 American Foreign Policy
INR 4035 International Political Economy
INR 4083 Conflict in the World
INR 4254 Africa in World Affairs
INR 4403 International Law
INR 4502 International Organizations
INR 4931 Selected Topics (any USFSP section)
LAH 2020 Latin American Civilization
LAH 2733 Latin American History in Film
LAH 3470 History of the Caribbean
REL 2300 Introduction to World Religions
REL 3363 Introduction to Islam

Gender (pick one of the following):

ECP 3201 Economics of Women and Work
SOP 4744 Women's Mental Health
WST 3015 Introduction to Women's Studies
WST 3225 Women, Environment, & Gender
WST 3311 Issues in Feminism
WST 4930 Selected Topics (any USFSP section)

4. Students should work out a program of study at the onset of their junior year, particularly before too many courses are completed in the College of Arts and Sciences.

No student should assume that courses already completed will automatically count toward the ISS degree.

5. The completion of 42 approved hours of course work from the College of Arts and Sciences (CAS), with a minimum of 30 hours at the 3000 or above level.
6. Students must maintain a minimum grade point average of 2.0 in ISS to graduate.
7. ISS majors must satisfy two semesters of a foreign language in order to graduate.

No transfer courses with grades of "D" are acceptable for credit in the ISS major.

Mass Communications (COM) 09.0102

The Department of Journalism and Media Studies, accredited by the Accrediting Council on Education in Journalism and Mass Communications, offers courses designed to help media practitioners and citizens of the 21st Century effectively create and consume mass communications across a variety of media platforms. The Department recognizes Journalism as the core function of Mass Communications, but approaches studies and skill-building within a 21st Century context. The program introduces students to the theories, principles, and problems of mass communications, emphasizing the concept of freedom of information as the cornerstone of constitutional democracy and preparing students for future leadership roles in media and mass communications. Graduates should understand the structure and functions of mass media systems as well as the basic processes of mass communications.

Majors produce visual and text-based stories for public consumption. While pursuing their studies, students are strongly encouraged to take advantage of internship and employment opportunities with professional media outlets.

Journalism and Media Studies Concentration Requirements (JMS)

To be admitted as a major in the Journalism and Media Studies concentration, students must have completed general education requirements or a minimum of 45 hours with a 2.75 overall Grade Point Average (GPA), including ENC 1101 and ENC 1102 with a grade of "C" or higher (no C-) in each. All three courses in the Journalism and Media Studies pre-core curriculum (MMC 2100, MMC 3602, and VIC 3001) must also be completed with a minimum grade of "C" before taking additional Journalism and Media Studies courses. Students failing to achieve a minimum grade of "C" in MMC 2100, MMC 3602* and VIC 3001 will not be allowed to become majors in this concentration. Departmental courses that qualify as general education requirements may be counted both as general education courses and as departmental requirements. While completing the pre-core curriculum course MMC 2100, students take an exam that tests basic skills and knowledge in grammar, style and usage. Students interested in becoming majors in the Journalism and Media Studies concentration must pass that exam with the score of at least 70%. Transfer students must also take an entrance exam that proves proficiency in grammar, style and usage at the 70% or better level. The exam is given external to classwork for transfer applicants to the major.

In addition to the nine hours of pre-core curriculum courses (MMC 2100, MMC 3602* and VIC 3001), the major requires 35 hours of required and selected courses for a total of no more than 44 hours in Journalism and Media Studies within the 124-hour degree requirement. Six hours in Journalism and Media Studies writing courses are a part of the graduation requirement. A 2.5 GPA in Journalism and Media Studies coursework is required for graduation. A grade of "D" or "F" will not be counted toward a Journalism and Media Studies major.

Journalism and Media Studies majors taking more than 44 hours of Journalism and Media Studies courses, regardless of the departments in which those courses are listed, must take those hours in addition to the 124 hours required for graduation. In particular, film, writing, photography and other communication courses offered in other departments may be counted as part of the 44 maximum number of credits to be taken in Journalism and Media Studies courses. Please seek advising before determining which courses count as "outside of the department" electives and which do not. Journalism and Media Studies majors are required to take a minimum of 80 hours in courses outside the Journalism and Media Studies areas, with no fewer than 65 hours in the College of Arts and Sciences.

For a student to graduate with a major in Journalism and Media Studies, at least twenty-two (22) hours of resident department courses on the USFSP campus are required.

All material submitted by students as assignments in writing, reporting, editing, photography and digital news gathering and production classes is subject to publication or broadcast. The department uses a variety of print and electronic media outlets.

Sign Language may be used as an option by Journalism and Media Studies majors to fulfill the language requirement. Most Journalism and Media Studies courses have prerequisites as specified in the course description (these prerequisites are separate from the state-mandated common prerequisites for program admission). Refer to each prerequisite listed to determine progressive prerequisites for each course. Students also should note that Journalism and Media Studies major is a four-semester program. As courses are offered in a sequenced way over semesters and academic years, it may be impossible to complete the major in fewer than four academic semesters, not including summer.

Prerequisites (State Mandated Common Prerequisites)

This is a limited access program. Students wishing to transfer to USFSP may complete the A.A. degree at the community college. Some courses required for the major may also meet general education requirements thereby allowing the transfer of a maximum number of hours to the university. If students transfer with fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

Transfer students should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.

Students are encouraged to complete the following prerequisites, or major, support, or elective courses if available, during the program of study at the community college, and when feasible in General Education/Gordon Rule courses.

ENC 1101	English Composition	6
ENC 1102	(minimum grade of "C")	
MMC 2100	Writing for Mass Media	3
MMC 3602	Mass Communication and Society	3
VIC 3001	Introduction to Visual Communications	3

A maximum of nine semester hours in Journalism and Media Studies courses will be accepted as transfer credits toward a degree in Journalism and Media Studies. It is suggested that the nine hours include the Department's pre-core requirements.

Journalism and Media Studies Major Required Coursework

Pre-Core		9 hrs
MMC 2100	Writing for the Mass Media	3
MMC 3602	Mass Comm and Society*	3
VIC 3001	Introduction to Visual Communications	3

* MMC 3602 must be used to satisfy a General Education requirement, if the student is to remain within 124 hours for the degree

Foundation Core		9 hrs
MMC 4200	History and Principles of Communications Law	3
MMC 4203	Communications Ethics	3
MMC 4420	Research Methods in Mass Communications	3

Professional Core		11 hrs
JOU 2100	Beginning Reporting	3
JOU 4188	Neighborhood News Bureau	3
JOU 4201	News Editing I	3
JOU 4938	Senior Capstone Seminar	2

Other Electives		15 hrs
(With the assistance of an advisor, choose five courses)		
JOU 4181	Public Affairs Reporting	3
JOU 3308	Magazine Article/ Feature Writing	3
JOU 4206	News Editing and Design	3
JOU 4212	Magazine Design and Production	3
PGY 3610	Photojournalism I	3
PGY 3620	Photojournalism II	3
MMC 4131	Video Storytelling	3
*MMC 4XXX	Video Storytelling II	3
MMC 4120	Media Convergence	3
MMC 3140	Web Publishing	3
MMC 4106	Science Writing	3
MMC 4503	Literary Journalism	3
*MMC 3XXX	Social Media as Mass Comm	3
*RTV 3XXX	Race, Gender and Class in Media	3
*VIC 4XXX	Information Graphic Design	3
MMC 4945	Media Internship Seminar	3
MMC 4936	Special Topics (with advisor approval)	3

Internship

*Course pending approval

Outside Electives Requirements 9 hours (Choose from among the following electives)

ANT 2410	Introduction to Cultural Anthropology (Required)	3
ECO 2013	Economic Principles (Macro) or Economic Principles (Micro)	3
ECO 2023	Economic Principles (Micro)	3

PHI 1103	Critical Thinking	3
POS 2112	State and Local Government and Politics	3
	or	
POS 3142	Intro to Urban Politics & Government	3
CCJ 3024	Survey of Criminal Justice System	3
ARH 4724	History of Graphic Design	3
PUP 4203	Environmental Politics and Policy	3
BSC 2050	Environment	3
PHI 3640	Environmental Ethics	3
ANT 4462	Health, Illness and Culture	3

Political Science (POL) 45.1001

Committed to the liberal arts tradition of intellectual curiosity and diversity, the Political Science program at the University of South Florida St. Petersburg offers students a rigorous program of study that prepares them for successful careers in a rapidly globalizing world. Students in the program examine basic questions of political science, including how nations struggle over power and wealth, how political communities reconcile claims of liberty, authority, and justice, and how governments and societies produce the laws and policies that influence our lives. Students choose courses from the major subfields of American politics, international relations and comparative politics, political theory and public law. Students develop critical analytical skills that allow them to understand and to explain political problems and issues at the local, state, national, and international levels. The USFSP program is unique in its focus on human rights and civil rights across the curriculum, as well as its commitment to civic engagement and experiential learning. A degree in political science will prepare students for positions in public service and the private sector, for law school, and for graduate work in political science, international relations, public administration, and related disciplines.

Political Science Major Requirements

The Political Science major consists of 39 credit hours. Students must take 12 hours of required core courses in political science, three hours of a required core course in economics, and 24 hours of elective courses. No more than six credit hours can be taken from among POS 4905 Independent Study, POS 4910 Individual Research, and POS 4941 Field Work. Students enrolled in the Washington Program may have this rule altered by their advisor. (A GPA of 3.0 is required to enroll in POS 4905, POS 4910, and POS 4941; the Department Chair may grant special exceptions for students with lower GPAs.) Students transferring credit hours toward a major in political science must complete a minimum of 21 political science credit hours at USFSP, regardless of the number of credits transferred.

In Political Science, courses are listed under the following four major fields: (1) Political Theory (2) International Relations and Comparative Politics (3) American Politics and (4) Public Law.

Required Core Courses (15 credit hours)

CPO 2002	Introduction to Comparative Politics or	3
INR 2002	Introduction to International Relations and	3
POS 2041	American National Government	3
POT 3003	Introduction to Political Theory	3
POS 3713	Empirical Political Analysis	3
ECO 2013	Principles of Macroeconomics or	3
ECO 2023	Principles of Microeconomics	3

A grade of "C" or better is required in all core courses.

Electives (24 credit hours):

Students will choose electives from the four major fields, a minimum of 8 courses, with at least one course from each of the four fields (12 of the total 24 elective credit hours). Core courses normally should be completed before field courses are taken.

Courses under the Four Major Fields:

(All are 3 credit-hour courses, except for variable-credit fieldwork and independent study courses.)

FIELD I -- Political Theory

POT 3013 Classical Political Theory

POT 4054 Modern Political Theory

POT 4064 Contemporary Political Thought

POT 4204 American Political Thought

FIELD II - International Relations and Comparative Politics

INR 3011 Globalization

INR 3038 International Wealth and Power

INR 3084 International Terrorism

INR 3102 American Foreign Policy

INR 3202 International Human Rights
INR 4035 International Political Economy
INR 4083 Conflict in the World
INR 4254 Africa in World Affairs
INR 4403 International Law
INR 4502 International Organizations
INR 4931 Selected Topics
CPO 2002 Introduction to Comparative Politics
CPO 4034 Politics of Developing Areas
CPO 4930 Comparative Politics of Selected Countries or Areas

FIELD III - American Politics

POS 2112 State & Local Government & Politics
POS 3142 Introduction to Urban Politics & Government
POS 3173 Southern Politics
POS 3182 Florida Politics & Government
*POS 3274 The Campaign Process**
POS 3453 Political Parties & Interest Groups
POS 4204 Political Behavior, Public Opinion & Elections
POS 4413 The American Presidency
POS 4424 The American Congress

FIELD IV - Public Law

INR 4403 International Law
POS 3283 Judicial Process & Politics
POS 3697 Environmental Law
POS 3691 Introduction to Law & Politics
POS 4614 Constitutional Law I
POS 4624 Constitutional Law II
POS 4693 Women & Law I
POS 4694 Women & Law II

NON-FIELD ELECTIVES

POS 3931 Selected Topics [examples listed below]

Road to the White House
Politics and Religion
Citizenship
POS 4905 Independent Study
POS 4910 Individual Research
POS 4941 Field Work
POT 4109 Politics & Literature
PUP 4203 Environmental Politics/Policy
PUP 4323 Women and Politics

**Course pending approval*

Political Science Field Work

Political Science has a field work program that provides students with part-time internships with state and local government and with political parties at the state and local level. Academic credit is available for such internships. For further information, contact the CAS Advisor in DAV 134.

Psychology (PSY) 42.0101

Psychology involves the scientific study of behavior and mental processes. Because of this focus, psychology is relevant to many other areas of study both inside and outside of the social and behavioral sciences. The undergraduate program in Psychology offers the student a well-rounded liberal arts and science education. In addition, the program provides excellent training for qualified students who wish to pursue graduate work in such disciplines as Clinical, Cognitive, Social, Developmental, Counseling, Management, Medicine, Law, and other human service and health science related programs. The undergraduate major emphasizes the breadth of psychology while allowing the student some electives to pursue in depth a particular aspect of the field.

Psychology Major Requirements

Prerequisites (State Mandated Common Prerequisites)

Students wishing to transfer to USF should complete the A.A. degree at the community college. Some courses required for the major may also meet General Education Requirements thereby transferring maximum hours to the university. If students transfer with fewer than 60 semester hours of acceptable credit, the students must meet the university's entering freshman requirements including ACT or SAT test scores, GPA, and course requirements.

The transfer student should also be aware of the immunization, foreign language, and continuous enrollment policies of the university.

All students (including transfer students) should complete the State of Florida mandated **prerequisite courses** listed below. For transfer students who have not completed these courses prior to admission to USFSP, these courses must be completed before the degree is granted. The minimum grade is listed beside each prerequisite course requirement below:

PSY X012	Introduction to Psychology and	Minimum grade "C"
STA XXXX	any other lower level Psychology course within the Psychology inventory Any level Statistics course (X000 - X099)	Minimum grade "C" Minimum grade "C-"
BSC XXXX	Any level General Biology course (or BSC X200-X209, or ZOO X010)	Minimum grade "C-"

Once admitted to the major, students can not graduate unless they have successfully completed the three gateway courses--PSY X012 Introduction to Psychology, PSY 3204 Psychological Statistics, and PSY 3213 Research Methods in Psychology-- with at least a grade of C. The three gateway courses must be taken in sequence. Majors must complete at least 34 semester hours in the discipline. A minimum grade of "C-" or better must be attained in each course in the major, except for the three gateway courses, where a "C" or better is required. Although a "C-" is allowable for individual courses, a major GPA of 2.0 minimum is required for graduation.

All majors must complete:

Requirements for Psychology Majors

1. 2000/3000 Level Requirement (6 semester hours)

PSY 2012	Introduction to Psychology
PSY 3204	Psychological Statistics

2. Methods Course Requirement (7 semester hours)

PSY 3213	Research Methods followed by one of the following:
CLP 4433	Tests and Measures
PSY 4205	Experimental Design and Analysis

3. Diverse Perspectives Course Requirement (3 semester hours)

SOP 4744	Women's Mental Health
SOP 4723	Cross-Cultural Psychology
SOP 4450	Psychology of Religion

4. 4000 Level Requirement (18 semester hours)

PSY 3204 and PSY 3213 must be completed before many 4000 level psychology courses. Students should take these courses as early as possible in their degree programs. Successful completion of 6 additional Psychology courses numbered at the 4000 level selected as follows: At least two courses from each of the two groups below:

Group I

EXP 4204C	Perception
EXP 4404	Psychology of Learning
PSB 4013C	Physiological Psychology
EXP 4304	Motivation
EXP 4680C	Cognitive Psychology
SOP 4004	Social Psychology

Group II

CLP 4143	Abnormal Psychology
CLP 4314	Health Psychology
DEP 4053	Developmental Psychology
PPE 4003	Personality

and any 2 additional courses numbered at the 4000 level.

Note: No more than a total of 3 hours of the following courses may count toward the major:

PSY 4913	Directed Study
PSY 4970	Honors Thesis.

PSY 4932 may not count toward the major.

Statistics and Biological Science are required. Otherwise, students majoring in psychology are encouraged to complete a varied undergraduate program.

A prerequisite for many 4000-level psychology courses is a grade of "C" or better in both PSY 3204 and PSY 3213, not "C-".

World Language And Cultures (WLP) 16.0101

Competence in other languages and understanding of world cultures is a must in a well-rounded XXI century liberal arts education. The World Languages program gives students not only an in-depth understanding of diverse cultures at the local and global level, but also the necessary language skills that students need to be sought-after professionals, entrepreneurs, and leaders in their field. The program is open to all students. It offers courses taught by experienced faculty in Spanish, French, and Arabic, minors in Spanish and French, a major in World Languages and Cultures with concentrations in Spanish and/or French, which can be combined with any field of study, in addition to study abroad programs, language clubs and an honor society. Students minoring, majoring or double majoring in languages are globally minded students ready to pursue graduate studies or their chosen professional careers with linguistic and cultural expertise, and international experience.

World Languages and Cultures Major

The World Languages and Cultures major prepares students to be globally competent with the language skills and cultural expertise they need in the XXI century in one or several languages, including Spanish and French; Arabic can be chosen as an elective. This Bachelor of Arts provides students with a coherent interdisciplinary four-year curriculum that combines language and culture courses with those from other disciplines. This degree offers undergraduate students unique applied learning experiences at home and abroad, emphasizing the relevance of academic learning with the job market and culminating in a cross disciplinary research capstone project. Students take a sequence of basic core courses in language skills and content areas but also incorporate contributions from more than one field of study, choosing electives that best suit their career aspirations: international business and commerce, international law, education, government service, Foreign Service, travel and tourism, public relations, advertising, publishing, translating, the non-profit sector, etc. Students are strongly encouraged to complement this World Languages and Cultures B.A. with minors and/or majors in Education, Anthropology, Global Business, Entrepreneurship, Finance Psychology, Health Science, Environmental Science, and/or other fields of study to make their academic preparation stand out and better prepare their professional future.

To graduate, students will complete 120 course hours including required general prerequisites, prerequisite courses for the major, core courses, and electives in foreign languages and other disciplines.

Any student who declares this program of study must have successfully completed one of the following prerequisites:

FRE 2200 (3) and FRE 2201 (3)

or

SPN 2200 (3) and SPN 2201 (3)

or

Demonstrate equivalent proficiency by examination.

The total requirement for the major is 30 hours as defined below:

Core Requirement	3
Concentration	18
Electives	6
Capstone	3

Core Requirement	3
*XXX XXXX <i>Introduction to Postcolonial Studies</i>	3

Spanish and Latin American Studies Concentration (SLAP)	18
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SPN 2240	Conversation	3
SPN 3300	Advanced Grammar and Composition	3
SPN 3500	Spanish Civilization	3
SPN 3520	Spanish American Civilization	3
*SPW 3030	<i>Introduction to Hispanic Literature</i>	3
SPN 4470	Advanced Overseas Study	3
	or	
*SPN 3391	<i>Latin American Cinema</i>	3

French and Francophone Studies Concentration (FRFP)	18
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FRE 2241	Conversation I	3
FRE 3420	Composition	3
FRE 3500	French Civilization	3

FRE 3502	The Francophone World	3
FRE 3234	Reading in French Literature and Culture	3
FRE 3470	Overseas Study or	3
*FRE 3391	French Cinema	3

*Course pending approval.

Dual Spanish and Latin American Studies and French and Francophone Studies Concentration (SLFP)

18 total credits

9 credits from the Spanish concentration

6 credits from the French concentration

SPN 4470 Advanced Overseas Study (3) or SPN 3391 Latin American Cinema (3)

OR

9 credits from the French concentration

6 credits from the Spanish concentration

FRE 3470 Overseas Study (3) or FRE 3391 French Cinema (3)

Elective Courses (6)

Any course with an international or global focus at the 3000 or upper level. Ideally, elective courses should be chosen as a springboard to the capstone project. See your academic advisor to ensure electives are applicable to your degree.

Capstone/Research Project (3)

FRE 4905 Directed Study 3

OR

SPW 4900 Directed Study3

Minors

French and Francophone Studies Minor Requirements (FFSP) 16.0901

A minor in French and Francophone Studies consists of a minimum of 15 credit hours, comprising of FRE 2201 French IV (3), FRE 2241 Conversation I (3), FRE 3420 Composition I (3), FRE 3500 French Civilization (3). Supporting courses required for the minor (3 credit hours) 3 hours in 3000, 4000 or 5000 level courses. A GPA of 2.0 or better in the minor is required for certification. See an Undergraduate Advisor for suggested minor programs for students majoring in various fields.

Spanish and Latino Studies Minor Requirements (SLSP) 16.0905

A minor in Spanish and Latino Studies consists of a minimum of 15 credit hours, comprising of SPN 2201 Spanish IV (3), SPN 2241 Conversation, SPN 3300 Advanced Spanish Grammar and Composition (3), SPN 3520 Spanish American Civilization (3). Supporting courses required for the minor (3 credit hours) 3 hours in 3000, 4000 or 5000 level courses. A GPA of 2.0 or better in the minor is required for certification. See an Undergraduate Advisor for suggested minor programs for students majoring in various fields.

Minors in Arts and Sciences

Minor in Anthropology

The minor in Anthropology consists of a minimum of 18 credit hours with a "C" average (2.0), distributed among three areas. Students will normally progress through these areas in the order listed below, selecting courses, prerequisite, or otherwise appropriate courses desired in subsequent areas. Exceptions to this pattern must be approved by the department's undergraduate advisor. Students are urged to consult with an advisor to create the most beneficial set of courses. ANT 2000, although suggested, is not a prerequisite to subsequent courses, although it may be included in the 18 credits required for the minor.

1. Intermediate-level core courses (3-7 credit hours)

ANT 2410	Cultural Anthropology	3
ANT 2511	Biological Anthropology	3

ANT 2511L	Biological Anthropology Lab	1
ANT 3101	Archaeology	3
ANT 3610	Anthropological Linguistics	3

2. 4000-level elective courses (12-15 credit hours)

As described above in the listing of elective courses in archaeology, physical anthropology, anthropological linguistics and cultural anthropology.

Minor in Art History (AHMP) 50.0703

A minimum of 15 credit hours is required for the minor in art history, in the following distribution:

I. Art History Foundations (6 hours)

a. ARH 2050	History of Visual Arts I	3
b. ARH 2051	History of Visual Arts II	3

II. Specialized Art History Study (9 hours)

Three 4000-level courses in art history (3 hours each) from the following list:

ARH 4115	Ancient Egyptian and Near Eastern Art	3
ARH 4130	Greek Art	3
ARH 4151	Roman Art	3
ARH 4200	Medieval Art	3
ARH 4301	Renaissance Art	3
ARH 4350	Baroque and Rococo Art	3
ARH 4430	Nineteenth Century Art	3
ARH 4450	Twentieth Century Art	3
ARH 4475C	Contemporary Issues in Art	3
ARH 4724	History of Graphic Design	3

A maximum of three credit hours in ARH 4800 (Critical Studies) and ARH 4930 (Special Topics) can be applied to this portion of the minor

ARH 3001 (Introduction to Art) cannot be applied toward the minor.

A minimum overall GPA of 2.0 ("C") is required in the minor for certification, and students must earn a minimum of C minus in each individual course. At least six credit hours must be taken at USFSP. Graphic Design majors may apply courses required for their curriculum toward the minor in Art History.

Minor in Biophysics (TBA)

Please see department.

8/14

Minor in Criminology (CCJP) 45.0401

The Department of Criminology offers a minor in Criminology. The minor consists of:

1. Two required courses:

CCJ 3024	(3)
CCJ 3117	(3)

2. The selection of four of the following 3 hour courses for a total of 18 semester hours:

CJL 3110
CCJ 3621
CCJ 4934
CJL 4410
CJC 4010
CJE 4010

Students must receive approval from the Department prior to starting their minor work. A minimum of 9 semester hours must be completed at USF. Criminology minor students are subject to the Department's "2 D" Rule.

Minor in English (ENG) 23.0101

Core Requirements (3 hours)

ENC 3445	Introduction to the English Major	3
	Recommended in the first semester	

Literature and Cultural Studies Concentration (LCSP)

Intermediate Literature and Cultural Studies (6 hours)

Two Courses (6 hours) at the 3000-level taken from:

American Literature (3 hours)

AML 3031	American Literature Beginnings to 1860	3
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AML 3041	American Literature 1860 to Present	3
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British Literature

ENL 3015	British Literature to 1616	3
ENL 3230	British Literature 1616-1780	3
ENL 3251	British Literature 1780-1900	3
ENL 3273	British Literature 1900-1945	3
ENL 3333	Shakespeare	3

Literature (3 hours)

LIT 3101	Lit of the Western World Before Renaissance	3
LIT 3102	Lit of the Western World After Renaissance	3
LIT 3353	Literature, Race and Ethnicity	3
LIT 3513	Literature, Gender and Sexuality	3

Creative Writing

CRW 3013	Creative Writing	3
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At least one of the above AML, ENL or LIT courses (3 hours) should be in literature before 1800.

Advanced Literature and Cultural Studies (6 hours)

Two courses (6 hours) at the 4000 level taken from:

AML 4931	American Literary Movements and Genres (3/6 repeatable)	3
AML 4300	Selected American Authors (3/6, repeatable)	3
AML 4933	Studies in American Literature and Culture (3/6, repeatable)	3
ENG 4042	Studies in Theory and Criticism (3/6, repeatable)	3
ENG 4906	Individual Research (1-3, Non-repeatable)	3
ENG 4940	Internship in English (1-3, Non-repeatable)	3
ENL 4930	British Literary Movements and Genres (3/6, repeatable)	3
ENL 4303	Selected British Authors (3-6, repeatable)	3
*ENL 4425	Studies in British Literature and Culture (3-6, repeatable)	3
*LIT 4711	World Literary Movements and Genres (3-6, repeatable)	3
*LIT 4244	Selected World Authors (3-6, repeatable)	3
LIT 4931	Studies in World Literature and Culture (3-6, repeatable)	3

Creative Writing

CRW 4924	Advanced Creative Writing	3
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**course pending approval*

Writing Studies Concentration (WSSP)

Intermediate Writing (6 hours)

Two 3000-level courses (6 hours) from:

CRW 3013	Creative Writing	3
ENC 3310	Expository Writing	3
ENC 3250	Professional Writing	3
ENC 3330	Rhetorical Traditions	3
ENC 3331	Civic and Client Communication	3
ENC 3373	Rhetoric of Marginalized Communities	3
ENC 3376	Multimodal Composition	3

Advanced Writing (6 hours)

Two 4000-level courses (6 hours) from:

CRW 4924	Advanced Creative Writing	3
ENC 4311	Advanced Composition	3
ENG 4377	Advanced Rhetoric	3
*ENC 4353	<i>Public Rhetorics</i>	3
ENC 4351	Writing for Publication	3
ENC 4431	Writing and New Media	3
ENC 4931	Selected Topics in Technical & Professional Writing (3-6 Repeatable)	
ENG 4042	Studies in Theory and Criticism (3-6 Repeatable)	3
ENG 4906	Individual Research (1-3 Non-repeatable)	3
ENG 4940	Internship in English (1-3 Non-repeatable)	3

*course pending approval

Minor in Environmental Policy (EVPP) 03.0103

A total of 19-20 credits are required for the minor in Environmental Policy, 12 of which must be completed at USF. The Minor in Environmental Policy consists of the following program outline:

Required core courses:

EVR 2001	Introduction to Environmental Science
EVR 2001L	Introduction to Environmental Science Lab
EVR 2861	Introduction to Environmental Policy

Three of the following four courses:

PUP 4203	Environmental Politics and Policy
PHI 3640	Environmental Ethics
ECP 3302	Environmental Economics (prerequisite: ECO 2023 Microeconomics)
POS 3697	Environmental Law

Plus one approved policy-related elective from the list below:

- GEO 4340 - Natural Hazards
- EVR 4027 - Wetland Environments
- GEO 4372 - Global Conservation

- GEO 4284 - Water Resources Management
- EVR 4930 - ST: Coastal Hazards and Resilience
- EVR 4930 - ST: Environment, Economics and Sustainability
- GIS 3006C - Computer Cartography
- GIS 4043C - Geographic Information Systems
- GIS 4035C - Remote Sensing of the Environment
- EVR 4930 - ST: International Environmental Policy
- GEO 4471 - Political Geography

Minor in Geography (GPYP) 45.0701

Expertise in Geography affords students important knowledge and skills for the job marketplace in the era of globalization. Understanding of basic patterns of international culture and economy are critical in today's world. Students with the geography minor benefit from strong familiarity with both environmental and social characteristics of our globalizing world, and spatial and analytic skills. The minor in geography provides students with a concentrated mastery of fundamental geographic knowledge in both physical and human geography, and the ability to pick electives that focus on environmental geography, issues in human geography, geospatial skills, or a combination of each. The minor in geography complements a variety of majors, including Business, Education, Political science, Criminology, and Environmental Science. Students are encouraged to meet with an advisor or faculty member to select the most beneficial set of courses. A minor in Geography consists of 17 credit hours, with a minimum grade-point average of 2.0. Eight (8) hours for the minor must be USFSP coursework.

Required Courses (8 hours):

GEO 2200	Introduction to Physical Geography	3
GEO 2200L	Introduction to Physical Geography Lab	1
GEO 2400	Human Geography	3

Elective Courses (9 hours):

One GEA elective	4
Two Upper-Level GEO, GIS or URP electives	8

NOTE: Students may not apply upper level Geography electives to the Geography minor if these electives are being used to satisfy their major requirements.

Minor in Geospatial Sciences (GSSP) 00.0000

Geospatial Science is the quantitative and analytical study of relationships of events and processes in space and time. In recent years, powerful new technologies and techniques have emerged that greatly improve our ability to acquire, archive, analyze and communicate information regarding people, places and other processes on or near the Earth's surface. These same technologies and analytical frameworks allow us to combine this information into multi-tiered databases describing complex and inter-related aspects of our physical and social world. Such databases can then be analyzed in novel ways that take the spatial nature of disparate phenomena and processes into account. The insights produced by these analyses are revolutionizing many fields of science including environmental science, oceanography, geology, criminology, and anthropology. These analyses also facilitate decision making, government operations including emergency response and disaster recovery planning. It also helps market analysis for businesses. Through now-commonplace consumer products such as web-based mapping systems and Global Positioning Systems (GPS) units integrated with cellular phones are directly impacting the everyday lives of ordinary individuals.

The mission of the minor in the Geospatial Sciences program is to offer students with a broad understanding of the fundamental theories and concepts underlying spatial analysis, hands-on experience with contemporary Geospatial Science hardware and software, and experience with the application of geospatial analysis to contemporary problems in environmental management, urban planning, business management, disease and health management, crime analysis and other fields.

Requirements for the Minor in Geospatial Sciences:

A minor in Geospatial Sciences consists of 16 credit hours. To be admitted in the minor a student must have a minimum grade-point average of 2.5.

To earn a minor in Geospatial Sciences a student must earn a C or above in all of the required courses listed below.

- GEA 2000 (3),
- GEO 2200 (3)

GEO 2200L (1)
GIS 3006 (3)
GIS 4043C (3)
GIS 4035C (3).

Students transferring credit hours toward a minor in Geospatial Science must complete 12 credit hours at USFSP regardless of the total number of transfer credit hours. This means that the maximum number of transfer credit hours that can be used in the minor is four (4) and the transfer hours must have a C or higher.

Minor in History (HTYP) 51.0000

The minor in History entails a 18-hour program organized and contracted by the student and the department around the specific needs of the student's major program. A minimum of 8 hours must be completed at the University of South Florida and the student must maintain a 2.0 GPA in the minor. A minimum grade of "C" or better must be attained in each course. One lower-level sequence is required, earning 6 credit hours. The department will supervise certification of the minor. Students interested in a minor in history are encouraged to see the History department advisor as early in their undergraduate program as possible.

Open University courses and exit courses titled "Issues in History" (HIS 3938) and "War and Society" (HIS 3308) are not eligible for minor field credit.

Minor in Leadership Studies (LDSP) 00.0000

Ethical leadership is defined as being both effective and affective. Challenges often occur when one or the other element - effectiveness or morality - is missing or when these elements seem to be in conflict.

Accordingly, the Leadership Studies minor combines a foundation rooted in the study of leadership ethics with practical, experiential learning opportunities that contextualize learning into real world settings and prepare students with the soft skills needed to be good, effective leaders. The program emphasizes a multidisciplinary approach and can benefit students from all disciplines and career fields.

The minor in Leadership Studies consists of a minimum of 18 credit hours. Students must complete the 9 hours of Core Courses and 9 hours of Electives.

Required Courses (9 hours):

LDR 2010	Leadership Fundamentals	3
LDR 3263	Community Leadership Practicum	3
LDR 4114	Survey of Leadership Reading	3

Elective Courses (12 hours):

ENT 3503	Social Issues in Entrepreneurial Firms	3
ENT 3613	Creativity & Innovation in Entrepreneurial Firms	3
*LDR 3260	<i>Leadership in the Great Outdoors</i>	3
*LDR 3330	<i>Community Leadership and Nonprofit Organizations</i>	3
LDR 3930	Selected Topics in Leadership	1-4
*LDR 4104	<i>Theories of Leadership</i>	3
*LDR 4164	<i>Organizational Theories and Processes</i>	3
LDR 4204	Ethics and Power in Leadership	3
*LDR 4564	<i>Images of Leadership in Print and Film</i>	3
MAN 3240	Organizational Behavior Analysis	3
SPC 2608	Public Speaking	3
SPC 3602	Advanced Public Speaking	3

* Course pending approval

Minor in Mass Communications with Journalism and Media Studies (COMP) 09.0102

The minor in Journalism and Media Studies at USFSP is available to students pursuing any other major at USF. Students often choose to minor in the Journalism and Media Studies concentration to gain production skills to complement their

major area of studies. Students who wish to minor in Mass Communications must meet all admission standards required of majors. Please see "Requirements for the Major in Journalism and Media Studies" for more admission information. The minor in Journalism and Media Studies requires a minimum of 18 hours of program coursework, including:

MMC 2100 (3)
MMC 3602 (3)
VIC 3001 (3)

The other 9 hours may be selected from among the program course offerings. Nine of the 18 hours must include a minimum of 9 hours at the 3000-level or higher. All major course prerequisites must be met. A grade of "D" or "F" will not be counted toward a Journalism and Media Studies minor and a 2.5 grade point average in all minor coursework must be maintained. All minor hours must be completed at USFSP.

Minor in Political Science (POLP) 45.1001

A minor in political science requires the completion of a minimum of 18 credit hours, made up of two courses (6 credit hours) from among CPO 2002 Introduction to Comparative Politics (or INR 2002 Introduction to International Relations), POS 2041 American National Government, and POT 3003 Introduction to Political Theory. An additional 12 credit hours of courses included in the Political Science major are also required. Students transferring credit hours toward a minor in political science must complete 12 credit hours within the Department, regardless of the number of credit hours transferred.

Minor in Psychology (PSYP) 42.0101

A minor in Psychology consists of a minimum of 15 credit hours, comprising PSY 2012, and any four 4000-level psychology courses except PSY 4913. Students minoring in Psychology must also obtain a "C" or better in PSY 3213. A GPA of 2.0 or better in the minor is required for certification. The purpose of the minor is to help students majoring in other disciplines to obtain an appropriate psychology background that will complement their work in their major. See the Psychology Department Undergraduate Advisor for suggested minor programs for students majoring in various fields

Minor in World Languages (WLEP*)

A minor in languages gives a global dimension to any field of study or professional career. The minor in Spanish or French provides students with the necessary linguistic and cultural skills they need to advance in their career as professionals, entrepreneurs, or leaders in the local or global community or to pursue graduate school. Students are encouraged to take advantage of study abroad programs to add invaluable international experience to their education.

French and Francophone Studies Minor Requirements (FFSP) 16.0901

A minor in French and Francophone Studies consists of a minimum of 15 credit hours, comprising of FRE 2201 French IV (3), FRE 2241 Conversation I (3), FRE 3420 Composition I (3), FRE 3500 French Civilization (3). Supporting courses required for the minor (3 credit hours) 3 hours in 3000, 4000 or 5000 level courses. A GPA of 2.0 or better in the minor is required for certification. See an Undergraduate Advisor for suggested minor programs for students majoring in various fields.

