

# Catalog Home

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At Armstrong, we understand that every student is unique. That's why we strive to make your college experience your own, offering small classes, dedicated professors and hands-on learning opportunities tailored to your own educational and professional goals.

Through our four diverse colleges and our 100+ degrees and programs, you will be sure to discover a path to a future that's all your own. Map out your journey here by exploring our undergraduate catalog or graduate catalog for a detailed guide to our programs, resources and services.

## Quick Links

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## Contact Information

Office of the Registrar  
Armstrong State University  
Victor Hall, First Floor  
11935 Abercorn Street  
Savannah, GA 31419-1997  
912.344.2576  
[registrar@armstrong.edu](mailto:registrar@armstrong.edu)

## Office Hours

Monday—Thursday  
8:15 a.m.—6 p.m.  
Friday 8:15 a.m.—5 p.m.

## Special Notice

The statements set forth in this catalog are for information purposes only and should not be construed as the basis of a contract between a student and this institution.

While the provisions of the catalog will generally be applied as stated, Armstrong State University reserves the right to change any provision listed in this catalog, including but not limited to academic requirements for graduation, without actual notice to individual students. Every effort will be made to keep students advised of any such changes. Information on changes will be available in the Offices of the Registrar, the Vice President for Student Affairs, and the academic deans. It is especially important that students note that it is their responsibility to keep themselves apprised of current graduation requirements for their particular degree programs.

Armstrong State University is an affirmative action/equal opportunity education institution and does not discriminate on the basis of sex, race, age, religion, disability, sexual orientation or national origin in employment, admissions, or activities.

Main Campus: 11935 Abercorn Street, Savannah, Georgia 31419

Armstrong Liberty Center: 175 West Memorial Drive, Hinesville, Georgia 31313

# Charting Excellence Together

## Armstrong's Strategic Plan

### *Our Mission*

Armstrong is teaching-centered and student-focused, providing diverse learning experiences and professional programs grounded in the liberal arts.

### **Our Vision**

Armstrong will be an exceptional institution of higher learning, driving educational, civic, cultural, and economic prosperity in the Savannah region and beyond.

### *Our Values*

Armstrong embraces these core values:

- We value education that is student-focused, transformative, experiential and rigorous, leading to student success.
- We value balance among teaching, mentoring and scholarship.
- We value an environment of mutual trust and collegiality that builds an inclusive community.
- We value transparency that fosters shared governance.
- We value and respect diversity.
- We value ethical behavior and accountability that support high standards of performance.
- We value civic engagement through outreach and service.
- We value our relationship with Savannah, its unique geographic location, rich history and abundant opportunities.

### Strategic **Goal 1**

Armstrong will impart the skills and habits of mind to motivated students that help them realize their potential as productive citizens of the world.

Armstrong will foster student success.

### Strategic **Goal 2**

Armstrong will build upon and strengthen its foundational commitment to teaching, ensuring that transformative student learning occurs inside and outside the classroom.

### Strategic **Goal 3**

Armstrong will enhance existing campus technologies, expanding both its technological capabilities and reach to meet current and emerging needs.

### Strategic **Goal 4**

Armstrong will strengthen its financial base, diversify university resources and wisely invest in initiatives in order to ensure long-term sustainability.

### Strategic **Goal 5**

Armstrong will increase its visibility across the state and region by transforming its most compelling strengths, values and offerings into resonant messaging that inspires loyalty among internal stakeholders and alumni and builds lasting relationships with the local community.

# Location

Armstrong State University's main campus is located on the coast in the historic city of Savannah, Georgia, just minutes from the beach on Tybee Island. The university's 268-acre campus offers a mix of stately traditional and modern buildings and is surrounded by a beautiful arboretum and gardens.

Students, faculty, and staff find much to enjoy about attending Armstrong and living in the historic city of Savannah, one of the most beautiful cities in the United States. Armstrong students pursuing studies in Savannah find a full range of academic programs in the Colleges of Liberal Arts, Science and Technology, Health Professions and Education. Interdisciplinary programs, internships and study abroad further expand students' horizons.

Another instructional site is offered at the Armstrong Liberty Center in Hinesville, Georgia, one of the fastest growing cities in Georgia. The Liberty Center's proximity to Fort Stewart provides military personnel, their families and community members with convenient opportunities to take classes in Liberty County. Armstrong students at the Liberty Center pursue degree programs or take classes that provide a foundation for specialized programs.

The university offers a wide variety of extracurricular activities to a diverse student population from 44 states and 72 countries around the world. These activities include more than 100 student clubs, professional organizations, academic honor societies, and Greek organizations. Cultural opportunities include student dramatic, choral, and instrumental groups, and exhibits, and performances by classical and contemporary artists. With more than 100 events open to the public each year, Armstrong serves as a vibrant cultural center for the Savannah metropolitan area.

Leadership opportunities are plentiful at Armstrong, ranging from the Honors Program and the Nick Mamalakis Emerging Leader Program to the Student Government Association and the Graduate Coordinating Council.

Armstrong's acclaimed athletics program, which is affiliated with the NCAA Division II and the Peach Belt Conference, has won 12 national championships. Men's athletic teams include basketball, baseball, tennis, golf, and cross country. Women's teams include basketball, softball, volleyball, tennis, soccer, and golf.

Georgia's founding city, Savannah offers all the cultural variety and cosmopolitan style of a metropolitan city with easy access to the ocean and a rich history. A temperate climate encourages year-round outdoor recreation, including swimming, paddleboarding, water-skiing, sailing, fishing, hiking, golf, tennis and more. In addition, historic sites, festivals, live music, dance, theater and special celebrations serve as highlights.

Main Campus: 11935 Abercorn Street, Savannah, Georgia 31419  
Armstrong Liberty Center: 175 West Memorial Drive, Hinesville, Georgia 31313

# Accreditation

Armstrong State University is accredited by Southern Association of Colleges and Schools Commission on Colleges (SACS-COC) to award associate, baccalaureate, masters and doctorate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, or call 909.679.4500 for questions about the accreditation of Armstrong State University.

Normal inquiries about Armstrong, such as admission requirements, financial aid, educational programs, etc. should be addressed directly to Armstrong (912.344.2576) and not to the Commission.

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.

Armstrong State University programs have earned the following special purpose accreditations:

**Chemistry**—by the American Chemical Society Committee on Professional Training, subject to annual review.

**Communication Sciences and Disorders**—by the Council on Academic Accreditation (CAA) of the American Speech-Language Hearing Association (ASHA) for 2009-2016.

**Computer Science**—by the Computing Accreditation Commission of the Accreditation Board for Engineering and Technology for the period 2005-2017.

**Health Services Administration**—by the Commission of Accreditation on Healthcare Management Education for the period 2015-2018.

**Medical Laboratory Science**—by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) 5600 N. River Rd. Suite 720, Rosemont, IL 60018-5119, 847.939.3597, 773.714.8880, Fax 773.714.8886, info@naaccls.org, <http://www.naaccls.org> for the period 2011-2018.

**Music**—by the National Association of Schools of Music for the period 2005-2015.

**Nursing**—The baccalaureate degree in nursing / master's degree in nursing / Doctor of Nursing Practice and / or postgraduate APRN certificate at Armstrong State University Is accredited by the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC 20036, 202-877-6791.

**Physical Therapy**—by the Commission on Accreditation in Physical Therapy Education (CAPTE), 1111 North Fairfax Street, Alexandria, Virginia 22314; telephone: 703-706-3245; email: accreditation@apta.org; website: [www.capteonline.org](http://www.capteonline.org). The program received initial accreditation in May 1997. Present accreditation continues through December 31, 2022.

**Public Health**—by the Council on Education for Public Health for the period 2015-2021.

**Radiologic Sciences**—tracks in radiography and radiation therapy—by the Joint Review Committee on Education in Radiologic Technology, 20 North Wacker Drive, Suite 2850 Chicago, IL 60606-3182 mail@jrcert.org Tel: (312) 704-5300 [www.jrcert.org](http://www.jrcert.org) for the period 2009-2017; track in nuclear medicine—by the Joint Review Committee on Educational Programs in Nuclear Medicine Technology 2000 W. Danforth Rd. STE 130, #203, Edmond, OK 73003 (405) 285-0546 [jrcnmt@coxinet.net](mailto:jrcnmt@coxinet.net) for the period 2011-2016; track in sonography—by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) 1361 Park Street, Clearwater, FL 33756, 727.210.2350, Fax 727.210.2354, [www.caahep.org](http://www.caahep.org) for the period 2015-2020.

**Respiratory Therapy**—by the Commission on Accreditation for Respiratory Care (CoARC) 1248 Harwood Road, Bedford, TX 76021 (817) 283-2835 (817) 354-8519 [www.coarc.com](http://www.coarc.com) for the period 2008-2018.

**Teacher Education Programs**—by the National Council for the Accreditation of Teacher Education [Council for the Accreditation of Educator Preparation] and the Georgia Professional Standards Commission for the period 2010-2018.

# Programs and Resources

Armstrong-Savannah State Exchange Program	Armstrong Liberty Center
Dual/Joint-Degree Programs with Other Universities	Cyber Security Research Institute
Honors Program	Lane Library
Internships	Public Service Center
Online and Blended Learning	Road Scholar/Elderhostel
Pre-Professional Programs	The Office of Advancement
Regents Engineering Transfer Program (RETP)	
62 Plus Program	

## Armstrong-Savannah State Exchange Program

Any Armstrong student who is registered for a minimum of nine (9) credit hours at Armstrong may register for no fewer than three (3) and no more than six (6) credit hours at Savannah State University (SSU) without paying any additional fees. This program requires that the student register the transient courses to be taken at SSU with the Registrar's Office via completion of the Armstrong-Savannah Exchange Program Form. However, more than one half of the semester hours must be taken at the home university.

## Dual/Joint-Degree Programs with Other Universities

Armstrong has dual/joint-degree programs in Engineering with the Georgia Institute of Technology, Auburn University, Clemson University, Mississippi State University, and the University of Florida. Upon completion of the first three years of academic work at Armstrong, students may enroll for two subsequent years at one of the participating schools. Upon completing the requirements of the two cooperating schools, students receive a baccalaureate degree from Armstrong and a baccalaureate degree in the chosen field of Engineering from the second school. Contact the Engineering Studies coordinator in the College of Science and Technology for additional information.

## Honors Program

Incoming Freshmen Requirements:

- 1170 (Critical Reading + Math) on the SAT (Spring 2016 and later) or 1100 (Reading + Math) on the SAT (prior to Spring 2016) OR a 24 (Composite) on the ACT
- 3.2 unweighted high school GPA

Currently enrolled and transfer students may apply to enter the Honors Program if they have at least a 3.2 overall grade point average in university course work and are either enrolled in or have completed an Honors course. Transfer students may apply to enter the honors program under special conditions that consider courses transferred into the university. Honors courses in the core are open to all students who meet the published prerequisites.

# Internships

An internship is a short-term student work experience in a professional environment that helps students clarify their career goals, gain skills, and apply what they have learned in the classroom. It's a chance for the intern to gain real-world experience in a structured environment with learning objectives, reflective assignments, supervision, and evaluation. Not all Armstrong majors require internships or similar experiential learning opportunities as a graduation requirement. However all undergraduate students are encouraged to actively seek out internship opportunities by working with their departmental internship coordinators and with the Office of Career Services located in MCC 101.

# Online and Blended Learning

For students who need more flexibility surrounding when and where their classes take place, Armstrong complements on-campus (face-to-face) course offerings with online course delivery. These courses, taught partly or fully using the Desire2Learn learning management system, are designed to meet the needs of students balancing commitments in addition to school. This is done using three levels of online course delivery and two types of academic programs.

The three levels of online course delivery are:

1. **Hybrid:** more than half the course is delivered on-campus and less than half delivered online
2. **Partly online:** 51% to 95% online and the rest on-campus
3. **Fully online:** 95 – 100% online and little or no requirements on-campus

Note that while most online components are asynchronous (available anywhere there is internet connectivity and at any time), a growing number of online courses do have synchronous activities (learning activities where all students must meet online at the same time). Instructors make every effort to accommodate student schedules when scheduling synchronous activities.

Armstrong also offers a growing number of programs, certificates, and degree programs with online courses:

1. **Blended** programs consist of a mix of partly and fully online courses
2. **Online** programs include only online courses.

Online and blended learning provides considerable flexibility—often contributing to student success where location or time commitments would have made school impossible—but online and blended programs are just as rigorous as on-campus programs. Instructors interact with students regularly, assignments must be completed by due dates, attendance is measured by online participation and attendance verification assignments, students interact with their peers using discussions, and, increasingly, using blogs, wikis, voice, video and other tools.

Should you take advantage of Armstrong's online and blended programs or courses? If you have life demands that are hard to meet while taking conventional on-campus courses, and you can meet course time requirements without the structure of regularly scheduled classes, then Armstrong's online and blended programs may be for you. If you would like to pick up some courses over the summer while you are out of town on vacation, taking them online may help you graduate sooner. And even if you are not sure you can take advantage of our online offerings, the exciting technologies are enhancing on-campus courses, bringing the benefits of the newest technologies to all of Armstrong's students.

# Pre-Professional Programs

Armstrong State University offers courses appropriate for the first two years of a baccalaureate program - such as engineering, and industrial management – that are not offered among its degree programs, and offers the pre-professional study appropriate for dentistry, medicine, pharmacy, veterinary medicine, and other professional fields.

# Regents Engineering Transfer Program (RETP)

The Regents Engineering Transfer Program (RETP) is a cooperative program between Armstrong State University, Georgia Institute of Technology (Gatech), Georgia Southern University (GSU), Southern Polytechnic College of Engineering and Engineering Technology, and the University of Georgia (UGA). RETP students take the first two years of engineering course work at Armstrong and those satisfying RETP specific GPA requirements are guaranteed acceptance into a Bachelor's in Engineering program at one of the aforementioned partner institutions. For 2016, students transferring to Georgia Tech are required to maintain a 3.0 Math/Science GPA and 3.0 overall GPA, while students transferring to any of the other three institutions are required to maintain a 2.5 Math/Science and 2.5 overall GPA. Georgia Tech's RETP program supports Aerospace, Biomedical, Chemical & Biomolecular, Civil, Environmental, Computer, Electrical, Industrial, Materials Science, Mechanical, and Nuclear & Radiological engineering degrees. The other transfer institutions' RETP program supports Mechanical, Electrical, Mechatronic, Manufacturing and Civil engineering degrees.

## 62 Plus Program

62 Plus is an Armstrong Atlantic program of lifelong learning for students who are at least 62 years of age at the time of registration. They may enroll in credit courses on a space-available basis without payment of fees, except for books, supplies, laboratory, parking or special course fees. They must be residents of Georgia for at least one year and must present a birth certificate (or comparable documentation of age) to enable the admissions office to determine eligibility. Non-degree-seeking 62 Plus students must submit a non-degree application, and an official transcript from the last college attended. If students never attended college, they may submit an official high school transcript or official GED scores. Students whose scores or high school transcripts are not available, must sit for a placement exam and score at or above regular admissions scores. 62 Plus students seeking a degree must complete a regular application for admission, submit official transcripts from all previously attended colleges and meet our nontraditional student admission requirements. If students never attended college, they may submit an official high school transcript or official GED scores. Students whose scores or high school transcripts are not available, must sit for a placement exam and score at or above regular admissions scores.

Information about this program may be obtained from the Office of Student Affairs. Once 62 Plus students have earned ten semester hours (including institutional credit), they will be required to fulfill any Learning Support requirements, only exception being audit-only students. All 62 Plus students must be registered by the Registrar's Office for fees to be waived.

## Armstrong Liberty Center

The Armstrong Liberty Center, located in the heart of Hinesville near the main gate of Fort Stewart, offers a wide range of core courses and degree programs for students in Liberty and surrounding counties who would like to pursue higher education locally. To accommodate varied work schedules, the Center offers daytime, evening courses, full semester and flex-term courses. Students should contact the Armstrong Liberty Center at 912.877.1906 for admissions information and schedule of class offerings.

## Cyber Security Research Institute

The institute is a component of the Armstrong Police Department and forms public/private alliances between academia, government, corporations and cutting-edge technology firms to create and provide a secure collaborative environment in which to share and transfer knowledge in order to make a significant positive impact on the future of Cyber and Homeland Security. The Armstrong Police, faculty, and partners foster the development of technologies, tools and methodologies relevant to cyber security, information assurance, computer forensics, and internet related investigations through the operation of secure state of the art cybercrime labs within the Armstrong Police Department.

# Lane Library

The library, through its collections and services, supports the academic programs of the university and the scholarly information needs of Armstrong students, faculty and staff. Named for Mills B. Lane, prominent Savannah-Atlanta Banker, philanthropist, and an early patron of the university, Lane Library was built in 1966 and substantially enlarged in 1975. The building was completely renovated in 2005-2006. The space devoted to library services grew by 25% with the 2013 opening of the Learning Commons in an adjacent renovated building. The Learning Commons features group study rooms, Macs and PCs, Wi-Fi access, and a variety of furniture ideal for group and individual study.

The library collections include more than 215,000 volumes, 500 journal and magazine subscriptions, over 2,900 online journals, 80,000 electronic books, and approximately 7,200 audiovisual titles, including compact discs, videocassettes, DVD's and educational software. Special collections include the University Archives and the Florence Powell Minis Collection, which contains published materials on local history and culture and first editions by Conrad Aiken and other Savannah writers.

In addition, through the state-sponsored GALILEO system and through locally selected resources, library users have online access to over 200 bibliographic and full-text databases of books and journal articles. Books from other University System of Georgia Libraries can be requested free- of-charge through the GIL Express service. Most journal articles and books that are not otherwise available can be obtained from other libraries in the United States via an interlibrary loan service.

To guide students through the maze of print and electronic sources, reference librarians provide a number of services, including: instruction sessions for classes on the selection, evaluation, and use of course-related library and information resources; individualized assistance at the reference desk by a professional librarian during most hours of library operation; e-mail, IM, and text reference service (Ask A Librarian) and telephone references service; research consultations, scheduled in advance, for students who desire extended, in-depth assistance with their research.

Off-campus library services for Armstrong programs are supported online library services through Lane Library and by local libraries. Off-campus students have access to online library resources via the library webpage (<http://library.armstrong.edu>) using their Armstrong Port login or the GALILEO password. From the webpage, students can view listings of the library's books and media through the links to GIL and GIL Express; bibliographic and full-text databases are available to off-campus, currently-enrolled students through the links in the library Subject Guides. Off-campus students may also request materials that are not available in full text online by using the library's interlibrary loan service.

# Public Service Center

The Armstrong State University Public Service Center assists public organizations in identifying and resolving complex urban and regional issues. The center provides faculty and staff training and expertise to help public and private sector agencies design more effective, efficient means to deliver services. City and county governments; nonprofit human service and cultural groups; boards of education; colleges and universities; and state, regional, and local agencies all may benefit from the center's programs and services.

Services offered have grown to include the following specialties:

- applied research and analysis of issues and problems;
- program evaluation and survey research;
- analysis and consultation on policies, procedures, and operations;
- in-service training and personnel assessment;
- program development and planning to improve delivery of services;
- information collection and dissemination;
- grant and proposal writing.

# Road Scholar/Elderhostel

In 2010, Elderhostel began operating and marketing its programs under the name Road Scholar. Road Scholar is a non-profit organization committed to being the preeminent provider of high quality, affordable, educational opportunities for older adults. We believe learning is a lifelong process; sharing new ideas, challenges and experiences is rewarding in every season of life.

Founded in 1975, Road Scholar programs were originally based on a few college and university campuses in New England. Today, Road Scholar annually serves hundreds of thousands of older adults who travel to our residential educational programs throughout the U.S. and the world.

Participants come together as a group of individuals who share a common passion for learning. This love of learning for its own sake forms the basis for lasting friendships and provides a rich environment for intellectual and personal growth. In Road Scholar programs, and in the Road Scholar organization itself, learning is encouraged, people respect and listen to one another and individual contributions are valued.

The Armstrong State University Program has earned the highest marks possible by participants for instruction, overall satisfaction, and value. It is also among the Most Popular Learning Adventures available through Road Scholar and is consistently one of the Most Enrolled Program Sites. Armstrong Road Scholar has received national distinction and is one of the most successful programs in Georgia, the Southeast, and the entire United States. This program is featured as one of Road Scholar's Greatest Signature Cities in America.

## The Office of Advancement

The Office of Advancement consists of the offices of alumni relations, development, and marketing and communications. Advancement also provides administrative assistance to the Armstrong State University Foundation, Inc. and the Armstrong Alumni Association.

**Marketing and Communications.** The Office of Marketing and Communications provides a proactive communications program that informs and educates a wide array of audiences about Armstrong's role as a premier university and community leader. The office promotes the university, its students, faculty, staff, alumni, and activities through the creation of the University website, numerous external promotional materials and through interaction with representatives of the local, regional, state, and national media. The staff provides publication support to all units of the university, from graphic design and photography to writing and editing, and special events.

**Advancement.** The Office of Advancement includes annual, major and planned giving along with advancement services, donor relations, corporate and foundation relations, and prospect research. Working in collaboration with the Armstrong State University Foundation, Inc., the office develops and initiates fundraising activities and programs to prospective donors who share the mission and goals of Armstrong State University. Donations provide the university with support unavailable through state appropriations allowing the faculty and administration to respond to opportunities for growth and innovation. Gifts are also used to assist students through scholarships and other financial assistance, support faculty development and professorships, sponsor symposia and guest lecturers, enhance library holdings and facilities, and assist in other special projects and programs. Private support helps sustain Armstrong's goal of student success. The services advancement provides includes maintaining constituent data such as contact information and directing gifts to proper foundation accounts.

The Armstrong State University Foundation, Inc. is a direct support organization and the legal entity for receiving gifts to the university. Contributors to the foundation, a 501C(3) tax-exempt charitable organization, are entitled to all tax benefits authorized by law.

**Alumni.** The alumni office works to enhance the relationship between Armstrong and its alumni. We facilitate services for alumni, uphold Armstrong traditions, and communicate with alumni, current and future students, and the community.

Donor centered fundraising efforts and activities include annual, major, planned and corporate & foundation giving programs. Support services including donor relations, prospect research, foundation relations, gift processing and records management.

Organized in 1937, the Armstrong Alumni Association is comprised of graduates and former students of Armstrong Junior College, Armstrong State College, Armstrong Atlantic State University, and Armstrong State University. The association promotes interaction among alumni, students, faculty, staff, and friends of the university in order to strengthen the ties between the institution and its supporters. Each year the alumni association recognizes individuals who have made outstanding contributions to the university and the association, by presenting the Distinguished Alumni Award and the Outstanding Alumni Service Award.

# Admissions

- Admission Requirements
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- International Student Admission
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- Students with Disabilities
- Veterans Affairs Program
- Vocational Rehabilitation Applicant Program
- Acceptance to the University
- Appeals of Admission Decisions

Armstrong State University welcomes students who wish to pursue a college program of study. The Office of Admissions works to ensure that the admissions process is fair and seamless for all students. Service to students is our priority, and academic achievement is expected, nurtured, and rewarded. If you have any questions about admissions policies, please call us at 912-344-2503 or 1-800-633-2349. We look forward to hearing from you and wish you well in your university studies.

## Admission Requirements

**All New Applicants.** All applicants must submit the following:

- undergraduate admissions application ([www.admissions.armstrong.edu](http://www.admissions.armstrong.edu))
- a \$25 nonrefundable application fee
- certificate of immunization (All new applicants to the university must submit a University System of Georgia Certificate of Immunization form verifying immunity against measles, mumps, rubella, chicken-pox, tetanus, and hepatitis B [if under 18] prior to registering for classes.)

**Freshman Applicants.** Applicants applying for freshman admission must submit the following additional documentation:

- official high school transcript from all high-schools attended.
- official Scholastic Aptitude Test (SAT) or American College Test (ACT) score report. Armstrong accepts either version of the SAT (taken prior to March 2016 or the new SAT taken March 2016 or later). The word "official" indicates that documents must be received directly from the forwarding institutions. All transcripts must be dated within one year of receipt.

Information on SAT or ACT tests administration may be obtained from:

The College Board SAT Program at [www.collegeboard.com](http://www.collegeboard.com)  
The American College Testing Program at [www.act.com](http://www.act.com)

The College Board (SAT) code assigned to Armstrong State University is 5012. The ACT code assigned to Armstrong is 0786. Exceptions to the SAT and ACT requirements are discussed in the Special Admission Categories section.

**Transfer Applicants.** Transfer applicants must submit official transcripts from each institution attended and have a transfer grade point average of 2.0. If you transfer less than 30 credit hours, high school transcripts are required and SAT or ACT scores may be required. See Transfer Admissions guidelines below. The word "official" indicates that documents must be received directly from the forwarding institutions. All transcripts must be dated within one year of receipt.

**Transient Applicants.** Students enrolled in other colleges or universities may apply to Armstrong for admission as transient students. Application for transient admission must be accompanied by permission letter from the registrar of the student's home institution recommending the student as a transient student. Transient students who wish to remain at Armstrong longer than two semesters must apply, submit all official documentation, and be admitted to the University. To be considered for admission the student must be in good academic standing.

**All applicants who are required to take an entrance or placement exam (COMPASS, Accuplacer or another accepted exam).** The resulting score will be used to calculate an English Placement Index (EPI) or Math Placement Index (MPI). No

minimum entrance exam score guarantees admission. The entrance exam score is combined with other student data in a University System of Georgia developed formula, to calculate an English Placement Index (EPI) or Math Placement Index (MPI). The USG minimum EPI for admission is 3032 and the minimum MPI for admission is 928.

Admitted students may be required to enroll in learning support courses if they do not score at or above the minimum scores for placement (not admission) into learning support. Placement scores are valid for 3 years from the original testing date and may be transferred to Armstrong from another University System of Georgia or Technical College System of Georgia school via official score report or transcript. Retakes may be requested by the student but may incur a fee. There is no waiting period to retake a failed exam. See the Learning Support section of this catalog for further details regarding the learning support program.

## Regular Freshmen Admission

### Application Deadlines:

Priority Application Deadline (Spring 2017 admission): December 15, 2016

Priority Application Deadline (Summer and Fall 2017): May 15, 2017

Regular Application deadline (Fall 2017): July 15, 2017

**Commitment Fee (due upon acceptance, if planning to enroll at Armstrong): \$50. Commitment fee is non-refundable if paid after May 1, 2017.**

Applicants must meet all of the following minimum admission criteria to be eligible for regular admission to the university. Meeting minimum requirements does not guarantee admission to the university.

- For applicants who took the SAT prior to March of 2016, a composite SAT critical reading and mathematics score of 900 or above on one exam, with a minimum critical reading=440, mathematics=410 (any combination must equal 900 or better), or
- For applicants taking the new SAT (March 2016 and later), the minimum required scores for freshmen admission are still under research by the USG. For admission in fall 2016 and spring 2017, Armstrong will convert applicants' new SAT scores to old SAT scores using: <https://collegereadiness.collegeboard.org/sat/scores/understanding-scores/sat-score-converter>. The applicant's concordant score must equate to the minimums established under the SAT requirements prior to March 2016. Once the new USG minimums have been determined for the new SAT, Armstrong will determine the SAT requirements for its regular freshmen admission in summer and fall 2017. Please see [www.armstrong.edu/](http://www.armstrong.edu/) /admissions/freshman-requirements, for the most updated admission standards.
- Composite ACT score of 19 with a minimum ACT English score of 18 and ACT mathematics score of 18 (on one exam).
- SAT or ACT based Freshman Index\* of 2130.

*\*Prior to March 2016 SAT Freshman Index = Combined SAT I scores + (High School Grade Point Average x 500). ACT Freshman Index = (High School GPA x 500) + (ACT composite x 42) + 88.*

*\*at the time of the printing of this catalog, a calculation for the Freshmen index based on the March 2016 and later new SAT exam is not available.*

- In recognition of the fact that a limited number of students do not meet established standards but do demonstrate special potential for success, limited admission may be offered into the Armstrong Pirate Passage program.
- Students graduating from an accredited high school, prior to fall 2012, with a College Preparatory Curriculum (CPC) Diploma must have a 2.50 high school grade point average (HSGPA) calculated on the grades in the 16 required units of the CPC.
- Students graduating from an accredited high school as of fall 2012 or later must have a 2.50 HSGPA calculated on the grades in the required 17 units of the Required High School Curriculum (RHSC) of the Board of Regents. In addition to these minimum requirements, students are encouraged to take additional academic units in high school to improve their probability of admission and success.

*The high school grade point average is calculated only on RHSC course work required for admission.*

**Required High School Curriculum (RHSC) Requirements.** A total of seventeen RHSC units in the areas below are required for regular admission to Armstrong.

RHSC Area (Unit)	Instructional Emphasis/Courses
English (4)	<ul style="list-style-type: none"> <li>• grammar and usage</li> <li>• literature (American, English, and World)</li> <li>• advanced composition skills</li> </ul>
Mathematics (4)	<ul style="list-style-type: none"> <li>• two courses in algebra, one in geometry, and one advanced mathematics course</li> </ul>
Science (4)	<ul style="list-style-type: none"> <li>• physical science or physics</li> <li>• biology</li> <li>• chemistry, earth systems, environmental science, or an advanced placement science course</li> <li>• one additional science course</li> <li>• two of the science courses above must have a lab (one lab must be in a life science and one in a physical sciences)</li> </ul>
Social Science (3)	<ul style="list-style-type: none"> <li>• social science courses including one in US studies and one in world studies</li> </ul>
Foreign Language (2)	<ul style="list-style-type: none"> <li>• two courses in one language (including sign language) emphasizing speaking, listening, reading, and writing, or 2 courses in computer science emphasizing coding and programming</li> </ul>

A very limited number of students with RHSC deficiencies may be provisionally admitted and/or invited to Pirate Passage. Students may satisfy RHSC deficiencies as follows: **English:** The student must take the placement exam and obtain an EPI that exempts the student from Learning Support English or complete Learning Support English; **Mathematics:** The student must take the placement exam in Mathematics and obtain an MPI that exempts the student from Learning Support Mathematics or complete Learning Support Mathematics; **Science:** The student must complete an Area D.1 science course with lab, with a grade of C or better; **Social Science:** The student must complete an Area E course with a grade "C" or higher; **Foreign Language:** FREN 1001, SPAN 1001, with a grade of "C" or higher. All RHSC deficiencies must be completed before the student has earned 30 semester hours of college-level credit in order for the class to count for both RHSC and Core Curriculum credit. Students who accumulate 30 or more semester hours of college-level credit in the institution before completing all RHSC requirements may not register for other courses unless they also register for the appropriate course that meets the deficiency. **College courses taken to satisfy RHSC deficiencies after 30 earned hours cannot be used to fulfill Core Curriculum or degree requirements, but they are calculated in the cumulative grade point average.** The academic record of transfer students who satisfy RHSC requirements at another University System of Georgia institution will acknowledge that the requirements are met.

Applicants who graduate from non-accredited high schools or those who were home-educated, must meet Freshmen Index and GPA requirements. Students must submit SAT (prior to March 2016), new SAT (March 2016 and later) or ACT scores at or above the fall 2016 first-time full time freshmen class average. They must validate all RHSC requirements. Options to validate completion of RHSC requirements are:

- Submit a portfolio of work or other evidence that substantiates the completion of the RHSC. This may include nationally recognized summation exams, CLEP scores equivalent to those accepted for course credit (see academic policies), SAT II subject exams, and/or advanced placement scores.
- SAT II subject tests are administered through the College Board. The following minimums are required to document RHSC completion.

SAT II Subject Test	Required Score
English Writing	520

English Literature	530
Math IC or Math IIC	500/570
American History and Social Studies	560
World History	540
Biology	520
Chemistry	540
Physics	590

## Graduate Admissions

Graduate program specific admission requirements are listed in the Armstrong State University Graduate Catalog.

## Traditional Transfer Admissions

Applicants who have previously attended regionally accredited institutions of higher education are considered transfer students and must meet transfer admission requirements. Armstrong requires **ALL** official transcripts from post-secondary institutions (i.e. cosmetology schools, technical schools, etc.) regardless of accreditation in order to render an admission decision.

A transfer applicant who has completed fewer than 30 transferable semester hours, or who is transferring from a non-accredited institution, or whose only attendance has been at a regionally accredited technical college in a non-transfer associate's degree program, will be required to meet the traditional freshman admission requirements. Applicants who graduated from high school as of fall 2012 or later must meet RHSC requirements. Students graduating prior to fall 2012 must meet CPC requirements. Applicants transferring between 30-59 semester hours must have a 2.0 transfer GPA, must have completed all learning support requirements at the sending institution, and must validate completion of CPC or RHSC requirements.

Transfer applicants will not be considered for admission unless official transcripts of the college or university last attended indicate academic eligibility to return to that institution. Any transfer applicant who is not academically eligible to return to the last institution attended will be denied admission to the University.

Specific programs in the College of Health Professions, College of Education and the Department Of Art, Music and Theatre have additional requirements. Consult the Armstrong Admissions webpage for requirements.

**Academic Standing and Grade Calculations.** Armstrong's academic standing policy will be used to determine an applicant's entering academic standing. To be eligible for continued enrollment, all transfer students are expected to maintain or exceed the required overall grade point average as indicated by Armstrong academic standing policy. For details, see Academic Standing in the section on Academic Policies and Programs.

Letter grades transfer at face value. Armstrong does not recognize + or - indicators when transferring credit from another institution. Incomplete grades also transfer and remain as grades of I until grade changes to remove them are received from previous institutions. College credit is not awarded for pre-college level and remedial courses, courses taken for diploma or certification purposes, continuing education courses, or vocational courses.

**Awarding of Transfer Credit.** The University makes every effort to transfer credit for academic work completed at other institutions. All transfer applicants must provide the Office of Admissions with an official transcript of all credit earned at all previously attended colleges or universities, regardless of the transferability of credits. Students will be notified once all official

transcripts have been received and the evaluation of college credit has been completed. Student transfer evaluation will be completed prior to first term of attendance. Transfer credit may be accepted from accredited colleges and universities. No transfer credit will be awarded from institutions not regionally accredited.

Credit earned at an accredited technical college may not transfer unless the credit earned equates to an associate degree (lower division) course. This transfer practice may be further defined by specific articulation agreements with individual technical schools or systems.

Armstrong State University reserves the right to refuse to accept any or all of the credits from other institutions, notwithstanding its accreditation status, when the university determines through investigation or otherwise that the quality of instruction at such institution is, for any reason, deficient or unsatisfactory. The judgment of the university on this question will be final.

Students may appeal individual course decisions.

Students who complete a course or area in the core curriculum at another University System of Georgia institution are guaranteed full credit for that course or area in transfer unless the student changes their intended major or program of study, or they complete a career degree program of study (i.e., non-transferrable degree, such as Associates in Applied Science). Students completing the sending institution's core curriculum are guaranteed full transfer credit regardless of changes in intended majors or programs of study. A department may require a student to enroll in a core curriculum course that is required for a specific major if that course was not taken to satisfy the core area requirement. Students may also be required to complete any core overlay requirements that were not met at the sending institution. Satisfaction of a core area at another University System institution does not exempt a student from satisfying any subsequent prerequisite for a future course.

**Transfer students from within the University System of Georgia may meet the state legislative requirements by satisfying the required course(s) at their sending institution or by completing Armstrong's POLS 2001/HIST 2001 course. Students who transfer the equivalent of POLS 2001 must complete Armstrong's U.S. History course to satisfy all four state legislative requirements.**

Transfer students from outside the University System of Georgia may meet the United States government requirement by completing an American government course. They may meet the Georgia government requirement by satisfactorily completing a test on Georgia's constitution and government. This test is given on campus every term. Completion of a course in American history satisfies the requirements for both U.S. and Georgia history.

**Meeting Degree Requirements.** Transfer students must meet all applicable program requirements, for the catalog in which they are admitted, under the section on General Degree Requirements to graduate from Armstrong State University.

## Non-Traditional Student Admission

Armstrong strives to be accessible to citizens who are not of traditional college-going age and encourages life-long learning. The following admission categories are available to non-traditional students.

**Non-Traditional Freshmen Admission.** Non-traditional freshmen are defined as individuals who meet **ALL** of the following criteria:

1. Have been out of high school at least five years and whose high school class graduated at least five years ago;
2. Hold a high school diploma from an accredited or approved high school or have satisfactorily completed the GED; and,
3. Have earned fewer than 30 transferable semester credit hours from a regionally accredited institution.

Applicants must submit the following:

1. Application and application fee
2. Official high school transcripts or GED. The word "official" indicates that documents must be received directly from the forwarding institutions. All transcripts must be dated within one year of receipt.

3. If available, submit official SAT (prior to March 2016, or new SAT March 2016 and later) scores, not older than 7 years, of at least 500 on both the Verbal/Critical reading and mathematics section of the SAT of 21 on both English and Mathematics portion of the ACT.
4. If SAT scores are not available or do not meet the minimums specified above, you may submit entrance exam scores (taken at a USG or TCSG school) or take the entrance/placement exam at Armstrong. For admission, the applicant's English Placement Index (EPI) must equal 3032 or higher and the Math Placement Index (MPI) must equal 928 or higher. Students are required to take only the sections of the entrance/placement exam for which they do not have the required SAT/ACT minimum. Entrance/Placement exam scores are valid for up to 3 years from the original testing date.

**Non-Traditional Transfer Admission.** Non-traditional transfer students are defined as individuals who meet ALL of the following criteria:

1. Have been out of high school at least five years or whose high school class graduated at least five (5) years ago; and,
2. Have earned thirty (30) or more transferable hours of college credit from a regionally accredited institution.

Applicants must submit the following:

1. Application and application fee
2. Transfer applicants must submit official transcripts from each institution attended. The word "official" indicates that documents must be received directly from the forwarding institutions. All transcripts must be dated within one year of receipt.
3. Must have a transfer grade point average of 2.0.

## International Student Admission

### Application Deadlines:

Priority Application Deadline (Spring 2017 admission): December 15, 2016

Priority Application Deadline (Summer and Fall 2017): May 15, 2017

Regular Application deadline (Fall 2017): July 15, 2017

**Commitment Fee (due upon acceptance, if planning to enroll at Armstrong): \$50. Commitment fee is non-refundable if paid after May 1, 2017**

Required of all applicants:

All applicants must submit the following:

- undergraduate admissions application ([www.admissions.armstrong.edu](http://www.admissions.armstrong.edu))
- a \$25 nonrefundable application fee
- certificate of immunization (All new applicants to the university must submit a University System of Georgia Certificate of Immunization form verifying immunity against measles, mumps, rubella, chicken-pox, tetanus, and hepatitis B [if under 18] prior to registering for classes.)

Admission of international students is based on academic admissibility and English proficiency. International applicants needing an F1 student visa must also document their ability to meet the financial requirements for attendance as required by United States Customs and Immigration Services (U.S.C.I.S.) regulations. For questions about international student admissions:

- Visit our website at [http://www.armstrong.edu/site/prospective\\_students4/homepage\\_international\\_students](http://www.armstrong.edu/site/prospective_students4/homepage_international_students)
- Call 912-344-3119 or toll free 800-633-2349
- Email [international.admissions@armstrong.edu](mailto:international.admissions@armstrong.edu)

International students graduating from U.S. high schools must meet requirements and conditions set forth under the heading of "Regular Admission" in the Admissions section of this catalog. This includes completion of college preparatory subjects,

submission of satisfactory scores on the SAT or the ACT, and satisfactory grade point average (GPA). Students transferring from U.S. colleges or universities must meet the same requirements set forth in the "Transfer Admission" section of this catalog.

Applicants graduating or transferring from schools outside the United States will be considered for admission upon compliance with the following requirements:

**Freshmen (no previous college or less than 30 transferable credit hours):**

- Demonstrate the equivalent of graduation from a US high school.
- Submit official high school records including exam results, certificates, diplomas, and/or transcripts in the native language. All educational documents must also be translated into English and translations must be official.
- After graduation, submit an official document-by-document evaluation and GPA calculation from an approved evaluation agency. Approved agencies are located at [www.naces.org](http://www.naces.org).
  - Must have the equivalent of graduation from an accredited U.S. high school.
  - Must have a minimum 2.5 final high school GPA (Note: if the final high school GPA is below 2.5, an offer of admission may be revoked)
- All students must submit SAT or ACT scores for placement into mathematics courses.
- Non-native English speakers must submit satisfactory proof of English proficiency in one of the following ways:
  - TOEFL Minimum requirements: 523 paper, 193 computer, 69 internet
  - IELTS Minimum requirement: 6.0 overall bandwidth
  - Pearson iTEP exam: 3.8
  - Cambridge English Scale Exam: 169
  - MELAB Minimum requirement: 77
  - SAT Critical Reading requirement (prior to March 2016 or concorded score for new SAT): 430
  - ACT English requirement: 17
- Native speakers of English will be required to submit satisfactory scores on the SAT or ACT.

Transfer and Post-Baccalaureate (30 or more transferable credit hours or equivalency of a 4 year, U.S. Bachelor's degree from a regionally accredited institution):

- Submit official higher educational records including certificates, degrees, diplomas, and/or transcripts in the native language. All educational documents must also be translated into English and translations must be official.
- Credentials from institutions outside of the U.S. are required to have a course-by-course evaluation from a professional evaluation agency. Approved companies are located at [www.naces.org](http://www.naces.org).
  - Minimum cumulative transfer GPA must be 2.0. The GPA is based on the evaluation completed by the approved evaluation agency.
  - Transfer credit is awarded after an offer of admissions is made.
- Submit an evaluation of international transcripts completed by an approved evaluation agency. Approved agencies for undergraduate admissions can be found at [www.naces.org](http://www.naces.org).
- All students must submit SAT or ACT scores for placement into mathematics courses.
- Non-native English speakers must submit satisfactory proof of English proficiency in one of the following ways:
  - TOEFL Minimum requirements: 523 written, 193 computer, 70 internet
  - IELTS Minimum requirement: 6.0 overall bandwidth
  - Pearson iTEP exam: 3.8
  - Cambridge English Scale Exam: 169
  - MELAB Minimum requirement: 77
  - Completion of ENGL 1101 or equivalent with a grade of C or better from an accredited US college or university.
- Students from the following countries are exempt from being required to show proof of English proficiency:

Antigua and Barbuda

Ireland

Saint Lucia

Australia

Jamaica

Saint Vincent and the Grenadines

Bahamas	Kenya	Sierra Leone
Barbados	Kiribati	Solomon Islands
Belize	Liberia	South Africa
Botswana	Malta	Trinidad and Tobago
Canada (except Quebec)	Marshall Islands	Uganda
Fiji	Mauritius	United Kingdom (England, Scotland, Northern Ireland, and Wales)
Gambia	Micronesia	
Ghana	New Zealand	Zambia
Grenada	Nigeria	Zimbabwe
Guyana	Saint Kitts and Nevis	

**Given that there is no concordance between TOEFL, IELTS, or Pearson iTEP and COMPASS/Accuplacer/SAT/ACT, international students without SAT or ACT English scores must sit for the COMPASS/Accuplacer exam to determine learning support placement.**

**International students requiring a Form I-20 to request an F1 student visa must meet the following additional requirements:**

- Complete the international student application located at [http://www.armstrong.edu/images/uploads/International\\_app.pdf](http://www.armstrong.edu/images/uploads/International_app.pdf).
- Prospective students must submit official documentation from a financial institution, less than three months old, showing a minimum of one year's educational expenses before a Certificate of Eligibility (Form I-20) is issued. Having sufficient funds for the cost of living and educational expenses is required by U.S. Immigration regulations. Continuation of enrollment into a new program of study, such as a Master's degree, requires additional financial documentation. There is no financial aid available for international students at Armstrong State University other than competitive scholarships for which students must qualify. International students on non-immigrant visas are not eligible for state or federally-funded loans or scholarships. The University assumes no financial responsibility for the student.
- Student is in the United States or students with a U.S. visa, must submit a copy of the visa and passport.
- Students in F-1 visa status are responsible for making sure they comply with all laws regulating their visa status. Students are permitted to work on campus for a maximum of 19 hours a week. During summer semesters (if not enrolled) and official breaks, students are permitted to work on campus full time. Off-campus work is NOT permitted without specific authorization from Armstrong's Principal Designated School Official.
- F-1 visa law requires undergraduate students to carry a FULL course of study (12 credit hours minimum) during fall and spring semesters. Summer semesters are recognized as vacation terms and enrollment is not required.
- No more than one online class per semester may be counted toward the full course of study requirement.
- The University System of Georgia mandates all international students on an F1 or J1 visa to have adequate health insurance. Students are automatically enrolled in an insurance plan that is billed through the University. Students may request an insurance waiver if they have a plan that has comparable coverage.

## **Dual Enrollment Admission (Move On When Ready)**

This program allows superior sophomore, junior, and senior Georgia high school students, who are at least 15 years of age (by August 1 for fall semester; January 1st for Spring Semester and June 1 for Summer semester), to enroll for college credit while

concurrently enrolled in an accredited public or private high school or home-school. Students who are enrolled in a non-accredited high school, may be considered for admission and should contact the Office of Admissions to discuss their enrollment eligibility. The University will consider students for this program only upon written recommendation of their high school principals or counselors. The number of courses for which the student is eligible to register in any one semester is determined by the student's SAT/ACT score.

Applicants must meet the following criteria (to be eligible for dual enrollment admission):

- be enrolled in a participating, accredited Georgia public or private high school or home-school;
- minimum composite SAT (prior to March 2016) score of 970(combined critical reading and mathematics sections) or minimum total new SAT\* (March 2016 and later) 1050/1600 or the ACT composite no less than 20;
- minimum SAT (prior to March 2016) critical reading score of 440 or minimum new SAT\* (March 2016 and later) reading test score of 24 or ACT English score of 18;
- minimum SAT (prior to March 2016) math score of 410 or minimum new SAT\* (March 2016 and later) math test score of 450 ACT math score of 18;
- minimum cumulative high school grade point average of 3.0 or higher in academic subjects;
- written recommendation from the high school principal or counselor;
- written consent of parent or guardian (if the student is a minor);
- transcript evidence that the student is on track to complete the University System of Georgia RHSC requirements.

(\*subject to change for Summer and Fall 2017 Admission based on USG guidance on the Evidenced Based Reading/Writing Exam)

Students in the MOWR program will have their tuition and fee costs paid for by State MOWR funds. However, students must pay out of pocket for individual course fees. MOWR students will use the MOWR book scholarship funds to rent text books from the Armstrong book store. Books not returned on-time or returned damaged will cause the student to incur an additional fee not covered by MOWR. Students and parents who wish to purchase their texts may do so for additional costs not covered by MOWR.

## Non-Degree Student Admissions

Applicants who wish to pursue courses for personal enrichment or advancement may be admitted as non-degree students. To be considered, an applicant must possess a high school diploma (or have completed the GED satisfactorily).

Non-degree seeking applicants are required to complete a non-degree seeking student application and fulfill non-traditional admission requirements. Applicants who have not earned a baccalaureate degree must take the entrance/placement exam. Non-degree seeking students are allowed to enroll in a maximum of 12 semester credit hours. After earning 12 semester credit hours or changing to degree seeking status, students will be screened for admission to the University. A non-degree seeking student who chooses to become degree seeking student must officially apply as a degree seeking student and meet all regular admission criteria for a degree seeking student. Non-degree students must satisfy all prerequisites, including learning support courses, before enrolling in courses.

## Readmission

Students who have not been enrolled at Armstrong for three consecutive semesters must apply for readmission. Former students who have not attended another college since leaving Armstrong may be readmitted, provided they are not on suspension at the time they wish to reenter. Former students who have attended another college since leaving Armstrong must meet transfer admission requirements as listed in the Catalog in effect at the time of return. All readmitted students must follow the program of study outlined in the Catalog in effect upon readmission, including semester hour requirements. Some readmitted students may qualify for Academic Renewal upon Admission.

# Students with Disabilities

Students with disabilities are expected to meet the minimum SAT or ACT requirements but should request the appropriate testing accommodations from the testing agency. Students will not be penalized for taking any standardized admission or placement tests, including the with accommodations. Students with disabilities must meet the RHSC requirements; however, students with a documented disability that precludes them from acquisition of a foreign language may petition the Office of Admissions for admission without this requirement. Contact the Office of Admissions for procedures and requirements.

# Veterans Affairs Program

The Office of Veterans Affairs, located in Victor Hall, room 136, coordinates the GI Bill and all other related veteran educational benefit programs to more than 600 students attending the university. The Office of Veterans Affairs is the direct liaison between Armstrong State University veteran students and the Veterans Administration Regional Office in Atlanta regarding all GI Bill administrative issues. Armstrong State University does not have an advance payment agreement established with the Veterans Administration. Students receiving GI Bill benefits must be prepared to pay their tuition and fees at the time of registration. Veterans are encouraged to contact the Office of Veterans Affairs during their application and admission process to the university.

# Vocational Rehabilitation Applicant Program

Applicants sponsored by vocational rehabilitation or other community agencies must apply at least six weeks before the beginning of any semester to insure proper processing of applications.

# Acceptance to the University

Applicants must provide evidence of academic success in order to be admitted to Armstrong State University.

The university reserves the right to review any and all related documentation and employ appropriate means to assess the suitability of applicants for enrollment in the university. Acceptance or denial of admission to the university will be based upon the results of this review.

The university may require any applicant to appear for a personal interview and to take any achievement, aptitude, and psychological tests deemed necessary to make a decision regarding the applicant's qualification for admission to the university.

The director of admissions determines final acceptance or denial of each application. Admission decisions are subject to the applicant's right of appeal to the admissions and academic standing committee prior to the beginning of the desired term of entry. The committee will review appeals and make recommendations to the president of the university, who will render a decision. The university reserves the right to withdraw admission before or after enrollment if the student becomes ineligible as determined by the standards of the university or Board of Regents. All students enrolled at Armstrong State University are required to abide by the provisions of the honor code.

The university reserves the right to deny admission to an applicant who is not a resident of Georgia. The university also reserves the right to refuse admission to programs that are filled or to those students whose transcript(s) are from an unaccredited institution. In accordance with Board of Regents Policy 4.3.4, each University System institution shall verify the lawful presence in the United States of every successfully admitted person applying for resident tuition status. Verification of Lawful Presence can be completed by one of the following methods:

**Method 1:** Students providing one of the following may be verified based on their documentation:

- A Certified Birth Certificate showing the student was born in the United States or a U.S. territory. A photocopy is not acceptable.
- A U.S. Certificate of Naturalization (USCIS form N-550 or N-570).
- A U.S. Certificate of Citizenship (USCIS form N-560 or N-561).
- A Certificate of Birth issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240).
- A current U.S. passport.
- A current driver's license issued by the state of Georgia after January 1, 2008.
- A current state-issued ID issued by the state of Georgia after January 1, 2008.
- A current military ID (service member only, not dependent).
- A current Permanent Resident Card (USCIS form I-151 or I-551).

**Method 2:** Verification results provided by the U.S. Department of Education for students applying for federal student aid (FAFSA).

**Method 3:** Verification of visa status through the U.S. Immigration and Customs Enforcement's Student and Exchange Information System (SEVIS) for students on an F, J, or M visa.

**Method 4:** Verification through the Systematic Alien Verification for Entitlements (SAVE) program for any naturalized U.S. citizen, immigrant or nonimmigrant who cannot be verified through method 1, 2 or 3 above.

## Appeals of Admission Decisions

Students appealing to the university for admission must complete and submit an academic appeals form, found at the Office of Admissions webpage, to the Admissions Office in person or by fax to 912-344-3417. Appeals must clearly explain the nature of extenuating circumstances relating to the academic deficiency. The Armstrong Academic Appeals Committee will make a recommendation to the president, and the decision of the president is final.

Students admitted on appeal by the Academic Appeals Committee will enter on academic probation.

**Admission to the university does not guarantee admission to teacher education programs. Additional requirements are listed in the College of Education section of this catalog.**

**Admission to the university does not guarantee admission to health professions programs. Specific admission requirements are given in the departmental listings in the College of Health Professions section of this catalog.**

**Armstrong is dedicated to ensuring the privacy and proper handling of confidential information pertaining to students. Social security numbers are collected for all entering students for a permanent record, however an alternate student identification number will be issued.**

# Financial Information

## Student Fees and Financial Policies

### Expenses and Fees

Principal expenses and regulations concerning the payment of fees are described herein. Fees and other charges are subject to change without notice. When such changes are made, notice will be given as far in advance as possible. Expenses are in the form of tuition, student services fees and other special fees. Fees are due and payable at the time of registration; registration is not complete until all tuition and fees have been paid. Out-of-state residents pay higher fees than Georgia residents. All tuition and fees are due at registration according to the guidelines of the Board of Regents of the University System of Georgia. There are no deferments of fees or payment plans. The university reserves the right to apply all payments, deposits, or financial aid to any unpaid student balances.

## Tuition and Fees Rate Per Semester Fall 2016 Through Summer 2017

### Undergraduate

	In State	Out of State	Exclusively Liberty Center	Exclusively Online E-Tuition - ASU Course 95% online**	Exclusively Online E-Core**	Exclusively Online E-Major**
HOURS	\$161.93 per Credit Hour plus all mandatory fees	\$589.27 per Credit Hour plus all mandatory fees	\$161.93 per credit hour plus Tech and Institution Fee	\$232 per credit hour plus Tech and Institution Fee	\$169 per credit hour plus Tech and Institution Fee	\$199 per Credit Hour plus Tech and Institution Fee
15 or more	3,165.95	9,576.05	2,738.95	3,790.00	2,845.00	3,295.00
14	3,004.02	8,986.78	2,577.02	3,558.00	2,676.00	3,096.00
13	2,842.09	8,397.51	2,415.09	3,326.00	2,507.00	2,897.00
12	2,680.16	7,808.24	2,253.16	3,094.00	2,338.00	2,698.00
11	2,518.23	7,218.97	2,091.23	2,862.00	2,169.00	2,499.00
10	2,356.30	6,629.70	1,929.30	2,630.00	2,000.00	2,300.00

9	2,194.37	6,040.43	1,767.37	2,398.00	1,831.00	2,101.00
8	2,032.44	5,451.16	1,605.44	2,166.00	1,662.00	1,902.00
7	1,870.51	4,861.89	1,443.51	1,934.00	1,493.00	1,703.00
6	1,708.58	4,272.62	1,281.58	1,702.00	1,324.00	1,504.00
5	1,546.65	3,683.35	1,119.65	1,470.00	1,155.00	1,305.00
4	1,259.72	2,969.08	832.72	1,113.00	861.00	981.00
3	1,097.79	2,379.81	670.79	881.00	692.00	782.00
2	935.86	1,790.54	508.86	649.00	523.00	583.00
1	773.93	1,201.27	346.93	417.00	354.00	384.00

\*\* Online credit hours are not subject to a credit hour cap. All credit hours taken will be billed.

## Mandatory Fees included above include:

\$110 Student Center Fee

\$190 Athletic Fee

\$43 Recreation Fee

\$15 Student Access ID Fee

\$49 Activity Fee

\$250 Institutional Fee (Above 4 credit hours)

\$20 Health Fee

\$60 Technology Fee

\$125 Institutional Fee (Below 5 credit hours)

Note: Students Classified as Active Duty Military are exempt from the Institutional Fee.

## Lab, testing, and other course fees

Certain fees may be assessed on an individual course based on course requirements.

These fees and can be found at <https://www.armstrong.edu/departments/bursar-mandatory-fees>.

## Housing Fees

Residence Hall rates range from \$3,296 to \$3,889 per semester.

Rates can be found at <https://www.armstrong.edu/housing-residence-life/housing-choices-rates>.

## Meal Plans

Armstrong offers various meal plans for both commuter and housing students.

Rates can be found at <https://armstrong.sodexomyway.com/dining-plans/index.html>.

## Tuition and Fee Payment Deadlines - **Must be paid by deadline to guarantee enrollment.**

Fall 2016	July 29, 2016	
Spring 2017	January 4, 2017	Make Checks payable to Armstrong State University
Summer 2017	May 24, 2017	Pay online by check or credit card

Contact Office of the Bursar with any questions or concerns 912-344-3243 student.accounts@armstrong.edu

## NOTE:

- Students who register for online courses only (no on-campus courses) are responsible for the mandatory Technology Fee and Board of Regents Institutional Fee.
- Students who opt to take one or more online courses in conjunction with on-campus courses will be responsible for all mandatory and any course-related fees. In addition, the E-Tuition rate will be assessed for each online course registered, no matter how many courses you are taking.
- Tuition is assessed based on the course level, not the student level. Undergraduate students taking graduate courses will be assigned the applicable graduate tuition rate for those courses. Graduate students taking undergraduate courses will be assigned the applicable undergraduate tuition rate for those courses.
- Students in specified courses may be subject to additional fees for laboratory materials or equipment. Examples include applied music or scuba diving classes. Such course fees are not covered by fee waivers, and are the student's obligation.
- On-campus students must pay the following fees each semester: Activity fee, Athletic fee, Health fee, Recreation fee, Student Center fee, Student ID fee, Technology fee and the Institutional fee. On-campus courses are defined as being physically located in Chatham County.
- Students registered for a combination of on- and off-campus courses will be charged the following fees each semester: Activity fee, Athletic fee, Health fee, Recreation fee, Student Center fee, Student ID fee, Technology fee and the Institutional fee.
- Internet courses are categorized as off-campus courses. A course will be considered an internet course if 100% of the course instruction is delivered over the internet. Internet courses will only be assessed the Technology and Institutional fees.
- Mandatory Fees may be waived or reduced for: 1) Active duty military students. 2) Students enrolled for fewer than 5 hours. 3) Cross-registered students who reside or study at another institution and pay fees at the home institution. 4) Students who typically do not pay fees, such as senior citizens.
- Active duty military personnel and stationed in Georgia (except military personnel assigned to this institution for educational purposes) and their dependents are eligible for out-of-state tuition waivers. Documentation must be approved by the Registrar's Office.
- Tuition and mandatory fees are waived for Georgia residents who present to the Registrar's Office written documentation that they are 62 years of age or older and meet residency requirements.
- High school students enrolled in the Move on When Ready Program will have all Mandatory Fees waived except the Institutional fee, which will be reduced to \$50.

# Regents' Policies Governing Residency Requirements

## A. United States Citizens

### Independent Students

An independent student who has established and maintained a domicile in the State of Georgia for a period of at least twelve (12) consecutive months immediately preceding the first day of classes for the term shall be classified as in-state for tuition purposes.

No student shall gain or acquire in-state classification while attending any postsecondary educational institution in this state without clear evidence of having established domicile in Georgia for purposes other than attending a postsecondary educational institution in this state.

If an independent student classified as in-state for tuition purposes relocates out of state temporarily but returns to the State of Georgia within twelve (12) months of the relocation, such student shall be entitled to retain his/her in-state tuition classification.

### Dependent Students

A dependent student shall be classified as in-state for tuition purposes if such dependent student's parent has established and maintained domicile in the State of Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term and:

1. The student has graduated from a Georgia high school; or,
2. The parent claimed the student as a dependent on the parent's most recent federal or state income tax return.

A dependent student shall be classified as in-state for tuition purposes if such student's United States court-appointed legal guardian has established and maintained domicile in the State of Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term, provided that:

1. Such appointment was not made to avoid payment of out-of-state tuition; and,
2. The United States court-appointed legal guardian can provide clear evidence of having established and maintained domicile in the State of Georgia for a period of at least twelve (12) consecutive months immediately preceding the first day of classes for the term.

If the parent or United States court-appointed legal guardian of a dependent student currently classified as in-state for tuition purposes establishes domicile outside of the State of Georgia after having established and maintained domicile in the State of Georgia, such student may retain his/ her in-state tuition classification so long as such student remains continuously enrolled in a public postsecondary educational institution in this state, regardless of the domicile of such student's parent or United States court-appointed legal guardian.

## B. Noncitizens

A non-citizen student shall not be classified as in-state for tuition purposes unless the student is legally in this state and there is evidence to warrant consideration of in-state classification as determined by the Board of Regents. Lawful permanent residents, refugees, asylees, or other eligible noncitizens as defined by federal Title IV regulations may be extended the same consideration as citizens of the United States in determining whether they qualify for in-state classification.

International students who reside in the United States under non-immigrant status conditioned at least in part upon intent not to abandon a foreign domicile shall not be eligible for in-state classification.

# Waivers\*

An institution may award out-of-state tuition differential waivers and assess in-state tuition for certain non-Georgia residents under the conditions listed below. Notwithstanding any provision in this policy, no person who is unable to show by the required evidence that they are lawfully in the United States shall be eligible for any waiver of tuition differential (BoR Minutes, June 2010; October 2013).

## Presidential Waivers

Out-of-state students selected by the institution president or an authorized representative, provided that the number of such waivers in effect does not exceed four percent (4%) for the University of Georgia, Georgia Institute of Technology, Georgia State University, and Georgia Regents University, and two percent (2%) for all other institutions of the equivalent full-time students enrolled at the institution in the fall term immediately preceding the term for which the out-of-state tuition is to be waived. Institutions awarding presidential waivers in the spring term semester may use either the fall term one year prior or the fall term immediately prior when calculating the number of allowable waivers. The proportionate percentage of out-of-state tuition waived shall be used when determining the number of waivers in effect such that a full waiver of out-of-state tuition counts as one waiver, while a 50% waiver of out-of-state tuition counts as a 0.5 waiver (BoR Minutes, April 2012; October 2013).

Institution presidents may award Presidential Waivers at their discretion to students within the following categories:

1. **Academic:** Students who have demonstrated the potential to excel within a particular program of study offered by the institution as evidenced by scoring within the top half of students matriculating at the institution or the top half of students matriculating within the particular program of study to which the student has applied. Institutions shall determine the top half using the academic criteria (e.g., Freshman Index, standardized test scores, GPA, artistic ability) applicable either for general admission to the institution or for the particular program of study to which the student has applied.
2. **Athletic:** Students selected to participate in the institution's intercollegiate athletics program and who have demonstrated the potential to succeed within a particular program of study offered by the institution. The percentage of waivers offered within the Athletic category shall not exceed one-third (1/3) of the total number of Presidential Waivers which the institution is eligible to offer, i.e., 4% or 2%.
3. **International:** Non-citizen students who are not otherwise ineligible for a tuition differential waiver under this policy and who have demonstrated the potential to succeed within a particular program of study offered by the institution.

Institution presidents shall define institution-specific criteria and procedures for the awarding of and maintaining eligibility for Presidential Waivers and shall submit the institution-specific criteria and procedures for approval to the Chief Academic Officer no later than June 30 prior to the semester in which those criteria and procedures shall take effect. Extraordinary circumstances may arise justifying award of a Presidential Waiver under criteria not specified in this Policy but consistent with the Policy intent and in support of the institution's mission. Presidents may offer an Academic Presidential Waiver in these circumstances but must first seek approval, on a one-time or standing basis, from the Chief Academic Officer. A student may be eligible under one or more Presidential Waiver categories but shall only be granted a waiver under one specific category and will only be counted within the category assigned by the institution. Institutions shall maintain evidence of said approval. Institutions shall maintain adequate documentation of waiver awards to validate that waiver recipients met the institutional criteria and complied with Board of Regents Policy.

Students receiving a Presidential Waiver must achieve a specified level of academic performance to maintain eligibility for the Presidential Waiver. Students receiving an academic or international Presidential Waiver must maintain a 2.5 GPA calculated on a cumulative basis at the conclusion of each academic year as specified in the respective institution's approved procedures and using the same GPA method used to calculate Satisfactory Academic Progress (SAP). Students receiving an athletic Presidential Waiver must maintain SAP.

Failure to maintain the specified level of academic performance at the conclusion of the respective academic year shall result in the student being placed in a two-semester probationary period for waiver purposes. The student shall be eligible to maintain a waiver during this probationary period but shall be ineligible for the waiver if the student is not able to achieve the specified level

of academic performance for the student's specific Presidential Waiver sub-category. The student is eligible to re-gain the waiver, subject to the institution's discretion and consistent with this Policy, should the student achieve the specified level of academic performance for the student's specific Presidential Waiver sub-category.

## **Border Residents**

1. Students domiciled in an out-of-state county bordering Georgia, enrolling in a program offered at a location approved by the Board of Regents, and for which the offering institution has been granted permission to award Border County waivers (BoR Minutes, October 2008); or
2. Students domiciled in another state bordering Georgia subject to the following conditions. Each year, the Chancellor shall review the enrollment levels at each USG institution to determine whether any USG institutions have sufficient excess capacity to increase recruitment of students from neighboring states. Should the Chancellor determine that cause exists to activate the Border Residents waiver, the Chancellor or his designee will present the list of institutions to the Academic Affairs Committee of the Board of Regents for approval. If an institution is given permission to award the Border Residents waiver, it will be allowed to do so for the next three academic years. Any students receiving the Border Residents waiver will remain qualified for the waiver, so long as they are continuously enrolled at the institution that awarded the waiver. (BoR Minutes, March 2015)

## **Economic Development**

1. Students who are certified by the Commissioner of the Georgia Department of Economic Development as being part of a competitive economic development project.
2. As of the first day of classes for the term, an Economic Advantage Waiver may be granted under the following conditions:

## **U.S. Citizens, Permanent Residents, and Other Eligible Non-Citizens**

### **A. Dependent Students**

Dependent students providing clear and convincing evidence that the student's parent or U.S. court-appointed legal guardian relocated to the state of Georgia to accept full-time, self-sustaining employment. The relocation must be for reasons other than enrolling in an institution of higher education and appropriate steps to establish domicile in the state must be taken. The employment upon which the relocation was based must be held at the time the waiver is awarded.

### **B. Independent Students**

Independent students providing clear and convincing evidence that they, or their spouse, relocated to the state of Georgia to accept full-time, self-sustaining employment. The relocation to the state must be for reasons other than enrolling in an institution of higher education and appropriate steps to establish domicile in the state must be taken. The employment upon which the relocation was based must be held at the time the waiver is awarded.

- C. U.S. refugees, asylees, and other eligible noncitizens as defined by the federal Title IV regulations may be extended the same consideration for the economic advantage waiver as citizens and lawful permanent residents of the United States. Waiver eligibility for the above qualifying students expires twelve (12) months from the date the waiver is awarded.

## **Non-Citizens**

### **A. Dependent Students**

Non-citizen dependent students providing clear and convincing evidence that the student's parent or U.S. court-appointed legal guardian relocated to the state of Georgia to accept full-time, self-sustaining employment and entered the state in a valid, employment- authorized status. The relocation must be for reasons other than enrolling in an

institution of higher education and appropriate steps to establish domicile in the state must be taken. The employment upon which the relocation was based must be held at the time the waiver is awarded. Additionally, the non-citizen dependent student must provide clear evidence that the parent, or U.S. court-appointed legal guardian, is taking legally permissible steps to obtain lawful permanent resident status in the United States.

**B. Independent Students**

Non-citizen independent students must provide clear and convincing evidence that they, or their spouse, relocated to the state of Georgia to accept full-time, self-sustaining employment and entered the state in a valid, employment authorized status. The relocation must be for reasons other than enrolling in an institution of higher education and appropriate steps to establish domicile in the state must be taken. The employment upon which the relocation was based must be held at the time the waiver is awarded. Additionally, non-citizen independent students must provide clear evidence that they, or their spouse, are taking legally permissible steps to obtain lawful permanent resident status in the United States.

Waiver eligibility for the above qualifying students may continue provided full-time, self-sustaining employment in Georgia and the employment-authorized status are maintained. Furthermore, there must be continued evidence of Georgia domicile and efforts to pursue an adjustment to United States lawful permanent resident status.

3. Students who are employees of Georgia-based corporations or organizations that have contracted with the Board of Regents through USG institutions to provide out-of-state tuition differential waivers.
4. Students enrolled in a USG institution based on a referral by the Vocational Rehabilitation Program of the Georgia Department of Labor (BoR Minutes, October 2008).
5. Career consular officers, their spouses, and their dependent children who are citizens of the foreign nation that their consular office represents and who are stationed and living in Georgia under orders of their respective governments.

## Employee

1. Full-time USG employees, their spouses, and their dependent children.
2. Full-time employees in the public schools of Georgia or the Technical College System of Georgia (BoR Minutes, October 2008), their spouses, and their dependent children.
3. Teachers employed full-time on military bases in Georgia also shall qualify for this waiver (BoR Minutes, 1988-89, p. 43).

## Military

1. Military personnel, their spouses, and their dependent children stationed in or assigned to Georgia and on active duty. Military personnel, their spouses, and their dependent children may continue waiver eligibility if:
  - The military sponsor is reassigned outside of Georgia, and the student(s) remain(s) continuously enrolled and the military sponsor remains on active military status;
  - The military sponsor is reassigned out-of-state and the spouse and dependent children remain in Georgia and the sponsor remains on active military duty; or,
  - The active military personnel and their spouse and dependent children are stationed in a state contiguous to the Georgia border and reside in Georgia. (BoR Minutes, February 2009; October 2013)
2. Active members of the Georgia National Guard stationed or assigned to Georgia or active members of a unit of the U.S. Military Reserves based in Georgia, and their spouses and their dependent children (BoR Minutes, October 2008).
3. Members of a uniformed military service of the United States who, within thirty-six (36) months of separation from such service, enroll in an academic program and demonstrate intent to become domiciled in Georgia. This waiver may also be granted to their spouses and dependent children. (BoR Minutes, June 2004; October 2008; October 2013).

## Reciprocal

1. Students selected to participate in programs offered through the Academic Common Market.

2. Any student who enrolls in a USG institution as a participant in an international or domestic direct exchange program that provides reciprocal benefits to USG students (BoR Minutes, October 2008)
3. Any student who enrolls in a USG study-abroad program to include programs outside the State of Georgia but within the United States and study abroad programs outside the United States. Tuition and fees charged study abroad students shall be consistent with the procedures established in the USG Business Procedures Manual and as determined by the institution president.

## Research University Graduate Students

1. Graduate students attending a Research or Comprehensive institution and as determined by the respective institution's approved procedures. The number of students currently receiving waivers under this category shall not exceed the number assigned below:

University  
of Georgia: 160

Georgia  
Institute of  
Technology: 140

Georgia  
State  
University: 140

Georgia  
Regents  
University: 40

Georgia  
Southern  
University: 20

Kennesaw  
State  
University: 20

University  
of West  
Georgia: 20

Valdosta  
State  
University 20

2. Medical and dental residents and medical and dental interns at Georgia Regents University.

## Non-Resident Students

As of the first day of classes for the term, a non-resident student can be considered for this waiver under the following conditions:

1. **Students under 24.**

- If the parent, or United States court-appointed, legal guardian has maintained domicile in Georgia for at least twelve (12) consecutive months and the student can provide clear and legal evidence showing the relationship to the parent or United States court- appointed, legal guardian has existed for at least twelve (12) consecutive months immediately preceding the first day of classes for the term. Under Georgia code, legal guardianship must be established prior to the student's 18th birthday (BoR Minutes, October 2008, title amended February 2010); or
  - If the student can provide clear and legal evidence showing a familial relationship to the spouse and the spouse has maintained domicile in Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term (BoR Minutes, February 2010).
2. **Students 24 and Older.**
- If the student can provide clear and legal evidence showing a familial relationship to the spouse and the spouse has maintained domicile in Georgia for at least twelve (12) consecutive months immediately preceding the first day of classes for the term. This waiver can remain in effect as long as the student remains continuously enrolled (BoR Minutes, October 2008, title amended February 2010).

This waiver can remain in effect as long as the student remains continuously enrolled (BoR Minutes, October 2008).

If the parent, spouse, or United States court-appointed, legal guardian of a continuously enrolled non-resident student establishes domicile in another state after having maintained domicile in the State of Georgia for the required period, the non-resident student may continue to receive this waiver as long as the student remains continuously enrolled in a public post-secondary educational institution in the state, regardless of the domicile of the parent, spouse or United States court- appointed, legal guardian (BoR Minutes, June 2006, amended October 2008).

## Residency Reclassification

Students are responsible for registering under the proper residency classification. Initial determination of residency is made by the Admissions Office for students during their first semester of enrollment. Determination of residency status for continuing students is done by the Office of the Registrar. Any student who wishes to appeal either one of these decisions must complete the Petition for Georgia Resident Classification form and submit it to the Registrar with all other supporting documentation. The appeal must be submitted by the end of the 5th week of the semester for fall and spring and by the end of the 1st week of the summer term. Appeals submitted after these deadlines will not be reviewed. Appeals of the decision of the Registrar may be made to the Provost's Office no later than the 10th week of fall or spring and no later than the 3rd week of the summer term. The decision of the Provost's Office is final. If the petition is granted, reclassification will not be retroactive to prior semesters.

## Bordering Agreements

**Bordering Counties.** Armstrong State University has bordering county tuition agreements with Jasper and Beaufort counties in South Carolina. The "South Carolina Border Waiver" form is available in the Registrar's Office and online. If the Border County waiver is granted, the waiver will not be retroactive to prior semesters.

**Bordering States.** Armstrong State University has received approval to award Border Resident waivers to undergraduate students who are residents of Alabama, Florida or South Carolina. The Border State Waiver form is available in the Registrar's office and online. If the Border State Waiver is granted, the waiver will not be retroactive to prior semesters.

All waiver requests must be submitted by the end of the 5th week of the semester for fall and spring and by the end of the 1st week of the summer term. Waivers submitted after these deadlines will not be reviewed.

## Bursar's Office

The Bursar's Office is located on the second floor of Victor Hall. The regular office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday.

## Off-Campus Fees

Students enrolled exclusively in courses categorized as "off-campus" will not be charged health, athletic, student center, access ID, activity, and recreation fees. "Off-campus" courses are those defined as being physically located outside of Chatham County. Students taking a combination of on and off-campus courses will be charged all of the applicable fees charged to on-campus students. **All students pay a Technology fee and the Board of Regents Institutional fee.**

## Online Course Fees

A course will be considered Online if 100% of the course is delivered over the internet without an on-campus component. Students taking online courses will only be assessed the technology fee and the Board of Regents special institutional fee. Students taking a combination of on-campus and online courses will be charged all of the applicable fees charged to on-campus students. Students taking a combination of off-campus and online courses will only be assessed the off-campus fees listed above.

## Other Fees and Deposits

Fee rates listed below are for Fall 2016 - Summer 2017.

<b>Application Fee (Non-Refundable):</b>	<b>Undergraduate \$25.00</b>
	<b>Graduate \$30.00</b>

The application fee must accompany initial application. Acceptance of the application fee does not constitute acceptance of the student to the university.

### Navigate Armstrong Student Fee

First-Year Student Sessions (Savannah Campus)	<b>Student: \$85</b>
	<b>Family Member: \$35 (limit 2 per student)</b>
Transfer/Adult Sessions (Savannah Campus)	<b>Student: \$55</b>
	<b>Family Member \$35 (limit 2 per student)</b>
New Students at Liberty Center Campus (Hinesville)	<b>Student: \$30</b>
	<b>Family Member: \$35 (limit 2 per student)</b>

The Navigate Armstrong Fee must be paid at the time the student signs up for Navigate via the web. Pre-registration is required for all Navigate sessions.

### Housing Application Fee

This \$250 housing application fee is a one-time nonrefundable fee that goes toward the Residence Life program.

## Housing Charge

Housing charges are based on your specific room assignment, per term. Explore our choices and rates for each one of our unique residential options on Housing & Residence Life's website.

## Meal Plans

For meal plan options, please visit Armstrong's Dining Services website. The residential meal plan is associated with your Housing Contract and is billed each term you reside on campus. Choose your plan through your Housing Application. If it is not utilized during the term, the student still owes the amount due. Commuter meal plans are paid for via Blackboard/Pirate Card. Plans are activated upon payment and can not be paid via Financial Aid disbursement. Cash/Check/Money Order/all major credit cards accepted. Please come speak with us directly to setup a commuter plan.

## Residential Life Fee

Activities sponsored by the Office of Housing & Residence Life **\$30**

## Parking Decal

Commuter Decal **\$50** (Valid August 1 through July 31, upon registration)

Commuter Multiple Vehicle Pass **\$75**

Residential Decals: Included in resident's cost of housing--limited to Housing parking lots only.

Universal Decal **\$75** (Commuter) /**\$25** (Residential)

Students may only use financial aid to pay for parking decals through Add/Drop.

## Late Registration Fee (Non-Refundable): **\$54**

A \$ 54 late registration fee is charged to all students who do not complete registration by the close of business during the regular registration period. Registration is completed by registering for class(es) and paying all fees due on your student account. Students who have completed registration during the regular registration period and subsequently add classes during late registration will not be charged a late registration fee. Students having checks for tuition returned for non-payment are charged the late registration fee. If a student receives financial aid, they must pay the balance of what they owe after the deducting of any amount of financial aid. This includes students who receive the Hope Scholarship. Students who are cancelled for non-payment will be subject to this fee.

## Late Payment Fee (Non-Refundable): **\$54**

A \$54 late payment fee will be added if a student's tuition and fees are not paid during the regular registration period.

## Graduation Fee (Non-Refundable): **\$63**

A \$63 Graduation Fee is payable, by each candidate for graduation, when the graduation application is submitted (two semesters prior to graduation). If the candidate is receiving a second degree at the same graduation ceremonies, an additional \$10 is due. The full \$63 is charged for the first degree awarded at a subsequent graduation ceremony. A fee of \$25 is charged for a replacement diploma. Online and 62+ students are not exempted from this fee.

## Exit Fee

Mathematics **\$30**

## Laboratory Science/Course Fees

Students enrolled in certain courses are required to pay an additional fee. The following lists those departmental charges. Please consult individual departments as to which courses their fees apply. Students in multiple courses with fees will be charged for each course.

<b>Art</b>	<b>\$12/\$15/\$20/\$25/\$30/\$35/\$45/\$60/\$70</b>
<b>Biology</b>	<b>\$40</b>
<b>Chemistry</b>	<b>\$25/40</b>
<b>Communication Sciences and Disorders</b>	<b>\$75/100</b>
<b>Computer Science</b>	<b>\$30</b>
<b>Economics</b>	<b>\$20</b>
<b>Educational Technology</b>	<b>\$15 (N/A for 2015-16)</b>
<b>Engineering</b>	<b>\$50</b>
<b>English Communications</b>	<b>\$10</b>
<b>Health Sciences</b>	<b>\$10/\$20/\$25/\$30</b>
<b>Information Technology</b>	<b>\$30</b>
<b>Intramural Forfeit</b>	<b>\$25</b>
<b>Language</b>	<b>\$10</b>
<b>Math I, II</b>	<b>\$5/\$10</b>
<b>Math (for educators)</b>	<b>\$15</b>
<b>Medical Laboratory Science</b>	<b>\$50</b>
<b>Music</b>	<b>\$10</b>
<b>Nursing</b>	<b>\$35</b>
<b>Nursing Lecture ATI</b>	<b>\$45</b>
<b>Official Transcript</b>	<b>\$5</b>
<b>Physical Education - Red Cross Certificate</b>	<b>\$10</b>
<b>Physical Education - Golf</b>	<b>\$40</b>

<b>Physical Therapy Anatomy</b>	<b>\$75</b>
<b>Physical Therapy</b>	<b>\$25</b>
<b>Psychology Labs</b>	<b>\$25</b>
<b>Radiologic Sciences</b>	<b>\$20/\$25/\$30/\$35</b>
<b>Radiologic Senior Seminar</b>	<b>\$50</b>
<b>Replacement Diploma</b>	<b>\$25</b>
<b>Respiratory Therapy</b>	<b>\$50</b>
<b>Respiratory SAE Test</b>	<b>\$125</b>
<b>Theater (video production)</b>	<b>\$15</b>

## Music Fees

Applied music courses consist of one 25-minute private lesson per week (MUSC 1300 ) or a 50-minute private lesson per week (MUSC 1400, MUSC 2400, MUSC 3400, MUSC 4400). A special fee of \$52 is charged for 25-minute lessons and \$104 for 50-minute lessons.

## Health Professions

Reserves a seat in appropriate health program, payable upon application to program.

- Medical Laboratory Science: \$50
- Radiologic Sciences: \$100
- Nursing: \$175
- Physical Therapy: \$250

## Teacher Education Practicum

Students admitted to teacher education programs in the College of Education are required to pay a \$625 practicum fee (to be assessed with tuition).

## Continuing Education Courses (Non-Credit)

Fees are announced for scheduled courses (fees vary by course). Please contact the sponsoring department or agency for this information.

## Refund Policy

Refund of tuition and fees occurs for only two reasons: full semester withdrawals or the death of a student. Official semester withdrawals must be requested in writing. A Semester Withdrawal Form should be completed in the Office of the Registrar. Unofficial withdrawals occur when faculty report to the Office of Financial Aid that a student stops attending courses and a student receives federal funding. A recalculation of that student's tuition, fees, and financial aid must be adjusted at the end of the semester in this situation. Refunds are based on the withdrawal date of the term's calendar days, not how many times individual classes have met. The refund amount for students withdrawing from the institution shall be based on a pro rata percentage determined by dividing the number of calendar days in the semester that the student completed by the total calendar days in the semester. The total calendar days in a semester includes weekends, but excludes scheduled breaks of five or more days and days that a student was on an approved leave of absence. The unearned portion shall be refunded up to the point of time that the amount earned equals 60%. Students who withdraw from the university when the calculated percentage of completion is greater than 60% are not entitled to a refund of any portion of institutional charges.

In most cases, refund checks will be made payable to the student. Payments by financial aid and/or third party organizations must be reviewed and a determination made if the funds go back to the original source or to the student. Refunds to students who paid by personal check will be delayed until assurance is made that the check is valid. Refunds are not made for graduation or late registration fees.

**No refunds will be made to students dropping a course after the first Add/Drop.**

**Students who register for classes, pay fees, and formally withdraw from school cannot re- register for that term.**

**Students who attend multiple sessions within the same semester may only qualify for a refund if they withdraw from all classes.**

**Summer Term Refunds.** Due to the varying lengths of courses offered during the summer, refunds are based upon individual course length. Due to the multiple lengths of summer term classes, refunds for withdrawals and canceled classes will be mailed at the end of the semester.

Refund checks will be mailed to the student's mailing address on file with Armstrong. If a student needs to manage their address, they must do so online.

## **Return Check Policy**

When a check is returned by the bank for non-payment, the Bursar's Office will notify the student, place a hold on the student's account, and assess all applicable service charges to the student's account. The university expects the student to immediately rectify this situation.

A service charge of \$30 is assessed for returned checks. In addition to this charge, non-sufficient funds checks written for tuition payments will be assessed the late payment fee. Checks returned because of bank errors will be redeposited after written notification is received from the bank and a \$30 service charge is paid by the student. No late payment fee is assessed for checks returned because of bank error. Students should request reimbursement of the service charge from their bank.

A stop payment of a check does not constitute a formal written withdrawal and is considered a returned check. Writing a non-sufficient funds check or stopping payment on a check does not cancel registration. Students whose check is returned for non-sufficient funds or who places a stop payment on a check must honor the check and pay the applicable service charges before withdrawing from the university. After honoring a returned or stop payment check and formally withdrawing in the office of Student Affairs, the student will receive a refund, if applicable.

A student whose check is returned for tuition may be dropped from classes. When the check and applicable charges are paid, the student may re-register subject to approval of all instructors for that term. If the check and charges are not paid, the student's account will be placed on "hold" and the student must pay for the future enrollment in cash or cash equivalent for one year. A service charge of \$30 will be charged at the time of the subsequent enrollment.

If the student does not respond to the Bursar's Office notice and pay the check and applicable service charges, the student will be removed from the class if the check was written for tuition.

Students with returned checks who do not follow the correct procedures to redeem their checks will have their registration status put on "hold". After complying with the procedure, the "hold" will remain on their account for one year. A registration permit to register must be obtained from the Bursar's Office in order to register. The student may request the lifting of the "hold" after one year. After this year period, the student may request reinstatement of check writing privileges.

## Fee Payment by Cash

All payments must be in U.S. currency. Cash payments can be made at the Bursar's Office in Victor Hall.

## Fee Payment by Credit Card

**Fee payment by credit card in person.** This may only be used to pay for graduation fees, testing fees, parking tickets, parking decals, and other miscellaneous fees. Credit cards accepted are American Express, Discover, VISA, and MasterCard.

**Fee payment by credit card over the WEB.** Credit cards (American Express, Discover, and MasterCard) may be used over the web via Touchnet Paypath to pay for tuition, housing and meal plans. A 2.75% convenience fee will apply. No credit card payments will be accepted over the phone.

1. Go to the Armstrong website ([www.armstrong.edu](http://www.armstrong.edu)).
2. Click "Pay Online" button on the bottom of the screen.

## Fee Payment by WebCheck

**Fee payment by WebCheck.** Students may pay via WebCheck over the web via Touchnet. Follow the same steps as you would for paying by credit card, but select Webcheck. You will then be asked for your routing number and account number for your checking or savings account. No convenience fees apply when paying by WebCheck.

## Fee Payment by Check

Checks should be made payable to **Armstrong State University** or **Armstrong** and addressed to **Bursar - Tuition Payments, Armstrong State University, 11935 Abercorn Street, Savannah, Georgia 31419**. Checks must have a printed bank account number. The university will not accept any checks in which account numbers are hand-written. Encumbrances are other debts owed by the student to the university. Students who have financial aid and pay the balance with cash/check must pay during regular registration. Students who mail their invoice and check to the Bursar's Office cannot be guaranteed enrollment unless their envelope is sent by registered mail and is received by the Bursar's Office by the appropriate deadline.

**The student's student identification number should be listed on the check. Only checks drawn on U.S. banks will be accepted.**

Do not submit a check that you know will be returned by your bank. Payments for returned checks will be accepted only in cash, cashier's check, or money order.

**Students with balances from previous semesters must pay in cash, money order, credit card, or cashier's check in order to have "holds" lifted immediately. If you pay by check or WebCheck, "holds" will remain until proof is provided that the check cleared the bank or you will have to wait 30 days until the hold is removed.**

# Fee Payment using Nelnet

Students may use Nelnet, a company that offers a pre-payment plan. Armstrong partners with Nelnet allowing students to pay tuition and fees over time, making college more affordable. There is an enrollment fee per semester to enroll in the plan.

**Steps to Enroll:** Go to [www.armstrong.edu](http://www.armstrong.edu), click on tuition and fees at the bottom of the page. Next, click on "Enroll in a payment plan", click "Sign up for a payment plan". Payments may be made by automatic bank payment (ACH), and Credit card/debit card. (An additional convenience fee will be assessed.)

# Fee Payment by Cellphone

Go to [www.m.armstrong.edu](http://www.m.armstrong.edu) and use the pay online button on the log-in page.

# Financial Aid Student Payment

Students who have financial aid will have their aid applied directly to their student account. "Excess" checks (a result of financial aid less tuition and other fees) will be available weekly after the third week of classes (financial aid disburses) throughout the term as financial aid is processed. Excess checks could take up to two weeks after financial aid disbursement to be processed.

Students who do not pre-register or do not complete financial aid paperwork on time experience a delay in receipt of the "excess" check. **In order to receive your "excess" check as soon as possible, you must pre-register and have all financial aid paperwork completed on time.**

Financial Aid students who pre-register, but whose aid does not exceed fees, should submit the remaining payments by the published fee payment deadlines. Financial aid students who register and do not attend classes will not receive financial aid.

Financial aid students that are scheduled to receive more financial aid than their balance will receive an "excess" check after verification of attendance has been completed, which occurs approximately three weeks after courses have begun. Students whose financial aid is not complete prior to the published fee payment deadline are required to pay their balances. Students who wish to pay any balances must pay by the fee payment deadline.

All excess checks will be mailed to the student/ parent plus loan address on file. If a student needs to manage their address, they must do so online.

# Financial Aid "Excess Checks"

All financial "excess" funds will be processed based on the information provided by the student to the Bursar's Office. Students have the option to receive "excess" funds via direct deposit or by mail. For more information, please contact the Bursar Office. (An excess check is the net amount of financial aid less all fees and charges). "Excess" check processing will begin after financial aid disburses. After disbursement, subsequent "excess" funds will be processed weekly. No "excess" checks will be released directly to students. Students should ensure that their correct mailing address is on file with the Registrar's Office. It is the student's responsibility to verify and update mailing address through the Port.

**Direct Deposit:** Students may have their excess financial aid money refunded directly to their checking account if they choose to sign up for E-Return/Direct Deposit. Login to the Port, then Touchnet Bill Pay System.

Disbursement of financial aid will be made only if the applicant has completed all requirements for receipt of aid (see Disbursement of Financial Aid).

# Student Account Information

The Bursar's Office and the Office of Financial Aid will no longer release specific student account information over the telephone. Students should inquire about their account through the Port. Student account information will be released only if the student appears in person with applicable identification. Required identification is a picture ID and driver's license or a Social Security card. This action was taken due to the increase in identity theft and because the caller's identity cannot be verified.

If a student wants their parent to have access to account information, a Family Educational Rights and Privacy Act (FERPA) waiver must be on file in Victor Hall.

# Unpaid Financial Obligations

By registering for classes or incurring other financial charges (housing, meal plans, etc.), a student is acknowledging responsibility for payment of amounts due. Failure to pay may result in legal measures to ensure collection. Collection fees of up to 33.333% will be added to the amount owed by the student.

# Financial Obligations

Any student delinquent in the payment of any financial obligation to the university will have their grade reports and transcripts of records withheld. Grades and transcripts will not be released, nor will the student be allowed to register at the university until all financial obligations are met. Fees for each semester are to be paid in full at the time of registration.

# Off-Campus and Armstrong Liberty Center Financial Policies

Students at the Armstrong Liberty Center and other off-campus locations follow regular payment guidelines. Payments must be received by Armstrong by published payment deadlines.

Students who participate in advance registration, registration, or late registration may use credit cards. Please see the previous section on specifics about paying by credit card. Partial payments, i.e., part credit cards/part cash or check, are not accepted.

**Financial Aid Students.** If you are an Armstrong financial aid student taking classes at an off campus location your checks will be mailed to your current address on file, If you have direct deposit, then watch for the funds to appear in your account

## **The student is responsible for:**

1. A HOPE transient certificate of eligibility will be sent to the institution you are attending. Students must contact the other institution's financial aid office for the specific date of disbursement of funds.
2. All students attending other institutions must insure that their transcripts are sent to Armstrong's Registrar's Office. A delay in this step will cause future financial aid disbursements to be postponed until grades are received and reviewed.

The office of Financial Aid at Armstrong may be contacted at 912-344-3266 or 1-800-633-2349.

Notification of registration after the start of the term will result in a substantial delay of the process of your financial aid or possible denial of aid.

**Refund Policy.** Students at the Armstrong Liberty Center and other off-campus locations follow institutional refund policy. Please consult with center staff for specific guidelines and procedures.

# Financial Aid Information

- General Information
- Application Information
- Available Information
- Deadlines
- Disbursement of Financial Aid
- Disbursement of Financial Aid for Transient Students with Consortium Agreements
- Grants
- Employment
- Scholarships
- HOPE – Helping Outstanding Pupils Educationally
- Zell Miller Scholarship
- Loans
- Veterans Benefits
- Standards of Academic Progress
- Appeal for Reinstatement of Aid
- Terms and Conditions of Award

## General Information

The Office of Financial Aid provides guidance and support for students who need financial assistance to attend Armstrong State University (Armstrong). The primary responsibility for financing college education rests with students and their families. Financial aid is available to supplement family contributions and is provided through a combination of sources including scholarships, grants, loans, and part-time employment. Either the Free Application for Federal Student Aid (FAFSA) or the Renewal FAFSA must be used to help determine eligibility for Pell Grant, student loans and other Federal and State programs. Family income, assets, number of family members, number in college, and other factors determine eligibility. The university will attempt to assist students with the difference between the total expected family contribution and the cost of attending college. Any student admitted to or attending Armstrong is encouraged to apply for financial aid.

Student financial aid is most frequently awarded to eligible students on the basis of need or merit. Merit is determined by the entity who is providing the money to be awarded (for example, the state of Georgia, Armstrong, or private donors). Need based aid is determined by the federal government analysis of the data provided by the student's family or, if independent, by the student on the completed FAFSA. This analysis is transmitted to the Office of Financial Aid where it is compared with the cost of attendance. The formula applied is: cost of attendance minus expected family contribution equals need (COA - EFC = Need). If the family contribution is less than the cost of attendance, financial need has been established.

In general, students who apply by the priority deadline will have their aid processed by that term's beginning. Due to the fact that certain funds are limited, the Office of Financial Aid will award its yearly allocation of those funds to as many students as possible who meet the priority deadline and demonstrate the greatest need. Therefore, students are encouraged to apply as early in the year as possible.

The Office of Financial Aid helps students find ways to finance their education. However, federal and state law heavily regulates the financial aid application and awards process, and as a result the process takes time. At least thirty-percent of Armstrong students are selected for a process called verification. Armstrong's Office of Financial Aid does not know who will be selected at the time students apply for aid. All students should be prepared to supply copies of their federal tax transcripts and W2s from the previous year, a completed verification worksheet, and a completed credit/benefits worksheet to the Office of Financial Aid. Students who are not considered independent by the federal government would also need to submit copies of their parents' federal tax transcripts and W2s from the previous year. The Office of Financial Aid may also require a number of other documents before aid can be awarded. Please respond quickly and accurately to any and all requests for documentation from the Office of Financial Aid. Requests will be made via the students' Armstrong email account. This is the Office of Financial Aid's primary form of communication with students. Students are responsible for obtaining and maintaining their Armstrong email account. Students are encouraged to check their Armstrong email on a regular basis.

