

# Academic Policies

## Policies and Procedures for Freshman Admissions

Auburn University, is an equal-opportunity educational institution, and as a matter of policy, does not discriminate in its admissions policy on the basis of race, color, sex, religion, disability, sexual orientation, age or national origin. Preference is given to the admission of Alabama residents at the undergraduate level; in considering applications to professional schools or programs with restrictive admissions policies, the length of residency in the state will be a factor.

Applications for resident and non-resident students are accepted for all curricula; however, the number of students and academic credentials of the applicants accepted for admission are determined by the availability of facilities and faculty.

**Application Forms.** Applicants are required to submit their application electronically by using the document available on the Auburn University website at [www.auburn.edu/apply](http://www.auburn.edu/apply). Application to the Graduate School, the College of Veterinary Medicine, or the James Harrison School of Pharmacy must be made to those schools.

**Process for Application.** All individuals except incoming freshmen may apply for entrance to any term of a calendar year as early as June 1 of the preceding year. Applications from incoming freshmen are accepted, beginning August 1. Applicants to Veterinary Medicine and Pharmacy will be admitted in the fall semester only. Because of the large number of applications, credentials should be submitted as early as possible. In all cases, complete credentials along with the medical examination report must be filed at least three weeks before the term's opening. **The university reserves the right to establish earlier deadlines should circumstances warrant. Prospective students who are offered admission to the university must maintain a level of academic achievement comparable to that in the record used for admission evaluation. Otherwise, the university reserves the right to rescind the offer of admission.**

**Application Fee.** A \$50 processing fee (international application processing fee is \$60), payable by check, money order or credit card, must accompany all admission applications and is neither refundable nor applicable to other fees. Responses on the application forms and on related materials must be complete and accurate; entrance may be denied or registration canceled as a result of false or misleading statements.

Applicants may receive provisional acceptance after they submit the application form and current academic documents. However, they must complete and return a medical examination report form provided by the university by the first day of classes of the first term. The university may require additional medical examinations, and it may refuse admission to individuals whose health records indicate that their health or the university community might be adversely affected by their attendance. All applicants must certify that they have registered with the Selective Service Board or that they are not required by law to register.

Applicants may be asked to supply evidence of good character. The university may deny admission to those whose presence is deemed detrimental to the institution or its students.

**Admission of Freshmen: Academic Criteria.** Favorable consideration for admission will be given to accredited secondary school graduates whose college standardized test scores, high school grades, and other factors, give promise of the greatest level of success in college courses.

Secondary school students planning to apply for admission to AU should emphasize the following high school courses: English, mathematics, social studies, sciences and foreign languages.

### HIGH SCHOOL CURRICULUM REQUIREMENTS

English.....	4 years
Mathematics .....	3 years
Algebra I and Algebra II .....	2 years
Geometry, Trigonometry, Calculus or Analysis.....	1 year
Science.....	2 years
Biology .....	1 year
Physical Science.....	1 year
Social Studies.....	3 years

Recommended: one additional Science, one additional Social Studies and one Foreign Language.

Applicants are required to present scores from either the American College Test (ACT) or the Scholastic Aptitude Test (SAT) of the College Entrance Examination Board. Scores must be received from the testing

agency directly not on the high school transcript. Students will also be required to submit test scores on the Writing Test section of the ACT or the Essay section of the SAT. Scores on these tests may be used as a partial basis for admission, for placement in English, chemistry, and mathematics and for awarding university scholarships and loans. The writing score is not utilized in awarding scholarships and loans. Applicants whose native language is not English are required to demonstrate proficiency in English.

Applicants of mature age who are not high school graduates may be considered for admission if their educational attainments are shown through testing to be equivalent to those of a high school graduate. The tests used include the USAFI General Educational Development Test, the American College Test and/or other tests recommended by the Admissions Committee. The Committee will consider applicants from non-accredited high schools on an individual basis.

*For further admission information, prospective students may contact:* Office of Enrollment Services, The Quad Center, Auburn, AL 36849, [admdean@auburn.edu](mailto:admdean@auburn.edu)

**Early Admission and Joint Enrollment.** Students of high academic promise may be admitted directly from the eleventh grade without a diploma or jointly enroll in college courses during the senior year of high school. Basic requirements for early admission include:

- Superior competence and preparation, evidenced by the high school record and college aptitude test scores (ACT, SAT or other tests prescribed by the University Admissions Committee).
- A letter from the high school principal assessing the applicant's emotional and social maturity and readiness for college work.
- A letter of support from a parent or guardian.
- A letter from the student requesting early admission, including the circumstances for early admission.
- Proper personal qualifications.

**Advanced Standing and Credit.** Prospective students are advised to check the website of the Office of the Registrar for specific information on placement and credit at [www.auburn.edu/administration/registrar/](http://www.auburn.edu/administration/registrar/).

Entering students with superior preparation or with special competence in a specific area may qualify for advanced placement or credit. Placement or credit may be granted on the basis of Advanced Placement Examinations of the College Board, International Baccalaureate scores, scores on college ability or achievement tests, departmental proficiency examinations, and other evidences of experience and competence.

Students enrolled at Auburn may apply to an academic department for a Departmental Proficiency Test if they have demonstrated a reasonable basis of experience or study in the subject area. If they score a satisfactory grade on the examination, they will be eligible for placement in an advanced course and for credit in the subject. Students who have previously enrolled for the subject at Auburn are not eligible for this test in the same subject.

The amount of advanced placement credit granted in each subject area is determined by the recommendation of the academic teaching department with the approval of the student's academic dean and the provost or designee.

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

**Tuition Deposit.** All freshmen and transfer applicants who meet the university admission requirements and are offered provisional admission are required to pay a \$200 non-refundable deposit to confirm the offer of admission. Deposits for the summer and/or fall semesters are due by May 1, and deposits for spring semester are due November 1. However, it is suggested students deposit as early as possible. Students will receive housing information and orientation registration materials following submission of the deposit.

**Admission of Transfer Students and Transfer Credit.** Transfer applicants must provide official transcripts (not duplicated or faxed copies) from each college attended, including any at which the applicant enrolled while in high school. A minimum 2.5 cumulative GPA on a 4.0 scale on all college work attempted and eligibility to re-enter the institution last attended are required to be considered for transfer admission. Transfer applicants who were not eligible for admission to Auburn when they graduated from high school must present a minimum of 45 quarter hours or 30 semester hours of college credit. All transfer students who have attempted 45 quarter hours or 30 semester hours of college work must have earned a cumulative

2.5 GPA in at least 30 quarter hours, or 20 semester hours, of standard academic courses as required in Auburn University's Core Curriculum, in addition to the overall 2.5 cumulative average. These 30 quarter hours, or 20 semester hours, must include at least one course in each of the following areas: English (college-level composition or literature), History, Mathematics - approved core mathematics for articulation and general studies (or its equivalent from other institutions) and Natural Science with a laboratory. Admission of transfer students to the university is contingent on availability of space.

Transfer applicants (from both on and off campus) to Architecture, Interior Architecture and Building Science in the College of Architecture, Design and Construction must meet all university requirements and must have a minimum 2.80 cumulative GPA.

The Department of Consumer Affairs limits admission of transfer students to the Interior Design (INDS) curriculum, based on space available. Students from both on- and off-campus who wish to transfer into INDS must submit a Statement of Intent, résumé and transcripts from all schools attended. Both on- and off-campus transfer applicants must have a minimum cumulative GPA of 2.5 (on a 4.0 scale) on all collegiate work attempted. The applicant's GPA, Statement of Intent, related courses and work experience are criteria which will determine admission status. Applicants for the INDS program are admitted only in the fall term.

Entrance examinations may be required of applicants transferring from colleges with which the university has had little or no experience.

**Transfer Credit.** For students transferring from accredited public institutions within the state of Alabama, the amount of credit for freshman and sophomore course work is governed by the Articulation and General Studies agreement. Credit for Core Curriculum English writing courses is allowed only on grades of C or better, as approved by the Discipline Committee of the Articulation and General Studies Agreement. Courses with grades of D are only acceptable for transfer in those degree programs in which grades of D are acceptable for equivalent freshman and sophomore courses taken at Auburn University. The maximum credit allowed for work completed in a junior college will be equivalent to one-half of the student's curriculum at Auburn but not to exceed 96 quarter hours or 64 semester hours.