Spanish and Latino Studies Minor Requirements (SLSP) 16.0905

A minor in Spanish and Latino Studies consists of a minimum of 15 credit hours, comprising of SPN 2201 Spanish IV (3), SPN 2241 Conversation, SPN 3300 Advanced Spanish Grammar and Composition (3), SPN 3520 Spanish American Civilization (3). Supporting courses required for the minor (3 credit hours) 3 hours in 3000, 4000 or 5000 level courses. A GPA of 2.0 or better in the minor is required for certification. See an Undergraduate Advisor for suggested minor programs for students majoring in various fields.

Student Organizations in The College of Arts and Sciences

Alpha Phi Sigma - Alpha Phi Sigma is the National Honor Society in Criminal Justice and Criminology, founded in 1942 for the purpose of promoting academic excellence in order to make the criminal justice system and its practitioners more effective and ethical. Membership in the Chi Sigma Mu chapter at USF St. Petersburg is open to students who display excellence in the study of criminology. Alpha Phi Sigma is a member of the Association of College Honor Societies and is an affiliate of the Academy of Criminal Justice Sciences.

Anthropology Club - The goals of the club are to promote and encourage an interest in Anthropology among individuals within the USF community, to provide a forum for the exchange of anthropological ideas between faculty and students, and foster an informal and creative atmosphere for interaction. For further information please see the anthropology program web page at <http://www.stpt.usf.edu/coas/anthropology/>

Criminology Student Association - This association allows students to gain a better understanding of the criminal justice system and introduces students interested in criminology to potential employers in the area. The association aims to promote professional, academic and public awareness of criminal justice issues.

Pre-Med Club - This organization provides an opportunity for undergraduate students to learn more about the medical profession, and medical education programs. Students with an interest in any area of health are invited to attend meetings. Student members volunteer at local events and hospitals, help to organize the University Medical Lecture Series, bring in guest speakers about research and careers in medicine, and provide information to the student body on healthy behaviors.

Pre-Veterinary Club - This organization explores the many opportunities found in the diverse field of veterinary medicine as well as other animal related fields such as zoology, conservation, public health, etc. Students are provided with academic guidance pertaining to gaining admission to the highly competitive veterinary colleges in the United States as well as other countries. Members are given the opportunity to volunteer or intern at numerous animal organizations within the Tampa Bay area and beyond. Meetings are open to any interested USF undergraduates.

Psi Chi - Psi Chi is the National Honor Society in Psychology, founded in 1929 for the purposes of encouraging, stimulating, and maintaining excellence in scholarship, and advancing the science of psychology. Membership is open to graduate and undergraduate men and women who meet the minimum qualifications. Psi Chi is a member of the Association of College Honor Societies and is an affiliate of the American Psychological Association and the American Psychological Society.

Sigma Tau - Sigma Tau Delta's central purpose is to confer distinction upon students of the English language and literature in undergraduate, graduate and professional studies. Sigma Tau Delta also recognizes the accomplishments of professional writers who have contributed to the fields of language and literature. Members have the opportunity to be recognized for their outstanding achievements, enrich their education, help them make career choices and advance their careers. The society provides cultural stimulation on college campuses and in the surrounding community, promoting interest in literature and the English language.

USF St. Petersburg Psychological Science Organization - This unique student organization was created to provide a career and post-graduate preparatory network to USF St. Petersburg psychology majors, and to provide information about relevant on-campus psychology matters to non-majors. Operating as an information clearinghouse, through the media of meetings, social events, and published documents, the Psychological Science Organization strives to facilitate networking and academic involvement. Membership is open to anyone having interest and involvement in the activities of the organization, and our faculty strongly encourages all USF St. Petersburg students majoring or planning to major in psychology to become active members.

Arts and Sciences Faculty

Anthropology

Professor: J. Sokolovsky; Associate Professor: J. Arthur; Assistant Professor: K. Weedman Arthur

Art

Associate Professor: S. Bundrick; Assistant Professor: M. Normand; Instructor: P. McCollam; Lecturer: N. Matthiesson

Criminology

Associate Professor: D. Cecil; Assistant Professor: S. Wang, Instructor: W. Ruefle

English

Associate Professors: J. Armstrong, L. Starks-Estes, M. Gresham, T. Hallock; Assistant Professors: T. Conner, J. McCracken, L. Whalen; Visiting Assistant Professors: B. Malinowska Jolley, A. Robinson; Instructor: K. White

Environmental Science and Policy

Associate Professors: D. Cassill, D. Smoak, M. Riedinger-Whitmore, H. Alegria, K. Carvalho-Knighton; Assistant Professor: J. Dorsey; Visiting Assistant Professors: J. Krest, M. Pandey; Visiting Lecturer: L. Hardy

Florida Studies

Professors: R. Arsenault, G. Mormino

Geography

Associate Professors: B. Dixon, C. Meindl

Government and International Affairs

Associate Professors: S. McKee, T. Smith, J. Scourfield-McLauchlan

History

Professors: R. Arsenault, G. Mormino; Associate Professor: S. Fernandez; Visiting Assistant Professors: A. O'Connor, D. McMullen; Visiting Lecturer: M. Olimat

Interdisciplinary Social Sciences

Associate Professors: R. Johns, E. Schmidt

Mass Communications with Journalism and Media Studies

Professors: D. Elliott, A. Silvia; Associate Professors: R. Dardenne, M. Walters; Assistant Professors: M. Postelnicu, X. Wang; Lecturer: L. Cleveland

Mathematics

Assistant Professors: E. Asano, A. Hoare; Visiting Assistant Professor: A. Mitra

Philosophy

Professor: H. LaFollette, Jr.

Psychology

Professors: V.M. Durand, J. McHale; Associate Professors: T. Chenneville, M. Clutter, M. Pezzo; Assistant Professors: J. O'Brien, C. Salnaitis; Visiting Assistant Professor: R. Newell; Instructor: V. Gaskin-Butler

Sociology

Professor: Frank Biafora

World Language Education

Associate Professors: M. Fernandes, N. Hidalgo

KATE TIEDEMANN COLLEGE OF BUSINESS

The Kate Tiedemann College of Business offers courses of study leading to both undergraduate and graduate degrees. All degree programs offered by USF St. Petersburg (with the exception of BA in Economics which is an affiliated major) are fully accredited by AACSB International – The Association to Advance Collegiate Schools of Business, and the Accounting major offered by the Program of Accountancy is also separately accredited by AACSB International.

The undergraduate curriculum that leads to a Bachelor of Arts or Bachelor of Science degree is composed of several segments: (1) broad general education in the arts, humanities and sciences; (2) the common body of knowledge for management responsibilities; and (3) specialized areas of concentration in Accounting, Economics (BS only), Entrepreneurship, Finance, Global Business, Management, Information Systems, or Marketing. Through flexibility in its requirements, the College is able to satisfy the different interests and career objectives of students with diverse backgrounds.

The Kate Tiedemann College of Business main office is in Bayboro Hall 111.

Mission

The mission of the Kate Tiedemann College of Business at USF St. Petersburg is to prepare our graduates to be effective in their future management and leadership roles in a global environment. We strive for quality education, meaningful research, ethical awareness, intellectual and cultural diversity, and practical service to the community with a focus on sustainability and innovation in a stimulating environment.

Requirements for Admission to the Kate Tiedemann College of Business

Admission to the Kate Tiedemann College of Business is based upon availability of faculty and space within each discipline. The College is an upper-level, limited access college, which means that it has admission requirements **in addition to** those of the University in general. Students interested in pursuing a degree in the areas offered by the College of Business must complete the required prerequisites for entering the college in addition to other related criteria listed in 1-4 below.

1. Before declaring a major in the College, students must satisfy the following criteria:
 - a. Minimum of 60 semester hours of college credit earned.
 - b. Minimum of 2.5 cumulative grade point average on all college-level work and a minimum of 2.0 on all credit attempted at USF, including any prior to renewal.
 - c. Completion of the following State Mandated Common Prerequisites (or equivalents) with a grade of C- or higher in each course and an overall 2.0 GPA:

ACG 2021	Principles of Financial Accounting
ACG 2071	Principles of Managerial Accounting
CGS 2100	Computers in Business (or acceptable substitute)
ECO 2013	Economic Principles Macroeconomics
ECO 2023	Economic Principles Microeconomics
MAC 2233	Business Calculus
STA 2023	Introductory Statistics or QMB 2100
 - d. In computing entry grade point average all business and economics courses taken for S or U grades will be converted to C or F, respectively.
2. Students working toward meeting the limited access criteria will be permitted to enroll in all foundation courses in Business (listed below) except GEB 4890, provided they have completed 60 semester hours and have met course prerequisites.
3. A minimum score of 550 on paper and pencil or 213 on computerized TOEFL is required, when applicable.
4. Students must be admitted to the College of Business at least one term before their anticipated graduation date.

*Admission requirements for BA in Economics are explained later under the heading of Affiliated Major.

Transfer Students

Transfer credits will be accepted from accredited institutions; however, all hours earned may not be applied toward USF St. Petersburg business degree requirements. Individual courses will be evaluated by an academic advisor and appropriately credited toward requirements in the student's program at USF St. Petersburg.

Florida public junior/community college students enrolled in an Associate in Arts (AA) program should normally complete the general education requirements and the State Mandated Common Prerequisites at the junior/community college. As a rule, AA students should avoid taking any business courses at the junior/community college that are listed as 3000 and 4000 level courses at USF St. Petersburg. Normally, courses in finance, marketing, management, and accounting, as well as other business and economics courses, taken at the lower division level that are offered as upper division courses at USF St. Petersburg will not be accepted for upper division credit in business or economics. Exceptions to this policy will be made only upon proper validation of such courses. Validation consists of written examinations prepared and administered by the College of Business or by successfully completing specified advanced courses in the discipline.

Students who earned an AS from a Florida public institution are not automatically admissible to the University. Students who earned an AS in Firefighting or Dental Hygienist, for example, are not admitted without additional credentials. The AS (in Florida) in Business Administration is an articulated program so those students are admissible. If the AS is not in Business, the student needs to contact Admissions to find out if the University will admit them, and if they are admissible, they will be referred to Business Advising.

Florida public junior/community college students pursuing an Associate of Science (AS) program in any other discipline should contact the USF St. Petersburg Office of Admissions, BAY 128, (727) 873-4142 for information regarding course transferability and degree articulation.

Baccalaureate Level Degree Programs

Please note: These requirements do not apply to BA in Economics. For detail please see the section under Affiliated Major.

Business B.A./B.S.

Business Requirements for B.A./B.S. Degree

Students must satisfactorily complete a minimum of 120 semester hours. Of the minimum 120, at least 60 hours must be business courses, and a minimum of 48 hours must be non-business courses (i.e., all courses not normally offered in the College of Business). Additional electives are required to reach a minimum of 120 hours and can be either business or non-business.

As a part of the 120-hour requirements for the B.A. or B.S. degree, the following criteria also apply:

GPA: A minimum grade-point average of 2.0 must be achieved in the major and/or minor field, as well as in all College work and in all USF work, for students to be certified for graduation.

Gordon Rule: Students must have satisfactorily completed the writing and computation course requirements of 6A-10.30 ("Gordon Rule").

Foreign Language: For a Bachelor of Arts degree, students must demonstrate competency in a foreign language (refer to the Academic Policies and Procedures section of this catalog). The College of Business does not approve American Sign Language for the Foreign Language Exit Requirement.

Residency: College of Business residency requirements for graduation exceed the minimum requirements established for USFSP. Students are required to complete satisfactorily at USFSP a minimum of 50 percent (30-33 semester hours depending on major) of required business courses, including 12-18 semester hours in the major field. Normally, independent study and independent research courses do not fulfill this requirement.

International Course Requirement: All business students are required to select at least one course that deals with contemporary international topics. Consult with a business advisor for suggestions on acceptable courses.

No S/U courses in major or minor: All courses in the major or minor field and all foundation coursework in business must be taken on a graded basis; the S/U option is not available.

Degree Requirements

NON-BUSINESS (48 hrs. minimum) Semester Hours

1. General Education Requirements*	
a. English Composition	6
b. Quantitative Methods (Calculus is required)	6
c. Natural Sciences	6
d. Social Sciences	6
e. Historical Perspectives	6
f. Fine Arts	3
g. African, Latin American, Middle Eastern, or Asian Perspectives	3
Total	<u>36</u>
2. Liberal Arts Exit Requirements*	
a. Major Works and Major Issues	6
b. Literature and Writing	3
Total	<u>9</u>

*See *Liberal Arts Requirements for more details*

3. Speech/Writing Requirements for Business Majors	
a. SPC 2600 Public Speaking	3
or	
COM 3110 Communication for Business and the Professions	
b. ENC 3250 Professional Writing	3
or	
ENC 3310 Expository Writing or equivalent	
Total	<u>6</u>

4. Additional elective credits

Students may or may not need to take additional hours to meet the minimum of 48 non-business credits (see "Electives" heading below for a suggested course)

Total non-business credit hours	48
BUSINESS (60-66 hrs. minimum)	
1. Foundation Courses in Business	
Required - a minimum grade of C- in each foundation course with an overall 2.0 GPA	
ACG 2021 Principles of Financial Accounting	3
ACG 2071 Principles of Managerial Accounting	3
CGS 2100 Computers in Business	3
ECO 2013 Economic Principles	3
ECO 2023 Macroeconomics	3
ECO 2023 Economic Principles	3
QMB 2100 Microeconomics	3
BUL 3320 Business & Economic Statistics I	3
FIN 3403 Law and Business I	3
ISM 3011 Principles of Finance	3
ISM 3011 Information Systems in Organizations	3
QMB 3200 Business & Economic Statistics II	3
MAN 3025 Principles of Management	3
MAR 3023 Basic Marketing	3
GEB 4890 Strategic Mgmt/Decision Making	3
Total	<u>39</u>
2. Major Requirements (specific courses for each major are listed in the "Departments and Programs" section below.)	18-24
3. Business Electives (sufficient electives to meet 60 credit hour minimum in Business)	0 -3
Minimum Business Credits	60

Electives in Business or Non-Business

Sufficient elective courses to reach a minimum of 120 hours

Minimum total hours **120**

Student Advising and Records

The Academic Advising Center (located in Davis Hall, DAV 134) provides the following services for College of Business students:

1. Processing of student admission applications for the College of Business.
2. Academic advising and program information.
3. Orientation for undergraduate pre-business students.
4. Evaluation of undergraduate transcripts of transfer students.
5. Maintenance of academic advising records for all admitted students.
6. Certification of graduation.

Advising Office

St. Petersburg Campus: DAV 134, (727) 873-4511

Office Hours

St. Petersburg Campus: 8am-6pm Monday-Thursday. 8am-5pm on Fridays. Appointments are encouraged.

While the University provides advising services to assist students with academic planning, the responsibility for ensuring that all graduation requirements are met ultimately rests solely with the student.

Academic Dismissal

Students who have been dismissed twice from the University for academic reasons will not be readmitted to the College of Business.

Affiliated Major

Affiliated Major: B.A. Economics (ECO) 45.0601

In addition to the business degrees described above, the College of Business manages an affiliated degree in Economics (B.A.). While not a Business Degree, this degree allows students to take a wide array of courses outside of the College of Business while focusing on the discipline of Economics. The specific general education requirements are listed below.

IT IS EACH STUDENT'S RESPONSIBILITY TO MEET GRADUATION REQUIREMENTS:

1. Complete at least 120 accepted semester hours.
2. Maintain major GPA of 2.000.
3. Complete the Foreign Language Entrance Requirement and the Foreign Language Exit Requirement.
4. Students must satisfy State Rule 6A-10.30 (Gordon Rule) concerning computation and communications. Transfer students who enter the University of South Florida with 60 or more semester hours from a regionally accredited institution are considered to have met the communications portion of the Gordon Rule.
5. Complete Liberal Arts Requirements (for more information, see section titled - Liberal Arts Requirements.)
General Education Requirements (36) hours credit:
Six (6) hours credit in English Composition
Six (6) hours credit in Quantitative Methods
Six (6) hours credit in Natural Sciences
Six (6) hours credit in Social Sciences
Six (6) hours credit in Historical Perspectives
Three (3) hours credit in Fine Arts
Three (3) hours credit in African, Latin American, Middle Eastern, or Asian Perspectives
Exit Requirements (9) hours credit
Six (6) hours credit in Major Works and Major Issues
Three (3) hours credit in Literature and Writing
6. Elective Physical Education is limited to 2 semester hours.
7. ROTC is limited to 9 semester hours.
8. When double majoring a maximum of 2 courses or 8 hours may be used to satisfy requirements between majors.
9. Maximum of 20 hours of S/U option. S/U contracts must be negotiated in writing within the first three (3) weeks of the term. None of the 20 credits may be taken in the student's major unless S/U is the only grading option. English 1101 or 1102 may not be taken S/U.
10. The Audit option is available only during the first 5 days of classes; none permitted later.
11. Complete at least 9 semester hours during summer terms if entering USF with fewer than 60 semester hours.
12. Complete all major course requirements.
13. Complete a minimum of 48 hours of upper-level courses (numbered 3000 or above). Lower-level course work from 2-year or 4-year schools, though, equivalent to a 3000-level course at USF, does not meet this requirement.
14. Thirty (30) of the last 60 semester hours must be completed at USFSP to fulfill the residency requirement.
15. Students must take a minimum of 80 hours outside of Economics.
16. Transfer credit for MAT 1033 will only be acceptable if it was earned as part of an Associate of Arts degree awarded by a public community college in the State of Florida or is part of a Florida public community college transcript which explicitly indicates that general education or general distribution requirements have been met.

Requirements for the Major in Economics Prerequisites (State Mandated Common Prerequisites) for Students

Transferring from a Community College: The State of Florida has identified common course prerequisites for the major in Economics. These courses must be completed with a minimum grade of "C" before the degree is granted. If the courses are not transferred in, they may be taken at USF.

ECO X013 Economic Principles: Macroeconomics
and
ECO X023 Economic Principles: Microeconomics
or
ECO XXXX
and ECO
XXXX

Coursework in the Economics Major: A student may earn a Bachelor of Arts degree with a major in Economics by satisfactorily completing 33 credits in Economics in addition to college requirements. The 33 credits must include:

ECO 2013 Economic Principles: (3)
Macroeconomics
ECO 2023 Economic Principles: (3)

	Microeconomics	
ECP 3703	Managerial Economics	(3)
ECO 3203	Intermediate Macroeconomics	(3)
QMB 2100	Business and Economic Statistics I	(3)
QMB 3200	Business and Economics Statistics II	(3)
	Economics electives numbered 3000 or higher	(15)
	(may include FIN 3233)	

ECO 3101, Intermediate Price Theory, may be substituted for ECP 3703. Students may not take both ECO 3101 and ECP 3703 for credit.

ECO 1000 (if taken before both ECO 2013 and ECO 2023) may be substituted for a maximum of 3 hours of upper level elective credit. Students must obtain a grade of "C-" or higher in ECO 3101 or ECP 3703 in order to enroll in any course for which ECO 3101 or ECP 3703 is a prerequisite.

No more than 3 hours credit can be applied toward a major from ECO 4905 and/or ECO 4914. At least 12 hours of upper level credit must be taken in residence at USFSP.

Accounting (ACC) 52.0301

The objective of the baccalaureate degree in Accounting is to develop responsible employees, licensed and other professionals, and leaders through accounting education and multidisciplinary learning, research, and service in a global environment. Graduating Accounting majors should demonstrate basic competencies in financial accounting and reporting, cost accounting, accounting information systems, taxation and auditing.

Students learn the knowledge and skills necessary to pursue careers in public accounting, auditing, taxation, corporate, government and non-profit organizations. The baccalaureate program also prepares students for continuing study in the USF St. Petersburg MBA Program or other venues designed to meet the Florida "5th year" education requirements necessary to become licensed as a CPA, or prepare for other professional certifications (e.g. CIA, CMA, CFE, etc.). For further information, please check the Program of Accountancy web site or contact any accounting faculty member.

Requirements for the B.A./B.S. Degree: In addition to the non-business and business foundation courses listed in the General Requirements section, students must complete a minimum of 24 hours of upper-level accounting courses, of which 18 credit hours must be taken in residence at USF St. Petersburg. Students must complete the State mandated common prerequisites before enrolling in upper level Accounting courses. A grade of "C" or higher (not C-) is required in the 24 hour major courses plus a 2.0 GPA in all major course work at USF and an overall 2.0 GPA including transfer work.

Required Accounting Courses:

ACG 3103	Intermediate Financial Accounting I	3
ACG 3113	Intermediate Financial Accounting II	3
ACG 3341	Cost Accounting and Control I	3
ACG 3401	Accounting Information Systems	3
ACG 4632	Auditing I	3
TAX 4001	Concepts of Federal Income Taxation	3

Electives (6 hours selected from):

ACG 4123	Intermediate Financial Accounting III 3	
ACG 4351	Cost Accounting and Control II	3
ACG 4642	Auditing II	3
*ACG 4931	<i>Selected Topics</i>	3
ACG 5205	Advanced Financial Accounting	3
ACG 5505	Governmental/Not-for-Profit Accounting	3
ACG 5675	Internal and Operational Auditing	3
TAX 5015	Federal Taxation of Business Entities	3
	Total	24

The student's program must also include course work taken in behavioral sciences and humanities, such as psychology, anthropology, and sociology, and the political environment of business and society, such as political science, public administration, and ethics. College of Business advisors will recommend courses that will satisfy the program requirements.

Accounting majors can use the grade forgiveness policy only once in upper-level accounting courses. Accounting courses taken by accounting majors on an S/U basis will not be counted toward the 120-hour graduation requirement. Independent Research, ACG 4911, will not be accepted as credit toward the minimum degree requirements in the accounting concentration.

Economics (ECN) – B.S. only 45.0601

Requirements for the B.S. Degree: Within the 120-semester-hour program as listed in the General Requirements section, students must complete a minimum of 21 hours of upper level economics beyond the foundation courses for business.

Required Economics Courses:

ECP 3703	Managerial Economics	3
or		
*ECO 3101	<i>Intermediate Price Theory</i>	3
ECO 3203	Intermediate Macroeconomics	3
15 hours of upper level economics		
courses		
(may include FIN 3233)		15
Total		21

Students must obtain a grade of "C-" or higher in ECO 3101, Intermediate Price Theory, ECP 3703 Managerial Economics to enroll in any course for which either ECO 3101 or ECP 3703 is a prerequisite. Students cannot take both ECO 3101 and ECP 3703 for credit. No more than 3 hours credit can be applied toward a major from ECO 4905 and/or ECO 4914. At least 15 hours must be taken in residence at USF St. Petersburg. A grade point average of 2.0 or higher must be achieved in all major course work at USF and an overall 2.0 GPA including transfer work.

Entrepreneurship (ETB) 52.0701

A major in entrepreneurship is intended for those students interested in the possibility of self-venturing or who may someday work in an entrepreneurial firm. Upon completion of this major, a student will be especially prepared to leverage their knowledge to work in management positions within high growth, innovative firms or to take their own idea to market. This major utilizes an interdisciplinary approach to education thus providing a well-rounded knowledge of business.

Students will learn the creative nature of idea/opportunity identification and evaluation, the unique skills necessary to build an entrepreneurial firm, and the ability to interact with local community resources and mentors.

Requirements for the B.A./B.S. Degree: Within the 120-semester-hour program listed in the General Requirements section, students must complete a minimum of 24 hours in entrepreneurship-related course work. At least 15 of these 24 hours must be taken in residence at USFSP including each of the required courses. A grade of C- or better is required in all 24 hours plus a 2.0 GPA in all major course work at USFSP and an overall 2.0 GPA including transfer work.

Required Entrepreneurship Courses:

ENT 3613	Creativity and Innovation in Entrepreneurial Firms	3
MAN 4802	Entrepreneurship and Small Business Management	3
ENT 3013	New Venture Creation	3
ENT 4945	Student Consulting With High Growth Ventures	3
ENT 4244	Scalability in Entrepreneurial Firms	3

Any three courses from the following recommended electives

MAN 4402	Employment Law	3
MAN 4600	International Management	3
MAR 3400	Professional Selling	3
MAR 4503	Consumer Behavior	3
ENT 3503	Social Issues in Entrepreneurial Firms	3
MAR 3613	Marketing Research	3
MAR 4231	Retailing Management	3
ACG 3341	Cost Accounting and Control	3
ENT 4214	Entrepreneurial Leadership**	3
ISM 3113	System Design and Analysis	3
ECO 3703	International Economics	3
FIN 4461	Financial Statement Analysis	3
ENT 4943	Internship in Entrepreneurship	3
ENT 4901	Independent Research in Entrepreneurship	

Finance (FIN) 52.0801

Requirements for the B.A./B.S. Degree: Within the 120-semester-hour program listed in the General Requirements section, students must complete a minimum of 21-24 hours of upper-level finance courses beyond FIN 3403. At least 15 hours must be taken in residence at USF St. Petersburg. A grade point average of 2.0 or higher must be achieved in all major course work at USF and an overall 2.0 GPA including transfer work.

Required Finance Courses:

FIN 3604	International Finance	3
FIN 4303	Financial Institutions and Markets	3
FIN 4414	Advanced Corporation Finance	3
FIN 4504	Principles of Investments	3
	Additional upper-level Finance electives	9-12
	Total	21

Finance electives can be selected from among those 3000 and 4000 level classes that have FIN, REE, and RMI prefixes. At least two electives must have an FIN prefix. Independent Study (FIN 4905) and Independent Research (FIN 4915) will not be accepted as credit toward the minimum degree requirements for a major in Finance. The courses listed below are suggested electives that are relevant for students who might want to pursue careers in the following areas:

Corporate Financial Management

FIN 4412	Working Capital Management
FIN 4443	Financial Policies and Strategies
FIN 4461	Financial Statements Analysis

Management of Financial Institutions

FIN 3233	Money and Banking
FIN 4324	Bank Management
FIN 4412	Working Capital Management
FIN 4443	Financial Policies and Strategies
FIN 4461	Financial Statement Analysis

Investments

FIN 4461	Financial Statement Analysis
FIN 4514	Advanced Investment Analysis & Management
FIN 4934	Financial Options & Futures
REE 4303	Real Estate Investment Analysis

Financial Services

FIN 4514	Advanced Investment Analysis & Management
REE 3043	Real Estate Decision-Making
REE 4303	Real Estate Investment Analysis
RMI 3011	Principles of Insurance

2. A grade point average of 2.0 or better must be achieved in the minor course work at USF St. Petersburg and in all minor courses completed at other institutions.
3. All 12 credit hours must be taken in residence at USF St. Petersburg.

Global Business (GBP) 52.1101

The Global Business Major prepares students with a unique blend of interdisciplinary global courses that cross the various functional areas of business administration (economics, finance, information systems, management, and marketing) and a required Global Cultural Experience. A degree in Global Business supplements the standard general education and liberal arts requirements with a strong grounding in cross-functional, global business core courses. Students majoring in Global Business will have the knowledge, skills, and experience necessary for successful careers in service- or knowledge-based or manufacturing industries with global markets, global suppliers, international sources of finance or a diverse work force.

The 24-hour Global Business program starts with a solid core of required Global Business Courses. Then, students have the flexibility to choose the specific Global Knowledge and Global Business Elective Courses that supplement the individual student's specific global interests. The final component requires the student to participate in a chosen, meaningful Global Cultural Experience.

Requirements for the B.A./B.S. Degree: Within the 120-semester-hour program as listed in the General Requirements section, students must complete a minimum of 21 hours of upper-level Global Business courses beyond the foundation

courses for business in addition to 3 hours of a Global Cultural Educational Experience for a minimum total of 24 hours for the Global Business Major. At least 15 hours of the Global Core and Global Business Electives must be earned at USFSP and a minimum of 33 business hours must be from USFSP. A minimum of 48 hours out of 120 hours must be upper division. A grade point average of 2.0 or higher must be achieved in all major course work at USF and an overall 2.0 GPA including transfer work.

Undergraduates seeking this degree must complete:

- Foundation Courses (39)
- Core Requirements (12 hours)
- Global Business Electives (9)
- OR Global Business Electives (6) AND Global Knowledge Electives (3)
- Global Cultural Experience (3)

Total: 120 hours including 48 hours of upper division courses.

Foundation Courses (39 hours):

ACG 2021	Principles of Financial Accounting	3
ACG 2071	Principles of Managerial Accounting	3
CGS 2100	Computers in Business	3
ECO 2013	Economic Principles (Macroeconomics)	3
ECO 2023	Economic Principles (Microeconomics)	3
QMB 2100	Business and Economic Statistics I	3
QMB 3200	Business and Economic Statistics II	3
FIN 3403	Principles of Finance	3
BUL 3320	Law and Business	3
ISM 3011	Information Systems in Organizations	3
MAN 3025	Principles of Management	3
MAR 3023	Basic Marketing	3
GEB 4890	Strategic Management and Decision Making	3

Core Requirements (12 hours):

FIN 3604	International Finance	3
MAN 4600	International Management	3
MAR 4156	International Marketing	3
GEB 3373	Global Business	3

Global Business Elective Courses (6 - 9 hours):

ECS 3013	Economic Development	3
ECP 3302	Environmental Economics	3
ECO 3703	International Economics	3
ECO 4713	International Macroeconomics	3
ECO 4723	International Trade and Policy	3
ECS 4430	Economics of Latin America	3
*GEB 3XXX	<i>Doing Business in China</i>	3
*GEB 3XXX	<i>Doing Business in Europe</i>	3
ISM 4382	Global Information Systems	3

Global Knowledge Elective Courses (0 - 3 hours):

ANT 3610	Anthropological Linguistics	3
ANT 4620	Language and Culture	3
ANT 4323	Mexico and Central America	3
CPO 4930	Comparative Government & Politics of Selected Countries/Areas	3
INR 4254	Africa in World Affairs	3
INR 3038	International Wealth/Power	3
INR 4035	International Political Economy	3
INR 4083	Conflict in the World	3
SPN 4470	Advanced Overseas Study	1-6

SPN 3440	Spanish for Business	3
SPN 3500	Spanish Civilization	3
SPN 3520	Hispanic American Civilization	3
FRE 3500	French Civilization	3
FRE 3470	Overseas Study Abroad	1-6
FRE 3502	Francophone World	3

Global Cultural Experience (3 hours*):

*GEB 3XXX	<i>Doing Business in China</i>	3
*GEB 3XXX	<i>Doing Business in Europe</i>	3

Semester Study Abroad/Exchange Program

Faculty-led travel/study course	(minimum 3 hours)
Global internship	(minimum 3 hours)
Global Service Learning project abroad	(register as an internship)
Nationally recognized organizations' global community service	(register as an internship)
Sustained (minimum 150 hours)	(register as an internship)
Cross-Cultural Experience-Performing community service in the US with a cultural community that is distinct from your own culture	
Global work experience on a case-by-case basis	

*The Global Cultural Experience will be approved by the College's Global Business faculty on a case-by-case basis. It is strongly recommended that global business majors complete the Intermediate II level in a foreign language with a grade of "C" or better. These required global business courses all address ethics/corporate responsibility issues. Students should start planning early for the best global cultural educational experience and opportunities.

Note: Courses taken to satisfy Global Required Courses, Global Business Electives or Global Knowledge Courses cannot count as a Global Cultural Experience.

**Course pending approval*

Information Systems and Decision Sciences (ISM) 52.1201

Success in today's fast paced business environment requires a solid understanding of information systems and the ability to use information technology to solve business problems. The Information Systems major provides students with an in-depth understanding of the many business applications of information and communication technologies, preparing them for careers in:

- programming
- business analysis
- systems development
- database or network administration
- systems support
- website development

Unlike many information technology programs, which are designed to develop only technical skills, the IS major focuses on the intersection of business and technology, developing graduates who are well-versed in the language of business, have strong communication skills, and know how to select, develop, implement, and manage new and emerging information technologies. Additionally, the IS major provides students seeking more general business careers with a set of highly marketable skills they can apply in any facet of business.

Core courses in the IS degree program are designed to develop students' information technology skills as well as their understanding of how technology is used to support managerial decision making and transform business operations. A variety of electives enable students to choose an area of specialization, learn about global information systems, or further develop their technical skills.

Information Systems and Decision Sciences Requirements for the B.A./B.S. Degree

Within the 120-semester-hour program listed in the General Requirements section, students must complete a set of 5 required ISM courses and 3 approved ISM electives. ISM majors must earn a "C" or higher (not C-) in the five required ISM courses and must have a 2.0 or higher GPA in the major; they can use grade forgiveness for only one upper-level ISM course. At least 18 hours must be taken in residence at USF St. Petersburg. A grade point average of 2.0 or higher must be achieved in all major course work at USF and an overall 2.0 GPA including transfer work.

Required ISM Courses:

ISM 3232	Business Application Development*	3
ISM 3113	Systems Analysis and Design*	3
ISM 4212	Database Administration	3
ISM 4220	Business Data Communications	3
ISM 4300	Managing Information Resources	3
Plus Approved ISM Electives**		9
Total Hours Required for B.A./B.S. Degree		24

**ISM 3232 (Business Application Development) must be taken before, or concurrently with, ISM 3113 (Systems Analysis and Design), which is a prerequisite for all other required ISM courses.*

***No more than three hours of ISM 4950 can be counted as ISM electives. (ISM 4905 will not count as an ISM elective.)*

Management and Organization (MAN) 52.0101

The purpose of the Management bachelor's degree program is to educate students in the fundamental skills, knowledge, and practice of the management of people and organizations and provide business professionals with important skills and knowledge needed to advance in the workplace.

Management and Organization Requirements for the B.A./B.S. Degree

Within the 120-semester-hour program listed in the General Requirements section, students must complete 21 hours of management beyond MAN 3025. At least 15 hours must be taken in residence at USF St. Petersburg. Management majors must earn a grade of "C-" or higher in all major course work including courses taken at other institutions. A grade point average of 2.0 or higher must be achieved in all major course work at USF and an overall 2.0 GPA including transfer work.

Required Management Courses:

MAN 3240	Organizational Behavior Analysis	3
MAN 3301	Human Resource Management	3
MAN 4600	International Management	3
	Additional upper-level management courses	12
Total		21

Marketing (MKT) 52.0101

Marketing is a dynamic field with many dimensions, including product selection and planning, product distribution, pricing and promotion. Marketing poses many challenges and yields generous rewards for those who meet these challenges. Marketing operations are carried out domestically and internationally in virtually all business organizations that offer a product or service. Many marketing concepts are applicable to the operations of non-profit organizations such as governmental, educational, and health care institutions, as well as charitable and political campaigns.

Marketing operations provide the most visible links between the firm or institution and its many publics. Marketing deals with people who are constantly changing in their needs, wants, and desires; and coupled with these changing tastes is a fiercely competitive environment sustained by all the resources of a rapidly evolving technology. These forces lead to much of the challenge and to much of the dynamic nature of marketing.

The Marketing program at USF St. Petersburg prepares students for initial entry and management positions in many areas of marketing with a curriculum that is concerned with:

1. Understanding how to attract and retain customers;
2. Having the ability to find and analyze information;
3. Being able to design, collect, and analyze marketing information to be used in managerial decision making;
4. Using electronic and traditional media to create satisfied loyal customers;
5. Having personal communication skills that businesses demand;
6. Being capable of writing a winning marketing plan;
7. Understanding and being able to apply the latest marketing concepts, including marketing automation.

Marketing Requirements for the B.A./B.S. Degree

Within the 120-semester-hour program listed in the General Requirements section, students must complete a minimum of 21 hours in marketing beyond MAR 3023. At least 15 of these 21 hours must be taken in residence at USFSP including each of the required courses. A grade of C- or higher is required in all Marketing classes plus a 2.0 GPA in all major course work at USFSP and an overall 2.0 GPA including transfer work.

The degree requirements are:

Required Courses	9 hours
Elective Courses	12 hours
Total	21 hours

Note: It is strongly recommended that marketing majors take an internship course as part of their plan of study. It is also recommended that courses in information technology, finance, management, and international business be included in the business electives.