Only by meeting the priority deadlines can students expect to have funds available at the beginning of the semester. Students who do not meet the deadlines are required to pay their own fees for the semester. Please keep in mind that although we are here to help you, we are not responsible for delays caused by inaccurate or incomplete applications and files.

**Mid Year Transfers.** If you have attended another institution during the current academic year (June 30 of the current year to July 31 of next year), you must provide this information to the Office of Financial Aid. Aid received at another institution during this same academic year will be deducted from aid eligibility offered at Armstrong in accordance with federal regulations.

## Application Information

An applicant for student financial aid must:

- be accepted and enrolled at Armstrong;
- complete and submit a signed FAFSA or Renewal FAFSA to the federal processor. Armstrong title IV code is 001546;
- students must complete an Armstrong Summer Application, in addition to the FAFSA, to have aid processed for the summer term.

Students are eligible for financial assistance provided they are making satisfactory academic progress and meet the requirements of the student aid program(s) from which assistance is sought. Federal aid cannot be used to pay for audited classes. (Audited courses are courses which are not being taken for credit.) Transient students and exchange students are not eligible for aid from Armstrong, but may seek assistance from their home institution. Students are required to adhere to all regulations and requirements of the program from which they receive assistance, and to notify the Office of Financial Aid of any changes in status that may affect their aid eligibility.

The minimum number of semester hours for which a financial aid recipient may enroll per semester varies with each student aid program. Some require at least 12 hours per semester (full-time status). Many programs require that the student be enrolled at least half-time, taking 6 or more semester hours. (Graduate students are advised to refer to the 2016-2017 Graduate Catalog or consult Registrar for information regarding half-time status).

You must complete a FAFSA or a Renewal FAFSA to apply for grants, loans, and work-study each year.

Students should apply on the web at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

For detailed information about Armstrong's financial aid, visit our web site at [www.finaid.armstrong.edu](http://www.finaid.armstrong.edu). For more federal student aid information call 1.800.433.3243 and request "The Student Guide" from the U.S. Department of Education. For information about state-funded aid, you may visit [www.gafutures.org](http://www.gafutures.org).

**GSFAPP.** Students who are interested in being considered for a Zell Miller scholarship or HOPE scholarship may complete the GSFAPP application. GSFAPP applications are available at [www.gafutures.org](http://www.gafutures.org). Transfer students using GSFAPP to apply must notify the Armstrong's Office of Financial Aid and add Armstrong to their GSFAPP.

## Available Information

In accordance with federal regulations governing Armstrong's financial aid programs, certain information is available to prospective and current students, parents and specified other parties. This information is available in the offices listed:

Rights under Family Educational Rights and Privacy Act (FERPA)	Registrar's Office
Types of aid available	Financial Aid Office
Institutional information	
Tuition Rates	Bursar's Office
Refund Policies	Bursar's Office

Return to Title IV Funds Policy	Bursar's Office
Requirements for Withdrawing	Registrar's Office
Accreditation Information	Registrar's Office
Completion/Graduation Rates	Registrar's Office
Campus security reports	Public Safety Office
Athletic program participation rates & financial support data	Athletic Department
Enrollment Verification	Registrar's Office
Student Loan Deferment Information	Registrar's Office
Veteran's Educational Assistance Information	Registrar's Office

## Deadlines

The following deadlines are 'priority' deadlines. Students meeting these deadlines should have ample notice of their awards prior to the start of the term. All other applicants will be processed in date order.

<b>March 15</b>	<b>Fall semester priority deadline</b> for submitting the completed and signed FAFSA or Renewal FAFSA to the federal processor.
<b>May 1</b>	<b>Fall semester deadline</b> for submitting all supporting documentation requested by the Office of Financial Aid.
<b>August 3</b>	<b>Spring semester priority deadline</b> for submitting the completed and signed FAFSA or Renewal FAFSA to the federal processor.
<b>September 7</b>	<b>Spring semester deadline</b> for submitting all supporting documentation requested by the Office of Financial Aid.
<b>March 5</b>	<b>Summer semester priority deadline</b> for submitting the completed and signed FAFSA or Renewal FAFSA to the federal processor.
<b>April 5</b>	<b>Summer semester deadline</b> for submitting all supporting documentation requested by the Office of Financial Aid.

**Students who miss these deadlines must be prepared to pay their own fees. Students must apply for financial aid every year. Awards are made only for the current year.**

## Disbursement of Financial Aid

Disbursement of financial aid will be made only if the applicant has completed all requirements for receipt of aid, which includes submission of verification documents, if necessary. Students applying for additional loan funds must make a request for these funds before the Office of Financial Aid will process or disburse such funds. Verification of attendance must be attained for classes before aid is disbursed to the student's account. A student's enrollment in sessions that begin later in a semester may cause a delay of disbursement of aid due to verification of attendance in such classes. Aid offered is based on full-time enrollment status unless otherwise indicated, and may be adjusted depending on hours enrolled. For options on how you would like to receive your refund, you may contact the Bursar's Office.

Students who attend off-campus centers are also subject to verification of attendance. Their excess funds will be processed after verification of attendance is completed.

Work study funds are earned on an hourly basis and are only paid for work performed. Funds from this program are paid bi-weekly.

## Disbursement of Financial Aid for Transient Students with Consortium Agreements

Armstrong students attending other institutions as transient students may have their aid eligibility based on enrollment at an eligible host institution. Students are required to complete the necessary documentation with the Registrar's Office and the Office of Financial Aid. The students' financial aid will be sent to the host institution unless the student receives direct deposit or provides the Office of Financial Aid with proof of payment. Armstrong will still disburse financial aid according to its own schedule. Consortium agreements do not serve as payment to the host institution, nor can Armstrong defer another institution's fee payment deadline. Students must have all transcripts from the host institutions returned to Armstrong and posted to their records before any future aid can be disbursed.

## Grants

Students are not required to repay these awards if eligible.

**Federal Pell Grant.** Open to eligible undergraduates based on need and enrollment status. Grant awarded is based on full-time enrollment; if a student enrolls in fewer than the number of hours considered full-time, funds will be reduced accordingly. Please visit our website for more information: [www.finaid.armstrong.edu](http://www.finaid.armstrong.edu).

**Teacher Education Assistance for College and Higher Education (TEACH) Grant Program.** The College Cost Reduction and Access Act of 2007 created the Teacher Education Assistance for college and Higher Education (TEACH) Grant Program. TEACH provides grants to students who are completing, or plan to complete, coursework needed to begin a career in teaching and agree to teach, for at least four complete academic years, in a high-need field that serves students from low-income families.

Due to the impact of Sequestration, award amounts for any TEACH Grant have been reduced each aid year. TEACH Grants that are first disbursed after October 1, 2015 must be reduced by 6.8 percent from the award amount for which a recipient would otherwise have been eligible. For example, the maximum award of \$4,000 is reduced by \$272, resulting in a maximum award amount of \$3,728. Award amounts for any TEACH Grant that is first disbursed after October 1, 2016 must be reduced by 6.9 percent from the award amount for which a recipient would otherwise have been eligible. For example, the maximum award of \$4,000 is reduced by \$276, resulting in a maximum award amount of \$3,724. To be eligible, students must have the following:

### Eligibility Requirements for Undergraduate Students

At Armstrong State University, you must:

- Complete a Free Application for Federal Student Aid (FAFSA)
- Be a US citizen or eligible non-citizen
- Be admitted to the College of Education with junior or senior status in a program of study designated as TEACH Grant-eligible. Eligible programs are:
  - Secondary/Middle Grades Mathematics
  - Secondary/Middle Grades Science

\*All other programs are not eligible. (Post-baccalaureate Teacher Certification seekers are ineligible for this program.)

- Have at least a 3.25 Cumulative GPA and maintain a cumulative 3.25 GPA each semester you receive the TEACH Grant.
- Have met and will maintain Armstrong State University's College of Education Teacher Education Program requirements with junior or senior status.
- Sign the TEACH Agreement to Serve and Promise to Pay and Complete the TEACH Grant counseling program (<http://www.teach-ats.ed.gov>).

### **Teaching Obligation**

In exchange for receiving the TEACH Grant, you must agree to serve as a highly-qualified, full-time teacher in a high-need subject area for at least four years at a school serving low- income students. You must complete the four years of teaching within eight years of finishing the program for which you received the TEACH Grant. You incur a four-year teaching obligation for each educational program for which you received TEACH Grant funds. You may work off multiple four-year obligations simultaneously under certain circumstances.

### **Application Procedures**

Please keep the application and all pages (1-5) together as one document. Send original pages of your application and forms to the College of Education, 11935 Abercorn Street, Savannah, GA 31419 or deliver the forms to the College of Education on the 2nd Floor of University Hall, Room 242C.

Incomplete applications and forms cannot be processed and will be returned to the address listed on the application.

A student must file the application on or before the last day of the academic term in order to receive funds for that academic term. The last day of the academic term is the last day of exams.

### **Important Reminder**

Failure to complete the teaching obligation, respond to requests for information, or properly document your teaching service will cause the TEACH Grant to be permanently converted to a loan with interest. Once a grant is converted to a loan it cannot be converted back to a grant!

For more information about receiving the TEACH Grant, contact the Armstrong State University Financial Aid Office at 912.344.3266.

*Please note: Legislative changes may affect the availability of some grant programs. Check with the Office of Financial Aid for more information.*

## **Employment**

**Federal College Work Study Program.** This federally sponsored program is awarded based on need and availability. Students are awarded a specific dollar amount, and may earn up to this maximum each semester. Funds are earned on an hourly basis and are only paid for work performed. The supervisor to whom the student is assigned will outline the required duties. For more information, contact the Office of Financial Aid.

Students in this program may not exceed nineteen hours of work per week.

**Institutional Work Study Program.** Students are selected for this program by the heads of the various departments and approved by Armstrong's Office of Human Resources. Students must be qualified for the available positions. For more information contact Human Resources.

Students in this program may not exceed nineteen hours of work per week.

## **Scholarships**

Many scholarships awarded on the basis of merit or need (or both) are available. Qualified full-time freshmen applicants are automatically reviewed for academic scholarship. A separate application is not required. For scholarship consideration, incoming fall term freshmen must have a minimum unweighted GPA of 3.0 and a 1000 SAT score (Math and Critical Reading combined) or a 21 ACT composite score. For scholarship consideration, students must complete the admissions application and submit all required materials by December 15, 2015. A scholarship committee makes award decisions during the spring of every year for the upcoming academic year. Academic scholarship application is available online in the student's PORT account. The application deadline for returning, transfer, and graduate students is May 15.

Scholarships are also awarded by various departments on campus including art, music, and theatre; athletics; biology; chemistry and physics; computer science; history; mathematical sciences; and radiologic sciences. Students may contact these departments for application procedures.

In addition, notices of scholarships requiring special applications or having different deadlines are posted on the financial aid web site [finaid.armstong.edu](http://finaid.armstong.edu) under the heading "Other Scholarship Opportunities" as they become available throughout the year. Students should check this web site periodically for any new scholarship offerings.

## HOPE – Helping Outstanding Pupils Educationally

The state of Georgia rewards exemplary academic performance with tuition scholarships at state universities and colleges.

**General Qualifications for Entering Freshman.** As entering freshmen, students must possess the following:

- legal residency of Georgia;
- 1993 or later graduation from an eligible Georgia high school;
- grade point average of at least a 3.0, as defined by the HOPE program.

HOPE Scholarship will be applied towards tuition charges using the Georgia Student Finance Commission's determined factor rate. See [www.gafutures.org](http://www.gafutures.org) for triggers that could affect the award HOPE provides. The HOPE Scholarship will not cover any student fees, book allowances, nor will HOPE pay for any institutional charges such as lab fees.

HOPE funds may be applied only to tuition. Students may renew their scholarships for the sophomore, junior, and senior years. To do so, students must:

- maintain a 3.0 cumulative grade point average for all course work attempted (not just course work completed);
- reapply for the scholarship by completing the FAFSA or, if applicable, the GSFAPP alternate application by the appropriate deadline;
- make satisfactory academic progress.

**Non-traditional Students.** If a student graduated from high school before the HOPE program began in 1993, or is not academically eligible for the HOPE scholarship upon high school graduation, he or she may be eligible for the HOPE scholarship after attempting 30, 60, or 90 semester hours of study, provided he or she has a 3.0 cumulative grade point average and is a legal resident of Georgia.

**Maintaining HOPE.** HOPE eligibility is reviewed at the end of every spring semester (unless you are a part time freshman) and at the end of the semester in which 30, 60, or 90 semester hours have been attempted. "Attempted hours" refers to all hours attempted in a degree program at a postsecondary institution after high school graduation, including classes which you may have dropped or failed as well as learning support classes.

A student may receive the HOPE scholarship until the first of these events:

- the student has earned a baccalaureate degree;
- the student has attempted a total of 127 semester hours at any postsecondary institution;
- the student has seven years from their graduation date from high school to be a first time HOPE recipient (active military service during the seven years shall not count against the seven year period);

- the student that has received the HOPE Scholarship prior to July 1, 2011 may continue to receive the HOPE Scholarship until June 30, 2015, as long as such student continues to meet all other eligibility requirements.

HOPE eligibility is limited by students' ATTEMPTED and/or PAID hours. For more information on this limitation, please visit [www.gacollege411.org](http://www.gacollege411.org). The deadline for HOPE application is ten business days prior to the last published date of the term for which the student is seeking payment.

**Regaining HOPE.** HOPE is a reward for scholastic achievement and an incentive to continue working hard in school. If, after reaching a checkpoint in a state college or university, students fall below a 3.0 cumulative grade point average, they may continue their following year at their own expense. A student who has lost the HOPE Scholarship may regain it at 30, 60 or 90 attempted hours if they have a 3.0 cumulative grade point average. HOPE may not be regained at the spring semester checkpoint, unless that coincides with a 30, 60 or 90 hour checkpoint. Students may only regain the HOPE Scholarship one time.

## Zell Miller Scholarship

**General Qualifications for Entering Freshman.** As entering freshmen, students must meet all HOPE Scholarship requirements and possess the following:

- legal residency of Georgia;
- 2007 or later graduation from an eligible Georgia high school;
- grade point average of at least a 3.7, as defined by the HOPE program;
- a 1,200 combined critical reading score and math score on a single administration of the SAT or an ACT composite scale score of at least 26; or
- graduate as a valedictorian or salutatorian.

Zell Miller Scholarship will be applied towards tuition charges using the Georgia Student Finance Commission's determined factor rate. See [www.gacollege411.org](http://www.gacollege411.org) for triggers that could affect the award provided. The Zell Miller Scholarship will not cover any student fees, book allowances, nor pay for any institutional charges such as lab fees.

Zell Miller funds may be applied only to tuition. Students may renew their scholarships for the sophomore, junior, and senior years. To do so, students must:

- maintain a **3.3** cumulative grade point average for all course work attempted (not just course work completed);
- reapply for the scholarship by completing the FAFSA or, if applicable, the GSFAPP alternate application by the appropriate deadline;
- make satisfactory academic progress.

**Current Students.** A student that entered an eligible postsecondary institution as a freshman between July 1, 2007 and June 30, 2011 and meets all of the requirements may become a Zell Miller Scholar as a sophomore, junior or senior.

**Maintaining Zell Miller Scholarship.** Zell Miller Scholarship eligibility is reviewed at the end of every spring semester (unless you are a part time freshman) and at the end of the semester in which 30, 60, or 90 semester hours have been attempted.

"Attempted hours" refers to all hours attempted in a degree program at a postsecondary institution after high school graduation, including classes which you may have dropped or failed as well as learning support classes. Zell Miller Scholarship eligibility is limited by students' ATTEMPTED and/or PAID hours. For more information on this limitation, please visit [www.gacollege411.org](http://www.gacollege411.org). The deadline for Zell Miller Scholarship application is ten business days prior to the last published date of the term for which the student is seeking payment.

**Regaining Zell Miller Scholarship.** The Zell Miller Scholarship is a reward for scholastic achievement and an incentive to continue working hard in school. If, after reaching a checkpoint in a state college or university, students fall below a 3.3 cumulative grade point average, but maintain at least a 3.0 grade point average then they may continue as a HOPE Scholar and must meet all HOPE Scholarship requirements. If they fall below a 3.0 then they may continue their following year at their own expense. A Zell Miller Scholar who has lost the Zell Miller Scholarship may regain it at 30, 60 or 90 attempted hours if they have a 3.3 cumulative grade point average. Zell Miller may not be regained at the spring semester checkpoint, unless that coincides

with a 30, 60 or 90 hour checkpoint. A student that loses eligibility as a Zell Miller Scholar may regain eligibility only one time if the student re-qualifies at one of the checkpoints.

*Please note: The HOPE Scholarship and Zell Miller Scholarship programs are regulated by State law and are subject to change. For information you may visit [www.gafutures.org](http://www.gafutures.org).*

## Loans

Armstrong participates in the Federal Direct Lending Program as of July 1, 2010. Loan funding comes directly from the Federal Department of Education to students through the Federal Direct Stafford Loan Program and to parents through the Federal Direct PLUS (Parent Loan for Undergraduate Students) Program. Additional information is available at [www.studentloans.gov](http://www.studentloans.gov) or on our website at [www.finaid.armstrong.edu](http://www.finaid.armstrong.edu).

*Please note: Legislative changes may affect the interest rate and/or other loan terms. Check with the Office of Financial Aid for more information.*

**Federal Stafford Loans.** Stafford loans are available in two forms:

- **Subsidized:** Need-based. The federal government pays interest as long as students maintain at least half-time enrollment.
- **Unsubsidized:** Not need-based. Students are responsible for all interest.

The government limits the amount of money you can borrow under the Federal Stafford loan program.

### Stafford Loan Amounts after July 1, 2008 (undergraduate)

	<b>Initial-Subsidized and/or Unsubsidized</b>	<b>Additional Unsubsidized Only</b>	<b>Total Annual Limit</b>	<b>Aggregate Loan Limit</b>
<b>0-29 earned hours</b>				
Dependent Student	\$3,500	\$2,000	\$5,500	\$31,000 (up to \$23,000 sub)
Independent Student	\$3,500	\$6,000	\$9,500	\$57,500 (up to \$23,000 sub)
<b>30-59 earned hours</b>				
Dependent Student	\$4,500	\$2,000	\$6,500	\$31,000 (up to \$23,000 sub)
Independent Student	\$4,500	\$6,000	\$10,500	\$57,500 (up to \$23,000 sub)
<b>60+ earned hours</b>				
Dependent Student	\$5,500	\$2,000	\$7,500	\$31,000 (up to \$23,000 sub)
Independent Student	\$5,500	\$7,000	\$12,500	\$57,500 (up to \$23,000 sub)

## Post-Baccalaureate

Independent Student	\$5,500	\$7,000	\$12,500	\$57,500 ((up to \$23,000 sub)
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## Stafford Loan Amounts after July 1, 2008 (graduate)

	<b>Initial Unsubsidized</b>	<b>Unsubsidized Only</b>	<b>Total Annual Limit</b>	<b>Additional Aggregate Loan Limit</b>
<b>Graduate</b>				
Provisional/Limited	\$5,500	\$7,000	\$12,500	\$57,500 (up to \$23,000 sub)
Regular	\$8,500	\$12,000	\$20,500	\$138,500 (up to \$65,000 sub)

Interest rates are fixed based on current Federal Stafford Loan rates determined by the Federal Department of Education. The Federal Department of Education is required by law to notify students of changes in the interest rate. Origination and processing fees are deducted from the loan amount borrowed.

The cumulative borrowing limit for both undergraduate and graduate students is \$138,500.00. Armstrong does not automatically offer additional unsubsidized loans in your award. All loans must be certified before the end date of the term the student wishes to borrow.

**Note: Students who have earned 60 or more credit hours must have declared majors and be accepted into a baccalaureate degree program.**

Note: Graduate students not regularly admitted into a graduate program or not enrolled for graduate level course work do not qualify for graduate level funding. Students admitted on a limited/provisional basis only qualify for aid for one calendar year.

Students enrolling in Teacher Certification programs must have their program of study verified before funds disburse each term. Some Armstrong certificate programs are not eligible for assistance at all.

**Hour Requirements:** Undergraduate students must be enrolled in at least 6 hours to be considered half-time. Graduate students are advised to refer to the 2015-2016 Graduate Catalog or consult Registrar for information regarding half-time status.

**First Time Borrowers.** Students MUST complete entrance counseling and a Master Promissory Note (MPN). Please refer to the Financial Aid website for more information.

**Federal Parent PLUS Loans.** PLUS loans are available to parents of dependent, undergraduate students for amounts not to exceed the students' costs of attendance less financial aid. Information is available on the financial aid website.

**PLUS Loans for Graduate or Professional Students.** Graduate or professional students are now eligible to borrow under the PLUS Loan Program up to their cost of attendance minus other estimated financial assistance.

The deadline to request loan funds is ten business days prior to the last published date of term for which the student is seeking payment.

## Veterans Benefits

Veterans Affairs educational benefits may be used for study at Armstrong. Contact the Veterans Affairs representative in the Registrar's office for specific instructions on application procedures.

# Standards of Academic Progress

It is each individual student's responsibility to read and adhere to the Standards of Academic Progress Policy. The policy is in place because the Higher Education Act of 1965 was amended with *Program Integrity* regulations passed on October 29, 2010 that mandates institutions of higher education to establish a standard of satisfactory academic progress for a student who receives any financial aid. A student's entire academic history at all schools attended including transferrable hours is reviewed at the end of the first semester and each semester thereafter whether or not Title IV funded aid was received to ensure compliance with the policy.

What this means to you is that in order to remain eligible to receive financial aid you must meet the standards specified for acceptable academic performance and satisfactory progress toward the completion of your program of study. The progress standards are established within the framework of federal regulations and specifically for the purpose of determining the eligibility of students to receive financial aid under Title IV and State aid programs. These programs include, but are not limited to, Federal PELL Grant, Federal Supplemental Education Opportunity Grant (SEOG), Federal Work-Study, Georgia's HOPE and Zell Miller Scholarship and Federal Direct Loan Programs.

**The University will complete a review of compliance with this policy for all students at the end of the first semester and each semester thereafter.**

## SAP Status

A student's SAP status will be evaluated at the completion of each semester of enrollment. At each evaluation period, one of the following SAP statuses will be assigned:

Satisfactory—Student is meeting the requirements. Student is eligible to continue receiving financial aid.

Warning—Student is not meeting either the **Academic Performance or Progress Toward Degree Completion** requirements (or both). Student is eligible to continue receiving financial aid for **one semester only**. Students are notified by email when they are placed in a WARNING status and no appeal is necessary to receive aid for this status. Students on financial aid WARNING will have their progress checked at the end of each semester to determine compliance. **Students must meet the SAP requirements at the end of the term of enrollment or lose financial aid eligibility.** Students may not have two consecutive Warning terms. If student has met the **Credit Hour Limit** then they are not eligible for a WARNING status.

Suspension—Student is not meeting either the **Academic Performance or Progress Toward Degree Completion** requirements (or both) after a WARNING semester. Student is not eligible to continue receiving financial aid until the student is meeting the required minimum standards. If student has met the **Credit Hour Limit** for their degree program then the student is not eligible to continue receiving financial aid. Students on suspension may submit an appeal based on **mitigating circumstances**.

Probation—Student has submitted a SAP appeal and the Armstrong SAP Committee has approved the appeal. Student is eligible to continue receiving financial aid for **one semester only**. Students on financial aid PROBATION will have their progress checked at the end of each semester to determine compliance.

In some cases, a student must complete the requirements of an Academic Plan developed with their Academic Advisor, which will be monitored by the Office of Financial Aid. Student is eligible to continue receiving financial aid based on the performance and terms of the Academic Plan. The student's continued eligibility beyond the PROBATION semester will be determined at the conclusion of each semester. Failure to meet any part of the Academic Plan will result in the appeal being rescinded and the immediate loss of financial aid eligibility.

Standards of Academic Progress Requirements:

1. *Academic Performance:*

Undergraduate students who have **attempted**

- 0-20 semester hours must have a 1.5 cumulative grade point average (GPA),

- 21-40 semester hours must have a 1.7 cumulative grade point average (GPA),
- 41-59 semester hours must have a 1.9 cumulative grade point average (GPA),
- 60 or more semester hours must have a 2.0 cumulative grade point average (GPA).

The cumulative GPA is derived from all hours accepted by and earned at Armstrong, including transfer work from other institutions whether or not the hours apply toward your degree.

2. *Progress Toward Degree Completion:*

All students must make significant progress toward completion of degree requirement in order to receive aid. A mandated minimum completion rate of 67% is the standard for acceptable progress toward degree completion. When computing this percentage the numbers are not rounded up or down. The formula for this calculation is as follows:

$$\text{Cumulative number of hours successfully earned} / \text{cumulative hours attempted} = \% \text{ completed}$$

Grades of W, WF, WH, V (audit), F, U, I and NR are not considered successful course completion. In addition, all attempts of repeated courses and non-credit coursework are included in the cumulative attempted number.

3. *Credit Hour Limit:*

A maximum number of attempted hours in which to complete a degree is established. Students who exceed this limit will lose their eligibility to receive financial aid. That maximum number of attempted hours is based on 150% of the average degree program requirements.

- Associate programs must be completed by the 90th attempted semester hour
- Undergraduate programs must be completed by the 186th attempted semester hour
- Post-Baccalaureate programs must be completed by the 90th attempted semester hour

Learning support classes will be counted as attempted hours for these purposes.

Exceptions for second degree seekers will be considered upon receipt of a written Standards of Academic Progress Appeal Form.

## Appeal for Reinstatement of Aid

If your academic progress was reviewed at the end of the semester and you lost your eligibility for financial aid, you can regain financial aid in two possible ways;

1. By continuing to work toward a degree without financial aid, successfully accomplishing all the Standard of Academic Progress requirements and providing written notice of that by filing an appeals form with the Office of Financial Aid
2. By filing an appeal of the loss of eligibility for financial aid that identifies **mitigating circumstances**.

**Mitigating circumstances** are defined as unanticipated and unavoidable events or situations beyond a student's control that prevented him or her from successfully completing courses or meeting the terms of a prior appeal. Examples of mitigating circumstances could include (but are not limited to) serious accident or illness of the student, serious illness or death of immediate family member (parents, grandparents, siblings, spouse, children), unexpected financial obligations, etc. **Examples of unacceptable mitigating circumstances** include (but are not limited to) withdrawal to avoid a failing grade, too many courses attempted, limited number of tests/assignments, disagreement with instructor, voluntary change in work hours, and incarceration.

If you choose to file an appeal you must do so through the formal Appeal Form. In your appeal you need to clearly explain:

1. Why you failed to meet the progress requirements
2. What corrective measures you have undertaken to improve your future performance.
3. Provide written and signed documentation of any mitigating circumstances that impacted your performance.
4. Students who are not meeting requirements, due to being over max time frame must submit a letter from their advisor which includes:
  - a. Number of attempted hours that go toward current degree
  - b. Hours remaining in degree program
  - c. Expected term of graduation

A Standards of Academic Progress Committee will review your appeal and supporting documentation and either approve or deny your appeal. Approvals result in the following conditions.

1. Approved for one semester
2. Academic Plan
3. Reinstatement

**Approved for one semester.** Financial aid granted for one semester if you are deemed able to achieve the progress standard in one semester.

**Academic Plan.** On a case by case basis, the Committee may offer an academic plan to students exhibiting documentable, mitigating circumstance. If it is mathematically possible for a student to regain SAP, then the student will be given an Academic Plan. Students will be reviewed for compliance at the end of each semester. If the student fails to adhere to the Academic Plan, then the student will be denied financial aid until such time as the student is back in compliance with the SAP standards.

**Reinstatement.** Student has regained compliance with SAP.

**Denial.** Automatic denials are given to students for whom it is mathematically impossible for them to gain compliance with SAP.

Approval of all appeals is determined on a case-by-case basis and is not guaranteed. You will be notified in writing of the Committee's decision through a document called the Standards of Academic Progress Agreement which you must sign and return to the Office of Financial Aid.

You will remain ineligible for financial aid until fully compliant with the Standards of Academic Progress Policy.

Forms for a Standards of Academic Progress Appeal are available at the Office of Financial Aid website at [www.finaid.armstrong.edu](http://www.finaid.armstrong.edu) under Financial Aid Forms.

## Terms and Conditions of Award

It is especially important that you understand the conditions of your awards and your responsibility as a financial aid recipient. Our policies are explained fully in the Armstrong Catalog. You are required to take course work that applies toward your declared degree objective at Armstrong. All aid will be calculated based on your degree program. Be sure you read and understand the conditions of your award.

If you have any questions, please feel free to contact our office at 912-344-3266.

# Student Life

As part of its educational mission, Armstrong State University strives for the total development of students. This growth process is enhanced by providing opportunities for social, emotional, cultural, physical, and spiritual development, in addition to intellectual growth. The Division of Student Affairs is committed to providing programs and services in an educational environment which will help students of all ages to adjust to university life and achieve their full potential. In particular, freshmen and transfer students are encouraged to read the section on orientation programs under Student Services.

## Dean of Students Office

The mission of the Dean of Students Office is to advocate for our students' academic success, personal development, and campus and community engagement through student-centered experiences. We assist in creating an environment where help-seeking behaviors are encouraged and applauded. The Dean of Students Office focuses on early intervention to help our students get connected with academic and personal resources on and off-campus before long-term impact occurs. The Dean of Students Office is located in Student Union D206 and can be contacted at 912.344.2514 or deanofstudents@armstrong.edu.

## University Housing and Dining Services

All first-year students are required to live on campus in Windward Commons, a suite-style residence hall designed specifically for First Years, featuring wireless Internet, common social areas, two full kitchens, two laundry facilities, music practice rooms and two classrooms – all designed to make the first-year campus experience the best it can be.

The facility provides small community groupings and living-learning experiences because higher education research shows that students living on campus tend to earn better grades, and tend to graduate at a higher rate and finish college sooner than their non-resident counterparts. Living on campus provides a new student with close proximity to services and programs and significantly helps with success in the first year. For these reasons, Armstrong State University requires incoming First Years to live on-campus. However, housing is not guaranteed. It is based on a first-come, first-served basis.

## First Year Live-on and Dining Program Requirement

If you are considering attending Armstrong State University, please be aware of the live-on and dining program requirement. This policy applies to undergraduate students entering Armstrong State University for the first time, with the following exceptions: married students; a custodial parent of dependent children; students who become 21 years of age prior to the first day of the entering semester; students enrolled only in on-line classes; and students who reside with a parent or guardian in Chatham, Bryan, Effingham or Liberty counties. Please see the more detailed information below.

- A. First year undergraduates (less than 30 credit hours) enrolled as full-time students, as defined in the Armstrong Undergraduate Catalog, are required to live in University Housing. Students transferring to Armstrong with fewer than 30 completed hours of college credit accepted by the University are also required to live in University Housing. In general, first year undergraduates will be housed in Windward Commons. First year undergraduate transfer students may be placed in one of the apartment communities should Windward Commons be filled at the time of application.

Note: Credits earned through CLEP, AP, or hours earned through concurrent enrollment or similar opportunities may not be part of the 30 hours for required living in University Housing.

- B. Exemptions to First Year Live-On Requirement: Exemptions to the First Year Live-On Requirement may be requested for the following reasons and must be supported by appropriate documentation:
  - Students who live in the Savannah metro area (Bryan, Chatham, Effingham and Liberty Counties)

- Married (must provide copy of marriage license)
- Custodial parent of a dependent child (must provide copy of birth certificate and custodial decree)
- 21 years of age or older prior to the first day of the semester entering (must provide birth certificate)
- Completed 30 or more hours of college credit accepted by Armstrong
- Enrolled only in on-line courses
- Enrolled only in classes at the Liberty Center
- Active military (must provide copy of orders)

Housing and Residence Life also provides on-campus student-exclusive communities that are apartment accommodations designed and managed to support upperclass and graduate students. The communities of Compass Point, University Crossings, and University Terrace offer apartments with the following amenities:

- Kitchens with full-size appliances.
- Furnished living rooms and private bedrooms.
- Basic cable television, local telephone service, Internet connection, water, sewer, electricity, and parking decal are included.
- Located close to classes, Student Recreation Center, Lane Library and Savannah shops and restaurants.

Access to classes, campus recreational facilities, meeting spaces, co-curricular activities and events make the communities the choice for undergraduate and graduate students.

University food service is provided by Sodexo. **Students who live in University Housing are required to purchase a meal plan.**

For more information, please visit the website at [www.housing.armstrong.edu](http://www.housing.armstrong.edu).

## Student Services

**Armstrong Student Union.** The Student Union is the "living room" of the campus. It offers dining, bookstore, card services, convenience store, meeting and ballroom space, theatre, lounges, and hosts the SGA, Campus Union Board, GSCC and Student Affairs Offices.

**Academic Advising and Support.** Advisors in the academic orientation and advisement office are available for student consultations. They provide advisement regarding core curricula, transfer course work, transient studies, majors, and career choices. Students may also access a variety of resources in print, online, and by using a computer-based library of educational and occupational topics. The office of academic orientation and advisement also administers the joint enrichment program for accelerated high school students, and the Armstrong Student Success courses. The office is located in the Student Success Center.

**Alcohol and Drug Education.** Counseling staff, licensed mental health professionals, offer enrolled students drug and alcohol assessments, education and referrals to community based providers for treatment as indicated and assist in supporting recovery through counseling as well as connecting to community support groups. Additionally, the Counseling Center provides alcohol and drug prevention education to the campus community through a peer education program, Pirates Educating Pirates. Other services provided to the campus include alcohol and other drug trainings for campus leaders such as Resident Advisors and orientation leaders as well as classroom presentations upon request of instructors and has a bank of resource materials available to students, staff, faculty and administration.

**College Access Mentoring Information aNd Outreach (CAMINO).** College Access Mentoring Information and Outreach is a community wide partnership of individuals and organizations that focus on easing the transition from high school to college, and promoting college completion for all Hispanic/Latino youth and adults. CAMINO's goal is to increase the percentage of Latino students matriculating in the three public institutions of higher education in Savannah, Georgia from the current average of 3.2% to 6.4% by 2015. CAMINO currently serves students and parents in the following four components: CAMINO College Prep- Pre-college pipeline program that targets high school students in 9-12 grades with a goal of increasing the number of Latinos that enroll in a post-secondary degree or certificate program, CAMINO Padre- Designed to help parents of first-generation students become better informed and more active participants in their child's college preparation and planning. The effort is undertaken by

all three-postsecondary institutional partners: Armstrong State University, Savannah State University, and Savannah Technical College, CAMINO ABC- A marketing, recruitment, and admissions counseling effort targeting non-traditional Latinos with "some college, but no degree" in the 3 county-region. CAMINO is located in the Memorial College Center.

**Campus Computing Labs.** General purpose student computing labs are located in Solms Hall 104, University Hall 112, and Science Hall 129. Each lab provides PC workstations with Internet access, printing capabilities, and a general offering of software applications. Please visit <http://www.cis.armstrong.edu/helpdesk/students/labs.html> for additional information.

**Career Services.** Located on the first floor of the Memorial College Center, Career Services provides assistance with all aspects of career development and the job search process. Students in the early stages of career development can obtain assistance in such areas as selecting a major, gathering occupational information, investigating career paths through individualized career advisement and computerized career guidance techniques. Part-time and full-time employment opportunities, and internship opportunities, are listed on the website. Students closer to graduation may take advantage of one-on-one assistance or workshops on topics such as resume writing, interviewing skills, business and social etiquette, dressing for success, and applying to graduate school. Mock interviews are also available to help prepare students and alumni for the job search process. Local, regional, and national job listings and referrals are available to students and alumni. Career fairs are held each semester to assist students in finding part- and full-time jobs and internships. Check out our website at [www.armstrong.edu/Departments/career\\_services](http://www.armstrong.edu/Departments/career_services) for a wealth of information to assist you with your professional development.

**College of Science and Technology Tutorial Center.** Tutorial services are provided on a first- come, first-served basis to a large number of students enrolled in learning support math or college algebra courses. The center is staffed 6-8 hours a day by student tutors and by faculty mentors. The lab is located in Science Center 132-134.

**Dining Services.** Campus dining, convenience store, and coffee shop are located in the Armstrong Student Union and offer cash service as well as meal plans. A daily hot line, salad bar, deli line, grill, and pizza stand are open when classes are in session. Armstrong's newest dining facility is located in the MCC Food Court. You'll find a Quiznos that features delicious subs, soups, salads & flat bread sandwiches. Included in the Food Court is also the World of Wings, which features award winging chicken wings, chicken tenders, wraps, salads, and delectable sides with a Cajun flare!

**Disability Services.** Disability Services provides reasonable accommodations to students with disabilities at no charge. It is the student's responsibility to self-identify to Disability Services and to provide complete, up to date documentation regarding the disability. Students with visual impairments, hearing impairments, chronic medical disabilities, mobility impairments, learning disabilities, acquired brain injuries, autism spectrum disorders, Attention-Deficit/Hyperactivity Disorder (A.D.D.), and psychological disorders that substantially limit one or more major life activities may be eligible. Documentation regarding the diagnosis of learning disabilities, autism spectrum disorders, A.D.D., psychological disorders, and acquired brain injuries must be reviewed and approved by the Regents' Center for Learning Disorders. Students with disabilities must meet all university admission requirements and academic standards. Accommodations are determined on an individual basis and may include: extended time on tests, low distraction test room, assistance finding volunteer note takers, books on CD, enlargement of printed materials, and use of adaptive equipment. Obtaining documentation of the disability and arranging accommodations takes time, so students are urged to contact the ODS as soon as they are accepted for admission. Once a student is approved to receive accommodations, advocacy letters outlining approved accommodations are provided to the student to share with professors each semester. Adaptive software and equipment is available on campus. Documentation requirements for various disabilities and Disability Services policies and procedures are also available from ODS.

**Hispanic Outreach & Leadership (HOLA).** The Hispanic Outreach & Leadership at Armstrong (HOLA) program is a student-focused Hispanic/Latino initiative that provides student support services and cultural awareness programs, which strengthen the collegiate experience of a diverse body of campus constituents and community partners. The office also coordinates Latino Heritage Month and other cultural activities for the University and the greater community. HOLA houses The Goizueta Foundation Scholars Fund, which provides scholarship opportunities for Latino students. HOLA is located in the Memorial College Center.

**ID Cards.** Armstrong ID cards are produced by the Pirate Card Office in Room D245 of the Student Union Monday through Thursday when classes are in session. For specific hours of operation, call 344-3292.

**International Education.** Students from other countries are encouraged to contact the International Education Office for information and materials that will assist with the transition to American higher education. Students from this country interested in opportunities to study abroad may also contact that office, located in Gamble Hall 110.

**Lane Library.** The library, through its collections and services, supports the academic programs of the university and the scholarly information needs of Armstrong students, faculty and staff. Named for Mills B. Lane, prominent Savannah-Atlanta Banker, philanthropist, and an early patron of the university, Lane Library was built in 1966 and substantially enlarged in 1975. The building was completely renovated in 2005-2006. The space devoted to library services grew by 25% with the 2013 opening of the Learning Commons in an adjacent renovated building. The Learning Commons features group study rooms, Macs and PCs, Wi-Fi access, and a variety of furniture ideal for group and individual study.

The library collections include more than 215,000 volumes, 500 journal and magazine subscriptions, over 2,900 online journals, 80,000 electronic books, and approximately 7,200 audiovisual titles, including compact discs, videocassettes, DVD's and educational software. Special collections include the University Archives and the Florence Powell Minis Collection, which contains published materials on local history and culture and first editions by Conrad Aiken and other Savannah writers.

In addition, through the state-sponsored GALILEO system and through locally selected resources, library users have online access to over 200 bibliographic and full-text databases of books and journal articles. Books from other University System of Georgia Libraries can be requested free- of-charge through the GIL Express service. Most journal articles and books that are not otherwise available can be obtained from other libraries in the United States via an interlibrary loan service.

To guide students through the maze of print and electronic sources, reference librarians provide a number of services, including: instruction sessions for classes on the selection, evaluation, and use of course-related library and information resources; individualized assistance at the reference desk by a professional librarian during most hours of library operation; e-mail, IM, and text reference service (Ask A Librarian) and telephone references service; research consultations, scheduled in advance, for students who desire extended, in-depth assistance with their research.

Off-campus library services for Armstrong programs are supported online library services through Lane Library and by local libraries. Off-campus students have access to online library resources via the library webpage (<http://library.armstrong.edu>) using their Armstrong Port login or the GALILEO password. From the webpage, students can view listings of the library's books and media through the links to GIL and GIL Express; bibliographic and full-text databases are available to off-campus, currently-enrolled students through the links in the library Subject Guides. Off-campus students may also request materials that are not available in full text online by using the library's interlibrary loan service.

**Multicultural Affairs.** The mission of OMA is to foster a culturally inclusive living and learning environment in which differences, as well as similarities, are respected and recognized in an effort to develop both civic and social responsibility within our Armstrong and surrounding communities.

In addition to programs and services (such as Safe Space and the African-American Male Initiative), we prioritize these goals through interpersonal one-on-one interaction. OMA symbolizes a safe haven for students and an area on campus that students can readily identify with and call their own. OMA is located on the second floor of the Memorial College Center.

**Parking.** All vehicles driven on campus must be registered and display a university parking decal. Decals may be purchased from University Police (located in building #16). All students, faculty, and staff are responsible for complying with Armstrong's parking regulations. A copy of the regulations may be picked up at the University Police office or can be accessed on the University Police website.

**Student Health Center.** The Student Health Center provides quality care in times of need for physicals, illness, immunizations, sports and annual physical exams, testing for HIV, sexually transmitted illnesses (STIs), pregnancy, and tuberculosis, contraception management, and for minor injury. Medical and laboratory services are offered to currently matriculating students at a minimum cost. The office is supervised by a licensed board-certified nurse practitioner under the direction of a physician. Students may schedule an appointment Monday through Friday. The Student Health Center requires payment at time of service and does not accept insurance. An itemized bill will be given to the student in order that they may request reimbursement directly from their insurance company.

**Testing.** The following state- and nation-wide testing programs are administered by the coordinator for Testing Services: ACT Residual Exam, Certified Health Education Specialist Examination (CHES), College-Level Examination Program (CLEP),

DANTES Subject Standardized Tests, Georgia Government Exam, GRE Subject tests, Independent and Distance Learning Examinations, Health Occupation Basic Entrance Test (HOBET), Measure of Academic Proficiency and Progress (MAPP), Major Field Tests, , Miller Analogies Test (MAT), and the SAT On-Campus. For information about these and other testing programs, please contact Testing Services, located in the Memorial College Center, 2nd Floor.

**University Bookstore.** Armstrong's bookstore, located in the Armstrong Student Union, provides students with textbooks, school supplies, university apparel, gifts, and laboratory and studio supplies. Extended and weekend hours are posted.

**University Counseling Center.** The services in the Counseling Center are provided by licensed mental health professionals who have a broad scope of knowledge and expertise. Counselors can help by addressing a wide range of issues including transition to college and relational problems to more persistent issues such as depression, anxiety and trauma. To supplement clinical treatment, the Counseling Center provides limited psychiatric services through a contracted provider. Additionally, Counseling staff provides education and support group sessions at various times during the academic year. Eligibility for any of these free services is met by being an adult who is currently enrolled with Armstrong State University. To schedule an appointment, students should call the Counseling Center or stop by the office which is located on the first floor of Compass Point Annex.

**Veterans.** The veterans affairs representative is helpful in advising about certification procedures and services available to veterans.

**Writing Center.** Students in all disciplines may come to the writing center in Gamble Hall for help with their writing. Tutors in the writing center offer individual instruction in basic writing skills and provide guidance in the preparation of essays, reports, and research papers. Writing center staff members not only assist students in core composition courses, but are also available to work with faculty to improve writing across the curriculum. The center is administered by the Department of Languages, Literature, and Philosophy.

#### Student Activities and Organizations

**Cultural Opportunities.** Nationally known speakers, contemporary concerts, dances, popular films, exhibits, and performances by outstanding classical and modern artists from around the world complement students' general education. These programs are selected and coordinated by the Campus Union Board. Student dramatic, choral, and instrumental groups, under professional direction, have established distinguished traditions. On-campus offerings broaden knowledge and interest in a non-classroom setting. The thousand-seat Fine Arts Auditorium often hosts performances, area arts groups, and out-of-town troupes such as the National Shakespeare Company.

**Intercollegiate Athletics.** Armstrong is affiliated with the National Collegiate Athletic Association (NCAA) Division II. Athletic scholarships are available to support student-athletes who participate in the intercollegiate program. The men's athletic teams consist of basketball, baseball, golf, tennis, and cross country. Women's teams include basketball, softball, soccer, tennis, golf and volleyball. Armstrong State University is a charter member of the Peach Belt Conference, an 12-school conference consisting of schools from Georgia, North Carolina and South Carolina, Armstrong State University, Augusta State University, Clayton State University, Columbus State University, Francis Marion University, Georgia College & State University, Georgia Southwestern State University, Lander University, North Georgia College & State University, UNC Pembroke, USC Aiken, and the University of Montevallo.

**Recreation and Wellness.** Armstrong State University places a high priority on recreation and wellness for their Pirate family. The Recreation and Wellness Department provides an extensive range of diverse and inclusive programming activities and programming, encompassing intramural sports, club sports, group fitness classes, outdoor adventure trips, wellness programs, personal training services and facility operations within the Student Recreation Center. The Recreation and Wellness Department offers over 60 group fitness classes per week, 30 diverse wellness programs, including a Farmer's Market and a Health and Wellness Fair, 50 different Intramural Sports programs, 12 active sport clubs and 16 different outdoor adventure trips, include hiking, skydiving, kayaking, rock climbing and more for the Pirate community to stay active. The Student Recreation Center is comprised of [2] basketball/volleyball courts, a studio for group fitness classes, and a fitness center with a comprehensive selection of cardio, machine weights, and free weight equipment. In addition, the Student Recreation Center has [2] Intramural fields for various recreation programming. The Recreation and Wellness Department is the largest student employer on campus, employing over 100 students who not only gain valuable experience operating the facility, assisting with risk management, teaching group fitness classes, leading outdoor trips, but acquire valuable transferable skills for their future careers.

The Student Recreation Center strives to offer an exceptional experience and an environment that is welcoming to all. Stop by the SRC and experience the many opportunities it has to offer!

**Orientation Programs.** Designed to promote the academic and social adjustment of new and transfer students, Navigate Armstrong orientation sessions provide new students with the information, services and support essential to a successful transition into the Armstrong community. Attendance at Orientation is required for all incoming new First Year students and optional for new transfer students. Participants in the Navigate Armstrong sessions receive individual attention from student leaders and staff as they acquire first hand experience with academic advising, registration, campus facilities, student activities, and university policies and procedures. The Navigate Armstrong program is a cooperative effort of student leaders and university staff. Competitive selection of student leaders occurs annually during Fall semester. Inquiries concerning Navigate Armstrong should be emailed to [navigate@armstrong.edu](mailto:navigate@armstrong.edu). New students can identify and sign-up for freshman and transfer orientation sessions through the Armstrong website.

**Student Clubs and Organizations.** Armstrong State University students have numerous opportunities to develop leadership skills, broaden their social and professional backgrounds, and make significant contributions to the university and the community. Clubs and organizations reflect the natural variety of interests found in a diverse student body. Recognized Student Organizations are categorized as Faith Based, Professional, Special Interest, Academic Honor Societies, and Club Sports. A full list of current organizations can be found on the Office of Student Life webpage; [armstrong.edu/student-life](http://armstrong.edu/student-life). Inquiries concerning any campus club or organization should be addressed to the Office of Student Life.

- **Greek.** Armstrong Fraternities and Sororities promote student development by supporting opportunities for fraternal friendship centered on scholarship, community service and campus involvement. The friendships that members make within their organization are ones that last a lifetime. Students interested in learning more about join a Fraternity or Sorority should contact the Office of Student Life.

**Student Government Association.** The Student Government Association is dedicated to serving the student body by encouraging and advocating for engagement, providing opportunities for personal growth, and promoting campus well-being. All students are automatically members of the SGA and entitled to vote in SGA elections. Qualified students may seek SGA leadership positions by running for office during the spring elections.

**Student Publications.** Students develop skills in creative writing, editing, reporting, photography, and design by involvement with the *Inkwell* (newspaper) and *Calliope* (literary magazine), both produced by students under the supervision of approved university advisors. All are financed primarily by the student activity fund.

# Academic Policies and Programs

## Academic Advisement

Armstrong State University considers academic advisement to be an essential component of the educational experience. Academic advisors assist students in several areas of their university experience including choosing a major, exploring career options, and selecting courses every semester. While students are ultimately responsible for their own choices, for selection of their academic program, and for meeting university deadlines, Armstrong does require each student to meet with an advisor at least once every semester. The Associate Provost for Student Engagement and Success gives overall direction to the advisement program, with appropriate deans and department heads coordinating advisement in their departments. Academic advisement is available as follows:

## Office of Academic Advising and Support - Student Success Center

- All students below 45 credit hours (except Engineering Studies Associate of Science, below 30 hours)
- All new transfer students
- Non-degree-seeking students returning to school after a number of years away
- Dual Enrollment
- All students initially enrolled in Learning Support courses
- All degree-seeking students in the 62 Plus program.

## Departmental Advisors and Offices

- All students who have declared majors and have met defined success markers for their major (typically at 45-60 hours, depending on GPA).

## Academic Renewal for Returning Students

Undergraduate students who are transferring to Armstrong or returning to Armstrong after at least a five-year absence may be eligible for Academic Renewal. Eligible students are encouraged to apply for Academic Renewal status if reenrollment or transfer to Armstrong has been denied. Applications for Academic Renewal at the point of admission will be provided as part of the admissions appeal process. Contact the Admissions Office if you have questions about Academic Renewal upon Admission. Students admitted upon renewal may be considered limited or provisional admission and may be limited in the number and types of hours they may take in their first semester.

All other eligible students, who do not request Academic Renewal status at that time, must do so within one calendar year of enrollment or re-enrollment. Students interested in the academic renewal program may contact the Office of Academic Advising and Support at 912.344.2570 to obtain an application. Granting of Academic Renewal after enrollment is not automatic or guaranteed. Students must demonstrate a renewed commitment to higher education. The final decision on Academic Renewal rests with the Office of the Provost.

Academic Renewal signals the initiation of a new grade point average to be used for determining academic standing and eligibility for graduation. This provision allows degree-seeking students who earlier experienced academic difficulty to make a fresh start and have an opportunity to earn a degree. If awarded, all previously attempted coursework continues to be recorded on the student's official transcript. Academic credit for previously completed coursework, including transfer coursework, will be

retained only for courses in which a grade of A, B or C has been earned. Such credit is considered in the same context courses with grades of "S. Courses with grades of D or F must be repeated at Armstrong if they are required in the student's degree program. Applicability of retained credit to degree requirements will be determined by the degree requirements in effect at the time Academic Renewal status is conferred.

Eligibility for Academic Renewal, returning Armstrong students only:

- Must have had a continuous period of absence from Armstrong of at least five years
- Must demonstrate a renewed commitment to higher education
- Must apply for Academic Renewal within one calendar year of re-enrollment at Armstrong

Eligibility for Academic Renewal, student who have never attended Armstrong (transfers):

- Must have attended a regionally accredited institution of higher education at least five years prior to enrollment at Armstrong
- Must demonstrate a renewed commitment to higher education
- Must apply for Academic Renewal within one calendar year of enrollment at Armstrong.

To earn a degree from Armstrong, a student must complete 25% of credit applicable to their degree, including 50% of upper division coursework in the major field of study at Armstrong, after receiving academic renewal status. Academic Renewal GPA is used only for graduation purposes and is not used for the calculation of honors at graduation.

Transfer credit for any coursework taken during the period of absence will be awarded according to the Armstrong transfer evaluation policies in place at the time of the enrollment or Re-enrollment at Armstrong.

The granting of Academic Renewal does not supersede financial aid policies regarding Satisfactory Academic Progress or the admissions requirements of programs, which require a specific minimum grade point average based upon all coursework. Armstrong honors the academic renewal status granted by other USG institutions. A student can be granted Academic Renewal Status only one time in the University System of Georgia, regardless of the number of institutions attended.

## Academic Standing Policy

The university recognizes five categories of academic standing: good standing, academic intervention (good standing), academic warning, academic probation, and academic suspension.

**Good Standing:** Students are considered to be in good standing if they have maintained or exceeded the required Overall GPA for the hours attempted as noted below.

<b>Semester Hours Attempted (at Armstrong and elsewhere)</b>	<b>Required Overall GPA</b>
0-29 Attempted Hours	1.8
30-45 Attempted Hours	1.9
Over 45 Attempted Hours	2.0

**Academic Intervention (Good Standing):** Students who have attempted 0-29 hours and do not meet overall GPA requirements will be placed on Academic Intervention (Good Standing), UNIV 1101 required the next semester of enrollment. Students may not withdraw from this course without the permission of the Director of First Year Experience.

**Academic Warning:** Students who are on Academic Intervention and do not raise their GPA above the required GPA to be removed from Academic Intervention, or those with 30 hours whose required overall GPA falls below the standard for good standing, will be placed on Academic Warning.

**Academic Probation:** A student will be placed on probation at the end of any semester in which the overall GPA remains below the stated minimums and academic warning has been issued during the previous semester.

**Academic Suspension:** Students on academic probation who neither achieve the required overall GPA nor earn at least a 2.0 GPA during the probationary semester will be placed on academic suspension from the university.

Students suspended for the first time must sit out the next full fifteen-week semester.

Students suspended for the second time must sit out the next two full fifteen-week semesters.

A third academic suspension is final, with the exception that after one year's absence, students may be considered for readmission. Students placed on final suspension who are permitted to re-enroll and fail to achieve the required GPA will be permanently excluded from the university.

Students on suspension may not return in Summer or Flex Term sessions. Students wishing to enroll during the suspension period must submit an appeal to the Office of Admissions, to be decided upon by the Armstrong Academic Appeals Committee. The first semester of eligible enrollment following a suspension period is the next full fifteen-week semester (Fall or Spring). Students who wish to return after the required absence must notify the Registrar's Office.

A student admitted/readmitted on appeal is on academic probation and must achieve a minimum of 2.0 for the probationary semester. Failure to do so will result in academic suspension.

**Learning Support Suspension Policy.** Students enrolled in MATH 0987 or MATH 0989 must complete those requirements in 2 attempts or they will be suspended from Armstrong for one-calendar year. These attempts must be during the student's first two semesters at Armstrong. During suspension, students may attend an accredited Technical College System of Georgia School to pass their learning support requirements (Core A Math). W and WM grades do not count toward attempts.

Students who have been away from Armstrong for a year on learning support suspension may transfer in the appropriate Core A math course, re-enroll in foundations level mathematics courses (MATH 0987 or 0989) or retake the COMPASS exam and score high enough to exempt foundation level learning support.

For further information, please contact the Office of Academic Advising and Support

**Academic Standing Appeals.** Students with extenuating circumstances that have negatively affected their academic performance may file an appeal for earlier readmission through the Academic Appeals Process. The deadline for appeals is 2 days before the semester begins. Appeals received after the deadline will be considered only for a subsequent term. Appeals must include transcripts of all work and the nature of extenuating circumstances relating to the academic deficiency. Appeals will be considered on a case-by-case basis. The Armstrong Academic Appeals Committee will make a recommendation to the Associate Provost for a decision. The final decision on appeals rests with the Provost.

## Assumption of Financial Responsibility

When a student registers, the act of registering signifies the assumption of definitive obligations between that student and the university. It is an agreement by the student and the student's family to fulfill the terms of registration. Therefore, students will be required to settle all financial accounts due the university before being allowed to preregister for the upcoming semester and prior to graduation.

Students will not be allowed to register for another term, will not be granted a degree or a certificate, or furnished a transcript of record for any purpose until settlement of all financial accounts is complete.

## Attendance and Student Responsibility

It is the student's responsibility to verify the accuracy of their course schedule at all times. It is imperative that the student verify the accuracy of their course schedule during the attendance verification period.

Students are responsible for dropping all classes that they do not plan to attend or complete. Students are also responsible for registering or adding classes for which they wish to receive credit. Drop/adds must be completed during the drop/add period which is defined on the academic calendar for each term or part of term.

## **Attendance and Grades**

The effect of attendance on course grades is left to the discretion of instructors. Students are responsible for knowing everything that is announced, discussed, or lectured upon in class as well as for mastering all outside assignments. Students are also responsible for submitting all assignments, tests, recitations, and unannounced quizzes on time.

Instructors are responsible for informing all classes in the syllabus and at the first meeting what constitutes excessive absence in the course. Students are responsible for knowing and complying with attendance regulations in all their courses. Instructors may withdraw students from any course with a grade of W or WF on or before the midterm semester dates or with a grade of WF after the midterm semester dates if, in their judgment, absences have been excessive.

## **Attendance and Enrollment**

Federal regulations require the University to confirm that students are attending class before financial aid will be released to the students. Faculty must verify attendance for all students in all classes regardless of whether or not the student is receiving financial aid. Students will not receive aid for classes in which they did not attend. Also, students may be dropped from classes in which they did not attend. It is the students' responsibility to confirm that they have been dropped from a class in order to ensure appropriate grading and financial charges have occurred.

The attendance verification period is on the academic calendar for each term or part of term. In general, this verification occurs during the first few days of the short terms or the first week of full terms. Faculty are encouraged to verify attendance the day of the first class meeting.

## **Auditing Courses**

Students must request to audit courses during the registration process. Students may not change from audit to credit status or from credit to audit status after the term begins. In place of a grade, the letter V is recorded on the student's transcript for any audited course. Students auditing a course or courses pay regular tuition and fees. Students may not audit learning support courses.

## **Code of Student Integrity**

All students at Armstrong State University must agree to abide by the Code of Student Integrity.

## **Course and Study Load**

For students who want to complete their degree within four years, attending only fall and spring semesters, the normal course and study load is 15-18 credit hours per semester. In addition to time spent in class, students should expect to devote at least 30-36 hour a week to course preparation (about two hours in out-of-class preparation for every hour spent in class). A student who is

registered for 12 or more semester hours is, however, considered full time, with part-time status applying only to those students who register for 11 or fewer credit hours.

There are many reasons why a student may need to maintain full-time status, including participation in athletics and enrollment in family health insurance. Additionally, students receiving benefits from the Social Security Administration must, by law, carry a minimum of 12 hours. Likewise, veterans receiving educational VA benefits must enroll for at least 12 semester hours in their approved program of study to be classified for full-time benefits.

Students are limited to 18 credit hours per semester. Permission to enroll for more than 18 semester hours will be granted by the Registrar's Office under the following conditions.

- Student has earned a 3.0 GPA in the preceding semester; or
- Student has earned a 3.0 Overall GPA; or
- Permission of the degree/major department head or dean; or
- Student requires an extra course in the one or two semesters prior to graduation.

No student will be allowed to register for more than 21 semester hours.

## Dropping or Withdrawing from Courses

**Policy for Dropping Courses:** A student who drops a course before the drop/add period is over does not receive a grade in the course and the course does not appear on the academic transcript. Being dropped for non-attendance, for non-payment, and from a student-initiated request to be dropped from all classes during the established drop/add period for each term or part of term shall result in the same consequences pertaining to academic and financial records.

**Course withdrawal policy effective Fall 2012:** Students are allowed to withdraw from a particular course prior to midterm with the possibility of a grade of "W" recorded, at the discretion of the professor, one time. On the second and any subsequent attempt, if a student desires to withdraw from that course, a grade of "WF" is automatically recorded. A grade of WF is reflected in the academic GPA the same as a grade of "F".

Policy exceptions:

- Only Armstrong State University course withdrawals will be considered. Therefore, W/WF grades transferred from other institutions will not count.
- With approved documentation, hardship withdrawals from the university are possible due to circumstances of extreme duress or for military obligations. See the sections on "Withdrawing from the University" and "Hardship Withdrawal from the University".

**Policy for dropping Learning Support courses:**

- Students who are enrolled in co-requisite Learning Support courses must withdraw from both the Core course and the learning support course.

## English and Mathematics Placement

During the initial terms of enrollment at Armstrong State University, students must enroll in the appropriate sequence of English composition courses until the sequence has been completed. Students must not delay this sequence beyond their second semester of attendance. The student's English placement index (EPI) will be used for placement into learning support English. For assistance in identifying the appropriate English composition courses, students should consult advisors in the departments of their declared majors, the admissions office, or the Department of Languages, Literature, and Philosophy. See the Department of Languages, Literature, and Philosophy for further information (or check the department's listing).

Placement in mathematics courses is determined by the math placement index (MPI) and a combination of HSGPA, SAT, ACT, COMPASS or Accuplacer scores is used to determine mathematics placement and placement into learning support courses.

The university reserves the right to place students in appropriate English and mathematics courses in the core curriculum. Diagnostic tests may be administered for this purpose.

## Enrollment Limits

1. **New Students:** The number of credit hours for new students will be limited during the first term as follows:  
Regular admission - limited to 18 credit hours. Students may appeal this limit through their major Department Head and/or College Dean.  
Limited admission - limited to 13 credit hours. Students may appeal this limit to the Director of Academic Advising and Support.
2. **Currently Enrolled Students:** Students placed on Academic Warning or Academic Probation are limited to 13 credit hours. Students may appeal this limit to the Director of Academic Advising and Support.

## First Class Learning Community

All students admitted as freshmen to Armstrong State University must enroll in a First Class Learning Community, composed of a core course and a first-year seminar (FYSE 1000, FYSH 1000, FYSL 1000, or FYSS 1000), in order to fulfill their graduation requirements. Since these courses comprise a learning community, a withdrawal necessarily means withdrawing from both courses. Transfer students entering with 30 or more credits are exempt from this requirement.

## General Degree Requirements

Each student is responsible for fulfilling the requirements of the degree program chosen in accordance with the regulations of the university catalog.

**Application for Graduation.** Students must pay all fees before degrees will be conferred. Students should submit to the Registrar's Office a completed application for graduation form **two semesters before graduation**. Candidates for degrees, are encouraged to attend the graduation exercises at which degrees are to be conferred. If candidates cannot attend, they must notify the Registrar's Office.

**Candidate Graduation Policy for Participation in Commencement.** Candidates for Summer graduation, who have 6 semester hours or less remaining to complete their program of study during the Summer term and 2.0 gpa for undergraduates or 3.0 gpa for graduate students, will have the option of participating in Spring commencement. All other Summer graduation candidates (with more than 6 semester hours remaining or less than the required gpa) will be invited to participate in Fall commencement. All summer graduation candidates will receive their diplomas at the completion of the Summer term.

**Catalog in Effect.** Students will normally graduate under the catalog in effect at the time of their admission or readmission to the university, but may elect to graduate under a subsequent catalog. When a student changes their major, core and program requirements may change based on the catalog in effect at the time of the major change. In the College of Health Professions and the College of Education, students will graduate under major program requirements in effect upon admission or readmission to the specific health professions or teacher education program. Core requirements change upon readmission to the University. Armstrong State University reserves the right to change any provision listed in this catalog, including but not limited to academic requirements for graduation, without notice to individual students.

**Course Requirement Exceptions.** Exceptions to course requirements for a degree are permitted only with the written approval of the appropriate dean, upon the recommendation of the department head.

**Credit Hour Requirements.** To qualify for the baccalaureate degree, a student must earn at Armstrong at least 25 percent of credit applicable toward the degree. Additionally, the student must complete successfully at Armstrong at least half of the upper division credits required in the major field of study. For students in teacher education programs, the major field of study is the teaching field. For the associate degree, a student must complete at least 25 percent of course work at Armstrong State University.

**DegreeWorks.** Degree Works is a web-based, informational tool to help students and advisors monitor a student's progress toward degree completion. DegreeWorks combines Armstrong's degree requirements and the coursework students have completed into an easy-to-read worksheet that shows how completed courses count toward degree requirements, and what courses still need to be completed. DegreeWorks automatically populates courses that Armstrong accepts for transfer credit into the proper place in Area's A-F or the major field. All currently-enrolled undergraduate students who are using the 2013-2014 or a later catalog to fulfill their degree requirements can use DegreeWorks to check their progress toward degree completion. Questions about your audit in DegreeWorks should be addressed to your academic advisor.

**Double Major.** Students wishing to receive a double major must satisfy major requirements of both disciplines including all residency and institutional requirements for each major. Courses to satisfy both degree programs may be taken concurrently. Only one major will appear on the diploma. Both majors will be designated on the transcript.

**Dual Degrees.** Students wishing to receive a dual degree (two degree programs satisfied concurrently) must satisfy major requirements for both degrees including all residency, institutional, and additional requirements for each degree.

A dual degree is comprised of 42 credit hours of general education courses (from Area A, Area B, Area C, Area D, and Area E), 18 credit hours of Area F courses (from one degree program), and two sets of at least 39 upper- division credit hours that do not use any credits twice (from two existing degree programs—with the stipulation that 21 credit hours must be from each major field).

Exceptions to this rule of not using major field courses twice may be made for up to 12 credit hours of required courses from each major field program that achieve identical learning outcomes through the same methods of delivery (e.g., internships, service learning, etc.). Additional lower- level courses may be required as prerequisites and program requirements.

Dual degrees must be approved through the shared governance curriculum approval process. Notification of degree approval must be sent to the Board of Regents prior to implementation. Upon graduation, the student will be issued a diploma for each degree program.

**eCore.** eCore courses are core courses taught entirely online, except for proctored exams. eCore courses are delivered through the University of West GA to University of Georgia System Institutions. Please direct questions about eCore courses to eCore. Contact information: <http://ecore.westga.edu/> [ecore@westga.edu](mailto:ecore@westga.edu), eCore Help Line at 678-839-5300. eCore pre-requisites may differ from Armstrong pre-requisites and the courses are considered transfer credit on your transcript. The eCore calendar also differs from the Armstrong calendar. Students are responsible for knowing the eCore calendar if they register for an eCore course. The eCore introduction must be viewed before you can register for an eCore class. The introduction can be found at <https://ecore.usg.edu/prospective/orientation/>

**Exit Exams.** Students may be required to take major field and general education exit examinations, depending on their major.

**First Class Learning Communities.** All students entering Armstrong State University with fewer than 30 credits must enroll in a First Class Learning Community, composed of a core course and a first-year seminar (FYSE 1000, FYSH 1000, FYSL 1000, or FYSS 1000), in order to fulfill their graduation requirements. Since these courses comprise a learning community, a withdrawal necessarily means withdrawing from both courses. Transfer students entering with 30 or more credits are exempt from this requirement to complete a first-year seminar course, but still must complete total credit hours for the program of study.

**Grades.** All grades for graduating seniors must be cleared 30 days following Armstrong State University's grade submission. This would include: CLEP scores, transient scores, IDL (Georgia Distance Learning) courses, "NR" (not reported) grades, "I" (incomplete) and/or "In Progress" grades, exchange program grades, grades for courses taken through other colleges at Armstrong, Study Abroad courses, etc.

**Grade Change.** A change of grade, other than incomplete, may not be made later than two calendar semesters following the semester in which the grade was received. If a change in grade results in a change of academic standing, the change will not go into effect until the end of the semester in which the change was processed.

**GradesFirst.** GradesFirst is an early alert system for all students. Faculty are asked to submit progress reports on students. The progress reports are received by the academic advisor. The academic advisor will follow up with students who are struggling in courses.

**History and Constitution Requirements.** By state law, every student who receives a degree from a school supported by the state of Georgia must demonstrate proficiency in United States history and constitution and in Georgia history and constitution. See area E in the core curriculum, and the section entitled State Requirement in History and Constitution following the core curriculum. Students who transfer coursework in Area E may need to take specific courses in either E1 (HIST 2001/POLS 2001) or E4 (HIST 2111/HIST 2112) to complete these requirements or take a CLEP, AP or local exam on the GA constitution. Consult your DegreeWorks Audit or your advisor for more information.

**Minimum Grade Point Average.** To meet degree requirements, students must earn a grade point average of 2.0 or better in each of the following:

- all work at Armstrong;
- overall;
- all courses in the major field.

Some degrees have higher grade point average requirements. Contact major department for complete details.

**Minors.** To earn a minor in conjunction with a degree, students must complete all requirements (as specified) at Armstrong unless substitutions are granted by the department head or program coordinator. Specific course requirements for earning a minor are listed under each department. A minor must contain 15 to 18 semester hours of coursework with at least 9 hours of upper-division coursework. Courses taken to satisfy Core Area A, Core Area B, Core Area C, Core Area D, and Core Area E may not be counted as coursework in the minor. Core Area F courses may be counted as coursework in the minor.

**Physical Education Requirements.** All students who are enrolled in degree programs must adhere to the Armstrong State University physical education requirements. Physical Education requirements are defined in each program of study. Student's pursuing Bachelor degrees are required to take 3 hours of Physical Education; students pursuing an Associate of Arts or Associate of Applied Science in Criminal Justice are required to take 2 hours of Physical Education. Students can satisfy these requirements by completing PEBC 2001 - Concepts of Personal Health and Fitness, PEBC 2000 - Concepts of Fitness plus one semester hour of a physical education activity course or three semester hours of physical education activity courses to satisfy the required hours for their degree programs. Transfer students, students with prior military experience and ROTC students may be able to substitute military coursework or experience for Armstrong's Physical Education requirements.

**Repeating Courses.** Students may repeat any course. However, when a course is repeated, all grades for each attempt count toward attempted hours, grade point average hours, and overall grade point average. All course work taken remains on a student's academic records. All courses taken during Fall 2012 and thereafter are included in the GPA. For the purposes of graduation and meeting pre-requisites, Armstrong will only use the last attempt. If a student fails a course after passing it on the previous attempt, they must take and complete the course again with an appropriate passing grade to satisfy graduation requirements. Grades are not averaged for any purpose. All graded attempts count toward GPA. Courses taken prior to Fall 2012 that are repeated are subject to the replacement repeat policy in place at that time. Repeat rules will be applied when equivalent courses are repeated (Example: POLS 2001 and HIST 2001).

**Second Baccalaureate Degree.** A student who has earned a baccalaureate degree from an accredited institution may earn a second baccalaureate degree from Armstrong State University. For a second degree, a student must earn a minimum of 39 upper-division credit hours from an Armstrong degree program (with the stipulation that 21 of those credit hours are from the major field of the degree).

**Transient Enrollment.** Armstrong students may not be transient to another institution during the term immediately prior to graduation without written approval by the Academic Department and the Registrar's Office.

# Grade Appeal Process

In accordance with Armstrong State University regulations, appeals for a change of course grade are initiated by the student prior to midterm of the semester after the grade was received. Graduating seniors should initiate a grade appeal immediately following the posting of the grade, and must do so no later than 30 business days after final semester grades are posted. Appeals are allowed only for final course grades and not assignment or exam grades.

A student who contests a course grade must follow this procedure:

1. The student must discuss the contested grade with the instructor involved within 30 business days of the posting of the disputed grade.
2. If the grade dispute remains unresolved, the student must meet with the department head/ program director and the instructor. If the grade dispute is with the department head/ program director, the student must meet with the dean of the college/school (or designee) and the department head/program director. This step must be completed within 45 business days of the day of the posting of the grade in dispute.
3. A "memorandum for the record" will be prepared by the department head (dean or designee) that will include the substance of the conversations and pertinent documentation presented during the meeting. The student will receive a copy of this upon request.
4. If the grade dispute remains unresolved, the student must present his/her appeal in writing within 45 business days of the posting of the disputed grade, according to the procedures outlined by the college.
  - a. College procedures are available in the deans' offices
  - b. Colleges may choose to have one or two levels of review: departmental appeal committee and/or college appeal committee.
  - c. Committees deliberate in closed door sessions after both the student and the instructor have presented their case and documentation. All discussions are confidential.
5. In the event of a departmental review, the department head will appoint the departmental appeal committee to hear the appeal. The committee will operate according to A-D below. If the student plans enrollment in a course for which the course grade being appealed is a prerequisite, see "6" below.
  - a. The departmental appeal committee will consist of at least three faculty members, not including the instructor involved. Membership on the departmental appeal committee may include faculty from other departments in the college when deemed necessary by the department head. One of the faculty members will be designated by the department head as the hearing officer.
  - b. The departmental appeal committee will hear statements from both the student and the instructor involved and will examine documents that are pertinent to the matter under review.
  - c. The departmental appeal committee will hear the grade appeal and present its findings to the associate dean of the college within 30 business days from the initiation of the appeal.
  - d. Students may appeal the departmental appeal committee decision to the associate dean for a college committee hearing within 10 business days of the departmental appeal committee decision.
6. In the event of a college level review, the dean of the college (or designee) will appoint a college appeal committee to hear the appeal. The college appeal committee will operate according to A-C below. If the student plans enrollment in a course for which the course grade being appealed is a prerequisite, see "7" below.
  - a. The college appeal committee will consist of at least one faculty member from each department, not including the instructor involved. The associate dean of the college (or other faculty chosen by the Dean of the college) will chair the college committee and serve as an ex-officio member of the committee.
  - b. The college appeal committee will hear statements from both the student and the instructor involved and will examine documents that are pertinent to the matter under review.
  - c. The college appeal committee will hear the grade appeal and present its findings to the dean of the college prior to the last day of the semester.
7. If the student plans enrollment in a course for which the course grade being appealed is a prerequisite, then the following timetable will be met at the first of that semester/term:
  - a. If a grade appeal is not resolved with the instructor concerned, the student will file an appeal in writing with the department head/program director (or the college/school dean or designee if the grade dispute is with the

department head/program director). This step will be taken by the first day of classes of the semester/term following the posting of the disputed grade.

- b. The college appeal committee will be appointed by the third day of the semester and will hear the grade appeal by the third day of the semester.
  - c. The college appeal committee will present its findings to the college dean by the fifth day of the semester
  - d. If the appeal to the college dean is denied, the student will be removed from the official class roster of the course if the student is already enrolled.
  - e. Students wishing to register for a shortened term, such as summer or mini-mester, will not be eligible for pre-requisite exceptions as noted above.
8. In all cases, if the college dean denies the appeal, the student may appeal to the Provost (or his or her designee). This appeal must be in writing and must be filed within five days of notification from the college dean.
  9. Neither the president nor the Board of Regents will accept or consider appeals based on academic grades.

*Students should consult their program and college for further information and policies that may apply.*

## Grading System and Grade Symbols

Grade		Quality Points per Semester Hour
A	(Excellent)	4.0
B	(Good)	3.0
C	(Satisfactory)	2.0
D	(Passing)	1.0
F	(Failure)	0.0
W	(Withdraw, no academic penalty)	0.0
WF	(Withdraw, failing)	0.0
WH	(Withdraw Hardship, no academic penalty)	0.0
WM	(Withdraw Military, no academic penalty)	0.0
I	(Incomplete)	0.0
IP	(In Progress)	0.0
S	(Satisfactory)	0.0
U	(Unsatisfactory)	0.0
V	(Audit, no credit)	0.0
K	(Credit by Examination)	0.0
NR	(Grade Not Reported)	0.0

## Grade Symbols

- # Academic Renewal (forgiveness policy). Course grade not counted\* in computation of grade point average. Hours earned for grades of A, B, C and S.
- % Learning support grade symbol. Course grade not counted\* in computation of grade point average or hours earned.
- \* RHSC. Course grade counted in computation of grade point average, and in earned hours if taken prior to earning 30 hours.

*\*Exclusions from grade point average calculation do not apply when calculating HOPE Scholarship grade point average.*

## Course Repeat Symbols

- A Course repeated. Course grade averaged in grade point average.
- E Course repeated. Course grade excluded\* from grade point average and hours earned.
- I Course repeated. Course grade included in grade point average and hours earned. (See also Incomplete Grade below.)

The letters S and U may be used for completion of degree requirements other than academic course work (such as student teaching, clinical practice, etc.). Instructors may assign a grade of W or WF at their discretion until the published midterm date for each term or part of term. Any withdrawal after the published midterm date will result in a grade of WF. Students who have withdrawn from a course during Fall 2012 or later will receive a WF for any subsequent withdrawals from that same course, regardless of the midterm date or the grade requested by the instructor. Grades received in learning support courses\* are not computed in the grade point average.

*\*Exclusions from grade point average calculation do not apply when calculating HOPE Scholarship grade point average.*

## Incomplete Grade

An incomplete grade that has not been removed by the midterm of the following semester is changed to a grade of F unless the instructor recommends an extension in writing, addressed to the appropriate dean.

## Grade Point Average Calculation

Three academic grade point averages (GPAs) are displayed on students' transcripts.

**Institutional GPA.** Determined by dividing the total quality points earned by the total hours attempted on all course work taken at Armstrong only.

**Transfer GPA.** Determined by dividing the total quality points earned by the total hours attempted on all transfer course work taken at other institutions.

**Overall GPA.** Determined by dividing the total quality points earned by the total hours attempted on all course work taken at Armstrong and elsewhere.

A **HOPE GPA** is calculated for HOPE scholarship recipients and displayed on the Permanent Student Record located on the web. The HOPE GPA includes all attempted hours and may differ from a student's Overall GPA.

Honors

**Dean's List and President's List.** Armstrong State University is proud of the academic achievement of its students. One way to acknowledge and celebrate the hard work and scholarship of our students is by inclusion on the Dean's List or President's List. In order to make the Dean's List, students must earn at least nine semester hours of course work and earn a grade point average of at least 3.6. The President's List includes those students who received a 4.0 grade point average during two consecutive semesters (Fall/Spring) within the same academic year. A minimum of nine credit hours per semester is required.

*Cum Laude.* Students with a grade point average of 3.2 through 3.499 will graduate *cum laude*.

*Magna Cum Laude.* Students with a grade point average of 3.5 through 3.799 will graduate *magna cum laude*.

*Summa Cum Laude.* Students with a grade point average of 3.8 through 4.0 will graduate *summa cum laude*.

All work attempted at Armstrong and other accredited institutions will be considered in computing graduation honors. Academic honors will not be awarded to second degree recipients unless students specifically request an "award evaluation." All course work is considered for honors.

## Honors Program

The Honors Program at Armstrong State University has rapidly developed into a vibrant community of student leaders. The program offers talented, motivated students across disciplines a chance to take creative, small classes in the place of general education requirements. It also offers the opportunity to apply intellectual curiosity to independent projects or special major classes. Honors courses reflect the creative, student-centered approach to learning that is central to the program's mission. Classroom experiences in the Honors Program are enhanced by extracurricular opportunities such as field trips, community service projects, study-abroad programs, social gatherings, and trips to regional and national conferences where students present the results of their honors experiences. In sum, the Honors Program embodies the traditional values of a Liberal Arts institution at its best, fosters a commitment to lifelong learning, and serves as a campus testing ground for innovative approaches to teaching and learning.

The program is based in a suite of classrooms and a lounge in Solms Hall, a comfortable facility with a friendly and collegial atmosphere and some of the most powerful computers on campus. Current enrollment in the Honors Program is about 200. A limited number of lucrative scholarships are available for qualified students who meet and maintain high standards of academic performance. For more information and an application form, please contact the Honors Program at 912.344.3242 or [jonathan.roberts@armstrong.edu](mailto:jonathan.roberts@armstrong.edu).

The program consists of two parts, honors in the core and the honors project.

**Honors in the Core.** Honors students complete the honors in the core requirement by earning a B or better in four honors courses, which may include:

- BIOL 1107H - Honors Principles of Biology I
- BIOL 1107A - Honors Principles of Biology I Lab
- BIOL 1108H - Honors Principles of Biology II and Lab
- CHEM 1212H - Honors Principles of Chemistry II
- CHEM 1212A - Honors Principles of Chemistry II Lab
- CSCI 1301H - Honors Introduction to Programming Principles
- ENGL 1102H - Honors Composition II
- ENGL 2100H - Honors Literature and Humanities
- GEOL 2010H - Honors Physical Geology
- HONS 2000 - Honors Topics in Global Perspectives
- HONS 2100 - Honors Topics in Ethics and Values
- MATH 1161H - Honors Calculus I
- PSYC 1101H - Honors Introduction to Psychology

Other honors core curriculum courses may be offered in a given semester as determined by the honors committee.

**Honors in the Major.** Honors students complete the honors in the major component by satisfying the requirements specified by the major area and approved by the honors committee. These requirements may include a specific course or an independently designed research project, paper, or performance.

**Honors Project.** Honors students have three options for completing their Honors Project: Honors in the Major, Interdisciplinary Honors Project, and Honors in Service and Leadership. In each case, the student will complete a project approved and supervised by an advisory committee.

**Graduation with Honors.** Students will graduate with honors by completing Honors in the core and an Honors project, and graduating with at least a 3.2 grade point average. The achievement will be noted on the diploma and the college transcript. Honors program graduates will also receive one of the traditional Latin honors.

**Transfer Students.** Transfer students may graduate with honors under special conditions that take transferred coursework into consideration. See the director of the Honors Program for more details.

## Pathways to Obtain College Credit

**Coursework Taken at Other Institutions.** To apply transfer/transient credit toward degree requirements at Armstrong, students must obtain prior approval from the appropriate department head or dean before enrolling in course work at another institution. Failure to seek approval places the student at risk of taking course work that may not satisfy degree requirements.

**As a member of the USG Adult Learning Consortium, Armstrong has agreed to the following principles for Adult Students:**

- Armstrong adheres to the Council on Adult and Experiential Learning (CAEL) Ten Standards for Assessing Learning. The standards are found here: <http://www.cael.org/pla.htm>
- Armstrong works from the principle that nationally recognized, standardized PLA options, such as CLEP, and institutionally recognized challenge exams will be considered before individualized assessments.
- Armstrong accepts assessed and transcribed courses from all other USG schools.
- Armstrong does not charge a fee to accept CLEP, ACE or College Board passing scores. Passing scores on such exams are credited, regardless of when the exam was taken (prior to enrollment).
- Armstrong has adopted a common course, and standard procedures for prior learning assessment portfolio option.

**Credit by Examination.** Armstrong State University grants credit toward a college degree for the examinations and scores listed below. Credit awarded by examination cannot replace a previous grade earned for the same course. To receive credit, incoming students must send an official score report to the Office of Admissions. Current students must have the approval of the appropriate Department Head prior to signing up for credit by examination.

**Limits on credit earned.** A total of 45 semester hours can be earned through any combination of CLEP, military credit, credit by departmental examination, portfolio assessment, International Baccalaureate credit, and advanced placement credit.

### Examinations for High School Students

**Advanced Placement Test** ([www.collegeboard.com](http://www.collegeboard.com))

	<b>Score Required</b>	<b>Armstrong equivalent</b>	<b>Credit Hours</b>
Art History	(4)	ARTS 1100	(3)
Biology	(3)	BIOL 1103	(4)

Biology	(4)	BIOL 1107	(4)
Biology	(5)	BIOL 1107 and BIOL 1108	(8)
Chemistry	(3)	CHEM 1211/CHEM 1211L	(4)
Computer Science A	(4)	CSCI 1301	(3)
Drawing I	(3)	ARTS 1010	(3)
2-D Design	(3)	ARTS 1020	(3)
3-D Design	(3)	ARTS 1030	(3)
English Language & Composition	(3)	ENGL 1101	(3)
English Literature & Composition	(3)	ENGL 1101	(3)
English Literature & Composition	(5)	ENGL 1101 and ENGL 1102	(6a)
Environmental Science	(3)	BIOL 1140	(3)
European History	(3)	Elective	(3)
European History	(5)	Elective	(6)
French Language	(3)	FREN 1001	(3b)
French Language	(4)	FREN 1001, FREN 1002, FREN 2001, FREN 2002	(12d)
French Literature	(3*)	FREN 1001	(3)
German Language	(3*)	GRMN 1001	(3)
Government & Politics: US	(3)	Elective**	(3)
Human Geography	(4)	GEOG 2120	(3)
Latin/Latin Literature	(3*)	LATN 1001	(3)
Mathematics/Calculus AB	(3)	MATH 1161	(4)
Mathematics/Calculus B/C	(3)	MATH 1161 and MATH 2072	(8)
Macroeconomics	(3)	ECON 2105	(3)
Microeconomics	(3)	ECON 2106	(3)
Music Theory	(3)	MUSC 1200	(2)
Physics B	(3)	PHYS 1111K	(4)
Physics C/Mechanics	(3)	PHYS 2211K	(4)
Physics C/Electrical and Magnetic	(3)	PHYS 2212K	(4)
Psychology	(3)	PSYC 1101	(3)

Spanish Language	(3)	SPAN 1001	(3b)
Spanish Language	(4)	SPAN 1001, SPAN 1002, SPAN 2001, SPAN 2002	(12d)
Spanish Literature	(3*)	SPAN 1001	(3)
Statistics	(3)	MATH 2200	(3)
Studio Art (Art-Drawing)	(3)	ARTS 1010	(3)
U.S. History	(3)	HIST 2111 or HIST 2112	(3)
U.S. History	(5)	HIST 2111 and HIST 2112	(6)
World History	(3)	HIST 1111 or HIST 1112	(3)
World History	(5)	HIST 1111 and HIST 1112	(6)

### **International Baccalaureate Diplomas and Certificates**

**Students who have participated in International Baccalaureate Programs in their high schools are welcomed at Armstrong State University. In many circumstances, we are able to award college credit for exemplary performance in IB courses. Students who have completed International Baccalaureate diplomas and/or certificates should provide evidence to the Admissions Office of their success in their courses. IB courses not listed may be considered by the Department Head of the academic discipline. Students can not earn credit for the same course on the basis of AP testing and IB course credit.**

<b>Standard Level (SL)</b>	<b>Minimum Score Required</b>	<b>Course</b>	<b>Credit Hours</b>
Biology	6	BIOL 1107	(3)
Chemistry	5	CHEM 1151/CHEM 1151L	(4)
French	5	FREN 1001 and FREN 1002	(4)
French	6	FREN 1001, FREN 1002, FREN 2001	(7)
French	7	FREN 1001, FREN 1002, FREN 2001, FREN 2002	(8)
Geography	5	Department Head will review syllabus	
History of the Americas	5	Department Head will review syllabus	
Math SL	5	MATH 1113	(3)
Psychology	5	PSYC 1101	(3)
Spanish	5	SPAN 1002	(3)

Spanish	6	SPAN 1002, SPAN 2001	(6)
Spanish	7	SPAN 1002, SPAN 2001, SPAN 2002	(8)
Theatre	5	THEA 1100	(3)
Visual Arts	5	ARTS 1020	(3)
World History	5	Department Head will review syllabus	

<b>Higher Level (HL)</b>	<b>Score Required</b>	<b>Course</b>	<b>Credit Hours</b>
Biology	5	BIOL 1107 / BIOL 1107L	(4)
Chemistry	4	CHEM 1151/CHEM 1151L	(4)
Chemistry	5	CHEM 1211	(3)
Computer Science	5	CSCI 1301	(3)
English A1	4	ENGL 1101	(3)
Economics	5	ECON 1101	(3)
French	4	FREN 1001 and FREN 1002	(0)
French	6	FREN 1001, FREN 1002, FREN 2001	(9)
French	7	FREN 1001, FREN 1002, FREN 2001, FREN 2002	(12)
Geography	4	GEOG 1101	(3)
History of the Americas	5	Department Head will review syllabus	
Math: Calculus	4	MATH 1113 and MATH 1161	(7)
Math: Further	4	MATH 1161 and MATH 2200	(7)
Math: Stat/Prob	4	MATH 1113 and MATH 2200	(6)
Philosophy	5	PHIL 2010	(3)
Physics	4	PHYS 1111K	(4)
Physics	5	PHYS 1111K and PHYS 1112K Or PHYS 2211K and PHYS 2212K	(8)

Psychology	4	PSYC 1101	(3)
Spanish	4	SPAN 1001, SPAN 1002	(6)
Spanish	6	SPAN 1001, SPAN 1002, SPAN 2001	(9)
Spanish	7	SPAN 1001, SPAN 1002, SPAN 2001, SPAN 2002	(12)
Theatre	4	THEA 1100	(3)
Visual Arts	4	ARTS 1020	(3)
World History	5	HIST 1112	(3)

## SAT II: Subject Tests

American History	(3)	HIST 2111 or HIST 2112	(3)
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### Examinations for College Students

**College-Level Examination Program (CLEP) Test** ([www.collegeboard.com](http://www.collegeboard.com))

	Score Required	Armstrong equivalent	Credit Hours
<b>General Examinations</b>			
Humanities	(50)	ARTS 1100	(3)
Natural Science	(50)	PHSC 1211 (without lab)	(3)
<b>Subject Examinations</b>			
Algebra, College	(50)	MATH 1111	(3)
American Government	(50)	Elective**	(3)
Analyzing & Interpreting Literature	(50***)	ENGL 1102	(3)
Biology	(50)	BIOL 1107 (lecture only)	(3)
Calculus	(50)	MATH 1161	(4)
Chemistry	(50)	CHEM 1151 (lecture only)****	(3)
College Composition Modular	(50***)	ENGL 1101	(3)

College Mathematics	(50)	MATH 1001	(3)
Financial Accounting	(50)	ACCT 2101	(3)
French Language, College Level	(50)	FREN 1001, FREN 1002	(6b)
French Language, College Level	(59)	FREN 1001, FREN 1002, FREN 2001, FREN 2002	(12c)
German Language, College Level	(50)	GRMN 1001, GRMN 1002	(6b)
History of the US I: Early Colonization to 1877	(50)	HIST 2111	(3)
History of the US II: 1865 to the Present	(50)	HIST 2112	(3)
Human Growth and Development	(50)	PSYC 2950	(3)
Information Systems & Computer Applications	(50)	ITEC 1050	(3)
Introductory Business Law	(50)	BUSA 2106	(3)
Pre-calculus	(50)	MATH 1113	(3)
Principles of Macroeconomics	(50)	ECON 2105	(3)
Principles of Microeconomics	(50)	ECON 2106	(3)
Psychology, Introductory	(50)	PSYC 1101	(3)
Sociology, Introductory	(50)	SOCI 1101	(3)
Spanish Language, College Level	(50)	SPAN 1001, SPAN 1002	(6b)
Spanish Language, College Level	(66)	SPAN 1001, SPAN 1002, SPAN 2001, SPAN 2002	(12c)

**DANTES Subject Standardized Tests (DSST) ([www.getcollegetcredit.com](http://www.getcollegetcredit.com))**

Astronomy	(400)	ASTR 1010	(3)
Criminal Justice	(434)	CRJU 1100	(3)
Environment & Humanity	(400)	BIOL 1120	(3)
Fundamentals of Cyber-Security	(400)	ITEC 2010	(3)
Fundamentals of Physical Science	(400)	SCIE 1000	(3)
General Anthropology	(47)	ANTH 1102	(3)
Lifespan Developmental Psychology	(400)	PSYC 2950	(3)
Principles of Physical Science	(400)	SCIE 1000	(3)

Principles of Statistics (434) MATH 2200 (3)

### Excelsior College Examinations

Statistics (45) MATH 2200 (3)

\* Consult head of Languages, Literature, and Philosophy Department if score is higher than 3.

\*\* AP/CLEP needed to satisfy state requirement for US government. Georgia Government Examination needed to satisfy state requirement for GA government.

\*\*\* A "clearly passing" essay as well as a passing score on the objective test is required.

\*\*\*\*Student must take lab if required by major.

# Current national average

- a. A grade of C or better in ENGL 2100 is required before credit is given.
- b. A grade of C or better in 2001 language course is required before credit is given.
- c. A grade of C or better in a 3000-level language course is required before credit is given.
- d. A grade of C or better in a 3000 level language course (that continues their sequence of study in the same language) is required before credit is given.

These guidelines are subject to change without notice. Academic departments select examinations and determine passing scores, which follow the test titles. The credit hours awarded are the same as those earned by students who complete the equivalent course(s). The letter grade K is used to identify credit by examination and has no effect on the academic grade point average. The registrar's office adds courses and credit hours to the academic records of enrolled students.

For additional information, please make inquiry to the Admissions Office or the Registrar's Office.

**Department Challenge Exams.** These exams are comprehensive exams that determine whether or not a student has met the same learning outcomes required of any student who received a passing grade in a course. These exams may include oral presentations or demonstrations. These exams are available only for specific courses for which there is no CLEP test available, for students who have experience and learning in a specific field. Students passing this type of exam would receive K credit for a course. The authority to determine whether a challenge exam option is viable for a course rests with the department who teaches that course. Challenge exams are not appropriate for all courses. Contact the Department Head of the appropriate department to determine eligibility for and availability of a challenge exam.

**High School Completion of Education Pathway.** Georgia high school students who successfully completed the Education Pathway courses may receive 3 hours of credit for EDUC 2110.

Successful completion is defined as:

1. Passing the three Education Pathway courses with a C or better. The courses are 13.01101 – Examining the Teaching Profession, 13.01200 – Contemporary Issues in Education, and 13.52100 – Teaching as a Profession Internship in Education.
2. Completion of a portfolio as part of the Pathway's course requirements.
3. Passing of the statewide assessment.