For students transferring from other accredited institutions, the amount of transfer credit and advanced standing allowed will be determined by the appropriate dean and the provost or designee. Courses with grades of D are only acceptable for transfer in those degree programs in which grades of D are acceptable for equivalent courses taken at Auburn University.

Students transferring from unaccredited institutions or programs may be granted provisional credit. When such credit is allowed, the final amount of credit will be determined upon completion by the student of one year of course work at Auburn University. If a C average is not achieved, the amount of credit will be reduced in proportion to the number of hours in which the student fails to earn a C average or better.

All courses offered at Auburn University are eligible to be transferred to other bachelor's degree-granting colleges and universities, in accordance with the specific policies of those institutions.

For further admission information, prospective students may contact: Office of Enrollment Services, The Quad Center, Auburn, AL 36849, admdean@auburn.edu

**Transferring from Auburn University Montgomery (AUM).** Undergraduates enrolled at either of Auburn's campuses may take classes at either campus, if they are in good standing, and approved by the home campus, and have that credit count toward their graduation requirements. This policy does not supersede departmental requirements related to the minimum number of credits to be earned in the major at the home campus. During such terms when students take classes at the other campus, they are classified as transient students. Students must complete an admission application as a transient student; however, the application fee will be waived. To become a degree-seeking student on either campus, however, students must meet minimum transfer requirements.

For further admission information, prospective students may contact: Office of Enrollment Services, The Quad Center, Auburn, AL 36849, admdean@auburn.edu

**Admission of Undergraduate Transient Students** (Non-degree candidates enrolling for one term). A student in good standing in an accredited college may be admitted to the university as a transient student when faculty and facilities are available. Generally, space availability is limited for the fall semester.

To be eligible for consideration, an applicant must submit an application, an acceptable medical report and a letter of good standing bearing the signature of the dean or registrar of the college in which the applicant is currently enrolled.

Permission to enroll is granted for one term only; a transient student who wishes to re-enroll must submit a new application. Transient status does not constitute admission or matriculation as a degree candidate. The transient is, however, subject to the same fees and regulations as a regular student except for the continuation-in-residence requirements.

**Admission of Unclassified Students.** Admission to most undergraduate programs as an Unclassified Student may be granted on the basis of the bachelor's degree from an accredited college. Unclassified students must submit the same admissions credentials as transfer applicants.

For further admission information, prospective students may contact: Office of Enrollment Services, The Quad Center, Auburn, AL 36849. admdean@auburn.edu

**Special Admissions.** Persons who do not meet general admission requirements for freshmen but who are judged to have potential for success may be approved for special admission. An individual interested in special admission should contact the Office of Enrollment Services.

**Admission of International Students.** The university welcomes admission inquiries from international students. Because of limited facilities, only those students who have demonstrated academic excellence will be given serious consideration for admission. The international student should be proficient in English. In all cases, English proficiency is determined by satisfactory results on the Test of English as a Foreign Language (TOEFL), offered by the Educational Testing Service, Box 899, Princeton, N.J., 08540, U.S.A. The student must also submit satisfactory results on the Scholastic Aptitude Test of the College Entrance Examination Board.

International students should first send all of their academic credentials to a professional credentials evaluation agency for evaluation. If they appear qualified and show promise of success in their chosen fields of study, they will be asked to make formal application, which must be accompanied by a non-refundable application fee of \$60. If applicants present satisfactory academic credentials, test results, and evidence that they have sufficient funds to meet their college expenses (there is no financial assistance for undergraduate international students), they will then be sent an acceptance and the form I-20, the authorization for a student visa. International students are required to purchase the university student insurance plan or provide evidence of equivalent coverage. This mandatory health insurance may be purchased upon arrival in the U.S.

Detailed information can be found at the: Office of International Education, 228 Foy Hall, Auburn University, Auburn, AL 36849. intledu@auburn.edu

For further admission information, prospective students may contact: Office of Enrollment Services, The Quad Center, Auburn, AL 36849, USA. admdean@auburn.edu

**Admission of Auditors.** Auditing of courses is restricted, but when faculty and facilities are available, individuals who do not seek admission for course credit may audit a lecture course or the lecture portion of a course upon approval of the dean and the head of the department. A formal application must be filed. Auditors must register and pay appropriate fees. Although listed on class rolls, auditors are not required to take part in classroom discussion, tests, examinations or reports, and they receive no grade or credit. However, students who attend the audited course rarely or not at all will have non-attendance of the course indicated on their records.

A student enrolled in other courses for credit will be granted permission to audit a course only on the approval of the dean and the head of the department of the course involved.

Students may not change from audit to credit after classes begin, but may change from credit to audit within the first four weeks of classes (seven class days during any summer session). No refund of fees will be made except for changes made during the first three weeks of classes in accordance with university policy.

For further admission information, prospective students may contact: Office of Enrollment Services, The Quad Center, Auburn, AL 36849. admdean@auburn.edu

**Admission to Graduate Standing.** Admission to graduate standing is granted only by the university's Graduate School. A \$50 (\$60 international) application fee is required. A bachelor's degree or equivalent from an accredited college or university is required for Graduate School admission

and submission of satisfactory scores on the General Test of the Graduate Record Examinations (GRE) is required for Graduate School admission in all departments except: Community Mental Health; Industrial Design; Integrated Design and Construction; Landscape Architecture; Nursing; School Counseling; and Real Estate Development. The Physicians MBA and Executive MBA programs do not require any standardized test for admission. The following programs require the Graduate Management Admission Test (GMAT): Accountancy; Aviation and Supply Chain Management; Finance; and MBA. The following programs require the GRE or the GMAT: Hospitality and Management (GMAT preferred).

**Readmission.** Students who have previously attended Auburn and who wish to re-enter must secure permission to register from the Office of the Registrar if they have not been enrolled at AU during the preceding 12 months or if they have been academically ineligible to be enrolled. Undergraduate students who have not been enrolled at Auburn University for a period of five years or more and who are returning to the same curriculum may be subject to different university, college, school, or departmental requirements than those which existed at the time of their initial entry, as well as those which existed at the program level when continuous enrollment ceased. The university, college, school, or department reserves the right to review a former student's completed work, and if deemed appropriate, may require any readmitted student to meet graduation requirements as listed in the catalog in effect at the time of re-entry. In addition, each college/school may have more specific requirements for readmitted students. A student seeking readmission who has attended another college since being enrolled at Auburn University must (1) be eligible to re-enter the last institution attended and (2) have a 2.0 average overall in course work attempted at other colleges if they have been enrolled elsewhere for two or more terms. An official transcript from each institution attended must be furnished to the Office of the Registrar. Students who have been away from the University for more than one term must re-establish their right to residency. They will initially be classified as a non-resident and be required to produce normal documentation.

**Orientation.** To help entering freshmen adjust to the first semester at the university, including scheduling of courses, Auburn provides a summer orientation program, Camp War Eagle. Freshmen entering summer or fall semester attend sessions on campus during the summer prior to entrance. In these sessions, students meet faculty members, administrators and student leaders, and plan with their advisers a schedule of their first semester of college work. New transfer students (and freshmen who enter in the January term) should plan to attend one of the regularly scheduled SOS (Successfully Orienting Students) sessions held prior to the beginning of each term. At these programs, new students will have the opportunity to meet with an advisor and plan their schedules for the upcoming term. Other new students may meet with advisers during the regular registration period at the beginning of the term in which they plan to enroll.