Required Marketing Courses:

MAR 3613	Marketing Research	3
MAR 3400	Professional Selling	3
MAR 4824	Marketing Management Problems	3

Four Courses from the following recommended electives (12 hours):

MAR 4333	Promotions Management	3
MAR 3823	Marketing Management	3
MAR 3711	Sports Marketing	3
MAR 4231	Retailing Management	3
MAR 4712	Healthcare Marketing	3
MAR 4503	Consumer Behavior	3
Any upper-level marketing course		

Affiliated Major: B.A. Economics (ECO) 45.0601

In addition to the business degrees described above, the College of Business manages an affiliated degree in Economics (B.A.). While not a Business Degree, this degree allows students to take a wide array of courses outside of the College of Business while focusing on the discipline of Economics. The specific general education requirements are listed below.

IT IS EACH STUDENT'S RESPONSIBILITY TO MEET GRADUATION REQUIREMENTS:

1. Complete at least 120 accepted semester hours.
2. Maintain major GPA of 2.000.

3. Complete the Foreign Language Entrance Requirement and the Foreign Language Exit Requirement.
4. Students must satisfy State Rule 6A-10.30 (Gordon Rule) concerning computation and communications. Transfer students who enter the University of South Florida with 60 or more semester hours from a regionally accredited institution are considered to have met the communications portion of the Gordon Rule.
5. Complete Liberal Arts Requirements (for more information, see section titled - Liberal Arts Requirements.)
General Education Requirements (36) hours credit:
 Six (6) hours credit in English Composition
 Six (6) hours credit in Quantitative Methods
 Six (6) hours credit in Natural Sciences
 Six (6) hours credit in Social Sciences
 Six (6) hours credit in Historical Perspectives
 Three (3) hours credit in Fine Arts
 Three (3) hours credit in African, Latin American, Middle Eastern, or Asian Perspectives
Exit Requirements (9) hours credit
 Six (6) hours credit in Major Works and Major Issues
 Three (3) hours credit in Literature and Writing
6. Elective Physical Education is limited to 2 semester hours.
7. ROTC is limited to 9 semester hours.
8. When double majoring a maximum of 2 courses or 8 hours may be used to satisfy requirements between majors.
9. Maximum of 20 hours of S/U option. S/U contracts must be negotiated in writing within the first three (3) weeks of the term. None of the 20 credits may be taken in the student's major unless S/U is the only grading option. English 1101 or 1102 may not be taken S/U.
10. The Audit option is available only during the first 5 days of classes; none permitted later.
11. Complete at least 9 semester hours during summer terms if entering USF with fewer than 60 semester hours.
12. Complete all major course requirements.
13. Complete a minimum of 48 hours of upper-level courses (numbered 3000 or above). Lower-level course work from 2-year or 4-year schools, though, equivalent to a 3000-level course at USF, does not meet this requirement.
14. Thirty (30) of the last 60 semester hours must be completed at USFSP to fulfill the residency requirement.
15. Students must take a minimum of 80 hours outside of Economics.
16. Transfer credit for MAT 1033 will only be acceptable if it was earned as part of an Associate of Arts degree awarded by a public community college in the State of Florida or is part of a Florida public community college transcript which explicitly indicates that general education or general distribution requirements have been met.

Requirements for the Major in Economics Prerequisites (State Mandated Common Prerequisites) for Students

Transferring from a Community College: The State of Florida has identified common course prerequisites for the major in Economics. These courses must be completed with a minimum grade of "C" before the degree is granted. If the courses are not transferred in, they may be taken at USF.

ECO X013 Economic Principles: Macroeconomics
 and

ECO X023 Economic Principles: Microeconomics
 or

ECO XXXX
 and ECO
 XXXX

Coursework in the Economics Major: A student may earn a Bachelor of Arts degree with a major in Economics by satisfactorily completing 33 credits in Economics in addition to college requirements. The 33 credits must include:

ECO 2013	Economic Principles:	(3)
	Macroeconomics	
ECO 2023	Economic Principles:	(3)
	Microeconomics	
ECP 3703	Managerial Economics	(3)
ECO 3203	Intermediate Macroeconomics	(3)
QMB 2100	Business and Economic Statistics I	(3)
QMB 3200	Business and Economics Statistics II	(3)
	Economics electives numbered 3000 or higher	(15)
	(may include FIN 3233)	

ECO 3101, Intermediate Price Theory, may be substituted for ECP 3703. Students may not take both ECO 3101 and ECP 3703 for credit.

ECO 1000 (if taken before both ECO 2013 and ECO 2023) may be substituted for a maximum of 3 hours of upper level elective credit. Students must obtain a grade of "C-" or higher in ECO 3101 or ECP 3703 in order to enroll in any course for which ECO 3101 or ECP 3703 is a prerequisite.

No more than 3 hours credit can be applied toward a major from ECO 4905 and/or ECO 4914. At least 12 hours of upper level credit must be taken in residence at USFSP.

Minors in Business

Minor in Accounting (Business Majors Only) (ACCP) 52.0301

Students majoring in Business may minor in Accounting.

The requirements are:

1. ACG 3103	Intermediate Financial Accounting I	3
ACG 3341	Cost Accounting and Control I	3
ACG 3401	Accounting Information Systems	3
TAX 4001	Concepts of Federal Income Taxation	3

2. A grade of "C" (not C-) or better must be earned in each of the four upper-level accounting courses taken. All attempts will be included unless grade forgiveness has been used. Only one grade forgiveness may be used in the minor.
3. All 12 credit hours must be taken in residence at USF St. Petersburg.

Minor in Economics (ENCP) 45.0601

All students can earn a minor in Economics by satisfactorily completing 18 hours in Economics including:

ECO 2013	Economic Principles:	(3)
	Macroeconomics	
ECO 2023	Economic Principles:	(3)
	Microeconomics	

Economics electives numbered 3000 or higher (12)
(may include QMB 3200 and FIN 3233)

ECO 1000, if taken before both ECO 2013 and ECO 2023, may be substituted for 3 hours of upper level electives. Before being recognized as a minor in economics a student must obtain program approval by an academic advisor in DAV 134. A grade point average of 2.0 or higher must be achieved in the minor course work at USFSP and in all minor courses completed at any institution. At least 12 hours must be taken in residence at USFSP.

Minor in Entrepreneurship (Business Majors) (ETPB) 52.0701

This minor is intended to complement any of the majors in the College of Business providing a general background of entrepreneurship and again to support the notion that self-venturing is a viable career option.

Students must:

1. Complete the required courses (12 hours)
2. Have a Grade Point Average of 2.0 or better in the minor course work.
3. Must take all courses at USFSP

Required Courses (12 hours):

ENT 4945	Student Consulting with High Growth Ventures	3
ENT 4244	Scalability in Entrepreneurial Firms	3
MAN 4802	Entrepreneurship and Small Business Management	3
ENT 3013	New Venture Creation	3

**Course pending approval*

Minor in Entrepreneurship (Non-Business Majors) (ETNP)

This minor is intended for students from any college within the university to provide a general background of knowledge for those individuals that might, at some point, start their own business or be a part of an entrepreneurial organization.

1. Complete the Required Courses (12 hours)
2. Have a Grade Point Average of 2.0 or better in the minor coursework.
3. Must take all courses at USFSP

Required Courses (12 hours)

ENT 3613	Creativity and Innovation in Entrepreneurial Firms	3
MAR 3023	Basic Marketing	3
MAN 4802	Entrepreneurship and Small Business Management	3
ENT 3013	New Venture Creation (MAN 4802 prerequisite)	3
NOTE: Students should also take ECO 2023 as part of their General Education requirements		

Minor in Finance (Business Majors Only) (FINP) 52.0801

Students majoring in Business can minor in Finance. The requirements are

1. FIN 4504	Principles of Investments	3
FIN 4303	Financial Institutions and Markets	3
FIN 4414	Advanced Corporation Finance	3
	Another upper-level Finance	3
	Elective with an FIN, REE, or RMI prefix	
	Total Finance Hours	12

2. A grade point average of 2.0 or better must be achieved in the minor course work at USF St. Petersburg and in all minor courses completed at other institutions.
3. All 12 credit hours must be taken in residence at USF St. Petersburg.

Minor in General Business (Non-business majors) (GBAP) 52.0201

Requirements for a Minor in Business Administration (Non-Business Majors Only):

Students are required to process an application for the minor in the College of Business.

Course requirements:

ACG 2021	Principles of Financial Accounting	3
ACG 2071	Principles of Managerial Accounting	3
CGS 2100	Computers in Business	3
ECO 2013	Economic Principles (Macroeconomics)	3
ECO 2023	Economic Principles (Microeconomics)	3
FIN 3403	Principles of Finance	3
MAR 3023	Basic Marketing	3
MAN 3025	Principles of Management	3
GEB 4890	Strategic Management	3
	Total	27

At least 12 hours of the required credit hours must be taken in residence at USFSP.

A grade point average of 2.0 or better must be achieved in the minor course work at USF and in all minor courses completed at other institutions.

Minor in Healthcare Administration (HCA) 51.0000

This minor is open to students from all colleges.

To qualify for the Healthcare Administration Minor, students must successfully complete a minimum of fifteen (15) semester hours in Healthcare Administration coursework (nine (9) credit hours of required courses and six (6) credit hours of elective courses). All fifteen credit hours of the Healthcare Administration minor must be taken at USFSP. A grade point average (GPA) of 2.0 or higher must be achieved in the coursework for the minor. A statement attesting to the completion of the Minor in Healthcare Administration will appear on the student's official transcript.

Note for Non-College of Business Students:

To avoid unnecessary delays, it is strongly recommended that Non-Business majors take ECO 2023 Economic Principles-Microeconomics as three (3) of the required hours in Social Sciences (a Liberal Arts General Education Requirement) because this course is a pre-requisite for the required course, ECP 3530 Economics and Health.

Required Courses (9 credit hours):

ECP 3530	Economics and Health	3
MAN 3093	Healthcare Management	3

Elective Courses (6 credit hours) select two of the following:

ECO 4504	Public Finance	3
ENT 3503	Social Issues in Entrepreneurship	3
HSA 3170	Healthcare Finance (NOTE: This class may not be used as an elective for FIN majors)	3
GEB 4894	Healthcare Strategy	3
ISM 3011	Information Systems	3
MAN 3301	Human Resource Management	3
MAR 3400	Professional Selling	3
MAR 4503	Consumer Behavior	3
*GEB 4905	<i>Independent Study</i>	3

Additional Selected Topics courses may also qualify as HCA electives. Students should consult with an advisor about any additional approved courses.

*Course pending approval.

Minor in Information Systems (ISMP) 52.1201

Students majoring in Business may minor in ISM. The requirements are:

1.		
ISM 3113	Systems Analysis and Design	3
ISM 4212	Database Administration	3
	Approved ISM Electives	6
Total ISM hours		12

2. A grade point average of 2.0 or better must be achieved in the minor course work at USF and in all minor courses completed at other institutions.

3. All 12 hours must be taken in residence at USF St. Petersburg.

Minor in International Business (ITBP) 52.1101

Students Majoring in Business

To qualify for the minor in International Business, students with a major in one of the degree programs in Business Administration must successfully complete a minimum of 12 hours of international business selected from a set of approved upper-level international business courses (see below). A minimum of 9 semester hours of the minor course work must be taken at USF St. Petersburg. A grade point average of 2.0 or higher must be achieved in minor course work taken at USF, as well as in any transfer work applicable to the minor. Competency to effectively communicate in a foreign language is strongly advised.

Non-Business Majors

To qualify for the International Business minor, non-business majors must complete the requirements for the minor in Business Administration (see previous Requirements for a Minor in Business Administration) and complete at USF St. Petersburg a minimum of 12 semester credit hours selected from a set of approved upper-level international business courses (see below). All of the 12 hours must be taken in residency at USF St. Petersburg. A grade point average of 2.0 or better must be achieved in the minor course work taken at USF, as well as in any transfer work applicable to the minor program. Competency to communicate in a foreign language is strongly advised.

A statement attesting to the completion of the Minor in International Business will appear on the student's official transcript.

Courses Approved for International Business

The following courses are currently approved for the International Business minor:

ECO 3703	International Economics	3
ECO 4713	International Macroeconomics	3
*ECO 4704	<i>International Trade and Policy</i>	3
ECS 4430	Economics of Latin America	3
*ECS 3013	<i>Economic Development</i>	3
GEB 3373	International Business	3
*GEB 3XXX	<i>Doing Business in China</i>	3
*GEB 3XXX	<i>Doing Business in Europe</i>	3
*ECS 4003	<i>Comparative Economic Systems</i>	3
FIN 3604	International Finance	3

ISM 4382	Global Information Systems	3
MAN 4600	International Management	3
MAR 4156	International Marketing	3

Other courses will be added as they are developed and approved. In addition, the College frequently offers *Selected Topics* courses that qualify for International Business. Students should consult with an advisor for additional approved courses.

*Course pending approval

Minor in Legal Studies (LGSP) 00.0000

The College of Business (COB) in conjunction with the College of Arts and Sciences (CAS), offers a Legal Studies minor that is open to all USFSP students regardless of their major. The minor in Legal Studies provides students with real law for the real world. The minor will:

- Instill in students a strong, pragmatic understanding of legal concepts, public policy, law, and its applications while emphasizing the implications on societies and business;
- Complement existing CAS and COB majors;
- Develop students' ability to recognize legal issues and manage risks;
- Develop students analytical, problem solving and negotiation skills along with their ethical sensitivity;
- Develop students' ability to formulate and advocate positions, and to use those skills to effectively communicate; and
- Improve students' leadership skills, social business skills, marketability, and employment prospects.

The Legal Studies Minor consists of:

Required Courses 6 hours

Elective Courses 9 hours

Total 15 hours

A 2.0 GPA must be maintained in all of the course work toward the minor and all 15 hours for the legal studies minor must be earned at USFSP.

Required Courses (6 hours):

BUL 3320	Law and Business I	3
BUL 3321	Law and Business II	3

Elective Courses (9hours):

*BUL 493X	<i>Selected Topics</i>	
*BUL XXXX	<i>Anatomy of a Deal</i>	
*BUL XXXX	<i>Constitutional Law and Free Enterprise</i>	
BUL 5332	Law and the Accountant	3
MAN 4402	Employment Laws	3
POS 3697	Environmental Law	3
POS 4614	Constitutional Law I or	3
POS 4624	Constitutional Law II	3
CJL 3110	Substantive Criminal Law	3
INR 4403	International Law	3

Minor in Management (for Business Majors Only) (MANP) 52.0101

Students majoring in Business Administration may minor in Management.

The requirements are:

1.		
MAN 3240	Organizational Analysis	3
MAN 3301	Human Resource Management	3
MAN 4600	International Management	3
	Additional upper-level management	3

course	
Total Management hours	<u>12</u>

- 1.
2. 2. A grade of "C-" or higher in all minor course work.
3. 3. A 2.0 GPA or better must be achieved in all minor course work.
4. 4. All 12 credit hours must be taken in residence at USF St. Petersburg.

Minor in Marketing (for Business Majors Only) (MKTP) 52.1401

Undergraduate students in the College of Business not majoring in Marketing can greatly enhance their attractiveness to employers by taking a minor in Marketing or taking selected courses from the Marketing curriculum to broaden their backgrounds. Marketing is particularly complementary for COB students majoring in Information Systems, Finance, and Management. For non-business majors, Marketing is very complementary with degrees such as communications, liberal arts, and engineering.

Requirement for a minor in Marketing for Business Majors Only:

The Marketing minor is only available to students who are majoring in business. The minor requires a total of 12 hours.

The requirements for a minor in Marketing are:

12 hours of upper-level marketing courses excluding MAR4824;

A grade of C- in all courses for the minor;

All 12 hours must be taken in residence at USFSP;

A Grade Point Average of 2.0 or better in the minor.

COLLEGE OF EDUCATION

The USF St. Petersburg (USFSP) College of Education is accredited by the National Council for Accreditation of Teacher Education (NCATE). All teacher education programs must meet the requirements of Chapter 5.066, Rules of the State Board of Education of Florida, and have "Approved Program" status.

The USF St. Petersburg College of Education offers an undergraduate degree program recognized for accomplishing defined learning outcomes, supported by a foundation of applied research, and dedicated to meeting the needs of the diverse communities and students it serves. In pursuit of this mission, faculty in the College of Education are guided by a respect for evidence, the pursuit of scholarship, and the ethics of community responsibility. The College of Education seeks to prepare exemplary teachers and other educational personnel for roles in a diverse and changing society. It promotes life long learning and continually strives to meet the educational needs of all learners.

The College of Education is committed to a continuous and systematic examination of the professional program of teacher education. Each subdivision of the college maintains professional standards through ongoing appraisals of candidate learning outcomes.

For information concerning required courses in the major, students should consult the "Programs" section accessible from the USF St. Petersburg site. Other important information is available from the College of Education web site at <http://www.usfsp.edu/coe.index.htm>.

Please be advised that program and/or course requirements are subject to change, per state legislative mandates, Florida State Department of Education program approval standards, and accreditation criteria.

Admission Requirements for Students Entering Teacher Education Programs

Students who wish to teach in a particular subject area or field should begin preliminary coursework during their first year in college. However, students are not admitted to the teacher education program until they complete the admissions requirements listed below.

Students may apply for admission to the College of Education by contacting the Coordinator of Academic Advising at dbarcelo@usfsp.edu or (727) 873-4507.

Admission to the upper-level teacher education program is contingent upon meeting the following preliminary college requirements:

1. Completion of a College of Education application form.
2. Completion of a Disclosure of Conviction form.
3. Completion of the University's General Education requirements with a minimum grade of C- in general education core. (See "Liberal Arts Requirements" section of the catalog.) Students with a Florida public AA degree will meet all general education requirements. However, general education courses with a grade of D+ or below will need to be repeated for a grade of C- or above to fulfill prerequisites for the College of Education. **Note:** Students should contact an academic advisor to make certain they are enrolled in courses appropriate to their intended major.
4. Completion of all portions of the General Knowledge Test with passing scores. No exemptions or waivers accepted.
5. Completion of State Mandated Common Prerequisites **Note:** The following prerequisites are required for all education majors:

EDF 2005	Introduction to the Teaching Profession
	(3) minimum grade of C-
EDF 2085*	Intro to Diversity for Educators (3)
	minimum grade of C-
EME 2040	Introduction to Educational Technology
	(3) minimum grade of C-

**In addition to EDF 2085 a minimum of 6 semester hours with an international or diversity focus is required. Eligible courses will be determined by the community college or university where the student is currently earning the Associate in Arts or baccalaureate degree.*

USF St. Petersburg International/Diversity/Recommended Courses Credit

AMH 2010	American History I	3
AMH 2020	American History II	3
ANT 2000	Introduction to Anthropology	3
ANT 2410	Cultural Anthropology	3
ARH 2050	History of Visual Arts I	3
ARH 2051	History of Visual Arts II	3
BSC 2025	Food: Personal and Global Perspectives	3
EUH 2011	Ancient History I	3

EUH 2021	Byzantium History	3
EUH 2022	The Medieval West	3
EUH 2030	Modern European History I	3
EUH 2031	Modern European History II	3
LIT 2010	Introduction to Fiction	3
LIT 2040	Introduction to Drama	3
REL 2300	Introduction to World Religions	4
SYG 2000	Introduction to Sociology	3

6. Minimum GPA: An overall minimum GPA of 2.50 on all attempted hours.
7. Additional criteria as may be established by each program. Credit requirements in each major include courses in the following categories: Professional Education Core, Teaching Specialization Preparation, and Liberal Arts Exit Requirements. For questions concerning General Education and Liberal Arts Exit Requirements, refer to the Liberal Arts Requirements section of the catalog. See specific requirements for the Bachelor's of Science Degree in Education below.

Education Advising

The Academic Advising Center is responsible for many of the processes and procedures that support the academic pursuits of students in the College. The Center is committed to serving the university community.

Students are ultimately responsible for knowing and fulfilling all university, college, and degree program requirements for graduation. Students are encouraged to make an appointment with an academic advisor each semester. For additional contact information, please call the advising office at (727) 873-4511.

Application Information:

(Only admitted USF St. Petersburg students are eligible.) The admission process to the College of Education (COE) is separate and in addition to admission to USF St. Petersburg. After receiving acceptance to USF St. Petersburg, students should attend a new student advising session where they can complete the College of Education application, receive information about the degree program and register for courses for their first semester. Call (727) 873-4511 to schedule an advising session.

Time Limitations

The College of Education may accept professional education and specialization coursework completed at this university or at other accredited institutions as follows:

1. Courses completed within the last five years may be accepted if all competencies are met.
2. Courses completed over five years but less than ten years ago must have the approval of the faculty of the program in which the equivalent course is taught.
3. Courses completed ten years ago or longer will count as elective credit only.

Program Portfolio Requirements

The Florida Department of Education (FLDOE) and the National Association of Colleges of Teacher Education (NCATE) require all accredited programs to document individual student performance based on state and national standards. Students are required to demonstrate their achievement of state standards with portfolio assessment one time during coursework and one time during final internship. This program requires Florida Educator Accomplished Practices and ESOL Competencies portfolios. Students will be required to submit their critical assignments that are indicated in the course syllabi and get evaluated for each submission by the course instructor. The entire portfolio process will be introduced during EDG 4012 - the Standards Based Education course.

Qualifications for Internship Experience

The final internship experience involves observing and teaching both in an elementary, and exceptional education classroom. Internship sites include the entire spectrum of educational settings available in the local school districts served by USFSP. Other than Final Internship Seminar, students may not enroll in additional courses during the semester in which the final internship occurs. Special requirements for enrollment in the final internship and seminar courses are:

1. Admission to the College of Education.
2. Completion of General Education, "Gordon Rule," and all other program prerequisites (includes passing all sections of the General Knowledge Test) prior to the first internship.
3. Documentation of passing scores on all portions of the Florida Teacher Certification Examinations (General Knowledge Test, Subject Area Exam in both Elementary Education and Exceptional Student Education, and Professional Education) prior to the college-stated deadline.

4. Completion of an application for the final internship by the posted deadlines. Applications for final internship are available through the College of Education website (www.usfsp.edu/coe/). Applications for Fall Semester are due the preceding January 15. Applications for Spring Semester are due the preceding June 15.
5. Completion of all professional education and specialization course work.
6. A combined grade point average of 2.5 in professional education and specialization course work as well as an overall USFSP GPA of 2.5.
7. Students must earn a "C-" grade or higher in required major courses. S/U grades will not apply toward qualifying for internship.
8. Students must complete all other requirements as prescribed by their program.
9. Some school districts have additional requirements, which must also be met by the application deadlines. Please contact Dr. Bonnie Braun, Internship Coordinator, for information related to Hillsborough and Hernando school districts.
10. Interns are guests of the school districts in which they are placed and as such they may be removed from their placement with or without cause by either the school or the college. If students are asked to leave their schools for any reason, the college is under no obligation to find another placement until the following semester and/or until remediation activities have taken place.

Internship Application Requirements and Dates of Importance

Fingerprinting Information All school districts in Florida require students to complete the fingerprinting process prior to beginning date of internships. The cost of the fingerprinting process is the sole responsibility of the intern. Most Florida school districts screen in accordance with Florida Statute 435.03 or 435.04. Pinellas County uses 435.04 (Level 2) screening standard. Be sure to consult school district policy for the district in which you will be interning.

Complete an online application by the deadline date (see below under Final Internship) and submit to Dr. Bonnie Braun in the College of Education office, COQ 201. Be sure to have the applications date stamped. <http://www.usfsp.edu/coe/internship/index.htm>

(LATE APPLICATIONS WILL NOT BE ACCEPTED)

Application Requirements

K-5: EDG 3943 Integrated Clinical Experience K-5 (3) M/T
 Fall semester- Application Deadline August 1.
 Spring semester - Application Deadline November 15.

6-12: EEX 4880 Integrated Clinical Experience 6-12 (3) W/R
 Fall semester-Application Deadline is April 15th.
 Spring semester-Application Deadline is October 15th.

Final Internship: EDG 4944 Integrated Final Internship (11) (5 days/week)
 EDG 4934 Final Internship Seminar (1)
 Fall semester-Application Deadline is January 15th.
 Spring semester-Application Deadline is June 15th.

NOTE: All requirements for entry into final internship (see list below) MUST be completed by August 1 for an internship in the Fall term and by December 1 for an internship in the Spring term. THESE DEADLINES WILL NOT BE WAIVED AND NO EXCEPTIONS WILL BE GRANTED. Please plan accordingly.

Final Internship Admission Requirements:

- Completion of all critical assignments for FEAP and ESOL course requirements.
- Submit passing scores for GKT, Professional Ed, and Subject Area Exams in Elementary Education and ESE by the college deadlines.
- Complete coursework by the following dates: Spring semester final internship - *December 1st*, Fall semester final internship - *August 1st*.
- A combined grade point average of 2.5 in professional education and specialization course work as well as an overall USFSP GPA of 2.5.
- Complete all required coursework with a minimum grade of C- or higher.
- Final Internship Exit Requirements:
- Complete FEAP and ESOL requirements for both coursework and foliodata.com.

- Complete coursework and any other university graduation requirements.

Teacher Education Program College Requirements for Graduation

1. To be certified by the College of Education for graduation, a student must have earned a minimum of 120-semester hours credit.
2. Successful completion of all program requirements for ESOL endorsement.
3. A minimum overall USFSP grade-point average of 2.50 or a minimum GPA of 2.50 in teaching specialization courses and a minimum GPA of 2.50 in the Professional Education sequence
4. Satisfactory completion of the final internship.
5. Passing scores on the Elementary and Exceptional Student Education FTCE Subject Area and Professional Education subtests prior to final internship.
6. Successful completion of the major requirements in a state-approved teacher education program (which includes general preparation, teaching specialization, and professional preparation).
7. A minimum of 8 credits in professional courses in addition to internship and 12 credits in specialization courses must have been earned at USFSP.
8. A minimum of 30 hours after admittance to a Bachelor's of Science in Education program and meet all University requirements.
9. Successful completion at the "Met" Level of all of the Florida Educator Accomplished Practices.

Baccalaureate Level Degree Programs

Education with Certifications in Elementary Education and Exceptional Student Education and Endorsements in ESOL and Reading 13.1206

To address the needs of the K-12 students in the twenty-first century, the College of Education offers an interdisciplinary degree in Education. Students completing this state of Florida approved teacher education program will earn teaching certifications in both Elementary Education and Exceptional Student Education as well as Endorsements in Reading and ESOL. Majors in this program will be prepared to teach: students in elementary school (Kindergarten-6); students with disabilities (Kindergarten-12), reading (K-12), and English Language Learners (K-12). All majors will be assigned to a specified sequence of courses to be followed throughout the program enrollment. Coursework will include internships and field experience. Field experiences usually begin during the second semester of student's enrollment with increasing involvement throughout the program.

Students must complete the state-approved program to be eligible for certifications in Elementary Education (Grades Kindergarten - 6) and Exceptional Student Education (Grades Kindergarten-12). Please be advised that degree and/or course requirements are subject to change, per state legislative mandates, Florida State Department of Education program approval standards, and accreditation criteria. The current program of study includes both coursework and extensive field experience in elementary, middle, and secondary school settings to enable students to integrate theory with teaching practice.

Students are responsible for providing transportation to their field experience and internship sites. Students who withdraw from or who have unsatisfactory grades in the field experiences or internships must petition the college before they will be allowed to repeat the internships. Students must have an overall USFSP GPA of 2.5 and a GPA of 2.5 in the combined Professional Core and Teaching Specialization prior to final internship and graduation. Part-time students in Education (those planning to take 9 hours or fewer per semester) must meet program and internship requirements associated with the program. These requirements include being available to participate in the internships during regular school hours.

The College of Education offers a full ESOL Endorsement and a full Reading Endorsement for all Education major graduates. The special requirements for ESOL endorsement through the ESOL infusion model are as follows: Successful completion of (1) FLE 4317 and FLE 4316 with a minimum grade of 70% or better on part one and part two of the ESOL Comprehensive Exam administered in the two ESOL courses; (2) a 20-hour early ESOL field experience in FLE 4316; (3) a late ESOL field experience where students plan, implement, and evaluate lessons for one or more ESOL students over 10 days; and (4) completion of the ESOL competencies portion of the CDN, the unit assessment system, comprising all ESOL-related assignments taken in the College of Education and an ESOL-Performance Standards Checklist that documents the completion of the necessary number of standards. The Reading Endorsement is infused into the required courses for the Education major. The special requirements for Reading Endorsement are as follows: Successful completion of (1) Literacy Development course with a minimum grade of 70% or better as the final grade; (2) all required assignments in Reading-infused classes with a minimum grade of 70% or better; and (3) a reading practicum that is part of the Integrated Clinical Experiences: Secondary Grades 6-12.

Because of state and national accreditation requirements, students who take any of the required professional education core courses or education specialization courses at a different, regionally accredited institution may be required to submit additional assignments to meet graduation requirements for the USF St. Petersburg College of Education.

Education Requirements for the B.S. Degree (BXE)

In addition to the courses listed below, students must complete "Preliminary Requirements for Students entering Teacher Education Programs."

Prerequisites (State Mandated Common Prerequisites): These prerequisites must be met by transfer students as well as USF St. Petersburg students. A grade of "C-" is the minimum acceptable grade.

EDF 2005	Introduction to the Teaching Profession	3
EDF 2085*	Intro to Diversity for Educators	3
EME 2040	Introduction to Educational Technology	3

**In addition to EDF 2085, a minimum of 6 semester hours with an international or diversity focus is required. Eligible courses will be determined by the community college or university where the student is currently earning the Associate in Arts or baccalaureate degree. World language courses may be used to meet this requirement.*

Completion of General Education Requirements

General education courses will be determined by the community college or university where the student currently is earning the Associate in Arts or baccalaureate degree, and will be published in the institution's existing catalog or in the

Community College Counseling Manual. (For USF St. Petersburg, see "Academic Policies and Procedures - Liberal Arts Requirements" section of the catalog.)

Students are advised that the Education specialization may require an enrollment of more than the traditional four semesters of the junior and senior years in order to complete the program specialization courses and the required sequence of internships.

The Program of Study is designed to address Florida Education Competencies.

Professional Education (32 credit hours)

EEX 4012	Foundations of Special Education*	3
FLE 4317	Teaching Students with LEP *	3
EDG 4012	Standards Based Education*	1

**These 3 courses must be taken concurrently*

during first term of admission.

*EDF 3132	<i>Child and Adolescent Development</i>	3
EDF 3604	Schools and Society	3
EDF 4440	Measurement and Assessment	4
FLE 4316	Language Principles and Acquisition	3
TSL 4941	ESOL Practicum	1
EDG 4944	Integrated Final Internship	11

Specialization (36 credit hours)

EEX 3751	Enhancing Family Involvement	2
EEX 4764	Instructional and Adaptive	3
	Technology	
EDG 4444	Instructional Design & Classroom Management	3
HLP 4710	Art, Music, Health, and Movement	3
*XXX XXXX	Literature and Writing Exit	6
LAE 4343	Writing Across the Curriculum	2
MAE 4314	Math for All Students	4
*EDG 4376	<i>Literacy, Literature and Social Studies</i>	4
SCE 4313	Science for All Students	3
RED 4348	<i>Literacy Development*</i>	3
EDG 3943	Integrated Clinical Experience K-5*	3

**These 2 courses must be taken concurrently.*

EEX 4880	Integrated Clinical Experience 6-12	3
EDG 4934	Senior Seminar	1

The Florida Department of Education (FLDOE) and the National Association of Colleges of Teacher Education (NCATE) require all accredited programs to document individual student performance based on state and national standards. Students are required to demonstrate their achievement of state standards with portfolio assessment one time during coursework and one time during final internship. This program requires Florida Educator Accomplished Practices and ESOL Competencies portfolios. Students will be required to submit their critical assignments that are indicated in the course syllabi and get evaluated for each submission by the course instructor. The entire portfolio process will be introduced during EDG 4012 - the Standards Based Education course.

Professional Training Options (PTO)

The Professional Training Option (PTO) is an approved alternative teacher certification program designed for students interested in teaching at the secondary level in English, Social Science, or Science in the State of Florida. Qualified majors include: English, Journalism, History, Political Science, Biology, Psychology, and Environmental Science and Policy. A minimum 2.5 GPA is required in all coursework and at least 12 of the 21 credit hours must be completed at USFSP. Passing General Knowledge Test scores must be submitted prior to graduation. To earn teacher certification also requires submission of transcripts to the Florida Department of Education as well as passing scores on the Professional Education Test and appropriate Subject Area portion of the Florida Teacher Certification Examination (FTCE). For more on testing,

please see www.fl.nesinc.com.

Coursework completed in clusters. You must finish one cluster before moving to the next :

First cluster

- FLE 4317 Teaching Students with LEP Students (K-12) - in class every term
- EEX 4070 Integrating Exceptional Students in Regular Classroom - online every term
- Second Cluster
- EDG 4909 Secondary Teaching Methods - online every spring
- EDG 4909 Foundations of Differentiated Reading - in class every summer
- EDF 4430 Measurement for Teachers or EDG4909 Measurement Concepts & Assessment of All Students - online every term
- Third Cluster
- * ESE 4322 Classroom Management - online every fall and spring
- * EDG 4909 Practicum in Secondary Teaching - hybrid every fall and spring

*Should be taken concurrently in final semester of minor completion.

Undergraduate Certificate in Early Childhood and Family Studies

Certificate in Early Childhood and Family Studies is a unique stand-alone undergraduate certificate designed to provide early childhood paraprofessionals and day care providers with the knowledge and skills necessary to work with children birth to five years. This curriculum will provide candidates with: (1) knowledge of developmentally appropriate practices, (2) culturally relevant material that will support children and families from culturally and linguistically diverse backgrounds, (3) strategies to effectively work with parents and families in a pluralistic society,

and (4) knowledge and skills to work with infants, toddlers and young children with special needs. The curriculum consists of four courses (12 credits).

Required Courses:

EEX 4201	Young Children with Special Needs	3
EEC 4408	Family, School & Community Partnerships	3
EDF 4111	Child Growth and Learning	3
RED 4310	Reading and Learning to Read	3

EDUCATION FACULTY

Undergraduate Advisor at USFSP:

Dr. Deanna Bullard (dbarcelo@usfsp.edu)

Childhood Education

Professor: V. Fueyo, C. Leung; Associate Professor: G. Gayle-Evans, Z. Unal; Assistant Professor: J. Blake, A. Gunn

Education Leadership

Assistant Professor: C. Vanover; Instructor: O. Hodges

Educational Measurement and Research

Professor: W. S. Lang.

Psychological and Social Foundations

Associate Professor: L. Johnson, D. Michael

Secondary Education

Professor: A.E. Brice; *Visiting Assistant Professor:* A. Lewis; *Instructor:* J. Khattabi

Special Education

Professor: L. Dukes III, W. H. Heller, T. Rose; *Associate Professors:* K. Stoddard; *Instructor:* B. Braun.

MILITARY SCIENCE AND LEADERSHIP - ARMY RESERVE OFFICERS TRAINING CORPS (ROTC)

Army ROTC - Suncoast Battalion Bravo Company, Extension at USF St. Petersburg

Location/Phone: USFSP One Building, (727) 873 4730

Office Hours: 9 a.m. - 5 p.m., Monday through Friday

Web Address: <http://www1.usfsp.edu/ROTC/index.htm>

Email Address: schulze@arotc.usf.edu; ronaldgordon@usf.edu

The Department of Military Science for Army Reserve Officers Training Corps (ROTC) was established to select and prepare students to serve as Officers in the Regular and Reserve components of the United States Army. The curriculum is designed to develop students' leadership potential and improve students' planning, organizational, and managerial skills. USF St. Petersburg has partnership agreements with Clearwater Christian College, Eckerd College and St Petersburg College.

Army ROTC training is divided into two phases: the first two years constitute the Basic Course; the last two the Advanced Course. The Department offers both a four- and a two-year program, each leading to a commission as a *Second Lieutenant* in the United States Army. The four-year program requires completion of the Basic Course, a five-week field training course, and the Advanced Course. Students with prior active military service or previous training at military schools may be exempt from some or all of the Basic Course. Students with questions concerning the various options should contact the Professor of Military Science for more information. Enrollment is open to qualified students at all levels, including graduate students. Offerings are published each semester.