Students who complete the Education Pathway and seek credit for EDUC 2110 must have the following documentation sent from their high school to the Admission Office at Armstrong:

1. Course transcripts showing satisfactory course completion. (Note: course numbers indicated above may vary slightly but will begin with the 13-prefix and will have the course title as notated; AND
2. Completion of the K Credit Award for EDUC 2110 memo on official high school letterhead and signed by the testing coordinator, principal or other designated certifying official

**Military Experience and Training.** As an institutional member of the Service members Opportunity Colleges Consortium, Armstrong State University provides service members with an option to petition for credit for military training. Eligible service members may be awarded a three-semester-hour physical activity credit (PEBC 2001) and additional credit for specialized training as determined by departmental review of ACE credit recommendations (if applicable to the degree program) upon receipt of official documentation. Adequate documentation must be provided by the student and accompany each request.

Students should complete the required request form within their first semester of enrollment at Armstrong. Students must submit official documentation of successful completion of military basic training (DD-214, JST or Community College of the Air Force transcript) with the required request form to the Veterans Affairs office.

**Prior Learning Assessment (PLA).** PLA is a process through which students identify areas of relevant learning from their past experiences, demonstrate that learning through appropriate documentation, and submit their materials so that they can be assessed. This assessment determines whether academic credit will be awarded at Armstrong. The university works with students from diverse backgrounds to evaluate their prior learning and determine if it is commensurate with the standards and requirements of college-level learning. Students enroll in a course that assists with portfolio development and subsequently submits the portfolio to the Department for final assessment for credit. For more information about PLA at Armstrong, consult the PLA website at [http://www.armstrong.edu/Departments/adult\\_learners/adult\\_prior\\_learning\\_assessment](http://www.armstrong.edu/Departments/adult_learners/adult_prior_learning_assessment) or the Office of Testing Services.

**Transferring Transcribed PLA Credit.** Per Board of Regents policy, Armstrong will accept K credit earned through prior learning assessment from all University System of Georgia Universities.

## Senior Privilege

An undergraduate student with a GPA of 3.0 or higher and within 24 semester hours of graduation may apply for Senior Privilege and enroll in a maximum of 12 hours of graduate coursework at the 5000G and 6000-levels. The maximum of graduate coursework permitted in any one semester is eight hours; the maximum total of all coursework permitted in any semester in which a student is taking graduate coursework is 12 hours. Permission to enroll must be approved by the chairperson of the student's undergraduate major and by the appropriate graduate program director. The graduate program director holds final authority.

## Student Classification

Students are classified as follows:

Hours Earned	Classification
1-29	Freshman
30-59	Sophomore
60-89	Junior

# Student Records

**Academic Records.** The Registrar's Office maintains official academic records (credit and non-credit) for undergraduate and graduate students at the university. An individual transcript detailing all course work attempted, hours earned, and computation of three GPA's (institutional, transfer, and overall) constitutes the student's permanent academic record. Other student records stored include the admissions application, admissions test scores, transcripts from institutions previously attended, and various data change forms.

Armstrong follows the published guidelines established by the American Association of Collegiate Registrars and Admissions Officers (AACRAO) and the Family Education Rights and Privacy Act (FERPA) for record retention and disposition. Student records are confidential, except for directory information.

**Armstrong State University Notification of Student Rights under FERPA.** The Family Educational Rights and Privacy Act (FERPA) provides students certain rights with respect to their education records. These rights include:

1. The right to inspect and review the student's education records within 45 days of the day the university receives a request for access. A student should submit a request to inspect and review his or her education records to the University Registrar. The University Registrar is located in Victor Hall, Room 104. The written request must identify the record(s) the student wishes to inspect. The Registrar will make arrangements for access and notify the student of the time and place where the records may be inspected. If the records are not maintained by the Registrar, the Registrar will advise the student of the correct official to whom the request should be addressed.
2. The right to request amendment of education records that the student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA. A student who wishes to ask the university to amend a record should write the University Registrar and clearly identify the part of the record the student wants changed, and specify why it should be changed. If the university decides not to amend the record as requested, the University Registrar will notify the student in writing of the decision and the student's right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the student when notified of the right to a hearing.
3. The right to provide written consent before the university discloses personally identifiable information from the student's education records, except to the extent that FERPA authorizes disclosure without consent. The university discloses education records without a student's prior written consent to officials with legitimate educational interests, as permitted under FERPA. A school official is a person employed by the university in an administrative, supervisory, academic, research, or support staff position (including law enforcement unit personnel and health staff); a person or company with whom the university has contracted as its agent to provide a service instead of using university employees or officials (such as an attorney, auditor, or collection agent); a person serving on the Board of Trustees; or a student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibilities for the university. Upon request, the university will also disclose a student's education records without the student's consent to officials of another college, university or other institution in which the student seeks or intends to enroll.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the university to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

**Directory Information.** For a description of Directory Information categories used at Armstrong, please visit the Disclosure to Student's page on the Registrar's website.

Under the provisions of the Family Educational Rights and Privacy Act of 1974, you have the right to withhold disclosure of such directory information. Armstrong State University will honor your request to withhold directory information.

## **Technology Use**

The use of technology (computers, computer programs, etc.) is under the purview of the instructor and department of the course. Technological knowledge/application used in Armstrong State University courses will be at the discretion of the instructor. Technology used by Armstrong students (such as D2L, internet, on-line searches, etc.) can be accessed in the computer labs located on main campus. Students are required to have basic computer knowledge prior to admission to Armstrong State University. Courses will not be refunded based on the use of technology in the classroom.

Students are assigned a student email account upon registering for their courses at Armstrong State University. Students are required to check their Armstrong email accounts daily for updates from professors, departments, and/or the university.

## **Transient Students: Armstrong Students Transient to Another Institution**

Armstrong students may request to take course work at another college or university for a single term by completing a transient request form. This form requires approval from a student's department/major advisor prior to submission to the Registrar. Students must have been enrolled at Armstrong for the semester immediately prior to the transient term(s) (excluding summer). Students may be approved for transient status for only one term at a time (maximum of two consecutive terms). Grades and quality points earned for these courses will have an effect on the student's overall grade point average at Armstrong and are considered in calculating graduation with honors. It is the student's responsibility to contact the other institution to determine admission requirements and registration procedures.

An official transcript from the transient institution at the end of the specified term must be on file at Armstrong in order to register for a subsequent term at Armstrong. If the student does not attend the transient institution, it is the student's responsibility to submit a transient non-attendance statement to the Registrar's Office.

If the student is applying for financial aid at Armstrong for the transient term, a copy of the completed form must also be submitted to the Office of Financial Aid. An additional consortium agreement may be required. Please contact the Financial Aid Office for more information.

Seniors are discouraged from transiency in the graduation term. This includes being transient to complete course work through an independent study program elsewhere or participation in any off-campus Armstrong program. If transient permission is received in the graduation term, students are responsible for assuring that the Armstrong Registrar's Office has received official grades from the transient institution prior to the awarding of the degree. Delays will postpone posting degree information on official Armstrong transcripts and could delay graduation for additional terms.

The transfer information provided during the transient request process is intended for planning purposes, and is subject to change at the discretion of Armstrong State University. Official transcripts must be received and evaluated before confirmation of equivalencies/electives may be verified.

## **Withdrawing from the University**

Withdrawing from the university means that a student has requested to withdraw from all courses for the current term. The last day to formally withdraw from the university is the published last day of classes for the session enrolled.

To withdraw from the university:

1. Students must obtain a "Withdrawal Form" from the Registrar's Office in Victor Hall.
2. Students who receive financial aid, veterans' benefits, and/or those who reside in university housing must consult with officials from those offices and secure their signatures on the withdrawal form.
3. Students must secure on the withdrawal form the signature, grade, and last date of attendance from the instructor of each course. Instructors may assign a grade of W or WF at their discretion until the published midterm date for each term or part of term.

Any withdrawal after the published midterm date will result in a grade of WF. Students who have withdrawn from a course during Fall 2012 or later will receive a WF for any subsequent withdrawals from that same course, regardless of the midterm date or the grade requested by the instructor.

4. Completed withdrawal form must be submitted to the Registrar's Office (Victor Hall).

All students who withdraw from the university should verify their academic and financial records on their SHIP account. Any discrepancies must be resolved with the Registrar's Office no later than midterm of the semester following withdrawal.

Withdrawals based on military obligations must include copies of supporting military orders.

## **Hardship Withdrawal from the University**

### **Overview**

In the event a student faces circumstances of extreme duress beyond his or her control, the student may request a hardship withdrawal from the university. Hardship withdrawals are not meant to be used for appealing academic matters (e.g. grades), but should be used when a student seeks to drop all classes and leave the university for the remainder of that semester. Hardship withdrawals should fall into one of three categories: medical, personal, or financial. Students will be required to justify their withdrawal with documentation. On the rare instance that a student's circumstances warrant only a partial withdrawal, thorough documentation will be required to substantiate why this student is able to continue with some coursework but not all coursework.

### **Hardship Withdrawal Process**

A student seeking a hardship withdrawal will consult the Office of Academic Advising and Support to be informed of the procedure for hardship withdrawal and to be given necessary forms. The Director of the Office of Academic Advising and Support will determine if an in person meeting is required. The student will return the completed forms for hardship withdrawal with supporting documentation to the Office of Academic Advising and Support. The Office of Academic Advising and Support will check the forms for completeness and transmit the forms to the Office of Academic Affairs for a decision by the Associate Provost for Student Engagement and Success.

A student seeking a full hardship withdrawal from the university must initiate the withdrawal process, complete required forms, and return all forms plus documentation to the Office of Academic Advising and Support no later than midterm the semester following the withdrawal.

A student seeking a partial hardship withdrawal from one or more classes must initiate the withdrawal process, complete required forms, and return all forms plus documentation to the Office of Academic Advising and Support no later than the last day of class for the semester in which he/she is seeking a partial hardship withdrawal.

### **Financial Aid Implications**

All students seeking either a partial or full hardship withdrawal are strongly recommended to make an appointment with a financial aid counselor. This is of utmost importance if the student has received any financial aid (e.g. scholarship, loans, etc.). The granting of a hardship withdrawal may affect the student's ability to receive future financial aid and may greatly affect the student's ability to meet the Federally mandated Standards of Academic Progress. Students should be advised that the granting of a hardship withdrawal does not negate the requirement of meeting the Standards of Academic Progress or the policies regarding mandatory Return of Title IV funds.

# Hardship Withdrawal Documentation

**Personal Statement of Hardship.** The written personal statement of hardship should explain to the Office of Academic Affairs how and/or why the non-academic emergency impacted studies. It is essential that the student provide accurate details about the circumstances surrounding the hardship, date(s) of the hardship event(s), and an account of how the event(s) specifically prevented the completion of coursework. In addition, the student will provide official documentation supporting his/her hardship. This documentation should be consistent with the student's personal statement, and all documentation will be verified prior to the rendering of any decision regarding the student's hardship withdrawal.

## Categories of Hardship and Documentation Requirements

- **Medical (e.g. physical or psychological emergencies):**  
The student will supply a physician's report on office letterhead. This document will include the physician's name, address, phone number, nature of patient's illness or accident, dates of treatment, prognosis, and the reason they feel that the student can no longer complete his/ her coursework. This document must be signed and dated. A physician's letter is the only approved documentation for hardship withdrawal under the medical category.
- **Personal (e.g. severe medical illness within family, death in the family, arrests, etc.):**  
The student will supply appropriate documentation that builds a case for hardship withdrawal due to personal issues. These documents may include but are not limited to death certificates, obituaries, police reports, or physician's letters. The student should obtain documents that contain contact information, are dated, and if possible notarized. All documents will be verified as seen fit by the Office of Academic Affairs.
- **Financial (e.g. loss of sole-supporting job, mandatory job changes):**  
The student will supply documentation from an employer or supervisor that clearly states the mandatory change and the date that these changes took place or will take place. This document should contain contact information for an organizational representative that can verify these changes, preferably a human resource professional. The student's inability to have financial aid in place at the start of the term is NOT grounds for hardship withdrawal due to financial issues.

**SPECIAL NOTE: Application for a Hardship Withdrawal does not guarantee the student a grade of "WH."**

**Privacy and Title IX.** Armstrong's Sexual Misconduct policy, following national guidance from the Office of Civil Rights, requires that faculty and staff follow Armstrong policy as a "mandatory reporter." Personal disclosure of sexual harassment, abuse, and/or violence related experiences or incidents shared with the faculty or staff member processing Hardship Withdrawals require that the faculty or staff member inform appropriate Armstrong channels to help ensure that the student's safety and welfare, even if the student requests that the disclosure not be shared. These disclosures include but are not limited to reports of personal relational abuse, relational/domestic violence, and stalking. I understand that once the information in this hardship withdrawal request has been disclosed, the recipient may re-disclose it in certain situations. Privacy laws may not protect the information.

## Withdrawal – Involuntary

A student may be administratively withdrawn from the university when in the judgment of the Vice President for Student Affairs and the university physician, if any, and after consultation with the student's parents and personal physician, if any, it is determined that the student suffers from a physical, mental, emotional or psychological health condition which (a) poses a significant danger or threat of physical harm to the student or to the person or property of others or (b) causes the student to interfere with the rights of other members of the university community, or with the exercise of any proper activities or functions of the university or its personnel, or (c) causes the student to be unable to meet institutional requirements for admission and continued enrollment, as defined in the student conduct code and other publications of the university.

Except in emergency situations, a student shall, upon request, be accorded an appropriate hearing before a final decision concerning his or her continued enrollment in the university.

# Learning Support

## Learning Support Courses

Learning support is a generic term for programs designed to prepare students for, or assist students with, collegiate work. Armstrong is committed to helping all students succeed by providing the necessary assistance to reach a level of preparation suitable for university studies. Year-long foundations level learning support courses (pre-college preparatory courses) and co-requisite learning support courses assist students needing help preparing for collegiate level work. Learning Support courses are offered in the basic academic areas of, English, and mathematics.

Eligibility for Learning Support courses is determined by the English Placement Index (EPI) or the Math Placement Index (MPI) score(s) which is calculated from a combination of SAT or ACT scores, high school grade point average and/or COMPASS placement exam score. A student may be required to enroll in one or two Learning Support courses based on the EPI or MPI and the students major (non-science/math pathway or science/math pathway). Students required to take Learning Support courses must do so during their first semester. Learning Support courses carry institutional credit, but hours earned in those courses do not apply to degree requirements. Students enrolled in foundations level learning support courses will not be permitted to take credit courses which require the content or skills of the foundations level course as a prerequisite.

## Learning Support Completion Requirements

Students who have accumulated 30 hours of college level credit (including transfer course work) and have not completed their learning support requirements (i.e. passed the Core A English or Mathematics course) may only enroll in foundation level learning support courses or learning support courses and co-requisite Core A English and Mathematics courses until the requirements (i.e. successful completion of Core A English or Math) are completed.

## Policy for dropping Learning Support courses:

Students will not be permitted to withdraw from learning support co-requisite courses without withdrawing from the associated co-requisite core course.

## Learning Support Suspension Policy

- Students enrolled in MATH 0987 or MATH 0989 must complete those requirements in 2 attempts or they will be suspended from Armstrong for one-calendar year. These attempts must be during the students first two semesters at Armstrong. During suspension, students may attend an accredited Technical College System of Georgia School to pass their learning support requirements (Core A Math). W and WM grades do not count toward attempts.
- Students who have been away from Armstrong for a year on learning support suspension may transfer in the appropriate Core A math course, re-enroll in foundations level mathematics courses (MATH 0987 or MATH 0989) or retake the COMPASS exam and score high enough to exempt foundation level learning support.
- For further information, please contact the Office of Academic Advising and Support.

## Learning Support Grade Symbols

A%,  
B%, C% (passed course work, MATH 0987 and MATH 0989 )

F % (failed course work, MATH 0987 and MATH 0989 only and must re-enroll in the course)

W% (Withdrew, no penalty)

WF% (Withdrew, failing)

I% (Incomplete)

S% (Satisfactory-Student who successfully passed MATH 1001 or MATH 1111 or ENGL 1101/ENGL 1102 will receive a grade of S% in MATH 0997, MATH 0999 or ENGL 0999

U% (Unsatisfactory-Student who did not successfully pass MATH 1001 or MATH 1111 or ENGL 1101 will receive a grade of U% in MATH 0997, MATH 0999 or ENGL 0999. Student must repeat the learning support class and the MATH 1001, MATH 1111 or ENGL 1101/ENGL 1102 course.

NR% (Grade Not Reported)

**(Note: D grades are not issued in Learning Support)**

Students whose EPI or MPI scores exceed the scores for learning support placement may nonetheless elect to enroll in Learning Support courses. Typically this is done to sharpen essential skills before they are needed in other courses.

More information regarding academic support for nontraditional students, Learning Support courses, registration, readmission, and policies regarding progression requirements is available in the Office of Academic Advising and Support.

# General Education Outcomes and Core Curriculum

General education outcomes define the intellectual experience that Armstrong State University students complete prior to graduation, regardless of their specific degrees or their career choices. These outcomes emphasize the central body of knowledge and skills that define a "college-educated" person and are grounded in the arts, humanities, mathematics, social and natural sciences. They foster a knowledgeable, curious, critical, and reflective frame of mind in every graduate. The Armstrong State University general education outcomes encourage the broad enhancement of each person's capabilities and promote the development of skills in communication, problem solving, and lifelong learning needed for individual growth and social improvement. All students must take an exit examination covering those general education outcomes prior to graduation.

The follow student learning outcomes and learning goals are expected of students who complete the university core curriculum:

## **Goal A1 (Communications)**

Students will produce organized communication that develops analytical arguments and meets conventional standards of composition.

## **Goal A2 (Quantitative)**

Students will demonstrate the ability to use mathematical information and concepts in verbal, numeric, graphical, or symbolic forms to solve problems.

## **Goal B (Institutional Options; Ethics and Values, Global Perspectives)**

Students will critically evaluate the relationship between ethical theories and culture, and, students will analyze global multicultural issues among diverse realms of societies.

## **Goal C (Humanities/Fine Arts)**

Students will critically analyze the meanings of texts or works of art or music.

## **Goal D (Natural Sciences)**

Students will demonstrate a collegiate-level understanding of the method by which scientific study is conducted, and, students will accurately evaluate data in scientific reasoning problems.

## **Goal E (Social Sciences)**

Students will analyze the complexity of human behavior, considering how historical, economic, political, or social relationships develop, persist, or change.

The semester core curriculum at Armstrong State University is required of all baccalaureate students. The core recognizes three broad categories of students: non-science majors, science majors, and clinical health majors. Major-specific courses are in Area F of the core and are different for each major. The majors in each classification are as follows:

## **Non-Science Majors**

Art	French	Music
Business Economics	Gender Studies	Political Science
Criminal Justice	Health Science	Psychology (B.A.)
Early Childhood Education	Health and Physical Education	Secondary History Teacher Education

Economics	History	Spanish
English	Information Technology	Special Education
English Teacher Education	Law and Society	Theater
Fine Arts	Liberal Studies	

## Science Majors

Applied Physics	Computer Science	Psychology (B.S.)
Biochemistry	Mathematics	RETP (pre-engineering)
Biology	Mathematics Teacher Education	Rehabilitation Sciences
Chemistry	Secondary General Science Teacher Education	

## Clinical Health Majors

Communication Sciences and Disorders	Nursing	Respiratory Therapy
Medical Laboratory Science	Radiologic Sciences	

## Core Curriculum Notes

- Pre-calculus is required for majors in applied physics, biology, chemistry, computer science, mathematics, radiologic sciences (radiation therapy track), and rehabilitation sciences.
- Calculus is required for engineering studies students.
- For non-science majors, the two science courses do not have to be in sequence, and one of the science courses may be a non-lab course.
- Science majors must take a lab science sequence and a specified math course; statistics is required for biology, business economics (Bachelor of Science), psychology (Bachelor of Science), and rehabilitation sciences majors; calculus I is required for majors in applied physics, chemistry, computer science, and mathematics; calculus II is required for engineering majors.
- Clinical health majors must take a biology, chemistry, or physics sequence; the third course must be statistics. (See Core Area D, Option IIB).
- If a student who has not yet declared a major is contemplating a science or clinical health major, it is recommended that he or she take the area D for that science or clinical health major.
- The legislative history/constitution requirement can be met by a single course - HIST 2001/POLS 2001.
- A course may be used only once to satisfy a degree requirement in core areas A, B, C, D, and E.
- Students who do not complete Core Area A requirements within 30 earned credit hours will be required to enroll in the appropriate course(s) to complete Area A their subsequent term of enrollment.

# Core Area A

## Essential Skills: 9 hours

## Communication Skills: 6 hours

- ENGL 1101 - Composition I or ENGL 1101H - Honors Composition I
- ENGL 1102 - Composition II or ENGL 1102H - Honors Composition II

## Quantitative Skills: 3 hours

One course selected from:

- MATH 1001 - Quantitative Reasoning
- MATH 1111 - College Algebra
- MATH 1113 - Pre-Calculus Mathematics
- *Minimum requirement for applied physics, biochemistry, biology, chemistry, computer science, mathematics, and rehabilitation sciences majors*
- MATH 1161 - Calculus I or MATH 1161H - Honors Calculus I
- *Minimum requirement for engineering students*

# Core Area B

## Institutional Options: 4-5 hours

## Ethics and Values: 2-3 hours

One course selected from:

- CHEM 2600 - Ethical theories and Moral Issues in the Sciences
- CRJU 2020 - Ethical Theories and Moral Issues in Criminal Justice
- ENGL 2000 - Ethics and Values in Literature
- ETHC 2000 - Interdisciplinary Ethics and Values
- GNST 2101 - Ethics, Values, and Gender
- HIST 2000 - Ethics and Values in History
- HONS 2100 - Honors Topics in Ethics and Values

- PHIL 2030 - Introduction to Ethics and Moral Issues
- POLS 1200 - Ethical Theories and Moral Issues in Government
- SOCI 2500 - Ethics, Values, and the Social World

## **Global Perspectives: 2-3 hours**

One course selected from:

- ANTH 1150 - Global Perspectives in Anthropology: Peoples of the World
- CHEM 2200 - Science, Technology, and the Modern World
- CRJU 2010 - Universal Justice
- ECON 1150 - Global Economic Problems
- ENGL 2050 - Africa and the Diaspora
- EURO 2000 - European Union
- FREN 1002 - Elementary French II
- GEOG 1100 - World Regional Geography
- GEOG 2120 - Cultural Geography
- GRMN 1002 - Elementary German II
- GNST 2200 - Gender in Global Contexts
- HIST 1111 - Civilization I
- HIST 1112 - Civilization II
- HIST 2100 - The African Diaspora
- HLPR 2010 - Culture, Illness, Diagnosis and Treatment
- HONS 2000 - Honors Topics in Global Perspectives
- POLS 1150 - World Politics
- POLS 2290 - Foundations of International Relations
- PSYC 2300 - Global Perspectives in Developmental Psychology
- RELI 2100 - World Religions
- SOCI 2000 - Global Sociology
- SPAN 1002 - Elementary Spanish II

## **Core Area C**

### **Humanities, Fine Arts, and Ethics: 6 hours**

### **Literature or Philosophy: 3 hours**

One course selected from:

- ENGL 2100 - Literature and Humanities or ENGL 2100H - Honors Literature and Humanities
- FREN 2001 - Intermediate French I

- FREN 2002 - Intermediate French II
- GRMN 2001 - Intermediate German I
- GRMN 2002 - Intermediate German II
- PHIL 2010 - Introduction to Philosophy
- PHIL 2030 - Introduction to Ethics and Moral Issues
- SPAN 2001 - Intermediate Spanish
- SPAN 2002 - Intermediate Spanish II

## **Art, Music or Theatre: 3 hours**

One course selected from:

- ARTS 1100 - Art Appreciation
- ARTS 1270 - World Art and Music or MUSC 1270 - World Art and Music
- ARTS 2710 - Art History I
- ARTS 2720 - Art History II
- MUSC 1100 - Music Appreciation
- THEA 1100 - Theatre Appreciation
- THEA 1200 - Introduction to Theatre
- THEA 2410 - Oral Interpretation

## **Core Area D**

### **Core Area DI: Non-Science Majors**

### **Math, Science & Technology: 10-11 hours**

#### **1. One lab science course (lecture plus lab) selected from: (4 hours)**

- BIOL 1103 - Concepts of Biology (and lab)
- BIOL 1107 - Principles of Biology I and BIOL 1107L - Principles of Biology I Lab
- BIOL 1107H - Honors Principles of Biology I and BIOL 1107A - Honors Principles of Biology I Lab
- CHEM 1151 - Survey of Chemistry I and CHEM 1151L - Survey of Chemistry I Laboratory
- CHEM 1211 - Principles of Chemistry I and CHEM 1211L - Principles of Chemistry I Laboratory
- GEOL 2010H - Honors Physical Geology
- PHSC 1211 - Physical Environment and PHSC 1211L - Physical Environment Lab
- PHYS 1111K - Introductory Physics I
- PHYS 1112K - Introductory Physics II

- SCIE 1212 - Chemical Environment and SCIE 1212L - Chemical Environment Lab

## **2. One science course selected from: (3-4 hours)**

- ASTR 1010 - Astronomy of the Solar System
- ASTR 1020 - Stellar and Galactic Astronomy
- BIOL 1103 - Concepts of Biology and lab
- BIOL 1107 - Principles of Biology I and BIOL 1107L - Principles of Biology I Lab
- BIOL 1107H - Honors Principles of Biology I and BIOL 1107A - Honors Principles of Biology I Lab
- BIOL 1108 - Principles of Biology II and lab
- BIOL 1108H - Honors Principles of Biology II and lab
- BIOL 1120 - Diversity of Life
- BIOL 1130 - Human Biology
- BIOL 1140 - Environmental Biology
- CHEM 1151 - Survey of Chemistry I and CHEM 1151L - Survey of Chemistry I Laboratory (lab optional)
- CHEM 1152 - Survey of Chemistry II and CHEM 1152L - Survey of Chemistry II Laboratory (lab optional)
- CHEM 1211 - Principles of Chemistry I and CHEM 1211L - Principles of Chemistry I Laboratory
- CHEM 1212 - Principles of Chemistry II and CHEM 1212L - Principles of Chemistry II Laboratory
- CHEM 1212H - Honors Principles of Chemistry II and CHEM 1212A - Honors Principles of Chemistry II Lab
- ENGR 1112 - Introduction to Scientific Modeling and Simulation
- GEOL 2010 - Introduction to Physical Geology
- GEOL 2010H - Honors Physical Geology
- PHSC 1211 - Physical Environment and PHSC 1211L - Physical Environment Lab (lab optional)
- PHYS 1111K - Introductory Physics I
- PHYS 1112K - Introductory Physics II
- PHYS 2211K - Principles of Physics I
- PHYS 2212K - Principles of Physics II
- SCIE 1000 - Introduction to Scientific Inquiry
- SCIE 1212 - Chemical Environment and SCIE 1212L - Chemical Environment Lab (lab optional)

## **3. One course in mathematics, science, or technology chosen from: (3 hours)**

- ASTR 1010 - Astronomy of the Solar System
- ASTR 1020 - Stellar and Galactic Astronomy
- BIOL 1103 - Concepts of Biology and lab
- BIOL 1107 - Principles of Biology I and BIOL 1107L - Principles of Biology I Lab
- BIOL 1107H - Honors Principles of Biology I and BIOL 1107A - Honors Principles of Biology I Lab
- BIOL 1108 - Principles of Biology II and lab
- BIOL 1108H - Honors Principles of Biology II and lab
- BIOL 1120 - Diversity of Life
- BIOL 1130 - Human Biology
- BIOL 1140 - Environmental Biology
- CHEM 1151 - Survey of Chemistry I and CHEM 1151L - Survey of Chemistry I Laboratory (lab optional)
- CHEM 1152 - Survey of Chemistry II and CHEM 1152L - Survey of Chemistry II Laboratory (lab optional)

- CHEM 1211 - Principles of Chemistry I and CHEM 1211L - Principles of Chemistry I Laboratory
- CHEM 1212 - Principles of Chemistry II and CHEM 1212L - Principles of Chemistry II Laboratory
- CHEM 1212H - Honors Principles of Chemistry II and CHEM 1212A - Honors Principles of Chemistry II Lab
- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- CSCI 1301 - Introduction to Programming Principles
- CSCI 1301H - Honors Introduction to Programming Principles
- ENGR 1112 - Introduction to Scientific Modeling and Simulation
- GEOL 2010 - Introduction to Physical Geology
- GEOL 2010H - Honors Physical Geology
- ITEC 2010 - Introduction to Cyber Security
- MATH 1113 - Pre-Calculus Mathematics
- MATH 1161 - Calculus I
- MATH 1161H - Honors Calculus I
- MATH 1950 - Applied Math For Non-Science Majors
- MATH 2200 - Elementary Statistics
- PHSC 1211 - Physical Environment and PHSC 1211L - Physical Environment Lab (lab optional)
- PHYS 1010 - The Physics of Sports
- PHYS 1111K - Introductory Physics I
- PHYS 1112K - Introductory Physics II
- PHYS 2211K - Principles of Physics I
- PHYS 2212K - Principles of Physics II
- SCIE 1000 - Introduction to Scientific Inquiry
- SCIE 1212 - Chemical Environment and SCIE 1212L - Chemical Environment Lab (lab optional)

## Core Area DIIA: Science Majors

### Math, Science & Technology: 10-11 hours

#### 1. One laboratory science sequence selected from: (8 hours)

- **Biology Sequence:**

Either

- BIOL 1107 - Principles of Biology I and BIOL 1107L - Principles of Biology I Lab
- OR
- BIOL 1107H - Honors Principles of Biology I and BIOL 1107A - Honors Principles of Biology I Lab
- AND EITHER
- BIOL 1108 - Principles of Biology II and lab
- OR
- BIOL 1108H - Honors Principles of Biology II and lab
- 

- **Chemistry Sequence:**

- CHEM 1211 - Principles of Chemistry I and CHEM 1211L - Principles of Chemistry I Laboratory
- AND EITHER
- CHEM 1212 - Principles of Chemistry II and CHEM 1212L - Principles of Chemistry II Laboratory
- OR
- CHEM 1212H - Honors Principles of Chemistry II and CHEM 1212A - Honors Principles of Chemistry II Lab
- 
- **Physics Sequences:**
- PHYS 1111K - Introductory Physics I and PHYS 1112K - Introductory Physics II
- OR
- PHYS 2211K - Principles of Physics I and PHYS 2212K - Principles of Physics II

## 2. One course in mathematics, science, or technology selected from: (3 hours)

- MATH 1161 - Calculus I or MATH 1161H - Honors Calculus I
- *Required for applied physics, chemistry, computer science, and mathematics majors*  
*Minimum requirement for biochemistry majors*
- MATH 2072 - Calculus II
- *Required for engineering students*
- MATH 2200 - Elementary Statistics
- *Required for biology, psychology (Bachelor of Science), and rehabilitation sciences majors*

## Core Area DIIB: Clinical Health Majors

### 1. One laboratory science sequence selected from: (8 hours)

- **Biology Sequence:**
- Either
- BIOL 1107 - Principles of Biology I and BIOL 1107L - Principles of Biology I Lab
- OR
- BIOL 1107H - Honors Principles of Biology I and BIOL 1107A - Honors Principles of Biology I Lab
- AND EITHER
- BIOL 1108 - Principles of Biology II and lab
- OR
- BIOL 1108H - Honors Principles of Biology II and BIOL 1108H - Honors Principles of Biology II

- 
- **Chemistry Sequences:**
- Either
- CHEM 1151 - Survey of Chemistry I and CHEM 1151L - Survey of Chemistry I Laboratory
- AND
- CHEM 1152 - Survey of Chemistry II and CHEM 1152L - Survey of Chemistry II Laboratory
- OR
- 
- CHEM 1211 - Principles of Chemistry I and CHEM 1211L - Principles of Chemistry I Laboratory
- AND EITHER
- CHEM 1212 - Principles of Chemistry II and CHEM 1212L - Principles of Chemistry II Laboratory
- OR
- CHEM 1212H - Honors Principles of Chemistry II and CHEM 1212A - Honors Principles of Chemistry II Lab
- 
- **Physics Sequences:**
- PHYS 1111K - Introductory Physics I and PHYS 1112K - Introductory Physics II
- OR
- PHYS 2211K - Principles of Physics I and PHYS 2212K - Principles of Physics II

## **2. One course in mathematics, science, or technology selected from: (3 hours)**

- MATH 2200 - Elementary Statistics

## **Core Area E**

### **Social Sciences: 12 hours**

### **American and Georgia History and Constitution: 3 hours**

- HIST 2001 - Political History of America and Georgia or POLS 2001 - Political History of America and Georgia

## **World Civilization: 3 hours**

One course selected from:

- HIST 1111 - Civilization I or Hist 1111H - Honors Civilization I
- HIST 1112 - Civilization II or HIST 1112H - Honors Civilization II

## **Social Sciences: 3 hours**

One course selected from:

- ANTH 1102 - Introduction to Anthropology
- ECON 1101 - Survey of Economics
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- PSYC 1101 - Introduction to Psychology or PSYC 1101H - Honors Introduction to Psychology
- SOCI 1101 - Introductory Sociology

## **History or Social Sciences: 3 hours**

One course selected from:

- AFAS 2000 - Introduction to African American Studies
- ANTH 1102 - Introduction to Anthropology
- ECON 1101 - Survey of Economics
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- GEOG 2120 - Cultural Geography
- GNST 1101 - Introduction to Gender Studies
- HIST 1111 - Civilization I
- HIST 1112 - Civilization II
- HIST 2111 - History of America to 1877
- HIST 2112 - History of America Since 1865
- POLS 2100 - Introduction to Political Science
- PSYC 1101 - Introduction to Psychology or PSYC 1101H - Honors Introduction to Psychology
- SOCI 1101 - Introductory Sociology

## **Core Area F**

Courses Suitable to the Major: 18 hours

*Refer to the program of study for your major.*

## **Additional Required Courses**

Physical Education: 3 hours

First-Year Seminar: 1 hour

## **State Requirement in History and Constitution**

By state law, every student who receives a diploma from a school supported by the state of Georgia must demonstrate proficiency in United States history and constitution and in Georgia history and constitution. Students at Armstrong State University may demonstrate such proficiency in one of the following ways:

- successfully complete HIST 2001/POLS 2001 at Armstrong;
- successfully complete a course that equates to HIST 2001/POLS 2001 at another University System of Georgia (USG) institution;
- successfully complete a course (or combination of courses) in American government and history which meets the state requirement at another USG institution;
- successfully complete a course (or combination of courses) in American government and history at a non-USG institution and pass a local test on the Georgia constitution;
- by earning an acceptable score on an institutional or standardized test as follows:
  - U.S./Georgia Constitution: AP - Government and Politics or CLEP - American Government to satisfy U.S. Constitution requirement, and pass the Georgia Government Exam to satisfy the Georgia constitution requirement.
  - U.S./Georgia history: AP - U.S. History or CLEP - History of the U.S. I or History of the U.S. II.

## **Requirements for Bachelor of Arts and Bachelor of Science Degrees**

Requirements for major programs leading to baccalaureate degrees are described in the departmental listings. For baccalaureate degrees, a minimum of 120 semester hours, exclusive of the required physical education course(s) and first-year seminar, is required for graduation. Exit exams in the major and in general education are also required. All students in baccalaureate programs must complete the 60-hour core curriculum requirement (as listed under University Core Curriculum), along with the 3-hour physical education requirement and 1-hour first-year seminar.

## **Requirements for Associate of Arts and Associate of Science Degrees**

For associate degrees, a minimum of 60 semester hours at the 1000 or 2000 level, exclusive of the required physical education course(s) and first-year seminar, is required for graduation. A university exam in general education is also required. All students in an associate degree program must complete the 60-hour core curriculum requirement (as listed under University Core Curriculum), along with a 2-hour physical education requirement and 1-hour first-year seminar.

# **Graduate Studies**

## **Philosophy, Mission and Goal**

Graduate education is an integral component of Armstrong State University. Armstrong's graduate programs provide a graduate education and applied research experiences for students in selected disciplines. The faculty and students create an atmosphere of academic scholarship and investigation which provides graduates with values and skills in their disciplines.

The goal of graduate education at Armstrong State University is to produce graduates with advanced knowledge in their fields so that they are prepared to address issues of significance and provide service to the communities that they serve.

## **Admission to Graduate Study**

Graduates of colleges or universities accredited by a regional accrediting association may apply for admission to Graduate Studies. Admission is restricted to those students whose academic records indicate that they can successfully complete graduate work. Please refer to the Armstrong State University Graduate Catalog for additional information on admission procedures and requirements. The graduate catalog also contains information on graduate programs, courses, faculty, financial aid opportunities, and academic policies.

# College of Education

## College of Education

Cynthia Bolton-Gary, Interim Dean

### Accreditation

All teacher education programs at Armstrong State University are approved by the Georgia Professional Standards Commission (GaPSC) and accredited by the National Council for Accreditation of Teacher Education (NCATE) [Council for the Accreditation of Educator Preparation].

Acceptance into or completion of a teacher preparation program through the College of Education does not guarantee employment by a school district nor licensure by the Professional Standards Commission. Some course or internship fees and program revisions due to modifications in certification requirements are subject to change without notice.

### Conceptual Framework

The College of Education and those partners who compose the Educator Preparation Program share the vision established by the conceptual framework. It guides their efforts as they work collaboratively to develop highly qualified teachers who are prepared to educate diverse learners. The conceptual framework is based upon seven tenets: respect for diversity, the essentials of professionalism, the importance of collaboration, the value of authentic assessment, the merit of reflection, the value of technology, and essential pedagogical and content knowledge. The shared vision and seven tenets provide direction for programs of study, instruction, scholarship, and service. They require adherence to high standards of academic, professional, and ethical performance. Armstrong-prepared educators exemplify the highest qualities of character and ethical behaviors while demonstrating the dispositions, knowledge, and skills required to succeed in the modern classroom.

### Philosophy and Goals

The College of Education offers a variety of degree programs designed to produce prepared, reflective educators committed to excellence in the profession and the learning of all students. All degree programs in the College of Education are guided by specific objectives reflecting university goals. These objectives include providing prospective teachers with the following: proficiency in the content of their chosen teaching fields; learning theory and methodology necessary for successful implementation of classroom plans and procedures; abilities and skills to offer appropriate educational opportunities to students from diverse cultural and economic backgrounds; abilities and skills to enable them to meet the special needs of exceptional children; and a professional and educational atmosphere conducive to the development of the highest qualities of character, commitment, and professional competence. Prepared, reflective educators who exemplify the essentials of professionalism, demonstrate a respect for diversity, recognize the importance of collaboration, value the need for authentic assessment, realize the merit of reflection, and value technologies personify the ideals of the College of Education's conceptual framework.

### College of Education Policies and Procedures

**Academic Advisement.** Students assume primary responsibility for knowledge of and compliance with program requirements. A program of study does not become official until it is signed by both the student and academic advisor with the approval of the department head. Program of study forms will be filed in the appropriate departments, with copies provided to students.

**Admission to Candidacy.** Students wishing to pursue teacher education leading to certification must apply for Admission to Candidacy within the College of Education. Application forms are available in the Student Services office or online. The standards of the College of Education are aligned with the standards of the Georgia Professional Standards Commission for certification and include a criminal background check. College of Education standards also incorporate essential functions for teaching and a code of ethics and expected behavior for students in the Educator Preparation Program. Each degree program may have additional discipline-related items required for admission. If a student is denied Admission to Candidacy, his/her program completion will be delayed. In order to be Admitted to Candidacy, students must complete and submit the application and supplementary documentation required by the semester deadline as printed below:

Summer: February 15

Fall: May 15

Spring: September 15

## General Requirements for Admission to Candidacy:

1. An overall GPA of 2.5 or higher unrounded.
2. Successful completion of ENGL 1101, ENGL 1102, MATH Core Area A (Early Childhood Majors must take MATH 2008), EDUC 2110, EDUC 2120, EDUC 2130, with a grade of "C" or higher.
3. Satisfaction and evidence of Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessment or exemption from this requirement with qualifying scores on the SAT or ACT.
4. Evidence of a Georgia Professional Standards Commission Pre-Service Certificate (includes criminal background check requirement).
5. Completion of two (2) disposition assessments.
6. Evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy.
7. Satisfaction and evidence of the Georgia Professional Standards Commission Ethics Assessment.

In addition to the criteria above, the following is required for the indicated department or program of study:

### Early Childhood Education

1. Successful completion of MATH 2008.
2. Evidence of Cardiopulmonary resuscitation (CPR)/First Aid Certification.

**Field Experiences.** Many courses in the College of Education require students to participate in field experiences. These are conducted off-campus and students must arrange their own transportation to their assigned school site. The following requirements must be met before students may participate in a field experience:

1. Evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy.
2. Georgia Professional Standards Commission Pre-Service Certificate (includes criminal background check requirement).

**Clinical Internship.** Internship II, the culminating activity of the professional sequence, is performed in selected off-campus school centers. Completed applications must be submitted to the department head of the respective program one semester prior to the internship semester. School placement is arranged jointly by the university and the participating school system; students receive letters of assignment. Students are required to adhere to The Georgia Code of Ethics for Educators, established policies and procedures of the cooperating school system in addition to those policies and procedures established by the university. Orientation will be held at the beginning of the semester in which internship is scheduled. The following requirements must be met before students may enroll in clinical internship:

1. Admission to Candidacy.

2. Successful completion of all coursework in the degree program with a cumulative 2.5 unrounded grade point average on all courses attempted, and a grade of "C" or better in all courses in the teaching field, professional sequence, concentration, and related electives.
3. Recommendation by the College of Education department faculty. Students in a secondary field or a P-12 field housed in the College of Liberal Arts or the College of Science and Technology must also secure a recommendation from the department that houses the major. Positive assessment of dispositions must be completed through the LiveText system.
4. Passing scores on all GACE content area examinations.
5. Georgia Professional Standards Commission Pre-Service Certificate.
6. Payment of \$625.00 clinical internship fee (assessed with tuition and fees).
7. Evidence of professional tort liability Insurance valid for a period of three (3) years from the date of Admission to Candidacy.
8. Official program of study signed by the student's advisor indicating completion of all courses.

Students who are unsuccessful (receiving a "U" or "W") may apply to intern one additional semester only, after completing the prescribed Plan of Improvement, as outlined by the Director of Field Experiences, Clinical Placements and Partnerships.

College of Education candidates for Internship II who complete their program of study in initial certification programs but do not complete Internship II, will be allowed no more than five additional academic semesters (including summers) following the completion of their coursework to complete their internship. If a candidate is unable to complete the internship by the fifth semester following completion of coursework, the candidate will need to reapply to the university, present passing scores on appropriate GACE content exams, and be subject to any changes to the program of study and/or admission requirements.

**Transfer of Credit.** Accreditation rules and regulations for Educator Preparation Programs may limit the potential of transferring credits into specific certification fields. A transcript analysis by an Educator Preparation Program academic advisor would be required.

**Academic and Admissions Appeals.** The Educator Preparation Program (EPP) has an Academic and Admission Appeals committee that reviews appeals. To view the appeal procedure visit the college's "Forms" website.

**Academic Probation and Dismissal.** In addition to the University's academic probation and dismissal regulations, the College of Education Educator Preparation Program maintains separate standards for academic probation and dismissal for compliance with the accreditation guidelines.

Eligibility to candidacy in the Armstrong College of Education Educator Preparation Program (EPP) requires a minimum Grade Point Average (GPA) for undergraduates is 2.5. Candidates accepted into an educator preparation program (EPP) must maintain a minimum GPA of 2.5 throughout the program of study. For graduate students seeking an MAT or MEd, the minimum GPA is 3.0. If a candidate's grades fall below the minimum, candidates will be notified by that they are on Probation and have one (1) semester in which to bring their grades up to the minimum GPA. In addition, a Candidate Improvement Plan will be developed. If a candidate is able to bring up their grades, they will be restored to full candidacy. If they are unable to bring up their GPA, they will be Suspended from the College of Education.\* If a candidate who has been suspended later attains the minimum GPA, they can reapply to the College of Education in order to proceed with their candidacy. GPAs will be checked at the end of each semester to chart the progression and qualifications of candidates throughout the EPP.

*\*As of Fall 2015, the Pre-Service Certificate will be revoked if candidates are suspended from the EPP. Students reapplying to the College of Education will also have to reapply for the Pre- Service Certificate and meet all eligibility requirements.*

**Program Completion.** In order to continue in a program of study a student must maintain continuous enrollment. Failure to enroll for three (3) consecutive semesters will result in the need to reapply to the University. Failure to complete a program of study within five (5) consecutive semesters will result in development of a new program of study.

**Graduation.** Students are required to submit to their academic advisor **two semesters prior to graduating** the following items: a completed application for graduation, an updated copy of their transcripts, and a current official program of study form. Applications will be checked and approved by the appropriate department head(s).

**Certification.** To be recommended for a certificate of eligibility, candidates must complete the requirements for an approved Educator Preparation Program with an approved program of study. These requirements include, but are not limited to: at least 30

credit hours of education courses taken in the Educator Preparation Program, the passing of the ethics assessment, content pedagogy assessment, GACE content area examination(s) in the certificate field, and any additional program specific items.

## Undergraduate Degree Programs

The College of Education includes the department of Childhood and Exceptional Student Education and the department of Secondary, Adult, and Physical Education.

In addition to the degrees listed below, the College of Education in conjunction with the College of Liberal Arts and the College of Science and Technology offers the following:

- Bachelor of Music Education (P-12)
- Bachelor of Science in:
  - Art Education (P-12)
  - Mathematical Sciences with Teacher Certification (6-12)

## Department of Childhood and Exceptional Student Education

### Faculty

John Hobe, Department Head

Kelly Brooksher

Linda Ann McCall

Beth Childress

Glenda Ogletree

Nedra Cossa

Lesley Roessing

Barbara Hubbard

Barbara Serianni

Anne Katz

Patricia Wachholz

Jackie Hee-Young Kim

Calvin Walton

Richard Krauss

Elizabeth Williams

Robert Loyd

### General Information

The Department of Childhood and Exceptional Student Education offers a Bachelor of Science in Early Childhood Education with teacher certification (P-5) and the Bachelor of Science in Special Education (P-12). The Department also offers a non-certification track in Early Childhood Education for students who are interested in serving children and families in areas outside the traditional school classroom.

### Policies and Procedures

Refer to the College of Education page for detailed information.

## **Bachelor of Science in Education**

### **Early Childhood Education, Track 1: Teacher Certification**

Bachelor of Science in Education (B.S.Ed.)

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- ISCI 2001 - Life/Earth Science For Early Childhood Educators
- ISCI 2002 - Physical Sciences For Early Childhood Educators
- MATH 2008 - Foundations of Numbers and Operations

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 50 hours

- ECUG 3040 - Childhood Development from Prenatal Period to Adolescence
- ECUG 3060 - Language Arts: Oral Language, Writing, Spelling and Grammar
- ECUG 3071 - Teaching Children's Literature
- ECUG 3072 - Teaching of Reading
- ECUG 3250 - Curriculum and Assessment
- ECUG 3750 - Internship I-Pre-Student Teaching
- ECUG 4071 - Teaching of Social Studies
- ECUG 4081 - Teaching of Science
- ECUG 4085 - Teaching of Mathematics
- ECUG 4090 - Classroom Management
- ECUG 4300 - Language Arts Assessment and Modification
- EDUC 3100 - Technology Applications For Teachers
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 4800 - Internship II Student Teaching

## Related Field Courses: 10 hours

- MATH 3911 - Algorithms and Number Systems: A Laboratory Approach
- MATH 3912 - Geometry and Data Analysis: A Laboratory Approach
- PEEC 3200 - Health and Physical Education for the Elementary School Teacher
- ARTS 3200 - Art for the Child or MUSC 3200 - Music for the Elementary Teacher

## Total Semester Hours: 124 hours

## Additional Requirements

**Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessments or exemption scores; Admission to Candidacy; evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy or exemption; Georgia Professional Standards Commission Educator Ethics Assessment; GACE content area examinations passed; admission to Internship II; Georgia Professional Standards Commission Pre-Service Certificate; content pedagogy assessment; current CPR (adult, child, & infant); First Aid certification.**

## **Early Childhood Education, Track 2: Child and Family Studies**

### Bachelor of Science in Education (B.S.Ed.)

### Program of Study

### General Requirements

### Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

### Core Area F: 18 hours

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- ISCI 2001 - Life/Earth Science For Early Childhood Educators
- ISCI 2002 - Physical Sciences For Early Childhood Educators
- MATH 2008 - Foundations of Numbers and Operations

### Physical Education: 3 hours

### First-Year Seminar: 1 hour

### Major Field Courses: 54 hours

- CEUG 3012 - Language Acquisition
- ECUG 3040 - Childhood Development from Prenatal Period to Adolescence
- EDUC 3050 - Introduction to Child Life Theory and Practice
- EDUC 3150 - Applied Technology for A Digital World
- EDUC 3240 - Literature For Children and Adolescents
- EDUC 3260 - Reading and Writing Personal Narrative
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 3450 - Creative and Affective Development
- EDUC 3750 - Community Internship I
- EDUC 4500 - Working with Families
- EDUC 4750 - Community Internship II
- PEHM 3000 - Current Health Education Issues
- PEHM 3090 - Basic Games, Dance, and Rhythmic Activities
- PEHM 3200 - Motor Development and Learning
- SOCI 3150 - Sociology of the Family

### Related Field Courses: 6 hours

- SOCI 1101 - Introductory Sociology (if not taken in Core Area E)

### 3 credit hours from the following list:

- CSDS 4050 - Intercultural Communication
- ENGL 3720 - Business and Technical Communication
- HSCP 4010 - Health and Human Development
- PSYC 2950 - Lifespan Developmental Psychology
- PUBH 5550U - Nutrition
- PUBH 5570U - Women and Minority Health Issues
- THEA 3030 - Creative Dramatics and Children's Theatre

### Total Semester Hours: 124 hours

### Additional Requirements

**Evidence of professional tort liability insurance; admission to community Internship II; current CPR (adult, child & infant); First Aid certification.**

## Special Education

### Bachelor of Science in Education (B.S.Ed.)

### Program of Study

### General Requirements

## Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Area F: 18 hours

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- CEUG 2100 - Introduction to Students with Disabilities
- MATH 2008 - Foundations of Numbers and Operations
- MATH 2200 - Elementary Statistics

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 54 hours

- ECUG 3040 - Childhood Development from Prenatal Period to Adolescence
- ECUG 3060 - Language Arts: Oral Language, Writing, Spelling and Grammar
- ECUG 3071 - Teaching Children's Literature
- ECUG 3072 - Teaching of Reading
- ECUG 4085 - Teaching of Mathematics
- EDUC 3100 - Technology Applications For Teachers
- EDUC 3200 - Curriculum, Planning, and Instruction
- EDUC 3250 - Educational Policy and Professional Standards for Teachers
- EDUC 4800 - Internship II Student Teaching
- SPED 4740 - Internship I
- SPED 5021U - Assistive Technology
- SPED 5130U - Assessment in Special Education
- SPED 5231U - Teaching Reading and Disabilities
- SPED 5232U - Teaching Mathematics and Disabilities
- SPED 5320U - Behavioral Interventions and Support
- SPED 5321U - Behavioral Interventions and Support Lab
- SPED 5610U - Inclusion and Transition Practices

## Additional Hours for Required Concentration: 6 hours

## Choose a Language Arts OR Mathematics concentration

### Language Arts:

- SCED 4200 - Reading and Writing in the Content Areas
- SCED 5300U - Content Methods in Secondary English and Language Arts

## Mathematics:

- MATH 3911 - Algorithms and Number Systems: A Laboratory Approach
- MATH 3912 - Geometry and Data Analysis: A Laboratory Approach

Total Semester Hours: 124

## Additional Requirements

Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessments or exemption scores; Admission to Candidacy; evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy or exemption; GACE content area examinations passed; admission to Internship II; Georgia Professional Standards Commission Pre-Service Certificate; content pedagogy assessment.

# Department of Secondary, Adult, and Physical Education

## Faculty

Amelia Adkins, Department Head

Kathleen Burke-Fabrikant

Lynn Roberts

Patricia Holt

Michael Sergi

Valya Lee

Jana Underwood

Jane Lynes

Rebecca Wells

Anthony Parish

Ellen Whitford

Regina Rahimi

Greg Wimer

## General Information

The Department of Secondary, Adult, and Physical Education offers a bachelor of science with tracks in health and physical education including both a teacher certification (P-12) and a non-certification option in coaching and recreation for students who wish to work in athletic programs outside the traditional school classroom as well as a bachelor of science in secondary education (6-12). Students seeking certification in secondary education must select from the following concentration fields: English/Language Arts, Mathematics, History/Social Studies, or Science.

### Special Programs

**Physical Education Service Program.** The department provides a wide variety of offerings emphasizing life-long physical activities; basic skills and appreciation of recreational sports and activities; and certification in aquatics and safety, first aid and CPR. The department also provides basic instruction in personal health practices and behaviors. In addition, the department provides the physical education courses required of all Armstrong students. During the freshman and sophomore years, all students should complete PEBC 2001 (Concepts of Personal Health and Fitness) or PEBC 2000 (Concepts of Fitness) plus one

semester hour of a physical education activity course or three semester hours of physical education activity courses. Students unable to participate in the regular program must plan an alternative program with the Department Head.

### **Policies and Procedures**

Refer to the College of Education page for detailed information.

## **Minor**

### **Coaching Minor**

Requirements: 18 hours

- PEHM 2100 - Athletic Health Care: Prevention, Recognition, and Care of Sports Injuries

Two courses chosen from:

- PEEC 3120 - Coaching Football
- PEEC 3130 - Coaching Basketball
- PEEC 3140 - Coaching Baseball

12 credit hours chosen from:

- PEHM 3200 - Motor Development and Learning
- PEHM 3300 - Techniques in Team Sports Instruction
- PEHM 3500 - Exercise Physiology
- PEHM 3700 - Techniques in Individual and Dual Sports
- PEHM 4000 - Measurement and Evaluation in Health and Physical Education
- PEHM 4090 - Health Education Topics
- PUBH 5550U - Nutrition

## **Bachelor of Science in Education**

### **English Teacher Education**

Bachelor of Science in Education (B.S.Ed.)

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

(Grade of C or better required for all courses in Area F)

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- ENGL 2100 - Literature and Humanities (If taken in Core Area C, substitute 3 credit hours of ENGL at the 2000 level)
- 6 credit hours of ENGL at the 2000 level

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 36 hours

- EDUC 3100 - Technology Applications For Teachers
- EDUC 3200 - Curriculum, Planning, and Instruction
- EDUC 3250 - Educational Policy and Professional Standards for Teachers
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 4800 - Internship II Student Teaching
- SCED 3081 - Student and Classroom Assessment
- SCED 3400 - Classroom Management Strategies
- SCED 3750 - Internship I
- SCED 4200 - Reading and Writing in the Content Areas
- SCED 5300U - Content Methods in Secondary English and Language Arts

## Teaching Content Courses: 24 hours

24 hours of ENGL/FILM/LING. 18 hours must be at the 3000 level or higher. Courses must be advisor approved.

## Total Semester Hours: 124 hours

## Additional Requirements

**Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessments or exemption scores; Admission to Candidacy; evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy or exemption; Georgia Professional Standards Commission Educator Ethics Assessment; GACE content area examinations passed; admission to Internship II; Georgia Professional Standards Commission Pre-Service Certificate; content pedagogy assessment.**

## **Health and Physical Education, Track 1: Health and Physical Education with Teacher Certification**

# Bachelor of Science in Education (B.S.Ed.)

## Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- PEHM 2100 - Athletic Health Care: Prevention, Recognition, and Care of Sports Injuries
- PEHM 2500 - Foundations of Physical Education
- PEHM 3200 - Motor Development and Learning

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 60 hours

- EDUC 3100 - Technology Applications For Teachers
- EDUC 3200 - Curriculum, Planning, and Instruction
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 4800 - Internship II Student Teaching
- PEHM 3000 - Current Health Education Issues
- PEHM 3090 - Basic Games, Dance, and Rhythmic Activities
- PEHM 3283 - Kinesiology
- PEHM 3300 - Techniques in Team Sports Instruction
- PEHM 3350 - Class Management Practices in Health and Physical Education
- PEHM 3500 - Exercise Physiology
- PEHM 3700 - Techniques in Individual and Dual Sports
- PEHM 4000 - Measurement and Evaluation in Health and Physical Education
- PEHM 4090 - Health Education Topics
- PEHM 4100 - Adaptive Physical Education
- PEHM 4333 - Principles of Coaching
- PEHM 4701 - Elementary Physical Education Curriculum and Methods
- PEHM 4702 - Middle and Secondary Physical Education Curriculum and Methods
- PEHM 4703 - Health Education Curriculum and Methods

Total Semester Hours: 124 hours

## Additional Requirements

**Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessments or exemption scores; Admission to Candidacy; evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy or exemption; Georgia Professional Standards Commission Educator Ethics Assessment; GACE content area examinations passed; admission to Internship II; Georgia Professional Standards Commission Pre-Service Certificate; content pedagogy assessment; current CPR (adult, child & infant); First Aid certification.**

## **Health and Physical Education, Track 2: Recreation and Coaching**

Bachelor of Science in Education (B.S.Ed.)

Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing requirements.

Core Area F: 18 hours

- ACCT 2101 - Principles of Financial Accounting
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- ECON 2106 - Principles of Microeconomics
- PEHM 2100 - Athletic Health Care: Prevention, Recognition, and Care of Sports Injuries
- PEHM 2500 - Foundations of Physical Education
- PSYC 2950 - Lifespan Developmental Psychology

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 60 hours

- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- PEEC 3010 - Intramural and Recreational Programs
- PEEC 3100 - Outdoor Lifetime Activities
- PEEC 3180 - Officiating Team Sports
- PEHM 3000 - Current Health Education Issues
- PEHM 3090 - Basic Games, Dance, and Rhythmic Activities

- PEHM 3200 - Motor Development and Learning
- PEHM 3283 - Kinesiology
- PEHM 3300 - Techniques in Team Sports Instruction
- PEHM 3500 - Exercise Physiology
- PEHM 3700 - Techniques in Individual and Dual Sports
- PEHM 4000 - Measurement and Evaluation in Health and Physical Education
- PEHM 4090 - Health Education Topics
- PEHM 4100 - Adaptive Physical Education
- PEHM 4333 - Principles of Coaching
- PEHM 4900 - Internship Recreation and Coaching
- PSYC 3850 - Sports Psychology

Choose two of the following four courses:

- PEEC 3120 - Coaching Football
- PEEC 3130 - Coaching Basketball
- PEEC 3140 - Coaching Baseball
- PEEC 3150 - Coaching Volleyball

Electives: 2 hours

2 hours of free electives

Total Semester Hours: 124 hours

Additional Requirements

**Evidence of professional tort liability insurance; admission to community Internship II; current CPR (adult, child & infant); First Aid certification.**

## **Mathematics Teacher Education**

Bachelor of Science in Education (B.S.Ed.)

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Majors must take MATH 1111 in core area A and MATH 1113 in core area D.

## Core Area F: 18 hours

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
  - EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
  - EDUC 2130 - Exploring Learning and Teaching
  - MATH 1161 - Calculus I
  - MATH 2200 - Elementary Statistics
  - MATH 2160 - Linear Algebra
- One hour of excess for MATH 1161 counts toward Concentration Electives

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Courses: 34 hours

- EDUC 3200 - Curriculum, Planning, and Instruction
- EDUC 3250 - Educational Policy and Professional Standards for Teachers
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 4800 - Internship II Student Teaching
- SCED 3081 - Student and Classroom Assessment
- SCED 3400 - Classroom Management Strategies
- SCED 3750 - Internship I
- SCED 4200 - Reading and Writing in the Content Areas
- SCED 5600U - Content Methods in Secondary Mathematics

## Teaching Area Content Courses: 27 hours

- MATH 2072 - Calculus II
- MATH 2083 - Calculus III
- MATH 3000 - Introduction to Mathematical Proof
- MATH 3110 - Abstract Algebra
- MATH 3360 - Modern Geometry
- MATH 3932 - Mathematical Reasoning and Representation

## Choose one:

- MATH 5160U - Theory of Numbers
- MATH 5700U - History of Mathematics

## Choose one:

- STAT 3211 - Probability and Statistics Applications I
- STAT 3231 - Mathematical Statistics I

1 hour from MATH 1161

Total Semester Hours: 125 hours

### Additional Requirements

**Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessments or exemption scores; Admission to Candidacy; evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy or exemption; Georgia Professional Standards Commission Educator Ethics Assessment; GACE content area examinations passed; admission to Internship II; Georgia Professional Standards Commission Pre-Service Certificate; content pedagogy assessment.**

## Secondary General Science Teacher Education

Bachelor of Science in Education (B.S.Ed.)

Program of Study

General Requirements

Core Areas A, B, C, DIIA, and E: 42 hours

See listing of requirements.

Majors are required to take MATH 1111 in core area A and BIOL 1107/BIOL 1107L and BIOL 1108/1108L in core area D.

Core Area F: 18 hours

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- BIOL 2400 - Introduction to Cell and Molecular Biology
- CHEM 1211 - Principles of Chemistry I

Choose one course:

- ASTR 1010 - Astronomy of the Solar System
- PHSC 1211 - Physical Environment

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 36 hours

- EDUC 3100 - Technology Applications For Teachers
- EDUC 3200 - Curriculum, Planning, and Instruction
- EDUC 3250 - Educational Policy and Professional Standards for Teachers
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 4800 - Internship II Student Teaching
- SCED 3081 - Student and Classroom Assessment
- SCED 3400 - Classroom Management Strategies
- SCED 3750 - Internship I
- SCED 4200 - Reading and Writing in the Content Areas
- SCED 5500U - Content Methods in Secondary Science

## Teaching Content Courses: 25 hours

- See advisor for approval of content courses.
- Eighteen hours must be at the 3000 level or higher.
- CHEM 1211L - Principles of Chemistry I Laboratory must be taken as a co-requisite to CHEM 1211
- PHSC 1211 - Physical Environment must be taken if not taken in Area F.
- PHSC 3123 - Physical Science for Secondary Education Majors
- SCIE 3123 - Earth and Environmental Science for Secondary Education Majors

## Choose remaining hours from:

- BIOL 2010 - Microbiology
- BIOL 3000 - Cell Biology
- BIOL 3030 - Evolution
- BIOL 3050 - General Ecology
- BIOL 3100 - Man and the Environment
- BIOL 3111 - Research Methods Seminar
- BIOL 3700 - Genetics
- BIOL 3500 - Topics in the Life Sciences for Educators
- BIOL 4970 - Special Topics
- METR 3100 - Introduction to Meteorology

## Total Semester Hours: 125 hours

## Additional Requirements

**Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessments or exemption scores; Admission to Candidacy; evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy or exemption; Georgia Professional Standards Commission Educator Ethics Assessment; GACE content area examinations passed; admission to Internship II; Georgia Professional Standards Commission Pre-Service Certificate; content pedagogy assessment.**

## Secondary History Teacher Education

Bachelor of Science in Education (B.S.Ed.)

## Program of Study

### General Requirements

#### Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

#### Core Area F: 18 hours

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- HIST 1111 - Civilization I or HIST 1112 - Civilization II (if not taken in Area B or E; if taken, History Course at the 2000 level)
- 6 hours of credit of HIST at the 2000 level. HIST 2112 must be taken if not taken in the core.

#### Physical Education: 3 hours

#### First-Year Seminar: 1 hour

#### Major Field Courses: 36 hours

- EDUC 3100 - Technology Applications For Teachers
- EDUC 3200 - Curriculum, Planning, and Instruction
- EDUC 3250 - Educational Policy and Professional Standards for Teachers
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 4800 - Internship II Student Teaching
- SCED 3081 - Student and Classroom Assessment
- SCED 3400 - Classroom Management Strategies
- SCED 3750 - Internship I
- SCED 4200 - Reading and Writing in the Content Areas
- SCED 5400U - Content Methods in Secondary History and Social Studies

#### Teaching Area Content Courses: 24 hours

- HIST 3500 - Introduction to Historical Methods
- HIST 3565 - History of Georgia
- GEOG course at 3000 level or higher
- POLS 3320 - American Political Thought
- ECON 5150U - Survey of Economics for Educators

#### Choose one US History Course:

- HIST 3570 - American Military History
- HIST 3630 - Economic History of the U.S.
- HIST 3640 - American Social History
- HIST 3710 - Colonial and Revolutionary America
- HIST 3730 - Jacksonian America (1815-1848)
- HIST 3740 - Women in American History
- HIST 3750 - Civil War and Reconstruction
- HIST 3760 - U.S. History 1877-1917
- HIST 3770 - U.S. History 1917-1960
- HIST 3790 - U.S. History Since 1960
- HIST 3900 - African-American History to 1865
- HIST 3910 - African-American History Since 1865

### Choose one European History Course:

- HIST 3100 - History of Latin America to 1850
- HIST 3110 - History of Latin America Since 1850
- HIST 3330 - Modern Germany
- HIST 3360 - Modern East Central Europe
- HIST 3390 - Modern France
- HIST 3440 - Europe in the Middle Ages
- HIST 3460 - The Renaissance and Reformation
- HIST 3540 - Europe in the Age of Revolution

### Choose one Non-European History Course:

- HIST 3200 - Traditional China
- HIST 3210 - Modern China
- HIST 3220 - History of Japan
- HIST 3225 - History of the Ancient Near East
- HIST 3230 - History of the Middle East
- HIST 3300 - Modern Russia

Total Semester Hours: 124 hours

### Additional Requirements

**Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessments or exemption scores; Admission to Candidacy; evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of Admission to Candidacy or exemption; Georgia Professional Standards Commission Educator Ethics Assessment; GACE content area examinations passed; admission to Internship II; Georgia Professional Standards Commission Pre-Service Certificate; content pedagogy assessment.**

# College of Health Professions

## College of Health Professions

Anne Thompson, Interim Dean

James A. Streater, Associate Dean

### Philosophy and Goals

The College of Health Professions employs innovative teaching strategies to prepare competent, caring, adaptable health care practitioners. College faculty members conduct and apply research to expand health care knowledge and delivery, improving the quality of life of our region's citizens through community and professional service. Through academic excellence the college provides leadership to the region in promoting health and delivering health care.

The College of Health Professions strives to deliver innovative educational programs and services; achieve educational and practical excellence through creative use of traditional and innovative instructional techniques and technology; cultivate professional relationships through interactions among faculty, students, and community; communicate the humanistic values that underlie effective practice; utilize critical thinking to improve both the educational process and service delivery; and emphasize both the acceptance and initiation of change through collaborative partnerships within and without the college.

### Policies and Procedures

**Criminal Background Checks.** Clinical agencies utilized by the College of Health Professions may require criminal background checks and/or drug testing prior to acceptance of the student into clinical facilities. Students who do not pass the criminal background check and/or drug test may be unable to attend clinical courses and therefore may be unable to complete their program of study. Any fees or cost associated with background checks and/or drug testing are the responsibility of the student.

**Professional Standards for Applicants and Students.** All applicants and students in the College of Health Professions must meet and continue to meet the approved professional standards of the college and its programs. No one who jeopardizes the health or well being of a patient, client, coworker, or self, will be accepted into the College of Health Professions or continue as a student in one of the college's programs. To meet the intellectual, physical and social competencies needed for professional requirements, all applicants and students must possess the necessary physical attributes and exhibit qualities of good judgment, mental strength, and emotional stability. Individual programs will inform all applicants in writing of the technical standards related to the professional duties of their disciplines. The faculty of each department shall be responsible for applying the standards for their students and prospective students.

The health care professional's self-presentation is a vital part of the complex relationship among the client, the health care provider, and the health care delivery site. The College of Health Professions reserves the right to limit attire and adornments (such as clothing, jewelry, piercing, tattooing) of the body and its parts (such as hands, hair, face, oral cavity). See the policies of the respective departments for the enforcement of the college-wide policy. In all cases, final appeal may be made to the dean of the college who will appoint an appeals committee.

**Limits on Admission and Progress Requirements.** There are many more students applying for admission to these programs than we have spaces available. Therefore, **it is important that you contact the program of your choice for advisement as soon as possible.** Neither admission to Armstrong State University nor completion of prerequisite courses guarantees your admission to a health professions program. Because each program has its own admission criteria, procedure for admission, and progress requirements, students must apply to the particular programs they wish to enter.

# Other Requirements

**Health and Insurance.** Completed health histories, evidence of health insurance, and evidence of liability (malpractice) insurance are required of students in Medical Laboratory Science, nursing, physical therapy, radiologic sciences, and respiratory therapy.

# Undergraduate Degree Programs

The College of Health Professions includes the Departments of Diagnostic and Therapeutic Sciences, Health Sciences, Rehabilitation Sciences, and the School of Nursing.

# Department of Diagnostic and Therapeutic Sciences

## Faculty

Douglas Masini, Department Head and Program Coordinator, Respiratory Therapy

Laurie Adams, Clinical Coordinator, Radiation Therapy Track

Charlotte Bates, Faculty, Medical Laboratory Science

Jennifer Beirdneau, Faculty, Radiography Track

Keith Belcher, Program Director, Medical Laboratory Sciences

Rhonda Bevis, Faculty, Respiratory Therapy

Myka Bussey-Campbell, Program Coordinator, Sonography Track

Esma Campbell, Program Coordinator, Cardiovascular Interventional Track

Pamela Cartright, Program Coordinator, Radiation Therapy Track

Amy Chall, Faculty, Medical Laboratory Sciences

Sharon Gilliard-Smith, Program Director, Radiography

Carol Jordan, Faculty, Medical Laboratory Science

Rochelle Lee, Program Coordinator, Nuclear Medicine Track

Shaunell McGee , Program Coordinator, Radiologic Sciences Bridge

Christine Moore, Director of Clinical Education, Respiratory Therapy

Yvonne Zakrzewski, Clinical Coordinator, Sonography Program

Stephen Morris, MD, FCCP, Medical Director, Respiratory Therapy

Accreditation Statement

The programs of Medical Laboratory Science, Radiologic Sciences and Respiratory Therapy all hold specialized accreditation. The degree program in Medical Laboratory Science is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS) 5600 N. River Rd. Suite 720, Rosemont, IL 60018-5119, 847.939.3597, 773.714.8880, Fax 773.714.8886, info@naacls.org, <http://www.naacls.org> for the period 2011-2018. The Radiologic Sciences tracks in Radiography and Radiation Therapy are accredited by the Joint Review Committee on Education in Radiologic Technology, 20 North Wacker Drive, Suite 2850 Chicago, IL 60606-3182 mail@jrcert.org Tel: (312) 704-5300 [www.jrcert.org](http://www.jrcert.org) for the period 2009-2017. The Nuclear Medicine track is accredited by the Joint Review Committee on Educational Programs in Nuclear Medicine Technology 2000 W. Danforth Rd. STE 130, #203, Edmond, OK 73003 (405) 285-0546 [jrcnmt@coxinet.net](mailto:jrcnmt@coxinet.net) for the period 2011-2016. The Diagnostic Medical Sonography track is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) 1361 Park Street, Clearwater, FL 33756, 727.210.2350, Fax 727.210.2354, [www.caahep.org](http://www.caahep.org) for the period 2015-2020. The department is currently seeking accreditation Cardiovascular/Interventional Sciences. The program in Respiratory Therapy is accredited by the Commission on Accreditation for Respiratory Care (CoARC) 1248 Harwood Road, Bedford, TX 76021 (817) 283-2835 (817) 354-8519 [www.coarc.com](http://www.coarc.com) for the period 2008-2018.

## General Information

The Department of Diagnostic and Therapeutic Sciences offers the Bachelor of Science degree in Medical Laboratory Science, the Bachelor of Science in Radiologic Sciences, and the Bachelor of Science in Respiratory Therapy.

**The Medical Laboratory Science** program offers a Bachelor of Science in Medical Laboratory Science. Medical laboratory scientists (also known as medical technologists) perform and/or supervise the testing of blood, urine, spinal fluid, and other body specimens. Applying knowledge of chemistry, mathematics, and biology, the medical laboratory scientist uses both manual and automated techniques to provide diagnostic data to physicians.

**The Radiologic Sciences Program** offers a Bachelor of Science degree in Radiologic Sciences, with entry-level tracks in Radiation Therapy, Radiography, Diagnostic Medical Sonography, Nuclear Medicine and Cardiovascular/Interventional Sciences. All are highly technological health care professions with significant patient contact and are most often performed in a healthcare setting. Radiographers use radiation, magnetism, and sophisticated computer systems in the production of diagnostic medical images. Specialty practitioners perform in areas such as mammography, MRI, CT, education, quality management, and with additional education, as Radiologist Assistants.

**Radiation Therapists** work with physicians to plan and deliver radiation therapy treatments, with a primary responsibility for accurate delivery and evaluation of treatments and effective communication with cancer patients. Nuclear Medicine Technology is a modality of diagnostic imaging that uses radioactive materials for both diagnostic and therapeutic procedures.

**Nuclear Medicine Technologists** administer these radioactive materials to patients and monitor the characteristics and functions of tissues or organs in which they localize. Nuclear Medicine Technologists operate gamma scintillation cameras that detect the radioactive material in the patient's body to create an image.

**Diagnostic Medical Sonography** uses high frequency sound waves to produce medical images of internal human anatomy and superficial structures in cross section. Ultrasound specialties include abdominal, obstetrics and gynecology, breast, musculoskeletal, pediatric, vascular, and echocardiography. The Diagnostic Medical Sonographer uses ultrasound imaging equipment to gather pertinent information from images that are necessary to assist the supervising physician in making a diagnosis, and must be able to work independently and with other health care professionals.

**Cardiovascular Interventional Specialists** work closely with physicians in complex procedures to diagnose and treat cardiac and vascular disease. Advancement of technology has moved to a new level in that many re-vascularization procedures that once required surgical intervention are now performed percutaneously in invasive cardiology laboratories and radiology interventional suites.

The department provides comprehensive education to ensure that students enter their major field as highly competent, caring practitioners, who are dedicated to teamwork, research, community service, professionalism, and life-long learning.

**The Respiratory Therapy Program** offers a Bachelor of Science degree in Respiratory Therapy. A bachelor's degree from an accredited respiratory therapy program qualifies graduates for entry into the advanced practitioner credentialing system, leading to the highest professional credential available in the field of respiratory therapy. The credentialing process is a two-part, nationally administered examination. Part one, a comprehensive written exam, is taken prior to graduation. Graduates who pass this exam will earn the entry level credential "Certified Respiratory Therapist" (CRT) from the National Board for Respiratory Care (NBRC), and will be eligible to enter the registry credentialing system. Candidates who pass both registry exams will earn the credential "Registered Respiratory Therapist" (RRT). The CRT credential is required for licensure by the Composite State Board of Medical Examiners of Georgia.

## Medical Laboratory Science Policies and Procedures

### Admissions

#### Medical Laboratory Science Program Traditional Track

The Traditional Track is for entering freshmen and transfer students, and students with a bachelor's degree in biology, chemistry, or related science fields. During the first two or three years of the four-year program, students complete core curriculum courses in chemistry, biology, mathematics, humanities, and social sciences. The four-semester professional phase starts every fall semester. Courses cover the major laboratory areas (urinalysis, hematology, clinical chemistry, blood banking, microbiology, and serology) and are offered on campus and online. Clinical practicums are provided.

An online fast track option is available for students who have completed a bachelor's degree in biology, chemistry, or a related science field. This program consists of an online didactic component and a training experience in a clinical laboratory. It provides students with a high-quality academic and professional environment.

The program graduate will be able to satisfy eligibility requirements for a professional certification exam at the MLS level. Graduates of the Medical Laboratory Science program will qualify for employment in a variety of settings and can progress within the clinical laboratory science field to education, supervision, or management positions. Students in this track must maintain training support at an approved clinical facility while enrolled in the program.

### Special Programs

#### Medical Laboratory Science Online Career Ladder Program

An online Career-Ladder Track is offered to enable certified medical laboratory technicians (MLT) to advance their education. The online track is limited to those with MLT credentials with a current working experience in an approved clinical site. It provides students with a high quality academic and professional environment allowing for the development of their intellectual and manipulative competencies and attainment of professional values and characteristics. The program graduate will be able to satisfy eligibility requirements for a professional certification examination at the "scientist" level, to qualify for employment in a variety of settings, and to progress within clinical laboratory science to education, supervision, or management positions. Students in this track must maintain employment at an approved clinical facility while enrolled in the program.

### Special Requirements

**Criminal Background Checks.** Clinical agencies utilized by the Medical Laboratory Science program may require criminal background checks and/or drug testing prior to acceptance of the student into clinical facilities. Students who do not pass the

criminal background check and/or drug test may be unable to attend clinical courses and therefore may be unable to complete their program of study. Any fees or cost associated with background checks and/or drug testing are the responsibility of the student.

The professional phase of the medical laboratory science curriculum begins in the fall semester every year. Students desiring acceptance to the program should submit an application to the Medical Laboratory Science program before **March 1** for the August class.

Currently enrolled Armstrong State University students must also meet the requirements for admission to the program and apply separately to the program. Transfer students must be accepted to the university with regular admission status. Certified associate degree medical laboratory technicians may receive transfer credit for junior level medical laboratory science courses upon presentation of acceptable certification scores and/or transfer credit, and satisfactory completion of written and/or practical examinations in the professional content areas.

If not currently enrolled at Armstrong, students must be accepted into the university with regular admission status. In addition, students should complete an application to the Medical Laboratory Science program, and have official transcripts, any certification scores, and two letters of reference sent to the department. Reference forms are available from the program website. All applicants will be notified by letter of their application status.

Minimum admission requirements are as follows:

- Cumulative grade point average of 2.4 or more
- Completion of required chemistry and biology courses
- Average of 2.5 or better in science courses (biology and chemistry), and no more than one such course with a grade of D or lower

## **Progression Requirements**

Students must earn a C or better in each Medical Laboratory Science course. A student may repeat a single medical laboratory science course only one time (at the next offering, provided space is available). Students who fail to earn a C or better in a repeated medical laboratory science course, or who fail to earn a C in a subsequent medical laboratory science course, will be dismissed from the program with no possibility of readmission.

Students must maintain an overall adjusted grade point average of 2.0 or higher. A student who falls below this will be placed on suspension from the program for one semester. If the student's grade point average is not raised by the end of the next semester, the student will be dismissed from the program.

Students must complete the professional course work within three consecutive years from the date of initial admission to the Medical Laboratory Science program.

# **Radiologic Sciences Policies and Procedures**

## **Admissions**

### **Radiologic Sciences Program Traditional Track**

Admission to all programs in Radiologic Sciences is on a space-available basis, and meeting requirements does not guarantee admission. The department has a separate formal admissions process in addition to the admission process for the university. Applicants are required to submit a formal application to the department, transcripts of all college and technical school course

work, and participate in an interview (if needed). Applicants must also take the TEAS-AH test and submit scores to the department as part of the application process.

The deadline for submission of all application items is **February 15**. (Please note this due date does not apply to the Bridge Program. One may apply to the Bridge Program at any time.) Baccalaureate degree programs begin in the fall semester of each year; however, registered practitioners entering the Bridge Program are not always tied to the fall start date. Department faculty will advise anyone interested in majoring in Radiologic Sciences. Admission to the professional component of the baccalaureate degree program is competitive. The amount of completed course work towards the degree, the number of required science courses completed, TEAS-AH scores, the interview (if needed), and GPA components determine competitiveness. Additional points may be awarded for completed, select course work in the major; applicants should see their advisor in regard to this matter. Detailed procedures and guidelines for program admission should be obtained from [www.armstrong.edu/rad](http://www.armstrong.edu/rad). The following guidelines are provided for general information only.

**Radiologic Sciences Entry Level and Special Option (Second Primary Certification) Applicants.** Must have regular admission to Armstrong and a grade point average of 2.5 or higher for all college work. Applicants with less than a 2.5 GPA can apply and may be considered under special circumstances.

Prior to the beginning of the program the following must be successfully completed:

- Fifty semester hours of core degree requirements that include two college English Composition courses and College Algebra or higher.

Required Lab Sciences (*Significant preference for admission will be given to those applicants that have completed all of the five required sciences*):

- Cardiovascular Interventional Sciences: Must include Human Anatomy and Physiology I with lab and three additional lab sciences in the program of study.
- Nuclear Medicine: Must include Human Anatomy and Physiology I with lab, Survey of Chemistry with lab or Introduction to Chemistry with lab, Physics with lab or Physical Environment with lab and one additional lab science in the program of study,.
- Radiography: Must include Human Anatomy and Physiology I with lab and three additional lab sciences in the program of study.
- Radiation Therapy: Must include Human Anatomy and Physiology I AND II with labs, Physics with lab or Physical Environment with lab, and one additional lab science in the program of study.
- Sonography: Must include Human Anatomy and Physiology I and II with labs, Physics with lab or Physical Environment with lab, and one additional lab science in the program of study.
- Special Options (Second Certification) Applicants must provide proof of ARDMS, ARRT, or NMTCB certification.

Additional Math and Science Requirement:

- Applicants with more than two courses in the required math or science courses with a D or F will not be considered for admission.
- No required course in math or science may be repeated more than once if D or F is earned.
- Admission preference will be given for Armstrong students who earn all core credit at Armstrong and maintain an overall GPA of 3.0 or above and earn a minimum grade of B in all required math and science courses.

After admission to Radiologic Sciences, students must pay a \$100.00 non-refundable deposit to reserve a seat in the program. Deposits are applied to students' first semester matriculation fees.

## Special Programs

### Radiologic Sciences Bridge Program

The Radiologic Sciences Bridge Program offers courses completely online that include R.T. to B.S.R.S., NMT to B.S.R.S and RDMS (Abdomen and OB/GYN) to B.S.R.S. program options.

**Baccalaureate Degree Completion (Bridge) Applicants.** Technologists who are registered by the American Registry of Radiologic Technologists, Nuclear Medicine Technology Certification Board, the American Registry for Diagnostic Medical Sonography or their equivalent are eligible to apply to the program. (If not yet certified, must become certified prior to the end of the first semester at Armstrong). Additional admission requirements are regular admission to Armstrong and grade point average of 2.3 or higher for all college work.

Before beginning any of the professional courses, the following must be successfully completed:

- At least 45 semester hours of degree requirements (professional certification applies towards these hours)
- \*Anatomy and Physiology I and II or equivalent
- \*Two college English courses and one college algebra or above course.

*\*Note: Some courses in the Bridge Program major may require a minimum grade of C in specified pre-requisite course requirements. If a grade below a C is earned, the student will have to repeat the pre-requisite course in order to register for the course in the major.*

## Special Requirements

**Criminal Background Checks and Drug Testing.** Clinical agencies utilized by Radiologic Sciences require criminal background checks and/or drug testing prior to acceptance of the student into each clinical facility. The student will assume the financial responsibility for any fees associated with required background checks and drug testing which may occur multiple times throughout clinical education placement. Students who do not pass the criminal background check due to pending or active court actions (including DUIs) and/or fail a drug test will be unable to attend clinical courses and therefore will be denied a seat or, if already admitted, will be placed on a Leave of Absence, which will lead to dismissal if the matter is not resolved by the beginning of the next clinical course. Any fees or cost associated with background checks and/or drug testing are the responsibility of the student. Prior conviction of a felony or misdemeanor which has not been discharged by the courts may prevent one from sitting for the national certification examination. Conviction of either a felony or misdemeanor necessitates completion of the pre-application review process as prescribed by the certification agency, and providing the Department with verification of eligibility for the examination. **See the programmatic application for more information.**

**Health and Liability Insurance.** Prior to matriculation in clinical education courses, students are required to submit evidence of liability (malpractice) insurance (must be acquired through Armstrong), health insurance that meets minimum standards, a physical examination including proof of completed TB assessment such as chest radiograph or two-part PPD, and proof of recent (within one year) physical examination. Specific information regarding these requirements will be distributed to admitted students. No student may enroll in a clinical education course without the above mentioned requirements.

**CPR.** Students must show proof of certification in Basic Life Support/CPR from the American Heart Association before participating in clinical experiences.

**ACLS Certification.** CVIS students are required to earn advanced cardiac life support (ACLS) certification.

**Clinical Training.** Many of the clinical education sites are in the local area but some clinical education rotations may be located outside of the city of Savannah or even out of state. Almost all clinical assignments are within approximately a 150 mile radius of the university. Students are responsible for providing their own transportation to clinical sites for clinical education courses. Students are also responsible for any lodging expenses (if required). Moreover, students may be required to attend multiple out-of-town clinical education sites.

**Student Association Fees.** Students in the programs are required to participate in the Radiologic Sciences Student Association which assesses an annual fee. These fees are used for safety expenses, escrowed to cover costs associated with the Professional Pinning Ceremony, and other activities.

**Science Policy.** Applicants with more than two courses in the required math or science courses with a D or F will not be considered for admission. No required course in math or science may be repeated more than once if D or F is earned.

## Progression Requirements

Didactic classes will normally be taught in sequence. Some courses may be taught out of sequence with the approval of the program coordinator and availability of clinical seats. This is providing that the responsible faculty member has workload availability.

Specific requirements for progress in the programs are as follows:

- A "C" or better in each course within the Radiologic Science major.
- Any student earning a grade of less than "C" in any major course of the first fall semester will be dismissed without the possibility of readmission to the degree.
- If a student earns a grade of less than "C" in any of the required courses in the major in a subsequent term, the student will be placed on probation for the duration of the program and must repeat the course.
- If a second grade of less than "C" is earned in any of the required courses in the major the student will be dismissed from the degree without the possibility of readmission to the degree.
- If two grades of less than "C" are earned in any major course in the same term, the student will be dismissed from the degree without the possibility of readmission.

**University GPA Requirement.** Students must have a GPA of 2.0 or better to graduate from Armstrong. Any student who has a GPA that falls below a 2.0 will be dismissed without the possibility of readmission to the degree.

**Rising Senior Comprehensive Assessment Examination.** At the end of the Spring Semester of the junior year, students will be given a comprehensive examination that covers all material up to that point. In order to progress to the senior year without remediation, students will be required to earn a minimum score of "60%" on each part of the examination. If a student earns less than 60% on any section of the test, the student is required to register for the Remediation Course and complete remediation for the failed content. Students who fail to meet the remediation course requirements or fail to earn a minimum score of 60 on the retest will be dismissed.

**Exit Examination.** The Exit Examination is given as part of each track's Synthesis course. A score of 80% or greater on one exit examination or a score of 75% or greater on two exit examinations is required in order for the student to pass these courses. Students in the sonography track are required to pass the national certification examinations to meet this requirement.

**Program Dismissal for Ethical Violations.** In the event a student is dismissed from the degree for an ethical violation, that student is permanently barred from the degree with no option for readmission (see Code of Professional Conduct).

## Respiratory Therapy Policies and Procedures

### Admissions

### Respiratory Therapy Program Traditional Track

In order to be eligible for admission to the Respiratory Therapy program, a student must earn a minimum grade of 'C' in all science courses. No more than two science courses from Area D and/ or Area F may be repeated more than twice. Transcript grades of 'D', 'F', or 'WF' are considered failing grades in the Respiratory Therapy program. Admission to Armstrong State University does not guarantee admission to the respiratory therapy program. The department has a separate formal admissions

process. Students are normally admitted to the professional component of the program in the Fall. The application deadline is **March 1**. Applications received after that date will be considered on a space available basis.

Admission to the major is made on a space available basis and is limited to the best qualified students as determined by the admissions committee. Meeting admission criteria does not constitute acceptance into the program. The maximum enrollment ceiling in the Respiratory Therapy Program is 22 students. Minimum admission criteria include completion of all core requirements for the major, an adjusted grade point average of 2.5, no grade less than C in courses related to area D or F of the core.

## Special Programs

### Respiratory Therapy RRT Online Career-Ladder Program.

The Department of Respiratory Therapy has adopted the career-ladder model as the basis for accepting RRTs into the baccalaureate program. Registered respiratory therapists may advance their education while minimizing duplication of knowledge and skills. Other goals of the career-ladder program are to educate individuals who will be able to contribute to the growth and development of respiratory care as a profession; educate respiratory care providers in a scientific approach to problem-solving and patient care; provide the interpersonal and communication skills needed to work effectively as a member of the interdisciplinary health care team; and foster respect, critical thinking, and a genuine desire for knowledge. RRTs may receive advanced placement via equivalency credit. (Equivalent credit will be awarded individually based on the candidate's academic transcript and professional portfolio). Applicants who graduated more than three years before admission will need to validate current practice.

### RRT Career-Ladder

Students who have achieved the associate degree and the registered respiratory therapist (RRT) credential will be eligible to interview for the Armstrong Career Ladder program. Military respiratory therapists will receive special consideration. Candidates should have an earned associate degree in respiratory therapy, RRT credentials, completion of all baccalaureate core courses, a cumulative grade point average of at least 2.5, and have completed a professional portfolio. Each portfolio should contain verification of RRT credentials, a notarized copy of the associate degree, a resume with complete work history, a current job description, a letter of recommendation from an immediate supervisor, verification of a current valid state license, and documentation of specialty credentials and in-house certifications.

Career Ladder applicants will have official transcripts or transfer credit, course substitutions, or achieve a C or better in all classes required in Area A-E.

## Special Requirements

**Criminal Background Checks and Drug Testing.** Clinical agencies utilized by the Respiratory Therapy program may require criminal background checks and/or drug testing prior to acceptance of the student into clinical facilities. Students who do not pass the criminal background check and/ or drug test may be unable to attend clinical courses and therefore may be unable to complete their program of study. Any fees or cost associated with background checks and/or drug testing are the responsibility of the student.

**Legal.** The Composite State Board of Medical Examiners of Georgia has the authority to refuse to grant a license to an applicant upon a finding by the board that the applicant has been convicted of any felony, a crime involving moral turpitude, or a crime violating a federal or state law relating to controlled substances or dangerous drugs. Unlicensed students may be employed as long as they work under direct supervision. Students must apply for a temporary permit in order to work following graduation. In order to attain a full license the applicant must be employed under medical direction and have earned a CRT credential. It is a

misdemeanor to practice respiratory care or falsely represent oneself as a respiratory care professional unless licensed by the board.

**Health and Insurance.** Students are required to submit a complete health history form and evidence of health insurance, immunizations, and liability (malpractice) insurance prior to participation in clinical practicum.

## Progression Requirements

Students must complete the respiratory therapy program within three consecutive academic years from the date of initial entry. Students who do not complete the program within this time limit must reapply for admission, meet current criteria for admission, and have their previous credits evaluated at the time of their subsequent admission. Students who are readmitted must meet course requirements in effect at the time of readmission.

A grade of C or better is required for each course in the major field of study. A student who earns a grade of less than C must repeat the course the next semester it is offered. Students may repeat a course in the major field of study only once. Students who must repeat more than one course in the major field of study will be dismissed from the program with no option for readmission. Students placed on academic warning who do not raise their grade point average to the minimum criteria for academic good standing the following semester will be suspended from the program. Courses used to raise the grade point average must be approved by the academic advisor. Students suspended from the program are eligible for readmission.

Students must complete readmission applications for Armstrong State University and the respiratory therapy major. Students will be required to meet admission and curriculum requirements in effect at the time of readmission, and must complete a comprehensive clinical evaluation prior to readmission. Students are responsible for scheduling such evaluations by the mid-term date of the semester prior to readmission. Readmission to the respiratory therapy major is a faculty decision and will be based on space availability and faculty recommendation.

## Undergraduate Certificate

### Clinical Specialist in Advanced Imaging Certificate

Professional Courses: 18 hours

- RADS 4175 - Advanced Clinical Education
- RADS 4176 - Specialized Clinical Education
- RADS 4410 - Cross-Sectional Anatomy
- RDSC 4100 - Advanced Imaging Modalities

### Nuclear Medicine Certificate

Professional Courses: 29 hours

- RADS 3501 - Principles and Practice of Nuclear Medicine I
- RADS 3502 - Principles and Practice of Nuclear Medicine II
- RADS 3503 - Principles and Practice of Nuclear Medicine III
- RADS 3520 - Radiopharmacy and Radiochemistry

- RADS 4540 - Nuclear Medicine Physics
- RADS 4571 - Nuclear Medicine Practicum I
- RADS 4572 - Nuclear Medicine Practicum II
- RADS 4573 - Advances in Nuclear Medicine
- RADS 4574 - Nuclear Medicine Inquiry

## **Radiation Therapy Certificate**

Professional Courses: 29 hours

- RTHR 3001 - Radiation Therapy I
- RTHR 3002 - Radiation Therapy II
- RTHR 3003 - Radiation Therapy III
- RADS 3301 - Radiation Therapy Clinical Education I
- RADS 3302 - Radiation Therapy Clinical Education II
- RADS 4303 - Radiation Therapy Clinical Education III
- RADS 4304 - Radiation Therapy Clinical Education IV
- RADS 4305 - Radiation Therapy Clinical Education V

## **Bachelor of Science**

### **Respiratory Therapy**

Bachelor of Science (B.S.)

#### Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

#### Program of Study

#### General Requirements

Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- BIOL 2275 - Microorganisms and Disease

- PHYS 1111K - Introductory Physics I  
or
- PHSC 1211 - Physical Environment
- Approved elective

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 61 hours

- RESP 2110 - Medical Terminology
- RESP 3110 - Patient Assessment
- RESP 3120 - Respiratory Care Equipment
- RESP 3151C - Clinical Practicum I
- RESP 3210 - Clinical Pharmacology
- RESP 3220 - Respiratory Care Fundamentals
- RESP 3230 - Diagnostic Procedures
- RESP 3252C - Clinical Practicum II
- RESP 3315 - Principles of Mechanical Ventilation
- RESP 3325 - Managing the Ventilator Patient
- RESP 3353C - Clinical Practicum III
- RESP 4110 - Advanced Ventilatory Support
- RESP 4120 - Cardiopulmonary Critical Care
- RESP 4130 - Perinatal Care
- RESP 4140 - Cardiopulmonary Medicine
- RESP 4154C - Clinical Practicum IV
- RESP 4215 - Professional Issues in Respiratory Care
- RESP 4265C - Clinical Internship  
or
- RESP 3700 - Introduction to Advanced Practice in Respiratory Care \*  
and
- RESP 4700 - Preceptorship in Cardiopulmonary Care \*

And one of the following:

- HSCC 2200 - Health Communication \*
- HSCP 2000 - Ethical Theories/Moral Issues in Health \*
- HSCC 2300 - Management of Health Information \*

Note:

*\*Career Ladder Student courses*

## Related Field Courses: 5 hours

- RESP 3400 - Cardiopulmonary Anatomy and Physiology
- HLPR 2000 - Introduction to Research in the Health Professions

## Total Semester Hours: 130 hours

## Exit Exam

## **Bachelor of Science in Medical Laboratory Science**

### **Medical Laboratory Science, Track 1: Traditional Track**

## Bachelor of Science in Medical Laboratory Science (B.S.M.L.S.)

## Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

## Program of Study

## General Requirements

## Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
  
- CHEM 2101 - Organic Chemistry I  
or
- CHEM 2000 - Fundamentals of Organic Chemistry and Biochemistry
  
- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- Other approved courses (e.g., biology, chemistry, computer science)

## Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 54 hours

- MEDT 3100 - Urinalysis and Body Fluids
- MEDT 3200 - Clinical Bacteriology
- MEDT 3300 - Clinical Hematology and Hemostasis
- MEDT 3400 - Clinical Immunohematology
- MEDT 3500 - Clinical Chemistry
- MEDT 3600 - Clinical Laboratory Methodologies and Molecular Diagnostics
- MEDT 3700 - Clinical Immunology
- MEDT 3800 - Clinical Microbiology
- MEDT 4115 - Clinical Practicum (15 credit hours)
- MEDT 4600 - Clinical Pathways and Critical Decision Making
- MEDT 4900 - Laboratory Management and Education

Related Field Courses: 6 hours

- BIOL 2010 - Microbiology
- HLPR 2000 - Introduction to Research in the Health Professions

Total Semester Hours: 124 hours

Exit Exam

## **Medical Laboratory Science, Track 2: Online Career Ladder Program**

Bachelor of Science in Medical Laboratory Science (B.S.M.L.S.)

Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

Program of Study

General Requirements

Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
  
- CHEM 2101 - Organic Chemistry I  
or
- CHEM 2000 - Fundamentals of Organic Chemistry and Biochemistry
  
- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- Other approved courses (e.g., biology, chemistry, computer science)

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 48 hours

- MEDT 3110 - Urinalysis and Body Fluids
- MEDT 3210 - Clinical Bacteriology
- MEDT 3310 - Clinical Hematology and Hemostasis
- MEDT 3410 - Clinical Immunohematology
- MEDT 3510 - Clinical Chemistry
- MEDT 3610 - Clinical Laboratory Methodologies and Molecular Diagnostics
- MEDT 3710 - Clinical Immunology
- MEDT 3810 - Clinical Microbiology
- MEDT 4115 - Clinical Practicum (15 credit hours)
- MEDT 4600 - Clinical Pathways and Critical Decision Making
- MEDT 4900 - Laboratory Management and Education

## Related Field Courses: 6 hours

- BIOL 2010 - Microbiology
- HLPR 2000 - Introduction to Research in the Health Professions

## Transfer MLT Courses: 6 hours

## Total Semester Hours: 124 hours

## Exit Exam

## **Bachelor of Science in Radiologic Sciences**

# **Radiologic Sciences: (Bridge Program)**

Bachelor of Science in Radiologic Science (B.S.R.S.)

## **Policies and Procedures**

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

## **Program of Study**

### **General Requirements**

Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- Six hours of guided electives

One of the following:

- PHSC 1211 - Physical Environment
- PHSC 1211L - Physical Environment Lab
- PHYS 1111K - Introductory Physics I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 66 hours

Choose one of the following tracks:

### **Clinical Track**

- HLPR 2000 - Introduction to Research in the Health Professions
- RADS 3100 - Medical Communication Skills
- RADS 4175 - Advanced Clinical Education
- RADS 4176 - Specialized Clinical Education

- CSDS 4151 - Clinical Writing for the Health Professions
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- RDSC 3002 - Radiologic Sciences II
- RDSC 4100 - Advanced Imaging Modalities

## Non-clinical Track

- HLPR 2000 - Introduction to Research in the Health Professions
- RADS 3100 - Medical Communication Skills
- CSDS 4050 - Intercultural Communication
- CSDS 4151 - Clinical Writing for the Health Professions
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HSCC 2300 - Management of Health Information
- HSCP 4010 - Health and Human Development
- RDSC 3002 - Radiologic Sciences II
- RDSC 4100 - Advanced Imaging Modalities

Choose one of the following:

- CSDS 3460 - Professional Dilemmas in Healthcare
- RADS 3455 - Introduction to Bioethics

**Total Semester Hours: 130 hours**

*Upon completion of 80 semester hours towards the degree, technologists who are registered by the American Registry of Radiologic Technologists, the Nuclear Medicine Technology Certification Board, or the American Registry for Diagnostic Medical Sonography will be awarded equivalency credit hours in the major. The amount of credit will be based on the technologist's academic record and professional portfolio.*

Exit Exam

## **Radiologic Sciences: Cardiovascular/Interventional Science Track**

Bachelor of Science in Radiologic Science (B.S.R.S.)

Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

Program of Study

General Requirements

## Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- DDTS 2001 - Introduction to Diagnostic and Therapeutic Sciences
- DDTS 2001L - Introduction to Diagnostic and Therapeutic Sciences Lab

## Guided Electives\* from the following list: 3 credit hours

- COMM 2280 - Speech Communication
- or
- a lower-level class (1000- or 2000-level) in MATH, CSCI, ITEC, BIOL, CHEM, PHYS, PHSC, ASTR, or GEOL

Note:

*\*Nuclear Medicine students who have not completed a Chemistry sequence in the Core must complete one chemistry course with lab as the guided elective.*

*\*Radiation Therapy students who have not completed a pre-calculus course in the Core must complete a pre-calculus course as the guided elective.*

*\*Sonography students who have not completed a speech communication course in the Core must complete a speech communication course as the guided elective.*

One of the following:

- PHSC 1211 - Physical Environment
- PHSC 1211L - Physical Environment Lab
- PHYS 1111K - Introductory Physics I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 24 hours

- DDTS 3001 - Patient Care and Assessment
- DDTS 3001L - Patient Care and Assessment Lab
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HLPR 2000 - Introduction to Research in the Health Professions
- RDSC 3001 - Radiologic Sciences I
- RDSC 3002 - Radiologic Sciences II
- RDSC 3060 - Principles of Image Formation and Evaluation

## Cardiovascular/Interventional Science Track: 42 hours

- CVIS 3001 - Cardiovascular Interventional Sciences I
- CVIS 3002 - Cardiovascular Interventional Sciences II
- CVIS 3003 - Physiologic Monitoring and Recording
- CVIS 3100 - Introduction to Cardiovascular Interventional Clinical Education
- CVIS 4101 - Cardiovascular Interventional Clinical Education I
- CVIS 4102 - Cardiovascular Interventional Clinical Education II
- CVIS 4103 - Cardiovascular Interventional Clinical Education III
- CVIS 4200 - Cardiovascular Interventional Science Synthesis

Total Semester Hours: 130 hours

Exit Exam

## **Radiologic Sciences: Nuclear Medicine Track**

Bachelor of Science in Radiologic Science (B.S.R.S.)

Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

Program of Study

General Requirements

Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- DDTS 2001 - Introduction to Diagnostic and Therapeutic Sciences
- DDTS 2001L - Introduction to Diagnostic and Therapeutic Sciences Lab

Guided Electives\* from the following list: 3 credit hours

- COMM 2280 - Speech Communication
- or
- a lower-level class (1000- or 2000-level) in MATH, CSCI, ITEC, BIOL, CHEM, PHYS, PHSC, ASTR, or GEOL

Note:

*\*Nuclear Medicine students who have not completed a Chemistry sequence in the Core must complete one chemistry course with lab as the guided elective.*

*\*Radiation Therapy students who have not completed a pre-calculus course in the Core must complete a pre-calculus course as the guided elective.*

*\*Sonography students who have not completed a speech communication course in the Core must complete a speech communication course as the guided elective.*

One of the following:

- PHSC 1211 - Physical Environment
- PHSC 1211L - Physical Environment Lab
- PHYS 1111K - Introductory Physics I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 24 hours

- DDTS 3001 - Patient Care and Assessment
- DDTS 3001L - Patient Care and Assessment Lab
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HLPR 2000 - Introduction to Research in the Health Professions
- RDSC 3001 - Radiologic Sciences I
- RDSC 3002 - Radiologic Sciences II
- RDSC 3060 - Principles of Image Formation and Evaluation

Nuclear Medicine Track: 42 hours

- NUCM 3001 - Nuclear Medicine I
- NUCM 3002 - Nuclear Medicine II
- NUCM 3003 - Nuclear Medicine III
- NUCM 3100 - Introduction to Nuclear Medicine Clinical Education
- NUCM 4101 - Nuclear Medicine Clinical Education I
- NUCM 4102 - Nuclear Medicine Clinical Education II
- NUCM 4103 - Nuclear Medicine Clinical Education III
- NUCM 4200 - Nuclear Medicine Synthesis
- RDSC 4100 - Advanced Imaging Modalities (CT section)

Total Semester Hours: 130 hours

Exit Exam

# **Radiologic Sciences: Radiation Therapy Track**

Bachelor of Science in Radiologic Science (B.S.R.S.)

## Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

## Program of Study

### General Requirements

Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- DDTS 2001 - Introduction to Diagnostic and Therapeutic Sciences
- DDTS 2001L - Introduction to Diagnostic and Therapeutic Sciences Lab

Guided Electives\* from the following list: 3 credit hours

- COMM 2280 - Speech Communication  
or
- a lower-level class (1000- or 2000-level) in MATH, CSCI, ITEC, BIOL, CHEM, PHYS, PHSC, ASTR, or GEOL

Note:

*\*Nuclear Medicine students who have not completed a Chemistry sequence in the Core must complete one chemistry course with lab as the guided elective.*

*\*Radiation Therapy students who have not completed a pre-calculus course in the Core must complete a pre-calculus course as the guided elective.*

*\*Sonography students who have not completed a speech communication course in the Core must complete a speech communication course as the guided elective.*

One of the following:

- PHSC 1211 - Physical Environment
- PHSC 1211L - Physical Environment Lab
- PHYS 1111K - Introductory Physics I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 24 hours

- DDTS 3001 - Patient Care and Assessment
- DDTS 3001L - Patient Care and Assessment Lab
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HLPR 2000 - Introduction to Research in the Health Professions
- RDSC 3001 - Radiologic Sciences I
- RDSC 3002 - Radiologic Sciences II
- RDSC 3060 - Principles of Image Formation and Evaluation

Radiation Therapy Track: 42 hours

- RTHR 3001 - Radiation Therapy I
- RTHR 3002 - Radiation Therapy II
- RTHR 3003 - Radiation Therapy III
- RTHR 3100 - Introduction to Radiation Therapy Clinical Education
- RTHR 4101 - Radiation Therapy Clinical Education I
- RTHR 4102 - Radiation Therapy Clinical Education II
- RTHR 4103 - Radiation Therapy Clinical Education III
- RTHR 4200 - Radiation Therapy Synthesis
- RDSC 4100 - Advanced Imaging Modalities

Total Semester Hours: 130 hours

Exit Exam

## **Radiologic Sciences: Radiography Track**

Bachelor of Science in Radiologic Science (B.S.R.S.)

Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

Program of Study

General Requirements

## Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- DDTS 2001 - Introduction to Diagnostic and Therapeutic Sciences
- DDTS 2001L - Introduction to Diagnostic and Therapeutic Sciences Lab

## Guided Electives\* from the following list: 3 credit hours

- COMM 2280 - Speech Communication  
or
- a lower-level class (1000- or 2000-level) in MATH, CSCI, ITEC, BIOL, CHEM, PHYS, PHSC, ASTR, or GEOL

### Note:

*\*Nuclear Medicine students who have not completed a Chemistry sequence in the Core must complete one chemistry course with lab as the guided elective.*

*\*Radiation Therapy students who have not completed a pre-calculus course in the Core must complete a pre-calculus course as the guided elective.*

*\*Sonography students who have not completed a speech communication course in the Core must complete a speech communication course as the guided elective.*

### One of the following:

- PHSC 1211 - Physical Environment
- PHSC 1211L - Physical Environment Lab
- PHYS 1111K - Introductory Physics I

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 24 hours

- DDTS 3001 - Patient Care and Assessment
- DDTS 3001L - Patient Care and Assessment Lab
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HLPR 2000 - Introduction to Research in the Health Professions
- RDSC 3001 - Radiologic Sciences I
- RDSC 3002 - Radiologic Sciences II
- RDSC 3060 - Principles of Image Formation and Evaluation

## Radiography Track: 42 hours

- RADR 3001 - Radiography I
- RADR 3002 - Radiography II
- RADR 3003 - Radiography III
- RADR 3100 - Introduction to Radiography Clinical Education
- RADR 4101 - Radiography Clinical Education I
- RADR 4102 - Radiography Clinical Education II
- RADR 4103 - Radiography Clinical Education III
- RADR 4200 - Radiography Synthesis
- RDSC 4100 - Advanced Imaging Modalities (may be repeated for additional credit)

Total Semester Hours: 130 hours

Exit Exam

## **Radiologic Sciences: Sonography Track**

Bachelor of Science in Radiologic Science (B.S.R.S.)

Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

Program of Study

General Requirements

Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- DDTS 2001 - Introduction to Diagnostic and Therapeutic Sciences
- DDTS 2001L - Introduction to Diagnostic and Therapeutic Sciences Lab

Guided Electives\* from the following list: 3 credit hours

- COMM 2280 - Speech Communication
- or

- a lower-level class (1000- or 2000-level) in MATH, CSCI, ITEC, BIOL, CHEM, PHYS, PHSC, ASTR, or GEOL

Note:

*\*Nuclear Medicine students who have not completed a Chemistry sequence in the Core must complete one chemistry course with lab as the guided elective.*

*\*Radiation Therapy students who have not completed a pre-calculus course in the Core must complete a pre-calculus course as the guided elective.*

*\*Sonography students who have not completed a speech communication course in the Core must complete a speech communication course as the guided elective.*

One of the following:

- PHSC 1211 - Physical Environment
- PHSC 1211L - Physical Environment Lab
- PHYS 1111K - Introductory Physics I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 24 hours

- DDTS 3001 - Patient Care and Assessment
- DDTS 3001L - Patient Care and Assessment Lab
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HLPR 2000 - Introduction to Research in the Health Professions
- RDSC 3001 - Radiologic Sciences I
- RDSC 3002 - Radiologic Sciences II
- RDSC 3060 - Principles of Image Formation and Evaluation

Sonography Track: 42 hours

- RDSC 4100 - Advanced Imaging Modalities
- SONO 3001 - Sonographic Principles, Theory, and Physics I
- SONO 3002 - Sonographic Principles, Theory, and Physics II
- SONO 3003 - Sonographic Principles, Theory, and Physics III
- SONO 3100 - Introduction to Sonography Clinical Education
- SONO 4101 - Sonography Clinical Education I
- SONO 4102 - Sonography Clinical Education II
- SONO 4103 - Sonography Clinical Education III
- SONO 4200 - Sonography Synthesis

Total Semester Hours: 130 hours

Exit Exam

## **Radiologic Sciences: Special Options**

Bachelor of Science in Radiologic Science (B.S.R.S.)

Policies and Procedures

Refer to the Department of Diagnostic and Therapeutic Sciences page for detailed information on admissions and standards of progression.

Program of Study

General Requirements

Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- DDTS 2001 - Introduction to Diagnostic and Therapeutic Sciences

Guided Electives\* from the following list: 3 credit hours

- COMM 2280 - Speech Communication  
or
- a lower-level class (1000 or 2000 level) in MATH, CSCI, ITEC, BIOL, CHEM, PHYS, PHSC, ASTR, or GEOL

Note:

*\*Nuclear Medicine students who have not completed a Chemistry sequence in the Core must complete one chemistry course with lab as the guided elective.*

*\*Radiation Therapy students who have not completed a pre-calculus course in the Core must complete a pre-calculus course as the guided elective.*

*\*Sonography students who have not completed a speech communication course in the Core must complete a speech communication course as the guided elective.*

One of the following:

- PHSC 1211 - Physical Environment
- PHSC 1211L - Physical Environment Lab
- PHYS 1111K - Introductory Physics I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 66 hours

### Radiation Therapy

- DDTS 3001 - Patient Care and Assessment
- DDTS 3001L - Patient Care and Assessment Lab
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HLPR 2000 - Introduction to Research in the Health Professions
- RDSC 3001 - Radiologic Sciences I
- RDSC 3002 - Radiologic Sciences II
- RDSC 3060 - Principles of Image Formation and Evaluation
- RDSC 4100 - Advanced Imaging Modalities
- RTHR 3001 - Radiation Therapy I
- RTHR 3002 - Radiation Therapy II
- RTHR 3003 - Radiation Therapy III
- RTHR 3100 - Introduction to Radiation Therapy Clinical Education
- RTHR 4101 - Radiation Therapy Clinical Education I
- RTHR 4102 - Radiation Therapy Clinical Education II
- RTHR 4103 - Radiation Therapy Clinical Education III
- RTHR 4200 - Radiation Therapy Synthesis

### Nuclear Medicine

- DDTS 3001 - Patient Care and Assessment
- DDTS 3001L - Patient Care and Assessment Lab
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HLPR 2000 - Introduction to Research in the Health Professions
- NUCM 3001 - Nuclear Medicine I
- NUCM 3002 - Nuclear Medicine II
- NUCM 3003 - Nuclear Medicine III
- NUCM 3100 - Introduction to Nuclear Medicine Clinical Education
- NUCM 4101 - Nuclear Medicine Clinical Education I
- NUCM 4102 - Nuclear Medicine Clinical Education II
- NUCM 4103 - Nuclear Medicine Clinical Education III
- NUCM 4200 - Nuclear Medicine Synthesis
- RDSC 3001 - Radiologic Sciences I
- RDSC 3002 - Radiologic Sciences II
- RDSC 3060 - Principles of Image Formation and Evaluation
- RDSC 4100 - Advanced Imaging Modalities (CT section)

## Sonography

- DDTS 3001 - Patient Care and Assessment
- DDTS 3001L - Patient Care and Assessment Lab
- DDTS 4010 - Research Methodologies
- DDTS 4020 - Management and Leadership
- HLPR 2000 - Introduction to Research in the Health Professions
- RDSC 3001 - Radiologic Sciences I
- RDSC 3002 - Radiologic Sciences II
- RDSC 3060 - Principles of Image Formation and Evaluation
- RDSC 4100 - Advanced Imaging Modalities
- SONO 3001 - Sonographic Principles, Theory, and Physics I
- SONO 3002 - Sonographic Principles, Theory, and Physics II
- SONO 3003 - Sonographic Principles, Theory, and Physics III
- SONO 3100 - Introduction to Sonography Clinical Education
- SONO 4101 - Sonography Clinical Education I
- SONO 4102 - Sonography Clinical Education II
- SONO 4103 - Sonography Clinical Education III
- SONO 4200 - Sonography Synthesis

Total Semester Hours: 130 hours

*Upon completion of 80 semester hours towards the degree, technologists who are registered by the American Registry of Radiologic Technologists, the Nuclear Medicine Technology Certification Board, or the American Registry for Diagnostic Medical Sonography will be awarded equivalency credit hours in the major. The amount of credit will be based on the technologist's academic record and professional portfolio*

## Exit Exam

# Department of Health Sciences

## Faculty

Robert LeFavi, Department Head

Joey Crosby, Graduate Coordinator of Health Services Administration

Andrew Flatt, Graduate Coordinator of Sports Medicine

Sara Plasphol, Graduate Coordinator of Public Health

Janet Buelow

James Streater

Nandi Marshall

McKinley Thomas

Rod McAdams

Paula Tillman

Dziyana Nazaruk

Michael Trevino

Leigh Rich

TimMarie Williams

Bryan Riemann

## General Information

The overall mission of the Department of Health Sciences is to make available educational opportunities for persons interested in entering a health field or to provide an academic program for experienced health professionals who wish to further their career opportunities.

The curriculum emphasizes a view that health is different from illness and is designed to teach new students and practicing health professionals this difference. The curriculum permits students to earn a baccalaureate degree reflecting expertise in health science while focusing on an applied health-related area. Upon graduation, these health professionals will implement the concepts they have learned and direct the efforts of the public in the promotion, enhancement, and maintenance of health and in the prevention of health problems.

**Criminal Background Checks.** Clinical agencies utilized by the Department of Health Sciences may require criminal background checks and/or drug testing prior to acceptance of the student into clinical facilities. Students who do not pass the criminal background check and/or drug test may be unable to attend clinical courses and therefore may be unable to complete their program of study. Any fees or cost associated with background checks and/or drug testing are the responsibility of the student.

## Minor

### Health Informatics Minor

#### Policies, Requirements, and Standards: Health Science minors

Minors require eighteen (18) semester hours with a grade of C or better in each course.

#### Requirements: 18 hours

*\*Prerequisite waiver may be available for students not required to take HSCC 2300.*

- HITC 3000 - Introduction to Health Informatics
- HITC 4100 - Analysis of Healthcare Data
- HITC 4700 - Introduction to Project Management
- HITC 4750 - Principles of Knowledge Management and Decision Support \*

#### Two courses from the following:

- CSCI 2070 - Introduction to Computer Ethics and Cyber Security
- HSCA 4630 - Health Information Systems
- HSCA 4655 - Principles of Health Insurance and Reimbursement
- ITEC 1310 - Programming For Information Technology

- ITEC 3500 - Database Administration
- ITEC 3600 - Systems Analysis and Design
- ITEC 3700 - Cyber Security I

## **Health Science Minor**

### **Policies, Requirements, and Standards: Health Science minors**

Minors require eighteen (18) semester hours with a grade of C or better in each course.

#### **Requirements: 18 hours**

- HSCC 2500 - Health Issues and Resources
- HSCC 3130 - Health Policy Issues
- HSCC 3140 - Epidemiology
- Three (3) upper level Health Science courses approved by the Head of the Health Sciences Department.

## **Health Services Administration Minor**

### **Policies, Requirements, and Standards: Health Science minors**

Minors require eighteen (18) semester hours with a grade of C or better in each course.

#### **Requirements: 18 hours**

- HSCC 2500 - Health Issues and Resources
- HSCC 3130 - Health Policy Issues
- HSCA 4600 - Principles of Human Resources Management
- HSCA 4620 - Principles of Management in Health Services Organizations

#### **2 courses from the following:**

- HSCA 4201 - Health Care Marketing
- HSCA 4610 - Health Care Economics
- HSCA 4655 - Principles of Health Insurance and Reimbursement
- HSCA 4660 - Survey of Health Outcomes
- MHSA 5800U - Comparative Health Care Systems

## **Undergraduate Certificate**

### **Gerontology Certificate**

#### **Policies Requirements and Standards Gerontology**

The program provides students with a multi-disciplinary background in aging and offers an opportunity to explore aspects of aging relevant to personal interests and career goals. Students who complete the application for admission to the certificate program and return it to the Department of Health Science will be invited to meet with an assigned faculty member to discuss the proposed program of study. A minimum grade of C or better must be earned in each course for the certificate to be awarded on the undergraduate level. The gerontology certificate program consists of six courses (18 semester hours), and all courses listed are pre- or co-requisites to GERO 5520U.

## Required Courses: 18 hours

- GERO 5500U - Survey of Gerontology
- GERO 5510U - Healthy Aging
- GERO 5520U - Gerontology Practicum

## Three courses chosen from: 9 hours

- PUBH 5550U - Nutrition
- SMED 5555U - Physical Activity in Disease Prevention/Treatment
- or
- Approved elective course(s)

## Bachelor of Health Science

### Health Science, Track 1: Health Services Administration

#### Bachelor of Health Science (B.H.S.)

#### Policies, Requirements, and Standards: Health Sciences

## Admission Requirements

In addition to a completed health sciences program application made to the department, students must seek regular admission to Armstrong State University. Students must be eligible for MATH 1111 or ENGL 1101, and must undergo a formal interview conducted by a health sciences faculty member.

## Progress Requirements

All students are required to submit evidence of liability insurance and a health assessment prior to beginning their practicum.

Students must complete the degree program within six consecutive years from the date of their initial admission to the major. Students who do not complete the program within this time limit must apply for readmission, meet current criteria for admission, and have their previous credits calculated. Students who are granted readmission must meet course requirements in effect at the time of readmission. A minimum grade of C or better must be earned in each course in the major.

Senior students must successfully complete the bachelor of health science exit exam, as well as the university's general education exit exam, during the last semester before graduation. It is recommended that all bachelor of health science students have current CPR certification at the time of graduation.

## Program of Study

### General Requirements

Core Areas A, B, C, D.1, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

*\* If not taken in area D.*

- ACCT 2101 - Principles of Financial Accounting
- HSCC 2200 - Health Communication
- HSCC 2300 - Management of Health Information
- HSCC 2500 - Health Issues and Resources
- RESP 2110 - Medical Terminology
- MATH 2200 - Elementary Statistics \*

If MATH 2200 is taken in Area D

*Select a course from the following list:*

- ANTH 1102 - Introduction to Anthropology
- ECON 1101 - Survey of Economics
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- PSYC 1101 - Introduction to Psychology
- SOCI 1101 - Introductory Sociology

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 12 hours

- HSCC 3100 - Research Methods
- HSCC 3110 - Legal Issues in the Health Care Environment
- HSCC 3140 - Epidemiology
- HSCC 4020 - Seminar in Professional Issues

Related Field Courses: 48 hours

- GERO 5500U - Survey of Gerontology
- HLPR 2200 Interprofessional Teams in Healthcare Organizations

- HSCP 2000 - Ethical Theories/Moral Issues in Health
- HSCC 3130 - Health Policy Issues
- HSCA 3600 - Financial Management for Health-Related Organizations
- HSCA 4201 - Health Care Marketing
- HSCA 4600 - Principles of Human Resources Management
- HSCA 4610 - Health Care Economics
- HSCA 4620 - Principles of Management in Health Services Organizations
- HSCA 4630 - Health Information Systems
- HSCA 4655 - Principles of Health Insurance and Reimbursement
- HSCA 4660 - Survey of Health Outcomes
- MHTA 5800U - Comparative Health Care Systems

Students must take 9 hours from this list

- HSCP 2050 - Introduction to the Disease Continuum
- HSCP 4000 - Independent Study in Health Science
- HSCC 4005 - Interprofessional Patient Advocacy Internship
- HSCC 4950 - Practicum
- GERO 5510U - Healthy Aging
- PUBH 5560U - Introduction to International Health
- PUBH 5570U - Women and Minority Health Issues
- PSYC 3300 - Leadership and Group Dynamics
- SPAN 1001 - Elementary Spanish I
- SPAN 1002 - Elementary Spanish II
- HSCF 3710 - Worksite Wellness and Safety
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics

Total Semester Hours: 124 hours

Exit Exam

## **Health Science, Track 2: Public/Community Health**

Bachelor of Health Science (B.H.S.)

Policies, Requirements, and Standards: Health Sciences

## **Admission Requirements**

In addition to a completed health sciences program application made to the department, students must seek regular admission to Armstrong State University. Students must be eligible for MATH 1111 or ENGL 1101, and must undergo a formal interview conducted by a health sciences faculty member.

# Progress Requirements

All students are required to submit evidence of liability insurance and a health assessment prior to beginning their practicum.

Students must complete the degree program within six consecutive years from the date of their initial admission to the major. Students who do not complete the program within this time limit must apply for readmission, meet current criteria for admission, and have their previous credits calculated. Students who are granted readmission must meet course requirements in effect at the time of readmission. A minimum grade of C or better must be earned in each course in the major.

Senior students must successfully complete the bachelor of health science exit exam, as well as the university's general education exit exam, during the last semester before graduation. It is recommended that all bachelor of health science students have current CPR certification at the time of graduation.

## Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

*\* If not taken in area D.*

- HSCC 2200 - Health Communication
- HSCC 2300 - Management of Health Information
- HSCC 2500 - Health Issues and Resources
- RESP 2110 - Medical Terminology
- MATH 2200 - Elementary Statistics \*

One\*\* course selected from:

*\*\*If MATH 2200 is taken in Area D, select a second course from the list.*

- ACCT 2101 - Principles of Financial Accounting \*\*
- ANTH 1102 - Introduction to Anthropology \*\*
- ECON 1101 - Survey of Economics \*\*
- ECON 2105 - Principles of Macroeconomics \*\*
- ECON 2106 - Principles of Microeconomics \*\*
- PSYC 1101 - Introduction to Psychology \*\*
- SOCI 1101 - Introductory Sociology \*\*

Physical Education: 3 hours

First-Year Seminar: 1 hour

## Major Field Courses: 12 hours

- HSCC 3100 - Research Methods
- HSCC 3110 - Legal Issues in the Health Care Environment
- HSCC 3140 - Epidemiology
- HSCC 4020 - Seminar in Professional Issues

## Related Field Courses: 48 hours

- HSCP 2050 - Introduction to the Disease Continuum
- HSCC 3760 - Environmental and Community Health Issues
- HSCP 3730 - Health Promotion Theory
- HSCP 3740 - Health Promotion Methods
- HSCP 3750 - Topics in Public Health
- HSCC 4015 - Health Planning
- GERO 5500U - Survey of Gerontology
- PUBH 5550U - Nutrition

## A minimum of 24 semester hours chosen from the following:

- HSCC 4950 - Practicum
- GERO 5510U - Healthy Aging
- HSCP 2000 - Ethical Theories/Moral Issues in Health
- HSCF 3710 - Worksite Wellness and Safety
- HSCF 4030 - Health/Fitness Management
- HSCP 4000 - Independent Study in Health Science
- HSCA 4201 - Health Care Marketing
- HSCA 4620 - Principles of Management in Health Services Organizations
- HSCA 4655 - Principles of Health Insurance and Reimbursement
- HSCC 3130 - Health Policy Issues
- MHSA 5500U - Managing Health Professionals
- PEHM 2100 - Athletic Health Care: Prevention, Recognition, and Care of Sports Injuries
- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- SMED 5555U - Physical Activity in Disease Prevention/Treatment
- PUBH 5560U - Introduction to International Health
- PUBH 5565U - Strategies for the Prevention of Chemical Dependency
- PUBH 5570U - Women and Minority Health Issues
- PUBH 5575U - Health and Sexuality
- PUBH 5580U - Health and Human Development
  
- PUBH 5600U - Healthy Weight Mgmt & Body Comp  
or
- SMED 5600U - Healthy Weight Mgmt & Body Comp
  
- PSYC 3200 - Industrial and Organizational Psychology
- PSYC 3300 - Leadership and Group Dynamics

- SPAN 1001 - Elementary Spanish I
- SPAN 1002 - Elementary Spanish II
- Electives (9 hours maximum)

Total Semester Hours: 124 hours

Exit Exam

## **Health Science, Track 3: Human Performance/Fitness Management**

Bachelor of Health Science (B.H.S.)

Policies, Requirements, and Standards: Health Sciences

### **Admission Requirements**

In addition to a completed health sciences program application made to the department, students must seek regular admission to Armstrong State University. Students must be eligible for MATH 1111 or ENGL 1101, and must undergo a formal interview conducted by a health sciences faculty member.

### **Progress Requirements**

All students are required to submit evidence of liability insurance and a health assessment prior to beginning their practicum.

Students must complete the degree program within six consecutive years from the date of their initial admission to the major. Students who do not complete the program within this time limit must apply for readmission, meet current criteria for admission, and have their previous credits calculated. Students who are granted readmission must meet course requirements in effect at the time of readmission. A minimum grade of C or better must be earned in each course in the major.

Senior students must successfully complete the bachelor of health science exit exam, as well as the university's general education exit exam, during the last semester before graduation. It is recommended that all bachelor of health science students have current CPR certification at the time of graduation.

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- ACCT 2101 - Principles of Financial Accounting

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 2082 - Human Anatomy and Physiology II
- HSCF 2015 - Introduction to Human Performance & Fitness Management
- MATH 2200 - Elementary Statistics
- RESP 2110 - Medical Terminology

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 9 hours

- HSCC 3100 - Research Methods
- HSCC 3140 - Epidemiology
- HSCC 4020 - Seminar in Professional Issues

Related Field Courses: 51 hours

- HSCF 3005 - Applied Musculoskeletal Anatomy and Kinesiology
- HSCF 3200 - Exercise Physiology
- HSCF 3205 - Advanced Exercise Physiology
- HSCF 3500 - Applied Kinesiology and Biomechanics
- HSCF 3710 - Worksite Wellness and Safety
- HSCF 4010 - Evaluation and Prescription in Exercise & Sport
- HSCF 4020 - Health and Fitness Entrepreneurship
- HSCF 4030 - Health/Fitness Management
- HSCF 4040 - Personal Fitness Training
- SMED 5555U - Physical Activity in Disease Prevention/Treatment

Select three of the following courses:

- SMED 5015U - Assessment and Evaluation of Musculoskeletal Injuries
- SMED 5065U - Movement and Posture Assessment and Exercise
- SMED 5090U - Nutritional Issues in Sports Medicine
- SMED 5600U - Healthy Weight Mgmt & Body Comp

Electives (11 hours)

Total Semester Hours: 124 hours

Exit Exam

**Health Science, Track 4: Health Informatics**

## Bachelor of Health Science (B.H.S.)

### Policies, Requirements, and Standards: Health Sciences

## Admission Requirements

In addition to a completed health sciences program application made to the department, students must seek regular admission to Armstrong State University. Students must be eligible for MATH 1111 or ENGL 1101, and must undergo a formal interview conducted by a health sciences faculty member.

## Progress Requirements

All students are required to submit evidence of liability insurance and a health assessment prior to beginning their practicum.

Students must complete the degree program within six consecutive years from the date of their initial admission to the major. Students who do not complete the program within this time limit must apply for readmission, meet current criteria for admission, and have their previous credits calculated. Students who are granted readmission must meet course requirements in effect at the time of readmission. A minimum grade of C or better must be earned in each course in the major.

Senior students must successfully complete the bachelor of health science exit exam, as well as the university's general education exit exam, during the last semester before graduation. It is recommended that all bachelor of health science students have current CPR certification at the time of graduation.

## Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

*\*If not taken in Area D.*

- ACCT 2101 - Principles of Financial Accounting
- BIOL 1130 - Human Biology \*
- HSCC 2500 - Health Issues and Resources
- ITEC 1310 - Programming For Information Technology
- MATH 2200 - Elementary Statistics \*
- RESP 2110 - Medical Terminology

*\*If BIOL 1130 and/or MATH 2200 taken in Area D, select course(s) from the following list:*

- BUSA 2106 - Environment of Business

- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- CSCI 2070 - Introduction to Computer Ethics and Cyber Security
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 15 hours

- HITC 3000 - Introduction to Health Informatics
- HLPR 3200 - Interprofessional Teams in Healthcare Organizations
- HSCC 2300 - Management of Health Information
- HSCC 3110 - Legal Issues in the Health Care Environment
- HSCC 3140 - Epidemiology

Related Field Courses: 36 hours

- HITC 4100 - Analysis of Healthcare Data
- HITC 4700 - Introduction to Project Management
- HITC 4750 - Principles of Knowledge Management and Decision Support
- HITC 4900 - Internship (6 credit hours)
- HSCA 4620 - Principles of Management in Health Services Organizations
- HSCA 4655 - Principles of Health Insurance and Reimbursement
- HSCA 4660 - Survey of Health Outcomes
- HSCC 4020 - Seminar in Professional Issues
- HSCP 2000 - Ethical Theories/Moral Issues in Health
- ITEC 3500 - Database Administration
- ITEC 3600 - Systems Analysis and Design

Guided Electives: 9 hours

Select 9 credit hours from the following classes:

- CRJU 3300 - Criminology
- CRJU 3500 - Criminal Evidence and Procedure
- CRJU 3600 - Topics in Criminal Justice
- CRJU 5500U - Law and Legal Process
- CSCI 1301 - Introduction to Programming Principles
- CSCI 1302 - Advanced Programming Principles
- CSCI 2070 - Introduction to Computer Ethics and Cyber Security
- HITC 4800 - Special Topics in Health informatics
- HSCA 4630 - Health Information Systems
- ITEC 3700 - Cyber Security I
- ITEC 4200 - Cyber Security II, Network Security

- ITEC 4300 - Cyber Security III, Ethical Hacking

Total Semester Hours: 124 hours

Exit Exam

## School of Nursing

### Faculty

Catherine Gilbert, Director

Trina Embrey, Undergraduate Program Coordinator

Linda Tuck, Accelerated BSN Program Coordinator

Jill Beckworth

Cherie McCann

Kelly Bouthillet

Tijuana Milton

Gina Crabb

Kathy Morris

Yvette Cruz

Debbie Mulford

Amber Derksen

Margaret Olsen

Kathy Gamble

Danielle Peacock

Elissa Greene

Luzvminda Quirimit

Debra Hagerty

Tonya Sellars

Ann Hallock

Helen Taggart

Jeff Harris

Tonya Tyson

Pamela Mahan

Sherry Warnock

Carole Massey

## Accreditation Statement

The baccalaureate degree in nursing/master's degree in nursing and/or post-graduate APRN certificate at Armstrong State University is accredited by the Commission on Collegiate Nursing Education, One Dupont Circle, NW, Suite 530, Washington, DC 20036, (202) 887-6791.

# General Information

The School of Nursing offers an Associate of Science degree with a track emphasizing nursing and a four year program leading to the Bachelor of Science in Nursing degree. The nursing program of study is designed to prepare graduates with entry level nursing practice knowledge and skills upon which professional careers and additional study can be built. The baccalaureate nursing program emphasizes professional nursing practice and leadership skills. Graduates are prepared to provide comprehensive nursing care for people in a variety of settings. The baccalaureate degree also provides the foundation for graduate education in nursing. Graduates must meet all legal requirements for licensure as established by the State Board of Nursing in order to be eligible to take the National Council Licensure Examination (NCLEX-RN) for licensure as a registered nurse (RN). Full and part-time study is available.

## Special Programs

The **Armstrong Advantage Program** is designed to guarantee conditional admission to the pre-licensure baccalaureate nursing program for enrolled Armstrong students who meet the following criteria:

### Step One:

- In-coming freshman who has not and will not attend another secondary educational institution. \*Exception: Dual-enrolled high school students with official proof documented on transcript.
- Holds no prior degree.
- Completion of all core courses at Armstrong State University with no failures and no repeats.\* Grade lower than a "C" in AREAS A, D or F courses is considered a failure. \*If a student fails or repeats a course at any time prior to beginning the nursing program they lose eligibility for Armstrong Advantage.
- Overall GPA of at least 3.0 on all core courses required for nursing majors beginning with the first semester enrolled at Armstrong State and maintained until the first semester in nursing. \*If a student falls below an overall GPA of 3.0 at any time prior to beginning the nursing program they lose eligibility for Armstrong Advantage.
- Achieve a cumulative score of at least 75% on the HESI Admission Assessment (A2) Exam required content areas to include: Anatomy & Physiology, Grammar, Reading Comprehension, Vocabulary and General Knowledge.
- Read and sign the Core Performance Standards.

Apply for the *School of Nursing Armstrong Advantage Program* after completing areas A and D, and meeting the criteria listed above. Armstrong Advantage applications must be received no later than two semesters before beginning the nursing major. Applications will be reviewed and students will be notified by mail if they have been accepted for *conditional* admission. This conditional admission guarantees a seat in the pre-licensure baccalaureate nursing program, provided that the student maintains a GPA of at least 3.0 with no course failures or repeats (Below a "C" in Area A, D, or F courses is considered a failure).

### Step Two:

Continue academic progression to complete at least 54 hours of core, including all Area F courses with no repeats and no failures and maintain a GPA of at least 3.0. Students are to report to the nursing department for advisement each semester where their progress will be monitored for compliance. If a student is in the Honors program they are to report to the Honors advisor and nursing department. (Please notify the SON if in the Honors program).

### Step Three:

All Armstrong Advantage students must apply for regular admission to the baccalaureate nursing program.

**Advanced Placement Option for Licensed Practical Nurses.** Students admitted with current licensure as a practical nurse may be eligible for advanced placement in the baccalaureate nursing program. Eligibility is based on faculty review of individual records and documentation, including transcripts, verification and proof of licensure/certification, and validation of clinical practice skills. Licensed Practical Nurses may CLEP out of up to 25 semester credit hours of nursing course work. The Licensed

Practical Nurse must be currently employed to exempt NURS 3344. Qualified students interested in this option should contact the School of Nursing for advisement and additional information. Students must meet all admission and progression requirements for the baccalaureate nursing program. See also "Special Requirements".

**Accelerated Bachelor of Science in Nursing.** The School of Nursing offers a three semester accelerated program leading to the **Bachelor of Science in Nursing (BSN)** Degree for students with a bachelor's degree in another field. The nursing program of study is designed to prepare graduates with entry level nursing practice knowledge and skills upon which professional careers and additional study can be built. The baccalaureate nursing program emphasizes professional nursing practice and leadership skills.

## **Bachelor of Science in Nursing**

### **Accelerated Nursing Track (ABS N)**

#### Bachelor of Science in Nursing (B.S.N.)

#### Policies Requirements and Standards Nursing

**Accelerated Bachelor of Science in Nursing.** The Department of Nursing offers a three semester accelerated program leading to the Bachelor of Science in Nursing (BSN) Degree for students with a bachelor's degree in another field. The nursing program of study is designed to prepare graduates with entry level nursing practice knowledge and skills upon which professional careers and additional study can be built. The baccalaureate nursing program emphasizes professional nursing practice and leadership skills.

## **Admission Requirements**

### **Accelerated BSN Program Admission Requirements**

1. A bachelors degree from an accredited university
2. Grade point average of 3.2 in statistics and area F courses without repetition of science courses to achieve a passing grade
3. A score at the 75% on the HESI A2 test.
4. Admission to Armstrong State University.
5. Ability to meet the Core Performance Standards (See website for details)
6. Post baccalaureate students will be given credit for completion of Areas A, B, C, D and E with the exception of MATH 2200 in Area D and US and Georgia History and Government.
7. Sciences in Area F must have been completed within the past 10 years with a grade of C or higher.
8. **Post-baccalaureate** students must complete Area D MATH 2200 Elementary Statistics and all courses in Area F with a grade of C or higher, and US and GA History and Constitution prior to admission.
9. All required core courses and graduation requirements must be completed before beginning the final semester of the nursing program.
10. Completion of a preadmission interview
11. **Verification through signature that the student will not be employed at any time while enrolled in the accelerated program**

## **Special Requirements**

**Legal.** The Georgia Board of Nursing has the authority to refuse to grant a license to an applicant upon a finding by the board that the applicant has been convicted of any felony, crime involving moral turpitude, or crime violating a federal or state law relating to controlled substances or dangerous drugs in the courts of this state, any other state, territory, or country, or in the

courts of the United States, including but not limited to a plea of nolo contendere entered to the charge. Unlicensed students may be employed only as unlicensed personnel. They may not represent themselves or practice as nursing students except as part of a scheduled clinical learning activity in the curriculum. Students must meet all legal requirements for licensure.

**Health and Insurance.** Admitted students must submit complete health histories and evidence of health insurance, prior to admission and annually.

**CPR.** Admitted students must submit proof of CPR certification (adult, child and infant) prior to beginning nursing courses and annually. Current certification must be maintained during nursing course enrollment.

**Criminal Background Checks and Drug Testing.** Clinical agencies utilized by the School of Nursing require criminal background checks and/or drug testing prior to acceptance of the student into the clinical facility. Students who do not pass the criminal background check and/or drug test will be unable to attend clinical, and therefore will be unable to complete the clinical course requirements. Any fees or costs associated with background checks and/or drug testing are the responsibility of the student.

**Clinical Agencies.** Students who are denied admission to a clinical facility for any reason may not be able to complete clinical course requirements, and thus may not be able to complete the required program of study.

## Progress Requirements

Students are responsible for reading and abiding by the policies in the Baccalaureate Nursing Program Student Handbook, including the core performance standards.

Students must be admitted to the nursing program in order to enroll in any nursing course. Students must complete the baccalaureate nursing program within four consecutive years from the date of their initial admission to the nursing major. Students who do not complete the program within this time limit must apply for readmission, meet current criteria for admission, and have their previous credits evaluated. Students who are granted readmission must meet course requirements in effect at the time of readmission. Any student not matriculating each semester, excluding summer semester, must apply for readmission to the program.

All pre-licensure nursing students will be required to participate in comprehensive testing while enrolled in the nursing program of study. Additional fees per semester will be applicable.

A grade of C or better is required in each nursing course (C = 75-79).

**Grading Policy:** Grades for all course assignments will be recorded as earned with no mathematical rounding. This policy allows the faculty of the School of Nursing to remove uncertainty and ensure integrity in the grading process for all students. Numerical averages will not be rounded up.

A	90.00–100.00
B	80.00–89.99
C	75.00–79.99
D	70.00–74.99
F	Below 70.00

All nursing students must have on an annual, up-to-date basis: health history; physical examination by an M.D. or N.P.; tuberculin test or proof of negative chest x-ray; immunizations; CPR certification; health insurance. (Additional institutional requirements may exist or may change over time, depending on clinical agency policy.)

Pre-licensure students earning a grade lower than C in one nursing course or withdrawing from one nursing course (W, WF) must meet with their assigned advisor to review the student's program of study. Before progressing in the program, the student must repeat the course at the next offering on a space available basis.

Pre-licensure students earning a grade lower than C in two nursing courses or withdrawing from two nursing courses (W, WF), or a combination of one grade lower than C and one withdrawal (W, WF) will be dismissed from the program.

Any academic work required to satisfy course requirements for grades of incomplete in prerequisite courses must be accomplished before enrollment in the successive nursing course.

Graduating nursing students are required to take a comprehensive exam prior to graduation.

Failure to comply with any of the above requirements while in the nursing program constitutes grounds for dismissal from the program.

## Program of Study

### General Requirements

#### Core Areas A, B, C, D.IIB, and E: 42 hours

General Education Core

#### Core Area F: 18 hours

*\*Must be completed within 10 years of admission to the nursing program.*

- BIOL 2081 - Human Anatomy and Physiology I \*
- BIOL 2082 - Human Anatomy and Physiology II \*
- BIOL 2275 - Microorganisms and Disease \*
- PSYC 1101 - Introduction to Psychology
- PSYC 2950 - Lifespan Developmental Psychology

#### Physical Education: 3 hours

#### First-Year Seminar: 1 hour

#### Major Field Courses: 64 hours

- NURS 3314 - Professional Nursing Practice
- NURS 3319 - Pathophysiology
- NURS 3321 - Health Assessment of the Well Individual
- NURS 3334 - Skills and Essentials of Nursing Practice
- NURS 3346 - Adult Health I
- NURS 3351 - Comprehensive Pharmacology
- NURS 3536 - Mental Health
- NURS 4346 - Adult Health II
- NURS 4356 - Women and Children's Health

- NURS 4441 - Population Focused Nursing
- NURS 4445 - Research for Evidence-Based Practice
- NURS 4451 - Professional Nursing Leadership and Management
- NURS 4465 - Integration of Nursing Knowledge

One elective course selected from:

- NURS 4009 - Foundations of Healthcare Informatics
- NURS 4010 - Legal and Ethical Issues in Nursing
- NURS 4210 - Gerontology in the 21st Century
- NURS 4211 - Vulnerable Populations
- NURS 4212 - International Nursing Issues and Trends
- NURS 4213 - Introduction to Forensic Nursing and the Law
- NURS 4214 - Complementary and Alternative Modalities
- NURS 4215 - Home Health Nursing
- NURS 4216 - Palliative/Hospice Care
- NURS 4219 - Nursing Perspectives: Then, Now, and the Future
- NURS 4220 - Women and Leadership in Nursing
- NURS 4221 - Nursing Practice in the Military
- NURS 4227 - Health Promotion Through the Life Span

Total Semester Hours: 128 hours

Exit Exam

## Nursing Pre-Licensure Students

Bachelor of Science in Nursing (B.S.N.)

Policies, Requirements, and Standards: Nursing

## Admission Requirements

**Pre-Licensure Admission Requirements.** See "Limits on Admission" in the College of Health Professions section of this catalog. Applicants to the program must be regularly admitted to Armstrong State University prior to making application to the nursing major. Admission decisions are made by the nursing faculty.

Admission to the nursing major is competitive. Minimum requirements to be admitted include a grade of C or better in each course in Core Areas A, D, and F, completion of at least 54 hours of required core with an overall grade point average of 3.0 in all prerequisite course work attempted, and acceptable completion of the HESI A2 test with a grade of 75% or higher.

A grade of C or higher is required for all Area A, D, and F courses. Repeating any course in Areas A, D, and F in order to achieve a passing grade (at least a C) reduces the chance for admission to nursing. Repeating more than one course in each (Area A, D, and F) to earn a passing grade (at least a C) makes the student ineligible for admission to nursing.

Meeting minimum requirements does not guarantee admission to the nursing major. Those applicants who, in the judgment of the nursing faculty, present the strongest academic record and show the most promise of success in the nursing major will be accepted. Students are expected to meet the core performance standards for nursing posted on the SON web page ([www.nursing.armstrong.edu](http://www.nursing.armstrong.edu)).

Transfer applicants from another nursing program must meet the criteria established for admission to the nursing major and provide a letter of good standing from the chair of the nursing program. Transfer credit will be awarded depending upon equivalency of courses. Decisions for course substitutions will be made by the nursing faculty using actual course syllabi with content outlines and descriptions supplied by the transfer student. Area F Sciences must be successfully completed within ten years of SON application. Repeat and failure rules apply. Post-baccalaureate applicants for the traditional pre-licensure BSN program must achieve an overall 3.0 minimum GPA in Area F and Statistics in order to be considered for admission.

Students who do not progress in a nursing program may be considered for readmission to Armstrong's nursing program after a period of 3 years. Only one readmission into the nursing program per track is permitted. The student must meet all current entry requirements. Upon acceptance, the student will be required to complete all nursing courses from the beginning.

Application to the nursing major must be submitted by the published deadline. (Consult the nursing office for details.) Only completed applications will be considered. Students who are not admitted may reapply for the next admission cycle. Complete information regarding admission procedures is available in the School of Nursing.

Upon admission, students must pay a \$350.00 non-refundable deposit to reserve a place in the program. This deposit is applied to first semester fees and liability insurance for two academic years.

## Special Requirements

**Legal.** The Georgia Board of Nursing has the authority to refuse to grant a license to an applicant upon a finding by the board that the applicant has been convicted of any felony, crime involving moral turpitude, or crime violating a federal or state law relating to controlled substances or dangerous drugs in the courts of this state, any other state, territory, or country, or in the courts of the United States, including but not limited to a plea of nolo contendere entered to the charge. Unlicensed students may be employed only as unlicensed personnel. They may not represent themselves or practice as nursing students except as part of a scheduled clinical learning activity in the curriculum. Students must meet all legal requirements for licensure.

**Health and Insurance.** Admitted students must submit complete health histories and evidence of health insurance, prior to admission and annually.

**CPR.** Admitted students must submit proof of CPR certification (adult, child and infant) prior to beginning nursing courses and annually. Current certification must be maintained during nursing course enrollment.

**Criminal Background Checks and Drug Testing.** Clinical agencies utilized by the School of Nursing require criminal background checks and/or drug testing prior to acceptance of the student into the clinical facility. Students who do not pass the criminal background check and/or drug test will be unable to attend clinical, and therefore will be unable to complete the clinical course requirements. Any fees or costs associated with background checks and/or drug testing are the responsibility of the student.

**Clinical Agencies.** Students who are denied admission to a clinical facility for any reason may not be able to complete clinical course requirements, and thus may not be able to complete the required program of study.

## Progress Requirements

Students are responsible for reading and abiding by the policies in the Baccalaureate Nursing Program Student Handbook, including the core performance standards.

Students must be admitted to the nursing program in order to enroll in any nursing course.

Students must complete the baccalaureate nursing program within four consecutive years from the date of their initial admission to the nursing major. Students who do not complete the program within this time limit must apply for readmission, meet current criteria for admission, and have their previous credits evaluated. Students who are granted readmission must meet course requirements in effect at the time of readmission. Any student not matriculating each semester, excluding summer semester, must apply for readmission to the program.

All pre-licensure nursing students will be required to participate in comprehensive testing while enrolled in the nursing program of study. Additional fees per semester will be applicable.

A grade of C or better is required in each nursing course (C = 75-79).

**Grading Policy:** Grades for all course assignments will be recorded as earned with no mathematical rounding. This policy allows the faculty of the School of Nursing to remove uncertainty and ensure integrity in the grading process for all students. Numerical averages will not be rounded up.

A	90.00–100.00
B	80.00–89.99
C	75.00–79.99
D	70.00–74.99
F	Below 70.00

All nursing students must have on an annual, up-to-date basis: health history; physical examination by an M.D. or N.P.; tuberculin test or proof of negative chest x-ray; immunizations; CPR certification; health insurance. (Additional institutional requirements may exist or may change over time, depending on clinical agency policy.)

Pre-licensure students earning a grade lower than C in one nursing course or withdrawing from one nursing course (W, WF) must meet with their assigned advisor to review the student's program of study. Before progressing in the program, the student must repeat the course at the next offering on a space available basis.

Pre-licensure students earning a grade lower than C in two nursing courses or withdrawing from two nursing courses (W, WF), or a combination of one grade lower than C and one withdrawal (W, WF) will be dismissed from the program.

Any academic work required to satisfy course requirements for grades of incomplete in prerequisite courses must be accomplished before enrollment in the successive nursing course.

Graduating nursing students are required to take a comprehensive exam prior to graduation.

Failure to comply with any of the above requirements while in the nursing program constitutes grounds for dismissal from the program.

## Program of Study

### General Requirements

Core Areas, A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

*\*Must be completed within 10 years of admission to the nursing program.*

- BIOL 2081 - Human Anatomy and Physiology I \*
- BIOL 2082 - Human Anatomy and Physiology II \*
- BIOL 2275 - Microorganisms and Disease \*
- PSYC 1101 - Introduction to Psychology
- PSYC 2950 - Lifespan Developmental Psychology

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 64 hours

- NURS 3304 - Professional Nursing Practice
- NURS 3309 - Pathophysiology
- NURS 3312 - Pharmacological Concepts for Nursing I
- NURS 3320 - Health Assessment of the Well Individual
- NURS 3344 - Skills and Essentials of Nursing Practice
- NURS 3345 - Adult Health I
- NURS 3535 - Mental Health
- NURS 4313 - Pharmacological Concepts For Nursing II
- NURS 4345 - Adult Health II
- NURS 4355 - Women and Children's Health
- NURS 4440 - Population Focused Nursing
- NURS 4445 - Research for Evidence-Based Practice
- NURS 4450 - Professional Nursing Leadership and Management
- NURS 4466 - Critical Scientific Inquiry

## One elective course selected from:

- NURS 3610 - Strategies For Success in Professional Nursing
- NURS 4009 - Foundations of Healthcare Informatics
- NURS 4010 - Legal and Ethical Issues in Nursing
- NURS 4210 - Gerontology in the 21st Century
- NURS 4211 - Vulnerable Populations
- NURS 4212 - International Nursing Issues and Trends
- NURS 4213 - Introduction to Forensic Nursing and the Law
- NURS 4214 - Complementary and Alternative Modalities
- NURS 4215 - Home Health Nursing
- NURS 4216 - Palliative/Hospice Care
- NURS 4217 - Critical Care
- NURS 4218 - Perioperative Nursing
- NURS 4219 - Nursing Perspectives: Then, Now, and the Future

- NURS 4220 - Women and Leadership in Nursing
- NURS 4221 - Nursing Practice in the Military
- NURS 4222 - Pediatric Nursing Externship
- NURS 4223 - Maternal/Infant Nursing Externship
- NURS 4227 - Health Promotion Through the Life Span

Total Semester Hours: 128 hours

Exit Exam

## **Nursing Pre-Licensure Students, Advanced Placement Track (APT)**

Bachelor of Science in Nursing (B.S.N.)

### **Program Information and Requirements**

The School of Nursing offers an innovative program, **the Advanced Placement Track**, whereby the **Licensed Practical Nurse (LPN)** is eligible to earn college credit for educational advancement. The faculty recognizes that Licensed Practical Nurses have knowledge and skills which support the opportunity for advanced placement.

Eligibility for advanced placement is based on academic transcripts, licensure verification, basic nursing skills verification, and achieve a cumulative score of at least 75% on the HESI Admission Assessment (A2) Exam. Students have the opportunity to challenge by examination a total of 22 hours of course credit. These challenge exams may be in the area of Core and Nursing courses.

The APT program is approved by the Georgia Board of Nursing. The School of Nursing is accredited by the Commission on Collegiate Nursing Education (CCNE). Accreditation is an indication of public approbation, attesting to the quality of the educational program and the continued commitment of the sponsoring institution to support the nursing program.

## **Admission Criteria to the School of Nursing's (SON) Advanced Placement Track (APT) for LPN/LVN to BSN**

The LPN accepted to Armstrong is seen by the LPN Advisor for a description of the APT program, consultation, and curriculum planning. Advisement is critical for the LPN to best be prepared to apply for admission to the Baccalaureate Nursing Program (BSN) when core curriculum requirements have been met.

Admission to the BSN program is competitive. The LPN seeking advanced placement must meet the same admission requirements as others. The following is a guide for the LPN planning to earn a BSN at Armstrong. See the School of Nursing website for more detailed information.

After admission to Armstrong by the Admission office (912) 344-2503, the student will make an appointment with the LPN Advisor, Dr. Linda Tuck at (912) 344-2886. The student will need to bring any previous higher education transcripts to the advisement appointment.

1. The LPN's transcript will be evaluated and must meet the following requirements to be eligible for admission to the BSN program:
  1. Complete 54 semester hours of core curriculum with grades of "C" or better in core areas, including areas A, D, and F
  2. An overall GPA of 2.7 in all prerequisite courses
  3. All applicants must achieve a cumulative score of at least 75% on the HESI Admission Assessment (A2) Exam. Further information is available in the School of Nursing or on our website.
2. The student will have the option to complete a Skills Checklist upon acceptance into the nursing program. The student may also take up to three (3) nursing challenge exams (see Challenge Nursing Courses). Students must meet all of the legal requirements for licensure. See Baccalaureate Degree Nursing section in the Armstrong Catalog: Georgia Board of Nursing Legal Requirements.
3. Be aware that science course credits in Core Area F may not have been earned longer than 10 years before the time of admission.
4. A grade of C or higher is required for areas A, D, and F courses. Repeating any course in areas A, D, and F in order to achieve a passing grade of at least a C, reduces the student's chance for admission to the School of Nursing. Repeating more than one course in each (area A, D, and F) to earn a passing grade of at least C makes the student ineligible for admission to nursing.
5. See BSN Information Sheet or [www.armstrong.edu/Health\\_Professions/nursing/nursing\\_admission](http://www.armstrong.edu/Health_Professions/nursing/nursing_admission) for further details pertaining to admission requirements.

**Admission to the Baccalaureate nursing major is competitive. The following factors are taken into consideration during an applicant's selection process:**

- Nursing Core GPA (GPA calculated based on nursing prerequisite course work)
- Total number of core curriculum hours completed at Armstrong
- Course grades for Core Areas A, D, and F
- Graduate of state accredited LPN/LVN program with an unencumbered Georgia Nursing License
- Success on HESI

## Program of Study

### General Requirements

#### Core Areas, A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

#### Core Area F: 18 hours

*\*Must be completed within 10 years of admission to the nursing program.*

- BIOL 2081 - Human Anatomy and Physiology I \*
- BIOL 2082 - Human Anatomy and Physiology II \*
- BIOL 2275 - Microorganisms and Disease \*
- PSYC 1101 - Introduction to Psychology
- PSYC 2950 - Lifespan Developmental Psychology

#### Physical Education: 3 hours

#### First-Year Seminar: 1 hour

## Major Field Courses: 64 hours

*\*\*Course may be challenged by testing for licensed practical nurses admitted to the baccalaureate nursing program.*

- NURS 3304 - Professional Nursing Practice
- NURS 3309 - Pathophysiology
- NURS 3312 - Pharmacological Concepts for Nursing I
- NURS 3320 - Health Assessment of the Well Individual
- NURS 3344 - Skills and Essentials of Nursing Practice \*\*
- NURS 3345 - Adult Health I \*\*
- NURS 3535 - Mental Health \*\*
- NURS 4313 - Pharmacological Concepts For Nursing II
- NURS 4345 - Adult Health II
- NURS 4355 - Women and Children's Health \*\*
- NURS 4440 - Population Focused Nursing
- NURS 4445 - Research for Evidence-Based Practice
- NURS 4450 - Professional Nursing Leadership and Management
- NURS 4466 - Critical Scientific Inquiry

## One elective course selected from:

- NURS 3610 - Strategies For Success in Professional Nursing
- NURS 4009 - Foundations of Healthcare Informatics
- NURS 4010 - Legal and Ethical Issues in Nursing
- NURS 4210 - Gerontology in the 21st Century
- NURS 4211 - Vulnerable Populations
- NURS 4212 - International Nursing Issues and Trends
- NURS 4213 - Introduction to Forensic Nursing and the Law
- NURS 4214 - Complementary and Alternative Modalities
- NURS 4215 - Home Health Nursing
- NURS 4216 - Palliative/Hospice Care
- NURS 4217 - Critical Care
- NURS 4218 - Perioperative Nursing
- NURS 4219 - Nursing Perspectives: Then, Now, and the Future
- NURS 4220 - Women and Leadership in Nursing
- NURS 4221 - Nursing Practice in the Military
- NURS 4222 - Pediatric Nursing Externship
- NURS 4223 - Maternal/Infant Nursing Externship
- NURS 4227 - Health Promotion Through the Life Span

Total Semester Hours: 128 hours

Exit Exam

**Department of Rehabilitation Sciences**

# Faculty

Anne Thompson, Department Head

Maya R. Clark, Program Coordinator and Graduate Coordinator for Communication Sciences and Disorders

James Karnes, Interim Director, Doctor of Physical Therapy Program

David Bringman, Program Coordinator for Rehabilitation Science

Janet Bradshaw

Casey Keck

Donna R. Brooks

Heather Lorden

George Davies

Keri Barksdale Mans

April W. Garrity

Andi Beth Mincer

Frank Glenn

Kathy Schaefer

Nancy Henderson

Haley Worst

## General Information

The Department of Rehabilitation Sciences offers the Doctor of Physical Therapy Degree (DPT), the Master of Science in Communication Sciences and Disorders, the Bachelor of Science in Communication Sciences and Disorders, and the Bachelor of Science in Rehabilitation Sciences.

The Bachelor of Science in Rehabilitation Sciences has a curriculum designed to meet the needs of students seeking entry-level positions in health care or preparing for graduate study in a variety of health professions, including physical therapy, occupational therapy, prosthetics, and sports medicine. Elective courses increase the flexibility of this degree, so that students planning to apply to graduate programs in other health disciplines could consider this degree program. The bachelor's degree program combines the strong science curriculum (chemistry, physics, biology, anatomy, and physiology) needed for success in the health professions with a strong background in the behavioral sciences (general and abnormal psychology, and health and human development). The student's knowledge of exercise and exercise principles is developed through courses that focus on the musculoskeletal, neuromuscular and cardiovascular-pulmonary bases of exercise.

The Bachelor of Science degree in Communication Sciences and Disorders provides preparation in the normal processes of communication and its development, as well as in the identification and treatment of communication disorders for students whose career interests include audiology and speech-language pathology. In addition, the Bachelor of Science in Communication Sciences and Disorders provides a broad foundation in normal and disordered aspects of speech, language, and hearing for students who are interested in pursuing careers in disciplines such as deaf education, speech science, hearing science, special education, and child development.

## Undergraduate Certificate

### Communication Sciences and Disorders Certificate

Policies Requirements and Standards Communication Sciences and Disorders

The post-baccalaureate program is designed for individuals who have earned a Bachelor's degree in disciplines other than Communication Sciences and Disorders and now wish to complete the prerequisite courses (i.e., "leveling courses") that are often required for admission into a graduate program in either audiology or speech-language pathology.

The certificate is available to students who hold a baccalaureate degree from an accredited institution and have earned a cumulative GPA of 3.0. Baccalaureate degree must be completed within 5 years of application. Interested students should submit an application to the program. Course rotation begins each fall.

Students completing the certificate in Communication Sciences and Disorders are required to obtain twenty-five clinical observation hours verified with a signature by a certified audiologist or speech-language pathologist as required by the American Speech-Language-Hearing Association. Students are also required to obtain 10 hours of volunteer activities that are unpaid and serve the University or the Community for the certificate to be awarded.

While completion of the Post-baccalaureate program does not guarantee admission into the Communication Sciences and Disorders Graduate Program at Armstrong, it does qualify students to submit an application for admission into the graduate program at Armstrong and for many other graduate programs in the United States.

For more information about the certificate or for a career in Communication Sciences and Disorders, please contact the program.

## Requirements: 24 hours

- CSDS 1220 - Introduction to Communication Disorders
- CSDS 2230 - Anatomy and Physiology of Speech and Hearing Mechanisms
- CSDS 2240 - Normal Speech and Language Development
- CSDS 2250 - Phonetics
- CSDS 3400 - Speech Science
- CSDS 3410 - Introduction to Audiology
- CSDS 3420 - Language Disorders
- CSDS 4151 - Clinical Writing for the Health Professions

## **Bachelor of Science**

## **Communication Sciences and Disorders**

Bachelor of Science (B.S.)

Policies Requirements and Standards Communication Sciences and Disorders

## **Admissions**

Admission to the Bachelor of Science degree requires regular admission to Armstrong State University. Students must be eligible for MATH 1111 and ENGL 1101.

## **Progression Requirements–Bachelor of Science in Communication Sciences and Disorders**

Students must maintain an overall grade point average of 2.0. Students must also attain a grade of C or better in all required courses in Area F, the major courses, and related field courses. Students who receive a D or F in courses in Area F, the major courses, or related field courses are allowed to repeat these courses only once. Receiving a D or F in each of these courses more than once will result in dismissal from the Program. All students must complete the university exit examination during their last semester before graduation, but there is no specific exit exam in the major.

## Special Requirements—Communication Sciences and Disorders

- Students are required to complete a speech, language, and hearing screening administered by the program.
- Students in the Communication Sciences and Disorders program will interact with members of the community through required volunteer and clinical observation experiences. All students must demonstrate professional behaviors and adhere to the Code of Ethics of the American Speech-Language-Hearing Association.
  - Students are required to obtain twenty-five clinical observation hours verified with a signature by a certified audiologist or speech-language pathologist as required by the American Speech-Language-Hearing Association.
  - Students are also required to obtain 10 hours of volunteer activities that are unpaid and serve the University or the Community.

### Program of Study

### General Requirements

Core Areas A, B, C, D.IIB, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- CHEM 1151 - Survey of Chemistry I
- CHEM 1151L - Survey of Chemistry I Laboratory
- CSDS 1220 - Introduction to Communication Disorders
- HSCC 2500 - Health Issues and Resources
- HLPR 2000 - Introduction to Research in the Health Professions
- HSCC 2200 - Health Communication
- PSYC 2950 - Lifespan Developmental Psychology

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 36 hours

- CSDS 2230 - Anatomy and Physiology of Speech and Hearing Mechanisms
- CSDS 2240 - Normal Speech and Language Development

- CSDS 2250 - Phonetics
- CSDS 3400 - Speech Science
- CSDS 3410 - Introduction to Audiology
- CSDS 3420 - Language Disorders
- CSDS 3430 - Organically and Neurogenically-Based Communication Disorders
- CSDS 3440 - Aural Rehabilitation
- CSDS 3450 - Speech Sound Disorders
- CSDS 4050 - Intercultural Communication
- CSDS 4190 - Clinical Methods in Speech-Language Pathology
- CSDS 4151 - Clinical Writing for the Health Professions

### Related Field Courses: 12 hours

- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- PSYC 3400 - Introduction to Learning
- PSYC 5060U - Basic Behavior Principles and Behavior Change
- GERO 5500U - Survey of Gerontology

### Electives: 12-15 hours

- At least 6 hours of electives must be courses numbered 3000 or above.
- PSYC 1101 - Introduction to Psychology should be taken if not taken in Area E.

### Total Semester Hours: 124 hours

### University Exit Exam

## Rehabilitation Sciences

### Bachelor of Science (B.S.)

### Policies Requirements and Standards Rehabilitation Sciences

## Admissions

Admission to either Bachelor of Science degree requires regular admission to Armstrong State University. Students must be eligible for MATH 1111 and ENGL 1101.

## Progression Requirements—Bachelor of Science in Rehabilitation Science

Students must attain a grade of C or better in all required courses in Area D, Area F, and the major area of study, and must maintain an overall minimum grade point average (GPA) of 2.0. However, students who are earning a GPA less than 2.5 should strongly consider another major, as most graduate programs will require a minimum GPA of 2.5 or higher.

Students who receive a D or F in courses in Area D, Area F or the major area of study are allowed to repeat these courses only once. Receiving a D or F in any of these courses more than once will result in dismissal from the program.

Students presently enrolled at Armstrong who are seeking admission to the Rehabilitation Science Bachelor's Degree program or students who are wishing to transfer into the Rehabilitation Science Bachelor's Degree program should have both an overall and science GPA of 2.5 or higher.

All students must complete the university exit examination during their last semester before graduation, but there is no specific exit exam in the major.

## Program of Study

### General Requirements

#### Core Areas, A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

#### Core Area F: 18 hours

- HLPR 2000 - Introduction to Research in the Health Professions
- BIOL 2081 - Human Anatomy and Physiology I (with lab)
- BIOL 2082 - Human Anatomy and Physiology II (with lab)

#### One of the following:

(If not used in Core Area D.IIa)

- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
- BIOL 1108 - Principles of Biology II (with lab)

or

- CHEM 1211 - Principles of Chemistry I
- CHEM 1211L - Principles of Chemistry I Laboratory
- CHEM 1212 - Principles of Chemistry II
- CHEM 1212L - Principles of Chemistry II Laboratory

#### Physical Education: 3 hours

#### First-Year Seminar: 1 hour

#### Major Field Courses: 39-42 hours

- HLPR 3200 - Interprofessional Teams in Healthcare Organizations
- HSCF 3005 - Applied Musculoskeletal Anatomy and Kinesiology
- HSCF 3200 - Exercise Physiology
- HSCP 4010 - Health and Human Development
- PHYS 1111K - Introductory Physics I
- PHYS 1112K - Introductory Physics II
- PSYC 1101 - Introduction to Psychology (if not taken in Core Area E)
- PSYC 3280 - Abnormal Psychology
- RESP 2110 - Medical Terminology
- RHAB 1000 - Introduction to Rehabilitation Sciences
- RHAB 4000 - Application of Research to the Rehabilitation Professions
- RHAB 4100 - Neuroscience for the Rehabilitation Professions
- RHAB 4111 - Pathophysiology for the Rehabilitation Professions I
- RHAB 4112 - Pathophysiology for the Rehabilitation Professions II

Electives: 15-18 hours

15 hours must be at or above the 3000 level.

Total Semester Hours: 124 hours

University Exit Exam

# College of Liberal Arts

## College of Liberal Arts

Teresa Winterhalter, Interim Dean

### Philosophy and Goals

The College of Liberal Arts provides students with the time-tested skills, aptitudes, and discipline that have served as the hallmark of the Bachelor's degree for centuries. Its programs of study cultivate the arts of persuasive communication, critical analysis, empirical and theoretical reasoning, and disciplined reflection that distinguishes its graduates as professional and civic leaders. At the forefront of Liberal Arts education for the twenty-first century, the College offers a rich array of courses in diverse subjects such as: Economics, Finance, Criminal Justice, Politics and Law, History, Languages and Literatures, Communication, Art, Music, and Theatre – just to name a few.

Students in the College engage in a rigorous and demanding curriculum directed toward providing them with the academic grounding, technical competencies, and intellectual perspectives necessary to succeed in a global society that requires flexibility, adaptability, and continued learning. Students enjoy extended opportunities to engage personally with the College's talented faculty who, in addition to being dedicated classroom teachers, are recognized expert scholars in their disciplines as well. Easily accessible opportunities to study the arts, humanities, and social sciences beyond the classroom exists through internships, performances, exhibitions, undergraduate research experiences, and study abroad programs.

The College also contributes substantially to delivering instruction in USG Core Courses and Armstrong's First Year Experience and Honor's Programs and serves as a cultural forum for the Savannah community. Both faculty and students contribute valuable knowledge, skills, and resources to the community and the region through their scholarship.

### Organization, Degrees, Certificates, and Minors

The faculty of the College of Liberal Arts are organized into five departments: Art, Music, and Theatre; Criminal Justice, Social, and Political Science; Economics; History; Languages, Literature, and Philosophy. Additionally, the Military Science and Liberal Studies programs are part of the College, along with two interdisciplinary majors (Bachelor of Arts in Gender Studies, Bachelor of Liberal Studies) and several interdisciplinary minors and certificates.

Students may include one or more minors in their programs as circumstances permit. Requirements for specific minors are listed in the section for each department. No courses used to satisfy the requirements of core areas A through E can be counted toward a minor. Minors earned are noted on students' transcripts

Teacher certification programs are offered in cooperation with the College of Education, approved by the Georgia State Professional Standards Commission, and accredited by the National Council for Teacher Education. Detailed information on teacher certification programs is found in the College of Education section of this catalog.

### Department of Art, Music, and Theatre

#### Faculty

Stephen Primatec, Interim Department Head

Russell Brown

Deborah Jamieson

Chris Bulgren

Karla Jennings

Bridgett Conn

John Jensen

Cynthia Costa

Mark Johnson

Elizabeth Desnoyers-Colas

Peter Mellen

Raymond Gaddy

Mia Merlin

Rachel Green

Alicia Perez

Emily Grundstad-Hall

Pamela Zeigler Sears

Robert Harris

Benjamin Warsaw

John Hom

John E. Wright

Angela Ryczkowski Horne

## **Accreditation**

Programs in music are accredited by the National Association of Schools of Music for the period 2005-2015.

## **General Information**

The Department of Art, Music, and Theatre offers the bachelor of fine arts in visual arts; the bachelor of arts degree with majors in art, music, and theatre; the bachelor of music education degree; and, in cooperation with the College of Education, the bachelor of science in art education.

## **Admission Requirements**

College-level study of art, music, and theatre requires considerable background as well as basic proficiency. All entering students in music (including transfer students) must take placement examinations as appropriate in applied music, music theory, and music history. Students wishing to major in art are expected to present a portfolio of previous work in at least one medium. Course work at other institutions in studio art may not be counted towards graduation until a portfolio of artwork is submitted demonstrating competency in areas in which classes have been completed.

## **Minor**

### **Art History Minor**

Requirements: 15-18 hours

- ARTS 1020 - Two-Dimensional Design

- or
- ARTS 1030 - Three-Dimensional Design (if not taken in the core)
  
- ARTS 2710 - Art History I (if not taken in the core)
- ARTS 2720 - Art History II (if not taken in the core)
- ARTS 5750
- ARTS 4891 - Selected Studies in Art History (six semester hours)

## Art Minor

### Requirements: 15-18 hours

- ARTS 1020 - Two-Dimensional Design
- or
- ARTS 1030 - Three-Dimensional Design (if not taken in the core)
  
- ARTS 2710 - Art History I
- or
- ARTS 2720 - Art History II

### One lower division studio art course taken from:

- ARTS 1010 - Drawing I
- ARTS 1011 - Drawing II
- ARTS 2040 - Introduction to Darkroom Photography
  
- ARTS 2110 - Introduction to Graphic Design
- or
- ARTS 2150 - Introduction to New Media

### Nine semester hours of upper division art courses from the art studio and/or art history areas from the following list:

- ARTS 3030 - Oil Painting
- ARTS 3040 - Watercolor Painting
- ARTS 3110 - Advanced Graphic Design
- ARTS 3130 - Drawing III
- ARTS 3140 - Intermediate Darkroom Photography
- ARTS 3210 - Typography
- ARTS 3220 - Branding
- ARTS 3230 - Packaging Design
- ARTS 3240 - Visual Design on the Web
- ARTS 3300 - Introduction to Ceramics
- ARTS 3310 - Pottery Wheel Techniques
- ARTS 3330 - Ceramic Sculpture
- ARTS 3400 - Introduction to Printmaking

- ARTS 3620 - Jewelry/Enameling
- ARTS 3630 - Fabric Design
- ARTS 3640 - Weaving
- ARTS 3660 - Papermaking
- ARTS 3700 - Figure Sculpture
- ARTS 3710 - Sculpture Materials
- ARTS 3720 - Fiber Sculpture
- ARTS 3810 - Introduction to Digital Photography
- ARTS 4140 - Figure Drawing
- ARTS 4890 - Selected Studies in Studio Art
- ARTS 4891 - Selected Studies in Art History
- ARTS 5750U - Contemporary Art and Criticism

## **Communication Minor**

Requirements: 15 hours

- COMM 2280 - Speech Communication

Twelve semester hours from:

- COMM 3050 - Interpersonal and Small Group Communication
- COMM 3060 - Public Relations
- COMM 5050U - Interpersonal Communication in the Workplace
- COMM 5100U - Communication Theory
- COMM 5200U - Nonverbal Communication
- COMM 5500U - Communication Between the Genders  
or
- COMM 5600U - Special Topics in Communication

## **Graphic Design Minor**

Requirements: 15-18 hours

- ARTS 1020 - Two-Dimensional Design (if not taken in the core)
- ARTS 2110 - Introduction to Graphic Design
- ARTS 2150 - Introduction to New Media

Nine semester hours from:

- ARTS 3110 - Advanced Graphic Design
- ARTS 3210 - Typography
- ARTS 3220 - Branding
- ARTS 3230 - Packaging Design

- ARTS 3240 - Visual Design on the Web
- ARTS 3810 - Introduction to Digital Photography

## **Music Minor**

Requirements: 18 hours

- MUSC 1100 - Music Appreciation
- MUSC 1200 - Foundations of Music Theory
- MUSC 1210 - Aural Skills I
- MUSC 1230 - Keyboard Harmony I

Two courses selected from: 4-6 semester hours

- MUSC 3710 - Music History I
- MUSC 3720 - Music History II
- MUSC 4200 - Piano Literature I
- MUSC 5430U - Technology in Music
- 4-6 semester hours from any music course

Note:

- Nine semester hours must be 3000-level or above.

## **Theatre Management Minor**

Requirements: 15 hours

- THEA 3470 - Theatre Management  
or
- ARTS 3470 - Art Management  
or
- MUSC 3470 - Music Management
- THEA 3570 - Theatre Management II: Marketing The Arts
- THEA 3800 - Video Production I
- THEA 3810 - Video Production II: Intermediate Techniques
- COMM 3060 - Public Relations

## **Theatre Minor**

Requirements: 15 hours

Three semester hours from:

- THEA 1100 - Theatre Appreciation
- THEA 1200 - Introduction to Theatre
- THEA 2270 - Theater Lab
- THEA 2410 - Oral Interpretation

Twelve semester hours from:

any 3000-4000 level THEA courses

## **Theatre Technology and Design Minor**

Requirements: 15 hours

- THEA 2690 - Introduction to Design
- THEA 3040 - Stagecraft
- THEA 4040 - Stagecraft II

Six semester hours from the following:

- THEA 3700 - Scene Design
- THEA 3740 - Make Up Design
- THEA 3750 - Introduction to Light Design
- THEA 3751 - Advanced Lighting Design
- THEA 3760 - Scene Painting
- THEA 3850 - Problems in Design
- THEA 4470 - Stage Managers and Designers Lab
- approved THEA 4000 design course

## **Video/Film Minor**

Requirements: 15 hours

- THEA 3800 - Video Production I
- THEA 3810 - Video Production II: Intermediate Techniques
- THEA 4420 - Acting for the Camera
- THEA 4430 - Acting for the Camera II: Advanced Techniques

Three semester hours from:

- THEA 3270 - Video Lab
- THEA 3600 - Script Analysis
- approved THEA 4000 course
- any FILM course

# **Bachelor of Arts**

## **Art**

### Bachelor of Arts (B.A.)

### Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

### Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- ARTS 1010 - Drawing I
- ARTS 1011 - Drawing II
- ARTS 1020 - Two-Dimensional Design
- ARTS 1030 - Three-Dimensional Design
- ARTS 2011 - Introduction to Painting
- ARTS 2710 - Art History I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 39 hours

- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2150 - Introduction to New Media
- ARTS 2400 - Introduction to Fibers
- ARTS 2720 - Art History II
- ARTS 3020 - Intermediate Painting
- ARTS 3130 - Drawing III
- ARTS 3300 - Introduction to Ceramics
- ARTS 3400 - Introduction to Printmaking
- ARTS 3700 - Figure Sculpture

- ARTS 4700 - Senior Portfolio or ARTS 4710 - Senior Seminar
- ARTS 4740 - Senior Exhibition
- ARTS 5750U - Contemporary Art and Criticism
  - Nine semester hours (3000 and above) from one of the following areas: ceramics, drawing and painting, fibers, graphic design, photography, or sculpture.

## Related Field Courses: 6 hours

- Foreign Language 1002 Elementary Language II
- Foreign Language 2001 Intermediate Language I

## Electives: 15 hours

15 semester hours of courses at the 3000 level or above

## Total Semester Hours: 124 hours

## Department Exit Exam

## **Music, Track I: Liberal Arts**

### Bachelor of Arts (B.A.)

### Policies, Requirements, and Standards: Music

## **Special Requirements**

A variety of departmental policies and regulations affects music majors, including requirements for recital attendance, ensemble participation, piano proficiency, recital participation, applied music levels, and the Rising Junior Applied Music Examination. These rules are listed in the *Handbook of Policies and Regulations for Music Majors*, available in the departmental office.

Please see the Fees section of this catalog for information on applied music fees.

## **Progress Requirements**

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

### Program of Study

### General Requirements

## Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

- MUSC 1200 - Foundations of Music Theory
- MUSC 1210 - Aural Skills I
- MUSC 1230 - Keyboard Harmony I
- MUSC 1400 - Applied Music (2 semesters)
- MUSC 1500 - Diatonic Music Theory
- MUSC 1510 - Aural Skills II
- MUSC 1530 - Keyboard Harmony II
- MUSC 2100 - Chromatic Music Theory
- MUSC 2110 - Aural Skills III

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 20 hours

- MUSC 1000 - Recital Attendance (7 semesters)
- MUSC 2130 - Keyboard Harmony III
- MUSC 2400 - Applied Music (2 semesters)
- MUSC 2810 - Conducting
- MUSC 3120 - Form and Analysis
  
- MUSC 3540 - University Chorale (four semesters)  
or
- MUSC 3560 - Wind Ensemble (four semesters)
  
- MUSC 3710 - Music History I
- MUSC 3720 - Music History II

## One course selected from:

- MUSC 3610 - Orchestration and Arranging
- MUSC 4110 - Composition (2 credits)
- MUSC 4120 - Counterpoint
- MUSC 4200 - Piano Literature I
- MUSC 4210 - Piano Literature II
- MUSC 4290 - Art Song
- MUSC 4320 - Symphonic Music Literature
- MUSC 5430U - Technology in Music

## Related Field Courses: 12 hours

- Foreign Language 1002
- Foreign Language 2001

## Two courses selected from:

- ARTS 2720 - Art History II
- Any 3000 level or above Art History, Foreign Language or Theatre Courses

## Elective Courses: 28 hours

At least 22 hours must be at the 3000 level or above, with a minimum of 7 of those hours in music. No more than 10 hours of music electives may be taken.

## Total Semester Hours: 124 hours

## Major Field Exit Exam

## **Music, Track II: Performance**

## Bachelor of Arts (B.A.)

## Policies, Requirements, and Standards: Music

## **Special Requirements**

A variety of departmental policies and regulations affects music majors, including requirements for recital attendance, ensemble participation, piano proficiency, recital participation, applied music levels, and the Rising Junior Applied Music Examination. These rules are listed in the *Handbook of Policies and Regulations for Music Majors*, available in the departmental office.

Please see the Fees section of this catalog for information on applied music fees.

## **Progress Requirements**

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

## Program of Study

## General Requirements

## Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

- MUSC 1200 - Foundations of Music Theory
- MUSC 1210 - Aural Skills I
- MUSC 1230 - Keyboard Harmony I
- MUSC 1400 - Applied Music (2 semesters)
- MUSC 1500 - Diatonic Music Theory
- MUSC 1510 - Aural Skills II
- MUSC 1530 - Keyboard Harmony II
- MUSC 2100 - Chromatic Music Theory
- MUSC 2110 - Aural Skills III

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 32 hours

- MUSC 1000 - Recital Attendance (7 semesters)
- MUSC 2130 - Keyboard Harmony III
- MUSC 2400 - Applied Music (2 semesters)
- MUSC 2810 - Conducting
- MUSC 3120 - Form and Analysis
- MUSC 3400 - Applied Music (2 semesters)
- MUSC 3450 - Half Recital
  
- MUSC 3540 - University Chorale (8 semesters)  
or
- MUSC 3560 - Wind Ensemble (8 semesters)
  
- MUSC 3710 - Music History I
- MUSC 3720 - Music History II
- MUSC 3610 - Orchestration and Arranging
- MUSC 4120 - Counterpoint
- MUSC 5430U - Technology in Music

## Performance Concentration Electives: 28 hours

**Select one of the following performance concentration options:**

### Keyboard Performance

- MUSC 4400 - Applied Music (2 semesters)
- MUSC 4450 - Full Recital
- MUSC 4850 - Senior Project
- MUSC 2580 - Keyboard Accompanying
- MUSC 4200 - Piano Literature I
- MUSC 4210 - Piano Literature II
- MUSC 4250 - Keyboard Pedagogy
- 12 hours of music electives

## Vocal Performance

- MUSC 4400 - Applied Music (2 semesters)
- MUSC 4450 - Full Recital
- MUSC 4850 - Senior Project
- MUSC 2171 - Lyric Diction I
- MUSC 2172 - Lyric Diction II
- Foreign Language 1002
- Foreign Language 2001
- MUSC 4270 - Vocal Pedagogy
- 8 hours of music electives, with at least three hours at 3000 level or above.

## Instrumental Performance

- MUSC 4160 - Instrumental Pedagogy and Repertoire
- MUSC 4350 - Band Repertoire and Advanced Instrumental Conducting
- MUSC 4400 - Applied Music (2 semesters)
- MUSC 4450 - Full Recital
- MUSC 4850 - Senior Project
- 6 hours of music electives.

One course appropriate to major instrument selected from:

- MUSC 2360 - Brass Methods
- MUSC 2370 - Woodwind Methods
- MUSC 2380 - Percussion Methods
- MUSC 2390 - String Methods

8 hours of elective ensembles from the following:

- MUSC 3550 - Chamber Ensemble
- MUSC 3510 - Savannah Winds
- MUSC 3520 - Jazz Ensemble
- MUSC 3530 - Vocal Chamber Ensemble
- MUSC 3540 - University Chorale
- MUSC 3570 - Jazz Combo
- MUSC 3580 - Percussion Ensemble

- MUSC 3590 - Orchestra
- MUSC 4890 - Selected Studies in Music  
or
- other approved ensembles.

Total Semester Hours: 124 hours

Major Field Exit Exam

## **Music, Track III: Composition**

Bachelor of Arts (B.A.)

Policies, Requirements, and Standards: Music

## **Special Requirements**

A variety of departmental policies and regulations affects music majors, including requirements for recital attendance, ensemble participation, piano proficiency, recital participation, applied music levels, and the Rising Junior Applied Music Examination. These rules are listed in the *Handbook of Policies and Regulations for Music Majors*, available in the departmental office.

Please see the Fees section of this catalog for information on applied music fees.

## **Progress Requirements**

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- MUSC 1200 - Foundations of Music Theory
- MUSC 1210 - Aural Skills I
- MUSC 1230 - Keyboard Harmony I
- MUSC 1400 - Applied Music (2 semesters)

- MUSC 1500 - Diatonic Music Theory
- MUSC 1510 - Aural Skills II
- MUSC 1530 - Keyboard Harmony II
- MUSC 2100 - Chromatic Music Theory
- MUSC 2110 - Aural Skills III

## Physical Education

## First-Year Seminar

## Major Field Courses: 32 hours

- MUSC 1000 - Recital Attendance (7 semesters)
- MUSC 2130 - Keyboard Harmony III
- MUSC 2400 - Applied Music (2 semesters)
- MUSC 2810 - Conducting
- MUSC 3120 - Form and Analysis
- MUSC 3400 - Applied Music (2 semesters)
- MUSC 3450 - Half Recital
- MUSC 3540 - University Chorale (8 semesters) or MUSC 3560 - Wind Ensemble (8 semesters)
- MUSC 3610 - Orchestration and Arranging
- MUSC 3710 - Music History I
- MUSC 3720 - Music History II
- MUSC 4120 - Counterpoint
- MUSC 5430U - Technology in Music

## Composition Concentration Electives: 28 hours

- MUSC 2270 - Class Voice
- MUSC 2360 - Brass Methods
- MUSC 2370 - Woodwind Methods
- MUSC 2380 - Percussion Methods
- MUSC 2390 - String Methods
- MUSC 4110 - Composition (8 semester hours)
- MUSC 4460 - Composition Portfolio
- 13 hours of music electives, with at least three hours at the 3000 level or above.

## Major Field Exit Exam

## **Theatre, Track 1: Performance**

## Bachelor of Arts (B.A.)

## Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

## Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- THEA 2270 - Theater Lab (3 semesters)
- THEA 2690 - Introduction to Design
- COMM 2280 - Speech Communication
- Two course sequence in a foreign language beyond 1001

One course selected from:

- THEA 1100 - Theatre Appreciation
- THEA 1200 - Introduction to Theatre
- THEA 2410 - Oral Interpretation

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 51 hours\*

**\*At least 39 hours must be taken at the upper level.**

- THEA 3000 - Acting I
- THEA 3040 - Stagecraft
- THEA 3460 - Play Directing
- THEA 3600 - Script Analysis
- THEA 4950 - Capstone-Senior Thesis/Project (3 semester hours)

Track 1: Performance

- THEA 3030 - Creative Dramatics and Children's Theatre
- THEA 3420 - Acting II
- THEA 3700 - Scene Design or THEA 3750 - Introduction to Light Design
- THEA 4420 - Acting for the Camera

24 hours selected from the following:

- ENGL 5435U Topics in Drama
- ENGL 5455U - Shakespeare
- FILM 3400 - History of Film
- FILM 3500 - Introduction to Film
- FILM 5010U - Topics In Film
- FILM 5035U - Film Theory and Criticism
- MUSC 1300 - Applied Music
- MUSC 2171 - Lyric Diction I
- PEBC 1501 - Beginning Modern Dance
- PEBC 1502 - Contemporary Dance from Around The World
- PEBC 1530 - Intermediate Modern Dance
- PEBC 1551 - Basic Ballet
- PEBC 1552 - Intermediate Ballet
- PEBC 1580 - Jazz Dancing
- SPAN 4080 - Spanish Peninsular Theatre
- SPAN 4090 - Spanish American Theatre
- THEA 1400 - Theater Voice I
- THEA 1500 - Theater Voice II
- Any THEA courses 3000 and above

Free Electives: 9 hours

Total Semester Hours: 124 hours

Exit Exam

## **Theatre, Track 2: Design/Technical**

Bachelor of Arts (B.A.)

Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

Program of Study

General Requirements

Core Areas A, B, C., D.I, and E: 42 hours

See listing of requirements.

## Area F: 18 hours

- THEA 2270 - Theater Lab (3 semesters)
- THEA 2690 - Introduction to Design
- COMM 2280 - Speech Communication
- Two-course sequence in a foreign language beyond 1001

## One course selected from:

- THEA 1100 - Theatre Appreciation
- THEA 1200 - Introduction to Theatre
- THEA 2410 - Oral Interpretation

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 51 hours\*

**\*At least 39 hours must be taken at the upper level.**

- THEA 3000 - Acting I
- THEA 3040 - Stagecraft
- THEA 3460 - Play Directing
- THEA 3600 - Script Analysis
- THEA 4950 - Capstone-Senior Thesis/Project (3 semester hours)

## Track 2: Design/Technical

- THEA 3700 - Scene Design
- THEA 3750 - Introduction to Light Design
- THEA 4470 - Stage Managers and Designers Lab (must be taken three times)

## 24 hours selected from the following:

- ARTS 1010 - Drawing I
- ARTS 1020 - Two-Dimensional Design
- ARTS 2400 - Introduction to Fibers
- ARTS 2710 - Art History I
- ARTS 2720 - Art History II
- ARTS 3630 - Fabric Design
- Any THEA courses 3000 or above

Free Electives: 9 hours

Total Semester Hours: 124 hours

Exit Exam

## **Theatre, Track 3: Management**

Bachelor of Arts (B.A.)

### Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

### Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- COMM 2280 - Speech Communication
- THEA 2270 - Theater Lab
- THEA 2690 - Introduction to Design
  - Two course sequence in a foreign language beyond 1001

One course selected from:

- THEA 1100 - Theatre Appreciation
- THEA 1200 - Introduction to Theatre
- THEA 2410 - Oral Interpretation

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 51 hours\*

**\*At least 39 hours must be taken at the upper level.**

- THEA 3000 - Acting I
- THEA 3040 - Stagecraft
- THEA 3460 - Play Directing
- THEA 3600 - Script Analysis
- THEA 4950 - Capstone-Senior Thesis/Project (3 semester hours)

### Track 3: Management

- ACCT 2101 - Principles of Financial Accounting
- COMM 3050 - Interpersonal and Small Group Communication or COMM 3060 - Public Relations
- THEA 3470 - Theatre Management
- THEA 3570 - Theatre Management II: Marketing The Arts
- THEA 3800 - Video Production I or THEA 4420 - Acting for the Camera

3 hours selected from:

- ENGL 3720 - Business and Technical Communication
- ENGL 5740U - Technical Editing
- ENGL 5750U - Publication Design

3 hours selected from:

- ECON 2106 - Principles of Microeconomics
- MGMT 3111 - Business Skills
- MKTG 3210 - Marketing

15 hours selected from the following:

- ARTS 1020 - Two-Dimensional Design
- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2110 - Introduction to Graphic Design
- ARTS 3140 - Intermediate Darkroom Photography
- ARTS 3800 - Electronic Image Manipulation
- ECON 2106 - Principles of Microeconomics
- ENGL 3720 - Business and Technical Communication
- ENGL 5740U - Technical Editing
- MGMT 3220 - Management
- THEA course 3000 or above

Free Electives: 9 hours

Total Semester Hours: 124 hours

Exit Exam

## **Bachelor of Fine Arts**

### **Visual Art, Track I: Studio Studies**

Bachelor of Fine Arts (B.F.A.)

#### **Progress Requirements**

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

#### **Program of Study**

#### **General Requirements**

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- ARTS 1010 - Drawing I
- ARTS 1011 - Drawing II
- ARTS 1020 - Two-Dimensional Design
- ARTS 1030 - Three-Dimensional Design
- ARTS 2011 - Introduction to Painting
- ARTS 2710 - Art History I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 18 hours

- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2110 - Introduction to Graphic Design
- ARTS 2150 - Introduction to New Media
- ARTS 2400 - Introduction to Fibers
- ARTS 3300 - Introduction to Ceramics
- ARTS 3400 - Introduction to Printmaking

Art History Courses: 9 hours

- ARTS 2720 - Art History II
- ARTS 4891 - Selected Studies in Art History
- ARTS 5750U - Contemporary Art and Criticism

## Concentration Area: 15 hours

Select 15 credit hours from the following that were not taken in Area F course or as a Major Field Course.

- ARTS 3020 - Intermediate Painting
- ARTS 3030 - Oil Painting
- ARTS 3040 - Watercolor Painting
- ARTS 3110 - Advanced Graphic Design
- ARTS 3130 - Drawing III
- ARTS 3140 - Intermediate Darkroom Photography
- ARTS 3210 - Typography
- ARTS 3220 - Branding
- ARTS 3230 - Packaging Design
- ARTS 3240 - Visual Design on the Web
- ARTS 3310 - Pottery Wheel Techniques
- ARTS 3330 - Ceramic Sculpture
- ARTS 3340 - Advanced Pottery Wheel Techniques
- ARTS 3610 - Screen Painting
- ARTS 3620 - Jewelry/Enameling
- ARTS 3630 - Fabric Design
- ARTS 3640 - Weaving
- ARTS 3660 - Papermaking
- ARTS 3680 - Environmental Art
- ARTS 3700 - Figure Sculpture
- ARTS 3710 - Sculpture Materials
- ARTS 3720 - Fiber Sculpture
- ARTS 3810 - Introduction to Digital Photography
- ARTS 3820 - Intermediate Digital Photography
- ARTS 3840 - Advanced Photographic Media
- ARTS 4140 - Figure Drawing
- ARTS 4890 - Selected Studies in Studio Art (up to 9 hrs)

## Studio Art Electives and Management or Marketing Course: 12 hours

**Three credits selected from the following:**

- ARTS 3470 - Art Management
- MGMT 3111 - Business Skills
- MGMT 3220 - Management
- MKTG 3210 - Marketing

**Nine credits selected from the following:**

- ARTS 3000 level or higher studio art courses
- ARTS 4900 - Directed Individual Study

- ARTS 4910 - Internship

Capstone Courses: 6 hours

- ARTS 4700 - Senior Portfolio
- ARTS 4710 - Senior Seminar
- ARTS 4740 - Senior Exhibition

Total Semester Hours: 124 hours

Departmental Exit Exam

## **Visual Art, Track II: Ceramic and Ceramic Sculpture**

Bachelor of Fine Arts (B.F.A.)

Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- ARTS 1010 - Drawing I
- ARTS 1011 - Drawing II
- ARTS 1020 - Two-Dimensional Design
- ARTS 1030 - Three-Dimensional Design
- ARTS 2011 - Introduction to Painting
- ARTS 2710 - Art History I

Physical Education: 3 hours

First-Year Seminar: 1 hour

## Major Field Courses: 18 hours

- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2110 - Introduction to Graphic Design
- ARTS 2150 - Introduction to New Media
- ARTS 2400 - Introduction to Fibers
- ARTS 3300 - Introduction to Ceramics
- ARTS 3400 - Introduction to Printmaking

## Art History Courses: 9 hours

- ARTS 2720 - Art History II
- ARTS 4891 - Selected Studies in Art History
- ARTS 5750U - Contemporary Art and Criticism

## Concentration Area: 15 hours

### Take all of the following:

- ARTS 3310 - Pottery Wheel Techniques
- ARTS 3330 - Ceramic Sculpture
- ARTS 3340 - Advanced Pottery Wheel Techniques
- ARTS 3700 - Figure Sculpture
- ARTS 4890 - Selected Studies in Studio Art (Ceramic or Ceramic Sculpture focused)

## Studio Art Electives and Management or Marketing Course: 12 hours

### Three credits selected from the following:

- ARTS 3470 - Art Management
- MGMT 3111 - Business Skills
- MGMT 3220 - Management
- MKTG 3210 - Marketing

### Nine credits selected from the following:

- ARTS 3000 level or higher studio art courses
- ARTS 4900 - Directed Individual Study
- ARTS 4910 - Internship

## Capstone Courses: 6 hours

- ARTS 4700 - Senior Portfolio
- ARTS 4710 - Senior Seminar
- ARTS 4740 - Senior Exhibition

## Total Semester Hours: 124 hours

## Departmental Exit Exam

# Visual Art, Track III: Drawing and Painting

## Bachelor of Fine Arts (B.F.A.)

### Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

### Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- ARTS 1010 - Drawing I
- ARTS 1011 - Drawing II
- ARTS 1020 - Two-Dimensional Design
- ARTS 1030 - Three-Dimensional Design
- ARTS 2011 - Introduction to Painting
- ARTS 2710 - Art History I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 18 hours

- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2110 - Introduction to Graphic Design
- ARTS 2150 - Introduction to New Media
- ARTS 2400 - Introduction to Fibers
- ARTS 3300 - Introduction to Ceramics
- ARTS 3400 - Introduction to Printmaking

Art History Courses: 9 hours

- ARTS 2720 - Art History II
- ARTS 4891 - Selected Studies in Art History
- ARTS 5750U - Contemporary Art and Criticism

## Concentration Area: 15 hours

### Select 15 credit hours from the following:

- ARTS 3020 - Intermediate Painting
- ARTS 3030 - Oil Painting
- ARTS 3040 - Watercolor Painting
- ARTS 3130 - Drawing III
- ARTS 4140 - Figure Drawing
- ARTS 4890 - Selected Studies in Studio Art (Drawing or Painting focused)

## Studio Art Electives and Management or Marketing Course: 12 hours

### Three credits selected from the following:

- ARTS 3470 - Art Management
- MGMT 3111 - Business Skills
- MGMT 3220 - Management
- MKTG 3210 - Marketing

### Nine credits selected from the following:

- ARTS 3000 level or higher studio art courses
- ARTS 4900 - Directed Individual Study
- ARTS 4910 - Internship

## Capstone Courses: 6 hours

- ARTS 4700 - Senior Portfolio
- ARTS 4710 - Senior Seminar
- ARTS 4740 - Senior Exhibition

## Total Semester Hours: 124 hours

## Departmental Exit Exam

## Visual Art, Track IV: Fibers

## Bachelor of Fine Arts (B.F.A.)

## Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

## Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

- ARTS 1010 - Drawing I
- ARTS 1011 - Drawing II
- ARTS 1020 - Two-Dimensional Design
- ARTS 1030 - Three-Dimensional Design
- ARTS 2011 - Introduction to Painting
- ARTS 2710 - Art History I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 18 hours

- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2110 - Introduction to Graphic Design
- ARTS 2150 - Introduction to New Media
- ARTS 2400 - Introduction to Fibers
- ARTS 3300 - Introduction to Ceramics
- ARTS 3400 - Introduction to Printmaking

Art History Courses: 9 hours

- ARTS 2720 - Art History II
- ARTS 4891 - Selected Studies in Art History
- ARTS 5750U - Contemporary Art and Criticism

Concentration Area: 15 hours

**Select 15 credit hours from the following:**

- ARTS 3610 - Screen Painting

- ARTS 3630 - Fabric Design
- ARTS 3640 - Weaving
- ARTS 3680 - Environmental Art
- ARTS 3720 - Fiber Sculpture
- ARTS 4890 - Selected Studies in Studio Art (Fiber focused)

## Studio Art Electives and Management or Marketing Course: 12 hours

### **Three credits selected from the following:**

- ARTS 3470 - Art Management
- MGMT 3111 - Business Skills
- MGMT 3220 - Management
- MKTG 3210 - Marketing

### **Nine credits selected from the following:**

- ARTS 3000 level or higher studio art courses
- ARTS 4900 - Directed Individual Study
- ARTS 4910 - Internship

## Capstone Courses: 6 hours

- ARTS 4700 - Senior Portfolio
- ARTS 4710 - Senior Seminar
- ARTS 4740 - Senior Exhibition

## Total Semester Hours: 124 hours

## Departmental Exit Exam

## **Visual Art, Track V: Graphic Design**

### Bachelor of Fine Arts (B.F.A.)

### Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

### Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Core Area F: 18 hours

- ARTS 1010 - Drawing I
- ARTS 1011 - Drawing II
- ARTS 1020 - Two-Dimensional Design
- ARTS 1030 - Three-Dimensional Design
- ARTS 2011 - Introduction to Painting
- ARTS 2710 - Art History I

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 18 hours

- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2110 - Introduction to Graphic Design
- ARTS 2150 - Introduction to New Media
- ARTS 2400 - Introduction to Fibers
- ARTS 3300 - Introduction to Ceramics
- ARTS 3400 - Introduction to Printmaking

## Art History Courses: 9 hours

- ARTS 2720 - Art History II
- ARTS 4891 - Selected Studies in Art History
- ARTS 5750U - Contemporary Art and Criticism

## Concentration Area: 15 hours

### Select 15 credit hours from the following:

- ARTS 3110 - Advanced Graphic Design
- ARTS 3210 - Typography
- ARTS 3220 - Branding
- ARTS 3230 - Packaging Design
- ARTS 3240 - Visual Design on the Web
- ARTS 4890 - Selected Studies in Studio Art (Graphic Design focused)
- ARTS 4910 - Internship

## Studio Art Electives and Management or Marketing Course: 12 hours

### Three credits selected from the following:

- ARTS 3470 - Art Management
- MGMT 3111 - Business Skills
- MGMT 3220 - Management
- MKTG 3210 - Marketing

**Nine credits selected from the following:**

- ARTS 3000 level or higher studio art courses
- ARTS 4900 - Directed Individual Study
- ARTS 4910 - Internship

### Capstone Courses: 6 hours

- ARTS 4700 - Senior Portfolio
- ARTS 4710 - Senior Seminar
- ARTS 4740 - Senior Exhibition

### Total Semester Hours: 124 hours

### Departmental Exit Exam

## Visual Art, Track VI: Photography

### Bachelor of Fine Arts (B.F.A.)

### Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

### Program of Study

### General Requirements

### Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

### Core Area F: 18 hours

- ARTS 1010 - Drawing I
- ARTS 1011 - Drawing II
- ARTS 1020 - Two-Dimensional Design
- ARTS 1030 - Three-Dimensional Design

- ARTS 2011 - Introduction to Painting
- ARTS 2710 - Art History I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 18 hours

- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2110 - Introduction to Graphic Design
- ARTS 2150 - Introduction to New Media
- ARTS 2400 - Introduction to Fibers
- ARTS 3300 - Introduction to Ceramics
- ARTS 3400 - Introduction to Printmaking

Art History Courses: 9 hours

- ARTS 2720 - Art History II
- ARTS 4891 - Selected Studies in Art History
- ARTS 5750U - Contemporary Art and Criticism

Concentration Area: 15 hours

**Select 15 credit hours from the following:**

- ARTS 3140 - Intermediate Darkroom Photography
- ARTS 3160 - Manipulated Silver Print
- ARTS 3810 - Introduction to Digital Photography
- ARTS 3820 - Intermediate Digital Photography
- ARTS 3840 - Advanced Photographic Media
- ARTS 4890 - Selected Studies in Studio Art (Photography focused)

Studio Art Electives and Management or Marketing Course: 12 hours

**Three credits selected from the following:**

- ARTS 3470 - Art Management
- MGMT 3111 - Business Skills
- MGMT 3220 - Management
- MKTG 3210 - Marketing

**Nine credits selected from the following:**

- ARTS 3000 level or higher studio art courses
- ARTS 4900 - Directed Individual Study
- ARTS 4910 - Internship

Capstone Courses: 6 hours

- ARTS 4700 - Senior Portfolio
- ARTS 4710 - Senior Seminar
- ARTS 4740 - Senior Exhibition

Total Semester Hours: 124 hours

Departmental Exit Exam

## **Bachelor of Music Education**

### **Music Education**

Bachelor of Music Education (B.M.E.)

Policies, Requirements, and Standards: Music

## **Special Requirements**

A variety of departmental policies and regulations affects music majors, including requirements for recital attendance, ensemble participation, piano proficiency, recital participation, applied music levels, and the Rising Junior Applied Music Examination. These rules are listed in the *Handbook of Policies and Regulations for Music Majors*, available in the departmental office.

Please see the Fees section of this catalog for information on applied music fees.

## **Progress Requirements**

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- MUSC 1200 - Foundations of Music Theory
- MUSC 1210 - Aural Skills I
- MUSC 1230 - Keyboard Harmony I
- MUSC 1400 - Applied Music (2 semesters)
- MUSC 1500 - Diatonic Music Theory
- MUSC 1510 - Aural Skills II
- MUSC 1530 - Keyboard Harmony II
- MUSC 2100 - Chromatic Music Theory
- MUSC 2110 - Aural Skills III

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 35 hours

- MUSC 1000 - Recital Attendance (7 semesters)
- MUSC 2130 - Keyboard Harmony III
- MUSC 2360 - Brass Methods
- MUSC 2370 - Woodwind Methods
- MUSC 2380 - Percussion Methods
- MUSC 2390 - String Methods
- MUSC 2400 - Applied Music (2 semesters)
- MUSC 2810 - Conducting
- MUSC 3120 - Form and Analysis
- MUSC 3400 - Applied Music (2 semesters)
- MUSC 3450 - Half Recital
  
- MUSC 3540 - University Chorale (6 semesters)  
or
- MUSC 3560 - Wind Ensemble (6 semesters) (in addition to Area F requirements)
  
- MUSC 3710 - Music History I
- MUSC 3720 - Music History II
- MUSC 5300U - Curriculum and Methods in General Music
- MUSC 5430U - Technology in Music

Select one of the following:

- MUSC 3610 - Orchestration and Arranging
- MUSC 4120 - Counterpoint

Concentration Electives: 7 hours

Select one of the following track options:

## Choral

- MUSC 2171 - Lyric Diction I  
or
- MUSC 4270 - Vocal Pedagogy
  
- MUSC 4360 - Choral Repertoire and Advanced Choral Conducting
- MUSC 5340U - Choral Methods

## Instrumental

- MUSC 1300 - Applied Music (1 semester of secondary instrument and/or voice)
  
- MUSC 2270 - Class Voice (one semester)  
or
- MUSC 3530 - Vocal Chamber Ensemble  
or
- MUSC 3540 - University Chorale
  
- MUSC 4350 - Band Repertoire and Advanced Instrumental Conducting
- MUSC 5330U - Band Methods

## Elementary

Choose the course pair or single class option below:

- MUSC 1300 - Applied Music (One semester in a secondary area)
- MUSC 2270 - Class Voice  
or
- MUSC 2171 - Lyric Diction I

One course sequence selected from the following:

- MUSC 4360 - Choral Repertoire and Advanced Choral Conducting
- MUSC 5340U - Choral Methods  
or
- MUSC 4350 - Band Repertoire and Advanced Instrumental Conducting
- MUSC 5330U - Band Methods

## Group Keyboard Pedagogy

- MUSC 4200 - Piano Literature I
- MUSC 4210 - Piano Literature II
- MUSC 4250 - Keyboard Pedagogy
- MUSC 4251 - Group Keyboard Pedagogy

Related Field Courses: 27 hours

- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 3100 - Technology Applications For Teachers
- MUSC 3760 - Internship I - Pre-Student Teaching
- MUSC 4760 - Internship II - Student Teaching

Total Semester Hours: 133 hours

## Additional Requirements

**Georgia Assessment for the Certification of Educators (GACE) Program Assessments or exemption scores; admission to candidacy in the Department of Art, Music and Theatre; evidence of professional tort liability insurance valid for a period no less than three (3) years from the date of admission to candidacy or exemption; GACE content area examinations passed; admission to Internship II; criminal background check or exemption; content pedagogy assessment; piano proficiency exam, half-recital.**

## Bachelor of Science

### Art Education

Bachelor of Science (B.S.)

### Progress Requirements

To earn a bachelor's degree in art, music or drama/speech, students must complete with a grade of C or better all art, music or drama/speech courses required in the program of study. To fulfill the prerequisites for any art, music or drama/speech course students must obtain a grade of C or better in each prerequisite course.

### General Requirements

Core Areas A, B, C, D.I and E: 42 hours

See listing of requirements.

Area F: 18 hours

- ARTS 1010 - Drawing I
- ARTS 1020 - Two-Dimensional Design
- ARTS 1030 - Three-Dimensional Design
- ARTS 2710 - Art History I
- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2130 - Exploring Learning and Teaching

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 48 hours

- ARTS 1011 - Drawing II
- ARTS 2011 - Introduction to Painting
- ARTS 2040 - Introduction to Darkroom Photography
- ARTS 2150 - Introduction to New Media
- ARTS 2400 - Introduction to Fibers
- ARTS 2720 - Art History II
- ARTS 3020 - Intermediate Painting
- ARTS 3300 - Introduction to Ceramics
- ARTS 3400 - Introduction to Printmaking
- ARTS 3700 - Figure Sculpture
- ARTS 5300U - Issues in Art Education
- ARTS 5400U - Art in the Elementary Grades
- ARTS 5410U - Art in the Middle and Secondary Grades
- ARTS 5430U - Technology in Art Education
- ARTS 5750U - Contemporary Art and Criticism
- Six semester hours of upper division studio courses from one of the following areas: ceramics, drawing and painting, fibers, graphic design, photography, or sculpture.

Related Field Courses: 21 hours

- ARTS 3760 - Internship I - Pre-Student Teaching
- ARTS 4760 - Internship II - Student Teaching
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 3100 - Technology Applications For Teachers
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom

Total Semester Hours: 133 hours

Additional Requirements

**Georgia Assessment for the Certification of Educators (GACE) Program Admission Assessments or exemption scores; Admission to Candidacy; evidence of professional tort liability in-surance valid for a period of less than three (3) years from the date of Admission to Candidacy or exemption; GACE content area examination passed; admission to Internship II; Georgia Pro-fessional Standards Commission Pre-Service Certificate; content pedagogy assessment; senior exhibition; gallery-talk.**

**Department of Criminal Justice, Social and Political Science**

**Faculty**

Daniel Skidmore-Hess, Department Head

Gregory Anderson

Kevin Jennings

Kimberly Martin

Maxine Bryant

Dennis Murphy

Edward Rinalducci

Becky Kohler da Cruz

Nalanda Roy

José de Arimatéia da Cruz

Laura Seifert

Michael Donahue

Henry Christian Tecklenburg

Virginia Hutton Estabrook

Lara Wessel

Alison Hatch

## General Information

The Department of Criminal Justice, Social and Political Science ([www.cjsocpols.armstrong.edu](http://www.cjsocpols.armstrong.edu)) offers associate of applied science, bachelor, and master of science degree programs in criminal justice, a bachelor of arts in political science, and a bachelor of arts in law and society. Internships and practica, designed to foster leadership skills within public service, are available. Students in political science must take a foreign language through the intermediate level.

The department endorses the ideal of liberal arts and views it as foundational for work in all academic and professional areas. As such, all departmental programs and courses are conceptually- based so that students will develop the theoretical sophistication to understand and manage the practical realities of the field. Instructional effectiveness, public service, and scholarly activity are inseparable components of this curricular integrity. The department encourages original research by both faculty and students, and supports community service through such vehicles as the university's Public Service Center.

## Special Programs

The criminal justice B.S. program is also offered at the Armstrong Liberty Center in Liberty County.

A student may graduate with honors in Criminal Justice or Political Science by completing a project pursuing a special interest within his or her respective discipline. This project is to be reflective of the rigorous academic criteria of both the University's Honors program and advanced research within the discipline. To be eligible for the honors project, the student must possess an overall GPA of 3.2. Typically, research projects are developed in a required research methods class (CRJU 3100 or POLS 4950 respective of the student's major) one semester and then completed the following semester in either POLS 4650 - Practicum or CRJU 4900 Directed Research. This project meets the "Honors in the Major" component for the students in the University Honors Program. Pending approval by the student's honors committee in the department and the University Honors Program, the student's transcript will be designated accordingly. The awarding of honors requires that students earn an A in the final directed research or readings course. See department for policies.

A student may graduate with honors in Law and Society by completing a project pursuing a special interest within his or her respective discipline. This project is to be reflective of the rigorous academic criteria of both the University's Honors program and advanced research within the discipline. To be eligible for the honors project, the student must possess an overall GPA of 3.2. Typically, research projects are developed in a required research methods class (CRJU 3100 or POLS 4950 respective of the

student's major) one semester and then completed the following semester in either POLS 4650 - Practicum or CRJU 4900 - Directed Research in Criminal Justice. This project meets the "Honors in the Major" component for the students in the University Honors Program. Pending approval by the student's honors committee in the department and the University Honors Program, the student's transcript will be designated accordingly. The awarding of honors requires that students earn an A in the final directed research or readings course. See department for policies.

## **Minor**

### **Anthropology Minor**

#### **Progress Requirements**

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

#### **Requirements: 15 hours**

##### **Three credit hours from:**

- ANTH 1102 - Introduction to Anthropology  
or
- ANTH 1150 - Global Perspectives in Anthropology: Peoples of the World

##### **Note:**

If either ANTH 1102 or ANTH 1150 is taken in the core, ANTH 3820 must be taken.

**Twelve additional credit hours of upper division Anthropology courses (3000 or above) to be distributed as follows:**

##### **At least three credit hours in a Cultural Anthropology course:**

- ANTH 3050 - North American Indians
- ANTH 3100 - Anthropology of Sex and Gender
- ANTH 4000 - Sorcery, Demons, and Gods  
or
- ANTH 4401, -02, -03 - Special Topics in Anthropology

##### **At least three credit hours in a Biological Anthropology course:**

- ANTH 3020 - Human Evolution
- ANTH 3030 - Forensic Anthropology
- ANTH 3080 - Primate Social Behavior and Ecology
- ANTH 4030 - Medical Anthropology

or

- ANTH 4401, -02, -03 - Special Topics in Anthropology

At least three credit hours in an Archaeological Anthropology course:

- ANTH 3010 - Field Methods in Public Archaeology
  - ANTH 3720 - Historical Archaeology
  - ANTH 4020 - Archaeology of the Southeast
- or
- ANTH 4401, -02, -03 - Special Topics in Anthropology

## Asian Studies Minor

### Progress Requirements

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

### Requirements: 15 hours

- POLS 2290 - Foundations of International Relations

### Additional Credits

Must include 12 additional credits from the following, and may not include more than six credits numbered 3000 or above from a single discipline:

### Three courses selected from

- ENGL 5215U - Literature of the Non-Western World
- HIST 3230 - History of the Middle East
- HIST 3200 - Traditional China
- HIST 3210 - Modern China
- HIST 3220 - History of Japan
- HIST 3223 - Topics in Asian History
- HIST 3225 - History of the Ancient Near East
- POLS 5560U - Comparative Foreign Policy
- POLS 5570U - Politics & Security in Southwest Asia
- POLS 5410U - Asia and The United States
- POLS 5140U - Asian Regional Security

### One course selected from

- ECON 1150 - Global Economic Problems
- ENGL 5200U - Postcolonial Literature

- GNST 2200 - Gender in Global Contexts
- POLS 5220U - Theory of International Relations
- POLS 5560U - Comparative Foreign Policy
- POLS 5280U - Seminar in Global Politics
- POLS 5450U - Political Sociology of Nationalism
- POLS 5250U - International Organizations
- SOCI 3200 - Racial and Ethnic Minorities

## **Criminal Justice Minor**

### **Progress Requirements**

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

### **Requirements: 18 hours**

- CRJU 1100 - Introduction to Criminal Justice
- CRJU 2020 - Ethical Theories and Moral Issues in Criminal Justice
- CRJU 3170 - Criminal Justice Administration
- CRJU 3300 - Criminology
- CRJU 5300U - Juvenile Delinquency
- CRJU 5500U - Law and Legal Process

## **Cyber Crime Minor**

### **Progress Requirements**

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

### **Requirements: 18 hours**

*\*Requires MATH 1111 in core area A*

- CRJU 1100 - Introduction to Criminal Justice
- CRJU 1210 - Introduction to Cyber Crime
- ITEC 1310 - Programming For Information Technology \*
- CRJU 5010U - Digital Forensics I
- CRJU 5020U - Digital Forensics II

**3 credits from the following:**

- CRJU 3160 - White-Collar and Organized Crime
- CRJU 3190 - Criminal Law
- CRJU 3300 - Criminology
- CRJU 3500 - Criminal Evidence and Procedure  
or
- CRJU 5300U - Juvenile Delinquency

## Legal Studies Minor

### Progress Requirements

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

### Requirements: 18 hours

- POLS 4171 - Constitutional Civil Liberties
- CRJU 5500U - Law and Legal Process  
or
- POLS 5500U - Law and Legal Process

### Any four of the following:

- HSCC 3110 - Legal Issues in the Health Care Environment
- LWSO 4190 - Environmental Laws and Regulations  
or
- POLS 4190 - Environmental Laws and Regulations
- POLS 3150 - American Supreme Court
- POLS 3160 - American Judicial Politics and Strategies
- POLS 3190
- POLS 4170 - Constitutional Law and the Federal System
- POLS 4172 - Terrorism and National Security Law
- CRJU 5520U - Comparative Judicial Systems  
or
- POLS 5520U - Comparative Judicial Systems
- CRJU 4500 - Advanced Law of Evidence  
or
- CRJU 4510

## Political Science Minor

## Progress Requirements

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

## Requirements: 15 hours

Fifteen hours of 3000+ level course work, with at least one course from each of the four areas of concentration:

### American Political Institutions:

- POLS 3160 - American Judicial Politics and Strategies
- POLS 3170
- POLS 3180
- POLS 4100 - Independent Study in American Government
- POLS 4110 - American Presidency
- POLS 4160 - The American Congress
- POLS 4150
  
- POLS 4190 - Environmental Laws and Regulations  
or
- LWSO 4190 - Environmental Laws and Regulations

### International Affairs:

- POLS 3210
- POLS 5210U - International Law
- POLS 4200 - Independent Study in International Relations
- POLS 4540 - International Political Economy
- POLS 5220U - Theory of International Relations
- POLS 5290U - American Foreign Policy
- POLS 5130U - Political Terrorism

### Political Theory:

- POLS 3320 - American Political Thought
- POLS 3350 - Classics of Political Thought
  
- POLS 3360 - Social Theory  
or
- SOCI 3360 - Social Theory
  
- POLS 4300 - Religion and Political Thought

### Comparative Government:

- POLS 4540 - International Political Economy
- POLS 5450U - Political Sociology of Nationalism  
or
- SOCI 5450U - Political Sociology of Nationalism
- POLS 5460U - Politics of East Asia
- POLS 5490U - Russian Politics
- POLS 4400 - Independent Study in Comparative Government
- POLS 5420U - Politics of the Middle East

## **Sociology Minor**

### **Progress Requirements**

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

### **Requirements: 15 hours**

- SOCI 1101 - Introductory Sociology and
- 12 credit hours of upper division sociology course work.

## **Transnational Crime Minor**

### **Progress Requirements**

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

### **Requirements: 15 hours**

- CRJU 1100 - Introduction to Criminal Justice
- CRJU 3120 - Illegal Immigration
- CRJU 3210 - Law Enforcement: Structure and Process
- CRJU 5520U - Comparative Judicial Systems  
or
- POLS 5520U - Comparative Judicial Systems
- CRJU 5130U - Political Terrorism  
or
- POLS 5130U - Political Terrorism

- CRJU 5200U - Alcohol, Drugs, and Criminal Justice

## **Undergraduate Certificate**

### **Criminal Justice Undergraduate Certificate**

#### **Policies Requirements and Standards Criminal Justice**

For this certificate, the student must complete at least 18 semester hours of course work from Armstrong State University.

#### **Progress Requirements**

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

#### **Requirements: 30 hours**

- ENGL 1101 - Composition I
- ENGL 1102 - Composition II
  
- HIST 1111 - Civilization I  
or
- HIST 1112 - Civilization II
  
- CRJU 1100 - Introduction to Criminal Justice
- CRJU 2410 - Introduction to Corrections
- CRJU 2020 - Ethical Theories and Moral Issues in Criminal Justice
- CRJU 2210 - Introduction to Law Enforcement

#### **One course selected from:**

- MATH 1001 - Quantitative Reasoning
- MATH 1111 - College Algebra
- MATH 1113 - Pre-Calculus Mathematics

#### **One course selected from:**

- ARTS 1100 - Art Appreciation
  
- ARTS 1270 - World Art and Music  
or
- MUSC 1270 - World Art and Music
  
- ARTS 2710 - Art History I
- ARTS 2720 - Art History II

- MUSC 1100 - Music Appreciation
- THEA 1100 - Theatre Appreciation
- THEA 1200 - Introduction to Theatre
- THEA 2410 - Oral Interpretation

One course selected from:

- CRJU 2200 - Criminal Investigation
- CRJU 3190 - Criminal Law

Total: 30 hours

## **Financial Investigations and Fraud Prevention Certificate**

### **Policies Requirements and Standards Financial Investigations and Fraud Prevention**

The Department of Criminal Justice, Social and Political Science, in conjunction with the Department of Economics, offers a joint certificate in financial investigations and fraud prevention. Certificate includes courses in the areas of forensic accounting, economic crime investigations, and criminal evidence and procedure, as well as hands-on training in cyber forensics. Students from all academic majors who have (or are attempting) an Accounting minor and possess a minimum 2.5 GPA are eligible to earn this certificate. Students should meet with an advisor to declare their interest in the program and plan their course of study. The certificate will be awarded upon successful completion of all of the following courses with a grade of C or better in each.

### **Progress Requirements**

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

### **Requirements: 36-45 hours**

- Accounting minor (see Economics Department)
- CRJU 1100 - Introduction to Criminal Justice
- CRJU 3160 - White-Collar and Organized Crime
- CRJU 3500 - Criminal Evidence and Procedure
- ECON 2106 - Principles of Microeconomics
- ECON 3480 - Economics of Vice
- CRJU 5003U - Cyber Forensics  
or
- CRJU 5010U - Digital Forensics I
- CRJU 5600U - Fraud Examination
- CRJU 5602U - Forensic Financial Investigations
- POLS 2200 - Introduction to American Government

Total: 36-45 hrs

## **Associate of Applied Science**

### **Criminal Justice**

Associate of Applied Science (A.A.S.)

#### Progress Requirements

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

#### Program of Study

#### General Requirements

Core Areas: 28 hours

See listing of requirements.

- ENGL 1101 - Composition I
- ENGL 1102 - Composition II
  
- MATH 1001 - Quantitative Reasoning  
or
- MATH 1111 - College Algebra
  
- HIST 2001 - Political History of America and Georgia  
or
- POLS 2001 - Political History of America and Georgia
  
- PSYC 1101 - Introduction to Psychology
- SOCI 1101 - Introductory Sociology

One course from the following:

- HIST 1111 - Civilization I
- HIST 1112 - Civilization II
- HIST 2111 - History of America to 1877
- HIST 2112 - History of America Since 1865
- POLS 2100 - Introduction to Political Science
- ANTH 1102 - Introduction to Anthropology
- ECON 2105 - Principles of Macroeconomics

One course from the following:

- ENGL 2100 - Literature and Humanities
- ARTS 1100 - Art Appreciation
- ARTS 2710 - Art History I
- ARTS 2720 - Art History II
- THEA 1100 - Theatre Appreciation
- MUSC 1100 - Music Appreciation
- PHIL 2010 - Introduction to Philosophy
- PHIL 2030 - Introduction to Ethics and Moral Issues

One course from the following:

- BIOL 1107 - Principles of Biology I and
- BIOL 1107L - Principles of Biology I Lab
  
- CHEM 1211 - Principles of Chemistry I and
- CHEM 1211L - Principles of Chemistry I Laboratory
  
- PHYS 1111K - Introductory Physics I
  
- PHSC 1211 - Physical Environment and
- PHSC 1211L - Physical Environment Lab

Physical Education: 2 hours

First-Year Seminar: 1 hour

Major Field Courses: 30 hours

- CRJU 1100 - Introduction to Criminal Justice
- CRJU 1130 - Interpersonal Communication Skills
- CRJU 2020 - Ethical Theories and Moral Issues in Criminal Justice
- CRJU 2210 - Introduction to Law Enforcement
- CRJU 2410 - Introduction to Corrections
- CRJU 3300 - Criminology
- CRJU 3500 - Criminal Evidence and Procedure
- CRJU 5300U - Juvenile Delinquency
- CRJU Electives

Total Semester Hours: 61 hours

Exit Examinations

**Bachelor of Arts**

# Law and Society, Track 1: Government and Judicial Studies

## Bachelor of Arts (B.A.)

### Law and Society

Becky Kohler da Cruz, Coordinator

#### General Information

The Bachelor of Arts in Law and Society is an interdisciplinary major that includes the study of law as an academic discipline—which is very different from the professional study of law—in close relationship with critical issues in society. The program of study is intended primarily to attract students who are drawn to (a) public service at some level of government; (b) public service with non-profit or public assistance organizations; or (c) graduate studies in the Social Sciences or Liberal Arts.

### Program of Study

#### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- MATH 2200 - Elementary Statistics
- COMM 2280 - Speech Communication or CRJU 1130 - Interpersonal Communication Skills
- POLS 2100 - Introduction to Political Science  
or POLS 2200 - Introduction to American Government
- A second Ethics and Values course at the 1000 or 2000 level

Two introductory (1000 and 2000 level) courses from the following list, if not taken to satisfy Core Area E:

- ANTH 1102 - Introduction to Anthropology
- CRJU 1100 - Introduction to Criminal Justice
- ECON 1101 - Survey of Economics
- ECON 1150 - Global Economic Problems
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- GEOG 2120 - Cultural Geography
- PHIL 2010 - Introduction to Philosophy
- PSYC 1101 - Introduction to Psychology
- SOCI 1101 - Introductory Sociology

- POLS 1150 - World Politics
- GNST 1101 - Introduction to Gender Studies

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 36 hours

**Required courses (take all)**

- CRJU 3100 - Research Methods or POLS 4950 - Political Research Methods
- CRJU 5500U - Law and Legal Process or POLS 5500U - Law and Legal Process
- POLS 3150 - American Supreme Court
- LWSO 2000 - Introduction to Law and Society
- ENGL 3800 - Advanced Composition \*
- ENGL 5730U - Rhetoric \*

*\*Substitutions possible in consultation with program coordinator.*

**Track One: Government and Judicial Studies (select 6 courses)**

- CRJU 3110 - Critical Theory of Criminal Justice
- CRJU 3140 - Political Crimes
- CRJU 3160 - White-Collar and Organized Crime
- CRJU 3170 - Criminal Justice Administration
- CRJU 4500 - Advanced Law of Evidence
- CRJU 4900 - Directed Research in Criminal Justice
- CRJU 5130U - Political Terrorism
- HSCC 3110 - Legal Issues in the Health Care Environment
- HIST 3568 - Topics in the History of American Reform
- HIST 3740 - Women in American History
  
- LWSO 4190 - Environmental Laws and Regulations  
or
- POLS 4190 - Environmental Laws and Regulations
  
- POLS 3160 - American Judicial Politics and Strategies
- POLS 3980 - African Americans & The American Political System
- POLS 4171 - Constitutional Civil Liberties
  
- CRJU 4172 - Terrorism and National Security Law  
or
- LWSO 4172 - Terrorism and National Security Law  
or
- POLS 4172 - Terrorism and National Security Law

Note:

*Numerous ECON Courses are Available for this Track; Check With Program Coordinator*

Approved Electives: 15 hours

- 15 hours of any 3000 or above level courses

Free Electives: 9 hours

Total Semester Hours: 124 hours

Exit Exam

## **Law and Society, Track 2: Human Behavior and Law**

Bachelor of Arts (B.A.)

Law and Society

Becky Kohler da Cruz, Coordinator

General Information

The Bachelor of Arts in Law and Society is an interdisciplinary major that includes the study of law as an academic discipline—which is very different from the professional study of law—in close relationship with critical issues in society. The program of study is intended primarily to attract students who are drawn to (a) public service at some level of government; (b) public service with non-profit or public assistance organizations; or (c) graduate studies in the Social Sciences or Liberal Arts.

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- MATH 2200 - Elementary Statistics
- COMM 2280 - Speech Communication or CRJU 1130 - Interpersonal Communication Skills
- POLS 2100 - Introduction to Political Science  
or POLS 2200 - Introduction to American Government
- A second Ethics and Values course at the 1000 or 2000 level

Two introductory (1000 and 2000 level) courses from the following list, if not taken to satisfy Core Area E:

- ANTH 1102 - Introduction to Anthropology
- CRJU 1100 - Introduction to Criminal Justice
- ECON 1101 - Survey of Economics
- ECON 1150 - Global Economic Problems
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- GEOG 2120 - Cultural Geography
- PHIL 2010 - Introduction to Philosophy
- PSYC 1101 - Introduction to Psychology
- SOCI 1101 - Introductory Sociology
- POLS 1150 - World Politics
- GNST 1101 - Introduction to Gender Studies

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 36 hours

**Required courses (take all)**

- CRJU 3100 - Research Methods or POLS 4950 - Political Research Methods
- CRJU 5500U - Law and Legal Process or POLS 5500U - Law and Legal Process
- POLS 3150 - American Supreme Court
- LWSO 2000 - Introduction to Law and Society
- ENGL 3800 - Advanced Composition \*
- ENGL 5730U - Rhetoric \*

*\*Substitutions possible in consultation with program coordinator.*

**Track Two: Human Behavior and Law (select 6 courses)**

- ANTH 3100 - Anthropology of Sex and Gender
- CRJU 3130 - Hate Crimes and Ordered Liberty
- CRJU 3160 - White-Collar and Organized Crime
- CRJU 3180 - Deviance and Social Control
- CRJU 3300 - Criminology
- CRJU 3410 - Community-Based Treatment
- CRJU 5200U - Alcohol, Drugs, and Criminal Justice
- CRJU 5300U - Juvenile Delinquency
- GNST 5000U - Topics in Gender Studies
- HIST 3640 - American Social History
- HSCC 3130 - Health Policy Issues
- PSYC 3000 - Human Resource Development Skills
- PSYC 3030 - Social Psychology
- PSYC 3110 - Theories of Personality
- PSYC 3200 - Industrial and Organizational Psychology

- PSYC 3280 - Abnormal Psychology
- PSYC 3300 - Leadership and Group Dynamics
- PSYC 5100U - Women and Mental Health
- SOCI 3200 - Racial and Ethnic Minorities
- SOCI 3500 - Social Problems
  
- SOCI 3510 - Gender, Violence and Society  
or
- GNST 3510 - Gender, Violence and Society
  
- SOCI 4300 - Alcohol and Drug Studies

### Approved Electives: 15 hours

- 15 hours of any 3000 or above level courses

### Free Electives: 9 hours

### Total Semester Hours: 124 hours

### Exit Exam

## **Law and Society, Track 3: Social Theory and Philosophy**

### Bachelor of Arts (B.A.)

### Law and Society

Becky Kohler da Cruz, Coordinator

#### General Information

The Bachelor of Arts in Law and Society is an interdisciplinary major that includes the study of law as an academic discipline—which is very different from the professional study of law—in close relationship with critical issues in society. The program of study is intended primarily to attract students who are drawn to (a) public service at some level of government; (b) public service with non-profit or public assistance organizations; or (c) graduate studies in the Social Sciences or Liberal Arts.

### Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Area F: 18 hours

- MATH 2200 - Elementary Statistics
- COMM 2280 - Speech Communication or CRJU 1130 - Interpersonal Communication Skills
- POLS 2100 - Introduction to Political Science  
or POLS 2200 - Introduction to American Government
- A second Ethics and Values course at the 1000 or 2000 level

Two introductory (1000 and 2000 level) courses from the following list, if not taken to satisfy Core Area E:

- ANTH 1102 - Introduction to Anthropology
- CRJU 1100 - Introduction to Criminal Justice
- ECON 1101 - Survey of Economics
- ECON 1150 - Global Economic Problems
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- GEOG 2120 - Cultural Geography
- PHIL 2010 - Introduction to Philosophy
- PSYC 1101 - Introduction to Psychology
- SOCI 1101 - Introductory Sociology
- POLS 1150 - World Politics
- GNST 1101 - Introduction to Gender Studies

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 36 hours

### **Required courses (take all)**

- CRJU 3100 - Research Methods or POLS 4950 - Political Research Methods
- CRJU 5500U - Law and Legal Process or POLS 5500U - Law and Legal Process
- POLS 3150 - American Supreme Court
- LWSO 2000 - Introduction to Law and Society
- ENGL 3800 - Advanced Composition \*
- ENGL 5730U - Rhetoric \*

*\*Substitutions possible in consultation with program coordinator.*

### **Track Three: Social Theory and Philosophy (select 6 courses)**

- CRJU 3110 - Critical Theory of Criminal Justice
- ENGL 5815U - Literary Theory
- GNST 5600U - Sociology of Gender
- GNST 5700U - Perspectives in Feminist Theory
- HIST 3568 - Topics in the History of American Reform

- PHIL 3150 - Twentieth Century Philosophy
- PHIL 3200 - Technology, Society, and Human Values
- PHIL 3330 - Philosophy of Religion
- POLS 3320 - American Political Thought
- POLS 3350 - Classics of Political Thought
  
- POLS 3360 - Social Theory  
or
- SOCI 3360 - Social Theory
  
- POLS 5300U - Marxism, Socialism, and Democracy
- PSYC 3000 - Human Resource Development Skills
- PSYC 3030 - Social Psychology
- SOCI 3150 - Sociology of the Family

### Approved Electives: 15 hours

- 15 hours of any 3000 or above level courses

### Free Electives: 9 hours

### Total Semester Hours: 124 hours

### Exit Exam

## Political Science

### Bachelor of Arts (B.A.)

### Progress Requirements

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

### Program of Study

### General Requirements

### Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

### Area F: 18 hours

- MATH 2200 - Elementary Statistics
- POLS 2100 - Introduction to Political Science
- POLS 2200 - Introduction to American Government
- Six hours of a foreign language

One of the following:

- POLS 1150 - World Politics
- POLS 1200 - Ethical Theories and Moral Issues in Government
- POLS 2290 - Foundations of International Relations

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 33 hours

Eleven courses from the following with at least one course from each area:

#### American Political Institutions

- POLS 3150 - American Supreme Court
- POLS 3160 - American Judicial Politics and Strategies
- POLS 3980 - African Americans & The American Political System
- POLS 3990 - Special Topics in Political Science
- POLS 4100 - Independent Study in American Government
- POLS 4110 - American Presidency
- POLS 4160 - The American Congress
- POLS 4170 - Constitutional Law and the Federal System
- POLS 4171 - Constitutional Civil Liberties
- POLS 4190 - Environmental Laws and Regulations
- POLS 4210 - Politics of Public Policy
- POLS 4220 - Politics of Economic Inequality  
or
- SOCI 4220 - Politics of Economic Inequality
- CRJU 5500U - Law and Legal Process  
or
- POLS 5500U - Law and Legal Process

#### Political Theory

- POLS 3320 - American Political Thought
- POLS 3340 - Politics and Ideology in Contemporary Europe
- POLS 3350 - Classics of Political Thought

- POLS 3360 - Social Theory  
or
- SOCI 3360 - Social Theory
- POLS 3990 - Special Topics in Political Science
- POLS 4300 - Religion and Political Thought
- POLS 4330 - Liberalism and the Modern State
- POLS 5100U - Politics and the Visual Arts
- POLS 5300U - Marxism, Socialism, and Democracy
- POLS 5700U - Perspectives in Feminist Theory

## International Relations

- POLS 3990 - Special Topics in Political Science
- POLS 4200 - Independent Study in International Relations
- POLS 4540 - International Political Economy
- CRJU 5130U - Political Terrorism  
or
- POLS 5130U - Political Terrorism
- POLS 5140U - Asian Regional Security
- POLS 5210U - International Law
- POLS 5220U - Theory of International Relations
- POLS 5250U - International Organizations
- POLS 5270U - Intelligence and National Security Policy
- POLS 5280U - Seminar in Global Politics
- POLS 5290U - American Foreign Policy
- POLS 5291U - Constitutional Law of Foreign Policy
- POLS 5510U - Third World National Security
- POLS 5530U - Global Environmental Politics
- POLS 5550U - Insurgency and Counterinsurgency
- POLS 5570U - Politics & Security in Southwest Asia
- POLS 5580U - Violent Non-State Actors (VNSAS)

## Comparative Politics

- POLS 3990 - Special Topics in Political Science
- POLS 4400 - Independent Study in Comparative Government
- POLS 5280U - Seminar in Global Politics
- POLS 5410U - Asia and The United States
- POLS 5420U - Politics of the Middle East
- POLS 5430U - African Politics
- POLS 5440U - Latin American Politics
- SOCI 5450U - Political Sociology of Nationalism  
or

- POLS 5450U - Political Sociology of Nationalism
- POLS 5460U - Politics of East Asia
- POLS 5490U - Russian Politics
- CRJU 5520U - Comparative Judicial Systems  
or
- POLS 5520U - Comparative Judicial Systems
- POLS 5560U - Comparative Foreign Policy

Capstone course: 9 hours

- POLS 4950 - Political Research Methods  
or
- CRJU 3100 - Research Methods

Electives: 24 hours

Including a minimum of 15 hours of upper division courses

Total Semester Hours: 124 hours

Additional Requirements

Exit Exam: Area Concentration Achievement Test in Political Science

**Bachelor of Science**

**Criminal Justice, Track I: General Criminal Justice**

Bachelor of Science (B.S.)

Progress Requirements

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Area F: 18 hours

- CRJU 1100 - Introduction to Criminal Justice
- CRJU 1130 - Interpersonal Communication Skills
- CRJU 2020 - Ethical Theories and Moral Issues in Criminal Justice
- CRJU 2210 - Introduction to Law Enforcement
- CRJU 2410 - Introduction to Corrections
- MATH 2200 - Elementary Statistics

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 33 hours

*\*Students for whom these courses are inappropriate may petition to substitute 12 advisor- approved upper division credits appropriate to the Major. If a student takes only CRJU 4800, then he or she must substitute six hours of advisor-approved upper division credits.*

- CRJU 3100 - Research Methods
- CRJU 3170 - Criminal Justice Administration
- CRJU 3300 - Criminology
- CRJU 3500 - Criminal Evidence and Procedure
- CRJU 4800 - Internship I (six credit hours) \*
- CRJU 4810 - Internship II (six credit hours) \*
- CRJU 5300U - Juvenile Delinquency
- CRJU 5500U - Law and Legal Process

## Capstone course (one course selected from):

- CRJU 4900 - Directed Research in Criminal Justice
- CRJU 4910 - Seminar in Criminal Justice

## Related Field Courses: 6 hours

- POLS 2200 - Introduction to American Government

## One course selected from:

- SOCI 1101 - Introductory Sociology
- PSYC 1101 - Introduction to Psychology

## Approved electives: 21 hours

6 hours must be at the 3000+ level

Total Semester Hours: 124 hours

## Additional Requirements

**Exit Exam: Area Concentration Achievement Test in Criminal Justice for four-year programs**

# Criminal Justice, Track II: Cyber Crime

Bachelor of Science (B.S.)

## Progress Requirements

All department majors must earn a C or better in all courses required in the program, including courses used to complete Area F in the core and Related Field Courses. All majors are required to take an exit examination (the Major Field Test for their respective field) prior to graduation. All courses in the minor also require a C or better.

## Program of Study

## General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- CRJU 1100 - Introduction to Criminal Justice
- CRJU 1210 - Introduction to Cyber Crime
- CRJU 2210 - Introduction to Law Enforcement
- CRJU 2410 - Introduction to Corrections
- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- MATH 2200 - Elementary Statistics

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Courses: 33 hours

- CRJU 3100 - Research Methods
- CRJU 3160 - White-Collar and Organized Crime

- CRJU 3170 - Criminal Justice Administration
- CRJU 3190 - Criminal Law
- CRJU 3300 - Criminology
- CRJU 3500 - Criminal Evidence and Procedure
- CRJU 5010U - Digital Forensics I
- CRJU 5020U - Digital Forensics II
- CRJU 5130U - Political Terrorism
- CRJU 5500U - Law and Legal Process

### Capstone course:

- CRJU 4910 - Seminar in Criminal Justice

### Related Field Courses: 9 hours

- MATH 1111 - College Algebra
- ITEC 1310 - Programming For Information Technology
- CSCI 2070 - Introduction to Computer Ethics and Cyber Security

### Approved Electives: 6 hours

6 hours of electives at the 3000+ level.

### Free Electives: 12 hours

### Total Semester Hours: 124 hours

### Additional Requirements

**Exit Exam: Area Concentration Achievement Test in Criminal Justice for four-year programs**

## Department of Economics

### Faculty

Yassaman Saadatmand, Department Head

Omid Ardakani

Chanchal Tamrakar

Jason Beck

Michael Toma

Nicholas Mangee

Maliece Whatley

Richard McGrath

# General Information

The Department of Economics at Armstrong State University blends the liberal arts with practical skills to provide students with a rich educational experience and a background for intelligent decision making. Students have the choice of a Bachelor of Arts in Economics or a Bachelor of Science in Business Economics. The department also offers minors in accounting, business, economics, finance, and marketing.

**B.A. Economics - General Track:** provides a thorough understanding of the economy, prepares students for immediate employment in analytically demanding professions, and positions students for graduate study in academic and professional programs.

**B.A. Economics - International Track:** provides a deep understanding of the international economy, prepares students to compete in a global economy, and qualifies students for policy and professional programs with an international focus.

**B.S. Business Economics (General):** provides a foundation in economics while emphasizing business applications and entrepreneurship. It prepares students for employment in the private sector and readies them for graduate study in business.

**B.S. Business Economics - Marketing Track:** Provides a foundation in economics while emphasizing marketing topics and strategy. It prepares students for private sector employment with a focus on marketing in small businesses. It also provides a foundation for graduate studies in business or marketing.

**B.S. Business Economics - Finance Track:** Provides a foundation in economics while emphasizing financial economics and quantitative analysis. It prepares students for private or public sector employment and also for graduate studies in economics or finance.

Depending on their program of study, graduates are prepared to assume positions in business or government, or pursue professional or post-graduate degrees in business, finance, economics, political science, or law. Internships, departmental assistantships, and scholarships are available.

## Special Programs

To graduate with departmental honors in Economics, the student must be a member of the Honors Program, graduate with honors in the core, and complete a senior research project with satisfactory written and oral reports (as judged by a committee of faculty) and must have an economics grade point average of at least 3.5.

## Minor

### Accounting Minor

#### Progress Requirements

Students must earn a grade of C or better in every course required for the major or minor.

#### Requirements: 18 hours

- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting
- ACCT 3131 - Intermediate Accounting I

- ACCT 3132 - Intermediate Accounting II

Six credits from:

- ACCT 3231 - Managerial Accounting II
- ACCT 3330 - Income Tax
- ACCT 4430 - Auditing

## **Business Minor**

### **Progress Requirements**

Students must earn a grade of C or better in every course required for the major or minor.

**Requirements: 15-18 hours**

- ECON 2105 - Principles of Macroeconomics required if not taken in the core curriculum.
- ECON 2106 - Principles of Microeconomics
- ACCT 2101 - Principles of Financial Accounting

9 credits from:

**ECON 3230, MGMT 3220, and MKTG 3210 may not be used to meet both major and minor requirements.**

- ECON 3230 - Finance
- MGMT 3111 - Business Skills
- MGMT 3220 - Management
- MKTG 3210 - Marketing

## **Economics Minor**

### **Progress Requirements**

Students must earn a grade of C or better in every course required for the major or minor.

**Requirements: 15 hours**

**May not be awarded with a B.S. in Business Economics**

- ECON 2105 - Principles of Macroeconomics  
or
- ECON 2106 - Principles of Microeconomics
- Twelve credit hours of upper division economics courses, 3000 and above, except for ECON 5150U.

## **Finance Minor**

### **Progress Requirements**

Students must earn a grade of C or better in every course required for the major or minor.

### **Requirements: 18 hours**

- ACCT 2101 - Principles of Financial Accounting
- ECON 2105 - Principles of Macroeconomics

### **12 credits from:**

**ECON 4100, ECON 4150, ECON 4170, and ECON 4310 may not be used to meet both major and minor requirements.**

- ECON 3230 - Finance
- ECON 3300 - Money and Banking
- ECON 4100 - Financial Economics: Portfolio Analysis
- ECON 4150 - Capital Markets
- ECON 4170 - Financial Derivatives
- ECON 4310 - International Finance

## **Marketing Minor**

### **Progress Requirements**

Students must earn a grade of C or better in every course required for the major or minor.

### **Requirements: 15 hours**

- ECON 2106 - Principles of Microeconomics
- plus 12 hours of marketing (MKTG) courses at the 3000-level or above.
- No more than six credits may be used for both the major and the minor.

## **Bachelor of Arts**

### **Economics, Track I: General Economics**

#### **Bachelor of Arts (B.A.)**

### **Progress Requirements**

Students must earn a grade of C or better in every course required for the major or minor.

## Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- MATH 2200 - Elementary Statistics
  
- MATH 1950 - Applied Math For Non-Science Majors  
or
- MATH 1161 - Calculus I

Six credit hours from one of the following areas:

#### Accounting

- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting

#### Foreign language sequence

(1002 and 2001) (required for international track)

#### Mathematics

- MATH 2072 - Calculus II
- MATH 2083 - Calculus III

#### Information Technology

- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- ITEC 1310 - Programming For Information Technology

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 33 hours

- ECON 3050 - Intermediate Macroeconomics
- ECON 3060 - Intermediate Microeconomics
- ECON 3700 - Econometrics
- ECON 4900 - Economic Methods and Senior Thesis

Twenty one credit hours drawn from at least three of the following categories:

### Global

- ECON 3100 - Multinational Economic Enterprises
- ECON 3200 - International Trade
- ECON 4310 - International Finance
- ECON 4400 - Seminar in Third World Economic Development
- ECON 4450 - Comparative Economics

### Quantitative

- ECON 3600 - Mathematical Economics
- ECON 3710 - Business and Economic Forecasting
- MKTG 3800 - Quantitative Marketing Research

### Applied

- ECON 3400 - Economics of Labor
- ECON 3470 - Economics of Health
- ECON 3500 - Managerial Economics
- ECON 4242 - Analyzing Innovation Through Science Fiction
- ECON 4451 - Industrial Organization
- ECON 4460 - Economic Analysis of the Law

### Financial

- ECON 3230 - Finance
- ECON 3300 - Money and Banking
- ECON 4100 - Financial Economics: Portfolio Analysis
- ECON 4150 - Capital Markets
- ECON 4170 - Financial Derivatives

### Public Policy and Economic History

- ECON 3450 - Environmental Economics
- ECON 3460 - Economics of Immigration
- ECON 3480 - Economics of Vice
- ECON 3630 - Economic History of the United States
- ECON 4410 - Regional Economics
- ECON 4500 - Public Finance

- ECON 4550 - Public Choice

### Internships and Specialized Courses

- ECON 3950 - Research in Economics
- ECON 3960 - Research in international Economics
- ECON 4010 - Special Topics in Economics
- ECON 4020 - Special Topics in Economics
- ECON 5030U - Special Topics in Economics
- ECON 4520 - Internship (with permission of department head) (maximum of three credits may count toward Major Field Courses)

### Related Field Courses: 9 hours

- ITEC 1050 - Introduction to Computer Concepts and Applications

### Six credit hours of upper division courses from the following fields:

Anthropology, communication, economics, (ENGL 3720, ENGL 5710, ENGL 5740, ENGL 5750 only), geography, information technology, management, marketing, mathematics, philosophy, political science, psychology, or sociology.

### Electives: 18 hours

### Total Semester Hours: 124 hours

### Department Exit Exam

## **Economics, Track II: International Economics**

### Bachelor of Arts (B.A.)

### Policies Requirements and Standards Economics

The international track requires a language sequence in Area F and at least three credits earned toward the degree in an international study program. Students participating in the international track are expected to choose project, paper, and research topics related to international economics whenever possible.

### Progress Requirements

Students must earn a grade of C or better in every course required for the major or minor.

### Program of Study

## General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- MATH 2200 - Elementary Statistics
  
- MATH 1950 - Applied Math For Non-Science Majors  
or
- MATH 1161 - Calculus I

Six credit hours from one of the following areas:

Accounting

- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting

Foreign language sequence

(1002 and 2001) (required for international track)

Mathematics

- MATH 2072 - Calculus II
- MATH 2083 - Calculus III

Information Technology

- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- ITEC 1310 - Programming For Information Technology

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 33 hours

- ECON 3050 - Intermediate Macroeconomics
- ECON 3060 - Intermediate Microeconomics

- ECON 3200 - International Trade
- ECON 3700 - Econometrics
- ECON 4310 - International Finance
- ECON 4900 - Economic Methods and Senior Thesis

Fifteen credit hours drawn from among the following courses:

- ECON 3100 - Multinational Economic Enterprises
- ECON 3230 - Finance
- ECON 3300 - Money and Banking
- ECON 3450 - Environmental Economics
- ECON 3460 - Economics of Immigration
- ECON 3470 - Economics of Health
- ECON 3500 - Managerial Economics
- ECON 3960 - Research in international Economics
- ECON 4100 - Financial Economics: Portfolio Analysis
- ECON 4150 - Capital Markets
- ECON 4400 - Seminar in Third World Economic Development
- ECON 4450 - Comparative Economics
- ECON 4500 - Public Finance
- MGMT 3111 - Business Skills
- MGMT 3220 - Management
- MKTG 3210 - Marketing

Related Field Courses: 9 hours

- ITEC 1050 - Introduction to Computer Concepts and Applications  
or
- CSCI 1060 - Computer Programming Concepts
- Six credit hours of upper division courses outside the economics discipline approved for the International Studies minor.

Electives: 18 hours

Total Semester Hours: 124 hours

Department Exit Exam

**Bachelor of Science**

**Business Economics, Track I: General Business Economics**

Bachelor of Science (B.S.)

## Progress Requirements

Students must earn a grade of C or better in every course required for the major or minor.

## Program of Study

### General Requirements

#### Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

MATH 2200 - Elementary Statistics required in area D.I.3

#### Area F: 18 hours

- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting
- BUSA 2106 - Environment of Business
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- ITEC 1050 - Introduction to Computer Concepts and Applications

#### Physical Education: 3 hours

#### First-Year Seminar: 1 hour

#### Major Field Courses: 30 hours

- ECON 3230 - Finance
  
- ECON 3700 - Econometrics  
or
- ECON 3800 - Quantitative Marketing Research  
or
- MKTG 3800 - Quantitative Marketing Research
  
- MGMT 3220 - Management
  
- MGMT 4111 - Entrepreneurship  
or
- ECON 4900 - Economic Methods and Senior Thesis
  
- MKTG 3210 - Marketing

Six credits selected from:

- ECON 3050 - Intermediate Macroeconomics and
- ECON 3060 - Intermediate Microeconomics
- or
- ECON 3050 - Intermediate Macroeconomics and
- ECON 3500 - Managerial Economics
- or
- ECON 3060 - Intermediate Microeconomics and
- ECON 3300 - Money and Banking

### Six credits selected from:

- ECON 3100 - Multinational Economic Enterprises
- ECON 3200 - International Trade
- ECON 3300 - Money and Banking
- ECON 3400 - Economics of Labor
- ECON 3450 - Environmental Economics
- ECON 3460 - Economics of Immigration
- ECON 3470 - Economics of Health
- ECON 3500 - Managerial Economics
- ECON 3710 - Business and Economic Forecasting
  
- ECON 3800 - Quantitative Marketing Research
- or
- MKTG 3800 - Quantitative Marketing Research
  
- ECON 4100 - Financial Economics: Portfolio Analysis
- ECON 4150 - Capital Markets
- ECON 4170 - Financial Derivatives
- ECON 4310 - International Finance
- ECON 4410 - Regional Economics
- ECON 4451 - Industrial Organization
- ECON 4460 - Economic Analysis of the Law
- ECON 4500 - Public Finance
  
- ECON 4800 - Small Business Consulting
- or
- MGMT 4800 - Small Business Consulting

### Three credits of upper division economics

3000 and above, except for ECON 5150U.

### Related Field Courses: 15 hours

- COMM 2280 - Speech Communication
- ENGL 3720 - Business and Technical Communication

- MATH 1161 - Calculus I  
or
- MATH 1950 - Applied Math For Non-Science Majors (if not taken in the core)
- PHIL 2030 - Introduction to Ethics and Moral Issues

### Three credits from:

- COMM 3050 - Interpersonal and Small Group Communication
- COMM 3060 - Public Relations
- COMM 5050U - Interpersonal Communication in the Workplace
- COMM 5500U - Communication Between the Genders
- ENGL 5700U - Promotional Writing
- ENGL 5710U - Writing for the Nonprofit Sector
- ENGL 5740U - Technical Editing
- ENGL 5750U - Publication Design

### Electives: 15 hours

Students must complete a set of courses that would qualify for an academic minor. The student may choose to forgo formal awarding of the minor if courses are used in the core curriculum.

### Total Semester Hours: 124 hours

### Department Exit Exam

## **Business Economics, Track II: Finance**

### Bachelor of Science (B.S.)

### Progress Requirements

Students must earn a grade of C or better in every course required for the major or minor.

### Program of Study

### General Requirements

### Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

MATH 2200 - Elementary Statistics required in area D.I.3

## Area F: 18 hours

- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting
- BUSA 2106 - Environment of Business
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- ITEC 1050 - Introduction to Computer Concepts and Applications

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 39 hours

- ECON 3230 - Finance
  
- ECON 3700 - Econometrics  
or
- ECON 3710 - Business and Economic Forecasting
  
- ECON 3220 - Management  
or
- MGMT 3220 - Management
  
- ECON 4900 - Economic Methods and Senior Thesis
- MKTG 3210 - Marketing

## Six credits selected from:

- ECON 3050 - Intermediate Macroeconomics and
- ECON 3060 - Intermediate Microeconomics
  
- ECON 3050 - Intermediate Macroeconomics and
- ECON 3500 - Managerial Economics
  
- ECON 3060 - Intermediate Microeconomics and
- ECON 3300 - Money and Banking

## Six credits of upper division economics

3000 and above.

No more than three credits from:

- ECON 3950 - Research in Economics
- ECON 4450 - Comparative Economics and
- ECON 4520 - Internship

Twelve credits selected from:

- ECON 3300 - Money and Banking
- ECON 4100 - Financial Economics: Portfolio Analysis
- ECON 4150 - Capital Markets
- ECON 4170 - Financial Derivatives
- ECON 4310 - International Finance

Related Field Courses: 15 hours

- COMM 2280 - Speech Communication
- ENGL 3720 - Business and Technical Communication
  
- MATH 1161 - Calculus I  
or
- MATH 1950 - Applied Math For Non-Science Majors (if not taken in the core)
  
- PHIL 2030 - Introduction to Ethics and Moral Issues

Three credits from:

- COMM 3050 - Interpersonal and Small Group Communication
- COMM 3060 - Public Relations
- COMM 5050U - Interpersonal Communication in the Workplace
- COMM 5500U - Communication Between the Genders
- ENGL 5700U - Promotional Writing
- ENGL 5710U - Writing for the Nonprofit Sector
- ENGL 5740U - Technical Editing
- ENGL 5750U - Publication Design

Electives: 6 hours

Total Semester Hours: 124 hours

Department Exit Exam

## **Business Economics, Track III: Marketing**

Bachelor of Science (B.S.)

Progress Requirements

Students must earn a grade of C or better in every course required for the major or minor.

## Program of Study

### General Requirements

#### Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

MATH 2200 - Elementary Statistics required in area D.I.3

#### Area F: 18 hours

- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting
- BUSA 2106 - Environment of Business
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- ITEC 1050 - Introduction to Computer Concepts and Applications

#### Physical Education: 3 hours

#### First-Year Seminar: 1 hour

#### Major Field Courses: 39 hours

- ECON 3230 - Finance
- ECON 3800 - Quantitative Marketing Research
  
- ECON 3220 - Management  
or
- MGMT 3220 - Management
  
- MGMT 4111 - Entrepreneurship  
or
- MGMT 4800 - Small Business Consulting
  
- MKTG 3210 - Marketing

#### Six credits selected from:

- ECON 3050 - Intermediate Macroeconomics and
- ECON 3060 - Intermediate Microeconomics
  
- ECON 3050 - Intermediate Macroeconomics and
- ECON 3500 - Managerial Economics

- ECON 3060 - Intermediate Microeconomics and
- ECON 3300 - Money and Banking

### Six credits of upper division economics

3000 and above.

No more than three credits from:

- ECON 3950 - Research in Economics
- ECON 4450 - Comparative Economics and
- ECON 4520 - Internship

### Twelve credits selected from:

- MKTG 3350 - Consumer Behavior
- MKTG 4010 - Special Topics in Marketing
- MKTG 4020 - Advanced Topics in Marketing
- MKTG 4150 - Digital Marketing
- MKTG 4250 - Advertising Strategy
- MKTG 4350 - International Marketing

### Related Field Courses: 15 hours

- COMM 2280 - Speech Communication
- ENGL 3720 - Business and Technical Communication
  
- MATH 1161 - Calculus I
- or
- MATH 1950 - Applied Math For Non-Science Majors (if not taken in the core)
  
- PHIL 2030 - Introduction to Ethics and Moral Issues

### Three credits from:

- COMM 3050 - Interpersonal and Small Group Communication
- COMM 3060 - Public Relations
- COMM 5050U - Interpersonal Communication in the Workplace
- COMM 5500U - Communication Between the Genders
- ENGL 5700U - Promotional Writing
- ENGL 5710U - Writing for the Nonprofit Sector
- ENGL 5740U - Technical Editing
- ENGL 5750U - Publication Design

### Electives: 6 hours

Total Semester Hours: 124 hours

Department Exit Exam

## Department of History

### Faculty

Christopher Hendricks, Interim Department Head

Olavi Arens

Amy Potter

Allison Belzer

Mary Sanders

Michael Benjamin

Jason Tatlock

Barbara Fertig

James Todesca

Michael Hall

Felicity Turner

Meimei Lin

Hongjie Wang

Kwaku Nti

### General Information

The Department of History offers the degrees of bachelor of arts in history and master of arts in history. The degree prepares graduates for entry level employment in such areas as government, public or community service, and business, as well as for graduate study in history and other professional programs (such as law or business). The curriculum in public history prepares graduates for graduate programs as well as entry level employment in the non-profit sector and various cultural resource enterprises. A minor concentration in history enables students to strengthen their research and writing skills and to better understand modern society. The department also offers courses in Geography.

### Minor

#### Geography Minor

#### Progress Requirements

Completion of the major requires students to complete the major field courses with a grade of C or better. A grade of C or better is also required in Foreign Language 1002, 2001, and 2002. Students minoring in history must complete each history course with a grade of C or better.

#### Requirements: 15 hours

15 hours from the following:

Two courses from the following:

- GEOG 1100 - World Regional Geography
- GEOG 1111 - Physical Geography
- GEOG 2120 - Cultural Geography

Three courses from the following:

- GEOG 3112 - Geographic Information Systems
- GEOG 3500 - Special Topics in Geography
- GEOG 3800 - Advanced Geographic Information Systems
- GEOG 4811 - Independent Study in Geography
- GEOG 5530U - Human/Environment Interactions
- GEOG 5550U - Topics in Regional Geography
- GEOG 5860U - Tourism Geographies
- GEOL 3100 - Introduction to Historical Geology
- METR 3100 - Introduction to Meteorology

## **History Minor**

### **Progress Requirements**

Completion of the major requires students to complete the major field courses with a grade of C or better. A grade of C or better is also required in Foreign Language 1002, 2001, and 2002. Students minoring in history must complete each history course with a grade of C or better.

**Requirements: 15 hours**

- Fifteen hours of 3000 or 4000 level history courses

## **Public History Minor**

### **Progress Requirements**

Completion of the major requires students to complete the major field courses with a grade of C or better. A grade of C or better is also required in Foreign Language 1002, 2001, and 2002. Students minoring in history must complete each history course with a grade of C or better.

**Requirements: 15 hours**

- HIST 4020 - Research Seminar in World History  
or
- HIST 4030 - Research Seminar in American History
- HIST 3991

Nine hours from the following:

- HIST 3800 - Introduction to Public History
- HIST 3810 - Topics in Architectural History
- HIST 3820
- HIST 3830 - Historic Preservation
- HIST 3755 - Folklife
- HIST 3850 - Museum Studies

## Bachelor of Arts

### History

Bachelor of Arts (B.A.)

Policies Requirements and Standards History

## Special Requirements

Students who major in history are required to complete nine semester hours of a foreign language sequence, or demonstrate a proficiency in a foreign language offered by the university, through the second intermediate course. Students should begin their language sequence as soon as possible and certainly not later than their junior year. Students who change majors or transfer may find it necessary to enroll beyond the traditional eight semesters if the degree requirements including foreign language cannot be fulfilled within that time. Students should plan their program of study carefully in consultation with a faculty advisor

In addition to meeting minimum requirements, students contemplating graduate work in history are strongly advised to continue foreign language study beyond the 2002 level. Students with a double major in which computer science is a language choice may substitute computer science for a foreign language in history.

The program requires HIST 3500 Introduction to Historical Methods; two of HIST 4020 Research Seminar in World History and/or HIST 4030 Research Seminar in American History. In choosing the remainder of their advanced courses students may choose to concentrate in one particular area of history (e.g. American, World or Pre-modern), but it is highly recommended that students take courses in all three areas.

## Special Programs

**Honors.** Completion of an undergraduate research paper or project approved by the department. Such projects could be, but are not limited to, the product of HIST 4900 (Senior Thesis), an edited and expanded capstone paper from HIST 4020 or HIST 4030 (Research Seminars), or a project approved by the department. See department for policies and application. With distinction awarded for completion of HIST 4990 (Senior Thesis) with grade of A.

## Progress Requirements

Completion of the major requires students to complete the major field courses with a grade of C or better. A grade of C or better is also required in Foreign Language 1002, 2001, and 2002. Students minoring in history must complete each history course with a grade of C or better.

## Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

Foreign Language 1001 Elementary Language I

Foreign Language 1002 Elementary Language II (If taken to satisfy core area B2, substitute a humanities or social science Global Perspectives course at the 1000 or 2000 level.)

Foreign Language 2001 Intermediate Language I (If taken to satisfy core area C1, substitute a Literature or Philosophy course at the 2000 level.)

Foreign Language 2002 Intermediate Language II OR GEOG 2120

Six credit hours from the following:

- HIST 2000 - Ethics and Values in History
- HIST 2100 - The African Diaspora
- HIST 2111 - History of America to 1877
- HIST 2112 - History of America Since 1865

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 33 hours

- HIST 3500 - Introduction to Historical Methods

Six credits:

(either course may be repeated as topics vary)

- HIST 4020 - Research Seminar in World History
- HIST 4030 - Research Seminar in American History

One public history course from the following list:

- HIST 3700 - American Material Culture
- HIST 3755 - Folklife

- HIST 3800 - Introduction to Public History
- HIST 3805 - Oral History
- HIST 3810 - Topics in Architectural History
- HIST 3795 - Archival Studies
- HIST 3830 - Historic Preservation
- HIST 3850 - Museum Studies
- HIST 3870 - Heritage Tourism
- HIST 3890 - Topics in Public History
- HIST 3991
- HIST 4871

### Seven other history courses

At the 3000 level or above (it is highly recommended that students take courses in American, World, and Pre-Modern history)

### Portfolio requirement

### Related Field Courses: 12 hours

- Twelve semester hours chosen from the social sciences and/or the humanities at the 2000 level or above, excluding history.
- Six of the hours must be at the 3000 level or above.
- Only three hours may be study abroad fieldwork, i.e., a course with fewer than three contact hours in the classroom.
- MATH 2200 - Elementary Statistics may be substituted as three hours at the 2000 level.

### Electives: 15 hours

### Total Semester Hours: 124 hours

### Major Field Exit Exam

## Department of Languages, Literature, and Philosophy

### Faculty

Elizabeth Howells, Department Head

Carol Andrews

Dorothee Mertz-Weigel

Christopher Baker

Marcus Mitchell

William Belford

Tony Morris

Kelly Benhase

Christy Mroczek

Renee Berry	Erik Nordenhaug
Regina Bradley	Jane Rago
Margaret Brockland-Nease	Deborah Reese
Christopher Cartright	Nancy Remler
Encarnacion Cruz Jimenez	Diana Serrano
William Dawers	Jack Simmons
William Deaver	James Smith
Lisa Dusenberry	Julie Swanstrom
Cicelyn English	Robert Terry
Hans-Georg Erney	Nancy Tille-Victorica
Grant Gearhart	Ana Torres
Karen Hollinger	Hapsatou Wane
Carol Jamison	David Wheeler
Amanda Konkle	Teresa Winterhalter
Annie Mendenhall	

## General Information

The Department of Languages, Literature, and Philosophy offers the degree of bachelor of arts with majors in English, English (Professional Communications), and Spanish. We also offer an online eFrench major through a consortium with other USG institutions. Minors are available in English, communication, writing, philosophy, linguistics, film, and foreign languages. In addition, the department provides the composition, literature, philosophy, and foreign language courses required by the core curriculum. Students majoring in English should satisfy core curriculum requirements for the bachelor of arts degree during the freshman and sophomore years.

## English Composition Core.

Students should begin the required English core sequence in their initial semester of attendance, and must not delay beginning this sequence beyond their second semester of attendance. Students must earn a grade of C or better in ENGL 1101 to qualify for admission to ENGL 1102. ENGL 1101, ENGL 1102, and ENGL 2100 courses may not be dropped without permission of the department head. Students who drop these courses without department head approval will receive failing grades in the class.

## Exemptions from Core English.

Students who wish credit exemption for ENGL 1101 must pass the CLEP Freshman College Composition examination, including the essay portion. Students who wish a credit exemption for ENGL 1102 must pass the CLEP Analysis and Interpretation of Literature and Essay examination, including the essay portion. (Passing scores are indicated in the Credit by Examination section

of the catalog). Students who score a "3" or higher on the AP exam (English: Language and Composition or Literature and Composition) receive three hours of credit for ENGL 1101. Students who score a "5" on the Literature and Composition AP exam will receive 6 hours of credit for ENGL 1101 and ENGL 1102, provided that they earn a grade of "C" or higher in ENGL 2100.

## Foreign Languages.

Foreign Languages. College preparatory curriculum (CPC) deficiency in foreign languages may be fulfilled by successfully completing any of the 1000-level courses in Spanish or French with a final course grade of C or better. Students may receive credit by examination for French or Spanish provided they meet requirements listed under Credit by Examination in the section on Admissions. All students can benefit from foreign language study and from taking a Foreign Language Placement Exam located on the LLP website. High-school coursework or prior exposure to a foreign language may allow for placement into French or Spanish, FREN 1002/SPAN 1002, FREN 2001/SPAN 2001, FREN 2002/SPAN 2002, or beyond - all of which can satisfy core requirements for any Armstrong major. While AP, IB, or CLEP exams may award course credit, placement test results can identify eligibility for courses beyond the first level including courses in the core curriculum.

Placement Test Calibration (Password: pirates1)

0-150, semester 1 (1001)  
151-250, semester 2 (1002)  
251-325, semester 3 (2001)  
326-400, semester 4 (2002)  
401+, 3000 or 4000 level

Students may NOT enroll in courses lower than those indicated by the placement test scores. Students who do will be directed to leave the course with no guarantee of an available seat in the appropriate course. This placement score does NOT constitute enrollment in a language course but can be used to obtain a pre-requisite override to enroll in an upper-level section. For further information, students should contact the department head.

## Minor

### Creative Writing Minor

#### Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

#### Requirements: 15 hours

Courses selected from:

- ENGL 3710 - Freelance Writing and Publication

- ENGL 3730 - Introduction to Creative Writing
- ENGL 4740 - Creative Writing (Poetry)
- ENGL 4750 - Creative Writing (Fiction)
- ENGL 4760 - Scriptwriting
- ENGL 5760U - Literary Nonfiction
- ENGL 5770U - Advanced Creative Writing, Poetry
- ENGL 5780U - Advanced Creative Writing, Fiction

## **English Minor**

### **Progress Requirements**

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

### **Requirements: 15-18 hours**

- Must include 9 hours of English electives numbered 3000 or above (maximum of 3 hours of ENGL 4990)

## **Film Minor**

### **Progress Requirements**

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

### **Requirements: 15 hours**

- 15 hours of FILM courses numbered 3000 or above

## **Foreign Languages Minor**

## Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

## Requirements: 15 hours

- Must include 9 hours of language electives numbered 3000 or above

## French Minor

### Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

## Requirements: 18 hours

- FREN 2001 - Intermediate French I and
- FREN 2002 - Intermediate French II if needed
  
- FREN 2010 - Intermediate Conversation
- Other French courses to total 18 credit hours.
- At least 9 hours must be numbered 3000 or above.

## Journalism Minor

### Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

## Requirements: 15 hours

Two or three courses from:

- ENGL 3700 - Introduction to Communications
- ENGL 3710 - Freelance Writing and Publication
- ENGL 3720 - Business and Technical Communication
- ENGL 5700U - Promotional Writing
- ENGL 5750U - Publication Design

Two or three courses from:

- JOUR 3200 - Introduction to Print and Online Media
- JOUR 3430 - News Writing and Reporting
- JOUR 3450 - Contemporary Editing
- JOUR 3460 - Travel and Tourism Writing
- JOUR 4000 - Topics in Journalism
- JOUR 4100 - Public Affairs Reporting

## Linguistics Minor

### Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

## Requirements: 15 hours

- ENGL 3010 - Introduction to Literary Studies

Twelve hours of approved electives selected from:

- LING 4700

- LING 5000U - Topics in Linguistics
- LING 5440U - Early English Literature
- LING 5465U - Chaucer
- LING 5800U - Advanced Grammar
- LING 5820U - History of English Language
- SPAN 4040 - Spanish Phonetics
- SPAN 3050 - Advanced Grammar and Syntax
- SPAN 3060 - Advanced Grammar and Syntax for Native Speakers
- FREN 3030

## Philosophy Minor

### Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

### Requirements: 15-18 hours

- Must include 9 hours of philosophy electives numbered 3000 or above

## Professional Writing Minor

### Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

### Requirements: 15-18 hours

Courses selected from:

- ENGL 3700 - Introduction to Communications

- ENGL 3710 - Freelance Writing and Publication
- ENGL 3720 - Business and Technical Communication
- ENGL 3800 - Advanced Composition
- ENGL 5700U - Promotional Writing
- ENGL 5710U - Writing for the Nonprofit Sector
- ENGL 5730U - Rhetoric
- ENGL 5740U - Technical Editing
- ENGL 5750U - Publication Design

## **Undergraduate Certificate**

## **Spanish for the Professions Certificate**

The Certificate in Spanish for the Professions provides students with precise language skills for designated professional purposes such as business, healthcare, and translation, as well as increases their intercultural competencies to be prepared for success in a global economy. Upon completion of the certificate, students will be able to identify essential similarities and differences among Hispanic cultures in their respective fields; understand and produce intermediate to advanced conversation using vocabulary related to professional fields; interpret complex texts in Spanish; present information related to their fields in Spanish in both written and oral formats.

### **Requirements: 12-24 hours**

- SPAN 1001 - Elementary Spanish I
- SPAN 1002 - Elementary Spanish II
- SPAN 2001 - Intermediate Spanish
- SPAN 2002 - Intermediate Spanish II or SPAN 2050 - Spanish for Health Care Systems  
OR equivalent placement score for four semesters of college-level coursework

### **One course from**

- SPAN 3031 - Spanish Conversation
- SPAN 3032 - Spanish Composition
- SPAN 3050 - Advanced Grammar and Syntax
- SPAN 3060 - Advanced Grammar and Syntax for Native Speakers

### **Two courses from:**

- SPAN 4000 - Translation
- SPAN 4050 - Advanced Spanish for Health Care Professionals
- SPAN 4130 - Business Spanish

### **One course from:**

- SPAN 3200 - Introduction to Literature
- SPAN 3210 - Survey of Spanish Peninsular Literature I
- SPAN 3220 - Survey of Spanish Peninsular Literature II

- SPAN 3240 - Survey of Spanish American Literature II
- SPAN 3230 - Survey of Spanish American Literature I
- SPAN 4010 - Special Genre
- SPAN 4020 - Special Author
- SPAN 4030 - Special Topics
- SPAN 4060 - Contemporary Spanish American Novel
- SPAN 4070 - Contemporary Spanish Peninsular Novel
- SPAN 4080 - Spanish Peninsular Theatre
- SPAN 4100 - Spanish Peninsular Poetry
- SPAN 4110 - Spanish American Poetry

## Bachelor of Arts

### English, Track I: English

#### Bachelor of Arts (B.A.)

#### Special Program

**Honors.** A student may graduate with honors in English by completing a project pursuing a special interest within the discipline. The student will choose a full-time faculty member to direct the project, and he or she must submit a proposal and the finished project for approval to an ad-hoc committee of three full-time faculty members, including the supervising professor. This project may be submitted as the original research project required in ENGL 5990U Senior Capstone Seminar. To be eligible to apply for honors, the student must have completed at least 15 semester hours of upper-division English courses with a GPA of 3.5 in the major or the permission of the department. The student must submit his or her proposal by mid-term of the semester prior to enrollment in the capstone seminar. After the project is completed, the student will make an oral presentation to the committee and interested members of the department, the Honors Program, and the campus community. Upon approval for honors by the committee, the student's transcript will be designated "Honors in English." The project meets the "Honors in the Major" component for students in the University Honors Program.

#### Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

#### Program of Study

#### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Area F: 18 hours

- ENGL 2100 - Literature and Humanities  
or
- ENGL 2100H - Honors Literature and Humanities (unless taken in area C)
  
- Foreign Language 1002 - Elementary Language II
- Foreign Language 2001 - Intermediate Language I
- Foreign Language 2002 - Intermediate Language II

## Two courses selected from:

(three if ENGL 2100 is taken in area C)

- ENGL 2121 - British Literature I
- ENGL 2122 - British Literature II
- ENGL 2131 - American Literature I
- ENGL 2132 - American Literature II

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 36 hours

### Cornerstone Courses

- ENGL 3010 - Introduction to Literary Studies
- ENGL 5990U - Senior Capstone Seminar

### Historical Period Courses

Three courses selected from:

- ENGL 5315U - 17th and 18th Century American Literature
- ENGL 5325U - 19th Century American Literature
- ENGL 5335U - 20th Century American Literature
  
- ENGL 5440U - Early English Literature  
or
- ENGL 5465U - Chaucer
  
- ENGL 5455U - Shakespeare  
or
- ENGL 5485U - Milton

- ENGL 5480U - Literature of the English Renaissance
- ENGL 5500U - 18th Century British Poetry and Prose
- ENGL 5525U - 19th Century British Poetry and Prose
- ENGL 5535U - 20th Century British Poetry and Prose
- ENGL 5550U - Contemporary Literature

## Literature and Culture Courses

Two courses selected from:

- ENGL 5200U - Postcolonial Literature
- ENGL 5215U - Literature of the Non-Western World
- ENGL 5225U - Literature of the Western World
- ENGL 5280U - Literature and the Environment
- ENGL 5340U - Literature By Women
- ENGL 5350U - Topics in African American Literature
- ENGL 5380U - Southern Literature
- FILM 5025U - Popular Culture Theory and Criticism
- FILM 5510U - Film and Literature

## Major Field Electives

Five courses selected from the 3000+ level ENGL/FILM/JOUR courses)

## Related Field Courses: 15 hours

Must include 9 hours numbered 3000 or above.

Electives: 9 hours

Total Semester Hours: 124 hours

Exit Exam

## English, Track II: Professional Communication

Bachelor of Arts (B.A.)

Special Program

**Honors.** A student may graduate with honors in English by completing a project pursuing a special interest within the discipline. The student will choose a full-time faculty member to direct the project, and he or she must submit a proposal and the finished project for approval to an ad-hoc committee of three full-time faculty members, including the supervising professor. This project may be submitted as the original research project required in ENGL 5990U Senior Capstone Seminar. To be eligible to apply for

honors, the student must have completed at least 15 semester hours of upper-division English courses with a GPA of 3.5 in the major or the permission of the department. The student must submit his or her proposal by mid-term of the semester prior to enrollment in the capstone seminar. After the project is completed, the student will make an oral presentation to the committee and interested members of the department, the Honors Program, and the campus community. Upon approval for honors by the committee, the student's transcript will be designated "Honors in English." The project meets the "Honors in the Major" component for students in the University Honors Program.

## Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

## Program of Study

### General Requirements

Core Areas A, B, C, D,I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- ENGL 2100 - Literature and Humanities  
or
- ENGL 2100H - Honors Literature and Humanities (unless taken in area C)
  
- COMM 2280 - Speech Communication
- Foreign Language 1002 Elementary Language II
- Foreign Language 2001 Intermediate Language I
- Foreign Language 2002 Intermediate Language II

One course selected from:

(two if ENGL 2100 is taken in area C)

- ENGL 2121 - British Literature I
- ENGL 2122 - British Literature II
- ENGL 2131 - American Literature I
- ENGL 2132 - American Literature II

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 36 hours

- ENGL 3700 - Introduction to Communications
- ENGL 3710 - Freelance Writing and Publication
- ENGL 3720 - Business and Technical Communication
- ENGL 3800 - Advanced Composition
- ENGL 4990 - Internship (3-9 hrs)

Twelve semester hours from one of the following categories:

### Technical Communication

- ENGL 5700U - Promotional Writing
- ENGL 5710U - Writing for the Nonprofit Sector
- ENGL 5730U - Rhetoric
- ENGL 5740U - Technical Editing
- ENGL 5750U - Publication Design
- COMM 3060 - Public Relations

### Creative Writing

- ENGL 3730 - Introduction to Creative Writing
- ENGL 4740 - Creative Writing (Poetry)
- ENGL 4750 - Creative Writing (Fiction)
- ENGL 4760 - Scriptwriting
- ENGL 5760U - Literary Nonfiction
- ENGL 5770U - Advanced Creative Writing, Poetry
- ENGL 5780U - Advanced Creative Writing, Fiction
- ENGL 5425U - American /British Poetry

### Journalism

- JOUR 3200 - Introduction to Print and Online Media
- JOUR 3430 - News Writing and Reporting
- JOUR 3450 - Contemporary Editing
- JOUR 3460 - Travel and Tourism Writing
- JOUR 4000 - Topics in Journalism (Repeatable to 6 hrs)
- JOUR 4100 - Public Affairs Reporting

### Film Studies

- THEA 3800 - Video Production I
- THEA 3810 - Video Production II: Intermediate Techniques

- FILM 3400 - History of Film
- FILM 3500 - Introduction to Film
- FILM 5010U - Topics In Film
- FILM 5025U - Popular Culture Theory and Criticism
- FILM 5030U - Television Theory and Criticism
- FILM 5035U - Film Theory and Criticism
- FILM 5040U - Women and Film
- FILM 5510U - Film and Literature

## Major Field Electives

Three to nine semester hours of upper division courses (3000-level or above) in ENGL, FILM, or JOUR.

## Related Field Courses: 15 hours

Must include 9 hours numbered 3000 or above.

## Electives: 9 hours

## Total Semester Hours: 124 hours

## Exit Exam

# French: World Languages and Cultures

## Bachelor of Arts (B.A.)

## Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

## Program of Study

## General Requirements

*This fully online program is offered through a consortium of University System of Georgia Schools.*

## Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Area F: 18 hours

- FREN 1001 - Elementary French I
- FREN 1002 - Elementary French II
- FREN 2001 - Intermediate French I
- FREN 2002 - Intermediate French II

## Six credit hours selected from the following:

- Foreign Language 1001 - Elementary Language I and
- Foreign Language 1002 - Elementary Language II
  
- Foreign Language 2001 - Intermediate Language I and
- Foreign Language 2002 - Intermediate Language II
  
- Electives selected from Core Area C and/or Core Area E
- Foreign Language 2002 - Intermediate Language II

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 33 hours

- ESOL 4010 - Applied Linguistics
- FREN 2010 - Intermediate Conversation
- FREN 3201 - Approaches to Literature
- FREN 4001 - Advanced French Conversation
- FREN 4002 - Advanced French Composition
- FREN 4991 - Senior Seminar
- 6 credit hours of FREN classes at the 3000+ level

## One of the following classes:

- FREN 3001 - French Conversation
- FREN 3002 - French Composition

## One of the following classes:

- FREN 3150 - French Culture and Civilization
- FREN 3160 - Francophone Cultures and Civilization

One of the following classes:

- FREN 3250 - Survey of French Literature (Middle Ages to Present)
- FREN 3260 - Survey of Francophone Literature

Electives: 27 hours

A second or third foreign language may be taken. At least 9 credits must be at the 3000+ level.

Total Semester Hours: 124 hours

Exit Exam

## Spanish

Bachelor of Arts (B.A.)

Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- SPAN 1002 - Elementary Spanish II
- SPAN 2001 - Intermediate Spanish
- SPAN 2002 - Intermediate Spanish II
- ENGL 2100 - Literature and Humanities (if taken in Area C, replace with elective at 1000-2000 level)
- Six semester hours of electives at the 1000-2000 level

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 30 hours

Four to six courses selected from:

- SPAN 3031 - Spanish Conversation
- SPAN 3032 - Spanish Composition
- SPAN 3050 - Advanced Grammar and Syntax
- SPAN 3060 - Advanced Grammar and Syntax for Native Speakers
- SPAN 3111 - Civilization and Culture of Spain
- SPAN 3120 - Civilization and Culture of Latin America
- SPAN 3200 - Introduction to Literature

Four to six courses selected from the following three categories:

Select at least one course from each category. SPAN 4040 must be chosen. A minimum of one other course must be at the 4000 level.

Category One:

- SPAN 3210 - Survey of Spanish Peninsular Literature I
- SPAN 3220 - Survey of Spanish Peninsular Literature II
- SPAN 4070 - Contemporary Spanish Peninsular Novel
- SPAN 4080 - Spanish Peninsular Theatre
- SPAN 4100 - Spanish Peninsular Poetry

Category Two:

- SPAN 3230 - Survey of Spanish American Literature I
- SPAN 3240 - Survey of Spanish American Literature II
- SPAN 4060 - Contemporary Spanish American Novel
- SPAN 4090 - Spanish American Theatre
- SPAN 4110 - Spanish American Poetry

Category Three:

- SPAN 4010 - Special Genre
- SPAN 4020 - Special Author
- SPAN 4030 - Special Topics
- SPAN 4040 - Spanish Phonetics
- SPAN 4900 - Independent Study
- SPAN 4990 - Language Internship (3 semester hours)

## Related Field Courses: 15 hours

Fifteen (15) semester hours (minimum) of 3000-4000 level courses from the College of Liberal Arts

## Electives: 21 hours

## Total Semester Hours: 124 hours

## Exit Exam

# Spanish with Teacher Certification

## Bachelor of Arts (B.A.)

## Progress Requirements

Students must earn a grade of C or better in each upper-level course included in any major or minor area. A minor must contain 15 to 18 semester hours of course work with at least 9 hours of upper division course work. Courses taken to satisfy core areas A through E may not be counted as course work in the minor.