## Enrollment

### Registration and Scheduling

Every student who makes use of the instructional staff and facilities of the university must register and pay fees. This rule also applies to students who are clearing incomplete grades, clearing for graduation, or working on graduate theses. The university calendar on page 4 lists the dates for registration and late registration/schedule adjustment. Students are urged, and depending on the curriculum may be required, to seek guidance from their advisers before attempting to register for classes, and they are urged to register during their assigned registration period. Students should register for courses during the term preceding the term they plan to attend. **When registering, the student is responsible for observing the pre-requisites or co-requisites of courses.** Any waiver of these requirements must be approved by the department head or, in some cases, the dean. Waiver of the junior standing pre-requisite for courses that may be taken for graduate credit must have the Graduate School dean's approval. The dean may reduce a student's class load. Students may register for classes via the web through the 5th university class day in Spring and Fall semesters, and through the 1st university class day during Summer term. **Students may register for classes after the close of student web registration only with the approval of the college, school or department offering the course. No student without a course schedule will be allowed to register after the 15th day of classes during Fall or Spring or after the 5th day of classes in any Summer term without the approval of the provost.**

**Permission To Register.** All students must have a username and a password prior to participating in registration, late registration or schedule adjustment. All registration holds must be cleared prior to the start of registration to avoid delays in registration.

**Undergraduate Transient Students.** An Auburn student eligible to enroll in classes at Auburn University may be approved to take courses at another institution on a transient basis for one term only. Students should use the online "Transient Student Form" that, when signed and stamped by the Office of the Registrar, certifies the student is eligible to return to Auburn. The completed form is taken or mailed to the intended university prior to course enrollment. Credits earned elsewhere without a fully executed Transient Student Form may not be accepted for credit here.

Credit will only be accepted from regionally accredited institutions where there are reasonable course equivalencies. It is the responsibility of the student to determine the accreditation status of any institution where they intend to take courses as a transient student.

Students will be given transfer credit for those approved courses listed on the Transient Form provided a grade of D or better is earned (with the exception of courses which require a C or better such as English Composition).

Students may not take courses for transfer credit taken at another institution while on suspension or dismissal from AU. Additionally, students may not enroll in courses at another institution for which they have not met the AU prerequisites if the intent is to transfer these courses back to AU. Students can not receive transfer credit from another institution for an AU course where the Grade Adjustment Policy has been applied.

### Classification

Sophomore.....completed 30 hours and is in the 31st to 60th credit hour;  
Junior .....completed 60 hours and is in the 61st to 90th credit hour  
Senior .....completed 90 hours and is in the 91st hour or higher.

The codes for identifying the classification of students are as follows: FR, Freshman; SO, Sophomore; JR, Junior; SR, Senior; 5YR, fifth year; UND, undergraduate non-degree students; UPR, undergraduate provisional; MST, master's; EDS, educational specialist; EDD, doctor of education; PHD, doctor of philosophy; GPR, graduate provisional; GND, graduate non-degree; P1, first-year professional; P2, second-year professional; P3, third-year professional; and P4, fourth-year professional.

A student with a baccalaureate degree who undertakes a program for a second bachelor's degree will be classified as an undergraduate.

### Course Load

The maximum load for students in undergraduate curricula is 18 hours during the semester, 7 semester hours during the 5-week session, and 14 hours during the 10-week session or any combination of summer sessions. International Students and Scholars are required to be enrolled as full-time students during the academic year and are subject to special full-time enrollment regulations. They may NOT drop below the full-time course loads without prior written authorization from the Office of International Programs. Dropping below full course loads without prior OIP approval can subject international students to USDHS termination of their immigration status; therefore, international students and academic advisors must check with OIP PRIOR TO modifying full-time course loads for international students. An undergraduate must enroll for 12 or more hours during a semester or summer term to be considered full-time for athletic, financial aid, loan and insurance purposes.

The maximum load may be exceeded under the following circumstances:

On approval of the dean, students may schedule overloads not to exceed 22 hours during the semester or 17 hours during the summer terms or 9 hours during a 5-week session. To be eligible for an overload, students must have passed all work attempted and earned a GPA of 2.5 or higher during their last residence semester at Auburn University in which they carried 15 or more hours (10 or more in their last summer).

Students who have scheduled fewer than 15 hours during an intervening semester (or semesters) will retain the overload privilege if all work carried was passed with a minimum GPA of 2.5 in each intervening term. In special cases the dean may make exceptions to the 2.5 requirement, by electronic notice to the Office of the Registrar.

Students who register for course work in excess of the approved load may be required by the dean to drop the overload during the Schedule Adjustment period. See course load requirements in the Graduate School.

## Grades

**Grade Definitions.** Final passing grades are A, superior; B, good; C, acceptable; D, passing; and S, satisfactory. Final failing grades are F, failure; FA, failure for excessive absences; U, unsatisfactory; NR, no grade reported; and WF, officially dropped with permission of the student's dean but failing at time of withdrawal and is calculated into the GPA. (For the definition of W, see the following section on Grade Assignment for Class Withdrawal.)

A TD, thesis and dissertation research credit, is assigned to courses 7990 Research and Thesis and 8990 Research and Dissertation.

A grade of IP (In Progress) is used by professional programs, specifically Pharmacy and Veterinary Medicine, for those courses that extend beyond the end of the regular term. Students who are making progress toward completion of their work but have not completed all course requirements may receive the IP grade. The IP grade is not calculated in the GPA until the grade is cleared.

Grades of SA and SN may be assigned in certain specialized classes in which progress to the next level of a program depends on performance in the class. In such cases, a grade of SA in a particular course may be required for advancement. A grade of SN will give the student appropriate earned credit, but will not allow the student to advance in that program.

An NR is assigned systematically when the instructor does not assign a letter grade. For undergraduates, an NR is calculated as an F until a letter grade is reported.

**Faculty Policy on Assigning Grades of Incomplete (excludes Distance Education courses).** Effective Fall 2007, student (or appropriate representative) must contact the instructor in writing prior to the submission of final course grades to request a grade of Incomplete due to documented reason (illness/ death in family/ etc.).

If a student does not request an IN, the instructor should grade the student based upon the percentage of course work completed to date and using a 0 for any exams/ assignments not completed.

To be eligible for a grade of IN, the student must have completed (and have passed) more than half of all class assignments for the semester or summer term.

The instructor must fill out the Incomplete Grade - Memorandum of Understanding form, indicating:

- reason for the IN,
- percent of course work currently completed at the time of submission and the grade average on that work,
- detailed information about the additional work needed to complete the course,
- timeline to complete the work (6 months maximum; preferably sooner), and
- grade the student should be assigned if the additional work is NOT completed by the deadline set for the completion of the work; the missing work is calculated as a 0.

Grades of Incomplete automatically become the grade identified by the instructor, if not cleared within 6 months.

If the instructor assigning a grade of IN leaves Auburn University, the Department Head should make a reasonable attempt to contact the former instructor and then assign a grade based upon the work presented by the student and the information provided on the Incomplete Grade - Memorandum of Understanding form.

Once an IN has been changed to another grade it may not be changed, in the future, to a different grade without approval of the provost.

A grade of IN is calculated as an F (for undergraduate students) until it is changed.

Documentation of class work must be maintained by the student; the Incomplete Grade-Memorandum of Understanding form must be maintained by the student, faculty and the Office of the Registrar. For instructors who submit the IN Grade forms to the Office of the Registrar prior to course grades being rolled to academic history, the IN will be reflected on the electronic grade roster; faculty will be unable to change that grade on the electronic grade roster.

Instructors should NOT enter a grade on the electronic course roster for those students who are to be assigned the IN grade but leave the grade blank. The system will automatically convert blanks to NR. Once the IN Grade form is received by the Office of the Registrar, that office will convert the NR to the IN grade.

It is the responsibility of the instructor to send a copy of the Incomplete Grade - Memorandum of Understanding form to the Office of the Registrar.

When the student has completed the outstanding work, it is the responsibility of the instructor to initiate the change of grade form and send

it to the appropriate department/dean's office for additional signatures and transmittal to the Office of the Registrar.

These policies apply to all students in undergraduate and graduate courses.

**Faculty Policy on Grade Changes (includes NR; Excludes IN)** Grades should be accurate when posted.

- Any change of letter grades (A, B, C, D, F, S, U, FA, and NR) should be made only in extraordinary situations.
- Any grade changes must be completed within 6 months of completion of the course.
- Any grade changes outside of this timeframe must also be approved by the provost.
- A final grade may be changed only by the written request of the instructor, with approval of the department head and dean, submitted to the registrar.
- A grade of F and additional penalties may be assigned for academic dishonesty. See the Student Academic Honesty Code section in the Tiger Cub for further information.