Army ROTC training provides scholarships, pay, free uniforms and textbooks. Scholarships are awarded on a competitive basis in all academic majors. The scholarship pays full tuition or room and board, books, lab and *mandatory* fees, and certain other academic expenses. All Advanced Course and scholarship students receive a monthly subsistence payment that ranges from \$300.00 as a freshman to \$500.00 as a senior. This is in addition to the pay of approximately \$700.00 while attending the five-week field training course at the *Leadership Development and Assessment Course at Fort Lewis, Washington*.

Additional skills training: Airborne School, Air Assault School, and the Northern Warfare School are available to both Basic and Advanced Course students during semester breaks. Additional skills training and internships are also available during the academic and summer session year to include first aid, rappelling, orienteering, color guards, etc.

Basic Course: The Basic Course consists of four semesters of classroom instruction of one and a half hour each week and a *leadership lab*. Students incur no military commitment by participating in the Basic Course. *In lieu of attending the basic course classroom instruction, a student may attend the four-week Leadership Training Course at Fort Knox, Kentucky during the summer of the student's sophomore year.*

Advanced Course: The Advanced Course consists of four semesters of classroom instruction of three hours each week, *leadership lab, physical fitness and* field training exercises, and a five-week training phase at *Leadership Development and Assessment Course*. The Advanced Course is designed to prepare the student who desires to be a Professional Army Officer for duty, either Active Army, Reserve or National Guard. *Additional follow-on training is available to selected cadets at both US based and overseas active Army units.*

Job Opportunities: The newly commissioned officer can be guaranteed Reserve or National Guard duty, or compete for an Active Duty commission. Prior to commissioning the student may request to serve in a number of career fields to include aviation, engineering, medical, law, law enforcement, logistics, and personnel administration.

Requirements for an ROTC Commission: Students who desire to earn a commission as a *Second Lieutenant* in the United States Army must meet the following requirements: four semesters of the ROTC Advanced Course, successful completion of the Professional Military Education Courses (written communication skills, computer literacy, water survival and military history), attendance at *Leadership Development and Assessment Course*, maintain and graduate with a minimum of a 2.0 GPA, successful completion of the Army Physical Fitness Test, compliance with the Army height and weight standards, and other requirements of the United States Army.

Military Science and Leadership Faculty at USF St. Petersburg

Assistant Professors of Military Science: Eric Schulze; SFC Ronald Gordon; SFC Miguel Ramirez

FLORIDA'S STATEWIDE COURSE NUMBERING SYSTEM

Courses in this catalog are identified by prefixes and numbers that were assigned by Florida's Statewide Course Numbering System (SCNS). This numbering system is used by all public postsecondary institutions in Florida and 28 participating non-public institutions. The major purpose of this system is to facilitate the transfer of courses between participating institutions. Students and administrators can use the online Statewide Course Numbering System to obtain course descriptions and specific information about course transfer between participating Florida institutions. This information is at the SCNS website at <http://scns.fldoe.org>.

Each participating institution controls the title, credit, and content of its own courses and recommends the first digit of the course number to indicate the level at which students normally take the course. Course prefixes and the last three digits of the course numbers are assigned by members of faculty discipline committees appointed for that purpose by the Florida Department of Education in Tallahassee. Individuals nominated to serve on these committees are selected to maintain a representative balance as to type of institution and discipline field or specialization.

The course prefix and each digit in the course number have a meaning in the Statewide Course Numbering System (SCNS). The list of course prefixes and numbers, along with their generic titles, is referred to as the "SCNS taxonomy." Descriptions of the content of courses are referred to as "statewide course profiles."

Example of Course Identifier

Prefix	Level Code (first digit)	Century Digit (second digit)	Decade Digit (third digit)	Unit Digit (fourth digit)	Lab Code
ENC	1	1	0	1	No laboratory component in this course
English Composition	Lower (Freshman) Level at this institution	Freshman Composition	Freshman Composition Skills	Freshman Composition Skills I	

General Rule for Course Equivalencies

Equivalent courses at different institutions are identified by the same prefixes and same last three digits of the course number and are guaranteed to be transferable between participating institutions that offer the course, with a few exceptions. (Exceptions are listed below.)

For example, a freshman composition skills course is offered by 56 different postsecondary institutions. Each institution uses "ENC_101" to identify its freshman composition skills course. The level code is the first digit and represents the year in which students normally take the course at a specific institution. In the SCNS taxonomy, "ENC" means "English Composition," the century digit "1" represents "Freshman Composition," the decade digit "0" represents "Freshman Composition Skills," and the unit digit "1" represents "Freshman Composition Skills I."

In the sciences and certain other areas, a "C" or "L" after the course number is known as a lab indicator. The "C" represents a combined lecture and laboratory course that meets in the same place at the same time. The "L" represents a laboratory course or the laboratory part of a course, having the same prefix and course number without a lab indicator, which meets at a different time or place.

Transfer of any successfully completed course from one participating institution to another is guaranteed in cases where the course to be transferred is equivalent to one offered by the receiving institution. Equivalencies are established by the same prefix and last three digits and comparable faculty credentials at both institutions. For example, ENC 1101 is offered at a community college. The same course is offered at a state university as ENC 2101. A student who has successfully completed ENC 1101 at the community college is guaranteed to receive transfer credit for ENC 2101 at the state university if the student transfers. The student cannot be required to take ENC 2101 again since ENC 1101 is equivalent to ENC 2101. Transfer credit must be awarded for successfully completed equivalent courses and used by the receiving institution to determine satisfaction of requirements by transfer students on the same basis as credit awarded to the native students. It is the prerogative of the receiving institution, however, to offer transfer credit for courses successfully completed that have not been designated as equivalent. **NOTE:** Credit generated at institutions on the quarter-term system may not transfer the equivalent number of credits to institutions on semester-term systems. For example, 4.0 quarter hours often transfers as 2.67 semester hours.

The Course Prefix

The course prefix is a three-letter designator for a major division of an academic discipline, subject matter area, or sub-category of knowledge. The prefix is not intended to identify the department in which a course is offered. Rather, the content of a course determines the assigned prefix to identify the course.

Authority for Acceptance of Equivalent Courses

Section 1007.24(7), Florida Statutes, states:

Any student who transfers among postsecondary institutions that are fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participate in the statewide course numbering system shall be awarded credit by the receiving institution for courses satisfactorily completed by the student at the previous institutions. Credit shall be awarded if the courses are judged by the appropriate statewide course numbering system faculty committees representing school districts, public postsecondary educational institutions, and participating nonpublic postsecondary educational institutions to be academically equivalent to courses offered at the receiving institution, including equivalency of faculty credentials, regardless of the public or nonpublic control of the previous institution. The Department of Education shall ensure that credits to be accepted by a receiving institution are generated in courses for which the faculty possess credentials that are comparable to those required by the accrediting association of the receiving institution. The award of credit may be limited to courses that are entered in the statewide course numbering system. Credits awarded pursuant to this subsection shall satisfy institutional requirements on the same basis as credits awarded to native students.

Exceptions to the General Rule for Equivalency

Since the initial implementation of the SCNS, specific disciplines or types of courses have been excepted from the guarantee of transfer for equivalent courses. These include varying topics courses that must be evaluated individually, or applied courses in which the student must be evaluated for mastery of skill and technique. The following courses are exceptions to the general rule for course equivalencies and may not transfer. Transferability is at the discretion of the receiving institution.

- A. Courses not offered by the receiving institution.
- B. For courses at non-regionally accredited institutions, courses offered prior to the established transfer date of the course in question.
- C. Courses in the _900-999 series are not automatically transferable, and must be evaluated individually. These include such courses as Special Topics, Internships, Apprenticeships, Practica, Study Abroad, Thesis and Dissertations.
- D. College preparatory and vocational preparatory courses.
- E. Graduate courses.
- F. Internships, apprenticeships, practica, clinical experiences and study abroad courses with numbers other than those ranging from 900-999.
- G. Applied courses in the performing arts (Art, Dance, Interior Design, Music, and Theatre) and skills courses in Criminal Justice (academy certificate courses) are not guaranteed as transferable. These courses need evidence of achievement (i.e., portfolio, audition, interview, etc.).

Courses at Nonregionally Accredited Institutions

The Statewide Course Numbering System makes available on its home page (<http://scns.fldoe.org>) a report entitled "Courses at Nonregionally Accredited Institutions" that contains a comprehensive listing of all nonpublic institution courses in the SCNS inventory, as well as each course's transfer level and transfer effective date. This report is updated monthly.

Questions about the Statewide Course Numbering System and appeals regarding course credit transfer decisions should be directed to Office of Undergraduate Studies, USF Tampa at 813.974.4051 or the Florida Department of Education, Office of Articulation, 1401 Turlington Building, Tallahassee, Florida 32399-0400. Special reports and technical information may be requested by calling the Statewide Course Numbering System office at (850) 245-0427 or via the internet at <http://scns.fldoe.org>.

USFSP COURSE DESCRIPTIONS

Accounting Courses

ACG 2021 Principles of Financial Accounting (3) BA ACC

Study of basic accounting principles including the recording and reporting of financial activity. The preparation and interpretation of financial statements.

ACG 2071 Principles of Managerial Accounting (3) BA ACC

PR: ACG 2021 with a grade of "C-" or better. A study of the accountant's role in assisting management in the planning and controlling of business activities.

ACG 3103 Intermediate Financial Accounting I (3) BA ACC

PR: ACG 2071 with a grade of "C" or better; ACG 2021 with a grade of "C" or better. Theory and methodology underlying financial reporting, including the FASBs conceptual framework, the accounting process, financial statements, accounting changes, present value applications, and current assets.

ACG 3113 Intermediate Financial Accounting II (3) BA ACC

PR: ACG 3103 and ACG 3341 with a grade of "C" or better (not C-). Continuation of ACG 3103. Topics covered include property, plant and equipment, intangibles, current liabilities, long-term debt, stockholders' equity, earnings per share computations, and investments.

ACG 3341 Cost Accounting and Control I (3) BA ACC

PR: ACG 2071 with a grade of "C" or better; ACG 2021 with a grade of "C" or better. Deals with cost accounting systems for different entities, cost behavior patterns, cost-volume-profit analysis, relevant information for decision making, and budgets and standard costs for planning and control.

ACG 3401 Accounting Information Systems (3) BA ACC

PR: ACG 3103 and ACG 3341 with a grade of "C" or better (not C-). This course provides students with a basic understanding of well-controlled information systems in a variety of technological environments with added emphasis on the collection, processing, and reporting of accounting information.

ACG 4123 Intermediate Financial Accounting III (3) BA ACC

PR: ACG 3113 with a grade of "C" or better (not C-). Theory and practice underlying revenue recognition, income tax allocation, leases, post-retirement benefits, error analysis, statement of cash flows, full disclosure, and other current accounting topics.

ACG 4351 Cost Accounting And Control II (3) BA ACC

PR: ACG 3103 and ACG 3341 with a grade of "C" or better (not C-). Application of the material covered in ACG 3341 with specific emphasis on cost allocations, performance measurements, analysis of current cost accounting sys-

tems and accounting in today's environment (giving consideration to the influences of the international environment).

ACG 4632 Auditing I (3) BA ACC

PR: ACG 3113 and ACG 3401. This course provides a sound conceptual foundation of basic auditing process from the perspective of the public accounting profession. Professional standards, ethics, legal responsibilities, and the utilization of technology are addressed.

ACG 4642 Auditing II (3) BA ACC

PR: ACG 4632 with a grade of "C" or better (not C-). Further development of material covered in ACG 4632, with special emphasis on additional reporting topics and audit techniques not previously addressed.

ACG 4931 Selected Topics in Accounting (1-3) BA ACC

The course content will depend on student demand and instructor's interest.

ACG 5205 Advanced Financial Accounting (3) BA ACC

PR: ACG 4123 Accounting for business combinations, preparation of consolidated financial statements, home office/branch relationships, foreign operations and transactions, partnerships.

ACG 5505 Governmental/Not-For-Profit Accounting (3) BA ACC

PR: ACG 3113/C. CR: ACG 4632. Application of financial and managerial accounting, and auditing, principles and theory to both governmental and not-for-profit entities.

ACG 5675 Internal and Operational Auditing (3) BA ACC

PR: ACG 3113 and ACG 3401. CR: ACG 4632. The objective of Internal and Operational Auditing is to provide students with an opportunity to learn about the theory and practice of internal and operational auditing and to apply relevant audit principles and techniques to selected audit problems.

African - American Studies Courses

AFA 4150 Africa and the United States 6A SS HP AF (3) AS INT

An examination of the historical and current political, economic, and cultural relations between the United States and Africa.

AFA 4931 Selected Topics in Africana Studies (3) AS AFA

Topics offered are selected to reflect student needs and faculty interests. In depth study in such areas as the Black Student and the American Educational Process; the Black Experience in the Americas; European Expansion in Africa to 19th century; Contemporary Economic Problems in Africa.

American History Courses

AMH 2010 American History I HP (3) AS HTY

A history of the United States with attention given to relevant developments in the Western Hemisphere from European origins to 1877.

AMH 2020 American History II HP (3) AS HTY

A history of the United States with attention given to relevant developments in the Western Hemisphere from 1877 to present.

AMH 3140 The Age of Jefferson (3) AS HTY

A comprehensive study of American society and political culture from 1789-1828. Focuses on demographic trends, party systems, expansionism, Indian policy, labor, and ethno-cultural conflicts.

AMH 3160 The Age of Jackson (3) AS HTY

The United States from 1828-1850, with emphasis on social and political conflict. Consideration of evangelicism, reform, labor movements, urbanization, and political activity in the antebellum era.

AMH 3170 The Civil War and Reconstruction (3) AS HTY

An examination of political, social, and economic climate of the 1850's that led to the American Civil War. The course does focus upon the war itself in its military, diplomatic, and political consequences through the end of the Reconstruction (1877).

AMH 3201 The United States, 1877-1914 (3) AS HTY

A study of America from the end of Reconstruction to World War I. Ranging over political, social, and international developments, the course covers industrialization, immigration, unions, reform, feminism, race relations and imperialism.

AMH 3231 The United States, 1914-1945 (3) AS HTY

The United States from World War I to the end of World War II. Covering political, social and international developments, the course examines the lives of Americans, including minorities and women, during war, prosperity, and the Great Depression.

AMH 3270 The United States Since 1945 (3) AS HTY

A study of America's role in the Cold War, in Vietnam, and in the post-Cold War era. Also examines domestic developments, such as the consumer culture, protest movements, and abuses of political power.

AMH 3403 The South since 1865 (3) AS HTY

Southern history since the surrender at Appomattox. Topics covered include Reconstruction, the Populist revolt, race relations, demagoguery and disfranchisement, Southern women, and the Civil Rights Movement.

AMH 3423 Modern Florida (3) AS HTY

An historical survey of Florida from the territorial period to the modern era. An examination of the social, political, and economic changes occurring in Florida between 1821 and the 1980s.

AMH 3530 Immigration History (3) AS HTY

A study of the composition and character of the "American" people with emphasis on the period from 1840s to

the 1920s. Examines old world backgrounds of immigrants and their responses to the new world's social, economic and political conditions.

AMH 3545 War and American Empire (3) AS HTY

The U.S. evolved in 200 years from 13 colonies to the number one power in the world. To achieve this goal we utilized war to achieve empire. This course will examine the link between American War and empire from the Revolution through Viet Nam.

American Literature Courses

AML 3031 American Literature From the Beginnings to 1860 (3) AS ENG

A study of representative works from the period of early settlement through American Romanticism, with emphasis on such writers as Cooper, Irving, Bryant, Hawthorne, Emerson, Melville, Thoreau, and Poe, among others.

AML 3032 American Literature From 1860 to 1912 (3) AS ENG

Inactive: replaced by AML 3031, FALL12

AML 3041 American Literature, 1860 - Present (3) AP VVA

PR: ENC 1102/C- This course examines texts from multiple genres, diverse writers, and key literary movements from 1860 to the present. It studies literary production, consumption, circulation, reception, and value. The course may be organized around one theme or multiple themes.

AML 3051 American Literature From 1912-1945 (3) AS ENG

Inactive: Replaced by AML 3041FALL12.

AML 3413 Historical Perspectives in Early American Literature HP (3) AS ENG

Examines American literature from the Colonial Period to the Civil War as a manifestation of geographical, political, social, and intellectual forces. Will not be counted toward the English major.

AML 3604 African American Literature 6A LW (3) AS ENG

A study of African American literature from the nineteenth century to the present, including the works of such writers as W.E.B. Dubois, Jean Toomer, Langston Hughes, Richard Wright, Ralph Ellison, LeRoi Jones, and Nikki Giovanni.

AML 4111 Nineteenth-Century American Novel (3) AS ENG

Inactive: Replaced by AML 4931 FALL12.

AML 4300 Selected American Authors (3) AS ENG

The study of two or three related major authors in American literature. The course may include such writers as Melville and Hawthorne, Hemingway and Faulkner, James and Twain, Pound and Eliot, Stevens and Lowell, etc. Specific topics will vary. May be taken twice for credit with different topics.

AML 4624 Black Women Writers 6A LW (3) AS AFA

Black women writers focuses on the literature of women of Africa and the African Diaspora. It examines the social, historical, artistic, political, economic, and spiritual lives of Africana women in context of a global community.

AML 4931 American Literary Movements & Genres (3)**AP VVA**

PR: ENC 1102/C- Looks at a movement or genre in American literature (19th-century novel, Harlem Renaissance, Puritan sermons, etc.). Building on skills from survey courses, class requires heavy but focused reading, familiarity with literary scholarship, and writing. Repeatable; 6 credits maximum.

AML 4933 Studies in American Literature & Culture (3)**AP VVA**

PR: ENC 1102/C- This course examines a particular topic or theme, varying with individual selection, in the American literary tradition. Repeatable for 6 credits maximum

American Studies Course

AMS 4930 Selected Topics in American Studies (1-3) AS AMS

Offerings include the social implications of American painting, Technology in Twentieth Century America, American Environmental Problems, Popular Culture in America, American Military Experience, and Labor in America.

Anthropology Courses

ANG 5937 Seminar In Anthropology (2-4) AS ANT

PR: Senior or GS. Topics to be chosen by students and instructor.

ANT 2000 Introduction to Anthropology SS AF (3) AS ANT

The cross-cultural study of the human species in biological and social perspective. Surveys the four major branches of anthropology: physical anthropology (human biology), archaeology (the analysis of the prehistoric and historic remains of human cultures), anthropological linguistics (the analysis of language in its cultural context), and cultural anthropology (the cross-cultural study of peoples living in the world today, be they in tribal, peasant, or urban societies).

ANT 2410 Cultural Anthropology SS AF (3) AS ANT

Discussion of major methods of and orientations to the cross-cultural study of the world's peoples. Representative case studies are used to demonstrate variations in human adaptations and to encourage an appreciation of diverse values and lifestyles.

ANT 2511 Biological Anthropology NS (3) AS ANT

CR: ANT 2511L. Non-human primates, the fossil record and the biology of races are surveyed in order to understand the human animal as a product of biosocial phenomena. Anatomy, genetics, culture and evolution are emphasized.

ANT 2511L Biological Anthropology Laboratory NS (1) AS ANT

CR: ANT 2511 This is a lab companion to an overview of biological anthropology. The students will be doing laboratories which are relevant to the class topics covered in the lecture hall in ANT 2511.

ANT 3101 Archaeology SS (3) AS ANT

The cross-cultural study of humankind from its beginnings up to and including the historic period through the recovery, description, and analysis of the remains of past cultures and societies.

ANT 3610 Anthropological Linguistics SS (3) AS ANT

The comparative study of language in its cultural context, especially emphasizing the role of language in the cultural interpretation of physical and social reality.

ANT 4034 Theories of Culture (3) AS ANT

PR: DPR. Senior standing with major in anthropology. The major concepts that form the anthropological view of humanity are viewed in historical perspective. Basic ideas of the western philosophical tradition are analyzed from the Greeks to the 19th century when they became incorporated into the new discipline of anthropology. 20th century anthropological developments on these themes are considered.

ANT 4114 Seminar in Archeological Methods and Theory (3) AP SCL

PR: ANT 3101/C- Preliminary understanding of basic archeological methods and theories; examines major theoretical paradigms; learn and practice different types of field methods and analyses of specific materials (i.e., ceramics, lithics, bone, etc.)

ANT 4153 North American Archaeology (3) AS ANT

PR: ANT 3101 or DPR. An examination of the evidence regarding the human settlement of North America from its beginnings through the development of aboriginal culture to the period of European conquest. Emphasis on the comparative study of material culture at selected sites from all time periods. No field work is involved.

ANT 4158 Florida Archaeology (3) AS ANT

PR: ANT 3101, DPR. Culture history and culture process over 10,000 years from the time of the first people in Florida (Paleo-Indians) through the elaborate Weeden Island and Safety Harbor burial and temple mound cultures to the Spanish entrada and consequences of European conquest. Review of temporal and spatial relationships within the entire eastern U.S. and elsewhere. May be part of a summer (or other semester) field school, combined with Field Methods in Archaeology and Laboratory Methods in Archaeology.

ANT 4176 Archaeology of Africa (3) AP SCL

Examine western myths of Africa as a "Dark Continent" of unsophisticated peoples; fossils revealing Africa as home of the first people; rock art/megaliths of earliest food producers. Explores lives of the ancient pyramid builders, the earliest Christian Kingdom, and the gold and ivory traders of Southern Africa.

ANT 4178 History and Archaeology of the African**Diaspora (3) AP SCL**

Focuses on the rich contributions made by African peoples to life outside its borders; reviewing the history of the African Diaspora; identify the earliest migrations of the African peoples into Europe and Southwest Asia; explore the history and archaeology of interaction, cultural change and continuity on the African continent.

ANT 4180 Laboratory Methods in Archaeology (3) AS**ANT**

PR: ANT 3101/C

Data and materials recovered from archaeological survey and excavation preprocessed in the laboratory; includes artifact cleaning, cataloging, identification, and analysis; soil flotation; reconstruction and conservation of artifacts, map making, etc. may be offered as part of the field session and may be combined with Florida Archaeology and Field Methods in Archaeology.

ANT 4241 Anthropology of Religion 6A MW (3) AS ANT

PR: ANT 2410 or DPR. The cross-cultural study of the social and cultural aspects of religion. Religious activities in traditional and modern societies will be discussed. Ritual behavior, religious practitioners and symbols of belief will be considered in light of their impact on the social, political or economic aspects of peoples' lives.

ANT 4302 Gender in Cross-Cultural Perspective MW (3)**AS ANT**

PR: ANT 2410 or DPR. Focuses on various theories, models and beliefs about male-female behaviors and interactions in human cultures throughout history and in various societies in the world today.

ANT 4312 North American Indians (3) AS ANT

PR: ANT 2410 or DPR. An examination of the evidence for the origin and antiquity of human beings in North America and of patterns of regional development until the period of contact with European colonists. Emphasis on varieties of ecological adaptation, social, political and religious systems, enculturation and worldview, folklore and visual art.

ANT 4316 Ethnic Diversity in the United States MW (3)**AS ANT**

PR: ANT 2410 or DPR. Special concerns include ethnic diversity in American society, historical and contemporary diversity in values, experiences, and lifestyles, and an examination of policies and problems affecting ethnic groups in the United States.

ANT 4323 Mexico and Central America (3) AS ANT

PR: ANT 2410. Restricted to Anthropology majors, LACS certificate students, juniors and seniors only. Focuses on the history, contemporary values and interpersonal relationships, and patterns of rural and urban life in Mesoamerica. Guatemala and Mexico are emphasized.

ANT 4352 Peoples of Africa (3) AP SCL

Dispel myths and stereotypes of Africa; focus on African geography, history, Western misconceptions of Africa, African world views, philosophy, literature, health issues, debt relief, refugees, and current conflicts that affect food acquisition and security.

ANT 4432 The Individual and Culture 6A MW (3) AS ANT

PR: ANT 2410 or DPR. The relationship between the individual and society is studied cross-culturally. Main themes include child-rearing practices, psychosomatic illness and curing. Discussion of theories and models of personality development with special reference to their applicability to the emerging field of cross-cultural mental health planning.

ANT 4442 Urban Life and Culture (3) AS ANT

PR: ANT 2410 or DPR. The cross-cultural study of urbanization, urbanism and human problems associated with metropolitan environments. Emphasis on the ethnography of city life and its relationship to the practical applications of urban research.

ANT 4462 Health, Illness, and Culture (3) AS ANT

PR: ANT 2410 or DPR. The study of health and human behavior in cross-cultural perspective. Main themes include: the impact of disease on the development of human culture; comparative studies of curing practices; medical systems in their relationship to ideology. Emphasis on understanding the role of medicine, and the behavior of both practitioners and patients in modern societies.

ANT 4467 Food, Health and Culture (3) AP/ANT

PR: ANT 2000/C- or ANT 2410/C- or ANT 2511/C- Basic human nutritional needs & their evolutionary foundation; reconstruction of past diets; relationship between food, health & medicine; food & disease; food in religion; gender and food; food in cross-cultural perspective; political economy of food.

ANT 4495 Methods in Cultural Research (3) AS ANT

PR: DPR. Restricted to juniors and seniors. The stages in the development and execution of ethnological research are discussed and practiced. Literature search, hypothesis formation, selection of data collection techniques, elicitation of information, data analysis, and report presentation are stressed. Research design models from the case literature are studied and supervised research in the local community is designed and carried out.

ANT 4520C Forensic Anthropology (4) AS ANT

PR: ANT 2511 or DPR. This course is designed to familiarize students with forensic anthropology through lectures and lab work. Students will learn human skeletal biology for personal identification and cause of death. This course is restricted to majors and is not repeatable.

ANT 4586 Prehistoric Human Evolution (3) AS ANT

PR: ANT 2511 or DPR. A survey of the fossil record from the early primates through the ascent of Homo sapiens, focusing on the human lineage. Biosocial patterns and cultures of the past are also covered.

ANT 4620 Language and Culture 6A (3) AS ANT

PR: ANT 3610 or DPR. Examines the relationships between language and culture in cross-cultural perspective. Explores the extent to which languages shape the world views of their speakers. Emphasis on the nature and degree of fit between linguistics and other cultural systems of knowledge.

ANT 4824 Archaeological Field Methods (4-12) AS ANT
PR: ANT 3101, DPR. Offered as all or part of a summer (or other semester) field session. May or may not be combined with Florida Archaeology and Laboratory Methods in Archaeology. Students learn appropriate methods of archaeological survey, excavation, data and materials recovery, recording, and processing.

ANT 4901 Directed Reading (1-4) AS ANT
PR: DPR. S/U only. Individual guidance in concentrated reading on a selected topic in anthropology. Contract required prior to registration.

ANT 4905 Individual Research (2-4) AS ANT
PR: DPR. S/U only. Individual guidance in a selected research project. Contract required prior to registration.

ANT 4930 Special Topics in Anthropology (1-3) AS ANT
Topics to be chosen by students and instructor permitting newly developing sub-disciplinary special interests to be explored.

ANT 4935 Rethinking Anthropology 6A (3) AS ANT
PR: Senior standing with major in anthropology. Through discussion of readings and student papers, students rethink and reevaluate anthropology as a discipline and the integration of its branches and specialty fields. Students develop and articulate their current images of anthropology.

ANT 4940 Directed Internship Including Practicum (2-4) AS ANT
PR: DPR. Individual guidance in a selected internship. Contract required prior to registration. S/U only. Majors and non-majors. May be repeated for credit; max 6 total hours.

Arabic Language Courses

ARA 1120 Modern Arabic I (4) AS WLE
CR: ARA 1120L An intensive study of basic skills: pronunciation, listening comprehension, speaking and some composition. Concurrent enrollment with a laboratory section is required. When dropping, must drop both lecture and laboratory sections.

ARA 1120L Modern Arabic I Laboratory (1) AS WLE
Inactive as of Summer 2014.

ARA 1121 Modern Arabic II (4) AS WLE
CR: ARA 1121L; PR: ARA 1120/C- and ARA 1120L/S A continuation of ARA 1120; more sophisticated oral/aural skills are attained; basic reading skills are acquired. Concurrent enrollment with a laboratory section is required. When dropping, must drop both lecture and laboratory sections.

ARA 1121L Modern Arabic II Laboratory (1) AS WLE
Inactive as of Summer 2014.

ARA 2220 Modern Arabic III (4) AS WLE
PR: ARA 1121/C- An intermediate level course of Modern Standard Arabic with more focus on reading, speaking, and composition.

ARA 2221 Modern Arabic IV (4) AS/WLE
PR: ARA 2220/C Practice of writing, speaking and listening skills for language students who intend to attain basic proficiency.

Art History Courses

ARH 2050 History of Visual Arts I HP FA (3) VP ART
PR: DPR. A survey of World Art to AD 1300. Students are introduced to problems of analyzing and interpreting the art of various cultures without making the Western perspective a privileged one. Open to non-majors.

ARH 2051 History of Visual Arts II HP FA (3) VP ART
PR: DPR. A survey of World Art since 1300. Students are introduced to problems of analyzing and interpreting the art of various cultures without making the Western perspective a privileged one. Open to non-majors.

ARH 3001 Introduction To Art FA (3) VP ART
An expanded introductory treatment of basic concepts. For non-art majors.

ARH 3475C Contemporary Issues in Art MW (3) VP ART
Inactive. Replaced by ARH 4475C

ARH 4115 Ancient Egyptian and Near Eastern Art (3) VP ART
PR: ARH 2050 recommended but not required. A study of the art and cultures of ancient Egypt and the Near East, from the prehistoric period through the conquests of Alexander the Great.

ARH 4130 Greek Art (3) VP ART
PR: ARH 2050 or EUH 2011 recommended but not required. A comprehensive study of ancient Greek sculpture, painting, architecture, and other artistic media from the Bronze Age through the Hellenistic period.

ARH 4151 Roman Art (3) VP ART
PR: ARH 2050 or EUH 2011 recommended but not required. A comprehensive study of ancient Roman sculpture, painting, architecture, and other artistic media from the founding of Rome through the reign of Constantine.

ARH 4200 Medieval Art (3) VP ART
PR: DPR. A comprehensive study of early Christian, Byzantine and Medieval painting, sculpture, architecture and manuscript illumination.

ARH 4301 Renaissance Art (3) VP ART
PR: DPR. A comprehensive study of Renaissance and Mannerist painting, sculpture and architecture in Italy and Northern Europe.

ARH 4350 Baroque and Rococo Art (3) VP ART
PR: DPR. A comprehensive study of the painting, sculpture and architecture in France, Italy, Spain and the Netherlands in the seventeenth and early eighteenth centuries.

ARH 4430 Nineteenth Century Art (3) VP ART
PR: ARH 2051. A comprehensive study of nineteenth century painting, sculpture and architecture in America

and Europe. Gender/multicultural issues and methodologies in 19th century art are emphasized.

ARH 4450 Twentieth Century Art (3) VP ART

PR: ARH 2051. A comprehensive study of painting, sculpture and architecture from Cezanne to the present in Europe and the United States.

ARH 4724 History of Graphic Design 6A (3) VP ART

This course surveys the design profession and the graphic design discipline. Students will explore graphic styles from the turn of the century to contemporary works, highlighting the innovations of influential designers throughout history.

ARH 4475C Contemporary Issues in Art MW (3) VP ART

Focuses upon the productions, themes and processes of artists working in the present time. This course will investigate the relationship of materials and media used by contemporary artists to the subject and content of artists' productions.

Replaces ARH 3475

ARH 4800 Critical Studies In Art History 6A (3) VP ART

Specialized intensive studies in art history. Specific subject matter varies. To be announced at each course offering.

ARH 4930 Art History: Selected Topics (1-3) FA ART

Topics to be chosen by students and instructor permitting newly developing sub-disciplinary special interests to be explored.

Art Courses

ART 2201C Concepts and Practices I FA (3) VP ART

An introduction to basic visual art studio concepts. Topics include the nature of art, the visual language of its form, modes of representation, and visual art theory. Studio problems supplemented by lecture and discussion. Emphasis on images of implied time and space.

ART 2203C Concepts and Practices II FA (3) VP ART

This course will synthesize and expand on the groundwork laid in Concepts and Practices I Concepts and Practices II will focus on the significance of meaning and how it is constructed visually by researching 3 phases; I - the personal in images, We - images of cultural ideas, and They - images produced through collaboration.

ART 2301C Beginning Drawing (3) VP ART

Projects exploring the methods, media, and concepts of drawing.

ART 2500C Beginning Painting (3) VP ART

Projects in painting with emphasis on the exploration of methods and media and the development of individual concepts.

ART 3310C Intermediate Drawing (3) VP ART

PR: ART 2301C. An extension of the skills and concepts introduced in Beginning Drawing with an emphasis on individual experimentation and the development of advanced critical and technical skills in the discipline.

ART 3403C Intermediate Printmaking (3) FA ART

PR: ART 2301C/C- and ART 2400C/C-An exploration of technical and aesthetic issues related to the intaglio, relief, and silkscreen processes.

ART 3530C Intermediate Painting (3) VP ART

PR: ART 2201C, ART 2203C, ART 2301C, ART 2500C, ART 3310C, ARH 2050, ARH 2051. An extension of the skills and concepts introduced in Beginning Painting with an emphasis on individual experimentation and the development of advanced critical and technical skills in the discipline. Repeatable up to 15 hours.

ART 4634C Visual Design for the Internet (3) VP ART

Restricted to graphic design majors. This upper level course builds upon the concepts students encountered in the introductory level graphic design courses and focuses upon web content creation and animation techniques.

ART 4900 Directed Reading (1-4) VP ART

PR: CI. Registration by contract only. A course of reading and study in an area of special concern governed by student demand, instructor interest and/or department requirements. Registration is by contract only. Repeatable.

ART 4905 Directed Study (1-4) VP ART

PR: CI, DPR. Registration by contract only. Independent studies in the various areas of Visual Arts. Course of study and credits must be assigned prior to registration. Repeatable.

ART 4925 Media Workshop: Design Production (3) VP ART

PR: Graphic design majors only. This upper level technology course will develop in-depth understanding of graphic software and print production techniques. Students will review software programs, file preparation requirements, and print production standards.

ART 4930 Selected Topics In Art (1-3) FA ART

The content of this course will be determined by student demand and instructor interest. Open University offerings under this number may not be counted for degree credit for art majors. Repeatable.

American Sign Language Courses

ASL 2140C Introduction to American Sign Language (4) BC CSD

(ASL) as used in the deaf community. General discussion of ASL structure and introduction to various manual communication systems and philosophies. Emphasis on building a basic vocabulary. One hour of laboratory course work is included. Open to all majors.

Replaced SPA 2612C effective fall 2009

ASL 2150C Intermediate American Sign Language (ASL) (4) BC CSD

A continuation of the basic course which expands the student's signing skills and introduces American Sign Language (ASL) idioms. Provides a greater opportunity for skill development in ASL structure and idiomatic usage. One hour of laboratory coursework is included.

Replaces SPA 2631C effective fall 2009

SPA 2612C Basic American Sign Language (4) AS CSD
INACTIVE: Replaced by ASL 2140C effective fall 2009

SPA 2613C Intermediate American Sign Language (4) AS CSD

INACTIVE: Replaced by ASL 2150C effective fall 2009

Biological Sciences Courses

BOT 3015C General Botany (4) AP/BIO

PR: BSC 2010/C- or BSC 2011/C-

A general survey of the plant kingdom. Introduction to plant anatomy, morphology, physiology, genetics, reproduction, classification, evolution and ecology. This course is a combined lecture and lab class. A lab fee will be assessed.

BOT 4404C Phycology (4) AP/BIO

PR: BSC 2010/C- or BSC 2011/C- or BOT 3015C/C-

An introduction to freshwater and marine algae, their classification, distribution and ecology. Lecture and laboratory. This course is a combined lecture and lab class. A lab fee will be assessed.

BOT 4850 Plants and Human Health (3) AP BIO

PR: BSC 2010/C- or BSC 2011/C-

This course is a study about the natural history and nature of plant chemical constituents, and about the historic, present, and future roles of plants in human health.