Students majoring in English are strongly encouraged to take their survey courses (ENGL 2121, ENGL 2122, ENGL 2131, ENGL 2132) early. Survey courses, along with ENGL 3010, should be the main constituent of the first eighteen hours taken in the major. To remain a major in good standing in the program requires a GPA of 2.25 in major courses. After the completion of eighteen hours of major level courses, this average in the field must be maintained. Normally a student would be given one semester to raise his or her average to 2.25 in order to remain in the program.

## Program of Study

## General Requirements

*\*The Bachelor of Arts in Spanish with Teacher Certification program is not currently accepting new students.*

## Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

## Area F: 18 hours

- SPAN 1002 - Elementary Spanish II
- SPAN 2001 - Intermediate Spanish
- SPAN 2002 - Intermediate Spanish II
- ENGL 2100 - Literature and Humanities (if taken in area C, replace with elective at 1000-2000 level)
- EDUC 2110 - Investigating Critical and Contemporary Issues in Education
- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 30 hours

Four to six courses selected from:

- SPAN 3031 - Spanish Conversation
- SPAN 3032 - Spanish Composition
- SPAN 3050 - Advanced Grammar and Syntax
- SPAN 3060 - Advanced Grammar and Syntax for Native Speakers
- SPAN 3111 - Civilization and Culture of Spain
- SPAN 3120 - Civilization and Culture of Latin America
- SPAN 3200 - Introduction to Literature

Four to six courses selected from the following three categories:

Select at least one course from each category. SPAN 4040 must be chosen. A minimum of one other course must be at the 4000 level.

Category One:

- SPAN 3210 - Survey of Spanish Peninsular Literature I
- SPAN 3220 - Survey of Spanish Peninsular Literature II
- SPAN 4070 - Contemporary Spanish Peninsular Novel
- SPAN 4080 - Spanish Peninsular Theatre
- SPAN 4100 - Spanish Peninsular Poetry

Category Two:

- SPAN 3230 - Survey of Spanish American Literature I
- SPAN 3240 - Survey of Spanish American Literature II
- SPAN 4060 - Contemporary Spanish American Novel
- SPAN 4090 - Spanish American Theatre
- SPAN 4110 - Spanish American Poetry

Category Three:

- SPAN 4010 - Special Genre
- SPAN 4020 - Special Author
- SPAN 4030 - Special Topics
- SPAN 4900 - Independent Study
- SPAN 4990 - Language Internship

Pedagogy Courses: 32 hours

- EDUC 2130 - Exploring Learning and Teaching
- EDUC 3100 - Technology Applications For Teachers
- EDUC 3200 - Curriculum, Planning, and Instruction
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- MGSE 3400 - Classroom Management Strategies
- SPAN 3750 - Internship I - Pre-Student Teaching
- SPAN 4750 - Internship II - Student Teaching (12 semester hours)
- SPAN 5442U - Content and Methods Spanish Education

Total Semester Hours: 126 hours

Exit Exam

## Liberal Studies Program

Jack Simmons, Director

Peggy Clifton, Coordinator

## General Information

Liberal Studies associate and baccalaureate degree programs operate under the general guidance of the dean of the College of Liberal Arts and the immediate supervision of the director of Liberal Studies. Two liberal studies degrees are offered: the associate of arts, providing a substantial liberal education as a base for upper-division specialization; and the bachelor of liberal studies, designed primarily for mature students with clearly defined academic and career goals. Faculty advisors from appropriate departments of the university provide curriculum guidance in particular areas of concentration. Working closely with both the liberal studies staff and faculty advisors, students prepare individual programs of study consistent with their own plans and expectations. Up to one-fourth of the credit required for the bachelor of liberal studies degree may be satisfied through successful completion of Armstrong-approved examinations and university-level independent study courses. To accommodate the needs of nontraditional students, advisement sessions can be scheduled during weekday evenings, as well as during normal business hours. Interested students should contact the Office of Liberal Studies to schedule appointments.

## Special Programs

Both the associate of arts and the bachelor of liberal studies degrees are available through the Armstrong Liberty Center in Hinesville, Georgia. For further information, contact the Armstrong counselor at the Armstrong Liberty Center.

### Associate of Arts

### Associate of Arts

Associate of Arts (A.A.)

Progress Requirements

To qualify for either the associate of arts or the bachelor of liberal studies degree, a student must earn at Armstrong at least 25% of the credits required for the degree.

For the associate of arts and bachelor of liberal studies, students must submit an application for undergraduate graduation to the liberal studies coordinator for approval at least two semesters prior to anticipated graduation. No more than two Ds may be earned in the liberal studies area, and all grades in the area of concentration must be C or better.

## Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

*Students planning work toward a baccalaureate degree should select Area A and D courses that meet listed requirements of that degree program. See listing of requirements.*

Physical Education: 2 hours

First-Year Seminar: 1 hour

Additional Requirements: 18 hours

Three credits selected from:

- COMM 2280 - Speech Communication
- ETHC 2000 - Interdisciplinary Ethics and Values
- LIST 2000 - The History of the Liberal Arts
- Fifteen credit hours of electives at the 1000 or 2000 level. Students planning work toward a baccalaureate degree should select courses that meet listed requirements of that degree program.

Total Semester Hours: 63 hours

### **Associate of Science**

### **Associate of Science**

#### Progress Requirements

To qualify for the associate of science, a student must earn at Armstrong at least 25% of the credits required for the degree.

#### Program of Study

#### General Requirements

Core Areas A, B, C, D.IIA or D.IIB, and E: 42 hours

*Students planning work toward a baccalaureate degree should select Area A and D courses that meet listed requirements of that degree program. See Listing of Requirements*

Physical Education: 2 hours

First-Year Seminar: 1 hour

Additional Requirements: 18 hours

Eighteen credit hours of electives at the 1000 or 2000 level. Students planning work toward a baccalaureate degree should select courses that meet listed requirements of that degree program.

Total Semester Hours: 63 hours

Exit Exam

## **Bachelor of Liberal Studies**

### **Liberal Studies, Track 1: General Liberal Studies**

Bachelor of Liberal Studies (B.L.S.)

#### Progress Requirements

To qualify for either the associate of arts or the bachelor of liberal studies degree, a student must earn at Armstrong at least 25% of the credits required for the degree.

For the associate of arts and bachelor of liberal studies, students must submit an application for undergraduate graduation to the liberal studies coordinator for approval at least two semesters prior to anticipated graduation. No more than two Ds may be earned in the liberal studies area, and all grades in the area of concentration must be C or better.

#### Program of Study

##### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

### Three credits selected from

- COMM 2280 - Speech Communication
- ETHC 2000 - Interdisciplinary Ethics and Values
- LIST 2000 - The History of the Liberal Arts

### Three to six credits selected from:

- PHIL 2010 - Introduction to Philosophy
- PHIL 2030 - Introduction to Ethics and Moral Issues
- POLS 2100 - Introduction to Political Science
- POLS 2290 - Foundations of International Relations
- SOCI 2000 - Global Sociology
- SOCI 2500 - Ethics, Values, and the Social World
- RELI 2100 - World Religions
- Two foreign language courses beyond 1001 in sequence

### Three to six credits at the 1000 or 2000 level with the prefix;

- AFAS, ARTS, ANTH, BUSA, COMM, CRJU, ECON, ENGL, ETHC, EURO, FREN, GEOG, GNST, GRMN, HIST, HONS, LATN, LWSO, MUSC, PHIL, POLS, PSYC, SABR, SOCI, SPAN, THEA

### Three to seven credits of core area D courses (not used for core area D)

## Major Field Courses

- Minimum of 39 hours at 3000 level or above
- Maximum of 27 hours in any discipline (excluding courses taken under General Requirements)
- No more than two Ds in the Liberal Studies section
- At least 9 of the 18 hours in the Liberal Studies section must be completed at Armstrong.

## Liberal Studies: 18 hours

Must be at 2000 level or above

## Humanities: 3-6 hours

Choice of:

Art, literature, history, music, philosophy, theatre

## Social Sciences: 3-6 hours

Choice of:

Anthropology, criminal justice, economics, geography, political science, psychology, sociology

## Math, Natural Science, and Technology: 3-6 hours

Choice of:

Astronomy, biology, chemistry, computer science, geology, mathematics, meteorology, oceanography, physics

**Communication Arts: 3-6 hours**

Choice of:

Advanced composition, communications, film, foreign languages, journalism, linguistics, rhetoric, technical and business writing

**Area of Concentration: 42 hours**

**General Liberal Studies:**

- 15 credit hours at the 3000 level or above with a grade no lower than a C for each course. All 15 credit hours must be from the same Armstrong major, minor or program of study and be approved by the Director of Liberal Studies.
- 27 credit hours electives

**Total Semester Hours: 124 hours**

## **Liberal Studies, Track 2: Philosophy**

**Bachelor of Liberal Studies (B.L.S.)**

### **Progress Requirements**

To qualify for either the associate of arts or the bachelor of liberal studies degree, a student must earn at Armstrong at least 25% of the credits required for the degree.

For the associate of arts and bachelor of liberal studies, students must submit an application for undergraduate graduation to the liberal studies coordinator for approval at least two semesters prior to anticipated graduation. No more than two Ds may be earned in the liberal studies area, and all grades in the area of concentration must be C or better.

### **Program of Study**

#### **General Requirements**

**Core Areas A, B, C, D.I, and E: 42 hours**

See listing of requirements.

**Core Area F: 18 hours**

**Three credits selected from**

- COMM 2280 - Speech Communication
- ETHC 2000 - Interdisciplinary Ethics and Values

- LIST 2000 - The History of the Liberal Arts

Three to six credits selected from:

- PHIL 2010 - Introduction to Philosophy
- PHIL 2030 - Introduction to Ethics and Moral Issues
- POLS 2100 - Introduction to Political Science
- POLS 2290 - Foundations of International Relations
- SOCI 2000 - Global Sociology
- SOCI 2500 - Ethics, Values, and the Social World
- RELI 2100 - World Religions
- Two foreign language courses beyond 1001 in sequence

Three to six credits at the 1000 or 2000 level with the prefix;

- AFAS, ARTS, ANTH, BUSA, COMM, CRJU, ECON, ENGL, ETHC, EURO, FREN, GEOG, GNST, GRMN, HIST, HONS, LATN, LWSO, MUSC, PHIL, POLS, PSYC, SABR, SOCI, SPAN, THEA

Three to seven credits of core area D courses (not used for core area D)

## Major Field Courses

- Minimum of 39 hours at 3000 level or above
- Maximum of 27 hours in any discipline (excluding courses taken under General Requirements)
- No more than two Ds in the Liberal Studies section
- At least 9 of the 18 hours in the Liberal Studies section must be completed at Armstrong.

## Liberal Studies: 18 hours

Must be at 2000 level or above

## Humanities: 3-6 hours

Choice of:

Art, literature, history, music, philosophy, theatre

## Social Sciences: 3-6 hours

Choice of:

Anthropology, criminal justice, economics, geography, political science, psychology, sociology

## Math, Natural Science, and Technology: 3-6 hours

Choice of:

Astronomy, biology, chemistry, computer science, geology, mathematics, meteorology, oceanography, physics

Communication Arts: 3-6 hours

Choice of:

Advanced composition, communications, film, foreign languages, journalism, linguistics, rhetoric, technical and business writing

Area of Concentration: 42 hours

Philosophy:

- 21 credit hours of PHIL at the 3000 level or above with a grade no lower than a C for each course.
- 21 credit hours electives

Total Semester Hours: 124 hours

## **Liberal Studies, Track 3: International Affairs**

Bachelor of Liberal Studies (B.L.S.)

### Progress Requirements

To qualify for either the associate of arts or the bachelor of liberal studies degree, a student must earn at Armstrong at least 25% of the credits required for the degree.

For the associate of arts and bachelor of liberal studies, students must submit an application for undergraduate graduation to the liberal studies coordinator for approval at least two semesters prior to anticipated graduation. No more than two Ds may be earned in the liberal studies area, and all grades in the area of concentration must be C or better.

### Program of Study

### General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Core Area F: 18 hours

Three credits selected from

- COMM 2280 - Speech Communication
- ETHC 2000 - Interdisciplinary Ethics and Values
- LIST 2000 - The History of the Liberal Arts

Three to six credits selected from:

- PHIL 2010 - Introduction to Philosophy
- PHIL 2030 - Introduction to Ethics and Moral Issues
- POLS 2100 - Introduction to Political Science
- POLS 2290 - Foundations of International Relations
- SOCI 2000 - Global Sociology
- SOCI 2500 - Ethics, Values, and the Social World
- RELI 2100 - World Religions
- Two foreign language courses beyond 1001 in sequence

Three to six credits at the 1000 or 2000 level with the prefix;

- AFAS, ARTS, ANTH, BUSA, COMM, CRJU, ECON, ENGL, ETHC, EURO, FREN, GEOG, GNST, GRMN, HIST, HONS, LATN, LWSO, MUSC, PHIL, POLS, PSYC, SABR, SOCI, SPAN, THEA

Three to seven credits of core area D courses (not used for core area D)

## Major Field Courses

- Minimum of 39 hours at 3000 level or above
- Maximum of 27 hours in any discipline (excluding courses taken under General Requirements)
- No more than two Ds in the Liberal Studies section
- At least 9 of the 18 hours in the Liberal Studies section must be completed at Armstrong.

## Liberal Studies: 18 hours

Must be at 2000 level or above

## Humanities: 3-6 hours

Choice of:

Art, literature, history, music, philosophy, theatre

## Social Sciences: 3-6 hours

Choice of:

Anthropology, criminal justice, economics, geography, political science, psychology, sociology

## Math, Natural Science, and Technology: 3-6 hours

Choice of:

Astronomy, biology, chemistry, computer science, geology, mathematics, meteorology, oceanography, physics

## Communication Arts: 3-6 hours

Choice of:

Advanced composition, communications, film, foreign languages, journalism, linguistics, rhetoric, technical and business writing

## Area of Concentration: 42 hours

### International Affairs:

Select one of the following\*:

*\*If not taken in the core curriculum or in the Liberal Studies major field courses.*

- POLS 1150 - World Politics
- POLS 2290 - Foundations of International Relations

### Foreign Language 1001, 1002, 2001: 6-9 hours\*

*\*If not taken in the core curriculum or in the Liberal Studies major field courses.*

Select 15 credit hours from the list below:

In at least 3 different disciplines.

- CRJU 3120 - Illegal Immigration
- CRJU 3600 - Topics in Criminal Justice
- CRJU 5520U - Comparative Judicial Systems
- ECON 3100 - Multinational Economic Enterprises
- ECON 3200 - International Trade
- ECON 3460 - Economics of Immigration
- ECON 4310 - International Finance
- ECON 4340 - International Economics
- ECON 4400 - Seminar in Third World Economic Development
- ECON 4450 - Comparative Economics
- EURO 3990 - Topics In European Union Studies
- EURO 4500 - Seminar in European Union Studies
- ENGL 5200U - Postcolonial Literature
- ENGL 5215U - Literature of the Non-Western World
- GEOG 5550U - Topics in Regional Geography
- HIST 3100 - History of Latin America to 1850
- HIST 3110 - History of Latin America Since 1850
- HIST 3115 - Topics in Latin American History
- HIST 3150 - History of Africa to 1800
- HIST 3160 - History of Africa Since 1800
- HIST 3165 - Topics in African History
- HIST 3200 - Traditional China
- HIST 3210 - Modern China
- HIST 3220 - History of Japan
- HIST 3223 - Topics in Asian History
- HIST 3225 - History of the Ancient Near East
- HIST 3230 - History of the Middle East
- HIST 3250 - Topics in Middle Eastern and Mediterranean History

- HIST 3300 - Modern Russia
- HIST 3320 - History of Russian and Soviet Foreign Policy
- HIST 3330 - Modern Germany
- HIST 3360 - Modern East Central Europe
- HIST 3390 - Modern France
- HIST 3485 - Topics in European History
- HIST 3495 - European Intellectual and Cultural History
- HIST 3545 - Topics in U.s. Foreign Relations
- HIST 3550 - Topics in British History
- LWSO 4172 - Terrorism and National Security Law
- PHIL 3200 - Technology, Society, and Human Values
- POLS 3340 - Politics and Ideology in Contemporary Europe
- POLS 4172 - Terrorism and National Security Law
- POLS 4200 - Independent Study in International Relations
- POLS 4400 - Independent Study in Comparative Government
- POLS 5140U - Asian Regional Security
  
- CRJU 5130U - Political Terrorism  
or
- POLS 5130U - Political Terrorism
  
- POLS 5210U - International Law
- POLS 5220U - Theory of International Relations
- POLS 5250U - International Organizations
- POLS 5290U - American Foreign Policy
- POLS 5300U - Marxism, Socialism, and Democracy
- POLS 5410U - Asia and The United States
- POLS 5420U - Politics of the Middle East
- POLS 5430U - African Politics
- POLS 5440U - Latin American Politics
- POLS 5450U - Political Sociology of Nationalism
- POLS 5460U - Politics of East Asia
- POLS 5490U - Russian Politics
- POLS 5510U - Third World National Security
- POLS 5520U - Comparative Judicial Systems
- POLS 5530U - Global Environmental Politics
- POLS 5550U - Insurgency and Counterinsurgency
- POLS 5560U - Comparative Foreign Policy
- POLS 5570U - Politics & Security in Southwest Asia
- POLS 5580U - Violent Non-State Actors (VNSAS)
- SOCI 5450U - Political Sociology of Nationalism

Electives: 12-27 credit hours

Total Semester Hours: 124 hours

## **Liberal Studies, Track 4: Sociology**

# Bachelor of Liberal Studies (B.L.S.)

## Progress Requirements

To qualify for either the associate of arts or the bachelor of liberal studies degree, a student must earn at Armstrong at least 25% of the credits required for the degree.

For the associate of arts and bachelor of liberal studies, students must submit an application for undergraduate graduation to the liberal studies coordinator for approval at least two semesters prior to anticipated graduation. No more than two Ds may be earned in the liberal studies area, and all grades in the area of concentration must be C or better.

## Program of Study

### General Requirements

#### Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

#### Core Area F: 18 hours

#### Three credits selected from

- COMM 2280 - Speech Communication
- ETHC 2000 - Interdisciplinary Ethics and Values
- LIST 2000 - The History of the Liberal Arts

#### Three to six credits selected from:

- PHIL 2010 - Introduction to Philosophy
- PHIL 2030 - Introduction to Ethics and Moral Issues
- POLS 2100 - Introduction to Political Science
- POLS 2290 - Foundations of International Relations
- SOCI 2000 - Global Sociology
- SOCI 2500 - Ethics, Values, and the Social World
- RELI 2100 - World Religions
- Two foreign language courses beyond 1001 in sequence

#### Three to six credits at the 1000 or 2000 level with the prefix;

- AFAS, ARTS, ANTH, BUSA, COMM, CRJU, ECON, ENGL, ETHC, EURO, FREN, GEOG, GNST, GRMN, HIST, HONS, LATN, LWSO, MUSC, PHIL, POLS, PSYC, SABR, SOCI, SPAN, THEA

#### Three to seven credits of core area D courses (not used for core area D)

## Major Field Courses

- Minimum of 39 hours at 3000 level or above
- Maximum of 27 hours in any discipline (excluding courses taken under General Requirements)
- No more than two Ds in the Liberal Studies section
- At least 9 of the 18 hours in the Liberal Studies section must be completed at Armstrong.

## Liberal Studies: 18 hours

Must be at 2000 level or above

## Humanities: 3-6 hours

Choice of:

Art, literature, history, music, philosophy, theatre

## Social Sciences: 3-6 hours

Choice of:

Anthropology, criminal justice, economics, geography, political science, psychology, sociology

## Math, Natural Science, and Technology: 3-6 hours

Choice of:

Astronomy, biology, chemistry, computer science, geology, mathematics, meteorology, oceanography, physics

## Communication Arts: 3-6 hours

Choice of:

Advanced composition, communications, film, foreign languages, journalism, linguistics, rhetoric, technical and business writing

## Area of Concentration: 42 hours

### Sociology:

*Note: All courses in the Sociology track must be completed with a grade of C or better.*

*\*If not completed in the core curriculum.*

- MATH 2200 - Elementary Statistics (Grade of C or better) \*
- SOCI 3360 - Social Theory (Grade of C or better)
- 15 credit hours of SOCI at the 3000 level or above
- 18-21 credit hours electives

Select one of the following:

Grade of C or better.

- SOCI 3400 - Methods of Social Research
- CRJU 3100 - Research Methods
- POLS 4950 - Political Research Methods

Total Semester Hours: 124 hours

## Gender Studies Program

Jane Rago, Coordinator

The Gender Studies program offers a bachelor of arts degree. It is an interdisciplinary field, offering essential academic inquiry in diverse areas, such as literature, history, art, health, and psychology, as well as examining men's and women's roles, achievements, and experiences in social activism, both historically and also across cultures. This program is designed to bring to light valuable knowledge about gender and power in the family and at work, in the arts, in politics, and in the sciences—information that traditional scholarship has often overlooked. Armstrong's Gender Studies program also explores the relationship between cultural ideologies of human behavior and identity. It considers the ways class, race, ethnicity, nationality, sexuality, and age shape our experiences; and examines the ways in which gender is socially and culturally constructed.

Undergraduate students may also complete a minor in Gender Studies.

### Minor

## Gender Studies Minor

Requirements: 15 hours

Note: At least nine semester hours must be from courses numbered 3000 or higher.

Select from the following:

Three to six hours selected from:

- GNST 1101 - Introduction to Gender Studies
- GNST 2101 - Ethics, Values, and Gender

Nine to twelve hours selected from:

- CRJU 3510  
or
- SOCI 3510 - Gender, Violence and Society  
or
- GNST 3510 - Gender, Violence and Society
- ENGL 5340U - Literature By Women
- ENGL 5355U - Black Women Writers
- FILM 5025U - Popular Culture Theory and Criticism

- FILM 5040U - Women and Film
- GNST 2200 - Gender in Global Contexts
- GNST 5000U - Topics in Gender Studies
- GNST 5500U - Topics in Women's Leadership
  
- GNST 5600U - Sociology of Gender  
or
- SOCI 5600U - Sociology of Gender
  
- GNST 5700U - Perspectives in Feminist Theory
- HIST 3660 - Topics in Women and Gender in America
- HIST 3670 - Women and Gender in Europe
- HIST 3740 - Women in American History
- NURS 3355
- PSYC 3100 - Psychology of Human Sexuality
- PUBH 5570U - Women and Minority Health Issues
- PUBH 5575U - Health and Sexuality
- SOCI 3150 - Sociology of the Family
- SOCI 3300 - Social Stratification
- SOCI 3800 - Sociology of Sexuality

## **Bachelor of Arts**

### **Gender Studies**

Bachelor of Arts (B.A.)

Program of Study

General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- GNST 1101 - Introduction to Gender Studies
- GNST 2101 - Ethics, Values, and Gender
- GNST 2200 - Gender in Global Contexts
- Foreign language 1002 (3 credit hours)
- Foreign language 2001 (3 credit hours)
- ENGL 2100 - Literature and Humanities

Physical Education: 3 hours

First-Year Seminar: 1 hour

## Major Field Courses

Minimum of 39 hours at 3000 level or above

### Required Courses in the Major Field: 15 hours

- GNST 5700U - Perspectives in Feminist Theory
- GNST 4900 - Gender Studies Junior/Senior Seminar
  
- GNST 5600U - Sociology of Gender  
or
- SOCI 5600U - Sociology of Gender
  
- FILM 5040U - Women and Film
- HIST 3740 - Women in American History

### Additional Major Field Courses

Arts and Humanities (3000 or above): 6 hours

Choose from:

- ENGL 5340U - Literature By Women
- ENGL 5355U - Black Women Writers
- FILM 5025U - Popular Culture Theory and Criticism
- GNST 4700 - Gender Studies Internship
- GNST 5000U - Topics in Gender Studies
- GNST 5500U - Topics in Women's Leadership
- HIST 3660 - Topics in Women and Gender in America
- HIST 3670 - Women and Gender in Europe

Social/Behavioral Sciences and Health Professions (3000 or above): 6 hours

Choose from:

- GNST 4700 - Gender Studies Internship
- NURS 3355 - Women's Health
- COMM 5500U - Communication Between the Genders
- PSYC 3100 - Psychology of Human Sexuality
- PUBH 5570U - Women and Minority Health Issues
- PUBH 5575U - Health and Sexuality
- SOCI 3150 - Sociology of the Family
- SOCI 3300 - Social Stratification
  
- SOCI 3510 - Gender, Violence and Society

or

- GNST 3510 - Gender, Violence and Society
- SOCI 3800 - Sociology of Sexuality

**Minor: 15-18 hours**

A university-approved minor in another area of study.

**Electives: 15-18 hours**

**Total Semester Hours: 124 hours**

**Exit Exam**

## **European Union Studies**

**Minor**

### **European Union Studies Minor**

**Requirements: 15 hours**

- EURO 2000 - European Union or EURO 3234 - Introduction to the European Union

Nine hours from a multidisciplinary menu that includes the following campus as well as online courses:

With at least a 25% EU component.

- BIOL 3100 - Man and the Environment
- ECON 3100 - Multinational Economic Enterprises
- ECON 3200 - International Trade
- ECON 3450 - Environmental Economics
- HIST 3330 - Modern Germany
- HIST 3360 - Modern East Central Europe
- HIST 3390 - Modern France
- HIST 3485 - Topics in European History
- HIST 3495 - European Intellectual and Cultural History
- HIST 3670 - Women and Gender in Europe
- POLS 3340 - Politics and Ideology in Contemporary Europe
- EURO 3990 - Topics In European Union Studies
- EURO 4130 - EU Law and Legal Systems
- EURO 4160 - Federalism and Multilevel Governance in the EU

- EURO 4230 - Doing Business in the EU
- EURO 4260 - European Monetary Union
- EURO 4330 - EU Science and Technology Policy
- EURO 4430 - EU Environmental Policy
- EURO 4530 - European Social Policy
- EURO 4630 - Communications and Media
- EURO 4730 - EU Foreign Policy
- EURO 4760 - US-EU Relations

### Capstone Seminar:

- EURO 4500 - Seminar in European Union Studies  
or
- EURO 4830 - Eu Studies Capstone Course

## Undergraduate Certificate

### European Union Studies Certificate

#### Policies Requirements and Standards European Union Studies

The European Union Studies Certificate provides an in-depth study of the European Union (EU) and its relationship with the United States and other nations. It is a collaborative program of Armstrong and the European Union Studies Program of the University System of Georgia. The program offers a common curriculum open to all university system institutions.

A certificate in EU Studies can be taken in tandem with a formal degree program. Students from all academic majors are eligible to participate as long as they possess a minimum 2.75 cumulative GPA. A student may formally apply to enroll in the program after successful completion of the following:

- EURO 2000 - European Union with a grade of C or better
- 30 semester hours of academic credit
- HIST 1111 or HIST 1112

#### Requirements: 15 hours

*Note: A 3.0 GPA in certificate courses is required.*

- EURO 2000 - European Union or EURO 3234 - Introduction to the European Union

#### Nine credit hours from the following multidisciplinary list

List includes the following campus (with at least a 25% EU component) as well as online courses (at least one course in two different discipline areas):

- BIOL 3100 - Man and the Environment
- ECON 3100 - Multinational Economic Enterprises
- ECON 3200 - International Trade

- ECON 3450 - Environmental Economics
- HIST 3330 - Modern Germany
- HIST 3360 - Modern East Central Europe
- HIST 3390 - Modern France
- HIST 3485 - Topics in European History
- HIST 3670 - Women and Gender in Europe
- HIST 3495 - European Intellectual and Cultural History
- POLS 3340 - Politics and Ideology in Contemporary Europe
- EURO 3990 - Topics In European Union Studies
- EURO 4130 - EU Law and Legal Systems
- EURO 4160 - Federalism and Multilevel Governance in the EU
- EURO 4230 - Doing Business in the EU
- EURO 4260 - European Monetary Union
- EURO 4330 - EU Science and Technology Policy
- EURO 4430 - EU Environmental Policy
- EURO 4530 - European Social Policy
- EURO 4630 - Communications and Media
- EURO 4730 - EU Foreign Policy
- EURO 4760 - US-EU Relations

### Capstone Seminar:

- EURO 4500 - Seminar in European Union Studies  
or
- EURO 4830 - Eu Studies Capstone Course

### Areas of distinction

The certificate also highlights special achievements by providing a notation of "distinction" in three areas:

- Foreign language proficiency (6 semester hours at or above the 2000 level)
- Composition of a thesis
- Practicum experience (a study abroad course or a hands-on-internship)

## Latin American Studies

### Undergraduate Certificate

### Latin American Studies Certificate

### Policies Requirements and Standards Latin American Studies

William Deaver, Coordinator

As a collaborative program of the University System of Georgia and the Americas Council, the Certificate in Latin American Studies provides an in-depth study of Latin America and its relationship with the United States and other nations. The CLAS

offers a common curriculum open to all university system institutions. The program recognizes a student's knowledge and understanding of a region of growing importance, both economically and culturally. The course of study is designed to be interdisciplinary and complementary to existing undergraduate programs. Students who satisfy the certificate requirements in their undergraduate degree will be awarded a Certificate in Latin American Studies which will be noted in the student's placement materials and on their transcript.

A certificate in Latin American Studies must be taken in conjunction with a formal degree program. Students from all majors who hold a 2.80 GPA are eligible to participate. A student may formally apply to enroll in the program after successful completion of thirty hours of academic credit and either HIST 3110 - History of Latin America Since 1850 or SPAN 3120 - Civilization and Culture of Latin America.

## Requirements: 18 hours

### Language Requirement:

0-6 hours of Spanish or French at the 3000 level or above. These hours may be taken as part of an approved study abroad program as long as the course is beyond the intermediate level.

**or**

Demonstration of written and oral proficiency in Spanish, Portuguese, French, Haitian Creole, or Quechua. Demonstration of language proficiency above the intermediate level as defined by ACTFL standards through examination, a grade of C or better at the 3000 level, or successful completion of an oral and written examination evaluated by a qualified University System of Georgia faculty member (for Haitian Creole and Quechua).

### One of the following:

- HIST 3110 - History of Latin America Since 1850
- SPAN 3120 - Civilization and Culture of Latin America

### Three courses in Latin American Studies from the following: 9 hours

Two of which must be from outside the student's major.

- Any Latin American upper division courses offered in the University System of Georgia
- Six hours may come from courses that have a minimum 25% Latin American component
- No more than six hours from study abroad or internships
- No more than one course may be taken at the 1000-2000 level

All courses, study abroad programs, and internships must be approved by the director of International Education (Dr. James Anderson) or the campus CLAS Coordinator (Dr. Bill Deaver). All courses require a grade of C or better.

### Honors Option:

A student may receive an Honors Certificate in Latin American Studies if he or she maintains an overall GPA of 2.8 and a GPA of 3.5 in all CLAS courses, and submits a senior honors paper on a Latin American topic to a faculty member in that field. The paper must receive a B+ or better.

## Interdisciplinary Certificates and Minors

## Minor

# African American Studies Minor

Michael Benjamin, Coordinator

## General Information

The purpose of African American Studies is to allow students of any ethnic background to recognize and understand the important role African Americans have played in defining and developing American society, to address the implications of being "black" in America, and to experience the artistic endeavors put forth by those of African descent. Its interdisciplinary focus explores areas such as history, literature, politics, religion, the arts, and education, as they relate to the African American experience.

## Requirements: 15 hours

- AFAS 2000 - Introduction to African American Studies

## Note:

Must include 9 hours of course work numbered 3000 or above with no more than 6 hours from a single discipline and at least 6 hours from each of the following areas of concentration:

### Humanities:

- AFAS 3991 - Internship  
*\*Note: Students may use no more than three credits of AFAS 3991 toward the minor.*
- AFAS 4000 - Independent Study in African American Studies
- AFAS 5000U - Topics in African American Studies
- ENGL 2050 - Africa and the Diaspora
- ENGL 3350 - Introduction to African American Literature
- ENGL 5355U - Black Women Writers
- ENGL 5350U - Topics in African American Literature
- HIST 2100 - The African Diaspora
- HIST 3150 - History of Africa to 1800
- HIST 3160 - History of Africa Since 1800
- HIST 3165 - Topics in African History
- HIST 3900 - African-American History to 1865
- HIST 3910 - African-American History Since 1865
- HIST 3915 - Topics in African-American History
- MUSC 2010 - Understanding Jazz

### Social Sciences:

- AFAS 3991 - Internship  
*\*Note: Students may use no more than three credits of AFAS 3991 toward the minor.*

- AFAS 4000 - Independent Study in African American Studies
- AFAS 5000U - Topics in African American Studies
- CSDS 4050 - Intercultural Communication
- POLS 3980 - African Americans & The American Political System
- POLS 5430U - African Politics
- POLS 5510U - Third World National Security
- POLS 5560U - Comparative Foreign Policy
- PUBH 5570U - Women and Minority Health Issues
- SOCI 3200 - Racial and Ethnic Minorities

## Environmental Studies Minor

Teresa Winterhalter, Coordinator

### General Information

The minor in environmental studies is designed for students who have an interest in learning more about the natural environment and the ecology of the planet, as well as understanding political, historical, economic, and cultural issues concerning the environment. By requiring courses in both the sciences and the non-sciences, the minor offers an interdisciplinary perspective that will complement a wide range of majors.

### Requirements: 15 hours

Nine credits must be 3000 level or above. At least nine credits must be from a discipline other than your major.

### Select at least two science courses from this list:

Cannot be used to fulfill Core Area D requirements.

- BIOL 1103 - Concepts of Biology (and Lab)
- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
- BIOL 1108 - Principles of Biology II (and Lab)
- BIOL 1120 - Diversity of Life
- BIOL 1140 - Environmental Biology
- BIOL 3050 - General Ecology (and Lab)
- BIOL 3100 - Man and the Environment
- BIOL 3250 - Limnology
- BIOL 3470 - Marine Pollution
- BIOL 3600 - Barrier Island Ecology (and Lab)
- BIOL 4550 - Biology of Marine Organisms (and Lab)
- BIOL 4970 - Special Topics (and Lab)
- CHEM 1211 - Principles of Chemistry I
- CHEM 1211L - Principles of Chemistry I Laboratory
- CHEM 1212 - Principles of Chemistry II
- CHEM 1212L - Principles of Chemistry II Laboratory
- CHEM 2200 - Science, Technology, and the Modern World

- CHEM 4100 - Advanced Topics in Organic Chemistry
- CHEM 4200 - Advanced Topics in Inorganic Chemistry
- CHEM 4300 - Advanced Topics in Analytical Chemistry
- CHEM 4600 - Advanced Topics in Interdisciplinary Chemistry (topics as appropriate)
- GEOL 2010 - Introduction to Physical Geology
- OCEA 3100 - Introduction to Oceanography
- SCIE 1212 - Chemical Environment
- SCIE 1212L - Chemical Environment Lab

Select at least two non-science courses from this list:

- ARTS 3680 - Environmental Art
- ECON 3450 - Environmental Economics
- ENGL 5280U - Literature and the Environment
- ENST 4000 - Internship in Environmental Studies
- GEOG 5530U - Human/Environment Interactions
- HIST 3580 - Environmental History
- HSCC 3760 - Environmental and Community Health Issues
- PHIL 3200 - Technology, Society, and Human Values
  
- POLS 4190 - Environmental Laws and Regulations  
or
- LWSO 4190 - Environmental Laws and Regulations
  
- POLS 5530U - Global Environmental Politics

## International Studies Minor

### Study Abroad

Dorothee Mertz-Weigel, Director, International Education Programs

Study abroad programs sponsored by Armstrong and the University System of Georgia provide students with the opportunity to study abroad while earning academic credit toward completion of the degree requirements at their home campus. Armstrong has in recent years offered summer study abroad programs in Argentina, Belize, Chile, China, Costa Rica, Czech Republic, France, Germany, Italy, Ireland, Mexico, Spain, and the United Kingdom, while the University System of Georgia offers summer study programs in countries around the world: Argentina, Australia, Brazil, Canada, China, Costa Rica, England, Estonia, Ethiopia, France, Germany, Italy, the Ivory Coast, Japan, Mexico, Spain, and Tanzania. In addition, semester and academic year study abroad opportunities are available in more than 45 countries. Contact the Office of International Education for the current list of offerings. Studying abroad provides the opportunity to gain appreciation for the cultures and institutions of other peoples, facilitates the development of relevant career skills, and contributes to personal maturity, a sense of independence, self-knowledge, and confidence.

Study abroad programs are open to all undergraduate and some graduate students; however, certain programs may require the completion of prerequisites. Students in the University System of Georgia who are eligible for financial aid may use that aid toward study abroad programs. A limited number of USG Stars scholarships are available. For further information, contact the Office of International Education. (912.344.3128).

## International Studies Minor

Requirements: 18 hours

\*Competency in foreign language through the 1002 level also may be demonstrated through AP exams or CLEP tests

- Foreign Language 1002  
or
- Foreign Language 2001\*

One course from the following:

- ECON 1150 - Global Economic Problems \*\*
- POLS 1150 - World Politics \*\*
- POLS 2290 - Foundations of International Relations \*\*

Note:

\*\*If one has already been taken in Area B, student may take one of the other two, or substitute one of those listed below. Courses taken to satisfy Area A through E may not be counted as coursework in the minor. Courses taken in Area F may be counted in the minor.

- CRJU 2010 - Universal Justice
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- EURO 2000 - European Union
- GEOG 1100 - World Regional Geography
- GEOG 2120 - Cultural Geography
- GNST 2200 - Gender in Global Contexts
- HUMN 2960
- PSYC 2300 - Global Perspectives in Developmental Psychology
- SOCI 1101 - Introductory Sociology
- SABR 2960 - Study Abroad

Note:

*The minor requires 12 hours of upper level coursework. 3 of these hours may be within the section of the major labeled "Major Field."*

Two courses from the following:

- ECON 3200 - International Trade
- ECON 3450 - Environmental Economics
- ECON 4310 - International Finance
- ECON 4400 - Seminar in Third World Economic Development
- HIST 3115 - Topics in Latin American History
- HIST 3320 - History of Russian and Soviet Foreign Policy
- HIST 3485 - Topics in European History

- HIST 3545 - Topics in U.s. Foreign Relations
- POLS 3210
- POLS 5210U - International Law
- POLS 5220U - Theory of International Relations
- POLS 5250U - International Organizations
- POLS 5260U
- POLS 5280U - Seminar in Global Politics
- POLS 5290U - American Foreign Policy
- POLS 5270U - Intelligence and National Security Policy
  
- POLS 5130U - Political Terrorism  
or
- CRJU 5130U - Political Terrorism

Two courses from the following:

- ANTH 4401, -02, -03 - Special Topics in Anthropology
- ECON 3450 - Environmental Economics
- ECON 4310 - International Finance
- ECON 4400 - Seminar in Third World Economic Development
- ECON 5200U
- ENGL 5215U - Literature of the Non-Western World
- FREN 5030U
- GEOG 5550U - Topics in Regional Geography
- HIST 3110 - History of Latin America Since 1850
- HIST 3115 - Topics in Latin American History
- HIST 3150 - History of Africa to 1800
- HIST 3160 - History of Africa Since 1800
- HIST 3210 - Modern China
- HIST 3220 - History of Japan
- HIST 3223 - Topics in Asian History
- HIST 3230 - History of the Middle East
- HIST 3300 - Modern Russia
- HIST 3320 - History of Russian and Soviet Foreign Policy
- HIST 3330 - Modern Germany
- HIST 3360 - Modern East Central Europe
- HIST 3485 - Topics in European History
- HIST 3545 - Topics in U.s. Foreign Relations
- HIST 3550 - Topics in British History
- HIST 3560
- HIST 4900
- POLS 3340 - Politics and Ideology in Contemporary Europe
- POLS 3420
- POLS 4400 - Independent Study in Comparative Government
- POLS 4540 - International Political Economy
- POLS 5260U
- POLS 5300U - Marxism, Socialism, and Democracy

- POLS 5430U - African Politics
- POLS 5440U - Latin American Politics
- POLS 5460U - Politics of East Asia
- POLS 5490U - Russian Politics
- POLS 5510U - Third World National Security
  
- POLS 5520U - Comparative Judicial Systems  
or
- CRJU 5520U - Comparative Judicial Systems
  
- POLS 5530U - Global Environmental Politics
- POLS 5560U - Comparative Foreign Policy
  
- SOCI 5450U - Political Sociology of Nationalism  
or
- POLS 5450U - Political Sociology of Nationalism
  
- SPAN 3111 - Civilization and Culture of Spain
- SPAN 3120 - Civilization and Culture of Latin America

## Leadership Studies Minor

Teresa Winterhalter, Coordinator

### General Information

This interdisciplinary minor fosters the abilities and essential values necessary to produce effective leaders.

### Requirements: 17 hours

- LEAD 1001 - Introduction to Leadership Studies
- PHIL 2030 - Introduction to Ethics and Moral Issues
- COMM 2280 - Speech Communication
- PSYC 3300 - Leadership and Group Dynamics

### Six semester hours from:

- COMM 3050 - Interpersonal and Small Group Communication
- ENGL 3720 - Business and Technical Communication
- GNST 5550U
- HSCA 4620 - Principles of Management in Health Services Organizations
- PHIL 3200 - Technology, Society, and Human Values
- POLS 5535U
- PSYC 3200 - Industrial and Organizational Psychology

## Religious Studies Minor

Erik Nordenhaug, Coordinator

## General Information

Religion plays an indisputable role in history, society, politics, philosophy, art, and literature. Accordingly, the systematic study of the role and nature of religion, as well as specific religions, provides crucial insight into all of these areas.

A minor in Religious Studies helps students to pursue successfully their majors in history, sociology, art and music history, literature, political science, and liberal studies; as well as prepare them for graduate work in those fields.

## Requirements: 18 hours

- RELI 2100 - World Religions

## 5 courses from the following:

- ANTH 4000 - Sorcery, Demons, and Gods
- ENGL 3141 - Bible As Literature
- ENGL 3150 - Mythology
- ENGL 5215U - Literature of the Non-Western World
- ENGL 5440U - Early English Literature
- ENGL 5480U - Literature of the English Renaissance
- ENGL 5485U - Milton
- HIST 3225 - History of the Ancient Near East
- HIST 3440 - Europe in the Middle Ages
- HIST 3450 - Topics in Medieval History
- PHIL 3120 - The Rise of Science in Religious Contexts
- PHIL 3330 - Philosophy of Religion
- POLS 4300 - Religion and Political Thought
  
- SOCI 5450U - Political Sociology of Nationalism  
or
- POLS 5450U - Political Sociology of Nationalism
  
- RELI 4000 - Special Topics in Religious Studies
- or other special topics courses as approved by coordinator

## Tourism Studies Minor

Teresa Winterhalter, Coordinator

## General Information

The minor in Tourism is an interdisciplinary program designed to prepare students with the skills and knowledge to serve as leaders in the tourism industry. It provides a comprehensive academic foundation for all students, both experienced professionals and those new to the field. Students completing this minor will be able to enhance their career opportunities and their communities through an understanding of the local, regional, and global implications of tourism.

## Requirements: 15 hours

- SOCI 3700 - Sociology of Tourism  
or
- GEOG 5860U - Tourism Geographies

## 12 credits\* to be selected from the following:

With at least nine hours from two disciplines other than the student's major.

*\*Other courses may be substituted by program coordinator as topics are deemed appropriate.*

- ANTH 4020 - Archaeology of the Southeast
- BIOL 3470 - Marine Pollution
- COMM 3060 - Public Relations
- ENGL 3720 - Business and Technical Communication
- ENGL 5700U - Promotional Writing
- FREN 3040
- HIST 3810 - Topics in Architectural History
- HIST 3830 - Historic Preservation
- HIST 3850 - Museum Studies
- HIST 3870 - Heritage Tourism
- JOUR 3460 - Travel and Tourism Writing
- SPAN 4130 - Business Spanish

## Undergraduate Certificate

## Global Communities Certificate

The Global Communities Certificate (GCC) is an interdisciplinary undergraduate certificate and is available to all Armstrong State University students. The certificate will include 28 hours of coursework, study away, with at least 40 hours of community service. Students may combine their certificate requirements with requirements for other programs at Armstrong.

## Requirements: 28 hours

- Foreign Language 1001 Elementary Language I
- Foreign Language 1002 Elementary Language II
- Foreign Language 2001 Intermediate Language I
- Foreign Language 2002 Intermediate Language II
- SABR 2960 - Study Abroad or SPAN 3510, -20 - Study Abroad
- SABR 3000 - Internship
- SABR 4900 - Independent Study

9 credit hours from the following (at least 1 upper-level Foreign Language class and 1 other upper-level class):

- ANTH 1150 - Global Perspectives in Anthropology: Peoples of the World
- ARTS 1270 - World Art and Music or MUSC 1270 - World Art and Music
- CHEM 2200 - Science, Technology, and the Modern World
- CRJU 2010 - Universal Justice
- ECON 1150 - Global Economic Problems
- ECON 3200 - International Trade
- ECON 4310 - International Finance
- ECON 4340 - International Economics
- ENGL 2050 - Africa and the Diaspora
- ENGL 5200U - Postcolonial Literature
- EURO 2000 - European Union
- EURO 3234 - Introduction to the European Union
- EURO 3990 - Topics In European Union Studies
- EURO 4130 - EU Law and Legal Systems
- EURO 4160 - Federalism and Multilevel Governance in the EU
- EURO 4230 - Doing Business in the EU
- EURO 4260 - European Monetary Union
- EURO 4330 - EU Science and Technology Policy
- EURO 4430 - EU Environmental Policy
- EURO 4500 - Seminar in European Union Studies
- EURO 4530 - European Social Policy
- EURO 4630 - Communications and Media
- EURO 4730 - EU Foreign Policy
- EURO 4760 - US-EU Relations
- EURO 4830 - Eu Studies Capstone Course
- FILM 3400 - History of Film
- FREN 2010 - Intermediate Conversation
- FREN 3001 - French Conversation
- FREN 3002 - French Composition
- FREN 3100 - French Civilization I
- FREN 3150 - French Culture and Civilization
- FREN 3160 - Francophone Cultures and Civilization
- FREN 3201 - Approaches to Literature
- FREN 3250 - Survey of French Literature (Middle Ages to Present)
- FREN 3260 - Survey of Francophone Literature
- FREN 3300 - French Phonetics and Phonology
- FREN 3400 - Culture, Business, and Society in the French-Speaking World
- FREN 4001 - Advanced French Conversation
- FREN 4002 - Advanced French Composition
- FREN 4210 - Business French
- FREN 4800 - Special Topics
- FREN 4950 - Directed Study
- FREN 4960 - Study Abroad
- FREN 4980 - Language Internship
- FREN 4991 - Senior Seminar
- GEOG 1100 - World Regional Geography
- GEOG 2120 - Cultural Geography

- GNST 2200 - Gender in Global Contexts
- HIST 3100 - History of Latin America to 1850
- HIST 3110 - History of Latin America Since 1850
- HIST 3115 - Topics in Latin American History
- HIST 3150 - History of Africa to 1800
- HIST 3160 - History of Africa Since 1800
- HIST 3230 - History of the Middle East
- HIST 3390 - Modern France
- HIST 3440 - Europe in the Middle Ages
- HIST 3450 - Topics in Medieval History
- HIST 3460 - The Renaissance and Reformation
- HIST 3485 - Topics in European History
- HIST 3495 - European Intellectual and Cultural History
- HIST 3540 - Europe in the Age of Revolution
- HIST 3670 - Women and Gender in Europe
- HLPR 2010 - Culture, Illness, Diagnosis and Treatment
- HONS 2000 - Honors Topics in Global Perspectives
- HSCC 3760 - Environmental and Community Health Issues
- ITEC 3710 - E-Commerce
- MHSA 5800U - Comparative Health Care Systems
- MUSC 1100 - Music Appreciation
- MUSC 3710 - Music History I
- MUSC 3720 - Music History II
- NURS 4212 - International Nursing Issues and Trends
- PHIL 4000 - Special Topics *\*When topic is appropriate.*
- POLS 1150 - World Politics
- POLS 2290 - Foundations of International Relations
- POLS 4400 - Independent Study in Comparative Government
- POLS 5130U - Political Terrorism
- POLS 5280U - Seminar in Global Politics
- PSYC 2300 - Global Perspectives in Developmental Psychology
- RELI 2100 - World Religions
- SPAN 2050 - Spanish for Health Care Systems
- SPAN 3031 - Spanish Conversation
- SPAN 3032 - Spanish Composition
- SPAN 3050 - Advanced Grammar and Syntax
- SPAN 3060 - Advanced Grammar and Syntax for Native Speakers
- SPAN 3111 - Civilization and Culture of Spain
- SPAN 3120 - Civilization and Culture of Latin America
- SPAN 3200 - Introduction to Literature
- SPAN 3210 - Survey of Spanish Peninsular Literature I
- SPAN 3220 - Survey of Spanish Peninsular Literature II
- SPAN 3230 - Survey of Spanish American Literature I
- SPAN 3240 - Survey of Spanish American Literature II
- SPAN 3750 - Internship I - Pre-Student Teaching
- SPAN 4000 - Translation
- SPAN 4010 - Special Genre

- SPAN 4020 - Special Author
- SPAN 4030 - Special Topics
- SPAN 4040 - Spanish Phonetics
- SPAN 4050 - Advanced Spanish for Health Care Professionals
- SPAN 4060 - Contemporary Spanish American Novel
- SPAN 4070 - Contemporary Spanish Peninsular Novel
- SPAN 4080 - Spanish Peninsular Theatre
- SPAN 4090 - Spanish American Theatre
- SPAN 4100 - Spanish Peninsular Poetry
- SPAN 4110 - Spanish American Poetry
- SPAN 4120 - Spanish for Police and Probation Officers
- SPAN 4130 - Business Spanish
- SPAN 4750 - Internship II - Student Teaching
- SPAN 4900 - Independent Study
- SPAN 4990 - Language Internship
- SPAN 5442U - Content and Methods Spanish Education
- SOCI 2000 - Global Sociology

## **Military Science Programs**

### **Minor**

### **Army Military Science Minor (Army ROTC)**

#### **Policies Requirements and Standards Military Science**

## **General Information**

The Army Department of Military Science is a Senior Division Reserve Officer Training Corps (ROTC) Instructor Group, staffed by Army personnel. The department provides a curriculum available to Armstrong State University, Savannah College of Art and Design, and Savannah State University students that qualifies the college graduate for a commission as an officer in the U.S. Army, U.S. Army Reserve, or the Army National Guard. Qualifying for a commission adds an extra dimension to the student's employment capability in that, upon graduation from the university, the student has either military or civilian employment options. Enrollment in military science classes is open to all students.

The course of study offered in military science is designed not only to prepare the student for service as a commissioned officer in the U.S. Army but also to provide knowledge and practical experience in leadership and management that will be useful in any facet of society. Male and female students are eligible for enrollment. Each student is provided with a working knowledge of the organization and functioning of the Department of Defense and the role of the U.S. Army in national security and world affairs.

The course of study pursued by students during their freshman and sophomore years is the basic military science course and/or related skill activities. The course of study normally pursued by students during their junior and senior years is the advanced military science course.

For selection and retention in the advanced course, a student must be physically qualified, should have maintained above average military and academic standing, and must demonstrate a potential for further leadership development.

Graduates of the Advanced Camp are commissioned second lieutenants in the branch of service most appropriate to their interests and academic achievements, consistent with the needs of the Army. Regardless of the branch selected, all officers will receive valuable experience in management, logistics, and administration. Graduates may be granted a delay in reporting for duty for graduate study, if requested.

## **Basic Military Science**

Basic military science courses involve four semesters during the freshman and sophomore years. The student learns leadership and management and acquires essential background knowledge of customs and traditions, weapons, map reading, tactics, and survival. Equally important, these courses have the objective of developing self-discipline, integrity, and sense of responsibility. MILS 1101, MILS 1102, MILS 2201, MILS 2202.

## **Advanced Military Science**

The general objective of this course of instruction is to produce junior officers who by education, training, attitude, and inherent qualities are suitable for continued development as army officers. There are two avenues available for entering the advanced program and obtaining a commission as a second lieutenant:

- satisfactory completion of, or placement credit for, the basic program at Armstrong or at any other school, college, or university offering basic ROTC and meeting the entrance and retention requirements established by the Army;
- to be an active duty veteran or junior ROTC cadet graduate eligible for placement credit. MILS 3301, MILS 3302, MILS 4401, MILS 4402.

## **Placement**

Veterans entering the military science programs will receive appropriate placement credit for their active military service. Students who have completed military science courses in military preparatory schools or junior colleges may be given appropriate credit. Students with at least four years of high school ROTC may also be granted placement credit. Placement credit or four semesters of basic military science, or the equivalent thereof, is a prerequisite to admission into the advanced program. Regardless of prior military service, all students must be academically aligned (i.e., freshmen must take freshman level military science courses, etc.).

## **Alternate Programs for Admittance**

Students with two years of coursework remaining, but who have not completed basic military science, are eligible to be considered for selection into the advanced military science program. Those selected under the provisions of the two-year advanced program must satisfactorily complete the Basic Camp ( MILS 2250) of four weeks duration prior to entering the advanced program. Students attending the Basic Camp at Fort Knox, Kentucky, are paid at active army rates and given a travel allowance from their home to camp and return. Attendance at basic camp is voluntary and incurs no military obligation until the student returns and decides to sign a contract to pursue a commission.

## **Participating Students and Aliens**

Participating students are students who participate in military science courses but are not fully enrolled or are ineligible for enrollment in the ROTC programs. Participating and alien students may enroll in the military science classes provided they meet the requirements outlined in army regulations and are approved by the department head and/or school authorities. Although these

students may enroll in military science classes, they may only participate in classroom instructions. They will not participate in any high risk training, drill, marching, leadership laboratories, field training exercises, voluntary programs, or attend basic or advanced camp. These students will also not be issued the uniform, nor receive credit toward commissioning or enlisted grade status through completion of ROTC courses.

## Advanced Camp

Students contracting to pursue the advanced courses are required to attend the national camp, normally between their junior and senior academic years at Fort Knox, Kentucky. The duration of the camp is 29 days. MILS 3350.

## Financial Assistance

- Two-, three-, and four-year campus-based scholarship that pays for tuition and fees or room and board.
- Yearly book allowance of \$1,200 for scholarship winners. \$600 per semester.
- Monthly stipend for all contracted students:
  - \$300 – Freshmen
  - \$350 – Sophomores
  - \$450 – Juniors
  - \$500 – Seniors

## Scholarships

Each year the U.S. Army awards two- and three-year scholarships to outstanding young men and women participating in the Army ROTC program who desire careers as army officers. The army pays tuition, fees, books and laboratory expenses incurred by the scholarship student. In addition, each student can receive from \$300 to \$500 per month for the academic year if contracted.

## Army ROTC Uniforms, Books and Supplies

Students enrolling in the Army ROTC program will be issued U.S. Army uniforms, books, and supplies by the Military Science Department. No fees or deposits of any kind will be required. Uniforms must be returned before commissioning or upon disenrollment from the ROTC program.

## MILS Courses

The basic course of four semester duration consists of two hours of instruction work per week. Students acquire knowledge of military leadership, weapons, tactics, basic military skills, and physical fitness. In field training exercises, potential for leadership is progressively developed. Basic course students are invited and encouraged to attend military science leadership laboratories and physical training sessions.

The advanced course consists of three hours of classroom work and one hour of leadership laboratory per week. During the spring semester prior to Advanced Camp the student will enroll in MILS 3302 to prepare for attendance at Advanced Camp . MILS 2001 - Evolution of Warfare is normally taken spring semester of the sophomore year. The coursework during the advanced course emphasizes techniques, management, leadership, and the fundamentals and dynamics of the military team. Field training exercises provide the student with applied leadership experiences. Participation in leadership laboratories and physical training sessions are mandatory.

# Professional Military Education (PME) Requirements

The army's professional military education requirements are established to provide cadets with the training and enrichment necessary to successfully compete in the army. In addition to completing a baccalaureate degree, the cadet must complete one undergraduate course from each of the designated fields of study (some of these requirements may be waived for nursing majors). The PME designated fields of study are listed below and the courses that meet the cadet command PME requirement:

- Written Communications Skills: ENGL 1101, ENGL 1102
- Military History: MILS 2001, HIST 3570
- Computer Literacy: CSCI 1301, CSCI 1302

## Minor

The department offers a minor in military science. The program is designed to prepare the student for a commission in the U.S. Army and is offered to, but not required of, those students participating in the advanced course of Army ROTC instruction. Whatever the major, a military science minor will strengthen a student's management, leadership, and interpersonal communication skills. The minor requires:

### Requirements:

Twenty credit hours with grades of S, C or better in any of the following military science courses:

- MILS 1101 - Introduction to Military Science and Skills Development
- MILS 1102 - Basic Military Leadership
- MILS 2001 - Evolution of Warfare
- MILS 2201 - Basic Military Skills
- MILS 2202 - Basic Military Tactics
- MILS 2250 - Basic Camp
- MILS 3301 - Advanced Tactics and Applied Leadership I
- MILS 3302 - Advanced Tactics and Applied Leadership II
- MILS 3350 - Advanced Camp
- MILS 4401 - Military Leadership and Management Seminar
- MILS 4402 - Transition to an Army Lieutenant

## Naval Science Minor (Naval ROTC)

### Policies Requirements and Standards Naval Science

## General Information

Naval Reserve Officer Training Corps (NROTC) prepares students for commissioned service as regular or reserve officers in the Navy and Marine Corps. Students enrolled in the NROTC program take additional course work which grants them specialized knowledge and skills in a very specific area covering all aspects of Naval operations. Students with successful completion of 15 hours of specified coursework should be granted a Minor in Naval Science.

## Advanced Program – Navy Option: 12 hours

- NSCI 2101 - Naval Ships Systems I (Engineering)
- NSCI 3003, -4 - Navigation I and II
- NSCI 4001 - Naval Ships Systems II (Weapons)

## Advanced Program – Marine Corps Option: 6 hours

- NSCI 3101 - Evolution of Warfare
- NSCI 4102 - Amphibious Warfare

## Additional and Substitute Requirements (Required of all Midshipmen): 12 hours

- NSCI 1001 - Introduction to Naval Science
- NSCI 1002 - Seapower and Maritime Affairs
- NSCI 2102 - Leadership and Management
- NSCI 4104 - Leadership and Ethics
- NSCI 4050 - Naval Drill is required each academic term of all midshipmen.
- NSCI 1003 and NSCI 4050 satisfy the university physical education requirement.

## Naval Science Minor Requirements: 15 hours

Two specific tracks of course work fulfill minor requirements:

- NSCI 1002 - Seapower and Maritime Affairs
- NSCI 2101 - Naval Ships Systems I (Engineering)
- NSCI 3003, -4 - Navigation I and II
- NSCI 4001 - Naval Ships Systems II (Weapons)
- or
- NSCI 1001 - Introduction to Naval Science
- NSCI 1002 - Seapower and Maritime Affairs
- NSCI 3101 - Evolution of Warfare
- NSCI 4102 - Amphibious Warfare
- NSCI 4001 - Naval Ships Systems II (Weapons)

## Navy Scholarship Midshipmen (additional requirements):

- One year of calculus (completed before the junior year): 6 hours
- One year of calculus-based physics (completed before senior year): 6 hours
- Computer science: 3 hours
- Military history and political science: 6 hours

(Specific courses that satisfy the above requirement will be promulgated by the professor of naval science.)

# College of Science and Technology

## College of Science and Technology

Delana Gajdosik-Nivens, Dean

Brent Feske, Associate Dean

### Philosophy and Goals

The availability of skilled professionals in the areas of science, mathematics and the technologies is a key factor in the growth of any economy. Our state and nation face no more pressing resource issue than the shortage of persons prepared to problem solve and expand basic knowledge in science, technology, engineering and mathematics (STEM fields). The needs of society include a citizenry with excellent knowledge of science and mathematics, well-prepared K-12 classroom teachers enthusiastic about and prepared to teach science and mathematics, and a domestic technological work force that answers the needs of the region, state, and nation.

The College of Science and Technology aspires to prepare graduates to meet these needs. With well-designed core courses taken by all students, we can create a generation of college graduates knowledgeable about science and technology. By offering state-of-the-art majors featuring opportunities for undergraduate research and internships, we will deliver significant contributions to the science and technology work force of this century. Finally, by identifying and encouraging significant numbers of students in science, technology, and mathematics who combine competence in discipline with aspiration to communicate what they know, we will produce role models and mentors for our secondary and university classrooms.

Additionally, both because of the rich and varied intellectual resources of our faculty and students and because of our unique mission as a regional state university in a large metropolitan area, we expect to align our efforts with local partners to facilitate positive change within our community and region. Building on an entrepreneurial and collaborative spirit, we will couple support from external agencies with support from partners in the community to build academic programs and scientific and technical infrastructure that will serve as an intellectual motor for sciences and technologies in Southeast Georgia and beyond.

Armstrong State University was one of only 123 schools nationwide to be named a STEM Jobs Approved College in 2015 by Victory Media. The inaugural list is the first of its kind to rate universities, colleges, community colleges and trade schools on their responsiveness and relevance to high demand, high growth STEM occupations. Armstrong was among more than 1,600 schools to participate in the STEM Jobs survey process that measured how effectively schools align their programs to high-demand, high-paying STEM jobs, and how well they assist their students in achieving career aspirations in STEM fields.

### Minors and Certificates

Departments in the College of Science and Technology offer a variety of minors and certificates. Students may include one or more of these additional concentrations in their academic programs as circumstances permit. Requirements for minors and certificates are found on the catalog pages of the appropriate department.

### Special Programs

Two certificates are available for students in Information Technology. The Level I certificate (the Certificate of Information Technology with Applications) is 12 credit hours. The Level II certificate (the Certificate of Information Technology with Programming) is 18 credit hours. The Department of Computer Science and Information Technology offers a certificate in Cyber Security. The Mathematics Department offers a certificate in Actuarial Sciences, which prepares students to sit for the first two

actuarial exams and to provide all the educational requirements to become an actuary. The Psychology Department offers courses that allow students to take the Board Certified Assistant Behavior Analyst Examination.

## **Transcript Notation for Research**

Undergraduate students may receive the College of Science and Technology's Undergraduate Research notation on their transcript by fulfilling a set of requirements prior to the awarding of their undergraduate degree. The notation would appear as:

## **Dean's Recognition as a Research Scholar**

The transcript notation provides evidence that the student has demonstrated excellence in scientific research and will certify that the student has achieved proficiency in a set of research and scholarly benchmarks as outlined by the College of Science and Technology. The Dean will award students with this designation at the Dean's Recognition as a Research Scholar reception. The students will receive a certificate as well as a cord that should be worn at graduation. Visit the Dean's office or the College of Science and Technology's website for more information about this program.

## **Department of Biology**

### **Faculty**

Scott Mateer, Interim Department Head

Jennifer Brofft Bailey

Starr Holland

Brigette Brinton

Heather Joesting

Sherri Cannon

Brett Larson

Alexander Collier

Robert Mans

Michael Cotrone

Aakash Mehta

Kathryn Craven

Jessica Merricks

Geneva DeMars

Justin Montemarano

Paul Dunn

Traci Ness

James Eames

Brian Rooney

Karen Evans

Aaron Schrey

Austin Francis

Debbie Tucker

Sara Gremillion

Gail Wynn

Michele Guidone

Louise Zehr

Jay Hodgson

Jennifer Zettler

# General Information

The Department of Biology offers a Bachelor of Science degree with the choice of three tracks. All three tracks share a strong foundation in biology and chemistry. The General Biology Track is designed to provide broad exposure to all areas of biology. The Marine Biology Track focuses on the biology of the ocean and its estuaries, and the Cell/Molecular Track provides additional depth in chemistry, physics and cellular/molecular biology. In all three tracks there is flexibility that allows students to tailor the major to fit their educational or vocational interests. The Biology major is appropriate for students seeking to enter careers in field biology, laboratory research, or teaching, as well as preparation for graduate school, medical school, dental school, veterinary school, physician assistant school, anesthesiology assistant school or physical therapy school. By careful choice of electives, it is possible to secure double majors (with chemistry, for example). However, additional credit hours may be needed to complete double majors. Departmental advisors are available to provide information and assistance on all aspects of the bachelor's degree in biology, with the requirements for graduate or professional schools, and with career goals.

## Special Programs

**Pre-Medical/Pre-Dental/Pre-Veterinary.** Students majoring in biology may concurrently complete all pre-medical, pre-dental, and pre-veterinary requirements.

**Biology Honors.** Students performing independent biological research and submitting acceptable oral and written reports to a departmental committee may be eligible to graduate with departmental honors.

To qualify for this honor, students must have at the time of application: 80-100 semester hours of course work; a minimum college grade point average of 3.3; a minimum biology grade point average of 3.5 with no grade lower than C; and three or more 3000-4000 level courses completed.

The committee will consist of three biology faculty members, and may also include a biologist from outside the university. The committee will examine student proposals before projects are undertaken and will evaluate the completed projects.

## Minor

### Biology Minor

#### Progress Requirements

Students must obtain a grade of C or better in all prerequisite courses to fulfill the prerequisite requirements for biology courses. To be eligible for the B.S. degree in biology, students must have a grade of at least C for all biology courses applied to the major, and must successfully complete the Major Field Test in Biology as a departmental exit exam. The minor also requires a C or better in each course. Students should be aware that 3000-4000 level biology courses may have prerequisites which could increase the total credit hours for the biology minor beyond 18.

#### Requirements: 18 hours

- Eighteen semester hours of biology courses of which 9 semester hours must be numbered 3000 or above

## Bachelor of Science

### Biology, Track I: General Biology

## Bachelor of Science (B.S.)

### Progress Requirements

Students must obtain a grade of C or better in all prerequisite courses to fulfill the prerequisite requirements for biology courses. To be eligible for the B.S. degree in biology, students must have a grade of at least C for all biology courses applied to the major, and must successfully complete the Major Field Test in Biology as a departmental exit exam. The minor also requires a C or better in each course. Students should be aware that 3000-4000 level biology courses may have prerequisites which could increase the total credit hours for the biology minor beyond 18.

### Program of Study

### General Requirements

Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Biology majors are required to take MATH 1113 in core area A and CHEM 1211/CHEM 1211L, CHEM 1212/CHEM 1212L and MATH 2200 in core area D.

Area F: 18 hours

- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
- or
- BIOL 1107H - Honors Principles of Biology I
- BIOL 1107A - Honors Principles of Biology I Lab
  
- BIOL 1108 - Principles of Biology II (and lab)
- or
- BIOL 1108H - Honors Principles of Biology II (and lab)
  
- BIOL 2010 - Microbiology (and lab)
- BIOL 2400 - Introduction to Cell and Molecular Biology
- CHEM 2101 - Organic Chemistry I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 31-38 hours

Required Courses: 14 hours

- BIOL 2020 - Plant Biology

- BIOL 3000 - Cell Biology
- BIOL 3050 - General Ecology
- BIOL 3700 - Genetics

Elective Courses: 17-24 hours

Choose one of the following:

- BIOL 3110 - Sensory Physiology
- BIOL 4120 - Reproductive Biology
- BIOL 4150 - Plant Physiology
- BIOL 4200 - Mammalian Physiology
- BIOL 4210 - Comparative Physiology

Choose one of the following:

- BIOL 3240 - Invasive Species
- BIOL 3250 - Limnology
- BIOL 3470 - Marine Pollution
- BIOL 3600 - Barrier Island Ecology
- BIOL 4040 - Stream Ecology
- BIOL 4240 - Behavioral Ecology
- BIOL 4320 - Environmental Microbiology
- BIOL 4750 - Tropical Field Biology

Choose two of the following:

- BIOL 3030 - Evolution
- BIOL 3520 - Medical Microbiology
- BIOL 4000 - Cancer Biology
- BIOL 4100 - Cell and Molecular Biology Laboratory
- BIOL 4220 - Endocrinology
- BIOL 4230 - Neurophysiology and Disease
- BIOL 4310 - Applied Microbiology
- BIOL 4400 - Virology
- BIOL 4500 - Bioinformatics and Biotechnology
- BIOL 4510 - Molecular Development
- BIOL 4520 - Epigenetics
- BIOL 4650 - Immunology

Choose two of the following:

- BIOL 3020 - Vertebrate Zoology
- BIOL 3040 - Herpetology
- BIOL 3150 - Horticulture
- BIOL 3200 - Plant Taxonomy

- BIOL 3300 - Entomology
- BIOL 3310 - Invertebrate Zoology
- BIOL 3750 - Natural History of Vertebrate Animals
- BIOL 3770 - Comparative Vertebrate Anatomy
- BIOL 3800 - Mycology
- BIOL 3920 - Parasitology
- BIOL 3950 - Human Embryology
- BIOL 4460 - Phycology
- BIOL 4470 - Sea Turtle Biology
- BIOL 4550 - Biology of Marine Organisms
- BIOL 4600 - Ichthyology

### Related Field Course: 1 hour

- CHEM 2101L - Organic Chemistry I Lab

### Electives: 21-28 hours

Select free electives to bring total of 3000+ course work to at least 39 hours.

### Total Semester Hours: 124 hours

### Exit Exam

## **Biology, Track II: Marine Biology**

### Bachelor of Science (B.S.)

### Progress Requirements

Students must obtain a grade of C or better in all prerequisite courses to fulfill the prerequisite requirements for biology courses. To be eligible for the B.S. degree in biology, students must have a grade of at least C for all biology courses applied to the major, and must successfully complete the Major Field Test in Biology as a departmental exit exam. The minor also requires a C or better in each course. Students should be aware that 3000-4000 level biology courses may have prerequisites which could increase the total credit hours for the biology minor beyond 18.

### Program of Study

### General Requirements

### Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Biology majors are required to take MATH 1113 in core area A and CHEM 1211/CHEM 1211L, CHEM 1212/CHEM 1212L and MATH 2200 in core area D.

### Area F: 18 hours

- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
- or
- BIOL 1107H - Honors Principles of Biology I
- BIOL 1107A - Honors Principles of Biology I Lab
  
- BIOL 1108 - Principles of Biology II (and lab)
- or
- BIOL 1108H - Honors Principles of Biology II (and lab)
  
- BIOL 2010 - Microbiology (and lab)
- BIOL 2400 - Introduction to Cell and Molecular Biology
- CHEM 2101 - Organic Chemistry I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 31-34 hours

Required Courses: 18 hours

- BIOL 2020 - Plant Biology
- BIOL 3000 - Cell Biology
- BIOL 3050 - General Ecology
- BIOL 3700 - Genetics
- BIOL 4550 - Biology of Marine Organisms

Elective Courses: 13-16 hours

Choose one of the following:

- BIOL 3110 - Sensory Physiology
- BIOL 4120 - Reproductive Biology
- BIOL 4150 - Plant Physiology
- BIOL 4200 - Mammalian Physiology
- BIOL 4210 - Comparative Physiology

Choose one of the following:

- BIOL 3020 - Vertebrate Zoology

- BIOL 3310 - Invertebrate Zoology
- BIOL 3750 - Natural History of Vertebrate Animals
- BIOL 3770 - Comparative Vertebrate Anatomy

Choose two of the following:

- BIOL 3030 - Evolution
- BIOL 3040 - Herpetology
- BIOL 3200 - Plant Taxonomy
- BIOL 3240 - Invasive Species
- BIOL 3250 - Limnology
- BIOL 3470 - Marine Pollution
- BIOL 3600 - Barrier Island Ecology
- BIOL 4240 - Behavioral Ecology
- BIOL 4320 - Environmental Microbiology
- BIOL 4460 - Phycology
- BIOL 4470 - Sea Turtle Biology
- BIOL 4600 - Ichthyology
- BIOL 4750 - Tropical Field Biology
- BIOL 4040 - Stream Ecology

Related Field Courses: 9 hours

- CHEM 2101L - Organic Chemistry I Lab
- PHYS 1111K - Introductory Physics I  
or
- PHYS 2211K - Principles of Physics I
- MATH 1161 - Calculus I (If taken in core area A, then substitute with either MATH 2072; PHYS 1112K or PHYS 2212K)

Electives: 17-20 hours

Select free electives to bring total of 3000+ course work to at least 39 hours.

Total Semester Hours: 124 hours

Exit Exam

## **Biology, Track III: Cell and Molecular Biology**

Bachelor of Science (B.S.)

Progress Requirements

Students must obtain a grade of C or better in all prerequisite courses to fulfill the prerequisite requirements for biology courses. To be eligible for the B.S. degree in biology, students must have a grade of at least C for all biology courses applied to the major, and must successfully complete the Major Field Test in Biology as a departmental exit exam. The minor also requires a C or better in each course. Students should be aware that 3000-4000 level biology courses may have prerequisites which could increase the total credit hours for the biology minor beyond 18.

## Program of Study

### General Requirements

Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Biology majors are required to take MATH 1113 in core area A and CHEM 1211/CHEM 1211L, CHEM 1212/CHEM 1212L and MATH 2200 in core area D.

Area F: 18 hours

- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
- or
- BIOL 1107H - Honors Principles of Biology I
- BIOL 1107A - Honors Principles of Biology I Lab
  
- BIOL 1108 - Principles of Biology II (and lab)
- or
- BIOL 1108H - Honors Principles of Biology II (and lab)
  
- BIOL 2010 - Microbiology (and lab)
- BIOL 2400 - Introduction to Cell and Molecular Biology
- CHEM 2101 - Organic Chemistry I

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 25-28 hours

Required Courses: 12 hours

- BIOL 3000 - Cell Biology
- BIOL 3700 - Genetics
- BIOL 4100 - Cell and Molecular Biology Laboratory
- BIOL 4500 - Bioinformatics and Biotechnology

## Elective Courses: 13-16 hours

Choose one of the following:

- BIOL 3110 - Sensory Physiology
- BIOL 4120 - Reproductive Biology
- BIOL 4150 - Plant Physiology
- BIOL 4200 - Mammalian Physiology
- BIOL 4210 - Comparative Physiology

Choose one of the following:

- BIOL 3020 - Vertebrate Zoology
- BIOL 3030 - Evolution
- BIOL 3300 - Entomology
- BIOL 3310 - Invertebrate Zoology
- BIOL 3750 - Natural History of Vertebrate Animals
- BIOL 3770 - Comparative Vertebrate Anatomy
- BIOL 3800 - Mycology
- BIOL 3920 - Parasitology
- BIOL 4460 - Phycology

Choose two of the following:

- BIOL 3520 - Medical Microbiology
- BIOL 3950 - Human Embryology
- BIOL 4000 - Cancer Biology
- BIOL 4220 - Endocrinology
- BIOL 4230 - Neurophysiology and Disease
- BIOL 4310 - Applied Microbiology
- BIOL 4320 - Environmental Microbiology
- BIOL 4400 - Virology
- BIOL 4510 - Molecular Development
- BIOL 4520 - Epigenetics
- BIOL 4650 - Immunology

## Related Field Courses: 16 hours

- CHEM 2101L - Organic Chemistry I Lab
- CHEM 2102 - Organic Chemistry II
- CHEM 2102L - Organic Chemistry II Lab
- CHEM 3801 - Biochemistry I
  
- PHYS 1111K - Introductory Physics I  
or
- PHYS 2211K - Principles of Physics I

- PHYS 1112K - Introductory Physics II  
or
- PHYS 2212K - Principles of Physics II

**Electives: 16-19 hours**

Select free electives to bring total of 3000+ course work to at least 39 hours.

**Total Semester Hours: 124 hours**

**Exit Exam**

## **Department of Chemistry and Physics**

### **Faculty**

Will Lynch, Department Head

William Baird

Donna Mullenax

Suzanne Carpenter

Clifford Padgett

Nicole Davis

Lea Padgett

Brent Feske

Brandon Quillian

Delana Gajdosik-Nivens

Natalie Romano

Sarah Gray

Jeffery Secrest

Gary Guillet

Nathanial Shank

Todd Hizer

Richard Wallace

Leon Jaynes

Mitch Weiland

Catherine MacGowan

Sarah Zingales

### **Accreditation**

The chemistry program is approved by the American Chemical Society (ACS), Committee on Professional Training (CPT), 1155 16th St., NW, Washington, DC 20036, telephone 202-872-4600.

### **General Information**

The Department of Chemistry and Physics offers bachelor of science degrees with majors in applied physics, biochemistry, and chemistry. A bachelor of arts degree with a major in chemistry is offered. Minor concentrations are offered in applied physics, biochemistry, chemistry, and physical sciences.

The major in applied physics is designed to give a broad foundation in the fields of physics and engineering with enough flexibility to support a range of career goals from industrial employment to graduate work. The major in biochemistry provides a solid academic foundation, serving as a bridge between chemistry and biology, while developing industry standard skills that appeal to employers in a wide range of fields. It also provides an excellent pathway into a variety of professional settings including graduate school, and professional programs in medical, dental, veterinary and pharmacy disciplines. The major in chemistry is designed to give depth in the fields of chemistry, yet is flexible enough to accommodate a range of career goals, including graduate school, medical, dental, veterinary and pharmacy.

Departmental advisors are available to provide information and assistance for students pursuing the bachelor's degree with a major in biochemistry, chemistry or applied physics; and for students who are interested in pre-medicine, pre-pharmacy, pre-veterinary medicine, or pre-dentistry programs.

## Special Programs

**American Chemical Society Certified Degree.** Students majoring in biochemistry or chemistry may concurrently complete all requirements outlined by the American Chemical Society to receive a B.S. in Chemistry Certified by the Society. See details under Program for the Degree Bachelor of Science in Chemistry with ACS certification in this catalog.

**Pre-Medical/Pre-Dental/Pre-Pharmacy/Pre-Veterinary.** Students majoring in either biochemistry or chemistry may concurrently complete all pre-medical, pre-dental, pre-pharmacy, and pre-veterinary requirements.

**Honors in Applied Physics.** A student may graduate with Honors in Applied Physics by completing a minimum of three credit hours in PHYS 4991, -2, -3, -4 approved by the department's honors committee, maintaining an overall grade point average of 3.5 in all physics courses applying to the major, and completing all requirements of the Honors program.

**Honors in Biochemistry.** A student may graduate with Honors in Biochemistry by completing a minimum of three credit hours in BCHM 4991 approved by the department's honors committee, maintaining an overall grade point average of 3.2 in all biochemistry courses applying to the major, and completing all requirements of the Honors program.

**Honors in Chemistry.** A student may graduate with Honors in Chemistry by completing three credit hours in CHEM 4991 approved by the department's honors committee, maintaining an overall grade point average of 3.5 in all chemistry courses applying to the major, and completing all requirements of the Honors program.

## Minor

### Applied Physics Minor

### Chemistry and Physics Department Progress Requirements

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

## Requirements: 15 hours

Note: CHEM 1211, CHEM 1211L, CHEM 1212 and CHEM 1212L are used by BCHM majors in core D.

- Six semester hours of lower division physics courses
- Nine semester hours of upper division physics courses

## Biochemistry Minor

### Progress Requirements

Students must obtain a grade of C or better in all prerequisite courses to fulfill the prerequisite requirements for biology courses. To be eligible for the B.S. degree in biology, students must have a grade of at least C for all biology courses applied to the major, and must successfully complete the Major Field Test in Biology as a departmental exit exam. The minor also requires a C or better in each course. Students should be aware that 3000-4000 level biology courses may have prerequisites which could increase the total credit hours for the biology minor beyond 18.

## Requirements: 17 hours

Note: CHEM 1211, CHEM 1211L, CHEM 1212 and CHEM 1212L are used by BCHM majors in core D.

- CHEM 2101 - Organic Chemistry I
- CHEM 2101L - Organic Chemistry I Lab
- CHEM 2102 - Organic Chemistry II
- CHEM 2102L - Organic Chemistry II Lab
- CHEM 3801 - Biochemistry I
- CHEM 3802 - Biochemistry II
- 3 additional hours of BCHM courses at the 3000 or 4000 level

## Chemistry Minor

### Chemistry and Physics Department Progress Requirements

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

## Requirements: 15 hours

Note: CHEM 1211, CHEM 1211L, CHEM 1212 and CHEM 1212L are used by BCHM majors in core D.

- Six semester hours of lower division chemistry courses
- Nine semester hours of upper division chemistry courses

## Physical Sciences Minor

### Chemistry and Physics Department Progress Requirements

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

## Requirements: 15 hours

Note: CHEM 1211, CHEM 1211L, CHEM 1212 and CHEM 1212L are used by BCHM majors in core D.

- Six semester hours in chemistry, physical science, or physics

### Nine Semester Hours Selected from:

- ASTR 3000 - Introduction to the Universe
- GEOL 3100 - Introduction to Historical Geology
- METR 3100 - Introduction to Meteorology
- OCEA 3100 - Introduction to Oceanography

## Bachelor of Arts

# Chemistry

## Bachelor of Arts (B.A.)

### Chemistry and Physics Department Progress Requirements

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

## Program of Study

### General Requirements

#### Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Chemistry majors are required to take MATH 1113 in Core Area A and MATH 1161 in Core Area D

#### Area F: 18 hours

- CHEM 1211 - Principles of Chemistry I (unless taken to satisfy Area D, in which case replace with 8 hours of lower division electives)
- CHEM 1211L - Principles of Chemistry I Laboratory (unless taken to satisfy Area D, in which case replace with 8 hours of lower division electives)
- CHEM 1212 - Principles of Chemistry II (unless taken to satisfy Area D, in which case replace with 8 hours of lower division electives)
- CHEM 1212L - Principles of Chemistry II Laboratory (unless taken to satisfy Area D, in which case replace with 8 hours of lower division electives)
- One hour excess for MATH 1161 from Core Area D
- One hour lower division elective

Choose one sequence from:

- PHYS 1111K - Introductory Physics I
- PHYS 1112K - Introductory Physics II

or

- PHYS 2211K - Principles of Physics I
- PHYS 2212K - Principles of Physics II

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 33 hours

Required: 20 hours

- CHEM 2101 - Organic Chemistry I
- CHEM 2101L - Organic Chemistry I Lab
- CHEM 2102 - Organic Chemistry II
- CHEM 2102L - Organic Chemistry II Lab
- CHEM 2300 - Principles of Chemical Analysis
- CHEM 3200 - Inorganic Chemistry
- CHEM 3401 - Physical Chemistry: Thermodynamics and Kinetics

Approved upper-division electives in the major from: 13 hours

- CHEM 3300 - Instrumental Analysis
- CHEM 3402 - Physical Chemistry: Quantum Mechanics and Spectroscopy
- CHEM 3600 - Polymer Chemistry
- CHEM 3801 - Biochemistry I
- CHEM 3802 - Biochemistry II
- CHEM 3803 - Biochemistry Laboratory
- CHEM 4100 - Advanced Topics in Organic Chemistry
- CHEM 4200 - Advanced Topics in Inorganic Chemistry
- CHEM 4300 - Advanced Topics in Analytical Chemistry
- CHEM 4400 - Advanced Topics in Physical Chemistry
- CHEM 4500 - Chemistry Seminar
- CHEM 4600 - Advanced Topics in Interdisciplinary Chemistry
- CHEM 4940 - Special Topics in Chemistry
- CHEM 4950 - Special Lecture Topics in Chemistry

With a maximum 3 hours total from:

- CHEM 3900 - Chemical Research
- CHEM 4800 - Pedagogy and Supplemental Instruction in Chemistry
- CHEM 4960 - Internship
- CHEM 4991 - Advanced Chemical Research

Transfer credit for similar courses

Electives: 27 hours

- 18 hours of upper-division courses
- 9 hours of free electives

Total Semester Hours: 124 hours

Exit Exam

## **Bachelor of Science**

### **Applied Physics, Track 1: Applied Physics**

Bachelor of Science (B.S.)

#### **Chemistry and Physics Department Progress Requirements**

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

#### **Program of Study**

##### **General Requirements**

Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Applied physics majors are required to take MATH 1113 in core area A and MATH 1161 in core area D

Area F: 18 hours

- PHYS 2211K - Principles of Physics I (unless taken to satisfy core area D, in which case replace with 8 hours of lower division electives)

- PHYS 2212K - Principles of Physics II (unless taken to satisfy core area D, in which case replace with 8 hours of lower division electives)
- MATH 2072 - Calculus II
- MATH 2083 - Calculus III
- One hour excess for MATH 1161 from Core Area D
- 1 hour excess from PHYS 1000 or from any science or math course

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 30 hours

- PHYS 3300 - Thermodynamics  
or
- PHYS 3400 - Chemical Thermodynamics
- PHYS 3801K - Modern Physics
- PHYS 3802 - Introduction to Quantum Mechanics
- PHYS 4120 - Scientific Measurement with Digital Interfacing
- PHYS 4170 - Advanced Mechanics

Choose one of the following courses:

- PHYS 3100 - Electrical Circuit Analysis  
or
- ENGR 3100 - Circuit Analysis
- PHYS 3120 - Digital Electronics and Microcontrollers

Choose twelve semester hours from:

- PHYS 2900 - Introduction to Research In Physics
- PHYS 3100 - Electrical Circuit Analysis (if not previously counted above)  
or
- ENGR 3100 - Circuit Analysis (if not previously counted above)
- PHYS 3120 - Digital Electronics and Microcontrollers (if not previously counted above)
- PHYS 3142 - Computational Physics
- PHYS 3200 - Mathematical Methods for Physicists
- PHYS 3220 - Mechanics of Deformable Bodies
- PHYS 3230 - Fluid Mechanics
- PHYS 3312 - Electromagnetism
- PHYS 3500 - Diffraction and Crystallography
- PHYS 3700K - Optics
- PHYS 4800 - Pedagogy and Supplemental instruction in Physics (maximum of 3 hours can be used in this section)

- PHYS 4900 - Independent Study In Physics
- PHYS 4950 - Special Topics in Physics
- PHYS 4960 - Physics Internship
- PHYS 4991, -2, -3, -4 - Advanced Research in Physics

### Related Field Courses: 23 hours

- CHEM 1211 - Principles of Chemistry I
- CHEM 1211L - Principles of Chemistry I Laboratory
- CHEM 1212 - Principles of Chemistry II
- CHEM 1212L - Principles of Chemistry II Laboratory
  
- CSCI 1301 - Introduction to Programming Principles  
or
- ENGR 1371 - Computing For Engineers
  
- MATH 2160 - Linear Algebra
- MATH 3411 - Differential Equations
- A three semester-hour upper-division math course (3000 or 4000 level, excluding MATH 3411, MATH 3900, MATH 3911, MATH 3912, MATH 3932, MATH 4000, MATH 4750, MATH 4900, MATH 4910, MATH 4961, -2, -3, MATH 5412U, MATH 5600U, MATH 5700U, MATH 5900U, MATH 5911U)
- Three semester hours of related field electives approved by the physics faculty.

### Electives: 7 hours

- Upper-division courses (6 semester hours)
- Free elective (1 semester hour)

### Total Semester Hours: 124 hours

### Exit Exam

## **Applied Physics, Track II: Robotics and Mechatronics**

### Bachelor of Science (B.S.)

### Chemistry and Physics Department Progress Requirements

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

## Program of Study

### General Requirements

Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Applied physics majors are required to take MATH 1113 in core area A and MATH 1161 in core area D

Area F: 18 hours

- PHYS 2211K - Principles of Physics I (unless taken to satisfy core area D, in which case replace with 8 hours of lower division electives)
- PHYS 2212K - Principles of Physics II (unless taken to satisfy core area D, in which case replace with 8 hours of lower division electives)
- MATH 2072 - Calculus II
- MATH 2160 - Linear Algebra
  
- CSCI 1301 - Introduction to Programming Principles  
or
- ENGR 1371 - Computing For Engineers

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 30 hours

- PHYS 2030 - Introduction to Computer Engineering
- PHYS 2031 - Digital Design Laboratory
- PHYS 2035 - Programming for Hardware/ Software Systems
- PHYS 3100 - Electrical Circuit Analysis
- PHYS 3120 - Digital Electronics and Microcontrollers
- PHYS 3142 - Computational Physics
- PHYS 3170 - Sensor Development and Data Analysis
- PHYS 3801K - Modern Physics
- PHYS 4200 - Analysis and Synthesis of Mechatronic Systems
- PHYS 3370 - Human Computer Interaction

## Related Field Courses: 23 hours

- CHEM 1211 - Principles of Chemistry I (and lab)
- CHEM 1212 - Principles of Chemistry II (and lab)
- MATH 3411 - Differential Equations
- Twelve semester hours (nine hours of which must be upper division level) of related field electives approved by the physics faculty.

## Electives: 7 hours

- Upper-division courses (6 semester hours)
- Free elective (1 semester hour)

## Total Semester Hours: 124 hours

## Exit Exam

# **Applied Physics, Track III: Health Physics**

## Bachelor of Science (B.S.)

## Chemistry and Physics Department Progress Requirements

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

## Program of Study

## General Requirements

## Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Applied physics majors are required to take MATH 1113 in core area A and MATH 1161 in core area D

### Area F: 18 hours

- PHYS 2211K - Principles of Physics I (unless taken to satisfy core area D, in which case replace with BIOL 1107, BIOL 1107L and BIOL 1108)
- PHYS 2212K - Principles of Physics II (unless taken to satisfy core area D, in which case replace with BIOL 1107, BIOL 1107L and BIOL 1108)
  
- MATH 2160 - Linear Algebra  
or
- STAT 3231 - Mathematical Statistics I
  
- MATH 2072 - Calculus II
  
- CSCI 1301 - Introduction to Programming Principles  
or
- ENGR 1371 - Computing For Engineers

### Physical Education: 3 hours

### First-Year Seminar: 1 hour

### Major Field Courses: 30 hours

- PHYS 3100 - Electrical Circuit Analysis  
or
- ENGR 3100 - Circuit Analysis
  
- PHYS 3801K - Modern Physics
- PHYS 3802 - Introduction to Quantum Mechanics
- PHYS 3403 - Biophysics
- PHYS 3601 - Introduction to Radiation Physics I
- PHYS 3602 - Introduction to Radiation Physics II
- PHYS 3650 - Radiation Exposure in the Workplace and in the Environment
- PHYS 3660 - Medical Imaging

### Choose three semester hours from:

- PHYS 2900 - Introduction to Research In Physics
- PHYS 3220 - Mechanics of Deformable Bodies
- PHYS 3230 - Fluid Mechanics
- PHYS 3312 - Electromagnetism
- PHYS 3400 - Chemical Thermodynamics
- PHYS 3500 - Diffraction and Crystallography
- PHYS 4991, -2, -3, -4 - Advanced Research in Physics

Choose three semester hours from:

- PHYS 4900 - Independent Study In Physics
- PHYS 4950 - Special Topics in Physics
- PHYS 4960 - Physics Internship

Related Field Courses: 23 hours

- CHEM 1211 - Principles of Chemistry I (and lab) (unless taken to satisfy core area D, in which case replace with BIOL 1107 and BIOL 1107L)
- CHEM 1212 - Principles of Chemistry II (and lab) (unless taken to satisfy core area D, in which case replace with BIOL 1107 and BIOL 1107L)
- MATH 3411 - Differential Equations
- Twelve semester hours of related field electives approved by the physics faculty.

Electives: 7 hours

- Upper-division courses (6 semester hours)
- Free elective (1 semester hour)

Total Semester Hours: 124 hours

Exit Exam

## **Biochemistry**

Bachelor of Science (B.S.)

### **Chemistry and Physics Department Progress Requirements**

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

Program of Study

## General Requirements

### Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Biochemistry Majors are required to take a minimum of MATH 1113 in Core Area A and MATH 1161 in Core Area D. Students may choose to take MATH 1161 in Core Area A and MATH 2072 in Core Area D.