**Grade Assignment For Class Withdrawals.** A student who withdraws from a course prior to the 15th class day during a semester (or the fifth class day of summer term) will have no grade assignment; however, from the 15th class day during a semester (or the fifth class day of summer term) through mid-semester (mid-term) a W (Withdrawn Passing) grade will be recorded for the course. A course may be dropped with a W after mid-semester only under unusual conditions and only with permission from the student's dean. When approval for dropping the course under such circumstances is granted, a W may be assigned only when the instructor indicates that the student is clearly passing the course. Otherwise, a grade of WF (Withdrawn Failing) is assigned. All failing grades are calculated into GPA as grades of F.

**Grade Average and Quality Point Computation.** A 4.0 grade scale is used. An A equals 4.0; B, 3.0; C, 2.0; D, 1.0; and F equals 0.0. Only course work attempted at Auburn University is used in determining the grade report average and continuation-in-residence requirements. S and U grades do not enter into grade-point computations.

**S-U Grading.** Grades of S (Satisfactory) and U (Unsatisfactory) may be assigned only to courses approved to be graded S-U, and courses elected under the S-U option.

A junior or senior with a minimum overall grade average of 2.5 on at least 20 hours of credit earned at Auburn may elect any course to be graded on the S-U option, except for courses required in the Core Curriculum or for required courses as defined by the student's curriculum. A total of 12 credits may be earned at the rate of one course per term. Students will receive credit toward a degree for these courses, provided credit is normally accepted in their curricula for these courses.

An unclassified student may schedule one or more courses on the S-U option with the approval of the dean. Courses completed on the S-U choice by unclassified students may not be applied later to degree requirements should the student become a degree candidate.

A graduate student may enroll in undergraduate courses, except for 6000-level courses taken for graduate credit, under the S-U option on the major professor's recommendation.

Students are not permitted to change from S-U grading to conventional grading or vice versa after the fifteenth class day of the fall and spring terms or the fifth class day of any summer term.

**Grade Reports.** Grade information may be obtained via tigeri at the Auburn University homepage, [www.auburn.edu](http://www.auburn.edu).

## Undergraduate Continuation in Residence Requirements

Auburn University may place an undergraduate student on academic warning or suspension at any time if the student flagrantly neglects academic work or fails to make satisfactory progress toward graduation.

An academically suspended student who has incomplete or other deferred grades which could, when cleared, remove the suspension will be permitted to register conditionally for the next semester. The suspension must be removed within three weeks of the beginning of the semester (one week for summer sessions); otherwise the Office of the Registrar will resign the student.

No credit earned at another institution by a student on academic suspension from Auburn will be used in clearing a suspension or in meeting requirements for an Auburn University degree.

A student who resigns after mid-term may be subject to academic suspension. (See Resignation for further information.)

**Academic Warning** status is imposed at the end of any term for which the student's cumulative GPA on Auburn course work is below 2.0.

**Academic Suspension.** Any student who is on Academic Warning status will be placed on Academic Suspension if both of the following conditions apply: (1) the term GPA is below 2.2 and (2) the cumulative GPA on Auburn course work is below that required for the designated number of hours earned as follows:

Hours Earned	Required Minimum Auburn Cumulative GPA
0-30.999.....	1.50
31-60.999.....	1.80
61-90.999.....	1.90
91 or more .....	1.97

All students, whether beginning freshmen or transfers, are not subject to suspension until they have received one semester warning.

**Terms of Suspension.** A student who incurs a First Academic Suspension may not enroll in the university for a minimum of one semester. Summer term does not count as a semester for terms of suspension. A student may not take coursework at Auburn University or at another institution of higher education during the period of suspension and apply the credit to an Auburn University degree. A student returning from academic suspension will be on Academic Warning status. A student who incurs a Second Academic Suspension may not enroll in the university for a minimum of two semesters. A student who has incurred two academic suspensions will be placed on Last Warning. A student on Last Warning who does not achieve at least a 2.2 in the current academic term or reach the overall GPA target listed above will be dismissed from the University. A student on suspension may not take coursework at Auburn University or any other institution of higher education, either during summer term or during the other semesters of suspension, and apply the credit to an Auburn University degree. Under some extraordinary circumstances, a student who has been dismissed from Auburn University may be readmitted at a future date. In these cases, no coursework taken elsewhere during the period of dismissal can be applied toward an Auburn University degree.

**Suspension for Resigning Students.** The academic dean will review all grades for the semester in which a student who is on Academic Warning resigns after mid-semester (or term). If the student's GPA in that term's course work results in the student's cumulative GPA being below the minimum cumulative GPA required, the student will incur Academic Suspension.

**James Harrison School of Pharmacy.** A student enrolled in the James Harrison School of Pharmacy who is placed on academic suspension and who wishes to re-enter the school must, in addition to complying with other university readmission requirements, be approved for readmission by the Pharmacy Admissions Committee and, when applicable, by the university's Admissions Committee.

**College of Veterinary Medicine.** Any student who earns less than a 2.25 GPA for any term will be placed on academic probation. A student who fails to earn a 2.25 GPA for any two terms in the same academic or calendar year may be dropped from the College of Veterinary Medicine for scholastic deficiency. In addition, a student who does not have an overall average of 2.25 for an academic year or who does not have a veterinary overall average of 2.25 for an academic year or who does not have a veterinary school cumulative average of 2.25 at the end of any academic year may be required to withdraw from the College of Veterinary Medicine.

A student who makes a grade of F in any course may be dropped from the College of Veterinary Medicine until such time as the course is offered again. Such students may be required to repeat certain other courses in the curriculum for the term in which a grade of F was earned.

Students who are dropped under the above provisions are eligible for admission to other curricula provided they meet the general scholastic requirements for continuance in the university. Scholastic penalties incurred during enrollment in the College of Veterinary Medicine will become part of the student's record.

### Policies on Directed Studies, Repeated Courses, Course Withdrawals, Resignation and Appeals, and Grade Adjustment

**Credit for Directed Studies.** The university policy on directed studies was approved effective August 2006. Auburn University offers directed readings courses, also referred to as special problems courses or independent studies, in accordance with established policy.

Directed readings courses allow in-depth study of a particular subject by a student who is well into her or his major and, in extraordinary circumstances, accommodate scheduling issues when no other remedy is available.

Directed readings courses should not normally be used as replacements for required courses or as a solution to routine scheduling problems.

**Eligibility -** To be eligible to take a directed readings course a student must be at junior level or above, and the course must be taken for credit toward the student's major or minor; exceptions may be approved as follows:

Exceptions concerning junior standing or higher, or concerning credit toward the student's major or minor, must be approved by the instructor and the offering department head/chair (or dean, if the instructor serves as department head/chair or associate dean), and by the dean of the college in which student is enrolled, if different from the offering college.

A student must have the approval of her/his dean and the provost to take more than 9 hours of directed readings coursework for credit over the course of her/his degree program.

**Approval to Teach Course -** A standard **Approval for Independent Study/Directed Readings Form**, available through the Office of the Provost website, will specify the necessary approvals and serve as the vehicle for obtaining them.

**Grade Adjustment.** All regularly admitted undergraduate students, who were enrolled during fall 2000 or after, may delete a maximum of three (3) course grades of D or F (including FA or U) associated with their undergraduate degree program from the computation of their cumulative GPA. Deletion of grades from the computation of the cumulative GPA is not available to professional students in audiology, pharmacy and veterinary medicine. Grades and credit considered as transfer credit, courses earned in a previously awarded baccalaureate degree, or grades that have been assigned as a result of academic misconduct are excluded from this policy.

This policy does not offer exemption from academic requirements for Auburn University degrees; adjustment only applies to grades in individual courses. **All core and major requirements must be met for graduation. Students should be aware that D or F/FA/U grades in required courses may be deleted from the computation of the cumulative GPA prior to a repeat, but the required course must be repeated at Auburn University before graduation.** Where a specific course is required for the core or a major, that course must be repeated to replace the deleted grade. Courses covered by this policy and needed to meet core area requirements or elective courses within a major may, subject to the approval of the academic dean, be replaced by any course accepted for that requirement, where applicable.