POT 3013 Classical Political Theory (3) AS POL

Analysis of basic ideas of Plato, Aristotle, Cicero, St. Thomas, and other leading pre-modern political philosophers.

BSC 1005 Principles of Biology For Non-Majors NS (3) AS BIO

No credit for Biology majors. Lectures and demonstrations of selected biological principles, usually taught by television.

BSC 2010 Biology I - Cellular Processes (3) AS AS BCM

CR: BSC 2010L PR: CHM 1045/C- or CHS 2440/C-

An analysis of biological systems at the cellular and subcellular levels: cell structure and function, respiration, photosynthesis, mitosis and meiosis, genetics and gene expression.

BSC 2010L Biology I Cellular Processes Laboratory (1) AS BIO

CR: BSC 2010. Laboratory portion of Biology I Cellular Processes relating to cellular and subcellular structure and function. Mitosis, meiosis, and Mendelian genetics will be stressed.

BSC 2011 Biology II - Diversity NS (3) AS BIO

PR: BSC 2010, BSC 2010L, CHM 2045. CR: BSC 2011L. An analysis of biological systems at the organismal level:

evolution, speciation, history of life, and ecology. Lecture only.

BSC 2011L Biology II Diversity Laboratory (1) AS BIO

CR: BSC 2011. Laboratory portion of Biology II Diversity relating to organismal structure and function. Microscopy, as well as, plant and animal development will be stressed.

BSC 2025 Food: Personal and Global Perspectives NS (3) AS BIO

May be taken by biology majors for free elective credit. The application of basic biological principles to human nutritional problems; to learn how various cultures achieve adequate nutrition and how environmental changes impact both personal and global nutrition.

BSC 2035 Sex and Today's World NS (3) AS BIO

The application of basic biological principles to female and male sexual behavior and reproduction; current social problems are treated from a biological perspective. May be taken by majors for free elective credit.

BSC 2050 Environment NS (3) AS BIO

Credit will be given for BSC 2030 or BSC 2050, but not both. The application of basic scientific principles to global environmental problems; how human activities impact the environment. May be taken by majors for free elective credit.

BSC 2085 Anatomy & Physiology I (3) NR NUR

CR: BSC 2085L

Introduction to the normal structure, function and selected pathological conditions for physiologic systems. Focus on understanding how the body functions in preparing for careers in nursing or health-related professions.

BSC 2085L Anatomy & Physiology I Lab (1) NR NUR

CR: BSC 2085

Laboratory exercises and virtual dissections linked to the basic content of Anatomy & Physiology I for Health Professionals.

BSC 2086 Anatomy & Physiology II (3) NR NUR

CR: BSC 2086L PR: BSC 2085/C AND BSC 2085L/C

Introduction of normal structure, function and selected pathological conditions for physiologic systems. Focus on understanding how the body functions in preparing for careers in nursing or health-related professions.

BSC 2086L Anatomy & Physiology II Lab (1) NR NUR

CR: BSC 2086 PR: BSC 2085/C AND BSC 2085L/C

Laboratory exercises and virtual dissections linked to the basic content of Anatomy & Physiology II for Health Professionals.

BSC 2093C Human Anatomy and Physiology I (4) AS BIO

PR: BSC 2010, BSC 2010L, BSC 2011, BSC 2011L and CHM 2045. May be taken by majors for free elective credit only. Basic biochemistry, cell structure and function, tissues, anatomical terminology, anatomy and physiology of the integumentary, skeletal, muscular, and nervous systems. Lecture and Laboratory.

BSC 2094C Human Anatomy and Physiology II (4) AS BIO

PR: BSC 2010, BSC 2010L, BSC 2011, BSC 2011L, BSC 2093C, and CHM 2045. May be taken by majors for free elective credit only. Anatomy and physiology of the autonomic nervous, endocrine, circulatory, lymphatic, immune, respiratory, digestive, excretory, and reproductive systems. Lecture and Laboratory.

BSC 3312 Marine Biology (3) AS BIO

PR: BSC 2010, BSC 2010L, BSC 2011, BSC 2011L & CHM 2045, CHM 2046 & MAC 1105 or higher-level MAC course, or STA 2023. CP: PCB 3023 or PCB 3043 or PCB 3063 or PCB 3712. A survey of the marine environment, the types of organisms found inhabiting a variety of marine habitats, and the adaptations of the organisms to those habitats. Emphasis is placed on shallow water Florida environments. Lecture only.

BSC 3402L Experimental Biology Lab (2) AP/BIO

PR: BSC 2010/C- or BSC 2011/C-

Intro to the philosophy & methodology of scientific practice by classroom discussion and laboratory as well as field experience. Students learn: philosophical & practical difference between physical/historical science, hypothesis generation/testing, etc.

BSC 4052 Conservation Biology (3) AS BIN

PR: BSC 2010 or BSC 2011/C- AND CHM 2045/C- AND CHM 2046/C- AND PCB 3043/C- AND MAC 2241 or MAC 2281 or MAC 2311

This course provides an extensive introduction to current models and empirical study in conservation biology, including substantial hands-on experience with programming methods for study of data and models.

BSC 4057 Environmental Issues MW (3) AS BIO

Not for major credit. Study of biological, economic, ethical, legal, political and social issues relating to current environmental problems.

BSC 4333 Ecology of Aquatic Vascular Plants (3) AP BIO

PR: BSC 2010/C- or BSC 2011/C- or *BOT 3015C/C-

A study of aquatic vascular plants, biological adaptations to aquatic environments, factors influencing community composition, how they influence and are influenced by their habitats; includes a survey of key vascular plant in a wide range of communities.

BSC 4905 Independent Study (1-3) AS BIO

PR: CI. S/U only. May be taken by majors for free elective credit. Specialized independent study determined by the student's needs and interests. The written contract required by the Department of Biology specifies the regulations governing independent study.

BSC 4910 Undergraduate Research (1-4) AS BIO

PR: CHM 2210 and MAC 1105 or higher MAC course or STA 2023 or CI. CP: PCB 3023 or PCB 3043 or PCB 3063 or PCB 3712 and CHM 2211. S/U only. Junior standing and 3.0 GPA required. Individual investigation with faculty supervision. Written contract by Department is necessary prior to registration.

BSC 4933 Selected Topics In Biology (1-4) AS BIO

PR: CI. The course content will depend on student demand and instructor's interest.

BSC 4940 Biology Internship (3) AP BIO

PR: BSC 2010/C- or BSC 2011/C-

A course to oversee and guide student's internship experience. Internship will be coordinated with a mentor external to the course. Students will meet to discuss internship experiences and progress, and present results.

BSC 5931 Selected Topics in Biology (1-4) AS BIO

PR: CI.

OCB 3265 Coral Reefs (3) AP BIO

PR: BSC 2010/C- and BSC 2011/C-

Biology of reef animals and reef ecology; emphasis on Florida and Caribbean reefs. Classroom instruction and observation of coral reef and turtle grass communities.

Business Law Courses

BUL 3320 Law And Business I (3) BA GBA

This course covers the nature of legal and societal institutions and environments, and major aspects of public, private, UCC and related business law.

BUL 3321 Law And Business II (3) BA GBA

PR: BUL 3320. Legal problems in marketing of goods, nature of property, sales of personal property, securing of credit granted, nature and use of negotiable instruments.

BUL 5332 Law and the Accountant (3) BA GBA

PR: BUL 3320 or CI. A comprehensive study of commercial law as it affects the practice of accounting.

Criminology & Criminal Justice Courses

CCJ 3024 Survey of the Criminal Justice System SS (3) AS CJP

An introduction to the structure and operation of law enforcement, prosecution, the courts, and corrections. Also includes brief coverage of major reported crimes.

CCJ 3610 Theories of Criminal Behavior (3) AS CJP

PR: Junior standing, CCJ 3024 or CI. Provides a basic understanding of the complex factors related to crime, with concentration on principal theoretical approaches to the explanation of crime.

CCJ 3621 Patterns of Criminal Behavior (3) AS CJP

PR: Junior standing. Reviews the nature and extent of the crime problem. The course will concentrate on major patterns of offender behavior including crimes against the person, property crimes, violent crimes, economic/white collar offense, syndicated (organized) crimes, consensual crimes, female crime, political crime, and will examine criminal career data.

CCJ 3666 Victimology (3) AP SCL

PR: CCJ 3024/C-. This course examines the field of Victimology. It covers the victim's role in the criminal

justice process, patterns and theories of Victimology, victim-offender relationships and victims' rights.

CCJ 3701 Research Methods in Criminal Justice I (3) AS CJP

PR: Junior standing, CCJ 3024 or CCJ 3610 or CI. Introduces the student to some of the fundamentals of knowledge-generating processes in criminal justice.

CCJ 3706 Applied Statistics in Crime (3) AS CJP

Replaced by CCJ 3718 effective fall 2011

This course is designed as a beginning undergraduate level statistics course for criminology majors. In addition to learning how and when to apply appropriate statistical tests, students will learn a number of basic statistical concepts. Majors Only.

CCJ 3718 Applied Statistics in Crime (3) AP CJP

This course is designed as a beginning undergraduate level statistics course for criminology majors. In addition to learning how and when to apply appropriate statistical tests, students will learn a number of basic statistical concepts. Majors Only. (Effective fall 2011)

CCJ 4450 Criminal Justice Administration (3) AS CJP

PR: Junior standing, CJE 4114 or CJT 4100 or CI. This course is designed to provide an in-depth examination of both the practical and theoretical aspects of the administration of criminal justice agencies. The major focus will be on law enforcement and correctional agencies.

CCJ 4900 Directed Readings (1-3) AS CJP

PR: Junior standing, CCJ 3024, CCJ 3610, CCJ 3621, CI. S/U only. (a) Students wishing to enroll must make arrangements with a faculty member during the semester prior to actually taking the course. (b) A minimum of four 4 CCJ courses must have been completed satisfactorily prior to enrollment. (c) First consideration will be given to Criminology majors. (d) Individual faculty members may add additional requirements at their discretion. No more than six hours of CCJ 4900, CCJ 4910 or any combination of the two will be accepted toward the minimum number of hours required for the major. This course is specifically designed to enable advanced students the opportunity to do in-depth independent work in the area of criminal justice. Each student will be under the close supervision of a faculty member of the program.

CCJ 4910 Directed Research (1-3) AS CJP

PR: Junior standing, CCJ 3024, CCJ 3610, CCJ 3621, CI. S/U only. (a) Students wishing to enroll must make arrangements with a faculty member during the semester prior to actually taking the course. (b) A minimum of four 4 CCJ courses must have been completed satisfactorily prior to enrollment. (c) First consideration will be given to Criminology majors. (d) Individual faculty members may add additional requirements at their discretion. No more than six hours of CCJ 4900, CCJ 4910 or any combination of the two will be accepted toward the minimum number of hours required for the major. This course is designed to provide students with a research experience in which they will work closely with faculty on the development and implementation of research projects in the area of criminal justice.

CCJ 4930 Critical Issues in Policing (3) AS CJP

PR: Junior standing, CCJ 3024 or CJE 4114 or CI. Focuses on some of the most critical issues in law enforcement today including: understanding and controlling police use of deadly force; police deviance; police prejudice and discrimination; violence-prone police officers; substance abuse by police officers; and administrative review of alleged police brutality.

CCJ 4933 Selected Topics in Criminology (3) AS CJP

PR: Junior standing, CCJ 3024, CCJ 3621, CCJ 3610 or CI. Lecture course. Topic varies and is designed to address a wide variety of issues in criminology and criminal justice. Open to non-majors with CI.

CCJ 4934 Seminar in Criminology MW (3) AS CJP

PR: Senior standing, CCJ 3024, CCJ 3621, CCJ 3610 and CI. These variable topic seminars are used for the in-depth study and discussion of the relationships among culture, gender, ethics, age, society, and criminal behavior. Such examinations may include the options the criminal justice does (or does not) have to deal with these interactions, and the ethics and efficacy of the system's response. Open to non-majors with CI.

CCJ 4940 Internship For Criminal Justice Majors (3) AS CJP

PR: Senior standing, CCJ 3024, CCJ 3610, CCJ 3621. S/U only. No more than 9 hours of CCJ 4940 will be accepted toward the elective hours required for the major. The internship will consist of placement with one or more of the agencies comprising the criminal justice system. This course will enable the students to gain meaningful field experience related to their future careers. The three-hour block of credit will require a minimum of ten hours of work per week during a fall or spring term, fifteen hours per week in summer, within the host agencies in addition to any written work or reading assignments. See requirements for the B.A. degree in Criminology for the number of hours required.

Computer General Studies Courses

CGS 2100 Computers In Business (3) BA QMB

A study of the use and impact of computers in all areas of business organizations. Course includes hands-on experience and the use of software packages for business analysis.

Chemistry Courses

CHM 2023 Chemistry for Today NS (4) AS CHM

PR: High school chemistry and mathematics including algebra are recommended. No credit for science majors. An introduction to the principles and applications of modern chemistry including the properties of matter, structural view of matter and reactions, quantitative relations in chemical reactions, technological aspects and societal impact.

CHM 2045 General Chemistry I NS (3) AS CHM

PR: 530 SAT Quantitative score or completion of MAC 1105 College Algebra with a C or better AND one year of high school chemistry or completion of CHM 2023 with a grade

of C or better. Principles and applications of chemistry including properties of substances and reactions, thermochemistry, atomic-molecular structure and bonding, periodic properties of elements and compounds.

CHM 2045L General Chemistry I Laboratory (1) AS CHM
CP: CHM 2045. Laboratory portion of General Chemistry I. Introduction to laboratory techniques; study of properties of elements and compounds; synthesis and analysis of natural and commercial materials.

CHM 2046 General Chemistry II NS (3) AS CHM
PR: CHM 1045 or 1045C or CHM 2045 or 2045C or 2440, 2440C (minimum grade C).
Continuation of General Chemistry. Lec. -dis.

CHM 2046L General Chemistry II Laboratory (1) AS CHM
PR: CHM 2045L. Laboratory portion of General Chemistry II. Continuation of chemistry laboratory.

CHM 2210 Organic Chemistry I (3) AS CHM
PR: prerequisite CHM 1046 or 1046C or CHM 2046 and CHM 2046L or 2046C (minimum grade C).
Fundamental principles of organic chemistry. Lecture.

CHM 2210L Organic Chemistry Laboratory I (2) AS CHM
CP: CHM 2200 or CHM 2210. Laboratory portion of Organic Chemistry I. Introduction of organic laboratory principles and techniques.

CHM 2211 Organic Chemistry II (3) AS CHM
PR: prerequisite CHM 2210 or 2210C (minimum grade C).
Continuation of organic chemistry. Lecture.

CHM 2211L Organic Chemistry Laboratory II (2) AS CHM
PR: CHM 2210L, CR: CHM 2211. Continuation of organic chemistry laboratory.

CHM 4905 Independent Study (1-3) AS CHM
PR: CI. S/U only. Specialized independent study determined by the student's needs and interests. The written contract required by the College of Arts and Sciences specifies the regulations governing independent study.

CHM 4932 Selected Topics in Chemistry (1-3) AS CHM
PR: CI. The course content will depend on the interest of faculty members and student demand.

CHM 4970 Undergraduate Research (1-3) AS CHM
PR: CI. S/U only.

CHM 5931 Selected Topics in Chemistry (1-3) AS CHM
PR: CI. The following courses are representative of those that are taught under this title: Natural Products, Stereochemistry, Reactive Intermediates, Photochemistry, Instrumental Electronics, Advanced Lab Techniques, Heterocyclic Chemistry, etc.

Chinese Language Courses

CHI 1120 Modern Chinese I (4) AS WLE
CR: CHI 1120L Mandarin. An intensive study of basic skills: pronunciation, listening, comprehension, speaking, and some composition. Concurrent enrollment with a laboratory section is required. When dropping, must drop both lecture and laboratory sections.

CHI 1120L Modern Chinese I Laboratory (1) AS WLE
Inactive as of Summer 2014.

CHI 1121 Modern Chinese II (4) AS WLE
CR: CHI 1121L; PR: CHI 1120/C-; and CHI 1120L/S A continuation of CHI 1120. More sophisticated oral/ aural skills are attained. Basic reading skills are acquired. Concurrent enrollment with a laboratory section is required. When dropping, must drop both lecture and laboratory sections.

CHI 1121L Modern Chinese II Lab (1) AS WLE
Inactive as of Summer 2014.

Creative Writing Courses

CRW 2100 Narration and Description 6A (3) AS ENG
A study of narrative and descriptive techniques in prose. By making the student sensitive to language usage, the course is designed to bridge the gap between expository writing and imaginative writing.

CRW 3013 Creative Writing (3) AS ENG
PR: ENC 1102/C- This course will introduce students to the fundamental tools of creative writing: how to generate ideas, recognize and develop a writer's "voice", choose a form and genre, assess and edit creative work, and how professional writers work on their craft.

CRW 3111 Form and Technique of Fiction 6A (3) AS ENG
A study of short narrative forms such as the anecdote, tale, character sketch, incident, monologue, epistolary story, and short story as they have been used in the development of fiction and as they exist today.

CRW 3311 Form and Technique of Poetry (3) AS ENG
An examination of the techniques employed in fixed forms from the couplet through the sonnet to such various forms as the rondel, ballad, villanelle, sestina, etc. Principles in the narrative, dramatic, and lyric modes are also explored.

CRW 4924 Advanced Creative Writing (3) AP VVA
PR: CRW 3013/C-; Repeatable: 6 hours maximum
Building upon skills gained in CRW 3031, this course provides advanced training in a specific genre or mode of writing. The course focuses on a single theme (nature writing, travel writing, etc.) or genre (creative non-fiction, poetry, drama, etc.) to further develop student capabilities in reading, critical thinking and written expression.

CRW 4930 Selected Topics in Creative Writing (1-3) AS ENG
The focus of the course will be governed by student demand and instructor interest. Topics to be covered may include writing the literary essay, writing in mixed genres, and utilizing popular conventions in serious works. May be taken twice for credit with different topics.

Criminal Justice Enforcement Courses

CJC 4010 American Correctional Systems (3) AS CJP
PR: Junior standing, CCJ 3024 or CCJ 3610 or CI. Analysis of the different treatment philosophies and techniques currently in use in the field, with special attention to experimental and demonstration programs.

CJE 3444 Crime Prevention (3) 6A AS CJP
PR: CCJ 3024, CCJ 3610. The aim of this course is to introduce students to the theories and constructs of crime prevention and reduction, as well as techniques and policies used currently worldwide that would enhance US response to crime and justice. No restriction, not repeatable.

CJE 3641 Introduction to Forensic Science (3) AS CJP
Inactive. Replaced by CJE 3650 Fall 2010.

CJE 3650 Introduction to Forensic Science (3) AS CJP

This course provides students an appreciation of 'real life' forensic science and its role in the justice system. The class introduces students to the scientific techniques employed by the forensic science community. Not restricted or repeatable.

Replaced CJE 3641 Fall 2010

CJE 3656 Introduction to Crime Analysis (3) AS CJP
PR: CCJ 3701, CJE 3444, CCJ 3706. An introduction to the field of crime analysis; the use of Geographic Information Systems (GIS); crime mapping techniques. Not restricted. Not repeatable.

CJE 4010 Juvenile Justice System (3) AS CJP
PR: Junior standing, CCJ 3024 or CCJ 3610 or CI. Provides coverage of the juvenile and family courts, their clientele, and the complex of human services agencies and facilities that contribute to efforts at juvenile correctional intervention.

CJE 4144 Private Security Systems (3) AS CJP
PR: Junior standing plus CJE 4114, CCJ 3024, CCJ 3610, CCJ 3621 or CI. Examines some of the principal methods and techniques currently used to reduce or prevent losses due to theft and casualty.

Criminal Justice Law Courses

CJL 3110 Substantive Criminal Law (3) AS CJP
PR: Junior standing, CCJ 3024, CCJ 3610, or CI. Examines the historical basis of the American criminal law system, the substantive elements of the crime, and court procedures.

CJL 4410 Criminal Rights and Procedures (3) AS CJP
PR: Junior standing, CCJ 3024 or CI. Emphasizes the Constitutional issues and rules that are applied and enforced by the courts while processing criminal cases.

Clinical Psychology Courses

CLP 4143 Abnormal Psychology (3) AS PSY
PR: PSY 3213 with a grade of C or better or CI. Descriptions, theoretical explanations, research evidence, and treatment of maladaptive behavior.

CLP 4314 Health Psychology (3) AP PSY
PR: PSY 2012/C AND (PSY 3204/C OR STA 2023/C OR PSY 3213/C)
This course provides survey of contributions of psychology to the promotion and maintenance of health and prevention and treatment of illness. Topics will include: coping with stress, substance use, chronic illnesses, and diversity issues in health.

CLP 4414 Behavior Modification (3) AS PSY
PR: PSY 3213 with a grade of C or better or CI. Introduction to behavior analysis, and application of learning principles, behavioral measurement, research designs, and interventions in treatment settings.

CLP 4433 Psychological Tests and Measurement (3) AS PSY
PR: PSY 3213 with a grade of C or better or CI. Students may not receive credit for both CLP 4433 and EDF 4430. A consideration of the instruments for intellectual and personality assessment including their applications, development, and potential abuses.

CLP 4620 Ethics in Psychology and Health (3) AP PSY
PR: PSY 3213/C The purpose of this course is to review the ethical, legal, and professional standards that direct the activities of health and mental health professionals. Ethical issues will be reviewed and an ethical decision making model will be presented.

CLP 4941 Community Practicum in Selected Topics (1-9) AS PSY
PR: C or better in PSY 4931, junior standing and at least 6 hours in Psychology. Service-learning for student to apply psychological principles learned in the classroom to volunteer experiences. Community is defined at the local, national and international level. Free-standing practicum or with a corequisite course.

Communications Courses

COM 2130 Communication Skills for Health Professionals SS (3) AP COM

This skills-oriented course will give students interested in the health sciences basic tools for communicating clearly with patients, clients and non-medical audiences; will also bring a scholarly understanding of general communication-related issues in the medical professions.

COM 3110 Communication For Business and the Professions (3) AS SPE

For non-majors only. Identification of communication situations specific to business and the professions. Analysis of variables related to communication objectives and preparation of oral presentations in the form of informational reports, conference management, persuasive communications, interviews, and public hearing.

COM 4022 Health Communication (3) AS SPE

PR: COM 2000 with C or above or consent of instructor (CI). Application of communication theory and research to the health context including provider-patient communication, health information campaigns, and health beliefs and behavior. Special attention to the value issues in health communication.

Comparative Politics Courses

CPO 2002 Introduction to Comparative Politics SS (3) AS POL

Comparison and analysis of representative European and non-Western political systems.

CPO 4034 Politics of Developing Areas (3) AS POL

An analysis of the ideologies, governmental structures, and political processes of selected nations of the non-Western world.

CPO 4930 Comparative Government and Politics of Selected Countries or Areas (3) AS POL

Studies political systems with common elements. Structure, process, domestic and foreign politics, and regional roles are considered.

Developmental Psychology Courses

DEP 3103 Child Psychology SS (3) AS PSY

Not for major credit. Developmental and psychosocial aspects of childhood, including hereditary, maturational, psychological, and social determinants of child behavior.

DEP 4053 Developmental Psychology (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Survey of methods, empirical findings, and theoretical interpretations in the study of human development.

DEP 4220 Autism Spectrum Disorders (3) AP PSY

PR: PSY 3213/C This course provides students with an overview of research; touching on information about the causes of the disorder as well as historical and philosophical views. A major emphasis is to tie together all of the biological and psychological research with efforts to help these individuals live more productive and independent lives. Recent controversies are discussed and an integrative approach to treatment is emphasized with a look at the commonalities among different therapies.

Economics Courses

ECO 2013 Economic Principles (Macroeconomics) SS (3) BA ECN

Introduction to the theory of income determination with emphasis on monetary and fiscal policies. Objectives of full employment, price stability, economic growth and balance of payments stability.

ECO 2023 Economic Principles (Microeconomics) SS (3) BA ECN

Introduction to the theory of price determination. How an economy decides what to produce, how to produce, and how to distribute goods and services.

ECO 3100 Managerial Economics (3) BA ECN

Inactive; replaced by ECP 3703, SPR08

ECO 3203 Intermediate Macroeconomics (3) BA ECN

PR: ECO 2013 and ECP 3703 or ECO 3101 with a grade of "C" or better. Determination of income, employment, prices, and interest rates. Aggregate demand and aggregate supply.

ECO 3703 International Economics MW (3) BA ECN

PR: ECO 2013 and ECO 2023. Role of international trade in the U.S. economy. Gains from trade, balance of payments, exchange rate determination, balance of payments stability, and international commercial policy.

ECO 4504 Public Finance (3) BA ECN

PR: ECP 3703 or ECO 3101 with a grade of "C" or better. The public sector and its contribution to economic welfare. Government expenditures and revenues. Resource allocation, income distribution, stabilization, and economic growth.

ECO 4713 International Macroeconomics (3) BA ECN

PR: ECP 3703 or ECO 3101 with a grade of "C-" or better. Advanced analysis of international macroeconomic relationships. Foreign exchange market, international monetary system balance of payments.

Economic Problems & Policy Courses

ECP 3201 Economics of Women and Work MW (3) BA ECN

PR: ECO 1000 or ECO 2013 and ECO 2023. Survey of research on women, men and work in the labor market and the household. Focuses on the economic status of women. Includes historical perspective, examination of the family as an economic unit, changing work roles, and gender differences in occupation and earnings.

ECP 3302 Environmental Economics MW (3) BA ECN

PR: ECO 2023. An economic analysis of environmental issues. The economics of resource use and pollution control are examined using the concepts of externalities, cost-benefit analysis, public goods, and property rights.

ECP 3203 Labor Economics (3) AS/ECN

PR: ECO 3101/C- OR ECO 3100/C- OR ECP 3703/C- Determinants of wage and employment levels; occupation, industrial and geographical wage differentials, union and public policy effects on labor markets; the economics of discrimination; inflation and unemployment.

ECP 3530 Economics of Health (3) BA ECN

PR: ECP 3703 or ECO 3101 with a grade of "C-" or better. Application of economic methods to health care topics such as demand for medical care, public and private health insurance, physician and hospital supply of medical care, government regulations, and national healthcare systems.

ECP 3703 Managerial Economics (3) BA ECN

PR: ECO 2023. Application of microeconomic theory to problems in business decision making with a special focus

on price determination. May not receive credit for both ECP 3703 and ECO 3101. Formerly ECO 3100.

Economic Systems & Development Courses

ECS 3013 Economic Development (3) AS/ECN

PR: ECO 2013/C- OR ECO 1013/C- OR ECO 2023/C- OR ECO 1023/C-

Economic development in emerging nations.

ECS 4430 Economics of Latin America MW (3) BA ECN

PR: ECO 1000, or BOTH ECO 2013 and ECO 2023. The course examines key aspects of economic reform efforts in Latin America and the Caribbean and the challenges facing the region at the beginning of the 21st century.

Education- Elementary Courses

EDE 4223 Creative Experiences for the Child (3) ED EDE

PR: Acceptance into College of Education. Provides students with critical understanding of visual arts, music, movement, and drama in K-6 curriculum. Students will develop knowledge and strategies to incorporate creative expression into integrated curriculum. Restricted to majors. Not repeatable.

EDE 4301 Classroom Management, School Safety,

Ethics, Law and Elementary Methods (3) ED EDE

PR: Admission to the program in the Department of Childhood Education. This course examines the legal issues affecting classroom/school management, school safety, professional ethics and elementary school methods. The course explores the current knowledge of best practices of a variety of teaching and management strategies and methods deemed appropriate for a diverse elementary classroom setting including ESOL students and other exceptionailities.

RED 4310 Reading & Learning to Read (3) ED/EDE

RR: EP and JP majors only

This course will prepare pre-service teachers to understand the foundations of reading and the inherent learning principles to produce successful readers. The course focuses on appropriate instructional strategies to enhance reading development and reading across the curriculum.

Education- Foundations & Policy Courses

EDF 2005 Introduction to Education and Field Experience (3) ED EDC

Introductory survey course required for admission into the College of Education. A broad overview of the history, sociology and philosophy of education in the United States focuses on education as a field of study and teaching as a profession. Includes lecture and field experience.

EDF 2085 Intro to Diversity for Educators (3) ED ESF

Replaces EDG 2701 Fall 2013

Introductory survey course required for admission into the College of Education. Places schools and teaching within

the context of the U.S. as a pluralistic society. Topics include: the demographics of diversity; prejudice; elements of culture; American heritage of diversity and its value; and barriers to cultural understanding. Includes lecture and field experience.

EDF 3122 Learning and the Developing Child (3) ED EDF

PR: General psychology and admission to College of Education. Preadolescent child growth and development, learning theory, and behavioral analysis applied to instruction and to the organization and management of classroom.

EDF 3604 Social Foundations of Education 6A MW (3)

ED EDF

PR: Upper level standing. Social, economic and political context within which schools function and the values which provide direction for our schools.

EDF 4111 Child Growth and Learning (3) ED/EDF

Inactive. Replaced by EDF 4124

EDF 4124 Child Growth and Learning (3) ED/EDF

An introduction to child development and learning from an educational and psychological perspective. Emphasis is on the application of relevant constructs as they would reflect developmentally appropriate practices in early childhood learning settings.

EDF 4430 Measurement For Teachers (3) ED EDQ

PR: Upper level standing. Concepts and skills related to designing and developing classroom tests; evaluating tests, instruction, and student progress; and communicating student achievement. Including application of performance assessment techniques and computer applications for measuring and assessing pupil progress.

EDF 4440 – Measurement and Assessment of All Students (4) EP EDQ

RES: AAI, BXE Majors only; Combines diverse methods of measurement and assessment strategies for analyzing student performance including English Language Learners and students with exceptionailities. Not repeatable for credit.

EDF 4490 Studies in Research Design (3) ED EDQ

Studies in Research Design introduces students to the logic and dynamics of the research process.

EDF 5607 Trends in the Social-Political Foundations of Schooling in the US (3) ED EDF

Current debates re: purpose and practice of formal schooling in the U.S. with historical and sociological perspectives. Satisfies social foundations requirements for Fla. Teacher certification and ESL competency in knowledge of intercultural issues in education.

Education- General Courses

EDG 2701 Teaching Diverse Populations and Field Experience (3) ED EDC

Replaced by EDF 2085 Fall 2013

EDG 3943 Integrated Clinical Experience Grades K-5**(2-3) ED EDC**

Practical application in a clinical setting of knowledge acquired in the classroom. Includes placements for elementary and exceptional student education.

EDG 4012 Standards Based Education (1) ED EDE

PR: FLE 4317 for undergraduate, FLE 5345 for graduate students. This course is designed to introduce students to standards-based education, linking program outcomes for student learning with the relevant state and national educational standards. The course is restricted to majors and is not repeatable for credit.

EDG 4376 Literacy/Literature/Social Studies (4) EP**EDR**

RR: EP/BXE majors only The purpose of this course is to extend competency in teaching through an integrated approach.

EDG 4444 Instructional Design & Classroom**Management (3) EP EDR**

RR: EP Majors Only This course examines the legal issues affecting classroom/school management, school safety, professional ethics, and elementary school methods; explores the current knowledge of best practices of teaching and management strategies and methods deemed appropriate for diverse elementary school settings; and, focuses on how one works in the context of a general education classroom where students with exceptionalities are regular class members. In order for teachers to work with special needs students, the basic principles of applied behavior analysis and their interrelationship with special education will culminate in the application of a behavior change project.

EDG 4909 Directed Studies (1-4) ED EDC

PR: Senior standing. Offered only as a scheduled class. Department permit required. To extend competency in teaching field.

EDG 4934 Final Intern Seminar (1)

The Seminar provides a ongoing continuous improvement activities throughout the full time student teaching experience. It also provides opportunities for the candidates to examine their experiences in their student teaching classroom settings. CR: EDG 4944 PR: Passing GKT

EDG 4944 Integrated Final Internship (8-10)

Internship provides a full-time general education and an ESE classroom experience for candidates to integrate the theoretical knowledge from university course work and previous field experiences to master state and university standards. BXE Majors only CR: EDG 4934

Education: Early Childhood Courses**ECC 4303 Creative and Affective Experiences for Young Children (3) ED EDU**

PR: Admission to College of Education. Early Childhood majors only. Develops students' understandings of young children's creative expression through art, music, movement, play and drama. Emphasizes how to plan, implement, and evaluate appropriate learning experi-

ences as well as selection of appropriate instructional materials.

ECC 4408 Child, Family & Teacher Relations (3) ED EDU

PR: Admission to College of Education, EDF 4111. Early Childhood majors only. Focuses on developing an understanding of traditional and non-traditional families, structural and life style variations and parenting in diverse cultures and at-risk families. Implications from these understandings will guide development of a parent involvement plan that includes effective ways to communicate with parents, conference with parents, and plan parent meetings and home visits.

Education- Exceptional Child Courses**EEX 3751 Enhancing Family Involvement in Education (2) EP EDS**

This course is designed for pre-service teachers to examine the development of partnerships with families of students with disabilities and their communities to address the educational needs of all students.

EEX 4012 Foundations of Special Education (3) ED EDS

PR: DPR. CR: EEX 4941. Characteristics and needs of children who have learning disabilities, emotional disabilities, hearing impairments, mental retardation, physical handicaps, speech impairments, visual limitations, and who are gifted and talented.

EEX 4054 Perspectives on Learning and Behavioral Differences (3) ED EDS

PR: EEX 4011. The purpose of this course is to introduce students to the historical and theoretical perspectives on educating students with learning and behavioral differences, develop a critical understanding of current practices in service delivery systems, and examine professional issues and trends that impact the future of the field.

EEX 4070 Integrating Exceptional Students in the Regular Classroom (2-3) ED EDS

No credit for department majors. Designed for non-special education majors. Includes basic identification techniques and strategies to promote academic and social integration and interaction of "mainstreamed" exceptional students. Concurrent field experience projects are included.

EEX 4201 Young Children with Special Needs (3) EP EDS

Focuses on developing an understanding of the wide range of needs and services for young children with special needs.

EEX 4221 Educational Assessment of Exceptional Students (3) ED EDS

PR: EDF 3214, EDF 4430 and EEX 4011. CR: EEX 4941 and EEX 4846. DPR. Introduction to assessment of exceptional students through formal and informal techniques. Emphasis placed on the interpretation of information for educational programming and individualization of instruction.

EEX 4243 Education of Exceptional Adolescents and Adults (3) ED EDS

PR: EEX 4011 or equivalent or DPR. Procedures for implementing educational programs for exceptional adolescents and adults. Topics include service delivery, curriculum, academic remediation, advocacy, utilization of ancillary services, alternative programs and community resources.

EEX 4604 Behavior Management for Special Needs and At-Risk Students (3) ED EDS

PR: EEX 4011. CR: EEX 4941, ELD 4941, or EMR 4941. Techniques to prevent, analyze, and manage challenging and disruptive classroom behavior as well as teaching social skills.

EEX 4742 Narrative Perspectives on Exceptionality: Cultural and Ethical Issues 6A LW (3) ED EDS

DPR. This course is designed to use literature as a way to interpret the lives of individuals with disabilities, their families and those who play an educational role in their lives. The course also addresses cultural and ethnic diversity so as to better analyze the role of ethics and values in decisions made pertaining to individuals with disabilities.

EEX 4764 Instructional and Adaptive Technologies for Exceptionalities (3) EP EDS

PR: BXE majors only. This course is designed to enhance the use of technology for students with profound and severe exceptionalities as well as for the general classroom.

EEX 4846 Clinical Teaching in Special Education (3) ED EDS

PR: EEX 4011, DPR. CR: EEX 4941. Effective teaching principles, instructional management procedures, and specialized teaching techniques for exceptional students.

EEX 4880 Integrated Clinical Experience 6-12 (2-3) EP/EDZ

RR: SP Majors Only

An integrated clinical experience designed to provide pre-service teachers with opportunities to work with students in grades 6-12, for reading endorsement and certification in ESE K-12. Candidates will be in their schools two full days per week.