### Area F: 18 hours

- CHEM 1211 - Principles of Chemistry I (unless taken to satisfy Core Area D, in which case, substitute CHEM 2101/CHEM 2101L and CHEM 2102/CHEM 2102L)
- CHEM 1211L - Principles of Chemistry I Laboratory (unless taken to satisfy Core Area D, in which case, substitute CHEM 2101/CHEM 2101L and CHEM 2102/CHEM 2101L)
- CHEM 1212 - Principles of Chemistry II (unless taken to satisfy Core Area D, in which case, substitute CHEM 2101/CHEM 2101L and CHEM 2102/CHEM 2102L)
- CHEM 1212L - Principles of Chemistry II Laboratory (unless taken to satisfy Core Area D, in which case, substitute CHEM 2101/CHEM 2101L and CHEM 2102/CHEM 2102L)
- One hour excess for MATH 1161
- One hour lower division approved elective

Choose one sequence from:

- PHYS 1111K - Introductory Physics I
- PHYS 1112K - Introductory Physics II
- or
- PHYS 2211K - Principles of Physics I
- PHYS 2212K - Principles of Physics II

### Physical Education: 3 hours

### First-Year Seminar: 1 hour

### Major Field Courses: 36 hours

- BCHM 3301 - Bioanalytical Chemistry
- BCHM 3403 - Biophysical Chemistry
- BCHM 3811 - Introduction to Biochemical Techniques
- BCHM 4811 - Bioinstrumental Laboratory
- CHEM 2101 - Organic Chemistry I
- CHEM 2101L - Organic Chemistry I Lab
- CHEM 2102 - Organic Chemistry II
- CHEM 2102L - Organic Chemistry II Lab
- CHEM 2300 - Principles of Chemical Analysis
- CHEM 3801 - Biochemistry I

- CHEM 3802 - Biochemistry II
- CHEM 4500 - Chemistry Seminar  
or
- BCHM 4501 - Biochemistry Seminar
- 7 hours of approved upper division chemistry or biochemistry courses. **No more than 3 hours total can be from BCHM 3900 and BCHM 4991 .**

Choose one of the following classes:

- BCHM 3812 - Advanced Biochemistry Laboratory
- BCHM 3900 - Biochemical Research (1 credit hour)
- BCHM 4991 - Advanced Biochemical Research (1 credit hour)

Related Field Course: 16 hours

- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
- BIOL 2400 - Introduction to Cell and Molecular Biology
- BIOL 3000 - Cell Biology

Minimum 6 hours from:

- BIOL 3700 - Genetics
- BIOL 4000 - Cancer Biology
- BIOL 4220 - Endocrinology
- BIOL 4400 - Virology
- BIOL 4500 - Bioinformatics and Biotechnology
- BIOL 4650 - Immunology
- Or other department approved upper division biology courses

Electives: 8 hours

- 5 hours of upper-division courses
- 3 hours of free electives

Total Semester Hours: 124 hours

Exit Exam

**Chemistry**

Bachelor of Science (B.S.)

# Chemistry and Physics Department Progress Requirements

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

## Program of Study

### General Requirements

Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Chemistry majors are required to take MATH 1113 in Core Area A and MATH 1161 in Core Area D

Area F: 18 hours

- CHEM 1211 - Principles of Chemistry I (unless taken to satisfy Area D, in which case replace with 8 hours of lower division electives)
- CHEM 1211L - Principles of Chemistry I Laboratory (unless taken to satisfy Area D, in which case replace with 8 hours of lower division electives)
- CHEM 1212 - Principles of Chemistry II (unless taken to satisfy Area D, in which case replace with 8 hours of lower division electives)
- CHEM 1212L - Principles of Chemistry II Laboratory (unless taken to satisfy Area D, in which case replace with 8 hours of lower division electives)
- One hour excess for MATH 1161 from Core Area D
- One hour lower division elective

Choose one sequence from:

- PHYS 1111K - Introductory Physics I
- PHYS 1112K - Introductory Physics II
- or
- PHYS 2211K - Principles of Physics I
- PHYS 2212K - Principles of Physics II

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 39 hours

- CHEM 2101 - Organic Chemistry I
- CHEM 2101L - Organic Chemistry I Lab
- CHEM 2102 - Organic Chemistry II
- CHEM 2102L - Organic Chemistry II Lab
- CHEM 2300 - Principles of Chemical Analysis
- CHEM 3200 - Inorganic Chemistry
- CHEM 3300 - Instrumental Analysis
- CHEM 3401 - Physical Chemistry: Thermodynamics and Kinetics
- CHEM 3402 - Physical Chemistry: Quantum Mechanics and Spectroscopy
- CHEM 4500 - Chemistry Seminar

9 hours from:

- CHEM 3600 - Polymer Chemistry
- CHEM 3801 - Biochemistry I
- CHEM 3802 - Biochemistry II
- CHEM 3803 - Biochemistry Laboratory
- CHEM 4100 - Advanced Topics in Organic Chemistry
- CHEM 4200 - Advanced Topics in Inorganic Chemistry
- CHEM 4300 - Advanced Topics in Analytical Chemistry
- CHEM 4400 - Advanced Topics in Physical Chemistry
- CHEM 4600 - Advanced Topics in Interdisciplinary Chemistry
- CHEM 4940 - Special Topics in Chemistry
- CHEM 4950 - Special Lecture Topics in Chemistry

With a maximum 2 Hours total from:

- CHEM 3900 - Chemical Research
- CHEM 4800 - Pedagogy and Supplemental Instruction in Chemistry
- CHEM 4960 - Internship
- CHEM 4991 - Advanced Chemical Research

Related Field Course: 4 hours

- MATH 2072 - Calculus II

Electives: 17 hours

- 14 hours of upper-division courses

- 3 hours of free electives

Total Semester Hours: 124 hours

Exit Exam

**Proper course selection will allow the student to pursue any one of the following degree options**

Pre-Graduate Study Option:

Note: PHYS 2211K and PHYS 2212K is the recommended physics sequence.

Related Field Courses: 10 hours

- MATH 2072 - Calculus II (one hour counted in Area F)
- MATH 2083 - Calculus III
- PHYS 3801K - Modern Physics

Electives: 12 hours

Upper-division courses.

## **Chemistry with American Chemical Society Certification**

Bachelor of Science (B.S.)

### Chemistry and Physics Department Progress Requirements

A grade of C or better in all physics courses applied toward the major and the successful completion of the applied physics exit exam are graduation requirements.

A grade of C or better in all biochemistry courses applied toward the major, and the successful completion of the biochemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination. All minors also require a C or better in each course.

A grade of C or better in all chemistry courses applied toward the major, and the successful completion of the chemistry exit exam are graduation requirements. If any credit for major or related field courses is transferred from another college, the department may require that it be validated by examination.

All minors also require a C or better in each course.

Program of Study

General Requirements

## Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Chemistry majors are required to take MATH 1113 in core area A and MATH 1161 in core area D

## Area F: 18 hours

- CHEM 1211 - Principles of Chemistry I (unless taken to satisfy area D, in which case replace with 8 hours of lower division electives)
- CHEM 1211L - Principles of Chemistry I Laboratory (unless taken to satisfy area D, in which case replace with 8 hours of lower division electives)
- CHEM 1212 - Principles of Chemistry II (unless taken to satisfy area D, in which case replace with 8 hours of lower division electives)
- CHEM 1212L - Principles of Chemistry II Laboratory (unless taken to satisfy area D, in which case replace with 8 hours of lower division electives)
- PHYS 2211K - Principles of Physics I
- PHYS 2212K - Principles of Physics II
- One hour excess for MATH 1161 from core area D (or A)
- One hour excess from MATH 2072

## Physical Education: 3 hours

## First-Year Seminar: 1 hour

## Major Field Courses: 42 hours

- CHEM 2101 - Organic Chemistry I
- CHEM 2101L - Organic Chemistry I Lab
- CHEM 2102 - Organic Chemistry II
- CHEM 2102L - Organic Chemistry II Lab
- CHEM 2300 - Principles of Chemical Analysis
- CHEM 3200 - Inorganic Chemistry
- CHEM 3300 - Instrumental Analysis
- CHEM 3401 - Physical Chemistry: Thermodynamics and Kinetics
- CHEM 3402 - Physical Chemistry: Quantum Mechanics and Spectroscopy
- CHEM 3600 - Polymer Chemistry
- CHEM 3801 - Biochemistry I
- CHEM 4500 - Chemistry Seminar
- CHEM 4991 - Advanced Chemical Research (3 hours)

## Two courses from:

- CHEM 4100 - Advanced Topics in Organic Chemistry
- CHEM 4200 - Advanced Topics in Inorganic Chemistry
- CHEM 4300 - Advanced Topics in Analytical Chemistry

- CHEM 4400 - Advanced Topics in Physical Chemistry
- CHEM 4600 - Advanced Topics in Interdisciplinary Chemistry

### Related Field Course: 7 hours

- MATH 2072 - Calculus II (1 hour in area F)
- MATH 2083 - Calculus III

### Electives: 11 hours

- 9 hours of upper-division electives
- 2 hours of free electives

Total Semester Hours: 124 hours

### Exit Exam

## Department of Computer Science and Information Technology

### Faculty

Hong Zhang, Department Head

Felix Hamza-Lup

Amar Rasheed

Frank Katz

Ashraf Saad

Kam Fui Lau

Hongjun Su

Daniel Liang

Ray Tyler-Hashemi

### Accreditation

The Bachelor of Science in Computer Science degree is accredited by the Computing Accreditation Commission (CAC) of the Accreditation Board for Engineering and Technology (ABET), 111 Market Place, Suite 1050, Baltimore, MD, 21202-4012, telephone: 410-347-7700.

### General Information

The Department of Computer Science and Information Technology offers a bachelor's and a master's degree in Computer Science and a bachelor's degree in Information Technology. Committed to both teaching and research, the department prepares students to meet the challenges of an increasingly technological society.

The Bachelor of Science in Computer Science degree is designed to prepare students for employment in a wide range of computer-related jobs in a rapidly changing field, or for graduate study in computer science. Computer scientists are involved with all facets of the design, implementation, and application of computers. They are concerned with problem solving in general, with particular emphasis on developing efficient solutions to problems. This requires a detailed knowledge of the nature of algorithms, the software development and implementation techniques necessary to use these algorithms on computers, and an understanding of core computer science concepts. Students acquire a broad background in mathematics and science. Most courses require significant use of computers. Class sizes are typically small, allowing for individual instruction. Computer literacy courses are also offered to satisfy the general education needs of Armstrong students.

The Bachelor of Information Technology degree is designed to prepare students for employment as Information Technology (IT) professionals. Information Technology professionals are involved in many facets of computer applications. Typical jobs are centered on effective utilization of organizational resources, including hardware, software, and people, and may involve training and trouble-shooting. To prepare students for employment in a wide range of computer-related jobs, IT courses focus on practical aspects of design, deployment, integration, and maintenance of computer systems within an organization. Most courses involve significant use of computers. Class sizes are typically small, which allows for individual instruction.

#### Special Programs

Students are able to apply for internships at Savannah's current high-tech employers such as Gulfstream, the Skidaway Institute of Oceanography, and the Georgia Ports Authority, as well as upcoming startups. Such positions provide students invaluable opportunities to acquire practical experience to complement classroom work. Students receive credit for participation in such programs.

## Minor

### Computer Science Minor

#### Minors

Computer Science and Information Technology courses are valuable for anyone planning to work with computers or in a field requiring technical knowledge. A minor in Computer Science or Information Technology can be a complement to many other degree programs. A grade of C or better is required in each course used towards a minor.

#### Requirements: 15 hours

(A grade of C or better is required in each course used towards a minor.)

- CSCI 1301 - Introduction to Programming Principles
- CSCI 1302 - Advanced Programming Principles
- nine semester hours from any 3000-5000 level computer science courses, excluding CSCI 3990, and internships.

### Cyber Security Minor

#### Minors

Computer Science and Information Technology courses are valuable for anyone planning to work with computers or in a field requiring technical knowledge. A minor in Computer Science or Information Technology can be a complement to many other degree programs. A grade of C or better is required in each course used towards a minor.

## General Information

The impact of ubiquitous computing and the Internet calls for rapid changes in computer systems and the criminal justice system at all levels. From threats to national security to banking fraud to simple fraudulent schemes for the unassuming, the "cybersphere" has become the place where crime is committed and must therefore be detected and handled accordingly.

### Requirements: 18 hours

- CSCI 2070 - Introduction to Computer Ethics and Cyber Security
- ITEC 3700 - Cyber Security I
- ITEC 4200 - Cyber Security II, Network Security
- ITEC 4300 - Cyber Security III, Ethical Hacking

### One course selected from:

- CSCI 1301 - Introduction to Programming Principles
- ITEC 1310 - Programming For Information Technology

### One course selected from:

- CRJU 5003U - Cyber Forensics
- CRJU 5010U - Digital Forensics I

## Information Technology Minor

### Minors

Computer Science and Information Technology courses are valuable for anyone planning to work with computers or in a field requiring technical knowledge. A minor in Computer Science or Information Technology can be a complement to many other degree programs. A grade of C or better is required in each course used towards a minor.

### Requirements: 18 hours

- CSCI 1301 - Introduction to Programming Principles
- ITEC 1300
- ITEC 1310 - Programming For Information Technology
- nine semester hours from any 3000-4000 level information technology courses.

## Mobile and Web Development Minor

### Minors

Computer Science and Information Technology courses are valuable for anyone planning to work with computers or in a field requiring technical knowledge. A minor in Computer Science or Information Technology can be a complement to many other degree programs. A grade of C or better is required in each course used towards a minor.

## Requirements: 18 hours

- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- CSCI 3301 - Unix and Secure Web Development
- CSCI 3370 - Human Computer Interaction
- ITEC 2000 - Introduction to App Development
- ITEC 3950 - Advanced Mobile App Development

## One course selected from:

- CSCI 1301 - Introduction to Programming Principles
- ITEC 1310 - Programming For Information Technology

## Undergraduate Certificate

### Advanced Mobile and Web Development Certificate

#### Progress Requirements

To earn the bachelor's degree with a major or a minor in computer science, students must complete with a grade of C or better all computer science and mathematics courses required in the program of study. To fulfill the prerequisites for any computer science course all students must obtain a grade of C or better in each prerequisite course.

To earn a Bachelor in Information Technology degree, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better. To fulfill the prerequisites for any information technology course all students must obtain a grade of C or better in each prerequisite course.

To earn the Associate of Science degree in the Cyber Security track, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better.

## Requirements: 18 hours

Mobile and Web Development Certificate , plus the following courses:

- CSCI 3370 - Human Computer Interaction
- ITEC 3950 - Advanced Mobile App Development

## Cyber Security Undergraduate Certificate

#### Progress Requirements

To earn the bachelor's degree with a major or a minor in computer science, students must complete with a grade of C or better all computer science and mathematics courses required in the program of study. To fulfill the prerequisites for any computer science course all students must obtain a grade of C or better in each prerequisite course.

To earn a Bachelor in Information Technology degree, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better. To fulfill the prerequisites for any information technology course all students must obtain a grade of C or better in each prerequisite course.

To earn the Associate of Science degree in the Cyber Security track, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better.

## Requirements: 18 hours

- CSCI 1150 - Fundamentals of the Internet and World Wide Web or ITEC 2010 - Introduction to Cyber Security
- CSCI 1301 - Introduction to Programming Principles or ITEC 1310 - Programming For Information Technology
- CSCI 2070 - Introduction to Computer Ethics and Cyber Security
- ITEC 3700 - Cyber Security I
- ITEC 4200 - Cyber Security II, Network Security
- ITEC 4300 - Cyber Security III, Ethical Hacking

## Information Technology, Level 1: Information Technology with Applications Certificate

### Policies, Requirements, and Standards: Information Technology

Two levels of Information Technology Certificates are offered by Armstrong. These certificates are designed to meet the needs of a wide range of students and employers. The Level 1 (Information Technology with Applications) certificate is an introductory information technology program with a focus on applications. The Level 2 certificate (Information Technology with Programming) includes Level 1 courses plus two additional programming courses.

## Requirements: 12 hours

- ITEC 1050 - Introduction to Computer Concepts and Applications  
or
- CSCI 1060 - Computer Programming Concepts
- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- ITEC 1310 - Programming For Information Technology
- ITEC 2000 - Introduction to App Development

## Information Technology, Level 2: Information Technology with Programming Certificate

### Policies, Requirements, and Standards: Information Technology

Two levels of Information Technology Certificates are offered by Armstrong. These certificates are designed to meet the needs of a wide range of students and employers. The Level 1 (Information Technology with Applications) certificate is an introductory information technology program with a focus on applications. The Level 2 certificate (Information Technology with Programming) includes Level 1 courses plus two additional programming courses.

## Requirements: 15 hours

- ITEC 1310 - Programming For Information Technology
- ITEC 2000 - Introduction to App Development
- ITEC 2530 - Operating Systems
- CSCI 1301 - Introduction to Programming Principles
  
- CSCI 1302 - Advanced Programming Principles  
or
- CSCI 3301 - Unix and Secure Web Development

## Mobile and Web Development Certificate

### Progress Requirements

To earn the bachelor's degree with a major or a minor in computer science, students must complete with a grade of C or better all computer science and mathematics courses required in the program of study. To fulfill the prerequisites for any computer science course all students must obtain a grade of C or better in each prerequisite course.

To earn a Bachelor in Information Technology degree, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better. To fulfill the prerequisites for any information technology course all students must obtain a grade of C or better in each prerequisite course.

To earn the Associate of Science degree in the Cyber Security track, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better.

## Requirements: 12 hours

- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- CSCI 3301 - Unix and Secure Web Development
- ITEC 2000 - Introduction to App Development

One course selected from:

- CSCI 1301 - Introduction to Programming Principles
- ITEC 1310 - Programming For Information Technology

## Bachelor of Information Technology

### Information Technology, Track 1: Information Technology

Bachelor of Information Technology (B.I.T.)

### Progress Requirements

To earn the bachelor's degree with a major or a minor in computer science, students must complete with a grade of C or better all computer science and mathematics courses required in the program of study. To fulfill the prerequisites for any computer science course all students must obtain a grade of C or better in each prerequisite course.

To earn a Bachelor in Information Technology degree, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better. To fulfill the prerequisites for any information technology course all students must obtain a grade of C or better in each prerequisite course.

To earn the Associate of Science degree in the Cyber Security track, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better.

## Program of Study

### General Requirements

Core Areas A, B, C, D,I, E: 42 hours

See listing of requirements.

Area F: 18 hours

- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- CSCI 1301 - Introduction to Programming Principles
- CSCI 1302 - Advanced Programming Principles
- ITEC 1310 - Programming For Information Technology

Choose one of the following:

- ITEC 2000 - Introduction to App Development
- ITEC 2010 - Introduction to Cyber Security

Choose one of the following:

- MATH 1161 - Calculus I
- MATH 1950 - Applied Math For Non-Science Majors
- MATH 2200 - Elementary Statistics
- CSCI 2625 - Discrete Structures for Computer Science

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 39 hours

- CSCI 2070 - Introduction to Computer Ethics and Cyber Security
- CSCI 3301 - Unix and Secure Web Development

- ITEC 2530 - Operating Systems
- ITEC 3500 - Database Administration
- ITEC 3600 - Systems Analysis and Design
- ITEC 3700 - Cyber Security I
- ITEC 3710 - E-Commerce
- ITEC 3800 - Data Communications and Networks
- ITEC 4391 - Senior Capstone Project I
- ITEC 4392 - Senior Capstone Project II
- ITEC 4770 - Client/Server Systems
- ITEC 4800 - Network Design and Administration
- ITEC 4830 - Graphics Design

## Related Field Courses: 9-15 hours

- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting  
or
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
  
- ENGL 3720 - Business and Technical Communication
- MATH 1111 - College Algebra (if not taken in core area A)
- MATH 1113 - Pre-Calculus Mathematics (if not taken in core area A or D)

## Electives: 6-12 hours

At least six hours of electives must be courses numbered 3000 or above. If taken, one hour excess for MATH 1161 from Core Area F will count as a free elective.

## Total Semester Hours: 124 hours

## Exit Exam

# Information Technology, Track 2: Cyber Security

## Bachelor of Information Technology (B.I.T.)

### Progress Requirements

To earn the bachelor's degree with a major or a minor in computer science, students must complete with a grade of C or better all computer science and mathematics courses required in the program of study. To fulfill the prerequisites for any computer science course all students must obtain a grade of C or better in each prerequisite course.

To earn a Bachelor in Information Technology degree, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better. To fulfill the prerequisites for any information technology course all students must obtain a grade of C or better in each prerequisite course.

To earn the Associate of Science degree in the Cyber Security track, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better.

## Program of Study

### General Requirements

Core Areas A, B, C, D,I, E: 42 hours

See listing of requirements.

Area F: 18 hours

- CSCI 1150 - Fundamentals of the Internet and World Wide Web
- CSCI 1301 - Introduction to Programming Principles
- CSCI 1302 - Advanced Programming Principles
- ITEC 1310 - Programming For Information Technology

One class selected from:

- ITEC 2000 - Introduction to App Development
- ITEC 2010 - Introduction to Cyber Security

And one of the following:

- MATH 1161 - Calculus I
- MATH 1950 - Applied Math For Non-Science Majors
- MATH 2200 - Elementary Statistics
- CSCI 2625 - Discrete Structures for Computer Science

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 45 hours

- CSCI 2070 - Introduction to Computer Ethics and Cyber Security
- CSCI 3301 - Unix and Secure Web Development
- ITEC 2530 - Operating Systems
- ITEC 3500 - Database Administration
- ITEC 3600 - Systems Analysis and Design
- ITEC 3710 - E-Commerce
- ITEC 3800 - Data Communications and Networks
- ITEC 4391 - Senior Capstone Project I
- ITEC 4392 - Senior Capstone Project II

- ITEC 4770 - Client/Server Systems
- ITEC 4800 - Network Design and Administration
- ITEC 4830 - Graphics Design
- ITEC 3700 - Cyber Security I
- ITEC 4200 - Cyber Security II, Network Security
- ITEC 4300 - Cyber Security III, Ethical Hacking

## Related Field Courses: 9-15 hours

- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting  
or
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- ENGL 3720 - Business and Technical Communication
- MATH 1111 - College Algebra (if not taken in core area A)
- MATH 1113 - Pre-Calculus Mathematics (if not taken in core area A or D)

## Electives: 0-6 hours

If taken, one hour excess for MATH 1161 from Core Area F will count as a free elective.

## Total Semester Hours: 124 hours

## Exit Exam

## Bachelor of Science

## Computer Science

## Bachelor of Science (B.S.)

## Progress Requirements

To earn the bachelor's degree with a major or a minor in computer science, students must complete with a grade of C or better all computer science and mathematics courses required in the program of study. To fulfill the prerequisites for any computer science course all students must obtain a grade of C or better in each prerequisite course.

To earn a Bachelor in Information Technology degree, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better. To fulfill the prerequisites for any information technology course all students must obtain a grade of C or better in each prerequisite course.

To earn the Associate of Science degree in the Cyber Security track, students must complete all information technology, computer science, and mathematics courses required in the program of study with a grade of C or better.

## Program of Study

### General Requirements

#### Core Areas A, B, C, D.IIA, E: 42 hours

See listing of requirements.

Computer science majors are required to take MATH 1113 in core area A and MATH 1161 in core area D.

#### Area F: 18 hours

- One semester hour excess for MATH 1161 of any lower division elective from the College of Science and Technology.
- CSCI 1301 - Introduction to Programming Principles
- CSCI 1302 - Advanced Programming Principles
- CSCI 2070 - Introduction to Computer Ethics and Cyber Security
- CSCI 2625 - Discrete Structures for Computer Science
- MATH 2072 - Calculus II

#### Physical Education: 3 hours

#### First-Year Seminar: 1 hour

#### Major Field Courses: 39 hours

- CSCI 2410 - Data Structures and Algorithms
- CSCI 2490 - C++ Programming
- CSCI 3201 - Foundations of Digital Systems
- CSCI 3202 - Computer Organization and Architecture
- CSCI 3301 - Unix and Secure Web Development
- CSCI 3321 - Introduction to Software Engineering Concepts
- CSCI 3330 - Comparative Languages
- CSCI 3341 - Introduction to Operating Systems
- CSCI 3510 - Theory of Computation
- CSCI 3720 - Database Systems
- Nine additional semester hours from 5000 level computer science courses

#### Related Field Courses: 15 hours

- ENGL 3720 - Business and Technical Communication
- STAT 3211 - Probability and Statistics Applications I

#### One of the following:

- CSCI 3625 - Advanced Discrete Structures

- CSCI 5610U - Numerical Analysis (If used here, may not also be counted as major field course.)
- MATH 2160 - Linear Algebra
- MATH 3411 - Differential Equations
- MATH 3460 - Introduction to Operations Research
- STAT 3222 - Probability and Statistics Applications II
- Six additional semester hours of laboratory science courses from Core D Option IIA for science majors or science or engineering courses having a Core D Option II A laboratory science course as a prerequisite (unless already taken to meet core area D requirements)

Free Electives: 6 hours

Total Semester Hours: 124 hours

Exit Exam

## **Engineering Studies Program**

### **Faculty**

Cameron Coates, Program Coordinator

Priya Goeser

Wayne Johnson

Thomas Murphy

Christopher Williams

### **General Information**

Committed to both teaching and research, the department prepares students to meet the challenges of an increasingly technological society.

The Engineering Studies program offers course work contained in the first two years of the standard engineering curriculum at most accredited Bachelor's degree engineering programs. After following the suggested course sequence for the Associate of Science degree at Armstrong, a student should be able to transfer to any engineering school accredited by the Accreditation Board for Engineering and Technology (ABET) and complete the requirements for a baccalaureate degree in a chosen engineering field in a total of four to five years (the typical term for all engineering degrees). The programs of study have been constructed in partnership with the Georgia Institute of Technology and Georgia Southern University. If students are transferring to other institutions, they are advised to contact the schools of their choice on questions of transfer.

### **Special Programs**

While there is no formal agreement that guarantees internship positions from local companies, Armstrong's Engineering Studies program does have a strong relationship with many local companies. Therefore, students are often successful in obtaining internships at several of Savannah's current engineering employers such as Gulfstream Aerospace, Georgia Power, Georgia-Pacific, the Skidaway Institute of Oceanography, and the U.S. Army Corps of Engineers. Such positions provide students invaluable opportunities to acquire practical experience to complement classroom work.

## **Regents Engineering Transfer Program (RETP)**

The Regents Engineering Transfer Program (RETP) is a cooperative program between Armstrong State University, Georgia Institute of Technology (Gatech), Georgia Southern University (GSU), Southern Polytechnic College of Engineering and Engineering Technology, and the University of Georgia (UGA). RETP students take the first two years of engineering course work at Armstrong and those satisfying RETP specific GPA requirements are guaranteed acceptance into a Bachelor's in Engineering program at one of the aforementioned partner institutions. For 2016, students transferring to Georgia Tech are required to maintain a 3.0 Math/Science GPA and 3.0 overall GPA, while students transferring to any of the other three institutions are required to maintain a 2.5 Math/Science and 2.5 overall GPA. Georgia Tech's RETP program supports Aerospace, Biomedical, Chemical & Biomolecular, Civil, Environmental, Computer, Electrical, Industrial, Materials Science, Mechanical, and Nuclear & Radiological engineering degrees. The other transfer institutions' RETP program supports Mechanical, Electrical, Mechatronic, Manufacturing and Civil engineering degrees.

## **Dual Degree Program**

Through an agreement with Armstrong and the Georgia Institute of Technology, students may complete a specified three-year program of study at ASU, and then attend Georgia Tech for approximately two years. After completion of the engineering program at Georgia Tech, the student will receive two degrees, a Bachelor of Science from Armstrong in Mathematics, Physics or Computer Science and a Bachelor of Science from Georgia Tech in Engineering. In order to transfer to Georgia Tech, dual degree students must obtain an overall GPA of at least 3.0 (all attempts at all courses), a math/science GPA of at least 3.0 (all natural science courses and all Math 1501 and higher), be enrolled at Armstrong for at least 2 semesters immediately preceding transfer to GT, i.e. Fall/Spring or Spring/Summer for a Fall GT enrollment.

## **Minor**

### **Engineering Studies Minor**

#### **Minor**

Engineering courses are valuable for anyone planning to work in a field requiring technical knowledge. A minor in Engineering Studies can be a complement to other degree programs such as business, technology, mathematics, physics, management and education.

**Requirements: 15 hours**

**Six hours from:**

- CSCI 1301 - Introduction to Programming Principles

- CSCI 1371 - Computing for Engineers
- ENGR 1170 - Engineering Graphics
- ENGR 1371 - Computing For Engineers
- or any 2000 level ENGR course

### Six hours from:

- ENGR 3100 - Circuit Analysis
- ENGR 3322 - Fundamentals of Thermodynamics
- PHYS 3100 - Electrical Circuit Analysis

### Three hours from:

- CHEM 3071 - Principles of Chemical Processes I
- CHEM 3072 - Principles of Chemical Processes II
- CHEM 3300 - Instrumental Analysis
- CHEM 3401 - Physical Chemistry: Thermodynamics and Kinetics
- CSCI 3201 - Foundations of Digital Systems
- CSCI 3321 - Introduction to Software Engineering Concepts
- MATH 3460 - Introduction to Operations Research
- MATH 3480 - Optimization
- PHYS 3120 - Digital Electronics and Microcontrollers
- PHYS 3220 - Mechanics of Deformable Bodies
- PHYS 3230 - Fluid Mechanics
- PHYS 3312 - Electromagnetism
- STAT 3211 - Probability and Statistics Applications I

## Associate of Science

## Associate of Science

*Recommended course of study for RETP.*

### Program of Study

### General Requirements

Core Areas A, B, C, D.IIA, E: 42 hours

See listing of requirements.

In core area A, MATH 1161 - Calculus I must be taken

In core area D, MATH 2072 - Calculus II must be taken for the course in mathematics, science, or technology

In core area D, the laboratory science sequence must be taken from:

- BIOL 1107 - Principles of Biology I
- BIOL 1107L - Principles of Biology I Lab
- or
- BIOL 1107H - Honors Principles of Biology I
- BIOL 1107A - Honors Principles of Biology I Lab
  
- BIOL 1108 - Principles of Biology II (and labs)
- BIOL 1108H - Honors Principles of Biology II (and labs)
  
- CHEM 1211 - Principles of Chemistry I
- CHEM 1211L - Principles of Chemistry I Laboratory and either
- CHEM 1212 - Principles of Chemistry II
- CHEM 1212L - Principles of Chemistry II Laboratory
- or
- CHEM 1212H - Honors Principles of Chemistry II (and lab)
  
- PHYS 2211K - Principles of Physics I
- PHYS 2212K - Principles of Physics II

Physical Education: 2 hours

First-Year Seminar: 1 hour

Additional Requirements: 18 hours

- ENGR 1170 - Engineering Graphics
- or
- ENGR 2030 - Introduction to Computer Engineering
  
- ENGR 1371 - Computing For Engineers
- or
- CSCI 1301 - Introduction to Programming Principles
  
- 6 hours of 2000 or higher-level ENGR courses (excluding ENGR 3960, ENGR 4990, ENGR 4999)
- One hour excess from Area A
- One hour excess from Area D

One additional laboratory course taken from:

Not taken in area D of General Requirements.

- BIOL 1107 - Principles of Biology I and BIOL 1107L - Principles of Biology I Lab
- BIOL 1107H - Honors Principles of Biology I and BIOL 1107A - Honors Principles of Biology I Lab
- BIOL 1108 - Principles of Biology II (and lab)
- BIOL 1108H - Honors Principles of Biology II (and lab)
- CHEM 1211 - Principles of Chemistry I and CHEM 1211L - Principles of Chemistry I Laboratory
- CHEM 1212 - Principles of Chemistry II and CHEM 1212L - Principles of Chemistry II Laboratory
- CHEM 1212H - Honors Principles of Chemistry II (and lab)

- PHYS 2211K - Principles of Physics I
- PHYS 2212K - Principles of Physics II

Total Semester Hours: 63

Exit Exam

## Department of Mathematics

### Faculty

James Brawner, Department Head

Matthew Brown, Director, STEM Success Center

Sydney Anuskiewicz

Gregory Knofczynski

Tricia Muldoon Brown

Joshua Lambert

Sungkon Chang

Tim McMillan

Sean Eastman

Joseph Roberts

Paul Hadavas

Barbara Ross

Sabrina Hessinger

Jared Schlieper

Selwyn Hollis

Janel Smith

Duc V. Huynh

Kimberly Swanson

Ebonee Jarrett

Michael Tiemeyer

## General Information

The Department of Mathematics offers the degree of Bachelor of Science in Mathematical Sciences, with three different options. Option 1 of the mathematics major – "Mathematics" – offers students the most comprehensive collection of mathematics courses and is well suited for students intending to pursue graduate studies in a mathematical science. Option 2 – "Applied Mathematics" – combines a core of mathematics courses with a concentration of courses from another scientific discipline. It is a good choice for students preparing for careers in business and industry, intending to attend graduate school in a quantitative area (such as biostatistics, economics, operations research, or actuarial science), or wishing to participate in a dual-degree program in engineering. Option 3 – "Mathematics with Teacher Certification" – prepares students to teach in public and private secondary schools. This option is an approved program for the Georgia Teacher's Professional Certificate for secondary mathematics (grades 6-12).

The department also offers a wide range of services to Armstrong students. Several introductory courses are available to satisfy general education requirements as well as prerequisites in other major programs. Intermediate level courses for non-majors are available to enhance the quantitative skills of students in a variety of disciplines. A minor in mathematics or in statistics can be

designed to complement students' major programs. A certificate in Actuarial Sciences is available for those interested in pursuing a career as an actuary.

## **Minor**

### **Mathematics Minor**

#### **Progress Requirements**

To earn the bachelor's degree in the mathematical sciences, students must complete all mathematics courses and all courses in their chosen minor or area of concentration required in the program of study with a grade of C or better. In order to complete the prerequisites for a mathematics course other than MATH 2200 or MATH 2008, the prerequisite courses must be completed with a grade of C or better. A grade of C or better is required in each course used toward a minor in Mathematics or Statistics.

#### **Requirements: 16-17 hours**

- MATH 2072 - Calculus II
- MATH 2083 - Calculus III  
or
- MATH 2160 - Linear Algebra
- Nine additional semester hours chosen from mathematics or statistics courses numbered 3000 or higher (excluding MATH 3201, MATH 3750, MATH 3911, MATH 3912, MATH 3932, MATH 4961, -2, -3, 4962, 4963, MATH 4750, MATH 5412U and MATH 5911U). MATH 3000 and MATH 5600U cannot both be used for the minor. STAT courses cannot be used simultaneously for a mathematics and statistics minor.

### **Statistics Minor**

#### **Progress Requirements**

To earn the bachelor's degree in the mathematical sciences, students must complete all mathematics courses and all courses in their chosen minor or area of concentration required in the program of study with a grade of C or better. In order to complete the prerequisites for a mathematics course other than MATH 2200 or MATH 2008, the prerequisite courses must be completed with a grade of C or better. A grade of C or better is required in each course used toward a minor in Mathematics or Statistics.

#### **Requirements: 16 hours**

- MATH 2072 - Calculus II
- MATH 2160 - Linear Algebra

#### **Three courses chosen from:**

- STAT 3211 - Probability and Statistics Applications I
- STAT 3222 - Probability and Statistics Applications II
- STAT 3231 - Mathematical Statistics I

- STAT 3232 - Mathematical Statistics II
- STAT 3240 - Experimental Design

## **Undergraduate Certificate**

### **Actuarial Sciences Certificate**

#### **Policies Requirements and Standards Actuarial Sciences**

This program offers students the opportunity to prepare for a career as an actuary. In order to become an actuary, one must pass a number of competency exams in certain disciplines and obtain a number of educational experiences that pertain to the field of actuarial sciences. These requirements are determined by the Society of Actuaries (SOA) and the Casualty Actuarial Society (CAS).

The purpose of this program is to prepare students for the Probability (Exam P or Exam 1) and Financial Mathematics (Exam FM or Exam 2) exams and to provide all the educational experiences listed by the Validation of Educational Experience (VEE) Requirements to become an actuary. The certificate will only be offered to students who are earning a degree while completing the requirements for the certificate; the certificate will be awarded at the time of completion of the degree. An official certificate and transcript annotation will be made upon completion of the program. In order to receive the Certificate of Actuarial Sciences, students must earn a grade of B or better in the following courses:

#### **Progress Requirements**

To earn the bachelor's degree in the mathematical sciences, students must complete all mathematics courses and all courses in their chosen minor or area of concentration required in the program of study with a grade of C or better. In order to complete the prerequisites for a mathematics course other than MATH 2200 or MATH 2008, the prerequisite courses must be completed with a grade of C or better. A grade of C or better is required in each course used toward a minor in Mathematics or Statistics.

#### **Requirements: 21 hours**

For more information about the certificate or for a career as an actuary, please contact the Department of Mathematics.

- STAT 3211 - Probability and Statistics Applications I
- STAT 3222 - Probability and Statistics Applications II
- ECON 3050 - Intermediate Macroeconomics
- ECON 3060 - Intermediate Microeconomics
- ECON 3230 - Finance
- ECON 3700 - Econometrics
- MATH 4200 - Actuarial Science Seminar

## **Bachelor of Science**

### **Mathematical Sciences**

#### **Bachelor of Science (B.S.)**

## Progress Requirements

To earn the bachelor's degree in the mathematical sciences, students must complete all mathematics courses and all courses in their chosen minor or area of concentration required in the program of study with a grade of C or better. In order to complete the prerequisites for a mathematics course other than MATH 2200 or MATH 2008, the prerequisite courses must be completed with a grade of C or better. A grade of C or better is required in each course used toward a minor in Mathematics or Statistics.

## Program of Study

### General Requirements

Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Mathematics majors are required to take MATH 1113 in core area A and MATH 1161 in core area D

Area F: 18 hours

- One hour excess for MATH 1161 from area D
- MATH 2072 - Calculus II
- MATH 2083 - Calculus III
- MATH 2160 - Linear Algebra
- CSCI 1301 - Introduction to Programming Principles
- Three hours of lower division electives

Physical Education: 3 hours

First-Year Seminar: 1 hour

Complete major field and related area requirements for one of the following options:

Option 1: Mathematics

Major Field Courses: 28 hours

- MATH 3000 - Introduction to Mathematical Proof
- MATH 3110 - Abstract Algebra
- STAT 3231 - Mathematical Statistics I
- MATH 3411 - Differential Equations
- MATH 4011 - Advanced Calculus I
- MATH 4990 - Capstone Seminar

One course selected from:

- MATH 3170 - Advanced Linear Algebra
- MATH 4022 - Advanced Calculus II
- MATH 5160U - Theory of Numbers

Nine semester hours of upper-division mathematics or statistics courses exclusive of:

- MATH 3201 - Computational Methods in Statistics
- MATH 3750
- MATH 3911 - Algorithms and Number Systems: A Laboratory Approach
- MATH 3912 - Geometry and Data Analysis: A Laboratory Approach
- MATH 3932 - Mathematical Reasoning and Representation
- MATH 4750 - Internship II - Student Teaching
- MATH 4961, -2, -3 - Internship in Mathematics
- MATH 5412U - Secondary School Curriculum and Methods
- MATH 5600U - Foundations of Mathematics
- MATH 5911U - Topics in Mathematics For Educators

Related Field Courses: 18 hours

Six semester hours from either a single foreign language sequence or six semester hours from computer science courses with a prerequisite of at least CSCI 1301.

Twelve semester hours chosen from courses in the College of Science and Technology or the College of Liberal Arts to complete the requirement of at least 39 semester hours of upper-division courses.

Electives: 14 hours

Option 2: Applied Mathematics

Major Field Courses: 22 hours

- MATH 3000 - Introduction to Mathematical Proof
- MATH 3411 - Differential Equations
- MATH 4990 - Capstone Seminar

One course selected from:

- STAT 3211 - Probability and Statistics Applications I
- STAT 3231 - Mathematical Statistics I

One course selected from:

- MATH 3110 - Abstract Algebra
- MATH 3170 - Advanced Linear Algebra

- MATH 4011 - Advanced Calculus I
- MATH 5160U - Theory of Numbers

Nine semester hours of upper-division mathematics or statistics courses exclusive of:

- MATH 3201 - Computational Methods in Statistics
- MATH 3750
- MATH 3911 - Algorithms and Number Systems: A Laboratory Approach
- MATH 3912 - Geometry and Data Analysis: A Laboratory Approach
- MATH 3932 - Mathematical Reasoning and Representation
- MATH 4750 - Internship II - Student Teaching
- MATH 4961, -2, -3 - Internship in Mathematics
- MATH 5412U - Secondary School Curriculum and Methods
- MATH 5600U - Foundations of Mathematics
- MATH 5911U - Topics in Mathematics For Educators

Related Field Courses: 18-27 hours

- CSCI 1302 - Advanced Programming Principles

Complete the prescribed courses in one of the following concentration areas:

and, if needed, additional courses to complete the requirement of at least 39 semester hours of upper-division courses. These additional courses may be chosen from mathematics, the concentration area, ENGL 3720, or HIST 3645.

Actuarial science:

- ECON 2105 - Principles of Macroeconomics  
or
- ECON 2106 - Principles of Microeconomics
- STAT 3211 - Probability and Statistics Applications I (if not taken as a major field course)
- STAT 3222 - Probability and Statistics Applications II
- MATH 4200 - Actuarial Science Seminar

Two courses selected from:

- ECON 3050 - Intermediate Macroeconomics
- ECON 3060 - Intermediate Microeconomics
- ECON 3230 - Finance
- ECON 3700 - Econometrics

Operations research:

Complete 6 of the 7 courses:

- STAT 3222 - Probability and Statistics Applications II

- MATH 3251 - Combinatorics
- MATH 3460 - Introduction to Operations Research
- MATH 3480 - Optimization
- MATH 4340 - Graph Theory
- MATH 4400 - Operations Research Seminar
- MATH 4610 - Numerical Analysis

#### Statistics:

- STAT 3222 - Probability and Statistics Applications II
- STAT 3231 - Mathematical Statistics I
- STAT 3232 - Mathematical Statistics II
- STAT 3240 - Experimental Design
- MATH 3251 - Combinatorics
- MATH 4610 - Numerical Analysis

#### Minor in:

biology, chemistry, computer science, cyber security, information technology, economics, engineering studies, applied physics, physical sciences, psychology, mental health, or organizational psychology

Electives: 11-20 hours

Total Semester Hours: 124 hours

Exit Exam

## **Mathematical Sciences with Teacher Certification**

Bachelor of Science (B.S.)

### Progress Requirements

To earn the bachelor's degree in the mathematical sciences, students must complete all mathematics courses and all courses in their chosen minor or area of concentration required in the program of study with a grade of C or better. In order to complete the prerequisites for a mathematics course other than MATH 2200 or MATH 2008, the prerequisite courses must be completed with a grade of C or better. A grade of C or better is required in each course used toward a minor in Mathematics or Statistics.

### Program of Study

### General Requirements

Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Mathematics majors are required to take MATH 1113 in core area A and MATH 1161 in core area D

### Area F: 18 hours

- One hour excess for MATH 1161 from area D
- MATH 2072 - Calculus II
- MATH 2083 - Calculus III
- MATH 2160 - Linear Algebra
- CSCI 1301 - Introduction to Programming Principles
- EDUC 2110 - Investigating Critical and Contemporary Issues in Education

Physical Education: 3 hours

First-Year Seminar: 1 hour

### Major Field Courses: 25 hours

- MATH 3000 - Introduction to Mathematical Proof
- MATH 3110 - Abstract Algebra
- MATH 3360 - Modern Geometry
- MATH 3932 - Mathematical Reasoning and Representation
- MATH 4990 - Capstone Seminar

One course selected from:

- STAT 3211 - Probability and Statistics Applications I
- STAT 3231 - Mathematical Statistics I

One course selected from:

- MATH 5160U - Theory of Numbers
- MATH 5700U - History of Mathematics

Six additional semester hours of upper-division mathematics exclusive of:

- MATH 3201 - Computational Methods in Statistics
- MATH 3750
- MATH 3911 - Algorithms and Number Systems: A Laboratory Approach
- MATH 3912 - Geometry and Data Analysis: A Laboratory Approach
- MATH 3932 - Mathematical Reasoning and Representation
- MATH 4750 - Internship II - Student Teaching
- MATH 4961, -2, -3 - Internship in Mathematics
- MATH 5412U - Secondary School Curriculum and Methods
- MATH 5600U - Foundations of Mathematics

- MATH 5911U - Topics in Mathematics For Educators

## Related Field Courses: 35 hours

- EDUC 2120 - Exploring Socio-Cultural Perspectives On Diversity in Educational Contexts
- EDUC 2130 - Exploring Learning and Teaching
- EDUC 3200 - Curriculum, Planning, and Instruction
- EDUC 3300 - Educating Students with Disabilities in the General Education Classroom
- EDUC 3081 - Student and Classroom Assessment (2 semester hours)
  
- MATH 4750 - Internship II - Student Teaching (12 semester hours)  
or
- MATH 5412U - Secondary School Curriculum and Methods
- SCED 3400 - Classroom Management Strategies
- SCED 3750 - Internship I

Total Semester Hours: 124 hours

Exit Exam

## Department of Psychology

### Faculty

John Kraft, Department Head

Mirari Elcoro

Jonathan Roberts

Taylor Ferguson

Hillary Wehe

Ho Phi Huynh

Joshua Williams

Nancy McCarley

Wendy Wolfe

Rebecca Rayburn-Reeves

## General Information

Psychology is the study of human and animal behavior (normal and abnormal) and the cognitive, emotional, social, and biological processes related to that behavior. Majoring in psychology can prepare a student for a number of different roles – teacher, researcher, service provider, administrator, or consultant. Psychology is a diverse field with room for students with many different interests and abilities.

The Psychology Department at Armstrong State University offers both a Bachelor of Science (B.S.) and a Bachelor of Arts (B.A.) degree. The B.S. degree in psychology emphasizes the research skills and experiences that prepare students for rigorous graduate programs in a variety of areas of psychology. The B.A. degree in psychology aims to prepare students to enter the

workforce soon after graduation. Students in the B.A. degree program must complete an internship and are prepared to work in careers in business and a variety of human service occupations. Minors are also available in psychology, applied behavior analysis, mental health, organizational psychology, and neuroscience.

The Psychology Department has a chapter of Psi Chi, the international honor society in psychology that requires achievement in the discipline for admission, as well as a psychology club that is open to all. Both groups offer students the opportunity to participate in and become informed about psychology-related issues.

## Special Programs

An honors section of PSYC 1101 is available, and the department recognizes student achievement by awarding the Stu Worthington Award for Outstanding Academic Achievement and the Cindy McCormick Award for Outstanding Service to seniors in psychology.

### Minor

## Applied Behavior Analysis Minor

### Progress Requirements

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

### Minors

PSYC 1101 or PSYC 1101H is a prerequisite for all of the following Psychology minors.

### Requirements: 18 hours

Available to any major.

- PSYC 3280 - Abnormal Psychology
- PSYC 3290 - Clinical Psychology
- PSYC 3400 - Introduction to Learning
- PSYC 5060U - Basic Behavior Principles and Behavior Change or PSYC 3410 - Learning and Behavior I
- PSYC 5061U - Advanced Behavioral Assessment or PSYC 3420 - Principles of Behavior Change
- PSYC 5062U - Advanced Behavior Change Techniques or PSYC 3430 - Behavior Assessment

## Mental Health Minor

### Progress Requirements

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

## Minors

PSYC 1101 or PSYC 1101H is a prerequisite for all of the following Psychology minors.

### Requirements: 15-18 hours

Courses used as Major Field courses for the Psychology major may not be applied to the Mental Health minor.

Available to any major.

- PSYC 3280 - Abnormal Psychology
- PSYC 3290 - Clinical Psychology
- PSYC 3295 - Psychological Testing
- PSYC 3800 - Health Psychology
- and either**
- PSYC 3400 - Introduction to Learning or PSYC 3410 - Learning and Behavior I
- and**
- PSYC 5060U - Basic Behavior Principles and Behavior Change or PSYC 3420 - Principles of Behavior Change
- or**
- PSYC 5100U - Women and Mental Health
- or**
- PSYC 4130 - Senior Internship (mental health-oriented internship)

## Neuroscience Minor

### General Information

The minor in neuroscience is designed for students who have an interest in learning more about how biological, physiological, psychological, and behavioral processes intersect to impact disease and its treatment in human and non-human animal species. Neuroscience also focuses on "normal" processes, including sleep, language acquisition, learning, and memory.

A minor in neuroscience augments the education students would receive in biology, psychology, rehabilitation sciences, communicative disorders and sciences, and pre-professional (pre-medicine, pre-pharmacy, etc.).

### Progress Requirements

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

## Minors

PSYC 1101 or PSYC 1101H is a prerequisite for all of the following Psychology minors.

### Prerequisites from the Core:

- BIOL 1107 - Principles of Biology I

- BIOL 1107L - Principles of Biology I Lab  
or
- BIOL 1107H - Honors Principles of Biology I
- BIOL 1107A - Honors Principles of Biology I Lab
- PSYC 1101 - Introduction to Psychology  
or
- PSYC 1101H - Honors Introduction to Psychology

## Requirements: 15-16 hours

### One course selected from:

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 4200 - Mammalian Physiology
- BIOL 4210 - Comparative Physiology

### One course selected from:

- BIOL 4230 - Neurophysiology and Disease
- PSYC 3070 - Sensation and Perception
- PSYC 3090 - Physiological Psychology
- PSYC 3500 - Cognitive Neuroscience I

### One course selected from:

- RHAB 4100 - Neuroscience for the Rehabilitation Professions
- RHAB 4111 - Pathophysiology for the Rehabilitation Professions I

### One course selected from:

- BIOL 4230 - Neurophysiology and Disease
- PSYC 3070 - Sensation and Perception
- PSYC 3090 - Physiological Psychology
- PSYC 3095 - Drugs and Behavior
- PSYC 3500 - Cognitive Neuroscience I
- PSYC 3510 - Cognitive Neuroscience II
- RHAB 4100 - Neuroscience for the Rehabilitation Professions
- RHAB 4111 - Pathophysiology for the Rehabilitation Professions I

### One course selected from:

- PSYC 4200 - Neuroscience Capstone Course
- RHAB 4900 - Topics in Rehabilitation Sciences

# Organizational Psychology Minor

## Progress Requirements

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

## Minors

PSYC 1101 or PSYC 1101H is a prerequisite for all of the following Psychology minors.

## Requirements: 15 hours

Courses used as Major Field courses for the Psychology major may not be applied to the Organizational Psychology minor.

Available to any major.

- PSYC 3000 - Human Resource Development Skills
- PSYC 3030 - Social Psychology
- PSYC 3200 - Industrial and Organizational Psychology
- PSYC 3300 - Leadership and Group Dynamics
- **and either**
- PSYC 4130 - Senior Internship (organizational-oriented internship)
- **or**
- an approved research experience (PSYC 3950 - Research in Psychology)

# Psychology Minor

## Progress Requirements

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

## Minors

PSYC 1101 or PSYC 1101H is a prerequisite for all of the following Psychology minors.

## Requirements: 15 hours

Fifteen semester hours of upper division course work in Psychology.

Open only to non-majors. Coursework may not be counted toward the Mental Health, Organizational Psychology or Applied Behavior Analysis minors.

## **Undergraduate Certificate**

### **Applied Behavior Analysis Certificate**

Available to students who hold a baccalaureate degree from an accredited institution.

#### **Progress Requirements**

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

#### **Undergraduate Certificate in Applied Behavior Analysis: 27 hours**

- PSYC 1101 - Introduction to Psychology

Choose one sequence option:

- PSYC 3280 - Abnormal Psychology and PSYC 3290 - Clinical Psychology  
or
- PSYC 3030 - Social Psychology and PSYC 3200 - Industrial and Organizational Psychology

Complete the following courses:

- PSYC 3400 - Introduction to Learning or PSYC 3410 - Learning and Behavior I
- PSYC 3800 - Health Psychology
- PSYC 4130 - Senior Internship (3 credit hours minimum)
- PSYC 5060U - Basic Behavior Principles and Behavior Change or PSYC 3420 - Principles of Behavior Change
- PSYC 5061U - Advanced Behavioral Assessment or PSYC 3430 - Behavior Assessment
- PSYC 5062U - Advanced Behavior Change Techniques or PSYC 3440 - Behavior Change Techniques

## **Bachelor of Arts**

### **Psychology**

Bachelor of Arts (B.A.)

#### **Progress Requirements**

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

#### **Program of Study**

## General Requirements

Core Areas A, B, C, D.I, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- PSYC 1101 - Introduction to Psychology  
or
- PSYC 1101H - Honors Introduction to Psychology
  
- PSYC 2000 - Ethics and Values in Psychology
- PSYC 2190 - Careers and Professional Skills in Psychology
- PSYC 2200 - Introduction to Psychological Research
- PSYC 2201 - Introduction to Psychological Research Laboratory
- PSYC 2950 - Lifespan Developmental Psychology

One of the following courses for 2 credit hours:

- CRJU 2010 - Universal Justice
- ENGL 2000 - Ethics and Values in Literature
- ETHC 2000 - Interdisciplinary Ethics and Values
- HLPR 2010 - Culture, Illness, Diagnosis and Treatment
- HONS 2100 - Honors Topics in Ethics and Values
- POLS 1200 - Ethical Theories and Moral Issues in Government

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 30 hours

Required courses (15 hours)

- PSYC 3030 - Social Psychology
- PSYC 3280 - Abnormal Psychology
- PSYC 3400 - Introduction to Learning or PSYC 3410 - Learning and Behavior I
- PSYC 4050 - Advanced Research Design and Analysis
- PSYC 4130 - Senior Internship

Elective Courses

Choose one of the following: (3 hours)

- PSYC 3050 - Child Development
- PSYC 3200 - Industrial and Organizational Psychology
- PSYC 3290 - Clinical Psychology
- PSYC 3295 - Psychological Testing

Choose four of the following: (12 hours)

- PSYC 3000 - Human Resource Development Skills
- PSYC 3050 - Child Development
- PSYC 3100 - Psychology of Human Sexuality
- PSYC 3110 - Theories of Personality
- PSYC 3200 - Industrial and Organizational Psychology
- PSYC 3290 - Clinical Psychology
- PSYC 3295 - Psychological Testing
- PSYC 3300 - Leadership and Group Dynamics
- PSYC 3500 - Cognitive Neuroscience I
- PSYC 3510 - Cognitive Neuroscience II
- PSYC 3800 - Health Psychology
- PSYC 3850 - Sports Psychology
- PSYC 4100 - History and Systems of Psychology
- PSYC 5060U - Basic Behavior Principles and Behavior Change or PSYC 3420 - Principles of Behavior Change
- PSYC 5061U - Advanced Behavioral Assessment or PSYC 3430 - Behavior Assessment
- PSYC 5062U - Advanced Behavior Change Techniques or PSYC 3440 - Behavior Change Techniques
- PSYC 5100U - Women and Mental Health

Related Field Courses: 9 hours

- MATH 2200 - Elementary Statistics

One sequence from:

- Foreign Language 2001
- Foreign Language 2002
- or
- ACCT 2101 - Principles of Financial Accounting
- ACCT 2102 - Principles of Managerial Accounting
- or
- ECON 2105 - Principles of Macroeconomics
- ECON 2106 - Principles of Microeconomics
- or
- COMM 2280 - Speech Communication and one of the following:
- COMM 5050U - Interpersonal Communication in the Workplace or
- COMM 5100U - Communication Theory or
- COMM 5200U - Nonverbal Communication or
- COMM 5500U - Communication Between the Genders

Electives: 21 hours

- Any Area 3000+ level courses for 9 credit hours
- Free Electives for 12 credit hours

Total Semester Hours: 124 hours

Department Exit Exam

**Bachelor of Science**

**Psychology, Track I: Experimental Psychology**

Bachelor of Science (B.S.)

Progress Requirements

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

Program of Study

General Requirements

Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements.

Area F: 18 hours

- PSYC 1101 - Introduction to Psychology or PSYC 1101H - Honors Introduction to Psychology
- PSYC 2000 - Ethics and Values in Psychology
- PSYC 2201 - Introduction to Psychological Research Laboratory
- PSYC 2190 - Careers and Professional Skills in Psychology
- PSYC 2200 - Introduction to Psychological Research

One of the following courses:

- BIOL 2400 - Introduction to Cell and Molecular Biology
- PSYC 2950 - Lifespan Developmental Psychology

One of the following courses for 2 credit hours:

- CRJU 2010 - Universal Justice
- ENGL 2000 - Ethics and Values in Literature
- ETHC 2000 - Interdisciplinary Ethics and Values
- HLPR 2010 - Culture, Illness, Diagnosis and Treatment
- HONS 2100 - Honors Topics in Ethics and Values
- POLS 1200 - Ethical Theories and Moral Issues in Government

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 29 hours

Required courses (20 hours)

- PSYC 3090 - Physiological Psychology
- PSYC 3400 - Introduction to Learning or PSYC 3410 - Learning and Behavior I
- PSYC 3500 - Cognitive Neuroscience I
- PSYC 3510 - Cognitive Neuroscience II
- PSYC 4050 - Advanced Research Design and Analysis
- PSYC 4051 - Advanced Research Design and Analysis Lab
- PSYC 4090 - Learning and Behavior II
- PSYC 4091 - Learning and Behavior II Laboratory

Elective Courses (9 hours)

Choose three of the following:

- PSYC 3000 - Human Resource Development Skills
- PSYC 3030 - Social Psychology
- PSYC 3050 - Child Development
- PSYC 3070 - Sensation and Perception
- PSYC 3080 - Evolutionary Psychology
- PSYC 3100 - Psychology of Human Sexuality
- PSYC 3110 - Theories of Personality
- PSYC 3190 - Comparative Psychology
- PSYC 3200 - Industrial and Organizational Psychology
- PSYC 3280 - Abnormal Psychology
- PSYC 3290 - Clinical Psychology
- PSYC 3295 - Psychological Testing
- PSYC 3300 - Leadership and Group Dynamics
- PSYC 3800 - Health Psychology
- PSYC 3850 - Sports Psychology

- PSYC 3950 - Research in Psychology (3 or more hours)
- PSYC 4100 - History and Systems of Psychology
- PSYC 5060U - Basic Behavior Principles and Behavior Change or PSYC 3420 - Principles of Behavior Change
- PSYC 5061U - Advanced Behavioral Assessment or PSYC 3430 - Behavior Assessment
- PSYC 5062U - Advanced Behavior Change Techniques or PSYC 3440 - Behavior Change Techniques
- PSYC 5100U - Women and Mental Health

## Related Field Courses: 16 hours

- Any area 3000+ level courses for 10 credit hours
- Core Area D courses for 6 credit hours

## Electives: 15 hours

- 15 credit hours of free electives

## Total Semester Hours: 124 hours

## Department Exit Exam

# Psychology, Track II: Neuroscience

## Bachelor of Science (B.S.)

## Progress Requirements

Candidates for the bachelor of arts or the bachelor of science in psychology must earn a grade of C or better in all courses required in the program, including courses used to complete Area F in the core, and Related Field Courses. All minors also require a C or better in all courses required for the minor.

## Program of Study

## General Requirements

## Core Areas A, B, C, D.IIA, and E: 42 hours

See listing of requirements

## Area F: 18 hours

- PSYC 1101 - Introduction to Psychology or PSYC 1101H - Honors Introduction to Psychology
- PSYC 2000 - Ethics and Values in Psychology
- PSYC 2190 - Careers and Professional Skills in Psychology

- PSYC 2200 - Introduction to Psychological Research
- PSYC 2201 - Introduction to Psychological Research Laboratory

One of the following courses:

- BIOL 2400 - Introduction to Cell and Molecular Biology
- PSYC 2950 - Lifespan Developmental Psychology

One of the following courses for 2 credit hours:

- CRJU 2010 - Universal Justice
- ENGL 2000 - Ethics and Values in Literature
- ETHC 2000 - Interdisciplinary Ethics and Values
- HLPR 2010 - Culture, Illness, Diagnosis and Treatment
- HONS 2100 - Honors Topics in Ethics and Values
- POLS 1200 - Ethical Theories and Moral Issues in Government

Physical Education: 3 hours

First-Year Seminar: 1 hour

Major Field Courses: 29 hours

Required Courses:

- PSYC 3070 - Sensation and Perception
- PSYC 3090 - Physiological Psychology
- PSYC 3095 - Drugs and Behavior
- PSYC 3400 - Introduction to Learning or PSYC 3410 - Learning and Behavior I
- PSYC 3500 - Cognitive Neuroscience I
- PSYC 3510 - Cognitive Neuroscience II
- PSYC 4050 - Advanced Research Design and Analysis
- PSYC 4051 - Advanced Research Design and Analysis Lab
- PSYC 4090 - Learning and Behavior II
- PSYC 4091 - Learning and Behavior II Laboratory
- PSYC 4200 - Neuroscience Capstone Course

Related Field Courses: 31 hours

Required courses: (17 hours)

- BIOL 2081 - Human Anatomy and Physiology I
- BIOL 3000 - Cell Biology
- BIOL 4200 - Mammalian Physiology
- BIOL 4230 - Neurophysiology and Disease

- CHEM 1211 - Principles of Chemistry I
- CHEM 1211L - Principles of Chemistry I Laboratory

### I. Complete two courses of the following: (6 hours)

- RHAB 4100 - Neuroscience for the Rehabilitation Professions
- RHAB 4111 - Pathophysiology for the Rehabilitation Professions I
- RHAB 4900 - Topics in Rehabilitation Sciences

### II. Required courses: (8 hours)

- BIOL 1107 - Principles of Biology I
  - BIOL 1107L - Principles of Biology I Lab
  - BIOL 1108 - Principles of Biology II
- Or complete 8 credit hours with free electives if BIOL 1107, BIOL 1107L, and BIOL 1108 are completed in Area D.

Total Semester Hours: 124 hours

Department Exit Exam

# Faculty & Administration

## Faculty

### Permanent, Full-Time Members of the Teaching Corps or Administrative Staff

This list includes only individuals who have faculty voting privileges. The number in parentheses after the names represents the initial year of employment at Armstrong State University. An asterisk indicates full graduate faculty status.

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z

**Adams, Laurie (2009)**

Associate Professor of Radiologic Sciences

Ed.D, Georgia Southern University  
M.S., University of North Florida  
B.S., University of Central Florida

**\* Adkins, Amelia (2017)**

Head of Secondary, Adult, and Physical Education  
Professor of Education

Ph.D. University of North Carolina-Chapel Hill  
M.Ed. Georgia Southern University  
B.A. Georgia Southern College

**Anderson, Gregory (1996)**

Director, First Year Experience  
Lecturer of Leadership

Ed.S., Georgia Southern University  
M.Ed., University of South Carolina  
B.A., Bridgewater State College

**\* Andrews, Carol M. (1988)**

Associate Professor of English

Ph.D., Vanderbilt University  
M.A., Vanderbilt University  
B.A., Furman University

**Ardakani, Omid (2015)**

Assistant Professor of Economics

Ph.D., University of Wisconsin-Milwaukee  
M.A., University of Tehran  
B.A., Yazd University

**\* Arens, Olavi (1974)**

Professor of History

Ph.D., Columbia University  
M.A., Columbia University  
A.B., Harvard University

**Bailey, Jennifer Brofft (2008)**

Associate Professor of Biology

Ph.D., University of Georgia  
B.S., James Madison University

**Baird, William (2005)**

Professor of Physics

Ph.D., University of South Carolina  
B.A., Johns Hopkins University

**\* Baker, Christopher P. (1994)**

Professor of English

Ph.D., University of North Carolina  
M.A., University of North Carolina  
B.A., St. Lawrence University

**Bates, Charlotte (2008)**

Senior Lecturer of Medical Laboratory Science

M.Ed., Georgia Southern University  
B.S., Medical College of Georgia  
B.S., Georgia Southern University

**Beck, Jason (2009)**

Associate Professor of Economics

Ph.D., University of Kentucky  
M.S., University of Kentucky  
M.A., Miami University  
B.A., Bellarmine University

**Beckworth, Jill (2011)**

Instructor of Nursing

D.N.P., Georgia Southern University  
M.S.N., Armstrong Atlantic State University  
B.B.A., Georgia Southern University  
A.D.N., Armstrong Atlantic State University

**Beirdneau, Jennifer (2015)**

Lecturer of Radiologic Sciences

M.A.Ed., University of Phoenix  
B.S., University of Hartford

**Belcher, Keith (2016)**

Program Director, Medical Laboratory Sciences  
Professor of Medical Laboratory Sciences

Ph.D., Medical College of Georgia  
M.S.T., Georgia Southern College  
B.S., Auburn University  
B.S.Ed., Georgia Southern College  
A.S., South Georgia College

**Belford, William (2014)**

Lecturer of English

Ph.D., Florida State University  
M.F.A., University of Alabama  
B.A., University of the South

**Belzer, Allison (2009)**

Associate Professor of History

Ph.D., Emory University  
M.A., Emory University  
A.B., Vassar College

**Benjamin, Michael (2010)**

Associate Professor of History

Ph.D., Drew University  
M.Ph., Drew University  
M.A., Drew University  
J.D., University of Pittsburgh  
A.B., Lincoln University

**Bevis, Rhonda Yvonne (2003)**

Assistant Professor of Respiratory Therapy

Ed.D., University of Georgia  
M.S., Georgia State University  
B.A., Troy State University

**\* Bolton-Gary, Cynthia (2012)**

Interim Dean of Education

Professor of Childhood and Exceptional Student Education

Ph.D., University of North Carolina-Chapel Hill  
M.Ed., University of North Carolina-Charlotte  
B.S., University of North Carolina-Chapel Hill

**Bouthillet, Kelly (2016)**

Assistant Professor of Nursing

D.N.P., Georgia College  
M.S.N., Duquesne University  
B.S.N., Duquesne University

**Bradshaw, Janet (2015)**

Assistant Professor of Communication Sciences and Disorders

Ph.D., Louisiana State University and A & M College  
M.C.D., Louisiana State University Health Sciences Center at New Orleans  
B.S., University of South Alabama

**\* Brawner, James (1997)**

Head of Mathematics  
Professor of Mathematics

Ph.D., University of North Carolina-Chapel Hill  
B.A., Williams College

**Bringman, David A. (2011)**

Assistant Professor of Physical Therapy

D.P.T., Simmons College  
M.S., Armstrong Atlantic State University  
B.S., Armstrong Atlantic State University

**\* Brooks, Donna R. (1995)**

Associate Provost for Academic Affairs and Graduate Studies  
Professor of Communication Sciences and Disorders

Ph.D., Purdue University  
M.A., Hampton Institute  
B.S., Hampton Institute

**Brooksher, Kelly**

Assistant Professor of Special Education

Ed.D., Samford University  
Ed.S., Lincoln Memorial University  
M.Ed., Clemson University  
B.A., Clemson University

**Brown, Matthew (2015)**

Director of the STEM Success Center  
Lecturer of Mathematics

M.A., University of Kentucky  
B.A., Illinois College

**Brown, Russell (2016)**

Assistant Professor of Music

Ph.D., University of Florida  
M.M., University of Florida  
M.M., The Ohio State University  
B.M., Valdosta State University

**Brown, Trisha Muldoon (2009)**

Associate Professor of Mathematics

Ph.D., University of Kentucky  
M.S., University of Kentucky  
B.S., Marshall University

**Brunson, Alicia (2017)**

Assistant Professor of Sociology

Ph.D., University of North Texas

M.S., University of North Texas

B.S., Kansas State University

**Bryant, Maxine (2014)**

Lecturer of Criminal Justice

Ph.D., Walden University

M.A., Saginaw Valley State University

B.S., Ball State University

**\* Buelow, Janet R. (2007)**

Professor of Health Services Administration

Ph.D, University of Illinois, Chicago

M.P.H., University of Illinois, Chicago

M.S.N., Loma Linda University

B.S., Loma Linda University

**Bulla, Andrew (2017)**

Assistant Professor of Psychology

M.A., Western Michigan University

B.S., Saint Joseph's University

**Burke-Fabrikant, Kathleen (2011)**

Associate Professor of Adolescent and Adult Education

Ed.D., Georgia Southern University

M.Ed., Armstrong Atlantic State University

B.A., Michigan State University

**Burnett, N. Beth (2002)**

Head of Technical Services

Assistant Professor of Library Science

M.L.I.S., University of Alabama - Tuscaloosa

B.A., Auburn University

**Bussey-Campbell, Myka (2004)**

Coordinator, Diagnostic Medical Sonography Track

Instructor of Radiologic Sciences

M.Ed., Armstrong Atlantic State University

B.S., Medical College of Georgia

Certificate in Medical Sonography, Greenville Technical College

A.S., Medical College of Georgia

**Bynoe, Vivian (2016)**

Reference and Instruction Librarian

Assistant Professor of Library Science

M.L.I.S., Valdosta State University  
B.S., University of North Carolina-Greensboro

**Campbell, Esma G. (2007)**

Coordinator, Cardiovascular Interventional Track  
Assistant Professor of Radiologic Sciences

M.P.H., Armstrong Atlantic State University  
B.H.S., Armstrong Atlantic State University  
A.A.S., Virginia Western Community College

**Cannon, Sherri (2015)**

Lecturer of Biology

M.S., Georgia Southern University  
B.S., Georgia Southern University

**Carpenter, Suzanne (1988)**

Associate Professor of Chemistry

M.S., University of North Carolina- Chapel Hill  
B.S., Auburn University  
A.A., Lake-Sumter Junior College

**Cartright, Christopher (2017)**

Lecturer of English

M.F.A., Florida State University  
B.F.A., Florida State University  
B.A. Florida State University

**Cartright, Pamela C. (2011)**

Lecturer of Radiologic Sciences

M.H.E., The University of Alabama at Birmingham  
B.S.H.A., The University of Alabama at Birmingham

**Chall, Amy (2016)**

Lecturer of Medical Laboratory Sciences

B.S., Austin Peay University

**Chang, Sungkon (2006)**

Associate Professor of Mathematics

Ph.D., University of Georgia  
B.S., Kangwon National University, South Korea

**Childress, Beth (1990)**

Assistant Professor of Early Childhood Education

M.A., New York University  
B.A., Temple University

**Clark, Maya R. (2006)**

Program Coordinator, Communication Sciences and Disorders  
Associate Professor of Communication Sciences and Disorders

Ph.D., University of Texas, Austin  
M.A., The University of Memphis  
B.A., The University of Mississippi

**Coates, Cameron (2002)**

Program Coordinator, Engineering Studies  
Professor of Engineering Studies

Ph.D., Georgia Institute of Technology  
M.S., Georgia Institute of Technology  
B.S.A.E., U. S. Naval Academy

**Collier, Alexander (2006)**

Associate Professor of Biology

Ph.D., Kent State University  
B.S., Ohio University

**Conn, Bridget (2016)**

Assistant Professor of Art

M.F.A., University of Georgia  
B.F.A., Tulane University

**Cossa, Nedra (2014)**

Assistant Professor of Reading

Ph.D., George Mason University  
M.Ed., Lynchburg College  
B.S., Longwood University

**Costa, Cynthia (2013)**

Senior Lecturer of Art Appreciation/Art History

M.F.A., Savannah College of Art and Design  
B.F.A., Savannah College of Art and Design  
A.A., Joliet Junior College

**Cotrone, Michael (2014)**

Lecturer of Biology

M.S., Long Island University  
B.S., Long Island University

**Crabb, Gina (2013)**

Lecturer of Nursing

D.N.P., Georgia Regents University  
M.S.N., Midwifery Institute of Philadelphia University  
B.S.N., Armstrong Atlantic State University

**Craven, Kathryn (2003)**

Associate Professor of Biology

Ph.D., Texas A & M University  
B.A., University of Rhode Island

**\* Crosby, Joseph (1995)**

Professor of Health Sciences

Ph.D., University of Georgia

B.S., University of Georgia

**\* Curtis, Christopher (2013)**

Interim Provost and Vice President for Academic Affairs

Professor of History

Ph.D., Emory University

M.A., Virginia Polytechnic Institute and State University

B.A., University of South Carolina

**Cutwa, Michele (2017)**

Lecturer of Biology

M.S. Florida Institute of Technology

B.S., Nazareth College

**\* da Cruz, Becky Kohler (2005)**

Interim Associate Provost for Student Engagement and Success

Professor of Criminal Justice

Ph.D., Capella University

J.D., University of Dayton

B.A., Wright State University

**\* da Cruz, José de Arimateia (2003)**

Professor of Political Science

Ph.D., Miami University

M.A., Miami University

M.A., Armstrong State University

M.S., Armstrong Atlantic State University

B.A., Wright State University

**\* Davies, George J. (2004)**

Professor of Physical Therapy

D.P.T., MGH Institute of Health Professions

M.Ed., The College of New Jersey (Trenton State College)

CERT, Columbia University

B.A., The College of New Jersey (Trenton State College)

**Davis, Nicole (2015)**

Assistant Professor of Biochemistry

Ph.D., Wake Forest University

B.S., Florida State University

**Dawers, William (2011)**

Senior Lecturer of English

M.A., Washington University

B.A., Washington University

**Deaver, William (1994)**

Professor of Spanish

Ph.D., Florida State University

M.A., University of Virginia

B.A., University of Virginia

**DeChenne-Peters, Sue Ellen (2017)**

Assistant Professor of Biology

Ph.D., Oregon State University

M.S., Washington State University

B.S., Washington State University

**DeMars, Geneva (2013)**

Lecturer of Biology

Ph.D., University of Georgia

B.S., University of Virginia

**Denu, Dawit (2017)**

Assistant Professor of Mathematics

M.S., Addis Ababa University

**Derksen, Amber (2009)**

Senior Lecturer of Nursing

Ph.D., Hampton University

M.S.N., Armstrong Atlantic State University

B.S.N., Armstrong Atlantic State University

**Desnoyers-Colas, Elizabeth (2005)**

Associate Professor of Communication

Ph.D., Regent University

M.A., Regent University

B.A., Central Washington University

**\* Donahue, Michael E. (1993)**

Professor of Criminal Justice

Ph.D., Michigan State University

M.S., University of South Carolina

B.A., University of North Carolina- Charlotte

**Dunn, Paul (2015)**

Assistant Professor of Biology

Ph.D., University of Oregon

B.S., Brigham Young University

**Dusenberry, Lisa (2015)**

Assistant Professor of English

Ph.D., University of Florida  
M.A., University of Florida  
B.A., Colorado State University

**Eastman, Sean M. (2005)**

Associate Professor of Mathematics

Ph.D., Colorado State University  
M.S., Western Washington University  
B.A., University of Washington

**Embrey, Katrina (2013)**

Assistant Professor of Nursing

D.N.S., Kennesaw State University  
M.S.N., University of the Incarnate Word  
B.S.N., Armstrong Atlantic State University

**Erney, Hans-Georg (2006)**

Associate Professor of English

Ph.D. Emory University  
M.A. Friedrich Alexander University

**Estabrook, Virginia Hutton (2015)**

Assistant Professor of Anthropology

Ph.D., University of Michigan  
M.A., University of Michigan  
B.A., Bryn Mawr College

**\* Feske, Brent (2007)**

Interim Associate Dean of Science and Technology  
Associate Professor of Chemistry

Ph.D., University of Florida  
B.S., Southeastern Louisiana University

**Flatt, Andrew (2017)**

Assistant Professor of Health Sciences

Ph.D., University of Alabama  
M.S., California University of Pennsylvania  
B.A., Wilfrid Laurier University

**Francis, Austin W. (2008)**

Associate Professor of Biology

Ph.D., Florida Institute of Technology  
M.S., University of Rhode Island  
B.S., Roger Williams University

**Frazier, Douglas R. (1991)**

University Librarian  
Assistant Professor of Library Science

M.L.S., University of Washington  
B.A., Western Washington University

**Fuller, Ann (2006)**

Assistant University Librarian, Head of Circulation and ILL Services  
Assistant Professor of Library Science

M.L.I.S., University of South Carolina – Columbia  
B.A., Armstrong Atlantic State University

**Gaddy, Raymond (2017)**

Assistant Professor of Art

M.A., Savannah College of Art and Design  
M.F.A., University of Alabama  
B.F.A., University of Alabama at Birmingham  
B.A., University of Alabama at Birmingham

**\* Gajdosik-Nivens, Delana (2000)**

Interim Dean of Science and Technology  
Professor of Chemistry

Ph.D., University of South Carolina  
B.S., University of Pittsburgh

**Garrison, Judith S. (2011)**

Head of Reference and Instruction  
Assistant Professor of Library Science

M.L.S., Indiana University Bloomington  
B.G.S., Indiana University Bloomington

**\* Garrity, April W. (2007)**

Associate Professor of Communication Sciences and Disorders

Ph.D., Louisiana State University  
M.A., Louisiana State University  
B.A., Louisiana State University

**Gearhart, Grant (2015)**

Assistant Professor of Spanish

Ph.D. The University of North Carolina at Chapel Hill  
M.A., The University of North Carolina at Chapel Hill  
B.A., Sewanee: The University of the South

**\* Gilbert, Catherine (2003)**

Director of Nursing  
Associate Professor of Nursing

Ed.D., Georgia Southern University  
M.S.N., University of Toronto  
B.S.N., Ryerson Polytechnic University  
R.N., Prince Edward Island School of Nursing

**Gilliard-Smith, Sharon (2002)**

Program Director, Radiography  
Assistant Professor of Radiologic Sciences

M.H.S., Armstrong Atlantic State University  
B.H.S., Armstrong State College

**Glenn, Frank (2015)**

Assistant Professor of Rehabilitation Sciences

Ph.D., The University of Oklahoma Health Sciences Center  
M.S., The University of Oklahoma Health Sciences Center  
B.S., Virginia Commonwealth University  
B.S., The University of Southern Mississippi

**Goeser, Priya (2003)**

Professor of Engineering Studies

Ph.D., University of Delaware  
B.Tech., Indian Institute of Technology, India

**Gray, Sarah (2013)**

Assistant Professor of Chemistry

Ph.D., University of Montana  
B.A., St. Mary's College of Maryland

**Green, Rachel (1992)**

Professor of Art

M.F.A., University of Georgia  
B.F.A., Middle Tennessee State University

**Gremillion, Sara K. (2009)**

Associate Professor of Biology

Ph.D., University of Georgia  
B.A., Hendrix College

**Groom, Ryan (2017)**

Lecturer of Chemistry

M.S., Florida State University  
B.S., Armstrong Atlantic State University

**Grundstad-Hall, Emily (2012)**

Assistant Professor of Music

D.M.A., Louisiana State University  
M.M., Louisiana State University  
B.M., Simpson College

**Guidone, Michele (2014)**

Assistant Professor of Biology

Ph.D., University of Rhode Island  
M.S., Southern Connecticut State University  
B.S., University of Connecticut

**Guillet, Gary (2013)**

Assistant Professor of Chemistry

Ph.D., University of Florida  
B.S., University of Florida

**Hadavas, Paul (2002)**

Associate Professor of Mathematics

Ph.D., Clemson University  
M.S., Clemson University  
B.S., Carnegie Mellon University

**Hagerty, Debra (2011)**

Associate Professor of Nursing

D.N.P., Oakland University  
M.S.N., Case Western Reserve University  
B.S.N., Case Western Reserve  
B.S., University of Michigan

\* **Hall, Michael (1997)**

Professor of History

Ph.D., Ohio University  
M.A., Ohio University  
B.A., Gettysburg College

**Hallock, Ann (2013)**

Assistant Professor of Nursing

D.N.P., St. Scholastica University  
M.S.N., Armstrong Atlantic State University  
M.H.S., Armstrong Atlantic State University  
B.S.N., Armstrong Atlantic State University

**Hamza-Lup, Felix (2006)**

Associate Professor of Computer Science

Ph.D., University of Central Florida  
M.S., University of Central Florida  
B.S., Technical University of Cluj-Napoca

**Harris, Jeffrey (2011)**

Lecturer of Nursing

M.S.N., Indiana University-Purdue University  
B.S.N., Indiana University Kokomo

**Harris, Robert L. (1981)**

Professor of Music

D.M.A., University of Washington  
M.M., University of the Pacific  
B.M., University of the Pacific

**Hatch, Alison E. (2010)**

Associate Professor of Sociology

Ph.D., University of Colorado-Boulder  
B.A., University of Colorado-Boulder

**Henderson, Nancy (2011)**

Assistant Professor of Physical Therapy

D.P.T., Elon University  
M.S., Elon University  
B.A., Longwood College

**\* Hendricks, Christopher E. (1993)**

Interim Head of History

Professor of History

Ph.D., College of William and Mary  
M.A., College of William and Mary  
B.A., Wake Forest University

**Hessinger, Sabrina (1997)**

Professor of Mathematics

Ph.D., North Carolina State University  
B.S., Gannon University

**Hizer, Todd J. (1989)**

Associate Professor of Chemistry

Ph.D., University of South Carolina  
B.S., Old Dominion University

**\* Hobe, John J. (1991)**

Head of Childhood and Exceptional Student Education

Professor of Early Childhood Education

Ed.D., University of San Francisco  
M.A., California State University  
B.S.Ed., Bowling Green State University

**Hodgson, Jay Y.S. (2011)**

Associate Professor of Biology

Ph.D., The University of Alabama  
M.S., University of Wisconsin-Green Bay  
B.S., St. Norbert College

**Holland, Starr (2008)**

Assistant Professor of Biology

Ph.D., University of Rochester  
M.S., University of Rochester

M.S., Ohio University  
B.S., Baldwin-Wallace College

**\* Hollinger, Karen (1990)**

Professor of English

Ph.D., University of Illinois  
M.A., Loyola University  
B.A., Loyola University

**\* Holt, Patricia (1996)**

Professor of Adult Education

Ed.D., University of Arkansas  
M.Ed., University of Arkansas  
B.S., Arkansas Tech University

**Hom, John (2014)**

Assistant Professor of Art Education

Ph.D., The Ohio State University  
M.F.A., The Ohio State University  
M.A., New York University  
B.S., Nyack College

**Hopkinson, Caroline (1989)**

Reference Librarian/Head of Archives and Special Collections  
Assistant Professor of Library Science

M.L.I.S., University of Wisconsin - Milwaukee  
B.A., University of Wisconsin - Madison

**Horne, Angela Ryczkowski (2005)**

Professor of Art

M.F.A., Georgia Southern University  
B.A., Georgia Southern University

**\* Howells, H. Elizabeth (2001)**

Head of Languages, Literature, and Philosophy  
Professor of English

Ph.D., University of North Carolina - Greensboro  
M.A., University of Alabama  
B.A., University of Notre Dame

**Hubbard, Barbara (2010)**

Senior Lecturer of Education

Ed.D., Georgia Southern University  
Ed.S., Georgia Southern University  
M.Ed., Armstrong Atlantic State University  
B.A.Ed., University of South Carolina

**Huynh, Duc V. (2014)**

Assistant Professor of Mathematics

Ph.D., University of Florida  
M.S., University of Florida  
B.S., Armstrong Atlantic State University

**Jackson, Melissa (2000)**

InterLibrary Loan/Reference Librarian  
Assistant Professor of Library Science

M.L.S., University of South Florida  
M.A., Florida State University  
B.A., Florida State University

**Jamieson, Deborah (2007)**

Associate Professor of Art History

Ph.D., University of Florida  
M.A., University of Florida  
M.Ed., University of North Florida  
B.A.Ed., University of North Florida

**\* Jamison, Carol P. (1993)**

Professor of English

Ph.D., University of Georgia  
M.A., University of South Alabama  
B.A., University of Montevallo

**Jarrett, Ebonee (2005)**

Lecturer of Mathematics

M.S., Texas Tech University  
B.S., Paine College

**Jaynes, M. Leon (1976)**

Assistant Professor of Physics

M.S., University of North Carolina - Greensboro  
B.A., Appalachian State University

**Jennings, Kevin W. (2014)**

Assistant Professor of Criminal Justice

Ph.D., Texas State University-San Marcos  
M.S., Texas State University-San Marcos  
B.S., Texas State University-San Marcos  
B.A., Texas State University-San Marcos

**Jensen, John G. (1985)**

Professor of Art

M.F.A., University of Arizona  
B.S., University of Wisconsin

**Joesting, Heather (2013)**

Assistant Professor of Biology

Ph.D., Wake Forest University  
M.S., Ohio University  
B.S., University of North Carolina at Wilmington

**Johnson, Mark (1997)**

Assistant Professor of Music

M.M., Louisiana State University  
B.M.E., Murray State University

**Johnson, Wayne (2004)**

Professor of Engineering Studies

Ph.D., Georgia Institute of Technology  
M.S., Georgia Institute of Technology  
B.S., Louisiana State University

**Jordan, Carol (2015)**

Lecturer of Medical Laboratory Science

B.S., Georgia Southern University

**Karnes, James (2016)**

Interim Director, Doctor of Physical Therapy Program  
Associate Professor of Physical Therapy

Ph.D., State University of New York at Buffalo  
B.S., State University of New York at Buffalo

**Katz, Anne (2012)**

Assistant Professor of Reading

Ph.D., Fordham University  
M.A., Columbia University  
B.A., Washington University

**Katz, Frank (2002)**

Assistant Professor of Information Technology

M.S., Georgia State University  
B.A., University of Florida

**Keck, Casey (2016)**

Assistant Professor of Communication Sciences and Disorders

M.A., University of Cincinnati  
B.S., University of Cincinnati

**Kim, Jackie Hee-Young (2008)**

Associate Professor of Early Childhood Education

Ed.D., University of Houston  
M.A., University of Houston  
B.A., Chunnam National University, South Korea

**Knoerl, Thomas Kurt (2017)**

Assistant Professor of History

Ph.D., George Mason University  
M.A., East Carolina University  
B.A., State University of New York at Buffalo

**\* Knofczynski, Gregory T. (2004)**

Associate Professor of Statistics

Ph.D., University of Northern Colorado  
M.S., South Dakota State University  
B.S., South Dakota State University

**Konkle, Amanda (2016)**

Assistant Professor of Film

Ph.D., University of Kentucky  
M.A., Miami University of Ohio  
B.A., Hanover College

**\* Kraft, John (1999)**

Head of Psychology Professor of Psychology

Ph.D., University of New Hampshire  
M.A., University of New Hampshire  
B.S., Northern Arizona University

**Krauss, Richard (2010)**

Lecturer of Education

Ed.S., Georgia Southern University  
M.Ed., Armstrong Atlantic State University  
B.S., Fitchburg State College

**Lambert, Joshua (2009)**

Associate Professor of Mathematics

Ph.D., North Dakota State University  
B.S., North Dakota State University

**Larson, Brett A. (1991)**

Professor of Biology

Ph.D., University of Oregon  
B.S., University of Georgia

**Lau, Kam Fui (2001)**

Associate Professor of Information Technology

Ph.D., University of Rhode Island  
M.S., University of Rhode Island  
M.B.A., University of Rhode Island  
B.A., Sussex College of Technology

**Lee, Rochelle (2004)**

Program Coordinator, Nuclear Medicine Track  
Assistant Professor of Radiologic Sciences

M.B.A., Webster University  
License in Nuclear Medicine, Research Medical Center  
B.A., Ottawa University

**\* LeFavi, Robert (1993)**

Head of Health Sciences  
Professor of Health Sciences

D.Min., University of the South  
Ph.D., Auburn University  
M.Div., Erskine Theological Seminary  
M.B.A., Nova Southeastern University  
B.S., University of Florida

**\* Liang, Daniel (2000)**

Professor of Computer Science

Ph.D., University of Oklahoma  
M.S., Fudan University  
B.S., Fudan University

**Lin, Meimei (2016)**

Assistant Professor of Geography

Ph.D., Miami University of Ohio  
M.S., Miami University of Ohio  
M.S., Xiamen University  
B.S., Fujian Agriculture and Forestry University

**Lorden, Heather A. (2016)**

Assistant Professor of Physical Therapy

D.P.T., Georgia Regents University  
M.S., Armstrong Atlantic State University  
B.H.S., Armstrong Atlantic State University

**\* Loyd, Robert (1997)**

Professor of Special Education

Ph.D., University of Missouri-Columbia  
M.Ed., University of Missouri-Columbia  
B.S.Ed., University of Missouri-Columbia

**\* Lynch, Will E. (1993)**

Head of Chemistry and Physics  
Professor of Chemistry

Ph.D., Wayne State University  
B.A., Kalamazoo College

**MacGowan, Catherine E. (1993)**

Assistant Professor of Chemistry

Ph.D., University of Akron  
M.S., University of Colorado  
B.S., University of Michigan-Dearborn

**Machingura, Marylou (2017)**

Assistant Professor of Biology

Ph.D., Southern Illinois University Carbondale  
M.S., Wageningen University and Research Centre  
B.S. Africa University, Mutare

**Mahan, Pamela (2005)**

Associate Professor of Nursing

Ph.D., University of Alabama at Birmingham  
M.A., Ball State University  
B.S.N., Ball State University  
B.S., Ball State University

**Mangee, Nicholas (2011)**

Associate Professor of Economics

Ph.D., University of New Hampshire  
M.A., University of New Hampshire  
B.A., St. Lawrence University  
B.S., St. Lawrence University

**Mans, Keri Barksdale (2015)**

Assistant Professor of Rehabilitation Sciences

Ph.D., The University of Alabama at Birmingham  
B.S., Mississippi State University

**Mans, Robert (2014)**

Assistant Professor of Biology

Ph.D., University of Alabama at Birmingham  
B.S., University of Florida

**Marshall, Nandi (2013)**

Assistant Professor of Health Sciences (Public Health)

Ph.D., Georgia Southern University  
M.P.H., East Stroudsburg University  
B.A., Spelman College

**\* Masini, Douglas (2008)**

Head of Diagnostic and Therapeutic Sciences  
Professor of Respiratory Therapy

Ed.D., East Tennessee State University  
M.A.Ed., Tusculum College  
B.Sc., USNY Regents College

**Massey, Carole M. (1976)**

Associate Professor of Nursing

Ed.D., University of Georgia  
M.S.N., Medical College of Georgia  
B.S.N., Medical College of Georgia

**\* Mateer, Scott (2005)**

Interim Head of Biology  
Associate Professor of Biology

Ph.D., University of Texas Southwestern Medical Center  
B.S., University of Nebraska

**McAdams, Rod (2001)**

Associate Professor of Health Sciences

Ph.D., University of Kansas  
M.A., University of Akron  
B.A., Emporia State University

**McCall, Linda A. (2007)**

Associate Professor of Early Childhood Education

Ed.D., Georgia Southern University  
Ed.S., Georgia Southern University  
M.Ed., Armstrong Atlantic State University  
B.A., University of Georgia  
A.A., Sullins College

**McCann, Cherie (2009)**

Instructor of Nursing

M.S.N., George Mason University  
B.S.N., George Mason University

**McCarley, Nancy G. (2011)**

Associate Professor of Psychology

Ph.D., Mississippi State University  
M.S., Mississippi State University  
B.A., Mississippi State University

**McGee, Shaunell (2010)**

Lecturer of Radiologic Sciences

M.H.A., University of Phoenix  
B.S., Armstrong Atlantic State University  
B.B.A., Savannah State University

**McGrath, Richard (1997)**

Professor of Economics

Ph.D., University of Virginia  
M.A., University of Virginia  
B.A., Framingham State College

**McMillan, Lauren (2013)**

Reference and Instruction Librarian  
Assistant Professor of Library Science

M.L.I.S., University of South Carolina  
B.A., University of Georgia

**McMillan, Tim (1990)**

Associate Professor of Mathematics

Ph.D., University of Florida  
M.S., University of Florida  
B.S., University of South Carolina

**Mehta, Aakash (2016)**

Lecturer of Biology

M.S., Long Island University  
B.S., Gujarat University

**Mellen, Peter J. (1993)**

Associate Professor of Drama/Speech

Ph.D., Bowling Green State University  
M.A., Bowling Green State University  
B.A., Bowling Green State University

**Mendenhall, Annie (2013)**

Assistant Professor of English

Ph.D., The Ohio State University  
M.A., The Ohio State University  
B.A., North Georgia College and State University

**Merlin, Mia (2014)**

Lecturer of Art Appreciation/Studio Art

M.F.A., Georgia State University  
B.A., Hampshire College

**Mertz-Weigel, Dorothée (2007)**

Associate Professor of French

Ph.D., The Ohio State University  
M.A., The Ohio State University  
B.A., Otterbein College

**Milton, Tijuana (2016)**

Lecturer of Nursing

M.S.N., Western Governors University  
B.S.N., Norfolk State University

**\* Mincer, Andi Beth (1996)**

Associate Professor of Physical Therapy

Ed.D., Georgia Southern University  
M.S., Georgia State University  
B.S., University of Florida  
A.A., Pensacola Junior College

**Mitchell, Marcus**

Lecturer of English

M.A., Case Western Reserve University  
B.A., Illinois Wesleyan University

**Montemarano, Justin (2016)**

Lecturer of Biology

Ph.D., Kent State University  
B.S., Nazareth College

**Moore, Christine (2009)**

Senior Lecturer of Respiratory Therapy

D.H.S., A.T. Still University  
M.Ed., Armstrong Atlantic State University  
B.S., Armstrong Atlantic State University

**Morris, Kathy (2009)**

Assistant Professor of Nursing

Ed.D., Georgia Southern University  
M.S.N., Armstrong Atlantic State University  
B.S.N., Armstrong Atlantic State University

**Morris, Tony R. (2006)**

Associate Professor of English

Ph.D., Florida State University  
M.A., University of North Carolina, Charlotte  
B.A., University of North Carolina, Charlotte

**Mroczek, Christy Ann (2011)**

Senior Lecturer of English

M.A., Clemson University  
B.A., Western Michigan University

**Mulford, Deborah (2009)**

Lecturer of Nursing

M.S.N., Armstrong Atlantic State University  
B.S.N., Armstrong Atlantic State University

**Mullenax, Donna (1999)**

Senior Lecturer of Physics and Astronomy

M.S., Clemson University  
B.A., West Virginia University  
B.S., West Virginia University

**\* Murphy, Dennis D. (1981)**

Professor of Criminal Justice

J.D., University of Florida  
Ph.D., University of Florida  
M.Ed., University of Florida  
B.A., University of Florida

**Murphy, Thomas (2002)**

Associate Professor of Engineering

Ph.D., University of Florida  
M.E., University of Florida  
B.S., University of Notre Dame

**Nazaruk, Dziyana (2016)**

Assistant Professor of Health Sciences

D.P.H., Georgia Southern University  
M.P.H., Armstrong Atlantic State University  
M.S., Armstrong Atlantic State University  
B.S., Armstrong Atlantic State University