All courses for which a grade is awarded at Auburn University will remain on the transcript. Students may submit a written request for grade deletion to their academic dean's office at any time prior to graduation. Once a request for deletion of a grade has been granted and that grade has been removed from the calculation of the cumulative GPA, the grade and credit cannot be restored.

Students should follow guidelines for the repeat of courses in which grades of A, B, or C have been awarded (See the following section on Other Policies on Repeat of Courses). However, all grades will be used for determining all academic honors.

All Auburn University transcripts will include two GPAs: a semester GPA, and a cumulative GPA. The transcript will carry an appropriate notation that the cumulative GPA may not include grades for all courses attempted.

**Other Policies on Repeat of Courses.** No student may repeat a course for credit in which the student has previously earned a grade of A, B, or C without written permission by the student's academic dean. Courses specifically designated as repeatable in the *Auburn University Bulletin* are exempt from this regulation. Students may repeat courses in which they earn a grade of D or F. Grades and hours for both attempts will be included in the calculation of the GPA unless the grade adjustment policy has been invoked for the first attempt. (See the previous section for limitations and procedures). If the grade adjustment policy is not invoked in the case of the repeat of a D grade, then the course credit hours may count only once toward graduation unless the course is designated as repeatable.

**Withdrawal from a course.** No grade penalty is assigned for dropping a course on or before mid-term. A student who withdraws from a course prior to the 15th class day during fall or spring semester will have no grade assignment; however, after the first 15 days a W (Withdrawn Passing) grade will be recorded for the course. For the summer terms, all withdrawals with no W grade assignment must be processed prior to the fifth class day.

A course may be dropped with a W after midterm only under unusual conditions such as serious illness of the student, serious illness or death of a member of the student's immediate family or other seriously disruptive circumstances. When approval for dropping the course under such circumstances is granted by the student's dean, a W may be assigned only when the instructor indicates that the student is clearly passing the course. Otherwise, a grade of WF (Withdrawn Failing) is assigned.

**Resignation from all courses.** Students who wish to resign from all courses for a term should contact their deans. To avoid complications with student financial aid and other matters, resignations should not be done on the Web. Students may withdraw without penalty of failure if they resign no later than midterm, a date specified in the university calendar.

After this date, the dean will obtain from the student's instructors his or her scholastic standing at the time of resignation, and report it to the Office of the Registrar. If the student is failing in over half of the work (not counting any previously assigned grades of W for the term), the number of hours reported as failing will be counted as credit hours attempted and will be included in academic eligibility calculations and grade-point computation. Those hours reported as passing will not be counted in the grade-point computation. Furthermore, if a student is on Academic Warning at the time of resignation after midterm, the dean will review the grades and determine whether the student will be placed on academic suspension.

When a student through illness or physical disability, or other seriously disruptive circumstances is forced to resign after midterm, and when this situation has been the main factor in causing scholastic deficiencies, discretionary power in waiving the scholastic penalty will rest with the student's dean. A student who is resigned for disciplinary reasons will retain the academic status achieved immediately prior to the disciplinary action.

**Appeals of Suspension.** Students who incur Academic Suspension under the rules detailed in this *Bulletin* may appeal the decision to the Admissions Committee if they believe extraordinary circumstances merit an exception to the rules. Any student on dismissal must appeal to their academic dean for readmission, and must subsequently receive approval from the Office of the Provost.

### Accommodation Policy for Students with Disabilities

Auburn University is committed to providing its students with an accessible campus and equitable learning environment. If you have a disability that requires reasonable academic accommodations, assistive technology, or support services, contact the Office of Accessibility for additional information, 1228 Haley Center; 334-844-2096 (Voice/TT).

### Bachelor's Degree Requirements

To earn the bachelor's degree from Auburn University students must complete the requirements of the university's Core Curriculum, and they must choose a curriculum and complete its requirements and those of the college or school with at least a 2.0 average in all Auburn courses attempted, at least a 2.0 average on transfer credits accepted for their degree program, and a 2.0 average in all course work in the major. These requirements are university requirements. Individual colleges, schools and departments may have higher requirements. Credits required for graduation are at least 120 hours. The student's dean clears subject and non-course requirements in the curriculum; the registrar, together with the dean's office, clears total hours, GPA, and freshman English. A list of specific courses identified as major courses in each curriculum is available in the appropriate dean's office.

### Auburn University's General Education Goals and Outcomes

Auburn University has identified seven General Education Goals, representing the knowledge, skills, and perspectives graduates will attain through their academic programs, including the Core Curriculum. These goals and associated student learning outcomes are listed below.

#### Information Literacy

- Students will be information literate.

#### Analytical Skills and Critical Thinking

- Students will be able to read analytically and critically.
- Students will be able to critique and construct an argument effectively.
- Students will be able to apply simple mathematical methods to the solution of real-world problems.
- Students will be able to select and use techniques and methods to solve open-ended, ill-defined or multi-step problems.

#### Effective Communication

- Students will be able to write effectively.
- Students will demonstrate effective oral communication skills.

#### Informed and Engaged Citizenship

- Students will be informed and engaged citizens of the United States and the world.

#### Intercultural Knowledge and Diversity Awareness

- Students will understand and appreciate the diversity of and within societies of the United States and the world.

#### Scientific Literacy

- Students will understand and appreciate methods and issues of science and technology.

#### Aesthetic Appreciation and Engagement

- Students will understand and appreciate the arts and aesthetics as ways of knowing and engaging with the world.
- Students are introduced to these goals in the Core Curriculum and develop higher levels of competency within majors and by co-curricular experiences.

### Auburn University's Core Curriculum

The purpose of the Auburn University Core Curriculum is to foster the development of educated citizens and to help students begin to attain the University's General Education Goals – the knowledge, skills, and perspectives that are hallmarks of an Auburn graduate. By completing courses that introduce the General Education Goals and that represent a range of disciplines in the humanities, the sciences and mathematics, and the social sciences, students begin to acquire an educated appreciation of the natural world, of human life, and of the interactions between them. In this way students are provided a broad foundation for the learning experience and are prepared for the degree programs in their chosen field of study.

The seven broad General Education Goals are made more specific through eleven associated student learning outcomes. Each course approved for the Core Curriculum both represents a key academic discipline and focuses on helping students reach at least one General Education Student Learning Outcome (SLO). Thus students are working to attain these key outcomes as they learn about broad fields of study. Some approved Core courses focus on more than one General Education Student Learning Outcome, and most of these outcomes are addressed by more than one course, providing students with choices. Likewise, Core courses offer students several options within the broad areas of the humanities, sciences and mathematics, and the social sciences. Effective fall semester 2011, students must satisfy Core Curriculum requirements by completing at least one course focused on each General Education Student Learning Outcome and at the same time completing the indicated minimum number of credit-hours in English Composition, the humanities, science and mathematics, and the social sciences. With appropriate planning, students should be able to satisfy both requirements in no more than 41-42 credit-hours.

The approved Core courses are listed below, grouped by the General Education Student Learning Outcome they address. Courses ending in "7" are Honors courses.

#### Students will be information literate (SLO 1).

ENGL1120 or 1127 English Composition II\* (3 hrs)

#### Students will be able to read analytically and critically (SLO 2).

ENGL 2200 or 2207 World Literature I (3 hrs)  
 ENGL 2210 or 2217 World Literature II (3 hrs)  
 ENGL 2230 Survey of British Literature I (3 hrs)  
 ENGL 2240 Survey of British Literature II (3 hrs)  
 ENGL 2250 Survey of American Literature I (3 hrs)  
 ENGL 2260 Survey of American Literature II (3 hrs)  
 HONR 1007 Honors Technology and Culture I\* (6 hrs)  
 HONR 1017 Honors Technology and Culture II\* (6 hrs)  
 HONR 1027 Sustainability and the Modern World I\* (3 hrs)  
 HONR 1037 Sustainability and the Modern World II\* (3 hrs)  
 PHIL 1010 or 1017 Introduction to Logic\* (3 hrs)  
 PHIL 1020 or 1027 Introduction to Ethics\* (3 hrs)  
 PHIL 1030 or 1037 Ethics and the Health Sciences\* (3 hrs)  
 PHIL 1040 Business Ethics\* (3 hrs)  
 PHIL 1050 Introduction to Political Philosophy\* (3 hrs)  
 PHIL 1060 Philosophy East and West\* (3 hrs)  
 PHIL 1070 Art, Value, and Society\* (3 hrs)  
 PHIL 1080 Introduction to Philosophy of Religion\* (3 hrs)  
 PHIL 1090 Philosophy of Race and Gender\* (3 hrs)  
 PHIL 1100 Introduction to Philosophy\* (3 hrs)