EEX 4936 Senior Seminar in Exceptional Student Education (1) ED EDS

PR: Senior standing; CR: EEX 4940. Required concurrently with internship. Synthesis of teacher candidate's courses in complete college program.

Education- Technology & Media Courses

EME 2040 Introduction to Computers in Education (3) ED EDK

Designed as an introduction to computer technology and its role in teaching and learning processes. Topics include educational software, ethical and social issues, hardware, interactive multimedia, models for integrating technology into instruction, productivity tools and telecommunications.

English Composition Courses

ENC 1101 Composition I 6A EC (3) AS ENG

PR: ENC 1101 and ENC 1102 must be taken in numerical sequence. Instruction and practice in the skills of writing and reading.

ENC 1102 Composition II 6A EC (3) AS ENG

PR: ENC 1101. Instruction and practice in the skills of writing and reading.

ENC 1130 Improving College Writing (3) US/RLS

RR: Undergraduate Students Only

This class approaches writing as a process and utilizes prewriting, drafting, revising, and editing. Through intensive reading and writing practice, the curriculum will address grammar, mechanics, punctuation, word usage, and essay structure.

ENC 2210 Technical Writing 6A (3) AS ENG

Inactive FALL12.

ENC 3250 Professional Writing 6A (3) AS ENG

PR: ENC 1101 and ENC 1102 or ENC 1121 and ENC 1122. Introduction to the techniques and types of professional writing, including correspondence and reports most often found in business, technical, and scientific communities.

ENC 3310 Expository Writing 6A (3) AS ENG

PR: ENC 1101 and ENC 1102 or ENC 1121 and ENC 1122. A course teaching the techniques for writing effective prose, excluding fiction, in which student essays are extensively criticized, edited, and discussed in individual sessions with the instructor.

ENC 3330 Rhetorical Traditions (3) AP VVA

PR: ENC 1102/C- This course examines texts from the rhetorical tradition alongside contemporary examples of rhetoric and engage questions that arise from the study of rhetoric; apply rhetoric to teaching, literary criticism, professional writing, publishing, politics, and law.

ENC 3331 Client and Civic Communications (3) AP VVA

PR: ENC 1102/C- This course provides the groundwork for writing in civic life and explores working definitions of key terms: civic engagement, ethics, rhetoric, writing, composing and technology.

ENC 3373 Rhetoric of Marginalized Communities (3) AP VVA

PR: ENC 1102/C- Study mainstream and marginalized communities in an interactive seminar featuring discussion, collaboration, essay writing, presentations, electronic media, and the development of a final project/portfolio negotiated between each student and instructor.

ENC 3376 Multimodal Composition (3) AP VVA

PR: ENC 1102/C- Compose with still and moving images, color, music, sound, and gesture. Write between modes, media, and genres of texts and events, and use traditional writing processes to create a multimodal project.

ENC 3445 Introduction to the English Major (3) AP VVA
PR: ENC 1102/C- This course introduces students to analytical approaches, critical readings, and forms of writing typically found within the English major.

ENC 4260 Advanced Technical Writing (3) AS ENG
Inactive FALL12.

ENC 4311 Advanced Composition (3) AS ENG
PR: ENC 3310 or CI. Instruction and practice in writing effective, lucid, and compelling prose, with special emphasis on style, logical argumentation, and critical thinking.

ENC 4351 Writing for Publication (3) AP VVA
PR: ENC 1102/C- Develop the knowledge and skills necessary to write & publish professional papers and become familiar with the requirements of journals in an area of specialization and to provide first-hand experience with the publication process.

ENG 4377 Advanced Rhetoric (3) AP VVA
PR: ENC 1102/C- Study rhetorical cultures and produce rhetorical performances in an interactive seminar featuring discussion, collaboration, essay writing, presentations, electronic media, and the development of a final project/portfolio.

ENC 4431 Writing and New Media (3) AP VVA
PR: ENC 1102/C- Engage social networking, interactivity, virtual communities, and the issues that emerge in the creation, consumption, distribution, and publication of digital media. Students research, and create a variety of social media for a wide range of purposes.

ENC 4931 Selected Topics in Professional and Technical Writing (3) AS ENG
PR: ENC 3250, ENC 2210, or ENC 3310 or CI. Focus of the course will be determined by student demand and instructor interest. Topics to be covered may include legal writing, the conventions of business writing, writing in the medical fields, and writing for the social sciences. May be taken twice for credit with different topics.

English Courses

ENG 3014 Introduction to Literary Methodology (3) AS ENG
PR: ENC 1101 and ENC 1102. This course prepares English majors and minors with the basic critical and technical skills and understanding for subsequent literary study in 3000- and 4000-level courses towards the major. Substantial writing. For majors. Not repeatable.

ENG 4013 Literary Criticism (3) AS ENG
Inactive: Replaced by ENG 4042 FALL12.

ENG 4042 Studies in Theory and Criticism (3) AP VVA
PR: ENC 1102/C- A survey or focused study of criticism and theory, including literary and rhetorical, ancient and contemporary.

ENG 4060 History of the English Language (3) AS ENG
Inactive FALL12.

ENG 4906 Individual Research (1-4) AS ENG
PR: CC. Directed study in special projects.

ENG 4907 Directed Reading (3) AS ENG
Inactive FALL12.

ENG 4940 Internship in English (1-4)
Supervised field experience in a writing and/or reading oriented position relevant to the English major. Restricted to ENG majors only. Non-repeatable.

ENG 4950 Senior Portfolio (3) AP VVA
PR: ENC 1102/C- This course provides a capstone experience for integrating the skills and knowledge acquired throughout the program of study into a portfolio of diverse texts for sharing and showcasing beyond the university community.

English Literature Courses

ENL 3015 British Literature to 1616 (3) AS ENG
A survey of representative prose, poetry, and drama from its beginnings through the Renaissance, including such poems and figures as *Beowulf*, Chaucer, Malory, More, Hooker, Skelton, Wyatt, Sidney, Spenser, Shakespeare, Donne, and Jonson.

ENL 3230 British Literature 1616-1780 (3) AS ENG
A survey of 17th Century and Neoclassical Literature, including such figures as Donne, Herbert, Crashaw, Vaughan, Marvell, Milton, Pope, Swift, Johnson, Boswell, and Goldsmith.

ENL 3251 British Literature 1780-1900 (3) AS ENG
The poetry and poetics of the Romantic figures, with attention to the continuing importance of Romantic thinking in contemporary affairs and letters; a survey of representative figures of the Victorian and Edwardian periods, including poetry, prose, and drama.

ENL 3271 British Literature, 1900 to Present (3) AP VVA
PR: ENC 1102/C- This course surveys major movements and authors in British literature from 1900 to the present, situating literary works within historical and cultural contexts.

ENL 3273 British Literature 1900-1945 (3) AS ENG
Inactive: Replaced by ENL 3271 FALL12.

ENL 3331 Early Shakespeare (3) AS ENG
Inactive: Replaced by ENL 3333 FALL12.

ENL 3332 Late Shakespeare (3) AS ENG
Inactive: Replaced by ENL 3333 FALL12.

ENL 3333 Shakespeare (3) AP VVA
PR: ENC 1102/C- This course studies conditions, conventions & mode of representations of the early modern stage and examines Shakespeare uses of them. Along with analyzing plays in these contexts, students will experience interpretation through performance.

ENL 4132 British Novel: Conrad to the Present (3) AS**ENG**

Inactive: Replaced by ENL 4930 FALL12.

ENL 4303 Selected British Authors (3) AS ENG

The study of two or three major figures in British Literature. The course may include such writers as Fielding and Austen, Keats and Yeats, Joyce and Woolf. Specific topics will vary. May be taken twice for credit with different topics.

ENL 4311 Chaucer (3) AS ENG

Inactive FAL12.

ENL 4338 Advanced Studies in Shakespeare (3) AS ENG

Inactive FALL12.

ENL 4341 Milton (3) AS ENG

Inactive FALL12.

ENL 4930 British Literary Movements & Genres (3) AP**VVA**

PR: ENC 1102/C- This course examines a specific literary movement or genre in British literature (ie, Shakespearean genre, Romanticism).

Entrepreneurship Courses**ENT 3013 New Venture Creation (3) BP ENP**

PR: MAN 4802/C- Focused on the application of idea generation processes. The student will be exposed to processes for effective opportunity recognition, innovation, creativity, & execution of developing a sound business prototype & pitch.

ENT 3503 Social Issues in Entrepreneurship (3) BP ENP

This class focuses on various social and ethical issues impacting small business and entrepreneurial firms. Emphasis will be given to the role of sustainability not only of the small business firm but also the environments in which they operate.

ENT 3613 Creativity & Innovation in Entrepreneurial Firms (3) BP ENP

This class is designed to prepare the student in the use of creative thinking tools and a mindset equipped to explore possibilities and create options to establish a competitive advantage in an increasingly complex and uncertain environment.

ENT 4214 Entrepreneurial Leadership (3) BP ENP

PR: ENT 3013/C- AND MAN 4802/C- Addresses the greatest challenge for a high growth firms - scalability. Scalability issues throughout the firm will be addressed including change management, culture, leadership, human resources, financial, funding, marketing, strategy and business modeling.

ENT 4244 Scalability in Entrepreneurial Firms (3) BP ENP

PR: ENT 3013/C- AND MAN 4802/C- Addresses the greatest challenge for a high growth firms - scalability. Scalability issues throughout the firm will be addressed including change management, culture, leadership, hu-

man resources, financial, funding, marketing, strategy and business modeling.

ENT 4901 Independent Research in Entrepreneurship (1-3) BP ENP

PR: ENT 3013/C and MAN 4802/C This class will allow students the opportunity under faculty guidance to explore issues related to entrepreneurship not currently included in existing curricula; allow students the opportunity to pursue more detailed knowledge on an area of interest.

ENT 4943 Internship in Entrepreneurship (1-3) BP ENP

PR: ENT 3013/C and MAN 4802/C Allow students practical experience working in a Small or Mid-Sized Firm (SME); focus on skills associated with operations within the unique environment of a small business; not allowed for credit for someone currently working full/part-time in an SME.

ENT 4945 Student Consulting in High Growth Ventures (3) BP ENP

PR: ENT 3013/C- AND ENT 4244/C- AND MAN 4802/C- Students will work directly as consultants to high growth potential firms in the Gazelle Lab business accelerator program. Students will analyze feasibility, environmental concerns, financial benchmarking, executive summaries, and the investor pitch.

Education- Secondary Courses**ESE 4322 Classroom Management for Diverse School and Society (3) ED EDI**

Focuses on classroom management in secondary schools including classroom climate, specific strategies to address management issues, school safety, violence, diversity, ethics, and educational law.

ESE 5342 Teaching the Adolescent Learner (3) ED EDI

Emphasis is placed on adolescent developmental and learning needs linking them to practices in the classroom appropriate to the diverse secondary education population (ESOL, special education, multicultural, at-risk, etc.) in preparation for planning responsive standards-based instruction.

ESE 5344 Classroom Management for a Diverse School and Society (3) ED EDI

This course covers practical, theoretical, philosophical and ethical aspects of school and society, the education profession, and secondary schools with particular focus on classroom management, school violence, school safety, educational law and other critical social issues.

European History Courses**EUH 2000 Western Civilization I (3) AP HTY**

This course surveys the development of western civilization from the beginnings of Near Eastern civilization to the Renaissance.

EUH 2001 Western Civilization II (3) AP HTY

This course surveys the development of western civilization from the Renaissance to the present.

EUH 2011 Ancient History I HP (3) AS HTY

An introductory survey of ancient history. EUH 2011 treats the ancient Near East and Greece from the origins of civilization to the full development of the Hellenistic kingdoms prior to conflict with Rome.

EUH 2021 Byzantium History HP (3) AS HTY

A thematic survey of the history of the medieval Byzantine Empire and neighboring civilizations from ca. 284-1453.

EUH 2022 The Medieval West HP (3) AS HTY

A thematic survey of Western European and Mediterranean civilizations from ca. 312-1453.

EUH 2030 Modern European History I HP (3) AS HTY

A thematic survey of Europe in the modern age. EUH 2030 treats the period from the Renaissance to the French Revolution.

EUH 2031 Modern European History II HP (3) AS HTY

A thematic survey of Europe in the modern age. EUH 2031, treats the period from the French Revolution to the present.

EUH 3142 Renaissance and Reformation (3) AS HTY

A history of Europe from the Renaissance to the Thirty Years' War (1400-1618). The cultural, social, and economic characteristics will provide the framework for artistic, philosophical, religious, and political developments.

EUH 3181 Medieval Culture (3) AS HTY

A survey of thought, culture, and art in the Middle Ages. Medieval attitudes as manifested in literature, art, philosophy, education, and religion; with emphasis upon Medieval man's changing perception of himself and his world.

EUH 3188 Medieval Society (3) AS HTY

A study of the daily life and attitudes of the medieval nobleman, peasant, townsmen, and the agrarian-urban economy and society which affected their lives.

EUH 3205 History of Nineteenth Century Europe (3) AS HTY

A comparative study of economic, political, social, and intellectual developments in nineteenth century Europe.

EUH 3206 History of Twentieth Century Europe (3) AS HTY

A comparative study of economic, political, social, and intellectual developments in twentieth century Europe.

EUH 3402 Age of Alexander (3) AS HTY

A study focusing on the career of Alexander the Great and on the Greek and Macedonian conquest of Imperial Persia. Also treated are the great Hellenistic kingdoms prior to Rome's conquest of the eastern Mediterranean.

EUH 3412 Roman Republic (3) AS HTY

A study of the Roman Republic from 509 B.C. to the assassination of Julius Caesar in 44 B.C., with a prelude treating Rome's early development under royal rule. Political growth and change provide the framework for the treatment.

EUH 3413 Roman Empire (3) AS HTY

A study of Imperial Roman from the assassination of Julius Caesar in 44 B.C. to the death of the emperor Constantine in A.D. 337. Emphasized is Rome's government of a vast Mediterranean empire including much of the near East and Europe.

Environmental Studies Courses

EVR 2001 Introduction to Environmental Science NS (3) AS ESP

An introductory lecture course linking the human and physical/biological world. The course will develop an understanding of population and resource interactions.

EVR 2001L Environmental Science Lab (1) AS ESP

A laboratory course linking the human and physical/biological world. The lab will develop an understanding of population and resource interactions and complement the lecture course. Field trips.

EVR 2002 Environmental Science: Regional and Global Issues NS (3) AS ESP

This course will provide students with an understanding of the scientific principles underlying today's global environmental problems and their potential solutions. We will examine how our social, political and economic systems affect the environment.

EVR 2861 Introduction to Environmental Policy (3) AS ESP

An introduction to environmental policy using class lectures, student projects, and independent readings. Emphasis will be placed on understanding basic policy mechanisms and major policy actions relating to environmental issues at the local, national and international level.

EVR 4027 Wetland Environments MW (3) AS ESP

PR: PCB 3043 or CI. Study of the general properties and ecology of wetlands, examination of the distribution and functions of wetlands, and consideration of wetland conservation and policies.

EVR 4218 Research Methods in Wildlife Ecology (3) AS ESP

Research Methods in Wildlife Ecology will review the ways in which data are collected, analyzed, and reported, so that informed decisions about wildlife management and conservation can be made. The course will have both classroom and field components.

EVR 4900 Directed Readings (1-6) AS ESP

To provide advanced students with interdisciplinary research experience in areas of specific interest.

EVR 4905 Independent Study (1-6) AS ESP

To provide advanced students with the opportunity for independent study in areas of specific interest.

EVR 4910 Environmental Science and Policy Project (3-12) AS ESP

Open to senior majors only. S/U only. Environmental science project consisting of research in a field related to

environmental science/environmental policy. Supervised by a faculty member. Contract and report required.

EVR 4921 Environmental Science and Policy Seminar (1) AS ESP

Restricted to senior majors. S/U only. A topical reading and discussion seminar focusing on the interdisciplinary nature of environmental science and environmental policy.

EVR 4930 Selected Topics (1-3) AS ESP

Each topic is a course under the direction of a faculty member with the content depending on the interests of the students and faculty involved. All areas of Environmental Science, Policy, Ethics and Law included.

EVR 4940 Environmental Science Internship (3-12) AS ESP

Open to senior majors only. S/U only. The purpose of this course is to promote the student's understanding and application of environmental science and policy within a practical organizational context. Contract and report required.

Experimental Psychology Courses

EXP 4104 Sensory Processes (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Available to both majors and non-majors. Psychophysical and neurophysiological data and theory underlying sensory processes. Visual, auditory, chemical, and somatosensory systems, with particular emphasis on visual processes.

EXP 4204C Perception (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Topics include sensory and physiological bases of perception and how people process relevant information in their environments.

EXP 4304 Motivation (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. A survey of motivational processes and mechanisms from physiological and psychological viewpoints.

EXP 4404 Psychology of Learning (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Survey of methods, empirical findings, and theoretical interpretations in conditioning and instrumental learning.

EXP 4680C Cognitive Psychology (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Survey of methods, empirical findings, and theoretical interpretations of human learning, information processing, verbal learning, and judgment and decision-making.

Finance Courses

FIN 3233 Money and Banking (3) BA FIN

PR: ECO 2013. Examines the structure and operations of the U.S. monetary system, commercial banking, central banking, money, and capital markets, and provides an introduction to monetary theory and policy.

FIN 3403 Principles of Finance (3) BA FIN

PR: ACG 2071, ECO 2013, and ECO 2023. Study of the processes, decision structures, and institutional arrangements concerned with the use and acquisition of funds by a firm. Includes the management of the asset and liability structure of the firm under certain and risky situations. The financial decision process will include and recognize the international as well as domestic aspects of financial management.

FIN 3604 International Finance (3) BA FIN

PR: FIN 3403. Study of factors affecting international business, assessment of risks, international managerial finance, institutions and instruments of international business finance.

FIN 4303 Financial Institutions and Markets (3) BA FIN

PR: FIN 3403. A study of financial institutions and their roles in the capital markets; includes the savings allocation, investment, and financial decision making processes.

FIN 4324 Bank Management (3) BA FIN

CP: FIN 3403. Application of traditional finance concepts to the management of commercial banks with emphasis on decision making and problem-solving techniques to major problem areas in banking.

FIN 4412 Working Capital Management (3) BA FIN

PR: FIN 3403. An examination of short-term financial management - that is, policies and decisions related to managing the current operations of a firm. Topics to be covered include cash management, credit and collection policy, inventory decisions, and sources of short-term financing.

FIN 4414 Advanced Corporation Finance (3) BA FIN

PR: FIN 3403. An examination of the financial policies of corporations, with special reference to dividend policy, financial structure, capital expenditures, acquisitions, mergers, and reorganizations.

FIN 4461 Financial Statement Analysis (3) BA FIN

PR: FIN 3403. Provides an understanding of the relationship between financial statements produced in accordance with GAAP and the informational content such statements provide. After completing the course, the student should have a better understanding of the usefulness of published financial statements to various users in a variety of circumstances.

FIN 4504 Principles of Investments (3) BA FIN

PR: ECO 2013 and FIN 3403. Survey of the risks and returns of investment media in relation to the investment objectives of individual and institutional investors. Includes an examination of the capital markets, information flows, and analytical techniques in terms of their impact on the valuation process.

FIN 4514 Advanced Investment Analysis and Management (3) BA FIN

PR: FIN 4504. A comprehensive study of security analysis and portfolio management. The course will utilize a quantitative approach to investment selection and management.

FIN 4905 Independent Study (1-3) BA FIN

PR: CI, CC. S/U only. Specialized independent study determined by the student's needs and interests.

Foreign Language Education Courses

FLE 4316 Language Principles and Acquisition (1-3) ED EDX

PR: FLE 4317. Overview of applied Second Language Acquisition theory and the components of language, linking them to methods and techniques of providing comprehensible instruction and supporting the development of oral proficiency and literacy skills for (LEP) children.

FLE 4317 Teaching Students with Limited English Proficiency (3) ED EDX

This course is designed to prepare preprofessional teachers to provide linguistically and culturally appropriate instruction, assessment, and learning opportunities for students with Limited English Proficiency.

FLE 5145 Language Principles, Acquisition and Teaching (3) ED EDX

PR: FLE 5345 Restricted to Education majors and not repeatable for credit. Overview of applied SLA theory and components of language. Methods & techniques of comprehensible instruction and the development of oral proficiency and literacy skills for LEP children.

FLE 5345 Teaching English Language Learners K-12 (3) ED EDX

This course is restricted to Education majors and is not repeatable for credit. It is designed to prepare preprofessional teachers to provide linguistically and culturally appropriate instruction, assessment, and learning opportunities for LEP students.

FLE 5940 ESOL Practicum (1-3) ED EDX

PR: FLE 5345 and FLE 5145. Must be taken in the semester prior to final internship. This course is restricted to Education majors and will not be repeatable for credit. A structured field experience with Limited English Proficient students.

French Language Courses

FRE 1120 Beginning French I (4) AS WLE

CR: FRE 1120L. The first course in the study of elementary French. Emphasis on the development of basic skills in comprehension, speaking and reading.

FRE 1120L Beginning French I Laboratory (1) AS WLE
Inactive as of Summer 2014.**FRE 1121 Beginning French II (4) AS WLE**

PR: FRE 1120 or equivalent. CR: FRE 1121L. A continuation of FRE 1120.

FRE 1121L Beginning French II Laboratory (1) AS WLE
Inactive as of Summer 2014.**FRE 2200 French III (3) AS WLE**

PR: FRE 1121 or equivalent. A review of the basic structure of French.

FRE 2201 French IV (3) AS WLE

PR: FRE 2200 or equivalent. Readings in French on the intermediate level.

FRE 2240 Conversation II (3) AS WLE

PR: FRE 2241 or equivalent proficiency Conversation practice with concentration on current idiomatic usage.

FRE 2241 Conversation I (3) AS WLE

PR: FRE 1121. For development of basic conversational skills.

FRE 3234 Reading in French Literature and Culture (3) AS WLE

PR: FRE 2201 or equivalent. This course is designed to build reading skills in French while giving students a broad background in French culture.

FRE 3391 French Cinema (3) AP WLE

PR: FRE 2200/C- Overview of French cinema from invention to present; concentrates on history, stylistic diversity, & thematic range of French cinema; explores cinematic trends & movements; examines film legends as well as contemporary greats; will be taught in French.

FRE 3420 Composition I (3) AS WLE

PR: FRE 2200 and/or FRE 2201. A fundamental composition course for students who have completed FRE 2200 and/or FRE 2201.

FRE 3470 Overseas Study (1-6) AS WLE

Departmental approval required. An intensive study-travel project in France.

FRE 3500 French Civilization (3) AS WLE

Readings and discussion on the cultural history of France.

FRE 3502 The Francophone World MW (3) AS WLE

An undergraduate 3 credit course, which offers an overview of the main French speaking cultures throughout the world, outside of France: French Canada, the Caribbean, Belgium, Switzerland, the Maghreb, Sub-Saharan Africa, the Indian Ocean, the Middle East, Southeast Asia, Louisiana.

General Business Courses

GEB 2935 Selected Topics in Business (1-6) BA GBA

Topics to be selected by department chairs.

GEB 3373 International Business (3) BP MAN

RR: Junior Standing An overview of unique problems faced by firms engaging in international activities across a broad spectrum of business activities including topics such as: accounting, finance, management, marketing, import-export, multi-national; country-risk analysis.

GEB 4890 Strategic Management and Decision Making MW (3) BA GBA

PR: Senior standing and FIN 3403, MAN 3025, MAR 3023. The course is intended to provide a unifying, integrating, and coordinating opportunity to tie together concepts, principles, and skills learned separately in other, more specialized courses in Business Administration.

GEB 4894 Healthcare Strategy (3) BP GEB

RR: Senior Standing This capstone course provides a unifying, integrating, and coordinating opportunity to tie together concepts, principles, and skill learned separately in the other, more specialized courses in Healthcare Administration. The primary focus will be to understand the role of strategic decision-making in evaluating the environmental factors impacting a healthcare firm, formulating and implementing decisions based on the environment, and evaluating the effectiveness of these decisions.

GEB 4935 Selected Topics in Business Administration (1-3) BA GBA

The content and organization of this course will vary according to the current interests of the faculty and needs of students.

Geography- Regional Areas Courses**GEA 2000 World Regional Geography SS HP AF (3) AS GPY**

Comparative and analytical analysis of representative regions of the world with emphasis on cultural, political, economic, environmental, and physical diversity.

Geography- Systematic Courses**GEO 2200 Introduction to Physical Geography NS (3) AS GPY**

CR: GEO 2200L. Principles of physical geography; maps, earth-sun relationships; meteorological, hydrological, pedological, aeolian, and glacial processes; and resultant landforms.

GEO 2200L Introduction to Physical Geography Lab (1) AS GPY

CR: GEO 2200. Laboratory portion of Introduction to Physical Geography (GEO 2200).

GEO 2400 Human Geography (3) AS GPY

Systematic treatment of human activities on earth; population, settlement, agriculture, industry, trade, transportation, and political aspects are among those considered.

GEO 3352 Human Footprint on the Landscape (3) AP ESP

The study of human-environment relationships from a primarily geographic perspective focusing on the human forces that shape landscapes.

GEO 4340 Natural Hazards (3) AS GPY

PR: Junior or Senior Standing. Examination of the physical, social, economic, political and cultural forces that create the phenomena of natural hazards. Case studies from around the world will include floods, droughts, tornadoes, hurricanes, freezes, heat waves, wild fires, earthquakes, tsunami, and volcanoes.

GEO 4372 Global Conservation 6A MW (3) AS GPY

The distribution, exploitation, and conservation of physical and human resources, ecology.

GEO 4450 Medical Geography (3) AP GPY

PR: GEA 2000/C-

Deepen understanding of spatial patterns of health/disease at local, regional & global scales; social, cultural, political, economic & epidemiological processes that underlie these patterns; varied approaches to addressing health inequalities/needs.

GEO 4471 Political Geography MW (3) AS GPY

PR: GEO 2400 or CI. The geographic factors underlying political decisions and influencing their outcome; the geographic consequences of these decisions; geopolitics.

GEO 4900 Directed Reading (1-4) AS GPY

PR: 20 hours in geography and CI prior to registration.

GEO 4910 Individual Research (1-4) AS GPY

PR: 20 hours in geography and CI prior to registration.

GEO 4930 Selected Topics (3) AS GPY

Topics are at the discretion of the instructor. This course will offer upper level, advanced topics in all aspects of Geography. Course can be repeated for credit as long as the title is different, for up to 8 credits.

GEO 4933 Geography Colloquium (1) AS GPY

Senior Standing in geography Weekly topical lectures by faculty and outside speakers. Students will develop a plan for their professional or graduate careers.

GEO 4940 Internship in Geography (1-4) AP GPY

PR: GPY majors only. Supervised field experience in local, national, and overseas government, NGOs, and private sector enterprises. Restricted to majors. Nonrepeatable.

Geography Information Science Courses**GIS 3006 Computer Cartography (3) AS GPY**

An introduction to the concepts underlying modern, computer-based mapping and to the collection and storage of digital spatial data.

GIS 4035C Remote Sensing of the Environment (3) AS GPY

PR: GIS 3006/C- Analysis of satellite images and aerial photographs for studies of the environment.

GIS 4043C Geographic Information Systems (3) AS GPY

An introduction to the concepts underlying Geographical Information Systems, with an emphasis on analytical capabilities of such systems in both raster and vector domains.

GIS 4300 Environmental Modeling with GIS (3) AP ESP

PR: GIS 4043C/C or GIS 5049/C or CI CR: GIS 4300L This course will examine the use of geographic information systems (GIS) for environmental modeling; provide students with an overview of applications of GIS to computer-based spatial models using spatial analytic and modeling tools (applications intrinsic to GIS).

GIS 4300L Environmental Modeling with GIS Laboratory (1) AS GPY

Laboratory exercises linked to the use of geographic information systems (GIS) for environmental modeling as-

sociated with the Environmental Modeling with GIS lecture course. (Co-req. of GIS 4300.)

GIS 5049 GIS for Non-Majors (3) AS GPY

An introduction to the concepts underlying digital thematic mapping and geographical information systems (GIS) for non-geography majors and non-geography graduate students.

Geology Courses

GLY 2000L Essentials of Geology Laboratory (1) AS GLY

Fundamental concepts and skills of modern geology, including rock and mineral identification, analysis of geologic maps, field analysis, and applications of computers in Geology. Required field trip.

GLY 2010 Dynamic Earth: Introduction to Physical Geology NS (3) AS GLY

Required for Geology majors; open to non-majors. Study of minerals, rocks, and dynamic processes of the earth. Introduction to the origin of earth's materials, landforms, and structures.

GLY 2010L Dynamic Earth Laboratory (1) AS GLY

PR: GLY 2010 or concurrent registration. Required for Geology majors; open to non-majors. Laboratory study of earth materials, landforms, geologic structures, topographic and geologic maps. Lec-lab-field trips.

GLY 3720C The Fluid Earth (4) AS GLY

PR: GLY 2000L; MAC 2311 and MAC 2312 or equivalent; CHM 2045 and CHM 2046; PHY 2048 and PHY 2048L. Physical, chemical and biological processes affecting fluids of the lithosphere, oceans and atmosphere. Water as a geologic medium and global entity. A systems approach. Not available as S/U for geology majors; S/U available for others.

GLY 4734 Beaches and Coastal Environments MW (3) AS GLY

A comprehensive introduction to the nature of all coastal environments including beaches, dunes, tidal inlets, estuaries, reefs, and river deltas. Emphasis will be on the natural state of these environments and how human activities have and will impact them. Consideration of coastal management policies involving economics, ethics, policy, and environmental law.

GLY 4930 Selected Topics in Geology (1-4) AS GLY

Each topic is a course under the direction of a faculty member with the content depending on the interests of the students and faculty involved. All areas of geology included.

GLY 5932 Selected Topics in Geology (1-4) AS GLY

PR: Senior or advanced junior standing. Each topic is a course under the direction of a faculty member. All areas of geology included.

Graphic Arts Courses

GRA 2103 Introduction to Computer Based Design (3)

AP ART

Introduction to visual communication principles and the Apple computer as a tool for graphic design. Students will use the Macintosh and design software such as PhotoShop, Illustrator, and InDesign to take basic projects from concept through production.

GRA 2206C Typography (3) VP ART

Restricted to graphic design majors. This foundational course explores the structure of letter forms and lettering. This course provides information about the importance of type in the context of graphic design and application for printed and electronic media.

GRA 3104 Computer Graphics (3) VP ART

Restricted to graphic design majors. This course is the continuation of Graphic Design I. The coursework emphasizes the utilization of electronic media for visual problem solving. Students will increase their skill with web based design and photo-editing software.

GRA 3193 Graphic Design I (3) VP ART

Restricted to graphic design majors. This course explores the application of formal design principles to visual problem solving through typography, layout, and web design. Students will apply conventional and electronic tools and techniques to the graphic design process.

GRA 3735 Multimedia Systems I (3) VP ART

Restricted to graphic design majors. This course introduces multimedia systems and focuses on their use as tools in the production of digital multimedia. Content covers all key hardware, navigation, and operating components.

GRA 4930C Graphic Design: Senior Studio (3) VP ART

Restricted to graphic design majors. Advanced problems in graphic design, advertising, and multimedia visual communication systems will be discussed and assigned as projects. Focus is upon efficient and effective use of technology in the design production process.

GRA 4940 Graphic Design: Internship (2) VP ART

Competitive portfolio may be required. Restricted to graphic design majors. On site supervised work experience in an educational, graphic studio, advertising agency, or corporate environment.

GRA 4945 Graphic Design: Professional Practicum (3) VP ART

Restricted to graphic design majors. Students fine-tune their portfolios, create self promotional print and digital projects and develop their resumes. Includes field trips to studios, agencies, corporate graphic departments and marketing firms.

GRA 4955C Senior Project: Portfolio (3) VP ART

Restricted to graphic design majors. This course covers the organization and presentation of a design/advertising/graphic portfolio and appropriate related materials. Emphasis is upon portfolio development, professional production, and self promotional skills.

History & Historiography Courses

HIS 3308 War and Society MW (3) AS HTY

An examination of the ways in which societies have organized themselves for war and how societies are changed by war. Also explores gendered expectations in war, and the changing conduct of war. Does not count for History major or minor credit.

HIS 3930 Special Topics (3) AS HTY

This course is designed to emphasize a selected historical problem or issue that is meaningful and challenging to the student. A variety of instructional approaches will be taken to the material. Topics will be changed each semester.

HIS 3938 Major Issues in History MW (3) AS HTY

This course provides an introduction to the disciplines of history by examining a specific historical issue and its relation to at least one of the following dimensions: gender, race and ethnicity, international perspectives, environmental perspectives. Does not count for History major or minor credit.

HIS 4104 Theory of History (4) AS HTY

PR: History major status and 2.25 HTY major GPA required. An analysis of the foundations of historical knowledge and historical methodology. Includes a survey of historical thinking and writing from ancient times to the present.

HIS 4936 Pro-Seminar in History 6A MW (4) AS HTY

PR: History major status and 2.25 HTY major GPA required. Advanced topics in the various fields of history. Emphasis on discussion of assigned readings and on research and writing of a major paper.

HIS 4940 Internship in History (1-4) AS HTY

HIS 4940 Internship in History (1-4) AP HTY

PR: History majors only. Supervised field experience in a research and writing-related position that relates to the History major. Possible internship sites include historical societies and museums. Restricted to majors. Repeatable for 6 total credits.

Health and Physical Education Courses

HLP 4710 Art, Music, Health, & Movement (2) EP EDR

RR: EP Majors Only Teacher candidates integrate Music, Art, Movement, Physical Education, and Health in elementary curriculum because of the importance of these content areas for children to learn to care for themselves physically, emotionally and aesthetically.

HLP 4722 Health and Physical Education for the Child (2) ED EDE

The course helps elementary education majors understand the health, and developmental needs of K-6 children and to learn the role of the classroom teacher in providing health services, healthy environments, and health & physical ed. instruction.

Healthcare Sciences Courses

HSA 3170 Healthcare Finance (3) BP FIN

This course seeks to broaden and deepen understanding of the issues involved in the financial activities of the healthcare industry. Emphasis is given to the principles and applications of healthcare finance important to entry-level managers.

HSC 3002 Introduction to Health Professions (3) AP VVA

An introduction to the various allied health professions. The current concept of comprehensive care of the ill and disabled. An orientation to the roles of the various health professions.

HSC 3301 Health, Safety, Nutrition and Motor Skills for the Young Child (3) ED EDP

Provide students with the knowledge to teach developmentally appropriate motor activities; to provide continuous health services; create and maintain a healthy learning environment; and sequence appropriate health instruction for Pre-K through 3rd grade students.

Humanities Course

HUM 1020 Introduction to Humanities FA (3) AS HUM

Analysis of selected works of literature, music, film, and visual art, representing artists of diverse periods, cultures, genders, and races. Especially recommended for students who later take 4000-level Humanities courses.

Industrial Psychology Courses

INP 4004 Industrial Psychology (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Applications of psychological principles to industry. Topics include: selection, training, motivation, job satisfaction, supervision, decision-making.

Information Systems Management Courses

ISM 3011 Information Systems in Organizations (3) BA QMB

PR: CGS 2100 or equivalent. An introduction to the language, concepts, structures and processes involved in the management of information systems including fundamentals of computer-based technology and the use of business-based software for support of managerial decisions.

ISM 3113 Systems Analysis and Design (3) BA QMB

PR: ISM 3011 with a grade of "C" or better (not C-). The course presents concepts, procedures, and tools needed to build computer-based information systems. The objective is to develop project management, data collection, analysis, design, testing and documentation skills.

ISM 3232 Business Application Development (3) BA QMB

PR: ISM 3011 with a grade of "C" or better (not C-). Presentation of business application development using an object-oriented programming language. Good program

design techniques are emphasized. Business applications are developed.

ISM 4212 Database Design and Administration (3) BA QMB

PR: ISM 3113 with a grade of "C" or better (not C-). An introduction to the concepts and principles of database management. Provides potential designers, users and managers of database systems with an understanding of physical vs. logical representations, data modeling, implementation, and data management.