**Ness, Traci L. (2006)**

Associate Professor of Biology

Ph.D., University of Florida  
B.S., Eckerd College

**Nordenhaug, Erik (1995)**

Associate Professor of Philosophy

Ph.D., Emory University  
M.A., Emory University  
B.A., Mercer University

**Nti, Kwaku (2011)**

Associate Professor of History

Ph.D., Michigan State University  
M.A., Central Michigan University  
M. Phil., University of Ghana  
P.G.C.E., University of Cape Coast  
B.A., University of Ghana

**Ogletree, Glenda (2008)**

Associate Professor of Early Childhood Education

Ph.D., The University of Alabama  
M.S., Jacksonville State University  
B.S., Jacksonville State University

**Padgett, Clifford W. (2006)**

Associate Professor of Chemistry

Ph.D., Clemson University  
M.S., Clemson University  
B.S., Erskine College

**Padgett, Lea (2013)**

Senior Lecturer of Chemistry

Ph.D., Clemson University  
B.S., Clemson University

**Parish, Anthony P. (2011)**

Assistant Professor of Health and Physical Education

Ph.D., University of Arkansas

M.A., Columbia University

B.A., University of Arkansas

**Peacock, M. Danielle (2015)**

Lecturer of Nursing

M.S.N., University of Missouri-Kansas City

B.S.N., Central Missouri State University

**Pirok, Alena (2017)**

Assistant Professor of History

M.A., University of South Florida

B.A., Southern Illinois University Carbondale

**Plaspohl, Sara S. (2011)**

Associate Professor of Health Sciences (Public Health)

Dr.P.H., Georgia Southern University

M.H.S., Georgia Southern University

B.S., Armstrong State College

A.S., Armstrong State College

**Potter, Amy (2013)**

Assistant Professor of Geography

Ph.D., Louisiana State University

M.A., University of Kansas

B.S., University of Kansas

**Primatic, Stephen (1997)**

Interim Head of Art, Music & Theatre

Professor of Music

D.M.A., University of Georgia

M.M., University of Miami

B.M., Wilkes University

**Quillian, Brandon (2011)**

Associate Professor of Chemistry

Ph.D., University of Georgia

B.S., Armstrong Atlantic State University

**Quirimit, Luzviminda (2009)**

Lecturer of Nursing

M.S.N., Saint Paul University, Philippines

B.S.N., Far Eastern University, Philippines

**Rago, Jane (2008)**

Assistant Professor of English

Ph.D., West Virginia University  
M.A., University of Chicago  
B.A., Antioch College

**\* Rahimi, Regina (2006)**

Associate Professor of Middle and Secondary Education

Ed.D., Georgia Southern University  
Ed.S., Georgia Southern University  
M.Ed., Georgia Southern University  
B.S., Armstrong Atlantic State University

**Rasheed, Amar (2015)**

Assistant Professor of Computer Science and Information Technology

Ph.D., Texas A&M University  
M.Sc., Northeastern Illinois University  
B.Sc., University of Baghdad

**Rayburn-Reeves, Rebecca (2016)**

Assistant Professor of Psychology

Ph.D., University of Kentucky  
M.A., University of North Carolina-Wilmington  
B.S., Appalachian State University

**Reese, Deborah (1999)**

Director, Writing Center

Associate Professor of English

Ph.D., The University of Texas-Arlington  
M.A., The University of Texas-Arlington  
B.A., The University of Texas-Arlington

**Reist, Aimee (2013)**

Learning Commons Coordinator/Librarian

Assistant Professor of Library Science

Specialist Degree, Florida State University  
M.S., Florida State University  
B.A., Hampshire College

**\* Remler, Nancy (1992)**

Director, Center for Teaching and Learning

Associate Professor of English

Ph.D., University of Georgia  
M.A., Georgia Southern University  
B.S.Ed., University of Georgia

**\* Rich, Leigh (2006)**

Professor of Public Health

Ph.D., University of Colorado  
M.A., The University of Arizona  
B.A., University of Colorado

**\* Riemann, Bryan (2006)**

Professor of Sports Medicine

Ph.D., University of Pittsburgh  
M.A., University of North Carolina - Chapel Hill  
B.S., West Chester University

**Rinalducci, Edward (1999)**

Associate Professor of Sociology

Ph.D., Georgia State University  
M.S., Mississippi State University  
B.S., Florida State University

**Roberts, Jonathan (2001)**

Director, Honors Program

Associate Professor of Psychology

Ph.D., Virginia Polytechnic Institute and State University  
M.S., Virginia Polytechnic Institute and State University  
B.A., University of North Carolina - Wilmington

**Roberts, Joseph (2017)**

Lecturer of Mathematics

M.S., Missouri State University  
B.S., Missouri State University

**Roberts, Lynn T. (1983)**

Assistant Professor of Physical Education

M.Ed., Armstrong State College  
B.S., Armstrong State College

**Rodriguez, Christopher (2017)**

Simulation Lab Coordinator

Lectuer in Nursing

B.S.N., Armstrong State University

**Roessing, Lesley (2010)**

Director, Coastal Savannah Writing Project

Senior Lecturer of Education

M.S.Ed., Saint Joseph's University  
B.A., University of Pittsburgh

**Rooney, Brian (2014)**

Lecturer of Biology

Ph.D., The University of Texas  
B.A., The University of Dublin, Trinity College

**Ross, Barbara (2017)**

Lecturer in Mathematics

Ed.S., Georgia Southern University  
M.Ed., Armstrong Atlantic State University  
B.S.Ed., Armstrong State College

**Roy, Nalanda (2013)**

Assistant Professor of Political Science—Asian History

Ph.D., Rutgers University  
M.A., University of Toledo  
M.Ph., Jadavpur University  
M.A., Jadavpur University  
B.A., Jadavpur University

**\* Saad, Ashraf (2006)**

Professor of Computer Science

Ph.D., Vanderbilt University  
M.S., Cranfield Institute of Technology  
B.S., Ain Shams University

**\* Saadatmand, Yassaman (1989)**

Head of Economics

Professor of Economics

Ph.D., University of New Hampshire  
M.B.A., James Madison University  
B.S., National Iranian Oil Company College of Finance

**Sanders, Mary (2015)**

Lecturer of History

Ph.D., Oklahoma State University  
M.A., University of Connecticut  
B.A., Oklahoma Baptist University

**Schaefer, Kathleen (2011)**

Assistant Professor of Physical Therapy

D.P.T., Simmons College  
M.S., Armstrong Atlantic State University  
M.B.A., College of William and Mary  
B.A., University of Virginia

**Schlieper, Jared (2008)**

Associate Professor of Mathematics

Ph.D., University of Missouri - Columbia  
M.S., University of Missouri - Columbia  
B.S., University of Missouri - Columbia

**Schrey, Aaron W. (2012)**

Assistant Professor of Biology

Ph.D., Southern Illinois University  
M.S., Southern Illinois University  
B.S., Southern Illinois University

**Schrey, Natalie (2017)**

Lecturer of Biology

M.S., Southern Illinois University Carbondale  
B.S., McKendree College

**Sears, Pamela Zeigler (2005)**

Professor of Theatre

M.F.A., University of Georgia  
B.A., University of South Carolina

**Secret, Jeffery A. (2009)**

Associate Professor of Physics

Ph.D., College of William and Mary  
M.A., The University of Mississippi  
B.S., University of Cincinnati

**Sellers, Tonya (2013)**

Lecturer of Nursing

M.S.N., Georgia Southern University  
B.S.N., Georgia Southern University

**Sergi, Michael (2014)**

Lecturer of Health and Physical Education

M.S.S.M., Armstrong Atlantic State University  
B.S., Georgia Southern University

**Serianni, Barbara (2014)**

Assistant Professor of Special Education

Ph.D., University of Central Florida  
M.A., University of Central Florida  
B.S., Florida Atlantic University

**Shank, Nathaniel (2015)**

Assistant Professor of Chemistry

Ph.D., Carnegie Mellon University  
M.S., Carnegie Mellon University  
B.S., Eastern Mennonite University

**Simmons, Jack (2006)**

Professor of Philosophy

Ph.D., Tulane University  
M.A., Louisiana State University  
B.A., Louisiana State University

**\* Skidmore-Hess, Daniel (1993)**

Head of Criminal Justice, Political and Social Science  
Professor of Political Science

Ph.D., University of Wisconsin  
M.A., University of Wisconsin  
B.A., Oberlin College

**\* Smith, James M. (1990)**

Professor of English

Ph.D., Vanderbilt University  
M.A., Vanderbilt University  
B.A., Berry College

**Smith, Janel Janiczek (2015)**

Lecturer of Mathematics

Ed.D., Georgia Southern University  
M.A.T., University of Pittsburgh  
B.S., University of Pittsburgh

**Smith, Kristi (2016)**

Catalog/Metadata Librarian

Instructor of Library Science

M.L.I.S., University of South Carolina  
B.A., Georgia State University

**\* Streater, James Jr. (1988)**

Associate Dean of Health Professions

Professor of Health Sciences

Ed.D., University of South Carolina  
M.Ed., University of South Carolina  
B.A., University of South Carolina

**Su, Hongjun (2002)**

Associate Professor of Computer Science

Ph.D., University of Dayton  
M.S., Sichuan University  
B.S., Sichuan University

**Swanson, Kimberly**

Lecturer of Mathematics

M.A., University of Miami  
B.S., Marquette University

**Swanstrom, Julie (2013)**

Assistant Professor of Philosophy

Ph.D., Purdue University  
M.A., Fuller Theological Seminary  
B.A., University of Sioux Falls

**\* Taggart, Helen M. (1992)**

Professor of Nursing

Ph.D., University of Alabama  
M.S.N., Georgia Southern University  
B.S.N., Armstrong State College

**Tamrakar, Chanchal B. (2016)**

Assistant Professor of Marketing

Ph.D., The University of Iowa  
M.B.A., University of Wisconsin-Madison  
M.B.A., Kathmandu University  
B.S.E., National Institute of Technology

**Tatlock, Jason (2007)**

Associate Professor of History

Ph.D., University of Michigan  
M.A., University of Michigan  
M.A., Jerusalem University College  
B.Th., Prairie Bible College

**Tecklenburg, Henry Christian (2015)**

Assistant Professor of Political Science

Ph.D., University of Florida  
M.A., University of Florida  
J.D., University of South Carolina - Columbia  
B.A., University of South Carolina - Columbia

**Terry, Robert (2013)**

Assistant Professor of English

Ph.D., University of Louisville  
M.A., University of Louisville  
B.A., University of Texas at Dallas

**\* Thomas, McKinley (2015)**

Associate Professor of Health Sciences (Public Health)

Ed.D., University of Tennessee, Knoxville  
M.Ed., Georgia College  
B.S., Georgia College

**\* Thompson, Anne W. (1994)**

Interim Dean of Health Professions

Associate Professor of Physical Therapy

Ed.D., Georgia Southern University  
M.S., Duke University  
B.S., College of William and Mary

**Tiemeyer, Michael A. (2010)**

Associate Professor of Mathematics

Ph.D., Auburn University  
M.A.M., Auburn University  
B.S., Auburn University

**Tille-Victorica, Nancy (2014)**

Assistant Professor of Spanish

Ph.D., The University of Texas-Austin

M.A., Lehman College (CUNY)

B.A., New College of Florida

**Tillman, Paula (2017)**

Assistant Professor of Health Sciences

D.N.P., Georgia Southern University

M.S.N., Armstrong State University

B.S.N., Armstrong State University

**Todesca, James (1998)**

Associate Professor of History

Ph.D., Fordham University

M.A., Catholic University of America

B.A., Georgetown University

**Toma, Michael (1997)**

Fuller E. Callaway Professor of Economics

Ph.D., George Mason University

M.A., Miami University-Oxford

B.S., Miami University-Oxford

**Torres, Ana (2001)**

Associate Professor of Spanish

Ph.D., Florida State University

M.A., Florida State University

B.A., Inca Garcilaso de la Vega University

**Tuck, Linda (2000)**

Graduate Nursing Coordinator

Assistant Professor of Nursing

D.N.P., College of St. Scholastica

M.S.N., Armstrong Atlantic State University

M.Ed., Georgia Southwestern College

B.A., College of St. Scholastica

**Turner, Felicity (2013)**

Assistant Professor of History

Ph.D., Duke University

M.A., La Trobe University

B.A., Monash University

**\* Tyler-Hashemi, Ray (2003)**

Professor of Computer Science

Ph.D., University of Missouri-Columbia  
M.S., University of Missouri-Columbia  
B.S., University of Tehran

**Tyson, Tonya (2009)**

Instructor of Nursing

M.S.N., Emory University  
B.S.N., Valdosta State University

**Underwood, Jana (2014)**

Lecturer of Education

Ed.D., Georgia Southern University  
Ed.S., Georgia Southern University  
M.Ed., Georgia Southern College  
B.S., Georgia Southern College

**\* Wachholz, Patricia B. (2008)**

Professor of Education

Ed.D., University of Memphis  
M.Ed., University of North Florida  
B.A., Western Michigan University

**Wallace, Richard (1995)**

Professor of Chemistry

Ph.D., Clemson University  
B.S., Armstrong State College

**Walton, Calvin (2017)**

Lecturer of Education

Ph.D., University of North Carolina, Charlotte  
M.Ed., Coppin State University  
B.A., Oberlin College

**Wane, Hapsatou (2016)**

Assistant Professor of English

Ph.D., University of Illinois Urbana-Champaign  
M.A. University of Illinois Urbana-Champaign  
M.A. University of Illinois Urbana-Champaign  
M.A., Universite Gaston Berger Senegal

**Wang, Hongjie (2008)**

Associate Professor of History

Ph.D., Brown University  
M.A., Brown University  
M.A., People's University of China  
B.A., People's University of China

**Warnock, Sherry (2011)**

Lecturer of Nursing

M.S.N., Armstrong Atlantic State University  
B.S.N., Armstrong Atlantic State University

**Warsaw, Benjamin (2014)**

Assistant Professor of Music in Piano

D.M.A., Boston University  
M.M., Eastman School of Music  
B.M., Eastman School of Music

**Weiland, Mitch H. (2011)**

Associate Professor of Biochemistry

Ph.D., University of South Carolina  
B.S., Viterbo University

**Wells, Rebecca (2014)**

Assistant Professor of Science Education

Ed.D., Georgia Southern University  
M.S., Georgia Southern University  
B.S., Armstrong State University

**Wertalik, Jennifer (2017)**

Assistant Professor of Psychology

M.A., Ball State University  
B.S., Long Island University; Southampton College

**Wessell, Lara A. (2011)**

Associate Professor of Political Science

Ph.D., University of Wisconsin-Milwaukee  
B.A., Cardinal Stritch University

**Whatley, Maliece (2014)**

Lecturer of Accounting

M.Acc., University of Georgia  
B.B.A., University of Georgia

**\* Wheeler, David (2005)**

Professor of English

Ph.D., University of Virginia  
M.A., University of Chicago  
B.A., University of Illinois, Urbana-Champaign

**\* Whitford, Ellen V. (2006)**

Professor of Education

Ed.D., Rutgers, The State University of New Jersey  
M.Ed., Arcadia University  
B.A., University of Delaware

**Williams, Christopher (2015)**

Lecturer of Engineering Studies and Computer Science

M.S., Armstrong Atlantic State University  
B.S., Armstrong Atlantic State University

**Williams, Elizabeth (2010)**

Lecturer of Education

Ed.S., Georgia Southern University  
M.Ed., Armstrong Atlantic State University  
B.S.Ed., Armstrong Atlantic State University

**Williams, Joshua (2012)**

Assistant Professor of Psychology

Ph.D., University of Tennessee  
M.A., University of Tennessee  
B.A., Purdue University

**Williams, TimMarie (2014)**

Assistant Professor of Health Sciences (Gerontology)

Ph.D., University of North Texas  
M.C.G., Baylor University  
B.A., St. Edward's University

**\* Wimer, Gregory (1994)**

Professor of Health and Physical Education

Ph.D., Ohio State University  
M.S., University of South Carolina  
B.S., University of South Carolina

**\* Winterhalter, Teresa (1994)**

Interim Dean of Liberal Arts

Professor of English

Ph.D., University of Rochester  
M.A., University of Rochester  
M.A., State University of New York - Cortland  
B.A., State University of New York - Brockport

**Wolfe, Wendy L. (2006)**

Associate Professor of Psychology

Ph.D., Syracuse University  
M.S., Syracuse University  
B.A., University of North Carolina - Wilmington

**Worst, Haley (2016)**

Assistant Professor of Physical Therapy

D.P.T., Northeastern University  
M.S., North Georgia College and State University  
B.S., North Georgia College and State University

**Wright, John E. (2016)**

Assistant Professor of Theatre

M.F.A., University of Georgia  
B.A., Armstrong Atlantic State University

**Wynn, Gail G. (1992)**

Assistant Professor of Biology

Ph.D., Louisiana State University  
M.S., Louisiana State University  
B.S., Oglethorpe University

**Zakrzewski, Yvonne (2017)**

Clinical Coordinator, Sonography Program  
Lecturer in Sonography

B.S., Armstrong State University

**Zettler, Jennifer (2002)**

Professor of Biology

Ph.D., Clemson University  
M.S., Clemson University  
B.S., University of Florida

**\* Zhang, Hong (2002)**

Head of Computer Science and Information Technology  
Professor of Computer Science

Ph.D., University of Pittsburgh  
M.A., University of Pittsburgh  
M.S.E.E., University of Pittsburgh  
B.S., Fudan University

**Zingales, Sarah (2013)**

Assistant Professor of Chemistry

Ph.D., Georgia State University  
B.S., Auburn University

## Officers of Administration

### President's Office

Dr. Linda M. Bleicken	President
Dr. Amy Heaston	Chief of Staff
Mr. Lee Davis	University Counsel
Mr. Tim Moody	Chief Information Officer
Ms. Deidra Dennie	Director, Equity, Diversity, and Inclusion

### Academic Affairs

Dr. Robert T. Smith	Provost and Vice President for Academic Affairs
Dr. Becky da Cruz	Interim Associate Provost for Student Engagement and Success
Dr. Donna Brooks	Associate Provost for Academic Affairs and Graduate Studies
Dr. Janet A. Buckenmeyer	Dean, College of Education
Dr. David M. Ward	Dean, College of Health Professions
Dr. Christopher Curtis	Dean, College of Liberal Arts
Dr. Delana Gajdosik-Nivens	Interim Dean, College of Science and Technology
Mr. Douglas R. Frazier	University Librarian
Dr. Cynthia Bolton-Gary	Associate Dean, College of Education
Dr. James Streater	Associate Dean, College of Health Professions
Dr. Teresa Winterhalter	Associate Dean, College of Liberal Arts
Dr. Brent Feske	Interim Associate Dean, College of Science and Technology
Ms. Kathleen Platt	Registrar
Ms. Carol Cox	Director of Finance, Academic Affairs
Dr. Mark Taylor	Director, Academic Advising and Support
Dr. Angeles Eames	Director, Assessment
Dr. Nancy Remler	Director, Faculty Development
Mr. Greg Anderson	Director, First Year Experience
Ms. Susan Arshack	Director, Grants and Sponsored Programs
Dr. Jonathan Roberts	Director, Honors Program
Ms. Laura Mills	Director, Institutional Research
Ms. Dorothy Kempson	Interim Director, Armstrong Liberty Center
Mr. Matthew Brown	Director, STEM Success Center
Dr. Nancy Remler	Interim Director, Online and Blended Learning
Dr. Deborah Reese	Director, Writing Center
<b>Student Affairs</b>	
Dr. Georj L. Lewis	Vice President for Student Affairs
Dr. Joy Hamm	Associate Vice President for Enrollment Services
Mr. Andrew J. Dies	Assistant Dean of Student Integrity

Ms. Katharine Steiner	Assistant Dean of Student Life
Ms. Tobe R. Frierson	Director, Admissions and Recruitment
Mr. Glenn Gibney	Interim Director, Career Services
Ms. Jeanne McGowan	Director, Counseling Center
Ms. Kelly Woodruff	Director, Disability Services
Ms. Kaye O'Neal	Director, Financial Aid
Mr. Nicholas Shrader	Director, Housing and Residence Life
Ms. Nashia Whittenburg	Director, Multicultural Affairs
Ms. Megan Feasel	Director, Recreation and Wellness

### **Business and Finance**

Mr. Christopher Corrigan	Vice President for Business and Finance
Mr. Cam Reagin	Assistant Vice President for Business and Finance
Ms. Jessica Henderson	Controller for Foundations
Mr. Marc Mascolo	Director, Budget and Financial Analysis, Auxiliary Services
Ms. Maurena Grant	Controller
Ms. Patrice Kerner	Bursar
Mr. John Brooks	Director, Human Resources
Ms. Katie Twining	Director, Facility Services
Ms. Lisa Sweany	Director, Athletics
Mr. Chad Jackson	Director, Sports Communications
Mr. Wayne Willcox	Chief of Police
Ms. Diana Anderson	Director, Road Scholar

### **Advancement**

Mr. William Kelso	Vice President for Advancement
Ms. Julie Gerbsch	Assistant Vice President for Development
Mr. Rick Matthews	Assistant Vice President for Advancement Operations
Ms. Cheryl Ciucevich	Director, Alumni Development
Dr. Allison Hersh	Director, Marketing and Communications
Ms. Kaitlyn Slate	Director, Corporate and Foundation Relations

# Emeriti Faculty

A | B | C | D | E | F | G | H | I | J | K | L | M | N | O | P | Q | R | S | T | U | V | W | X | Y | Z

**Adams, Joseph V. (1970-1997)**

Professor of Psychology and Dean of Arts and Sciences Emeritus

**Agyekum, Stephen K. (1979-2007)**

Professor of Early Childhood Education Emeritus

**Anderson, Donald D. (1966-1992)**

Dean of Community Services and Registrar Emeritus

**Ball, Ardella Patricia (1968-2008)**

Associate Professor of Education Emerita

**Barnard, Jane (1980-2009)**

Associate Professor of Mathematics Emerita

**Bergin, Joyce (1992-2012)**

Professor of Special Education Emerita

**Blossman, Ellen (1995-2004)**

Associate Professor of Spanish Emerita

**Brandt, Patricia (1995-2007)**

Associate Professor of Early Childhood Education Emerita

**Brewer, John G. (1968-1998)**

Professor of Chemistry Emeritus

**Brower, Moonyean (1967-1995)**

Associate Professor of Biology Emerita

**Brown, George (1972-2003)**

Assistant Professor of Criminal Justice Emeritus

**Buck, Joseph A. III (1971-2004)**

Vice President of Student Affairs Emeritus

**Buck, Marilyn (1974-2008)**

Professor of Nursing Emerita

**Butler, Frank A. (1985-2001)**

Vice President and Dean of Faculty and Professor of Physics Emeritus

**Conway, Marian A. (1986-2000)**

Assistant Professor of Nursing Emerita

**Cooksey, Thomas (1987-2015)**

Assistant Professor of English and Philosophy Emeritus

**Cross, Deanna S. (1989-2006)**

Professor of Nursing Emerita

**Dandy, Evelyn (1974-2006)**

Professor of Early Childhood Education Emerita

**Daugherty, William J. (1996-2011)**

Professor of Political Science Emeritus

**Davenport, Leslie B., Jr. (1958-1983)**

Professor of Biology Emeritus

**Douglass, W. Keith (1970-2006)**

Professor of Psychology Emeritus

**Duncan, John (1965-1997)**

Professor of History Emeritus

**Findeis, John (1968-1995)**

Assistant Professor of Mathematics Emeritus

**Gross, Jimmie (1967-1997)**

Professor of History Emeritus

**Hansen, John (1967-2002)**

Professor of Mathematics Emeritus

**Harris, Henry (1966-2002)**

Professor of Chemistry Emeritus

**Harris, Karl (1971-1998)**

Assistant Professor of English Emeritus

**Hoffman, Lorrie (2004-2014)**

Professor of Mathematics Emerita

**Howard, Thomas F. (1993-2012)**

Associate Professor of Geography Emeritus

**Hudson, Anne (1971-1997)**

Professor of Mathematics Emerita

**Hudson, Sigmund (1985-1997)**

Professor of Computer Science Emeritus

**Kearnes, John (1988-2007)**

Associate Professor of Political Science Emeritus

**Kilhefner, Dale Z. (1973-2007)**

Professor of Mathematics Emeritus

**Killorin, Joseph I. (1947-1988)**

Professor of Philosophy & Literature Emeritus

**Knorr, Virginia (1973-2008)**

Assistant Professor of Health and Physical Education Emerita

**Lane, Joseph (1970-2001)**

Professor of Psychology Emeritus

**Lanier, Osmos (1965-1997)**

Professor of History Emeritus

**Lariscy, Michael (1975-2009)**

Associate Professor of Health and Physical Education Emeritus

**Magnus, Robert E. (1973-1991)**

Professor of Criminal Justice Emeritus

**Martin, Grace (1980-2002)**

Professor of Psychology Emerita

**Megathlin, William L. (1971- 2004)**

Professor of Criminal Justice Emeritus

**Munson, Richard (1972-2003)**

Professor of Mathematics Emeritus

**Newberry, S. Lloyd (1968-2000)**

Professor of Science Education and Dean of Education Emeritus

**Nordquist, Richard (1980-2008)**

Professor of English Emeritus

**Palefsky, Elliot (1971-2004)**

Professor of Psychology Emeritus

**Pingel, Allen L. (1969-1992)**

Professor of Biology Emeritus

**Powell, Catharine (1991-2007)**

Associate Professor of Nursing Emerita

**Pruden, George (1982-2002)**

Professor of History Emeritus

**Reed, Joylyn (2001-2015)**

Professor of Computer Science Emerita

**Relyea, Kenneth G. (1990-2006)**

Professor of Biology Emeritus

**Repella, James F. (1976-2001)**

Professor of Nursing and Dean of Health Professions Emeritus

**Richardson, Edwin (1989-2015)**

Assistant Professor of English Emeritus

**Robinson, Aurelia (1972-1986)**

Associate Professor of Education Emerita

**Schmidt, John C. (1979-2003)**

Professor of Art Emeritus

**Schollaert, Warren (1989-2001)**

Associate Professor of Education Emeritus

**Schultz, Lucinda D. (1986-2011)**

Professor Emerita of Music

**Shiple, Charles (1972-2005)**

Professor of Computer Science Emeritus

**Simon, Emma (1974-2002)**

Professor of Health Science and Dean of Graduate Studies Emerita

**Sims, Roy Jesse (1955-1990)**

Professor of Physical Education Emeritus

**Stephens, Jacquelyn (1979-1990)**

Professor of Education Emerita

**Stone, Janet D. (1975-2007)**

Associate Professor of History Emerita

**Stratton, Cedric (1965-1993)**

Professor of Chemistry Emeritus

**Strozier, Robert (1955-1959; 1965-1995)**

Professor of English Emeritus

**Suchower, John (1969-1992)**

Assistant Professor of Drama Emeritus

**Tanenbaum, Barbara G. (1972-2008)**

Professor of Dental Hygiene Emerita

**Tilson, Elwin (1982-2015)**

Professor of Radiologic Sciences Emeritus

**Welsh, John (1967-2000)**

Assistant Professor of English Emeritus

**White, Nancy A. (1994-2010)**

Professor of History Emerita

**White, Susan S. (1974-2008)**

Assistant Professor of Special Education Emerita

**White, Virginia (1967-1991)**

Assistant Professor of English Emerita

**Whiten, Morris (1970-2001)**

Professor of Physics Emeritus

# Code of Student Integrity

## Code of Student Integrity

*Note: Any revisions to the Code of Student Integrity will be reflected in the online version under the Office of Student Integrity. Please refer to the Office of Student Integrity for the most up-to-date policies and procedures.*

### Chapter 1: Preamble

- A. Armstrong State University exists to provide an environment in which intellectual achievement, scholarship, and character development can flourish. The Armstrong community (Students, Faculty, and Staff) willingly shares the responsibility for sustaining a creative and productive atmosphere through adherence to the highest standards of personal and professional conduct. All who are privileged to be a part of Armstrong campus life must remain aware they are representatives of Armstrong State University, whether they are on campus or elsewhere, and are therefore expected to avoid behavior which brings discredit or dishonor upon themselves or the University as an institution. Recognizing trust is the cornerstone of all human relations, Students will work to build and sustain the trust of their peers, the Faculty, and Staff by following both the letter and the spirit of the Code of Student Integrity.
- B. The University is dedicated not only to learning and the advancement of knowledge, but also to the development of ethically sensitive and responsible persons. It seeks to achieve these goals through sound educational programs and policies governing Student conduct that encourage independence and maturity.
- C. Student Integrity Proceedings are not a court of law, and therefore do not follow prescribed legal or evidentiary standards. Student Integrity Proceedings are also completely separate from any criminal proceeding and one will have no bearing on the other. Should a Student have a pending legal case, the University will move forward with Student Integrity Proceedings.
- D. The University may apply sanctions or take other appropriate action when the conduct of a Student interferes with the University's (a) responsibility of ensuring the opportunity for attainment of educational objectives; or (b) responsibility of protecting property, keeping records, providing services, and sponsoring non-classroom activities such as lectures, concerts, athletic events, and social functions.
- E. Representatives from the Student Government Association will have an opportunity to provide input in the formation and evaluation of all policies, rules, and sanctions pertaining to Student Integrity.
- F. Academic Integrity violations discussed in this Code are not considered to be all inclusive. Each Department or College may also promulgate course or discipline-specific ethics or professional standards that are consistent with the provisions of this Code.
- G. The Office of Student Integrity utilizes Armstrong State University email as its primary means of communication with Students. It is necessary for Students to check their University email daily and to promptly respond to any requests from the Office of Student Integrity or their designee.

### Chapter 2: Armstrong State University Pirate Creed

As a student of Armstrong State University, I pledge: to display the highest level of integrity, both inside and outside the classroom; to hold myself and my peers accountable to the standards of academic and personal conduct set forth by the University; and to value and respect each member of Armstrong's diverse community.

### Chapter 3: Definition of Terms

When used in this Code, the following terms have these definitions:

- A. **Accused Student** means a Student who has allegedly violated a provision of this Code.
- B. **Administrative Resolution** occurs when a Student is charged with a violation of this Code and the case is resolved by a Hearing Officer.
- C. **Assistant Dean of Student Integrity** means the professional staff member at Armstrong State University whose primary responsibility is to administer the Student Integrity system and process.
- D. **Capacity** means the ability to make rational, reasonable, conscious decisions. Capacity is a requirement of consent.
- E. **Code** means the Code of Student Integrity.
- F. **Coercion** means unreasonably pressuring another person to engage in sexual activity.  
Coercing someone into engaging in sexual activity is a violation of this Code in the same way as physically forcing someone into engaging in sexual activity.
- G. **Complainant** means a Student, faculty, or staff member who has filed a report of Sexual Misconduct, Relationship Violence, or Stalking.
- H. **Consent** means clear, knowing, voluntary permission given by word or demonstrated action to engage in sexual activity.
  - 1. Active Consent
    - a. Consent must be actively given. There is no implied consent at Armstrong State University.
    - b. Silence or lack of resistance does not imply Consent.
    - c. A previous or current relationship or previous participation in sexual activity does not imply current Consent.
    - d. Consent to one form of sexual activity does not imply Consent to any other sexual activity.
  - 2. Role of Alcohol and Drugs
    - a. Consumption of alcohol or drugs (including prescription drugs) may impact a person's Capacity to give Consent.
    - b. Consumption of alcohol or drugs does not relieve a person of the responsibility to obtain active and ongoing Consent.
  - 3. Factors Impacting Consent
    - a. According to Georgia law, persons under the age of 16 are unable to give Consent.
    - b. A person cannot give Consent if he or she has a physical or intellectual disability that inhibits his or her Capacity to Consent.
    - c. A person who is asleep, unconscious, or otherwise incapacitated cannot give Consent.
- I. **Day** means any day, except Saturday and Sunday, when classes are in session.
- J. **Formal Resolution** occurs when a Student is charged with a violation of this Code and the case is resolved by the Student Integrity Board or Sexual Misconduct Board.
- K. **Hearing Officer** means a University official who has the authority to resolve alleged violations of this Code and assign sanctions.
- L. **Informal Resolution** occurs when a Student is accused for an alleged violation(s) of this Code by his or her faculty member, accepts responsibility for the violation(s), waives the right to a Student Integrity Board hearing and to an appeal, and agrees to sanctions presented by the faculty member.
- M. **Office of Student Integrity** means the Assistant Dean of Student Integrity and others who work within the office.
- N. **Sexual Misconduct** is a broad term including, but not limited to, committing Sexual Assault, Sexual Contact without Consent, Sexual Exhibitionism, Sexual Exploitation, or Sexual Harassment. These definitions, as well as Consent, are defined in Chapter 8. Sexual Misconduct can occur between strangers or acquaintances, including people involved in an intimate or on-going sexual relationship. Sexual Misconduct can be committed by person(s) of any gender, and it can occur between people of the same or different genders.
- O. **Sexual Misconduct Board** means a board comprised of Armstrong faculty or staff members who have been specially trained to resolve Sexual Misconduct cases.
- P. **Student** means an individual who has accepted admission to the University and maintains a continuing relationship with the University by being enrolled in classes or being eligible to enroll in classes.
- Q. **Student Group** or **Group** means any number of persons who associate with each other for a common purpose but have not completed the requirements for being a recognized student organization.
- R. **Student Integrity Board** or **Board** means the board or hearing panel comprised of Students who address whether a Student, Student Organization, or Student Group violated the Code of Student Integrity (except alleged Sexual Misconduct violations).

- S. **Student Integrity Proceedings** means the procedures and protocols established for the University to address alleged violations of this Code.
- T. **Student Organization** or **Organization** means any number of persons who have completed the requirements for being a recognized student organization.
- U. **University** means Armstrong or Armstrong State University.
- V. **University Event** means any event (on-campus or off-campus) sponsored or facilitated by the University, a Student Group, or a Student Organization.

## Chapter 4: Jurisdiction, Standard of Proof, and Due Process

- A. Jurisdiction
  - 1. Any individual defined as a Student under this Code falls under the jurisdiction of this Code. For incidents that happen on-campus or online, normal Student Integrity Proceedings will occur. For incidents occurring off-campus, the Vice President of Student Affairs or designee will determine if the interests of the University are affected and thus the incident falls under the scope of this Code. A Student may not withdraw from the University in order to avoid Student Integrity Proceedings.
- B. Standard of Proof
  - 1. Standard of Proof means the standard by which it is determined whether or not a violation of this Code has occurred. For the purposes of Student Integrity Proceedings, the Standard of Proof required is a preponderance of evidence (the evidence demonstrates it is more likely than not that a violation has occurred).
- C. Due Process
  - 1. Any Student, Student Group, or Student Organization charged with a violation of this Code is entitled to a hearing by Administrative Resolution, Student Integrity Board, or Sexual Misconduct Board, except where the case has been resolved through an Informal Resolution.
  - 2. Any Student, Student Group, or Student Organization will be notified at least five (5) Days in advance of their scheduled Administrative Resolution, Student Integrity Board hearing, or Sexual Misconduct Board hearing. The Student, Student Group, or Student Organization has the right to waive this five (5) Day notice if they so choose.

## Chapter 5: Student Rights and Responsibilities

The Code of Student Integrity is printed in the Armstrong State University Catalog and posted on the University website. It is the Student's responsibility to review the Code of Student Integrity each semester. The version of the Code of Student Integrity found online [HERE](#) should be considered the most up-to-date and accurate version. Any Student desiring assistance with any matter related to this Code or any other policy should contact the Office of Student Integrity at [student.integrity@armstrong.edu](mailto:student.integrity@armstrong.edu) or 912.344.3300.

- A. Student Rights. Any Student, Student Group, or Student Organization accused of a violation of this Code will have the following rights:
  - 1. Right to an impartial and fair hearing.
  - 2. Right to not give testimony against oneself.
  - 3. Right to review any and all information pertaining to the alleged Code violations.
  - 4. Right to present relevant information pertinent to the case.
  - 5. In a Formal Resolution, the right to choose and be accompanied by an advisor. This advisor may not participate directly in the proceedings, except to advise the Accused Student. At no point may the advisor address the Board directly. If the advisor is deemed to be disruptive by either the chair of the Board or the advisor to the Board, he or she will be removed from the hearing.

6. In a Formal Resolution, the right to question, through the chair of the Board, any individual providing information to the Board.
  7. In a Formal Resolution, the right to have access to the audio recording of the hearing after the hearing has concluded.
- B. **Students Responsibilities.** Students are expected to:
1. Exercise integrity in all matters, both academic and behavioral in nature.
  2. Be fair and courteous with others, treat them fairly and with respect, showing sensitivity to cultural, ethnic, and religious diversity and personal dignity.
  3. Accept personal responsibility for appropriate behavior as defined by the Code.
  4. Know the violations under this Code and potential sanctions for violating them.
  5. Understand they are responsible for knowing and following any additional written or verbal requirements given by their faculty member, which relate to academic or behavioral integrity and which are inherent to the classroom or University functions.
  6. Remember they are representatives of Armstrong State University and they must always conduct themselves in a manner that brings credit upon themselves and the University.

## Chapter 6: Academic Integrity - Prohibited Conduct and Procedures

- A. **Academic Integrity Prohibited Conduct.** All prohibited conduct listed in this Code applies to Students, Student Groups, and Student Organizations.
1. **Plagiarism** is the offering of the words, ideas, or computer data programs and/or graphics of others for one's own in any academic exercise. Examples of plagiarism include (but are not limited to):
    - a. The offering of another's work, whether verbatim or paraphrased, as original material in an academic paper.
    - b. The offering of another's original ideas or concepts as one's own, in an academic paper or assessed exercise.
    - c. The inclusion of another's material in one's own work without appropriate or accurate citation or credit.
    - d. The inclusion of one's own previous work without appropriate or accurate citation or credit, or without prior approval from the professor (self-plagiarism).
  2. **Cheating** is (a) the use or attempted use of unauthorized materials, information, or study aids in any academic exercise; and/or (b) actions taken to gain unfair or undue advantage over others. Examples of cheating include (but are not limited to):
    - a. Receiving or providing unauthorized assistance on any work required to be submitted for any course (including using online services or social media to write papers)
    - b. Using unauthorized materials or assistance during an examination, including looking at another's examination.
    - c. Alteration or insertion of any academic grade or evaluation so as to obtain unearned academic credit.
    - d. Taking, or attempting to take, an examination for another Student. This act constitutes a violation for both the Student enrolled in the course and for the proxy or substitute.
    - e. Tampering with another Student's work or impairing the professor's ability to assess the academic performance of another Student.
    - f. Using false excuses to obtain extensions of time or other considerations which would or may yield an unfair advantage over other Students.
    - g. Impeding the ability of Students to have fair access to materials assigned or suggested by the professor (e.g., removal or destruction of library or other source materials).
  3. **Fabrication** is the unauthorized falsification or invention of information or citation in any academic exercise. Examples of fabrication include (but are not limited to):

- a. The offering of contrived or fraudulently-created information as the result of systematic research that was never conducted.
  - b. The deliberate alteration of legitimate research data to obtain a desired result.
  - c. The alteration or distortion of laboratory experiments to reach a desired result.
  - d. The deliberate distortion of another's work or results in order to rebut or undermine the original author's work or concept.
4. **Facilitating Academic Dishonesty** is to help or attempt to help another Student to violate any provision of this Code. Examples of facilitating academic dishonesty include (but are not limited to):
- a. Instigating, encouraging, or abetting plagiarism, cheating, or fabrication in others.
  - b. Giving perjured testimony before the Student Integrity Board.
  - c. Failing to report a known violation to the Office of Student Integrity.
5. **Coursework Copyright Infringement** is the sharing of course content (presentations, tests, study guides, lectures or other materials) to a public forum such as a website without the instructor's prior consent. It is also the recording of class lectures and presentations without the instructor's prior consent (this does not include accommodations approved by Disability Services).

#### B. Academic Integrity Procedures

1. **Reporting:** A suspected academic integrity violation may be reported in one of two ways:
  - a. Self-reporting
    - i. Students who have committed academic integrity violations should report themselves to the Office of Student Integrity or to their faculty member.
  - b. Reporting by others
    - i. Any Armstrong State University community member who is aware of an academic integrity violation should report the offense directly to the Office of Student Integrity. Anyone wishing to report a suspected violation should contact the Office of Student Integrity at [student.integrity@armstrong.edu](mailto:student.integrity@armstrong.edu) or 912.344.3300
2. **Information Gathering:** When a faculty member suspects an academic integrity violation has occurred, he or she will collect and review any relevant information pertaining to the allegation. When there is an allegation of an academic integrity violation, a grade of Incomplete will be given for the assignment and/or overall course until the case is resolved.
3. **Adjudication:** An alleged academic integrity violation may be resolved in one of two ways: an Informal Resolution with the faculty member of the class where the alleged violation occurred or a Formal Resolution through the Student Integrity Board. Students are only eligible for an Informal Resolution if they have no prior academic integrity cases where they were found responsible. If the severity of the offense is of a magnitude to warrant more than a failing grade for the class, a Formal Resolution must occur. If the Accused Student is currently on conduct probation or deferred suspension with the University, a Formal Resolution must occur. The Student may also be charged with violations of Chapter 7 of this Code if the interest of the University has been compromised by a Student's conduct.
  - a. **Informal Resolution**
    - i. A Student is eligible for an Informal Resolution only if they have no previous findings of responsible for the violations listed in Chapter 6-A above. Any Student with prior findings of responsible for academic integrity violations or that is currently on conduct probation or deferred suspension must be referred to the Office of Student Integrity for adjudication.
    - ii. In an Informal Resolution, both the faculty member and the Accused Student must agree to both the findings and the sanctions of the Informal Resolution. The Accused Student has five (5) Days to decide whether or not to accept the Informal Resolution. The Accused Student is encouraged to contact the Office of Student Integrity to discuss his or her options.
    - iii. The faculty member will provide the Accused Student with written notice of a scheduled meeting at least five (5) Days prior to the meeting. The purpose of the meeting will be to review and discuss the charges before a final decision is reached.
    - iv. A third party observer may be present at the request of the faculty member or Student.

- v. Documentary evidence and written statements may be relied upon by the faculty member, as long as the Accused Student is allowed to respond to them at the meeting. Accused Students may also be allowed to bring relevant witnesses.
  - vi. If the Accused Student accepts responsibility for the violation, the faculty member and Student may then resolve the problem in a manner acceptable to both. If the Accused Student denies the violation, or does not accept the sanction(s) determined by the faculty member, the case must then be referred to the Office of Student Integrity within a reasonable amount of time.
  - vii. Should the faculty member conclude there was no violation of the Code of Student Integrity, the case is closed. The faculty member will send all relevant documentation to the Office of Student Integrity.
  - viii. Upon conclusion of the process, the faculty member and Student must both sign and date the Informal Resolution form, detailing the specific offense(s) and the sanction(s) assigned. Each party will retain a copy and the original, along with all relevant documentation, will be submitted to the Office of Student Integrity and will become part of the Student's permanent file. The Student will receive a letter from the Office of Student Integrity, outlining the agreed upon outcome of the case.
  - ix. By accepting the Informal Resolution, the Student waives his or her right to an appeal.
- b. **Formal Resolution**
- i. In a Formal Resolution, the Student appears before the Student Integrity Board for adjudication of his or her case.
  - ii. The Student will be notified in writing of the date, time, and location of the hearing. This notice will also include a statement of the alleged behavior, any alleged violations of the Code of Student Integrity, and the Student Integrity Board members who will adjudicate the case. The Student will then have three (3) Days from the delivery of this notice to challenge any individual scheduled to be a part of the Board hearing the case. The composition of the Board may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Assistant Dean of Student Integrity who will render a decision.
  - iii. During the Student Integrity Board hearing, the reporting faculty member will have the opportunity to be present to answer any questions the Board may have, as well as any questions the Student may have. The faculty member will also have the opportunity to question the Student. All questions from the faculty member and Accused Student must be directed through the chair of the Board.
  - iv. The Student Integrity Board will recommend findings and any authorized sanction or combination of sanctions it deems to be warranted by the circumstances of the case. Prior conduct history will not be considered until the sanctioning phase of the hearing.
  - v. A written copy of the Student Integrity Board's recommendations will be submitted to the Associate Provost as a recommendation for administrative action. The Associate Provost will review the hearing and all its associated materials and will either affirm the recommended findings and sanctions or reduce the recommended sanctions. The Associate Provost will submit a final written decision to the Student, faculty member, and Office of Student Integrity.
  - vi. If the Accused Student refuses to cooperate with the Office of Student Integrity or the Student fails to attend the hearing, the hearing will be held in his or her absence. If the Student is found in violation, sanctions will be recommended.

## **Chapter 7: Behavioral Integrity - Prohibited Conduct and Procedures**

- A. **Behavioral Integrity Prohibited Conduct.** All prohibited conduct listed in this Code applies to Students, Student Groups, and Student Organizations. In a Student Group or Student Organization case, Students may be individually charged as well. The following types of conduct are prohibited:
1. **Drugs**
    - a. The possession or use (without valid medical or dental prescription), of substances controlled by Federal or Georgia law, and synthetic marijuana.
    - b. Sale, manufacture, delivery, or taking delivery of substances controlled by Federal or Georgia law, and synthetic marijuana.
    - c. Operating a motor vehicle while under the influence or while impaired by the consumption of substances controlled by Federal or Georgia law, and synthetic marijuana.
    - d. The possession or use of drug paraphernalia including hookahs, bongos, pipes, scales, rolling papers, and other devices used for drug activity.
  2. **Alcohol**
    - a. Use, consumption, or possession of alcoholic beverages by anyone under the age of 21.
    - b. Use, consumption, or possession of alcoholic beverages by anyone 21 or over in prohibited areas of campus.
    - c. Furnishing, selling, distributing, or otherwise facilitating consumption of alcohol by those under the age of 21.
    - d. Operating a motor vehicle while under the influence of alcohol or while impaired by the consumption of alcohol.
    - e. Possession of alcohol containers in prohibited areas of campus.
    - f. Possession, use, or participation in common source containers (kegs, pony kegs, beer bongos, etc) and drinking games (regardless of age).
  3. **Sexual Misconduct** (Defined in Chapter 8)
    - a. Sexual Assault
    - b. Sexual Contact without Consent
    - c. Sexual Exploitation
    - d. Sexual Exhibitionism
    - e. Sexual Harassment
  4. **Stalking.** Engaging in a course of conduct (two or more acts) directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or to suffer substantial emotional distress. This includes, but is not limited to, in person and electronic Stalking.
  5. **Relationship Violence** encompasses domestic and dating violence, and specifically violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. Factors used to determine existence of such a relationship include length of the relationship, type of relationship and frequency of interaction between the persons involved in the relationship. Violence committed by a current or former spouse of the Complainant, by a person whom the Complainant shares a child in common, by a person who is cohabitating with or has cohabitated with the Complainant as a spouse, or by a person similarly situated to a spouse is also included in this violation.
  6. **Intimidation, Bullying, or Harassment.** Any act of intimidation, bullying, or harassment directed against any person or group of persons including, but not limited to, acts motivated by ethnicity, race, national origin, religion, gender (perceived or actual), gender identity, sexual orientation, disability, or political beliefs.
  7. **Physical Assault** of another individual (including fighting) or the threat of physical assault.
  8. **Failure to Comply.** Interfering with, giving false name to, or failing to cooperate with any properly-identified University employee while these persons are in the performance of their duties. This includes University Police and Housing & Residence Life staff.
  9. **Hazing** means any activity, intentional or unintentional, by a Student, Student Group, or Student Organization, related to membership in a Student Group or Organization, that endangers the mental, physical, or emotional health of a person, regardless of whether such person has consented to participation in the activity. Any actions that demean, disgrace, or embarrass a person may also be considered Hazing. Hazing can occur either on or off campus. While Hazing is typically associated with membership selection and initiation into a group or organization, it is possible for Hazing to occur before, during, after or separate from membership selection and initiation, and regardless of status or position in the Student Group or Student Organization.

10. **Disorderly Conduct** is a breach of the peace on University property or at a University Event.
  - a. This is conduct such as fighting, threatening behavior, public disturbance, or drunk and disorderly conduct.
  - b. Conduct in the classroom such as loud, aggressive, or combative behavior that disrupts or interferes with the normal functions of a class, including but not limited to failure to conform to the instructor's announced expectations for the classroom. Disruptive behavior also includes use of cell phones or other electronic devices for voice or text communication in class, unless permitted by the instructor.
11. **Interference with Normal University Operations.**
  - a. Personal conduct on University property or at a University Event, which materially interferes with the normal operation of the University.
  - b. Assembling on campus for the purpose of creating a riot, destruction, or disorderly diversion which interferes with the normal operation of the University. This is not to deny any Student the right of peaceful, non-disruptive assembly or expression.
  - c. The abuse or unauthorized use of sound amplification equipment indoors or outdoors during classroom hours is prohibited. Use of sound amplification equipment must have prior approval by the Division of Student Affairs.
12. **Interference with Student Integrity Proceedings**
  - a. Intimidating or attempting to intimidate Student Integrity Board members, Sexual Misconduct Board members, or witnesses appearing before the Student Integrity Board or Sexual Misconduct Board.
  - b. Deliberately misleading or deceiving University administrators conducting an investigation of a violation.
  - c. Providing misleading or deceiving information in a Student Integrity Proceeding.
13. **Trespassing**
  - a. Entering, or attempting to enter, any University Event without credentials for admission (e.g., ticket, identification card, invitation, etc.) or other reasonable criteria established for attendance.
  - b. Making unauthorized entry into any University building, office or other facilities, or remaining without authorization in any building after normal closing hours.
  - c. Making unauthorized use of any University facility.
14. **Destruction of Property.** The malicious or unauthorized intentional damage or destruction of property belonging to a member of the University community, to the University itself, or to a visitor of the campus.
15. **Fire Safety**
  - a. Tampering with, molesting, or destroying fire safety equipment, including, but not limited to, smoke detectors, fire sprinklers, fire extinguishers, fire hydrants, and fire hoses.
  - b. Possession, sale, furnishing, or use of an incendiary device.
  - c. Setting, or causing to be set, any unauthorized fire in or on University property.
  - d. Making, or causing to be made, a false fire alarm.
  - e. Failing to evacuate a building when the fire alarm is activated.
16. **Explosives**
  - a. Possessing, furnishing, selling, or use of explosives of any kind on University property or at any University Event.
  - b. Making, or causing another individual to make, false bomb threats.
  - c. Possession or use of fireworks on University property or at any University Event. Fireworks are defined as any substance prepared for the purpose of producing a visible or audible effect of combustion, explosion, or detonation.
17. **Weapons.** Possession of firearms or other weapons on University property or at any University Event, except where allowed by law. This includes, but is not limited to, possession or use of any illegal knives, swords, tasers, dangerous chemicals, or air guns. In unclear cases of definition, the context in which a particular object was used will determine whether it is a weapon.
18. **Theft and Possession of Stolen Property.** Taking, attempting to take, or keeping in a Student's possession, items belonging to the University, Student, faculty, staff, Student Groups, or Student Organizations or visitors to the campus without proper authorization.

19. **Falsification of Records.** Altering, falsifying, counterfeiting, forging, or causing to be altered, falsified, counterfeited, or forged any records, forms or documents used by or submitted to the University.
20. **Misuse of Identification Cards**
  - a. Lending, selling, or otherwise transferring an identification card.
  - b. Use of an identification card by anyone other than its original holder.
21. **Gambling.** Playing of cards or any other game of chance or skill for money or other items of value.
22. **Tobacco.** Use of any tobacco product on campus, including, but not limited to, smokeless tobacco, cigarettes, cigars, and electronic cigarettes. See Tobacco-Free Campus Policy.
23. **Computer Use.** Theft or abuse of computer facilities including, but not limited to:
  - a. Unauthorized entry into, manipulation of, or transfer of a file.
  - b. Unauthorized use of another individual's identification or password.
  - c. Use of computing facilities that interfere with the work of another Student, faculty member, or University official.
  - d. Use of computing facilities that interfere with a University computing system.
  - e. Use of the University computing facilities to violate federal, state or local laws or University policy. For purposes of this provision, "Computing facilities" includes computers and data and/or voice communications networks.
24. **Joint Responsibility for Infractions.** Students who knowingly act in concert to violate University regulations have individual and joint responsibility for such violations.
25. **Violation of Local Ordinance or State/Federal Law.** Conduct that is a violation of local ordinance, state law, or federal law.
26. **Other Published Policies.** Under this Code, sanctions may be imposed for the violation of any published University rule or policy, including but not limited to:
  - a. Resident Student Handbook
  - b. Tobacco-Free Campus Policy
  - c. Parking Regulations
  - d. Intramural Sports Handbook
  - e. Responsible Access Use of Information Technology Resources and Services

#### B. Behavioral Integrity Procedures

1. **Reporting.** All suspected violations should be immediately reported to the Office of Student Integrity by any person who has knowledge of the commission of any such violation. Any member of the Armstrong State University community may submit a report.
2. **Adjudication.** Where the information establishes a Code violation may have occurred, the Assistant Dean of Student Integrity or designee will advise the Accused Student of the alleged violations, as well as the different case resolution options available to the Student. Those options are listed below. Resolution options for Sexual Misconduct, Relationship Violence, and Stalking violations are discussed in Chapter 8.
  - a. **Administrative Resolution**
    - i. In an Administrative Resolution, the Accused Student will meet with the Office of Student Integrity or designee to resolve his or her case.
    - ii. The Office of Student Integrity or designee will contact the Accused Student at his or her Armstrong State University email address to notify him or her of the alleged violations and to request they schedule a meeting.
    - iii. The Student will have the opportunity to review any and all information pertaining to the alleged violation(s).
    - iv. The Assistant Dean of Student Integrity or designee will find the Student responsible or not responsible for the alleged violation(s). The Student will be notified of the outcome of the Administrative Resolution meeting no later than five (5) Days after the meeting occurred. The Student retains his or her appeal rights as stated in Chapter 11 of this Code.
    - v. If the Student fails to attend the Administrative Resolution, the meeting will be held in his or her absence. If the Student is found in violation, sanctions will be assigned.
  - b. **Formal Resolution**
    - i. In a Formal Resolution, the Accused Student appears before the Student Integrity Board for adjudication of his or her case.

- ii. The Accused Student will be notified in writing of the date, time, and location of the hearing. This notice will also include a statement of the alleged behavior, any alleged violations of the Code of Student Integrity, and the names of Student Integrity Board members who will adjudicate the case. The Accused Student will then have three (3) Days from the delivery of this notice to challenge any Board member scheduled to be part of the Board hearing the case. The composition of the Board may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Assistant Dean of Student Integrity who will render a decision.
  - iii. During the Student Integrity Board hearing, the reporting party will have the opportunity to be present to answer any questions the Board may have, as well as any questions the Accused Student may have. The reporting party will also have the opportunity to question the Accused Student. All questions from the reporting party and Accused Student must be directed through the chair of the Board.
  - iv. The Student Integrity Board will recommend findings and any authorized sanction or combination of sanctions it deems to be warranted by the circumstances of the case. Prior conduct history will not be considered until the sanctioning phase of the hearing.
  - v. A written copy of the Student Integrity Board's decision will be submitted to the Dean of Students or designee as a recommendation for administrative action. The Associate Vice President for Student Affairs or designee will review the hearing and all its associated materials and will either affirm the recommended findings and sanctions or reduce the recommended sanctions. The Associate Vice President for Student Affairs or designee will submit a final written decision to the Student and Office of Student Integrity. The Student retains his or her appeal rights as stated in Chapter 11 of this Code.
  - vi. If a Student accused of a violation refuses to cooperate with the Office of Student Integrity or the Student fails to attend the hearing, the hearing will be held in his or her absence. If the Student is found in violation, sanctions will be recommended.
3. **Interim Suspension**
  - a. When the University determines the continued presence of an Accused Student on the University campus or in Housing & Residence Life poses a substantial threat to others, or to the stability and continuance of normal University functions, the Vice President for Student Affairs or designee may suspend the Accused Student for an interim period, pending the outcome of Student Integrity Proceedings.
  - b. At the discretion of the Vice President of Student Affairs or designee, an Accused Student who persists in disrupting a particular class in violation of this Code after a warning by the instructor may be suspended from that class only, for an interim period pending the outcome of Student Integrity Proceedings.
  - c. At the discretion of the Vice President of Student Affairs or designee, an Accused Student who persists in disrupting the community in which he or she lives may be suspended from living on campus and Housing & Residence Life property for an interim period pending the outcome of Student Integrity Proceedings.
  - d. An interim suspension becomes effective immediately without prior notice. The Vice President for Student Affairs or designee may terminate the interim suspension at any time, including prior to the outcome of Student Integrity Proceedings. An Accused Student suspended on an interim basis will be given an opportunity to appear before the Assistant Dean of Student Integrity or designee within five (5) Days from the effective date of the interim suspension to discuss the incident and provide relevant information.

## **Chapter 8: Sexual Misconduct - Prohibited Conduct and Procedures**

Members of the Armstrong State University community, guests, and visitors have the right to be free from sexual violence and discrimination. All members of the Armstrong community are expected to conduct themselves in a manner that does not infringe upon the rights of others. This chapter of the Code of Student Integrity has been developed to reaffirm this expectation and to provide recourse for those individuals whose rights have been violated.

This chapter has two purposes. It serves as: 1) a guide for Students on Armstrong's expectations for sexual communication and interactions, responsibility, and respect; and 2) a measure to determine, after-the-fact, if behaviors have trespassed on community values. Armstrong maintains a policy of zero tolerance for Sexual Misconduct, meaning Armstrong will address all unwelcome conduct of a sexual nature, regardless of the sexual orientation or gender identity of individuals engaging in sexual activity. Resolution is intended to bring an end to harassing or discriminatory conduct, prevent its recurrence, and remedy the effects on the victim and the community.

Armstrong State University encourages the reporting of all sexual misconduct to the Title IX Coordinator, Associate Director of Athletics, Assistant Dean of Student Integrity, or other University official. Sexual Misconduct is a serious offense, and such violations are subject to any combination of conduct sanctions as described in this Code, up to and including suspension or expulsion. Suspension, if given, may be based on satisfying conditions rather than solely on a period of time. Sexual Misconduct covers a range of behaviors as defined below, and therefore a range of sanctions from warning to expulsion may be applied, depending on the nature of the misconduct.

#### A. **Sexual Misconduct Violations**

1. Sexual Assault
2. Sexual Contact without Consent
3. Sexual Exhibitionism
4. Sexual Exploitation
5. Sexual Harassment

#### B. **Sexual Misconduct Definitions**

1. **Consent** means clear, knowing, voluntary permission given by word or demonstrated action to engage in sexual activity.
  - a. **Active Consent**
    - i. Consent must be actively given. There is no implied consent at Armstrong State University.
    - ii. Silence or lack of resistance does not imply Consent.
    - iii. A previous or current relationship or previous participation in sexual activity does not imply current Consent.
    - iv. Consent to one form of sexual activity does not imply Consent to any other sexual activity.
  - b. **Role of Alcohol and Drugs**
    - i. Consumption of alcohol or drugs (including prescription drugs) may impact a person's Capacity to give Consent.
    - ii. Consumption of alcohol or drugs does not relieve a person of the responsibility to obtain active and ongoing Consent.
  - c. **Factors Impacting Consent**
    - i. According to Georgia law, persons under the age of 16 are unable to give Consent.
    - ii. A person cannot give Consent if he or she has a physical or intellectual disability that inhibits his or her Capacity to Consent.
    - iii. A person who is asleep, unconscious, or otherwise incapacitated cannot give Consent.
2. **Sexual Assault** (or attempts to commit the same) means oral sex or any sexual intercourse/penetration (anal, oral or vaginal), however slight, with any object, by a person upon another person, without consent and/or by physical force.
3. **Sexual Contact without Consent** (or attempts to commit the same) means any intentional touching of a person's intimate parts (including genitalia, groin, breast, mouth, buttocks, or clothing covering any of those areas), however slight, with any object, by a person upon another person, without consent and/or by physical force. This also includes causing a person to touch his or her own or another person's intimate parts.

4. **Sexual Exhibitionism** means engaging in a sexual activity or exposing one's intimate parts (including genitalia, groin, female breast (other than when breastfeeding a child) or buttocks) in the presence of others without their Consent.
5. **Sexual Exploitation** means taking nonconsensual or abusive sexual advantage of another for one's own advantage or benefit, or to benefit a person other than the one being exploited. Examples of sexual exploitation include, but are not limited to:
  - a. Non-consensual masturbation.
  - b. Non-consensual photography, video, or audio recording of sexual activity.
  - c. Exceeding the boundaries of explicit consent, such as allowing friends to hide in a closet to be witness to one's consensual sexual activity.
  - d. Engaging in voyeurism (Peeping Tommerly).
  - e. Prostituting another Student.
  - f. Knowingly transmitting a sexually transmitted disease/infection (including HIV) to another Student.
6. **Sexual Harassment** means unwelcome conduct of a sexual nature. Armstrong State University will promptly and effectively remedy all instances of reported Sexual Harassment by providing resources to the Complainant and addressing the effects on the Complainant and the community. To warrant the imposition of disciplinary measures on an Accused Student, Sexual Harassment must meet the definition of hostile environment, quid pro quo, or retaliation as defined below:
  - a. **Hostile Environment** includes situations where harassment is sufficiently severe, pervasive or persistent, and/or offensive if it unreasonably interferes with, limits or denies the ability to participate in or benefit from Armstrong State University's educational or employment programs or activities. The determination of whether an environment is Hostile is based on the circumstances. These circumstances could include, but are not limited to:
    - i. The frequency of the speech or conduct.
    - ii. The nature and severity of the speech or conduct.
    - iii. Whether the conduct was physically threatening.
    - iv. Whether the speech or conduct was humiliating.
    - v. The effect of the speech or conduct on the alleged victim's mental and/or emotional state.
    - vi. Whether the speech or conduct was directed at more than one person.
    - vii. Whether the speech or conduct arose in the context of other discriminatory conduct.
    - viii. Whether the speech or conduct unreasonably interfered with the alleged victim's educational or work performance.
    - ix. Whether a statement is a mere utterance of an epithet, which engenders offense in an employee or a Student or offends by mere discourtesy or rudeness.
  - b. **Quid Pro Quo** Sexual Harassment exists when there are unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature where submission to, or rejection of, such conduct results in (or is threatened to result in) educational or employment action. Quid pro quo harassment may also exist when a threat of adverse action or a promise of a benefit is explicitly conditioned on submission to, or rejection of, such requests.
  - c. **Retaliation** exists when an individual harasses, intimidates or takes other adverse action(s) against a person because of the person's actual, perceived, or potential participation in an investigation of discrimination or sexual misconduct, or his or her support of someone involved in an investigation of discrimination or sexual misconduct. Retaliatory actions include, but are not limited to, threats or actual violence against the person or his or her property, adverse educational or employment consequences, ridicule, intimidation, bullying, or ostracism. The University will impose sanctions on any Student found to be engaging in retaliation.
- C. **Reporting.** Armstrong officials, depending on their roles at Armstrong, have varying reporting responsibilities and abilities to maintain confidentiality. In order to make informed choices, Students should be aware of confidentiality and mandatory reporting requirements when consulting campus resources. Complainants are not required to report acts of Sexual Misconduct, Relationship Violence, or Stalking to law enforcement or campus officials. If a Complainant does want to report an incident, there are two reporting options at Armstrong:
  1. **Confidential Reporting.** To keep details of an incident confidential, Students may speak with on-campus counselors, campus health service providers, off-campus rape crisis resources, and/or clergy/chaplains.

Campus counselors are available to assist free of charge. Counselors may be seen on an emergency basis during normal business hours at the University Counseling Center, located in the 7000 building in Compass Point or at 912.344.2529. Confidential reports will not result in Student Integrity Proceedings. Faculty and staff members (other than those listed above) are not considered confidential resources.

2. **Formal Reporting.** Students are encouraged to speak to the Title IX Coordinator, Assistant Dean of Student Integrity, or the Associate Athletic Director to make formal reports of incidents of Sexual Misconduct. Students have the right, and can expect, to have incidents of Sexual Misconduct taken seriously by Armstrong State University when formally reported, and to have those incidents investigated and properly addressed through Student Integrity Proceedings. Information will be shared only as necessary with investigators, witnesses, and the Accused Student. Formal reporting options are:
    - a. Deidra Dennie, Title IX Coordinator
      - i. Victor Hall 245, 912.344.2669, deidra.dennie@armstrong.edu
    - b. Andrew J. Dies, Assistant Dean of Student Integrity
      - i. Student Union D206, 912.344.3300, andrew.dies@armstrong.edu
    - c. Jennifer Rushton, Associate Athletic Director
      - i. Sports Center 219, 912.344.3368, jennifer.rushton@armstrong.edu
- D. **Sexual Misconduct Procedures.** These procedures may be utilized when an Accused Student has been charged with violating provisions of this chapter as well as Relationship Violence or Stalking.
1. **Interim Measures**
    - a. Armstrong may take measures to protect the Complainant from retaliation. Such measures include interim suspension of the Accused Student; if the Student lives on-campus, a room change for the Accused Student and/or Complainant; a change of class section; a change in work environment; or a No Contact Order.
  2. **Overall Process**
    - a. The process from when a report is received until the case is adjudicated before the Sexual Misconduct board will typically take no more than 60 calendar days. The University will communicate in writing to both the Complainant and the Accused Student to keep both parties aware of the progression of the case.
    - b. All staff involved in this process have received specialized training in the area of Sexual Misconduct.
    - c. Student Integrity Proceedings itself will be prompt, fair, and impartial.
  3. **Investigation Process**
    - a. A trained investigator will conduct a thorough investigation of all complaints of Sexual Misconduct.
    - b. The Complainant, the Accused Student, and any relevant witnesses may be interviewed as part of the investigation process.
    - c. A comprehensive investigative report will be drafted and become part of the information presented to the Sexual Misconduct Board.
  4. **Case Resolution.** All alleged violations of Sexual Misconduct will be adjudicated by the Sexual Misconduct Board. The Standard of Proof utilized in Sexual Misconduct Hearings is a preponderance of evidence.
    - a. The Accused Student and the Complainant will be notified in writing of the date, time, and location of the hearing. This notice will also include a statement of the alleged behavior, any alleged violations of the Code of Student Integrity, and the names of Sexual Misconduct Board members who will adjudicate the case. The Accused Student or Complainant will then have three (3) Days from the delivery of this notice to challenge any individual scheduled to be a part of the Sexual Misconduct Board hearing the case. The composition of the Board may be challenged only on the basis of a conflict of interest or perceived bias. Challenges should be submitted in writing to the Assistant Dean of Student Integrity who will render a decision.
    - b. During the Sexual Misconduct Board hearing, the Accused Student and the Complainant will have the opportunity to be present to answer any questions the Sexual Misconduct Board may have. The Complainant will have the opportunity to question the Accused Student and the Accused Student will have the opportunity to question the Complainant. All questions from the Complainant and Accused Student must be directed through the chair of the Sexual Misconduct Board. Prior conduct

history of the Complainant or prior sexual history of the Accused Student or the Complainant will not be allowed.

- c. The Sexual Misconduct Board will recommend findings and any authorized sanction or combination of sanctions it deems to be warranted by the circumstances of the case. Prior conduct history will not be considered until the sanctioning phase of the hearing.
  - d. A written copy of the Sexual Misconduct Board's recommendation will be submitted to the Dean of Students or designee as a recommendation for administrative action. The Dean of Students or designee will review the hearing and all its associated materials and will either affirm the recommended findings and sanctions or reduce the recommended sanctions. The Dean of Students or designee will submit a final written decision to the Accused Student, the Complainant, and the Office of Student Integrity. The Accused Student and the Complainant will be notified concurrently of the decision, as well as if an appeal has been made, and when the determination is final.
5. If an Accused Student refuses to cooperate with the Office of Student Integrity or the Accused Student fails to attend the hearing, the hearing will be held in his or her absence. If the Accused Student is found in violation, sanctions will be recommended.
  6. **Appeals**
    - a. Both the Complainant and the Accused Student have appeal rights for Sexual Misconduct cases. See Chapter 11 for more information on appeals.

## Chapter 9: Student Integrity Board

### A. Student Integrity Board

1. The Student Integrity Board will be composed of Students selected by the Office of Student Integrity. Students not in good standing with the University may not serve. Appointments will be made as needed to keep the Student Integrity Board staffed to do business in a prompt manner. These appointments may constitute permanent or temporary replacements, as the Office of Student Integrity deems necessary.
2. The Student Integrity Board will elect a president and vice president from its membership. The president will preside at all meetings. The vice president will assume the duties of the president if the president is absent. There must be five (5) Board members present to hear a case. In cases involving accused graduate Students, an effort will be made to have at least half of the Board be comprised of graduate Students. A majority vote is required to reach a finding of responsible. Sanctions and other issues may be decided by simple majority vote.
3. If a Student Integrity Board member has a conflict of interest or personal knowledge of the case or the Accused Student, the Board member will recuse himself or herself from the hearing.

### B. Advisors to the Board

1. The Assistant Dean of Student Integrity or designee will serve as advisor to the Student Integrity Board.
2. It is the duty of the advisor to consult with the Board and to offer advice to the president and the members of the Board on substantive and procedural questions. The advisor or his or her designee will be present at all meetings and hearings of the Board.

## Chapter 10: Sanctions

This list of sanctions is not all inclusive and other sanctions may be assigned to Students, Student Groups, or Student Organizations. Students who fail to complete their sanctions by their determined deadline will receive a hold on their Student account. Student Groups or Student Organizations that fail to complete their sanctions by their determined deadline may have additional sanctions assigned. The University is not responsible for any financial loss incurred by the Student, Student Group, or Student Organization for any sanction.

### A. Individual Sanctions

1. **Written Warning:** Formal notice from the Office of Student Integrity indicating further violations may result in more severe sanctions.

2. **Restrictions:** Exclusion from such specified Student privileges as may be consistent with the violation committed.
  3. **Reduction of a Grade:** For either the course assignment at issue or for the overall course grade (i.e., complete loss of credit for the course).
  4. **Parental/Guardian Notification:** The University may notify parents/guardians of Students under the age of 21 found responsible for drug or alcohol violations. Exceptions may be made for Students who are financially independent from their parents.
  5. **Restitution:** Reimbursement for damage to or misappropriation of property. This may be in the form of appropriate service or other compensations and may be imposed in addition to other sanctions.
  6. **Conduct Probation:** The Student is not in good conduct standing with the University for a definite or indefinite period of time. Further violations of this Code could result in removal from housing, suspension, or expulsion from the University.
  7. **Housing Removal:** Removal and trespass from Housing & Residence Life for a definite period of time. Removal from Housing due to conduct sanctions may result in loss of any room or board paid for that semester.
  8. **Permanent Housing Removal:** Removal and trespass from Housing & Residence Life for an indefinite period of time. Removal from Housing due to Student Integrity sanctions may result in loss of any room or board paid for that semester.
  9. **Deferred Suspension:** Notice to the Student that any further violations will result in suspension or expulsion from the University.
  10. **Suspension:** The temporary separation of a Student's relationship with the University. Students who are suspended are banned from campus and all University Events. Conditions for readmission may be specified. Upon completion of the term of suspension, Students must meet with the Office of Student Integrity prior to enrolling for classes.
  11. **Expulsion:** The permanent separation of the Student's relationship with the University.
  12. **Other Sanctions:** May include research papers, letters of apology, educational presentations, reflective essays, interviewing members of campus, or other assignments deemed appropriate.
- B. **Group or Organization Sanctions.** When a Student Organization is charged with a violation, the advisor(s), any applicable regional, national, international offices, and the Office of Student Life will be notified. The official outcome will become part of the Organization's file in the Office of Student Life.
1. **Written Warning:** Formal notice from the Office of Student Integrity indicating further violations may result in more severe sanctions.
  2. **Registration Probation:** A status in which a Student Organization is considered to not be in good Integrity standing with the University. The Organization may seek and add members and host activities unless otherwise specified. Further violations may result in Registration Suspension or Revocation.
  3. **Registration Suspension:** A status in which the University recognition of a Student Organization is removed for a definite period of time. During a period of Registration Suspension, the Student Organization may continue to occupy or hold property, but may not seek or add members, hold or sponsor events, or sponsor or attend any events that are social in nature.
  4. **Registration Revocation:** A status in which the University recognition of a Student Organization is permanently revoked. The Student Organization may no longer function or have a presence on University property or at University sponsored activities.
  5. **Other Student Group or Student Organization Sanctions:** Restriction/exclusion from activities, restitution, or suspension of recruitment or intake processes.

## Chapter 11: Appeals

### A. Academic Integrity Violations

1. A Student may appeal to the Provost or designee, provided the basis for the appeal is limited to the criteria listed below. Students who have accepted an Informal Resolution are not eligible for an appeal.
2. A Student found responsible for violating this Code will have five (5) Days from the delivery of the official outcome letter to appeal. The appeal packet will be limited to a review of the record of the Student Integrity

Board, supporting documents, and the Student's written appeal. The Student must explicitly state why he or she believes an appeal is warranted. Appeals will only be considered for the following reasons:

- a. To determine whether the original hearing was conducted fairly and in conformity with prescribed procedures.
  - b. To determine whether the sanctions or supplementary requirements imposed were appropriate for the violation for which the Student was found responsible.
  - c. To determine whether new information, not available to the Student at the time of the hearing, is relevant to the final decision.
3. Any Student wishing to appeal should submit his or her appeal in writing to the Assistant Dean of Student Integrity. The Assistant Dean of Student Integrity will compile all pertinent information and deliver the appeal packet to the Provost. The Provost may affirm the findings and sanctions, reduce the sanctions, or remand the case back for a re-hearing. The Provost will make a decision in a reasonable period of time.
  4. The decision of the Provost is the final institutional action. There is no further right of appeal.

**B. Behavioral Integrity Violations**

1. A Student may appeal to the Vice President for Student Affairs or designee, provided the basis for the appeal is limited to the criteria listed below.
2. A Student found responsible for violating this Code will have five (5) Days from the delivery of the official outcome letter to appeal. The appeal packet will be limited to a review of the record of the Administrative Resolution or Student Integrity Board, supporting documents, and the Student's written appeal. The Student must explicitly state why he or she believes an appeal is warranted. Appeals will only be considered for the following reasons:
  - a. To determine whether the original hearing was conducted fairly and in conformity with prescribed procedures.
  - b. To determine whether the sanctions or supplementary requirements imposed were appropriate for the violation for which the Student was found responsible.
  - c. To determine whether new information, not available to the Student at the time of the hearing, is relevant to the final decision.
3. Any Student wishing to appeal should submit their appeal in writing to the Assistant Dean of Student Integrity. The Assistant Dean of Student Integrity will compile all pertinent information and deliver the appeal packet to the Vice President for Student Affairs. The Vice President for Student Affairs may affirm the findings and sanctions, reduce the sanctions, or remand the case back for a re-hearing. The Vice President for Student Affairs will make a decision in a reasonable period of time.
4. The decision of the Vice President for Student Affairs is the final institutional action. There is no further right of appeal.

**C. Sexual Misconduct, Relationship Violence, and Stalking Violations**

1. An Accused Student or Complainant may appeal to the Vice President for Student Affairs or designee, provided the basis for the appeal is limited to the criteria listed below.
2. A Student found responsible for violating this Code will have five (5) Days from the delivery of the official outcome letter to appeal. The appeal packet will be limited to a review of the record of the Sexual Misconduct Board, supporting documents, and the Student's written appeal. The Student must explicitly state why he or she believes an appeal is warranted. Appeals will only be considered for the following reasons:
  - a. To determine whether the original hearing was conducted fairly and in conformity with prescribed procedures.
  - b. To determine whether the sanctions or supplementary requirements imposed were appropriate for the violation for which the Student was found responsible.
  - c. To determine whether new information, not available to the Student at the time of the hearing, is relevant to the final decision.
3. The Complainant in a Sexual Misconduct case also maintains an appeal right. The Complainant will have five (5) Days from the delivery of the official outcome letter to appeal. The appeal packet will be limited to a review of the record of the Sexual Misconduct Board, supporting documents, and the Complainant's written appeal. The Complainant must explicitly state why he or she believes an appeal is warranted. Appeals will only be considered for the following reasons:
  - a. To determine whether the original hearing was conducted fairly and in conformity with prescribed procedures.

- b. To determine whether the sanctions or supplementary requirements imposed were appropriate for the violation for which the Student was found responsible.
  - c. To determine whether new information, not available to the Complainant at the time of the hearing, is relevant to the final decision.
4. The Student found responsible or Complainant wishing to appeal should submit his or her appeal in writing to the Assistant Dean of Student Integrity. The Assistant Dean of Student Integrity will compile all pertinent information and deliver the appeal packet to the Vice President for Student Affairs. The Vice President for Student Affairs may affirm the findings and sanctions, reduce the sanctions, or remand the case back for a re-hearing. The Vice President for Student Affairs will make a decision in a reasonable period of time. Both the Complainant and the Accused Student will receive notice of the appeal and the outcome of the appeal.
5. The decision of the Vice President for Student Affairs is the final institutional action.  
There is no further right of appeal.

## **Chapter 12: Revisions of this Code**

Reviews of the Code will occur annually. The review and revision of this Code will be overseen by the Office of Student Integrity, in consultation with the Provost, the Vice President of Student Affairs, and University Counsel. The Office of Student Integrity will work closely with appropriate constituents across campus to ensure necessary revisions are made in a timely manner. Representatives from the Student Government Association and Student Conduct Committee will have the opportunity to provide input.

The most recent edition of the Code of Student Integrity may be found on the Office of Student Integrity website. Armstrong State University reserves the right to revise or correct the Code as needed. Students will be notified via University email when changes to the Code have been made.

# Harassment Policy

## Purpose/Rationale

It is the policy of this university that all faculty, staff and students have the opportunity to study and work in an atmosphere and environment free from any form of harassment or retaliation. Harassment or retaliation constitute discrimination under various state and federal laws and will not be tolerated by the university.

## Definition of Harassment

Harassment is defined as verbal or physical conduct that denigrates or shows hostility or aversion toward an individual because of race, color, religion, gender, sexual orientation, national origin, age or disability or that of their relatives, friends or associates, and that:

- Has the purpose or effect of creating an intimidating, hostile or offensive work or study environment; or
- Has the purpose or effect of unreasonably interfering with an individual's work or study performance; or
- Otherwise adversely affects an individual's employment or study opportunities.

## Examples of harassing conduct include, but are not limited to the following:

- Epithets, slurs, negative stereotyping, or threatening, intimidating or hostile acts that relate to race, color, religion, gender, sexual orientation, national origin, age or disability; and
- Written or graphic material that does not serve an academic purpose that denigrates or shows hostility or aversion toward an individual or group because of race, color, religion, gender, sexual orientation, national origin, age or disability and that is placed on walls, bulletin boards or elsewhere on university premises or circulated in the workplace or the classroom.

## Definition of Sexual Harassment

Pursuant to Title VII of the Civil Rights Act of 1964 and Title IX of the Educational Amendments of 1972, "sexual harassment" is defined as unwelcome sexual advances, requests for sexual favors, and other verbal and physical conduct of a sexual nature when:

- submission to such conduct is made either implicitly or explicitly a term or condition of an individual's employment or status in a course, program or activity; submission or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting such individual;
- such conduct has the purpose or effect of interfering with the individual's work or educational performance; of creating an intimidating, hostile, or offensive working and/or learning environment; or of interfering with one's ability to participate in or benefit from an educational program or activity.

## Examples of sexual harassment may include, but are not limited to the following:

- Physical assault which may carry criminal penalties as well.
- Direct or implied threats that submission to sexual advances will be a condition of employment, work status, compensation, promotion, grades, or letters of recommendation.
- Sexual advances, physical or implied, or direct propositions of a sexual nature. This activity may include inappropriate/unnecessary touching or rubbing against another, sexually- suggestive or degrading jokes or comments, remarks of a sexual nature about one's clothing and/or body, preferential treatment in exchange for sexual activity, and the inappropriate display of sexually-explicit pictures, text, printed materials, or objects that do not serve an academic purpose.
- A pattern of conduct, which can be subtle in nature, that has sexual overtones and is intended to create or has the effect of creating discomfort and/or humiliating another.
- Remarks speculating about a person's sexual activities or sexual history, or remarks about one's own sexual activities or sexual history that do not serve a medical, employment or academic purpose.

Armstrong State University is committed to maintaining a fair and respectful environment for living, work and study. To that end, and in accordance with federal and state law and Board of Regents' policy, the university prohibits any member of the faculty, staff, student body, or visitors to campus, whether they be guests, patrons, independent contractors, or clients, from harassing any other member of the university community. Any form of harassment will be met with appropriate disciplinary action, up to and including dismissal from the university.

## Definition of Retaliation

Retaliation is any adverse action taken against individual(s) for filing an action of discrimination, participating in an investigation, or opposing discriminatory practices. Retaliation is prohibited. Retaliatory action is illegal. Actions taken in retaliation for the filing, in good faith, of complaints of harassment are prohibited regardless of whether the claim of harassment is determined to be valid or unfounded. Reprisal in any form should be reported to a supervisor or university administrator. Retaliatory behavior will not be tolerated and is subject to disciplinary action by the university that can result in sanctions up to and including termination of employment.

Examples of retaliatory actions include, but are not limited to:

- assigning inappropriately low grades.
- giving deflated performance evaluations
- employment termination
- punitive scheduling
- withholding of deserved support for promotion and tenure
- assigning inadequate and undesirable space
- undeserved demotion
- punitive work assignments

## Amorous or Sexual Relationships

Armstrong State University's educational mission is promoted by professionalism which is fostered by an atmosphere of mutual trust and respect. Trust and respect are diminished when those in positions of authority abuse that authority or place themselves in a situation of perceived or actual conflict of interest. A conflict of interest is created when an individual evaluates or supervises another individual with whom he or she has an amorous or sexual relationship. Such relationships, even when consensual, may be exploitative, and they imperil the integrity of the work or educational environment. They also may lead to charges of sexual harassment. Thus, the university discourages amorous or sexual relationships between supervisors/subordinates and between faculty/students.

Whenever a conflict of interest situation arises or is foreseen, the employee in a position of authority must resolve any potential conflict of interest by taking necessary steps which may include removing himself or herself from evaluative decisions concerning the other individual. If he or she is unable to personally resolve the conflict of interest, he or she is required to inform the immediate supervisor promptly and seek advice and counsel in dealing with the conflict. The employee, along with the supervisor, is responsible for taking steps to ensure unbiased supervision or evaluation of the employee or student. Failure to resolve potential or actual conflict of interest situations, as described in this policy, may result in disciplinary action.

Faculty may have a significant role in academic personnel matters affecting their colleagues and students. Faculty who engage in amorous or sexual relationships with other faculty or students may place themselves in a conflict of interest situation. When this occurs, a faculty member must be sensitive to how the relationship may influence academic personnel decisions. Faculty must make every effort to resolve any situation involving a conflict of interest.

## **Student-to-Student Harassment**

Any form of harassment between students, neither of whom is employed by the university, should be treated as a disciplinary matter and should be reported to the Office of Student Affairs.

## **Responsibility of Students and Employees**

All students and employees should report any form of harassment that they experience, observe, hear about, or believe may be occurring. No student or employee should assume that an official of Armstrong State University knows about a specific situation.

## **Academic Freedom**

Academic freedom shall be considered in investigating and reviewing complaints and reports of harassment. However, raising issues of academic freedom will not excuse behavior that constitutes a violation of the law or the university's harassment policy.

## **Processing of Reports and Complaint Definitions**

Harassment Prevention Officer – Deidra Dennie

Victor Hall - 238

912.344.2669

deidra.dennie@armstrong.edu

The Harassment Prevention Officer is the individual or individuals designated by the President to be primarily responsible for investigating reports and complaints of harassment in accordance with the procedure. The Harassment Prevention Officer must be designated by name, telephone number, and location. The Harassment Prevention Officer is authorized to designate other individuals to assist with investigating harassment complaints and reports as deemed appropriate.

Decision-making Authority: The Decision-making Authority is the individual designated to review investigative reports, to make findings whether the harassment policy has been violated based upon the investigation, and to determine the appropriate action for the university to take based upon the findings. The Decision-making Authority will be the Vice President and Dean of the Faculty or his/her designee. If the respondent in a harassment complaint or report is the Vice President and Dean of the Faculty, the Decision-making Authority will be the President. If the Respondent in a harassment complaint or report is the President, the Decision-making Authority will be the Chancellor. The Decision-making Authority will be the Chancellor.

## Reports and Complaints

- All reports and complaints of any form of harassment will be promptly investigated and appropriate action will be taken as expeditiously as reasonably possible. Complaints and reports of harassment should be reported as soon as possible after the incident(s) in order to be most effectively investigated. The university will make reasonable efforts to protect the rights of both the complainant and the respondent. The university will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses in a manner consistent with the university's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations required by law.
- The university encourages any person who feels he or she has been harassed to report the incident to the Harassment Prevention Officer. Any student, faculty member, or employee who knows of, receives information about or receives a complaint of harassment should report the information or complaint to the Harassment Prevention Officer. Administrators and supervisors must report incidents of harassment which are reported to them to the Harassment Prevention Officer in a timely manner.

## Investigation and Resolution

- The university's complaint process, outlined herein, is the procedure to be used to end inappropriate behavior, investigate for the purpose of fact finding, and facilitate resolution of complaints involving allegations of harassment. However, as part of the complaint process, the Harassment Prevention Officer may recommend that the complainant and respondent attempt to resolve their differences through mediation. The university reserves the right to investigate and resolve a complaint or report of harassment regardless of whether the complainant pursues the complaint. In such cases, the respondent shall be informed of the status of the investigation at reasonable times up until the university's final disposition of the complaint, ensuring that the respondent is able to respond to the substance of the complaint during meetings convened by the Decision-making Authority to consider discipline based upon the substance of the investigative report.
- These procedures do not replace the right of complainants or respondents to pursue other options or remedies available under the law.

## Informal Process

The following procedures for informal resolution are optional. The Harassment Prevention Officer shall determine whether and/or how to proceed. The goal of informal resolution is to stop inappropriate behavior, investigate, and facilitate resolutions, if possible. If a complainant is able and feels safe, he or she should clearly explain to the alleged offender that the behavior is objectionable and request that it cease. The complainant should do so as soon as possible after the incident occurs.

The complainant may utilize the assistance of the Harassment Prevention Officer. Communication with the alleged offender may be in person, on the telephone, or in writing. If the behavior does not stop, or if the complainant believes some adverse employment or educational consequences may result from the discussion, he or she should go to the next higher level of supervision to document the complaint. The supervisor should report the complaint to the Harassment Prevention Officer. The

Harassment Prevention Officer will work with the supervisor to facilitate a resolution of harassment complaints at the local level when deemed appropriate.

If an allegation of harassment is pursued through the university's informal procedure, the Harassment Prevention Officer must be contacted in order to initiate a complaint. The complaint should be brought as soon as possible after the most recent incident. The Harassment Prevention Officer will:

- determine whether the complaint is one which should be processed through another university dispute resolution procedure, such as mediation, available to the complainant; if appropriate, the Harassment Prevention Officer shall refer the complainant to that procedure(s) as soon as possible;
- inform the individual of the provisions of both the informal and formal discrimination/harassment complaint procedures and provide a copy of the complaint procedure;
- inform the person against whom the complaint is being brought of its existence;
- maintain appropriate documentation;
- disclose appropriate information to others only on a need-to-know basis consistent with state and federal law. An informal complaint may be investigated without identifying the complainant, if in the judgment of the Harassment Prevention Officer, this would increase the likelihood of satisfactory resolution of the complaint. While confidentiality cannot be guaranteed, care will be taken to keep investigation discussions sufficiently broad to protect the complainant's identity when requested. If the Harassment Prevention Officer finds there is evidence that the complained behavior occurred, he/she may use one or more of the following methods (which may also be part of the formal process) to stop the behavior;
- discussing the matter with the alleged offender, informing him or her of the policy and indicating that any inappropriate behavior must stop;
- suggesting counseling and/or sensitivity training;
- conducting training for the unit, division, or department, calling attention to the consequences of engaging in such behavior;
- requesting a letter of apology to the complainant;
- facilitating meetings between the parties and separating the parties, etc.
- composing a written letter of agreement confirming that respondent has been informed of the policy, identifying and accepting the Harassment Prevention Officer's resolution of the complaint, and stating that retaliation is prohibited. During the informal process, the Harassment Prevention Officer may keep the supervisor/administrator informed of the status of the complaint and may seek input from the appropriate supervisor/administrator when implementing corrective action.

If the informal procedures do not resolve the complaint within a reasonable period of time to the satisfaction of the Harassment Prevention Officer, or the Harassment Prevention Officer feels that additional steps should be taken, he/she should commence the formal procedures unless reasonable delays are deemed appropriate.

## **Formal Process**

If a complaint is not resolved through the informal complaint procedures or if the Harassment Prevention Officer determines that the complaint should be pursued through formal complaint procedures, the formal procedures must be used. The Harassment Prevention Officer or his/her designee will:

- secure a formal complaint in writing. The complaint must include a detailed description of the allegations upon which the charge is based, a list of possible witnesses, as deemed appropriate by the Harassment Prevention Officer, and the resolution sought.
- notify the respondent in writing of the nature of the allegations and include a copy of the harassment policy and process. The respondent may provide a written response to the allegations.

- conduct an investigation of the complaint, including appropriate interviews and meetings. The Harassment Prevention Officer may convene a committee to assist in conducting the investigation, as needed. Although attorneys are prohibited from participating in interviews and meetings between the Harassment Prevention Officer and the complainant or other witnesses, they may accompany and provide confidential advice to their client.
- prepare a report to the Decision-making Authority.
- the report may be provided to the complainant and/or respondent, as deemed appropriate, in keeping with state and federal law. After receiving the report of the Harassment Prevention Officer, the Decision-making Authority may, at his/her discretion, meet with either party; request additional information which may include written arguments from the complainant/respondent relating to the allegations of the complaint; or take other measures deemed necessary to reach a decision. The Decision-making Authority will report in writing to the parties and the Harassment Prevention Officer, his or her findings as to whether or not the harassment policy has been violated. The Decision-making Authority will take into account the surrounding circumstances; the nature of the behavior; the relationship(s) between the parties; the context in which the alleged incident(s) occurred; and other relevant facts upon which he/she relied in reaching a decision. If the Decision-making Authority makes the judgment that a violation of policy has occurred he or she will determine the nature and scope of sanctions and when/how to implement sanctions.

## **Investigative Data**

During the investigation, the Harassment Prevention Officer will keep confidential to the extent permitted by state and federal law the information gathered during the investigation. The Harassment Prevention Officer shall exercise due care in sharing identifiable information about students, staff or faculty at all times.

## **Summary Action**

The President or designee may impose a summary suspension prior to the resolution of informal or formal proceedings. However, a summary suspension may be imposed only when, in the judgment of the President, the accused individual's presence on campus would constitute a threat to the safety and well-being of members of the campus community. Before implementing the summary suspension, the accused individual shall be given written notice of the intention to impose the summary suspension and shall be given an opportunity to present oral and written arguments against the imposition of the suspension. If the accused individual is summarily suspended, the formal process should be completed within the shortest reasonable time possible, not to exceed ten (10) working days. During the summary suspension, the accused individual may not enter the campus without obtaining prior permission from the Harassment Prevention Officer.

## **University Action**

The university will take the appropriate remedial action, based on results of the investigation, and will follow up as appropriate to ensure that the remedial action is effective. Complainants are encouraged to report any reoccurrences of conduct which were found to violate the harassment policy. The Decision-making Authority will notify the complainant and respondent, in writing, of the results of the formal investigation. Written notice to parties relating to discipline, resolutions, and/or final dispositions is deemed to be official correspondence from the university.

## **Right to Appeal**

Pursuant to this policy, the complainant and the respondent shall have the right to appeal the decision of the Decision-making Authority to the President or his or her designee. In exercising the right of appeal to the President as provided by this procedure, a written appeal must be made within ten (10) working days after written notification of the decision which is being appealed. The

President or his or her designee may receive additional information if he or she believes such information would aid in the decision. A decision will be made within a reasonable time and the Harassment Prevention Officer, the complainant, and the respondent will be notified of the decision. During the time of the appeal and review, disciplinary action taken as a result of the original complaint, may be implemented and enforced.

## **Education and Training**

The university will provide a full range of education and training programs to promote awareness and prevention of harassment. Education and training programs also should include education about the university's harassment policy, as well as training for responsible personnel in conducting investigations, management and implementation of the complaint procedure.

## **Dissemination of Policy and Procedure**

Information regarding this policy will be provided during student orientation, during employee orientation, and to all individuals who volunteer in various positions on campus. Copies of the policy will be readily available in all departments and units of the university. In addition, the policy will be posted on the university's website.

## **Record Retention**

During an investigation of a complaint and, upon the completion of an investigation, the custodian of the file shall be the Harassment Prevention Officer. Future access to any file shall be provided in keeping with the Georgia Open Records Act and the Family Educational Rights and Privacy Act.

## **Harassment Prevention Officer**

Deidra Dennie

Victor Hall - 238

912.344.2669

deidra.dennie@armstrong.edu