**Students will be able to critique and construct an argument effectively (SLO 3).**

HONR 1007 Honors Technology and Culture I\* (6 hrs)  
 HONR 1017 Honors Technology and Culture II\* (6 hrs)  
 HONR 1027 Sustainability and the Modern World I\* (3 hrs)  
 HONR 1037 Sustainability and the Modern World II\* (3 hrs)  
 PHIL 1010 or 1017 Introduction to Logic\* (3 hrs)  
 PHIL 1020 or 1027 Introduction to Ethics\* (3 hrs)  
 PHIL 1030 or 1037 Ethics and the Health Sciences\* (3 hrs)  
 PHIL 1040 Business Ethics\* (3 hrs)  
 PHIL 1050 Introduction to Political Philosophy\* (3 hrs)  
 PHIL 1060 Philosophy East and West\* (3 hrs)  
 PHIL 1070 Art, Value, and Society\* (3 hrs)  
 PHIL 1080 Introduction to Philosophy of Religion\* (3 hrs)  
 PHIL 1090 Philosophy of Race and Gender\* (3 hrs)  
 PHIL 1100 Introduction to Philosophy\* (3 hrs)

**Students will be able to apply simple mathematical methods to real-world problems (SLO 4).**

**Students will be able to select and use techniques and methods to solve open-ended, ill-defined or multi-step problems (SLO 5).**

MATH 1100 Finite Math and Applications\* (3 hrs)  
 MATH 1120 Pre-Calculus Algebra\* (3 hrs)  
 MATH 1130 Pre-Calculus Trigonometry\* (3 hrs)  
 MATH 1150 Pre-Calculus Algebra and Trigonometry\* (4 hrs)  
 MATH 1610 or 1617 Calculus I\* (4 hrs)  
 MATH 1680 Calculus with Business Applications I\* (4 hrs)

**Students will be able to write effectively (SLO 6).**

ENGL 1100 or 1107 English Composition I (3 hrs)  
 ENGL 1120 or 1127 English Composition II\* (3 hrs)

**Students will demonstrate effective oral communication skills (SLO 7).\*\***

COMM 1000 Public Speaking (3 hrs)

**Students will be informed and engaged citizens of the United States and the world (SLO 8).**

ECON 2020 or 2027 Principles of Microeconomics (3 hrs)  
 ECON 2030 or 2037 Principles of Macroeconomics (3 hrs)  
 HIST 1010 or 1017 World History I\* (3 hrs)  
 HIST 1020 or 1027 World History II\* (3 hrs)  
 HIST 1210 or 1217 Technology and Civilization I (3 hrs)  
 HIST 1220 or 1227 Technology and Civilization II (3 hrs)  
 HONR 1007 Technology and Culture I\* (6 hrs)  
 HONR 1017 Technology and Culture II\* (6 hrs)  
 HONR 1027 Sustainability and the Modern World I (3 hrs)  
 HONR 1037 Sustainability and the Modern World II (3 hrs)  
 POLI 1050 or 1057 Global Politics and Issues (3 hrs)  
 POLI 1090 or 1097 Amer. Government in a Multicultural World (3 hrs)  
 UNIV 2710 or HONR 2717 Human Odyssey I\* (3 hrs)  
 UNIV 2720 or HONR 2727 Human Odyssey II\* (3 hrs)

**Students will understand and appreciate the diversity of and within societies of the United States and the world (SLO 9).**

ANTH 1000 or 1007 Introduction to Anthropology (3 hrs)  
 FLGC 1150 Global Fluency and Awareness (3 hrs)  
 GEOG 1010 or 1017 Global Geography (3 hrs)  
 HIST 1010 or 1017 World History I\* (3 hrs)  
 HIST 1020 or 1027 World History II\* (3 hrs)  
 HIST 1210 or 1217 Technology and Civilization I (3 hrs)  
 HIST 1220 or 1227 Technology and Civilization II (3 hrs)  
 PSYC 2010 or 2017 Introduction to Psychology (3 hrs)  
 SOCY 1000 or 1007 Sociology Global Perspective (3 hrs)  
 UNIV 2710 or HONR 2717 Human Odyssey I\* (3 hrs)  
 UNIV 2710 or HONR 2727 Human Odyssey II\* (3 hrs)

**Students will understand and appreciate methods and issues of science and technology (SLO 10).**

BIOL 1000 & 1010 Introduction to Biology & A Survey of Life (4 hrs each)  
 BIOL 1020 or 1027 & 1030 or 1037 Principles of Biology & Organismal Biology (4 hrs each)  
 CHEM 1010+1011 & 1020+1021 Survey of Chemistry I & II (4 hrs each)  
 CHEM 1030+1031 & 1040+1041 Fundamentals of Chemistry I & II (4 hrs each)  
 CHEM 1110+1111 or 1117+1118 & 1120+1121 or 1127+1128 General Chemistry I & II (4 hours each)  
 GEOL 1100 & 1110 Physical Geology & Historical Geology (4 hrs each)  
 PHYS 1000 Foundations of Physics (4 hrs)

PHYS 1150 Astronomy (4 hrs)  
 PHYS 1500 & 1510 General Physics I & II (4 hrs each)  
 PHYS 1600 or 1607 & 1610 or 1617 Engineering Physics I & II (4 hrs each)  
 SCM 1010 or 1017 Concepts of Science (4 hrs)

**Students will understand and appreciate the arts and aesthetics as ways of knowing and engaging with the world (SLO 11).**

ARCH 2600 The Art of Architecture, Place, and Culture (3 hrs)  
 ARTS 1710 or 1717 Introduction to Art History I (3 hrs)  
 ARTS 1720 or 1727 Introduction to Art History II (3 hrs)  
 ARTS 1730 or 1737 Introduction to Art History III (3 hrs)  
 MUSI 2730 or 2737 Appreciation of Music (3 hrs)  
 RTVF 2350 Introduction to Film Studies (3 hrs)  
 THEA 2010 or 2017 Introduction to Theater (3 hrs)

\* Course focuses on more than one General Education Outcome.  
 \*\* For some students, the Oral Communication Outcome is addressed in one or more courses in the major rather than in the Core Curriculum.

Students must also satisfy Core requirements in terms of broad academic areas. Approved Core courses grouped by the four required academic areas are listed below:

**ENGLISH COMPOSITION: 6 hours required**

ENGL 1100 or 1107 English Composition I (3 hrs)  
 ENGL 1120 or 1127 English Composition II (3 hrs)

**HUMANITIES: 12 total hours required**

Literature (at least 3 hours): Students must complete at least one literature course and a history sequence OR a literature sequence and at least one history course.

ENGL 2200 or 2207 World Literature I (3 hrs)  
 ENGL 2210 or 2217 World Literature II (3 hrs)  
 ENGL 2230 Survey of British Literature I (3 hrs)  
 ENGL 2240 Survey of British Literature II (3 hrs)  
 ENGL 2250 Survey of American Literature I (3 hrs)  
 ENGL 2260 Survey of American Literature II (3 hrs)

Fine Arts (at least 3 hrs): Students must complete at least one fine arts course from this list.

ARCH 2600 The Art of Architecture, Place and Culture  
 ARTS 1710 or 1717 Introduction to Art History I (3 hrs)  
 ARTS 1720 or 1727 Introduction to Art History II (3 hrs)  
 ARTS 1730 or 1737 Introduction to Art History III (3 hrs)  
 MUSI 2730 or 2737 Appreciation of Music (3 hrs)  
 RTVF 2350 Introduction to Film Studies (3 hrs)  
 THEA 2010 or 2017 Introduction to Theatre (3 hrs)

Other Humanities Choices: In addition to the Literature and Fine Arts courses listed above, students may select courses from this list to complete the required 12 hours in Humanities.