ISM 4213 Advanced Database Administration (3) BA QMB

PR: ISM 3113, ISM 4212, with grades of "C" or better (not C-). Essential concepts of database administration in a business environment are covered in order to prepare students to understand and deal with database administration issues and concepts. Students gain hands-on experience by administering a database environment and completing assignments that involve resource management, data administration, security, backup, recovery and database tuning issues.

ISM 4220 Business Data Communications (3) BA QMB

PR: ISM 3011 with a grade of "C" or better (not C-). Fundamentals of data communication, including network architectures, communication protocols, transmission standards, and internetworking. Basic concepts in distributed computing will also be covered.

ISM 4300 Managing Information Resources (3) BA QMB

PR: ISM 4212 and ISM 4220, with grades of "C" or better (not C-). Current issues in information systems management focusing on managing computer resources and social issues such as ethics, privacy, and legal issues including intellectual property.

ISM 4382 Global Information Systems (3) BA QMB

PR: ISM 3011 with a grade of "C" or better (not C-). Role of information technology in global business organizations and challenges in building information systems to enable global operations.

ISM 4930 Selected Topics in ISM (1-3) BA QMB

Selected topics in MIS.

Interdisciplinary Studies Courses

IDS 3662 Arts Connections FA (3) VP FAI

This is an interdisciplinary course to the arts disciplines of music, dance, theatre, and art. Artists from the four disciplines will provide weekly presentations centered around issues and ideas that have formed the basis of their creative research. Influences of diversity, new technologies and community and public arts will be explored. This course will introduce students to the role the arts play in shaping their perceptions of the world as well as reflecting the underlying values and paradigms that form our culture(s).

Interdisciplinary Honors Courses

IDH 2010 Acquisition of Knowledge SS HP 6A (3) HC HON

PR: Admission to Honors College. An appreciation of the problems of how human understanding proceeds through operations such as perception, classification, and inference, among others, as well as the open philosophical questions behind these operations.

IDH 2930 Selected Topics in Honors (0-3) HC HON

This course is designed to emphasize a selected problem or issue that is meaningful and challenging to University Honors students and special populations. A variety of instructional approaches will be used. Topics will vary each semester. Repeatable for a total of 9 credits.

IDH 3100 Arts/ Humanities Honors FA HP(1-3) HC HON

PR: IDH 2010. An introduction to western arts and letters from the perspectives of three periods (classicism, romanticism, and modernism), the relationship of ideas to art, the similarities among the arts of a given period, and important differences between periods.

IDH 3350 Natural Sciences Honors NS (3) HC HON

PR: IDH 2010. An exploration of current knowledge concerning fundamental principles in the Sciences, their potential for application and attendant ethical and philosophical questions. Honors College students only. Repeatable up to 6 hours.

IDH 3400 Social and Behavioral Sciences Honors SS HP (3) HC HON

PR: IDH 2010. Introduction to the concerns of the Social and Behavioral Sciences, methods of inquiry, discovery, and validation of knowledge. A survey of the way various disciplines examine the question of how society is organized.

IDH 3600 Seminar in Applied Ethics SS HP (3) HC HON

PR: IDH 2010. This course explores ethical issues related to selected topics such as Ethics of Technology, Ethics in Business, Bio-Medical Ethics, Personal Ethics Development.

IDH 4000 Honors Program Seminar MW (4) HC HON

PR: IDH 2010. This course explores major works and major issues in a variety of disciplines. Each section will be devoted to content in a different academic area.

IDH 4200 Geographical Perspectives Honors AF (3) HC HON

PR: IDH 2010. An introduction to African, Latin American, Middle Eastern, or Asian perspectives focusing on social, political and economic, artistic, cultural and intellectual subject matter. The material will be presented within a geographical, chronological, and humanities background.

IDH 4910 Undergraduate Research (0-3) HC HON

PR: DPR.

A supervised program of interdisciplinary research in areas of specific interest. Open to all USF students by application through the undergraduate research coordinator.

IDH 4930 Selected Topics (1-3) HC HON

PR: IDH 2010 or CI.

This course is designed to emphasize a selected problem or issue that is meaningful and challenging to University Honors students and special populations. A variety of instructional approaches will be used. Topics will vary each semester. Repeatable for a total of 8 credits.

Interdisciplinary Social Science Courses**ISS 1101 Knowledge and Society (3) AS ISS**

Course introduces students to issues concerning the relationship between knowledge and society. Among the issues addressed are competing accounts of knowledge and the relationship between knowledge and other forms of human experience and different aspects of social life such as religion, morality, aesthetics, politics, and gender.

ISS 1102 Self and Society SS (3) AS ISS

Course introduces students to issues concerning the relationship between the self (or individual) and society. Among the topics that may be addressed are the idea of human nature, how human nature is shaped by social and cultural factors; the moral obligations between individuals and society; and how our understanding of the self is shaped by gender and culture.

ISS 1103 Nature and Culture SS (3) AS ISS

This course examines competing ideas and theories concerning the relationship between nature and culture. Among the issues and questions examined are the relationship between nature and our awareness of it; to what extent is nature transformable; should "nature" dictate the shape of social institutions; how does technology affect our society and environment.

ISS 3010 Introduction to the Social Sciences (3) AS ISS

Integrates the range of social science fields into a global interdisciplinary perspective. Views social institutions and issues from perspectives of changing paradigms.

ISS 3013 Introduction to the Social Sciences (3) AS ISS
Inactive; replaced by ISS 3010, effective Spring 2013.**ISS 3930 Selected Topics in the Social Sciences (1-4) AS ISS**

Interdisciplinary studies of varying topics, with course content dependent on student demand and instructor's interest.

ISS 4900 Directed Readings (1-3) AS ISS

PR: CI. A supervised program of intensive reading of interdisciplinary materials in areas of specific interest.

ISS 4910 Directed Research (1-3) AS ISS

PR: CI. A supervised program of interdisciplinary research in areas of specific interest.

ISS 4935 Seminar in the Social Sciences MW (3) AS ISS

PR: Senior standing and ISS 3010 or CI. The seminar which caps the interdisciplinary major. Weds personal curiosity with the application of theoretical models to research on salient social issues.

ISS 4940 Internship in Interdisciplinary Social Science (1-4)

Individual guidance in a selected internship. Restricted to majors. Non-repeatable.

International Relations Courses**INR 1015 World Perspective SS AF (3) AS INT**

An interdisciplinary study of the international system, major world regions and problems.

INR 2002 Introduction to International Relations (3) AS POL

Concepts and analytical tools applied to events such as politics among nations, control of foreign policies, types of actors, war and peace.

INR 3011 Globalization (3) AS INT

Influence of globalization on political-economic and social systems around the world. International organizations involved with globalization processes are studied along with nations benefiting and suffering from the consequences of globalization.

INR 3038 International Wealth and Power SS (3) AS INT

Introduction to the relationship between politics and economics, emphasizing the analysis of government policies in response to both domestic and international economic problems.

INR 3084 International Terrorism (3) AS INT

A study of contemporary international terrorism and its causes, ranging from national liberation movements to networks of philosophical anarchists.

INR 3102 American Foreign Policy (3) AS POL

Analysis of the development and scope of United States foreign policy, emphasizing goals and objectives, policy formulation and implementation, themes and issues.

INR 3202 International Human Rights MW (3) AS INT

This course explores the evolution of international rights from the Greeks to the present. It examines human rights issues in major regions of the world.

INR 4035 International Political Economy (3) AS POL

Analysis of the development and politics of the international economic system, focusing on questions of cooperation and conflict in trade, aid, and investment relationships.

INR 4083 Conflict In The World MW (3) AS INT

PR: Junior/Senior standing. An interdisciplinary course examining theories of conflict, conflict resolution processes and strategies, theories and peacemaking strategies, and the concept of Early Warning Systems related to the outburst of conflict.

INR 4254 Africa in World Affairs MW (3) AS INT

An examination of Africa's place and role in world affairs, including an analysis of the impact of external forces, international relations in post-colonial Africa, the relations of African states with the major world powers, the U.N. and its agencies.

INR 4403 International Law (3) AS POL

Examines essential components of the international legal system; recognition; succession; sea, air and space law, treaties, diplomats, International Court of Justice; laws of war, etc. Introduces the student to legal reasoning as employed in the international context.

INR 4502 International Organizations (3) AS POL

Study of the operations and structure of international organizations and effects on world politics; background

Journalism Courses

JOU 2100 Beginning Reporting (3) AS COM

PR: MMC 2100 and MMC 3602. Basic instruction in news judgment, sources of news, newsgathering, and news-writing techniques for various media. Typing ability is required.

JOU 3101 Advanced Reporting (3) AS COM

PR: JOU 2100 or RTV 3301 (RTV majors only), JOU 4201 (may be taken concurrently), PHI 1103 and POS 2041. Reporting and writing the more complex and specialized story. Techniques of investigative and analytical reporting, including ethical and legal considerations.

JOU 3308 Magazine Article and Feature Writing (3) AS COM

PR: CRW 2100 and JOU 2100. Planning, researching, writing, and marketing articles for general and special interest magazines and newspaper supplements. Experiences in developing article ideas and analysis of magazine articles.

JOU 3940 Reporting Practicum (1) AS COM

PR: JOU 3101 and CI. For journalism sequence majors. S/U only. Practical experience outside the classroom where the student works for academic credit under the supervision of a professional practitioner. Periodic written and oral reports to the faculty member coordinating the study.

JOU 4181 Public Affairs Reporting (3) AS COM

PR: JOU 3101 or RTV 3301 (RTV majors only), POS 2041 and POS 2112 or POS 3142. Covering city council meetings, courthouse, city hall, courts, society, and other special assignments. Emphasis is on coverage of major governmental units of all levels of government, including examination and interpretation of public documents and records.

JOU 4188 Neighborhood News Bureau (3) AS COM

PR: JOU 2100, MMC 2100, MMC 3602 This course provides students with experience and news clips. Classes are conducted as editorial meetings and students report and write about minority and multi-ethnic communities. The course is restricted to majors and is not repeatable for credit.

JOU 4201 News Editing I (3) AS COM

PR: ECO 1000, JOU 2100, and SYG 2010. Evaluating news and its display. Editing and rewriting copy for the mass media including new media, with emphasis on the daily newspaper. News judgment, headlines and makeup.

and achievement of the UN; regional organizations and multi-national corporations.

INR 4931 Selected Topics (1-3) AS GIA

Interdisciplinary studies with course content dependent on student demand and instructor's interest.

Ethical problems. Introduction to theories of design and graphics.

JOU 4206 Newspaper and News Publication Design (3) AS COM

PR: JOU 4201 or CI. Theoretical and practical applications of newspaper and news publication design, including typography, graphics, graphics software and electronic picture editing. Exercises in design for newspapers and news publications in both print and electronic formats.

JOU 4212 Magazine Design and Production (3) AS COM

PR: JOU 4201. Theoretical and practical application of design principles for magazines. Design software. Study of visual design, page architecture, typography, color and illustrations. Integration of design elements in the design of magazine covers. Design elements specific to magazine and production preparation.

JOU 4938 Senior Capstone Seminar (2) AS COM

PR: Senior standing as a department major. Students complete a final professional project, a portfolio, and exit examination. Senior Seminar is the result of the department's development of a plan to set and measure learning outcomes. It is restricted to majors and not repeatable for credit.

JOU 4941 Editing Practicum (1) AS COM

PR: Senior standing, JOU 4201 and CI. For journalism sequence majors. S/U only. Practical experience outside the classroom where the student works for academic credit under the supervision of a professional practitioner. Periodic written and oral reports to the faculty member coordinating the study.

JOU 4944 Magazine Practicum (1) AS COM

PR: Senior standing and CI. For journalism sequence majors. S/U only. Practical experience outside the classroom where the student works for academic credit under the supervision of a professional practitioner. Periodic written and oral reports to the faculty member coordinating the study.

JOU 5105 Newswriting and Editing (3) AS COM

PR: GS in Mass Communications or CI. Introduction to the basics of gathering, writing, and editing the news, with an emphasis on practical assignments done under professional conditions and standards. Discussions, readings emphasize the larger context and implications of news.

JOU 5305 Explorations in Newswriting (3) AS COM

PR: CC. Students work to develop writing styles, reporting on and creating stories about significant issues, events, and ideas. The course explores the notion that narrative-style journalism can be accurate, thorough, fair, and

compelling, effectively bringing readers into stories and giving them a bigger stake in the news. The focus is on-going beyond traditional practices of reporting and writing news stories.

Language and Culture Courses

CLT 3370 Classical Mythology HP (3) AS WLE

Study of Greek and Roman myths embodied in classical literature and of their impact on Western civilization. All readings are in English.

Language Arts & English Education Courses

LAE 4323 Methods of Teaching English: Middle School (3) ED EDT

Must be taken one or two semesters prior to internship. Recommended to be taken with LAE 4464. Whole language methods of integrating reading, writing, speaking, listening, viewing, and critical thinking activities into a literature-based program for middle school students.

LAE 4335 Methods of Teaching English: High School (3) ED EDT

PR: LAE 4464. Must be taken one semester prior to internship concurrently with LAE 4530. Whole language methods of integrating reading, writing, speaking, listening, viewing, and critical thinking activities into a literature-based program for high school students.

LAE 4343 Writing Across the Curriculum (2) EP EDR

RR: SP-COE majors only Prepares pre-service teachers by developing an understanding of the foundations of writing through the use of Writers workshops and instructional strategies necessary to provide adequate instruction to emergent, novice, and transitional writers.

LAE 4414 Teaching Literature in the Elementary School, Grades K-6 6A LW (3) ED EDE

Jr./Sr. Standing The purpose of this course is for students to survey and analyze the genres of children's literature and to develop instructional strategies to use literature in literacy learning across the curriculum.

LAE 4464 Adolescent Literature for Middle and Secondary Students 6A LW (3) ED EDT

PR: English Education majors or CI. Recommended to be taken with LAE 4323 two semesters prior to internship. A study of the types of literature read by adolescents with an emphasis upon the criteria for the choice of good books and knowledge of available books and teaching materials.

LAE 4530 Methods of Teaching English: Practicum (3) ED EDT

PR: Senior standing or enrollment in Plan II Master's Program. CR: LAE 4323 or LAE 4335. Taken one semester, spring or fall, prior to internship.

LAE 4936 Senior Seminar in English Education (2) ED EDT

PR: Senior standing. Required concurrently with internship. Synthesis of teacher candidate's courses in complete college program.

Latin America History Courses

LAH 2020 Latin American Civilization HP AF (3) AS HTY

An introduction to selected issues, events, and people in Latin American history from 1492 to the present. Focus on Argentina, Brazil, Chile, Cuba, and Mexico. Intended for students in any discipline; no prerequisites. An entry-level course for Latin American studies.

LAH 2733 Latin American History in Film HP AF (3) AS HTY

Through the use of films and readings, the course introduces the broad sweep of Latin American history from the pre-Columbian period to today. Emphasis is placed on the social-cultural context to understand the peoples and events that have shaped Latin America.

LAH 3200 Modern Latin America (3) AS HTY

A study of the emergence of the Latin American states. The course will examine developments in Latin America during the nineteenth and twentieth centuries. Special attention is given to the Third World character of the region.

LAH 3430 History of Mexico (3) AS HTY

Mexican history from pre-Columbian cultures to the twentieth century. Emphasis falls on the colonial political economy, social development, the wars of independence, development of the 19th century Mexican state and the Mexican revolution.

LAH 3470 History of the Caribbean (3) AS HTY

A thematic study of the circum-Caribbean from pre-Columbian cultures to the twentieth century, emphasizing the development of the Caribbean political economy with emphasis on monoculture, plantation society, and colonial/neo-colonial relationships.

LAH 3480 History of Cuba (3) AS HTY

Cuban history from pre-Columbian cultures to the Cuban Revolution. Emphasis on colonization, the sugar economy, the struggles for independence, the political economy of the Republic, and the 20th century revolutionary process.

Leadership Courses

LDR 2010 Leadership Fundamentals (3) US STL

Covers a broad range of leadership topics from self-development and understanding of self, to group behavior, organizational design, ethics and teamwork. The potential of every individual to develop effective leadership skills is examined.

LDR 3263 Community Leadership Practicum (3) US STL

This course involves the transference of leadership theories into practice. It provides a practical forum for students to examine and develop personal leadership skills.

LDR 3930 Selected Topics in Student Leadership (1-4) US STL

Course content will depend upon the interest of the faculty member and student demand.

LDR 4114 Survey of Leadership Readings (3) US STL
Survey of historical and contemporary writings on leadership skills and practices. Examines the contextual manner in which the leader functions.

LDR 4204 Ethics and Power in Leadership (3) US STL
PR: LDR 2010 (SLS 2260), LDR 4204 (SLS 4274). Course reviews arguments for ethics in leadership as proposed by both contemporary and ancient leadership theories. It also examines theories of power and authority, and seeks answers to the apparent dilemmas through applied moral theory and psychology.

SLS 1107 University Success (1) AM/STL
This course is designed to develop skills required for success in university courses & campus life such as: effective use of campus resources -community engagement -critical thinking & writing skills -academic & career planning.

SLS 2260 Leadership Fundamentals (3) US STL
Replaced by LDR 2010, effective Spring 2009.

SLS 3930 Selected Topics in Student Leadership (1-4) US STL
Replaced by LDR 3930, effective Spring 2009.

SLS 4015 Images of Leadership in Print and Film (3) US STL
Replaced by LDR 4564, effective Spring 2009.

SLS 4274 Ethics and Power in Leadership (3) US STL
Replaced by LDR 4204, effective Spring 2009.

Library and Internet Research Skills Courses

LIS 2005 Library and Internet Research Skills (3) AS LIS
An introduction to information research skills as they apply to using both academic libraries and the Internet. Assignments will focus on developing skills to locate, evaluate, and use sources of information.

Linguistics Courses

LIN 3010 Introduction to Linguistics (3) AS WLE
Introduction to the basic principles of linguistic science; phonological and grammatical analysis and description; language change and genetic relationships.

LIN 3670 English Grammar and Usage (3) AS ENG
A course in the basics of traditional English grammar designed as a complement to our composition and creative writing courses, as a review for those students who will take preprofessional exams, and as a basic course for students interested in improving their knowledge of English. Will not be counted toward the English major.

LIN 4680 Structure of American English (3) AS ENG
Inactive FALL12.

Literature Courses

LIT 2000 Introduction to Literature 6A HP (3) AS ENG
The nature and significance of literature in its various forms: fiction, drama, poetry; emphasis on the techniques of reading literature for informed enjoyment. Will not be counted toward the English major.

LIT 2010 Introduction to Fiction 6A HP (3) AS ENG
A study of the short story and novel as literary forms; approached from an historical perspective though not restricted to any historical period. Will not be counted toward the English major.

LIT 2040 Introduction to Drama 6A HP (3) AS ENG
A study of the major forms of drama as literature and theatre; approached from an historical perspective though not restricted to any historical period. Will not be counted toward the English major.

LIT 3031 Survey of Poetry (3) AS ENG
Inactive: Replaced by LIT 4XXX FALL12.

LIT 3043 Modern Drama (3) AS ENG
Inactive: Replaced by LIT 4XXX FALL12.

LIT 3093 Contemporary Literature (3) AS ENG
Inactive FALL12.

LIT 3101 Literature of the Western World Through the Renaissance 6A (3) AS ENG
A study in English of the great works of Western Literature from its beginnings through the Renaissance, including the Bible, Homer, Sophocles, Plato, Euripides, Virgil, Cicero, Dante, Petrarch, Machiavelli, and Rabelais, among others.

LIT 3102 Literature of the Western World Since the Renaissance 6A (3) AS ENG
A study in English of the great works of Western Literature from the Neoclassic to the Modern Period, including such writers as Moliere, Racine, Voltaire, Dostoevsky, Chekhov, Ibsen, Kafka, Gide, Sartre, and Camus, among others.

LIT 3103 Great Literature of the World 6A MW LW (3) AS ENG
A survey of world literature including samples from the ancient and modern era, western and eastern traditions, male and female writers, and various ethnic cultures. Focus on values/ethics, race, ethnicity, and gender; thinking and writing skills. Will not be counted toward the English major.

LIT 3144 Modern European Novel (3) AS ENG
Inactive: Replaced by LIT 4XXX FALL12.

LIT 3155 Modern Literature 6A MW LW (3) AS ENG
Examines major literary works of the 20th Century and explores ways in which authors have expressed the age, its great issues and conflicts, in order to gain an historical perspective that will help relate the present to the recent past. Will not be counted toward the English major.

LIT 3301 Cultural Studies and the Popular Arts 6A MW LW (3) AS ENG

A study of twentieth century culture as it is represented in the film, fiction, and other cultural artifacts of many different nationalities. Focuses on values/ethics, race, ethnicity and gender; thinking and writing skills. Will not be counted toward the English major.

LIT 3353 Literature, Race, and Ethnicity (3) AP VVA

PR: ENC 1102/C- Course examines the intersections of race, ethnicity & literature. Focusing on one or multiple groups, provides a conceptual grounding in how written identities are formed from within marginalized communities & how groups use writing to define themselves.

LIT 3374 The Bible As Literature MW (3) AS ENG

Inactive FALL12.

LIT 3383 The Image of Women in Literature 6A MW LW (3) AS ENG

A study that seeks to trace the origins of contemporary views about women, to analyze major Eastern/Western literary portrayals of women, to examine ideas about women's roles, and to compare/contrast cultural/racial images of women. Will not be counted toward the English major.

LIT 3451 Literature and the Occult 6A MW LW (3) AS ENG

An introduction to the occult tradition as a major ingredient in English, Continental, American, and Multicultural literature; analysis of the origins, classifications, and areas of the various magic arts from classical times through the present. Focuses on values/ethics, race/ethnicity and gender; thinking and writing skills. Will not be counted toward the English major.

LIT 3513 Literature, Gender, and Sexuality (3) AP VVA

PR: ENC 1102/C- Surveys literature from the perspective of gender & sexuality; studying a variety of genres/forms, familiar as well as lesser-known figures; analyze texts aesthetically & rhetorically within various historical, cultural, & theoretical contexts.

LIT 3930 Special Topics in English Studies (3) AS ENG

Inactive FALL12.

LIT 4386 British and American Literature by Women 6A MW LW (3) AS ENG

Survey of women's literary tradition in England and America from the seventeenth century to the present. Thematic focus includes self, marriage, sexuality, madness, race and generations. Writing intensive. Will not be counted toward the English major.

LIT 4930 Selected Topics in English Studies (1-3) AS ENG

The content of the course will be governed by student demand and instructor interest. It will examine in depth a recurring literary theme or the work of a small group of writers. Special courses in writing may also be offered under this title. May be taken twice for credit with different topics.

LIT 4931 Studies in World Literature and Cultures (3) AP VVA

PR: ENC 1102/C- This course examines how social, political, cultural, economic, and intellectual issues intersect with one particular theme or issue from a global perspective; requires intense reading, a grasp of current literary scholarship, and rigorous written exercises. Repeatable: 6 credits maximum.

Management Courses

MAN 3025 Principles of Management (3) BA MAN

PR: Junior standing. Examines intrapersonal, interpersonal, group/team, organizational, and environmental (both stakeholder and societal) factors influencing the management task.

MAN 3093 Healthcare Management (3) BP MAN

This class is designed to prepare the student for a management role within the healthcare industry and will focus upon the fundamental building blocks necessary to manage a firm that provides high quality healthcare delivery.

MAN 3240 Organizational Behavior Analysis (3) BA MAN

PR: MAN 3025. The course covers research literature relevant to organizational functioning including behavioral effects of power and authority, formal organization, structural variation, leadership, motivation, and communication.

MAN 3301 Human Resource Management (3) BA MAN

To develop a broad exposure to new approaches, techniques, and future trends in the management of personnel. A study of the major functions in personnel including job analysis, manpower planning, selection, performance evaluation, training, and wage and salary administration.

MAN 3401 Industrial Relations (3) BA MAN

Conceptualization of the administrative problems arising from unionization. Emphasis on the relationship between management and employee representatives in private and public employment.

MAN 4280 Organizational Development and Change (3) BA MAN

PR: MAN 3240 or CI. A lab course where students experimentally apply behavioral science techniques in an "action-research" framework to the cycle of planned change so as to build a more effective organization.

MAN 4282 Organizational Assessment (3) BA MAN

PR: MAN 3240. The analysis and measurement of factors which influence organizational effectiveness and the quality of work life. Data based cases will be used by students to assess managerial and supervisory skills and to measure organizational functioning and work design.

MAN 4402 Employment Laws (3) BA MAN

Federal and state regulation of the employment relationship, including wage and hour laws; EEO; affirmative action programs; employee benefits; insurance; workers' compensation, safety, health, employee's personal rights; collective bargaining legislation.

MAN 4600 International Management (3) BA MAN
PR: MAN 3025, Senior Standing or CI. Examines the effects of international cultural differences on business practices within and outside the United States and provides methods to build synergies and establish/enhance competitive advantage via those differences.

MAN 4802 Entrepreneurship and Small Business Management (3) BA MAN
PR: ACG 2021, ACG 2071, MAR 3023, or CI. Study of the factors involved in starting and managing a small- to medium-sized business. Emphasis on conduct of pre-business feasibility study, start-up of business, successful management of the firm, and options for succession or termination.

MAN 4804 Small Business Management Counseling (3) BA MAN
PR: MAN 4802 or CI. Field application in small business settings by (a) analyzing an on-going small business and developing recommendations for making improvements; or (b) conducting a feasibility study for a new enterprise and developing a strategy for implementation if favorable.

MAN 4930 Selected Topics in Management (1-3) BA MAN

Topics to be selected by instructor and department chairperson for pertinent Management issues.

Marketing Courses

MAR 3023 Basic Marketing (3) BA MKT
PR: Junior standing. Survey of the marketing of goods and services within the economy. Attention is paid to the impact of marketing on other functional areas of business as well as society.

MAR 3400 Professional Selling (3) BA MKT
PR: MAR 3023 or CI. A study of the stages of the professional selling process, and the role of sales in today's marketing environment. Emphasis on learning adaptive selling techniques and developing effective interpersonal communications skills. Sales careers are examined.

MAR 3613 Marketing Research (3) BA MKT
PR: QMB 2100, MAR 3023. A study of research methods and techniques applicable to problem solving in marketing. Attention is also given to defining information needs, determining the value of information, interpreting and reporting information for use in marketing decision making.

MAR 3823 Marketing Management (3) BA MKT
PR: MAR 3023. An applications oriented study of the marketing function at an intermediate level. Emphasis upon techniques for analysis and problem-solving. Builds upon the principles and concepts learned in MAR 3023, and provides a strong foundation for the remaining courses in the marketing curriculum.

MAR 4156 International Marketing (3) BA MKT
PR: MAR 3023. A study of procedures and problems associated with establishing marketing operations in foreign countries. Includes the institutions, principles and

methods involved in the solution of these business problems as well as the effects of national differences on business practices and buyer behavior.

MAR 4231 Retailing Management (3) BA MKT
PR: MAR 3023/C- or CI. A comprehensive study of the retailing structure, institutions, and environment; includes pertinent management theories and practices in analyzing, organizing, planning, and controlling retail operations.

MAR 4333 Promotion Management (3) BA MKT
PR: MAR 3023 or CI. A study of the role of promotion in the marketing program of the firm, including the promotional tools available to the marketing manager and the various types of decisions made in the promotional area. Decision making process in development of a promotional program is emphasized.

MAR 4712 Healthcare Marketing (3) BP MKT
A foundational knowledge of the principles of marketing and their application in healthcare administration including the concepts of marketing strategy, customer/patient orientation, products and services, promotion, distribution and pricing issues.

MAR 4824 Marketing Management Problems (3) BA MKT

PR: Senior Standing, MAR 3823, MAR 3613, MAR 4333. The integration of marketing knowledge applied to decision roles in managing the total marketing effort of firms, and coordination with other major functional areas on specific problems.

MAR 4933 Selected Topics In Marketing (1-3) BA MKT
Topics to be selected by instructor and department chairperson.

Mathematics- Calculus & Precalculus Courses

MAC 1105 College Algebra 6A QM (3) AS MTH
PR: MAT 1033/C or SAT Math score ≥ 490 or ACT Math ≥ 21 or Elementary Algebra CPT ≥ 90 or College-Level Math CPT ≥ 40 . No credit for students with prior credit for MAC 1140 or MAC 1147. Concepts of the real number system, functions, graphs, and complex numbers. Analytic skills for solving linear, quadratic, polynomial, exponential, and logarithmic equations. Mathematical modeling of real life applications. College Algebra may be taken either for General Education credit or as preparation for a pre-calculus course.

MAC 1140 Precalculus Algebra 6A QM (3) AS MTH
PR: MAC 1105/C or SAT Math Score ≥ 550 or ACT Math ≥ 24 . CP: MAC 1114. Review of functions and graphs. Analytic geometry including conic sections and rotation of axes, systems of equations including matrix algebra and determinants, sequences and series including Binomial Theorem.

MAC 1147 Precalculus Algebra and Trigonometry 6A**QM (4) AS MTH**

PR: MAC 1105/C or SAT Math \geq 550 or ACT Math \geq 24 or College-Level Math CPT \geq 60. No credit for students with credit for either MAC 1140 or MAC 1114. This is an accelerated combination of MAC 1140 and MAC 1114; this course is best for students who have already seen some trigonometry. See the descriptions of MAC 1140 and MAC 1114.

MAC 2233 Business Calculus 6A QM (3) AS MTH

PR: MAC 1105/C or MAC 1140/C or MAC 1147/C or SAT Math \geq 590 or ACT Math \geq 26 or College-Level Math CPT \geq 78. No credit for mathematics majors or students with credit for MAC 2241, MAC 2281, or MAC 2311. Linear equations and functions, mathematics of finance, differentiation and integration of algebraic, exponential and logarithmic functions with applications to business, finance and economics.

MAC 2241 Life Sciences Calculus I 6A (3) AS MTH

PR: MAC 1114/C or MAC 1147/C or SAT Math \geq 650 or ACT Math \geq 29 or College-Level Math CPT \geq 90 and knowledge of trigonometry. No credit for math majors or students with credit in MAC 2233, MAC 2281, or MAC 2311. Differentiation and integration of algebraic, trigonometric, exponential, and logarithmic functions with applications to life sciences.

MAC 2242 Life Sciences Calculus II 6A (3) AS MTH

PR: MAC 2241/C. Techniques of integration, differential equations, functions of several variables, series, and Taylor polynomials. No credit for mathematics majors or students with credit in MAC 2282 or MAC 2312.

MAC 2311 Calculus I 6A QM (4) AS MTH

PR: (MAC 1114/C and MAC 1140/C) or MAC 1147/C or SAT Math \geq 650 or ACT Math \geq 29 or College-Level Math CPT \geq 90 and knowledge of trigonometry. No credit for students with credit in MAC 2233, MAC 2241, or MAC 2281. Differentiation, limits, differentials, extremes, indefinite integral. No credit for students with credit in MAC 2233 or MAC 2243 or MAC 2311.

MAC 2312 Calculus II 6A QM (4) AS MTH

PR: MAC 2311/C or CC. No credit for students with credit in MAC 2242 or MAC 2282. Anti-derivatives, the definite integral, applications, series, log, exponential and trig functions.

MAT 1003 Intermediate Algebra (3) AS ESP

PR: MAT 0024C/C or SAT Math $<$ 460 or ACT Math $<$ 19. This course provides students with an opportunity to develop algebraic knowledge needed for further study in several fields such as engineering, business, science, computer technology, and mathematics.

Mathematics Education Courses**MAE 4310 Teaching Elementary School (K – 6)****Mathematics I (3) ED EDE**

PR: Admission to College of Education and two college level mathematics courses. Methods for teaching number ideas, computation skills, and mathematical reasoning in elementary (K - 6) classrooms.

MAE 4314 Mathematics for all Students (4) EP EDE

PR: EEX 4012 and MAC 1105 or higher minimum grade C-. CR: EDG 4943. Elementary, ESOL, & Exceptional Student Education methods for teaching, diagnosing, and remediating problem solving; numeration systems; whole number concepts and computation; fraction, decimal, and percent concepts and computation. Includes research perspectives.

MAE 4326 Teaching Elementary School (K – 6)**Mathematics II (3) ED EDE**

PR: MAE 4310. Methods for teaching informal geometry, measurement, probability , statistics, and algebraic thinking for elementary school (K - 6) classrooms.

Microbiology Courses**MCB 3020C General Microbiology (4) AS BCM**

PR: BSC 2010, BSC 2010L, BSC 2011, BSC 2011L, and CHM 2210 and MAC 1105 or higher-level MAC course or STA 2023. Structure and function of bacteria, archaea, viruses, and eukaryotic microbes. Laboratory includes media preparation and culturing, staining and enumeration Techniques. Lecture and Laboratory. PCB 3063 is recommended.

Mathematics- General and Finite Courses**MGF 1106 Finite Mathematics 6A QM (3) AS MTH**

PR: C (2.0) or better in MAT 1033, or 440 or better SAT Math score, or 19 or better ACT Math Score, or 72 or better Elementary Algebra CPT score. Concepts and analytical skills in areas of logic, linear equations, linear programming, mathematics of finance, permutations and combinations, probability, and descriptive statistics.

MGF 1107 Mathematics for Liberal Arts 6A QM (3) AS MTH

PR: C (2.0) or better in MAT 1033, or 440 or better SAT Math score, or 19 or better ACT Math Score, or 72 or better Elementary Algebra CPT score. This terminal course is intended to present topics which demonstrate the beauty and utility of mathematics to the general student population. Among the topics which might be included are: Financial Mathematics, Linear and Exponential Growth, Numbers and Number Systems, Elementary Number Theory, Voting Techniques, Graph Theory, and the History of Mathematics.

Mass Media Communication Courses**MMC 2100 Writing for the Mass Media (3) AS COM**

PR: Sophomore standing; 2.75 overall grade point average; grade of "C" in ENC 1101, ENC 1102, and passing score on English Diagnostic Test. An introduction to the basic

skills of writing for the mass media with practice in library research, persuasive writing, and informational writing.

MMC 3140 Web Publishing (3) AS COM

PR: JOU 2100, MMC 2100, MMC 3602, VIC 3001. Course is intended for those with little previous Web design/publishing experience. Course will introduce students to the basic topics, nomenclature, pragmatics, and mechanics involved in Web publishing. Restricted to majors. Not repeatable for credit.

MMC 3602 Mass Communications and Society SS HP (3) AS COM

PR: Sophomore standing. A survey of the history, theory, processes, and philosophy of mass communications and the mass media in the United States, and their relationship to the other major institutions of American society.

MMC 4106 Science Writing (3) AS COM

PR: CI. Will focus on techniques (angles, analogies, story structures, dialogue, narrative/plot) to translate complex scientific information into simplified but accurate stories for a non-scientific audience. NOT restricted to majors; not repeatable for credit.

MMC 4120 Media Convergence (3) AS COM

PR: JOU 2100, MMC 2100, MMC 3602. Students will learn to write for various media and develop news judgment across platforms. A project will include writing, digital photography and capturing audio for a Web news report. Restricted to majors; not repeatable for credit.

MMC 4131 Video Storytelling (3) AS COM

PR: MMC 2100, MMC 3602, VIC 3001. Students will be introduced to concepts and technologies needed to begin working with video as a medium of communication. Basic principles of video editing are taught with short and long form projects. Restricted to majors; not repeatable for credit.

MMC 4200 History and Principles of Communications Law (3) AS COM

PR: MMC 2100 and MMC 3602. Historical and constitutional backgrounds of freedom and control of expression, statutory enactments, major court decisions and administrative rulings which affect print media, telecommunications, advertising, public relations, and new media.

MMC 4203 Communication Ethics (3) AS COM

PR: MMC 2100 and MMC 3602 or CI. A study of the fundamental principles and philosophies of ethics and their application to the decision-making process in the various professions of mass communications.

MMC 4420 Research Methods in Mass Communications (3) AS COM

PR: MMC 2100 and MMC 3602. An introduction to the theory and practice of quantitative and historical research methods as applicable to the study of media and mass communications. Emphasis on survey research, evaluation of data, and report writing.

MMC 4503 Literary Journalism (3) AS COM

PR: JOU 2100 and MMC 2100 or CI. Students will read, discuss, and analyze major works of literary journalism, demonstrating their ability to think critically about the

works covered by submitting written commentaries about them.

MMC 4900 Directed Reading in Mass Communications (1-3) AS COM

PR: Junior standing and CI. Reading and directed study in special topics.

MMC 4910 Individual Research in Mass Communications (1-3) AS COM

PR: Junior standing and CI. The course provides means for a student to do independent study in an area not covered by a numbered course.

MMC 4936 Selected Topics in Mass Communications Studies (1-3) AS COM

PR: MMC 2100, MMC 3602 and CI. Courses designed to meet current or specific topics of interest to instructors and students.

MMC 4945 Media Internship-Seminar (3) AS COM

PR: CI and 15 hours in Mass Comm. courses and completion of an 8-12 week paid media internship with newspaper, broadcast station, or other media-related agency approved by the School. S/U only. Reports on experiences for discussion and evaluation.

Military Science & Leadership Courses

MSL 1001C Leadership and Personal Development (2) US MIS

Introduces to personal challenges & competencies critical to effective leadership; teaches personal development life skills relative to leadership, officership, & Army profession; focuses on gaining understanding of ROTC Program & its purpose in Army.

MSL 1002C Introduction to Tactical Leadership (2) US MIS

Presents leadership basics (eg: setting direction, problem-solving, listening, briefs, giving feedback & use of effective writing skills); explores dimensions of leadership values, attributes, skills & actions in context of practical hands-on exercises.

MSL 2101C Innovative Team Leadership (2) US MIS

Explores creative & innovative tactical leadership strategies & styles. Develops knowledge of leadership values & attributes by understanding Army rank, structure, & duties. Broadens knowledge of land navigation & squad tactics.

MSL 2102C Foundations of Tactical Leadership (2) US MIS

Examines challenges of leading tactical teams in complex current operating environment; highlights dimensions of terrain analysis, patrolling & operation orders; develops greater self-awareness, communication & team building skills.

MSL 2900 Army Physical Readiness (1) US MIS

This course will train students in the unique role of Army physical readiness in sustaining military operations. It will also prepare students to plan, prepare, and conduct mil-

itary fitness training. Repeatable for 8 semesters, but only 4 credit hours will be counted toward the program.

MSL 2901 Basic Leader Training (4) US MIS

PR: CI. A 35 day internship at Fort Knox, Kentucky that incorporates a wide range of military subjects designed to develop/evaluate leadership and officer potential. The course is intentionally stressful and designed to build individual confidence through the accomplishment of tough and demanding training. Students completing the course may qualify for entry into the ROTC Advanced Course.

MSL 3201C Adaptive Team Leadership (3) US MIS

Challenges to study, practice, & evaluate adaptive team leadership skills as demands of the ROTC LDAC are presented. Uses challenging scenarios to develop self-awareness & critical thinking skills. Provides specific feedback on leadership abilities.

MSL 3202C Leadership in Changing Environments (3) US MIS

Challenges to study, practice, & evaluate adaptive leadership skills as demands of ROTC Leader Development Assessment Course are presented. Develops self-awareness & critical thinking skills with challenging scenarios. Provides feedback on leader skills.

MSL 4301C Developing Adaptive Leaders (3) US MIS

Develops ability to plan, & assess complex operations, functioning as member of a staff; provides performance feedback to subordinates; gives opportunities to assess risk, make ethical decisions, & lead fellow cadets; prepares in becoming Army officer.

MSL 4302C Leadership in a Complex World (3) US MIS

Explores dynamics of leadership in complex situations of current military operations in current operating environment; examines differences in courtesies, military law, principles of war & rules of engagement in face of international terror & more.

MSL 4930 Advanced Directed Study and Research (1-3) US MIS

PR: CI and permission of Professor of Military Science. Intensive individual study in a particular aspect of military science that is not covered in regular course offerings. Request for enrollment must be made prior to registration in the form of a written proposal.

Music Literature Courses

MUL 3012 Music in Your Life FA (3) VP MUS

Replaced by MUL 3011 Spring 2012

MUL 3011 Music in Your Life FA (3) VP MUS

Open only to non-music majors. A study in the art of music and its materials, designed to develop an understanding of basic principles of music and a technique for listening to music.

Replaces MUL 3012 Spring 2012

Philosophy Courses

PHI 1103 Critical Thinking SS (3) AS PHI

Methods of thinking that lead to reliable conclusions, with emphasis on concrete cases in ordinary thinking and the sciences.

PHI 2630 Contemporary Moral Issues SS (3) AS PHI

Open to all students. A study of contemporary moral issues concerning racism, sex, sexism, abortion, poverty, crime, war, suicide, and human rights in general.

PHI 3633 Biomedical Ethics (3) AS PHI

This course will focus on the ethical issues arising from advances in medical practice, delivery of health care, and scientific research.

PHI 3636 Professional Ethics (3) AS PHI

An examination of the ethical problems that professionals will face in the complex, global society of the next few decades: confidentiality, divided loyalty, racism/sexism, etc.

PHI 3640 Environmental Ethics SS (3) AS PHI

A study of alternative theories of environmental ethics, including the application of these theories to contemporary environmental problems, such as pollution, resource depletion, species extinction, and land use.

PHI 4905 Directed Study (1-4) AS PHI

PR: CI. Approval slip from instructor required. Individual study directed by a faculty member.

PHI 4930 Selected Topics (1-3) AS PHI

Selected topics according to the needs of the senior students.

PHI 5913 Research (1-4) AS PHI

PR: CI. Approval slip from instructor required. Individual research supervised by a faculty member.

PHI 5934 Selected Topics (1-3) AS PHI

PR: CI. Approval slip from instructor required. Selected topics according to the needs of the student.

Photography Courses

PGY 3610C Photojournalism I (3) AS COM

PR: MMC 2100 and MMC 3602. Laboratory required. Fundamentals of news and feature photography. Camera operation, picture composition, darkroom techniques, editing in digital format with introduction to software applications. History, ethics and law of photojournalism.

PGY 3620 Photojournalism II (3) AS COM

PR: PGY 3610C. Laboratory required. Advanced process and practice of photography for publication.

PGY 3801C Digital Media I (3) VP ART

Replaced by PGY3820C Spring 2011

PGY 3820C Digital Media I (3) AS ART

PR: MMC 2100 and MMC 3602. Laboratory required. Fundamentals of news and feature photography. Camera operation, picture composition, darkroom techniques,

editing in digital format with introduction to software applications. History, ethics and law of photojournalism.

PGY 4802C Digital Media II (3) VP ART

Replaced by PGY 4822C Spring 2011

PGY 4822C Digital Media II (3) VP ART

Restricted to majors. This course builds upon the concepts introduced in Digital Media I and focuses upon digital photographic, web and digital video creation.

Physics Courses

PHY 2048 General Physics I (3) AS PHY

PR: MAC 2281 or MAC 2311. Must be taken concurrently with lab and, if dropped, then dropped simultaneously. May not receive credit for both the PHY 2053 and PHY 2048 courses. First semester of a two semester sequence of calculus-based general physics (mechanics, wave motion, sound, thermodynamics, geometrical and physical optics, electricity, and magnetism) for physics majors and engineering students.

PHY 2048L General Physics I Laboratory (1) AS PHY

PR: MAC 2281 or MAC 2311. Must be taken concurrently with lecture and, if dropped, then dropped simultaneously. May not receive credit for both the PHY 2053L and PHY 2048L courses. First semester of a two-semester sequence of general physics (mechanics, wave motion, sound, thermodynamics, geometrical and physical optics, electricity, and magnetism) and laboratory for physics majors and engineering students.

PHY 2049 General Physics II (3) AS PHY

PR: MAC 2282 or MAC 2312, PHY 2048, PHY 2048L. Must be taken concurrently with lab and, if dropped, then dropped simultaneously. May not receive credit for both the PHY 2054 PHY 2054 and PHY 2049 courses. Second semester of general physics and laboratory for physics majors and engineering students.

PHY 2049L General Physics II Laboratory (1) AS PHY

PR: MAC 2282 or MAC 2312, PHY 2048, PHY 2048L. Must be taken concurrently with lecture and, if dropped, then dropped simultaneously. May not receive credit for both the PHY 2054L PHY 2054L and PHY 2049L courses. Second semester of general physics and laboratory for physics majors and engineering students.

PHY 2053 General Physics I NS (3) AS PHY

PR: MAC 1140 and MAC 1114, or MAC 1147. Must be taken concurrently with lab and, if dropped, then dropped simultaneously. May not receive credit for both the PHY 2053 and PHY 2048 PHY 2048 courses. First semester of a two semester sequence of non-calculus-based general physics (mechanics, heat, wave motion, sound, electricity, magnetism, optics, modern physics) for science students.

PHY 2053L General Physics I Laboratory (1) AS PHY

Must be taken concurrently with lecture and, if dropped, then dropped simultaneously. May not receive credit for both the PHY 2053L and PHY 2048L courses. First semester of a two semester sequence of general physics (mechan-

ics, heat, wave motion, sound, electricity, magnetism, optics, modern physics) laboratory for science students.

PHY 2054 General Physics II NS (3) AS PHY

PR: PHY 2053, PHY 2053L. Must be taken concurrently with lab and, if dropped, then dropped simultaneously. May not receive credit for both the PHY 2054 and PHY 2049 courses. Second semester of non-calculus-based general physics for science students.

PHY 2054L General Physics II Laboratory (1) AS PHY

PR: PHY 2053, PHY 2053L. Must be taken concurrently with lecture and, if dropped, then dropped simultaneously. May not receive credit for both the PHY 2054L and PHY 2049L courses. Second semester of general physics lab for science students.

PHY 4151 Computational Physics (3) AS/PHY

Computer applications in physics. Emphasis on numerical modeling and simulation of physics problems using linear algebra, differential equations and Monte Carlo methods. No prior programming experience required.

PHY 4910 Undergraduate Research (1-4) AS/PHY

An individual investigation in the laboratory, library, or both, under the supervision of the instructor. Credit hours and other contractual terms are to be determined by student/instructor agreement. May be repeated for a total of 4 credit hours.

PHZ 4702 Appl of Physics to Bio & Med I (4) AS/PHY

The first semester of a two-semester sequence to discuss the applications of the physical concepts introduced in the General Physics sequence to biological systems and for medical applications.

PHZ 4703 Appl of Physics to Bio & Med II (4) AS/PHY

The second semester of a two-semester sequence to discuss the applications of the physical concepts introduced in the General Physics sequence to biological systems and for medical applications.

Political Science Courses

POS 2041 American National Government (3) AS POL

Analysis of basic principles and procedures of the American governmental system with emphasis on current issues and trends.

POS 2112 State and Local Government and Politics (3) AS POL

Analysis of the structure and function of state and local governments, of the social and political influences that shape them, and of the dynamics of their administrative processes.

POS 3142 Introduction to Urban Politics and Government (3) AS POL

Governmental and political structures and processes as they function in urban areas, with special focus on municipalities and locally based public services.

POS 3173 Southern Politics (3) AS POL

Examines changes in electoral politics in the South, and the role of interest groups and the state and federal government in facilitating change.

POS 3182 Florida Politics and Government (3) AS POL

A study of Florida political culture, political parties and elections, the legislative, executive, and judicial systems, and policy patterns.

POS 3273 Practical Politics (3) AS POL

Coordinated scholarly and practical activity through class lecture and supervised field work in local political parties and election campaigns

POS 3283 Judicial Process & Politics (3) AS POL

The organization, development, and functioning of American court systems and the causes and consequences of judicial behavior from an empirical perspective.

POS 3453 Political Parties and Interest Groups (3) AS POL

Analysis and understanding of role, functions, structure, and composition of such, and their impact on American governmental institutions.

POS 3691 Introduction to Law and Politics (3) AS POL

Nature of law, legal process, relationship to political life of constitutional law, administrative law, the judicial process, and private law.

POS 3697 Environmental Law (3) AS POL

Examines some of the major issues involving environmental law. Specifically, the course provides a survey and analysis of statutes, both state and federal, regulating water, air, soil pollution, and resource conservation and recovery. It will also address questions pertaining to problems of implementation, interpretation, enforcement, and development of environmental laws.

POS 3713 Empirical Political Analysis (3) AS POL

Fundamentals of empirical political inquiry: systematic data collection and quantitative analysis techniques. Laboratory exercises using the computer are required.

POS 3931 Selected Topics (3) AS POL

Selected topics in political science with course content based upon student demand and instructor's interest.

POS 4204 Political Behavior, Public Opinion, and Elections (3) AS POL

Analysis of economic and socio-psychological factors influencing mass and elite political behavior; voting behavior, public opinion, and political activism.

POS 4413 The American Presidency 6A (3) AS POL

The presidency as a political institution; analysis of powers; legislative, administrative, political, and foreign policy leadership; crisis management and decision making; White House staffing; limits on power.

POS 4424 The American Congress (3) AS POL

This course covers the organization, procedures, committee system, party leadership, relations with governmental and non-governmental organizations and agen-

cies, oversight, decision-making processes, and House/Senate comparisons.

POS 4614 Constitutional Law I (3) AS POL

PR: POS 2041. Leading social problems, principle institutions, and the scope of powers. Analysis of Supreme Court decisions, scholarly commentaries, and the writings of leading public figures.

POS 4624 Constitutional Law II (3) AS POL

PR: POS 2041. Analysis of Supreme Court decisions and scholarly commentaries on the constitutional rights of individuals.

POS 4693 Women and Law I (3) AS WST

Introduction to issues concerning the legal aspects of sex and sex-based discrimination as embodied in statutory and case law, focusing on constitutional and family law and reproductive freedom issues.

POS 4694 Women and Law II (3) AS POL

Legal position of women in American society and remedies available to challenge current laws and practices, with specific emphasis on employment and education issues as they relate to both women and men. May also be taken for credit in Women's Studies.

POS 4905 Independent Study (1-3) AS POL

PR: 3.0 average in Political Science and Cl. S/U only. Specialized study determined by the student's needs and interests.

POS 4910 Individual Research (1-3) AS POL

PR: 3.0 average in Political Science and Cl. Investigation of some aspect of political science culminating in the preparation of an original research paper.

POS 4941 Field Work (3) AS POL

Opportunity for students to obtain practical experience as aides to agencies of government and political parties.

PUP 4203 Environmental Politics and Policy (3) AS POL

Examines the politics of environmental issues, formation and implementation of environmental policy.

PUP 4323 Women and Politics (3) AS POL

An analysis of the impact of gender on power and influence in American society, and women's changing role in the political process. May also be taken for credit in Government.

Political Theory Courses

POT 3003 Introduction to Political Theory (3) AS POL

Examines various kinds of theory used in political science for understanding political life: normative theory, empirical theory, historicism theory, analytical theory, and critical theory.

POT 3013 Classical Political Theory (3) AS POL

Analysis of basic ideas of Plato, Aristotle, Cicero, St. Thomas, and other leading pre-modern political philosophers.

POT 4054 Modern Political Theory (3) AS POL

Analysis of basic political ideas of Machiavelli, Hobbes, Locke, Rousseau, Burke, and other modern philosophers.

POT 4064 Contemporary Political Thought (3) AS POL

Examines various political views and political phenomena in the nineteenth and twentieth centuries. Diverse theoretical types and salient political phenomena will be presented.

POT 4109 Politics and Literature 6A LW (3) AS POL

Critical examination of the connections between politics and literature.

POT 4204 American Political Thought (3) AS POL

Examines political writings in the U.S. and responses to critical periods in history, beginning with the Founding Fathers, and culminating in recent contributions and understanding contemporary political problems and solutions.

Personality Courses

PPE 4003 Personality (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Methods and findings of personality theories and an evaluation of constitutional, biosocial, and psychological determinants of personality.

Physiological Psychology Courses

PSB 4004C Physiological Psychology (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Gross neural and physiological components of behavior. Structure and function of the central nervous system and theory of brain functions.
Replaces PSB 4013C

PSB 4013C Physiological Psychology

Replaced by PSB 4004C

Process Biology Courses

PCB 3023 Cell Biology (3) AS BIO

PR: BSC 2010, BSC 2010L, BSC 2011, BSC 2011L & CHM 2045, CHM 2046 & MAC 1105 or higher-level MAC course or STA 2023. CP: CHM 2210. Cell Biology is the study of living properties of cells and encompasses a broad area of the life sciences that includes cellular physiology and life cycle, organelle structure and function, and biomolecular structure and function.

PCB 3023L Cell Biology Laboratory (1) AS BIO

CP: PCB 3023. Laboratory portion of Cell Biology. Metabolic processes within the cell.

PCB 3043 Principles of Ecology (3) AS BIO

BSC 2010, BSC 2010L, BSC 2011, BSC 2011L & CHM 2045, CHM 2046 & MAC 1105 or higher-level MAC course or STA 2023. An introduction to the basic principles and concepts of ecology at the ecosystem, community, and population level of organization. Lecture only.

PCB 3043L Principles of Ecology Laboratory (1) AS BIO

CP: PCB 3043. Laboratory portion of PCB 3043, Principles of Ecology.

PCB 3063 General Genetics (3) AS BIO

BSC 2010, BSC 2010L, BSC 2011, BSC 2011L & CHM 2045, CHM 2046 & MAC 1105 or higher-level MAC course or STA 2023. CP: CHM 2210. Introduction to genetics including the fundamental concepts of Mendelian, molecular and population genetics. Lecture only.

PCB 3063L General Genetics Laboratory (1) AS BIO

CP: PCB 3063. Laboratory investigation techniques in general genetics including Mendelian and non-Mendelian relationships, and gene interactions.

PCB 3306 Stream Ecology (3) AP/BIO

PR: BSC 2010/C- and BSC 2011/C- and PCB 3043/C- An introduction to the ecology of streams, abiotic influences on streams, and the diversity and adaptations of stream-dwelling organisms.

PCB 5307 Limnology (3) AS BIO

PR: PCB 3043 and CHM 2210 and MAC 1105 or higher-level MAC course or STA 2023 and PHY 2053. CP: CHM 2211. An introduction to the physical, chemical, and biological nature of fresh-water environments. Lecture only.

PCB 5307L Limnology Laboratory (1) AS BIO

PR: CI. CP: PCB 5307. Laboratory portion of Limnology. Laboratory and field experience in the area of aquatic ecology.

Psychology Courses

PSY 2012 Introduction to Psychological Science SS (3) AS PSY

Introduction to the science of psychology for majors and nonmajors, presents theory and methods in broad survey of various areas of psychology including clinical, cognitive, developmental, health, industrial/organizational, social and neuropsychology.

PSY 3204 Psychological Statistics 6A QM (3) AS PSY

PR: PSY 2012. Introduction to analyzing psychological data, in the context of behavioral research. Covers basic research design, descriptive statistics, analysis procedures, use of computer analysis packages, interpretation of outputs, and implications for research.

PSY 3213 Research Methods in Psychology (4) AS PSY

PR: PSY 2012 and PSY 3404, each with a grade of C or better or CI. This course considers the logic of experimental design, concept of control and the analysis of experimentally obtained data. the laboratory section provides experience applying the concepts discussed in lecture. Two lectures plus two-hour lab.

PSY 4205 Experimental Design and Analysis (3) AS PSY

PR: PSY 3213 with grade of C or better or CI. Detailed coverage of those research designs and statistical tech-

niques having the greatest utility for research problems in psychology. Emphasis is on topics from analysis of variance.

PSY 4913 Directed Study (1-3) AS PSY

PR: PSY 3213. S/U only. A maximum of 3 credits of either PSY 4913 or PSY 4970 may count toward the major. The student plans and conducts an individual research project or program of directed readings under the supervision of a faculty member. S/U only.

PSY 4931 Selected Topics: Seminar (3) AS PSY

PR: PSY 3213 with a grade of C or better. Upper-level standing, psychology major and CI. Graduate-type seminar designed to provide the advanced undergraduate student with an in-depth understanding of a selected sub-area within psychology.

PSY 4933 Advanced Topics in Behavioral Analysis (3) AS PSY

PR: EXP 4404 and CLP 4414. Advanced seminar in the effective and ethical application of behavior analysis to human problems. Includes theoretical and conceptual issues; assessment and treatment procedures; legal, ethical and socio-cultural issues.

Public Administration Courses

PAD 4419 Personnel & Supervision in Today's Organizations (3) AS PAD

Introduces students to concepts, principles and practices of personnel management and supervision that influence the attainment of desired performance goals in today's public and not-for profit organizations. Course participants will explore issues that influence the successful management of human resources in dynamic employment settings.

Quantitative Methods in Business Courses

QMB 2100 Business And Economic Statistics I 6A QM (3) BA QMB

PR: MAC 1105. Data description; exploratory data analysis; introduction to probability; binomial and normal distributions; sampling distributions; estimation with confidence intervals; tests of hypotheses; control charts for quality improvement.

QMB 3200 Business And Economic Statistics II (3) BA QMB

PR: MAC 2233 or MAC 2241, QMB 2100. Simple linear regression and correlation; multiple regression and model building; forecasting models; analysis of variance; chi-square tests; nonparametric methods.

Reading Courses

REA 2930 Selected Topics (1-4) US REA

Topics will vary to meet the needs of students. Will not be counted toward the English major.

Real Estate Courses

REE 3043 Real Estate Decision Making (3) BA FIN

PR: FIN 3403. Acquaints students with the range of knowledge required to engage in real estate decision-making in the United States. Integrates the institutional framework with which decisions are made, the elements of financial analysis, deal structuring and marketing, and the pricing, financing, and allocation of real property in the real estate markets.

Religion Courses

REL 2300 Introduction to World Religions HP SS (3) AS REL

This course is an introduction to the world's major religions. Students are exposed to myths, rituals, history, primary beliefs, leaders, and other information germane to understanding each religion. Open to majors and non-majors.

REL 3132 Witchcraft and Paganism in America (3) AS REL

A study of contemporary witchcraft and paganism, including theories, methods, history, myths and symbols, beliefs, rituals and practices, believers, recruitment, socialization, and organizations.

REL 3363 Introduction to Islam HP AF (3) AS REL

This course introduces the basic elements of Islamic belief and practice, placing the rise of Islam in its historical context in the Middle East, and stressing issues of diversity (including ethnicity and gender).

REL 3500 History of Christianity 6A HP (4) AS REL

Historical development of Western Christianity, its ideas and institutions, from the first century to the rise of religious modernism in the 19th century.

REL 4936 Selected Topics (1-3) AS REL

PR: Junior standing. Individual investigations with faculty supervision.

Science Education Courses

SCE 4310 Teaching Elementary School Science (3) ED EDE

PR: Admission to College of Education and completion of General Distribution Requirements in the Natural Science area. Techniques and materials for teaching science in the elementary school.

SCE 4313 Science for all Students (3) EP EDN

Designed to equip students with inquiry- and standards-based techniques and materials for teaching elementary school-aged children science. Includes strategies and resources for teaching English language learners and students with exceptionalities.

SCE 4320 Teaching Methods in Middle Grade Science (3) ED EDN

PR: Completion of 25 semester hours of Science or CC. Not designed for high school certification purposes. Survey techniques and materials unique to science, grades 5-9.

SCE 4330 Teaching Methods in the Secondary**School-Sciences (3) ED EDN**

PR: Completion of 26 hours in approved science areas, EDG 4620 or CP, and CC. Techniques and materials of instruction in secondary school sciences.

SCE 5325 Methods of Middle Grades Science Education (3) ED EDN

PR: 18 sem hrs in science, meeting FL content standards for mid grades general science. Prepare 5-9 sci teachers to tch sci skills, content; interrelationship, applications of sci as a human endeavor; nature of sci; instructional methods; nature scientific inquiry; development of sci process skills; integration of subj areas; & assessment.

SCE 5337 Methods of Secondary Science Education (3) ED EDN

Course concentrates on goals, subject matter teaching strategies for high school curricula; assessment and using data to improve student achievement; and development pedagogical content knowledge as it pertains to the teaching and learning of science.

SCE 5564 Reading and Communication in Science Education (3) ED EDN

This course prepares secondary science teachers to teach literacy practices in science. It includes methods for selecting appropriate reading and language approaches. Communication in science and functional aspects of scientific literacy are examined.

SCE 5937 Selected Topics in Science Education (1-4) ED EDN

Social Psychology Courses

SOP 4004 Social Psychology (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Survey of methods, empirical findings, and theoretical interpretations in the study of an individual's behavior as it is affected by others.

SOP 4450 Psychology of Religion (3) AP PSY

PR PSY 2012, PSY 3204 with a grade of C or better or CI. The purpose of this course is to introduce students to the empirical study of the psychology of religion and spirituality. This course will also focus on the origin of this field of study, including the pioneering work of William James.

SOP 4714C Environmental Psychology (3) AS PSY

PR: PSY 3213 with a grade of C or better or CI. Explores the influences of environment on behavior. Topics considered include crowding, privacy, territorial behavior, environmental design, and pollution effects. Designed for both psychology majors and non-majors.

SOP 4723 Cross-Cultural Psychology (3) AP PSY

PR: PSY 2012/C and PSY 3204/C. Cross-cultural psychology focuses on understanding culture and psychology, emphasizing cross-cultural research methodology and critical thinking. Cross-cultural psychology underscores the connections between culture, emotions, thoughts, and behaviors.

SOP 4744 Women's Mental Health (3) AP PSY

PR: PSY 2012/C and (PSY 3204/C or PSY 3213/C) This course will stimulate students' critical engagement of research related to the psychology of women. It will also enable students to understand women's experiences resulting from biological and social/cultural factors.

Social Work Courses

SOW 3101 Human Behavior and the Social Environment I (3) AS SOK

PR: All provisional major courses. Restricted to full Social Work majors, others by permission. An integrating human behavior-social environment course emphasizing dynamics of behavior and environmental factors as they relate to social work practice with individuals, and families.

SOW 3203 Introduction to Social Work (3) AS SOK

An introductory course tracing the development of social work as a profession including an examination of the knowledge, skill and attitudinal base of the profession and professional roles and functions.

SOW 3210 The American Social Welfare System SS (3) AS SOK

A general education introductory course which provides students with a framework for understanding the historical development of American social welfare, its value base, and its response to minorities, women, children, the elderly, and the disabled.

SOW 4522 Multicultural America (3) AS SOK

PR: All provisional major courses. The course focuses on the students' understanding of multicultural and inter-generational issues.

SOW 4930 Variable Topics in Social Work (1-3) AS SOK

Restricted to Social Work majors; others by permission. Variable title courses to expand on the four sequence areas in the Social Work core curriculum. Allows focus on areas relevant to student's educational interest.

Speech Communication Courses

SPC 2600 Public Speaking SS (3) AS SPE

Replaced by SPC 2608 Spring 2010

SPC 2608 Public Speaking SS (3) AS SPE

The nature and basic principles of human communication; emphasis on improving speaking and listening skills common to all forms of oral communication through a variety of experience in public discourse.

Replaced SPC 2600 Spring 2010

SPC 3602 Advanced Public Speaking (3) AP SPE

PR: SPC 2608/C- or LDR 2010/C- This course covers the study and application of communication strategies in speaking extemporaneously and from a manuscript. The course also includes the study of selected public addresses as aids to increased understanding of speaking skills.

Spanish Language Courses

SPN 1120 Beginning Spanish I (4) AS WLE

CR: SPN 1120L. Not open to native or near-native speakers of Spanish. Development of basic skills in listening and reading comprehension, speaking and writing of Spanish.

SPN 1120L Beginning Spanish I Laboratory (1) AS WLE

Inactive as of Summer 2014.

SPN 1121 Beginning Spanish II (4) AS WLE

PR: SPN 1120 or equivalent. CR: SPN 1121L. Not open to native or near-native speakers of Spanish. Continued development of basic skills in listening and reading comprehension, speaking and writing of Spanish.

SPN 1121L Beginning Spanish II Laboratory (1) AS WLE

Inactive as of Summer 2014.

SPN 2200 Spanish III (3) AS WLE

PR: SPN 1121 or equivalent. May NOT be taken concurrently with SPN 2201. Not open to native or near-native speakers of Spanish. Continued development of basic skills in listening and reading comprehension, speaking and writing of Spanish.

SPN 2201 Spanish IV (3) AS WLE

PR: SPN 2200 or equivalent. May NOT be taken concurrently with SPN 2201. Not open to native or near-native speakers of Spanish. Continued development of basic skills in listening and reading comprehension, speaking and writing of Spanish.

SPN 2240 Conversation I (3) AS WLE

PR: SPN 2201. Not open to native or near-native speakers of Spanish. For development of basic conversational skills.

SPN 3300 Advanced Spanish Grammar and Composition (3) AS WLE

PR: SPN 2201 or equivalent. Not open to native or near-native speakers of Spanish. A study of syntax, grammar and writing.

SPN 3391 Latin American Cinema (3) AP SCL

PR: SPN 2240/C Interdisciplinary & cross-cultural survey of Latin American Cinema from the 1960's and 1970's to the present. Cover many of the principle countries. Discuss films as cultural, historical, political, & economic products. The course is taught in Spanish.

SPN 3500 Spanish Civilization (3) AS WLE

PR: SPN 2201 or equivalent. The culture and civilization of Spain. For majors and non-majors.

SPN 3520 Spanish American Civilization (3) AS WLE

PR: SPN 2201 or equivalent. Readings and discussions on the culture and civilization of Spanish America. For majors and non-majors.

SPN 4470 Advanced Overseas Study (1-6) AS WLE

PR: SPN 2270. Departmental approval required. Intensive language study in Spain.

Science Education Courses

SSE 4313 Teaching Elementary (K-6) Social Studies (3)

ED EDE

PR: Admission to College of Education or CI. This course is designed to study techniques and strategies employed by K-6 social studies teachers that are effective in motivating elementary school aged youth to acquire the information, skills, and modes of reasoning unique to the social sciences.

SSE 4333 Teaching Middle Grades Social Science (3)

ED EDW

This course is designed to study techniques and strategies employed by social sciences teachers that are effective in motivating teenage youth to acquire the information, skills, and modes of reasoning unique to the social sciences. Students are expected to plan and present instructional plan(s) demonstrating use of various methods, techniques, and material that achieve concrete outcomes. Theoretical foundations of social studies are also studied. Field work is required.

SSE 4334 Teaching Secondary Grades Social Science (3) ED EDW

PR: SSE 4333. This course is a continuation of SSE 4333 with further development of the instructional techniques and strategies and the information, skills, and modes of reasoning unique to the social sciences with an emphasis on the secondary school environment. The teaching profession, school settings, legal, and classroom management issues are also studied. Fieldwork in a high school is required.

Statistics Courses

STA 2023 Introductory Statistics I 6A QM (3) AS MTH

PR: C (2.0) or better in MAT 1033, or 440 or better SAT Math score, or 19 or better ACT Math Score, or 72 or better Elementary Algebra CPT score. No credit for Mathematics Majors. Descriptive statistics, basic probability principles, discrete and continuous probability distributions: binomial, Poisson, uniform, normal, t, chi-square and F; point estimation, confidence limits, hypothesis testing, correlation analysis and linear regression. Emphasis on applications to social sciences, life sciences, physical sciences, engineering and business.

STA 2122 Social Science Statistics 6A QM (3) AS ISS

Descriptive and inferential statistics - through ANOVA, correlation-regression, chi-square and now-parametrics. The course presents statistics with the view that numbers are a limited, but important aspect of understanding the world. Draws concepts and hypothesis from a wide range of disciplines.

STA 5166 Statistical Methods I (3) AS MTH

PR: STA 4321 or CI. Statistical analysis of data by means of statistics package programs. Regression, ANOVA, discriminant analysis, and analysis of categorical data. Emphasis is on inter-relation between statistical theory, numerical methods, and analysis of real life data.

STA 5228 Sampling Techniques (3) AS MTH

PR: STA 4321 or CI. Sampling versus total enumeration. Planning of a survey. Statistical sampling methods and their analysis; simple, stratified, systematic cluster, and double and multistage sampling. Use of auxiliary information in sampling. Ratio and regression estimates. Case study.

STA 5526 Non-Parametric Statistics (3) AS MTH

PR: STA 5326 or CC. Theory and methods of non-parametric statistics, order statistics, tolerance regions, and their applications.

Sociology Courses

SYG 2000 Introduction to Sociology SS (3) AS SOC

An introduction to sociological perspectives and methods and the basic areas of sociological interests such as socialization, gender, race and ethnic relations, deviance, social control, and social stratification. Required for Sociology majors and minor.

SYG 2010 Contemporary Social Problems SS (3) AS SOC

The analysis of social causes and dimensions of major public issues such as crime, the environment, inequality, gender, employment, and substance abuse.

Taxation Courses

TAX 4001 Concepts of Federal Income Taxation (3) BA

ACC

PR: ACG 3103 and ACG 3341 with a grade of "C" or better (not C-) in each course. Major concepts used in taxation of income by federal government including enactment of tax laws, basic tax research, preparation of basic tax returns and exploration of tax policy issues.

TAX 5015 Federal Taxation of Business Entities (3) BA

ACC

PR: TAX 4001 with a grade of "C" or better (not C-). Tax issues encountered by small businesses. Includes tax planning, capital formation and preservation, tax compliance and tax alternatives.

Theatre Courses

THE 4174 New British Theatre and Drama 6A MW LW (3) VP TAR

PR: THE 2305 and Junior Standing. A study of contemporary theatrical practice and key dramatic texts in the British Isles. This course is restricted to majors.

Teaching English as a Second Language Courses

TSL 4941 ESOL Practicum (1) EP EDX

PR: BXE Majors only. FLE 4317 and FLE 4316. Students will apply knowledge and skills in the areas of ESOL methods, culture, curriculum, assessment, applied linguistics and second language acquisition to teaching English language learners. Restricted to education majors. Not repeatable.

Urban Planning Courses

URP 4050 City Planning and Community Development (3) AS POL

An introduction to the development, role, and components of city planning, and the political and actual policies of government in attempting to regulate or control urbanization.

Visual Communication Courses

VIC 3001 Introduction to Visual Communications (3) AS COM

PR: MMC 2100 and MMC 3602. Survey of visual communication theory, techniques and contemporary application in the visual media. Critical examination of visual communication in newspapers, magazines, television, motion pictures and new media.

VIC 3943 Visual Communication Practicum (1) AS COM

PR: Senior standing and CI. For visual communications option majors. S/U only. Practical experience outside the classroom where the student works for academic credit under the supervision of a professional practitioner. Periodic written and oral reports to the faculty member coordinating the study.

Women's Studies Courses

WST 3015 Introduction to Women's Studies SS AF (3) AS WST

Survey of major issues relevant to the female experience. the women's movement: historical, psychological, socio-logical, anthropological perspectives.

WST 3225 Women, Environment and Gender MW (3) AS WST

Course designed to: provide students with a basic understanding of relationships between women's physical, health and occupational environments; consider the position of women regarding environmental issues; examine role that women can and do play in effecting environmental change; and analyze concepts related to eco-feminism.

WST 3311 Issues in Feminism (3) AS WST

Survey of major issues relevant to the female experience: marriage and the family, sexuality, work, creativity.

WST 4930 Selected Topics (1-3) AS WST

Study in special areas such as Women and Work, Reproductive Law, Women and Health.

Zoology Courses

ENY 5505C Aquatic Entomology (4) AS BIO

PR: ENY 3004C and CHM 2210 and MAC 1105 or higher-level MAC course or STA 2023 and CI. CP: PCB 3023 or PCB 3043 or PCB 3063 or PCB 3712 and CHM 2211. Taxonomy, development, and ecology of aquatic insects with emphasis on local forms. Fieldwork required. Lecture and Laboratory.

ZOO 4512 Sociobiology MW (3) AS BIO

This course is restricted to seniors. Not for major's credit.
An analysis of Animal and human behavior such as sex,
territoriality, and aggression in the context of evolution.

ZOO 4513 Animal Behavior (3) AS BIO

PR: PCB 3023 or PCB 3043 or PCB 3063 & CHM 2210 & MAC 1105 or higher-level MAC course or STA 2023. CP: CHM 2211. An introduction to comparative animal behavior, with analysis of types of animal behavior, their function and evolutionary origin. Lecture only.

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