COMM 1000 Public Speaking (3 hrs)  
 FLGC 1150 Global Fluency and Awareness (3 hrs)  
 HONR 1007 Technology and Culture I (3 of 6 credit hours assigned to Humanities)  
 HONR 1017 Technology and Culture II (3 of 6 credit hours assigned to Humanities)  
 PHIL 1010 or 1017 Introduction to Logic (3 hrs)  
 PHIL 1020 or 1027 Introduction to Ethics (3 hrs)  
 PHIL 1030 or 1037 Ethics and the Health Sciences (3 hrs)  
 PHIL 1040 Business Ethics (3 hrs)  
 PHIL 1050 Introduction to Political Philosophy (3 hrs)  
 PHIL 1060 Philosophy East and West (3 hrs)  
 PHIL 1070 Philosophy of Art, Value, and Society (3 hrs)  
 PHIL 1080 Introduction to Philosophy of Religion (3 hrs)  
 PHIL 1090 Philosophy of Race and Gender (3 hrs)  
 PHIL 1100 Introduction to Philosophy (3 hrs)  
 UNIV 2710 or HONR 2717 Human Odyssey I (3 hrs)

**SCIENCE AND MATHEMATICS: 11-12 hours required**

Mathematics (3-4 hrs): Students must complete at least one mathematics course from this list.

MATH 1100 Finite Math and Applications (3 hrs)  
 MATH 1120 Pre-Calculus Algebra (3 hrs)  
 MATH 1130 Pre-Calculus Trigonometry (3 hrs)  
 MATH 1150 Pre-Calculus Algebra and Trigonometry (4 hrs)  
 MATH 1610 or 1617 Calculus I (4 hrs)  
 MATH 1680 Calculus with Business Applications I (4 hrs)

Science sequence (8 hrs): Students must complete a sequence from this list.

## Academic Policies

BIOL 1000 & 1010 Introduction to Biology & Survey of Life (4 hrs each)  
 BIOL 1020 or 1027 & 1030 or 1037 Principles of Biology & Organismal Biology (4 hrs each)  
 CHEM 1010+1011 & 1020+1021 Survey of Chemistry I & II (4 hrs each)  
 CHEM 1030+1031 & 1040+1041 Fundamentals of Chemistry I & II (4 hrs each)  
 CHEM 1110+1111 or 1117+1118 & 1120+1121 or 1127+1128 General Chemistry I & II (4 hrs each)  
 GEOL 1100 & 1110 Physical Geology & Historical Geology (4 hrs each)  
 PHYS 1500 & 1510 General Physics I & II (4 hrs each)  
 PHYS 1600 or 1617 & 1610 or 1617 Engineering Physics I & II (4 hrs each)  
 SCMH 1010 or 1017\* & BIOL 1010\*\* Concepts of Science & Survey of Life (4 hrs each)  
 SCMH 1010 or 1017\* & CHEM 1010 +1011\*\* Concepts of Science & Survey of Chemistry I (4 hrs each)  
 SCMH 1010 or 1017\* & GEOL 1100\*\* Concepts of Science & Physical Geology (4hrs each)  
 SCMH 1010 or 1017\* & PHYS 1000\*\* Concepts of Science & Foundations of Physics (4 hrs each)  
 SCMH 1010 or 1017\* & PHYS 1150\*\* Concepts of Science & Astronomy (4 hrs each)

### SOCIAL SCIENCES: 12 hours total required

History (at least 3 hours): Students must complete at least one History course & a Literature sequence OR a History sequence and at least one Literature course.

HIST 1010 or 1017 World History I (3 hrs)  
 HIST 1020 or 1027 World History II (3 hrs)  
 HIST 1210 or 1217 Technology and Civilization I (3 hrs)  
 HIST 1220 or 1227 Technology and Civilization II (3 hrs)

Other Social Sciences: In addition to the history courses listed above, students can select hours in other Social Science courses listed below to total 12.

ANTH 1000 or 1007 Introduction to Anthropology (3 hrs)  
 ECON 2020 or 2027 Principles of Microeconomics (3 hrs)  
 ECON 2030 or 2037 Principles of Macroeconomics (3 hrs)  
 GEOG 1010 or 1017 Global Geography (3 hrs)  
 HONR 1007 (3 of 6 credit hours assigned to Social Sciences) Technology and Culture I  
 HONR 1017 (3 of 6 credit hours assigned to Social Sciences) Technology and Culture II  
 HONR 1027 Sustainability and the Modern World I  
 HONR 1037 Sustainability and the Modern World II  
 POLI 1050 or 1057 Global Politics and Issues (3 hrs)  
 POLI 1090 or 1097 American Government in a Multicultural World (3 hrs)  
 PSYC 2010 or 2017 Introduction to Psychology (3 hrs)  
 SOCY 1000 or 1007 Sociology Global Perspective (3 hrs)  
 UNIV 2720 or HONR 2727 Human Odyssey II (3 hrs)

\* SCMH 1010 or 1017 should be taken as the first course in this sequence.  
 \*\* Other pairings with SCHM 1010 or 1017 may be possible. See academic advisor for details.

### Core for Students Starting College Before Fall 2011

Students beginning college work before Fall 2011 must meet the previously established requirements listed below\*:

#### ENGLISH COMPOSITION (6 semester hours):

English Composition I ..... ENGL 1100  
 English Composition II ..... ENGL 1120

#### ENGLISH LITERATURE (6 semester hours):

World Literature I ..... ENGL 2200  
 World Literature II ..... ENGL 2210  
 British Literature I ..... ENGL 2230  
 British Literature II ..... ENGL 2240  
 American Literature I ..... ENGL 2250  
 American Literature II ..... ENGL 2260

#### PHILOSOPHY (3 semester hours):

Introduction to Logic ..... PHIL 1010  
 Introduction to Ethics ..... PHIL 1020  
 Ethics and the Health Sciences ..... PHIL 1030  
 Business Ethics ..... PHIL 1040

#### FINE ARTS (3 semester hours):

The Art of Architecture, Place and Culture ..... ARCH 2600  
 Introduction to Art History I ..... ARTS 1710  
 Introduction to Art History II ..... ARTS 1720  
 Introduction to Art History III ..... ARTS 1730  
 Appreciation of Music ..... MUSI 2730  
 Introduction to Theatre ..... THEA 1010  
 Introduction to Theatre ..... THEA 2010

#### MATHEMATICS (3 semester hours):

Finite Mathematics & Applications ..... MATH 1100  
 Pre-Calculus Algebra ..... MATH 1120  
 Pre-Calculus Trigonometry ..... MATH 1130  
 Pre-Calculus Algebra & Trigonometry ..... MATH 1150  
 Calculus I ..... MATH 1610  
 Calculus with Business Applications I ..... MATH 1680  
 Calculus for Engineering & Science I ..... MATH 1710

#### SCIENCE (8 semester hours in a sequence):

Introductory to Biology ..... BIOL 1000  
 A Survey of Life ..... BIOL 1010  
 Principles of Biology ..... BIOL 1020  
 Organismal Biology ..... BIOL 1030  
 Survey of Chemistry I ..... CHEM 1010  
 Survey of Chemistry II ..... CHEM 1020  
 Fundamentals of Chemistry I ..... CHEM 1030  
 Fundamentals of Chemistry II ..... CHEM 1040  
 Gen. Chemistry for Scientists and Engineers I ..... CHEM 1110  
 Gen. Chemistry for Scientists and Engineers II ..... CHEM 1120  
 Physical Geology ..... GEOL 1100  
 Historical Geology ..... GEOL 1110  
 Foundations of Physics ..... PHYS 1000  
 Astronomy ..... PHYS 1150  
 General Physics I ..... PHYS 1500  
 General Physics II ..... PHYS 1510  
 Engineering Physics I ..... PHYS 1600  
 Engineering Physics II ..... PHYS 1610  
 Concepts of Science ..... SCMH 1010

#### HISTORY (6 semester hours in a sequence):

World History I ..... HIST 1010  
 World History II ..... HIST 1020  
 Technology & Civilization I ..... HIST 1210  
 Technology & Civilization II ..... HIST 1220  
 Human Odyssey I ..... UNIV 2710  
 Human Odyssey II ..... UNIV 2720

#### SOCIAL SCIENCE (6 semester hours):

##### Group I (select one):

Intro. to Anthropology: A 4-Field Approach ..... ANTH 1000  
 Global Geography ..... GEOG 1010  
 Introduction to Psychology ..... PSYC 2010  
 Sociology: Global Perspectives ..... SOCY 1000

##### Group II (select one):

Principles of Microeconomics ..... ECON 2020  
 Political Economy ..... POLI 1020  
 American Government in a Multicultural World ..... POLI 1090

\* Students in the Honors College may take Honors sections of Core courses as available.

**English Composition Requirements.** The following covers a number of possible situations for students who enroll at Auburn University as freshmen and for students who are transferring from another institution into Auburn. Different requirements are based on when the student first began collegiate study. If a student's particular situation is not covered in the explanations below, or if a student has questions about his or her status, then the student should contact the Coordinator of Composition by calling the Department of English at (334) 844-4620. Students may also contact the department via e-mail at english@auburn.edu.

Students beginning collegiate study at Auburn as freshmen in fall 2000 or later must complete ENGL 1100-1120, English Composition I-II, with a grade of C or better in each course. (Students in the Honors College may complete ENGL 1107-1127, Honors Writing Seminar I-II, with a grade of C or better in each course.) The grades of C or better are required by the Articulation and General Studies agreement. Students cannot take ENGL 1120 (or 1127) unless they earn a C or better in ENGL 1100 (or 1107), and they must earn a C or better in ENGL 1120 (or 1127) to be eligible to take ENGL 2200-2210, World Literature I-II or any other Core Literature courses.

Transfer students beginning collegiate study at another institution in fall 2000 or later must meet Auburn's six semester-hour freshman composition requirement. They may do so in one of two ways: (1) take freshman composition I and II at another institution, provided these courses are comparable in scope and coverage to ENGL 1100-1120, and earn a grade of C or better in each, or (2) take ENGL 1100-1120 (or 1107-1127) at Auburn, if they did not take composition at the other institution, and earn a grade of C or better in each. NOTE: transfer students will also meet the Auburn freshman composition requirement if they take two five quarter-hour courses and pass with grades of C or better in both.

Transfer students who have earned a grade of C or better in freshman composition I, and earned three semester hours or five quarter hours, at another institution will be required to take ENGL 1120 (or 1127) at Auburn. Students may also fulfill the requirement for ENGL 1120 (or 1127) by taking

a freshman composition II course at another institution, provided the course is similar in scope and coverage to ENGL 1120 (or 1127) and they earn a grade of C or better.

Transfer students who have earned eight or more quarter hours or six semester hours, and have thereby met the freshman composition requirement of another institution, will be given credit for ENGL 1100-1120. Two conditions must be met for credit to be given: the minimum of eight quarter hours or six semester hours involves no duplication, and the student has earned a grade of C or better in each freshman composition course.

Transfer students who began collegiate study at another institution between summer 1998 and summer 2000 must meet Auburn's six semester-hour English composition requirement. They may do so in the ways explained in the preceding paragraph.

Transfer students who began collegiate study at another institution between fall 1991 and spring 1998 must meet the same requirements as students who began college at Auburn during the same period (see paragraph 4 above). They may meet this requirement by transferring a writing course taken at another institution, provided this course is comparable in scope and coverage to freshman composition I as offered at Auburn during this period, or by taking ENGL 1100 (or 1107).

Transfer students who have been exempted, on the basis of standardized test scores from freshman composition I carrying five quarter hours or three semester hours at another institution, and who have earned a grade of C or better in a subsequent freshman composition course at the same institution carrying the same amount of credit, will have fulfilled Auburn's freshman composition requirement. Transfer students who have been exempted with credit will have both the exemption credit and course credit accepted at Auburn. Transfer students who have been exempted without credit will be given the course credit and, in addition, will be awarded sufficient advanced standing credit to fulfill Auburn's freshman composition requirement.

Transfer students who have been exempted from freshman composition I at another institution but have had no subsequent freshman composition course there or have not earned a grade of C or better in the subsequent course must still complete Auburn's six semester-hour freshman composition requirement. However, if they meet any of Auburn's criteria for exemption from ENGL 1100, they will receive three semester hours of credit for ENGL 1100 at Auburn and will be required to take ENGL 1120 (or 1127) at Auburn. Additionally, if they meet any of Auburn's criteria for exemption from ENGL 1120, they will receive three semester hours of credit for ENGL 1120.

All transfer students should confer with their major academic advisor concerning the composition requirement as soon as possible after enrolling at Auburn.

Students who enter an undergraduate program at Auburn after receiving a bachelor's degree from an accredited institution are exempt from meeting the above requirements.

All students may be eligible to exempt ENGL 1100 and/or ENGL 1120 with credit on the basis of their score in one of the following standardized tests: the English portion of the ACT; the verbal portion of the SAT; the International Baccalaureate English A1 exam; or the CEEB Advanced Placement Exam in English. Note that CLEP test scores are not eligible for exemption. The exemption scores for each test are reviewed each year and are available in the Auburn University Advanced Placement Program, which is distributed by the Office of the Registrar. See <http://www.auburn.edu/administration/registrar/helpful-resources/enrollment/ap-ib-clep-information.html>

Students who get a grade of D or F in a freshman composition course at Auburn must repeat that course. Students may repeat the course at another institution, unless they wish to use the grade adjustment policy to exclude the grade of D or F.

**Literature Requirements.** All Auburn students beginning college work before Fall 2011 must fulfill the Core Curriculum literature requirements by taking one of three sequences: ENGL 2200 or 2207 (World Literature I or Honors World Literature I) and ENGL 2210 or 2217 (World Literature II or Honors World Literature II), ENGL 2230 and ENGL 2240 (British Literature I and II), or ENGL 2250 and ENGL 2260 (American Literature I and II). Students beginning college work in Fall 2011 or after must have at least one Core literature course and a complete sequence in either literature or history. Completion of the freshman composition requirement is a pre-requisite for all the literature courses.

Literature courses taken at other institutions may fulfill the Core literature requirement with the following provisions:

1. Students may transfer as equivalents of the three sequences for Core Curriculum credit only sophomore-level literature survey courses covering a broad historical period.

2. Students transferring a single literature course may receive credit for ENGL 2200 only if it is the first course in a World Literature sequence and includes literature of the ancient world. Any survey of modern literature (beginning at any time after 1600 and extending to the present), whether world literature or a national literature, will transfer as credit for ENGL 2210.
3. Freshman literature courses and literature courses based on genres (poetry, the short story, the novel), themes, or narrowly defined historical periods will not fulfill the Core literature requirements but are eligible for transfer as electives.

Students or advisers with special questions about placement or credit for the Core literature requirements may call the Coordinator of Undergraduate Studies at (334) 844-4620.

**History Requirements.** One of the purposes of the university's Core Curriculum is to give students an understanding of their culture and its backgrounds. Course sequences designed especially for this purpose are those in World History and Technology and Civilization. Native students beginning college work before Fall 2011 must earn six hours of credit in one of these sequences. Students beginning college work in Fall 2011 or after must have at least one Core history course and a complete Core sequence in either literature or history.

Credit in history earned at another institution may be allowed on transfer as shown below in meeting this particular requirement.

1. If transfer students have three hours in the first course of a broad, introductory two-course sequence in world history or western civilization or technology and civilization or U.S. history they must complete a history sequence, by taking HIST 1020 (for world history and western civilization), HIST 1220 (for tech. and civ.) or HIST 2020 (for U.S. history). A transfer student who has taken the last course in a similar two-course sequence would take HIST 1010 or HIST 1210 or HIST 2010 to complete a sequence.
2. Students entering an undergraduate program at Auburn, after earning bachelors' degrees from other accredited universities, may be exempted from the history requirements unless their curricula specify otherwise.

**Oral Communication Requirement.** All Auburn University bachelor's degree programs provide components to ensure competence in oral communication skills. Program information documenting oral communication components is maintained in the Office of the Provost/Vice President for Academic Affairs. Appropriate accommodations will be made to enable individuals with disabilities to satisfy this requirement.

## Academic Programs and Curricula

An **academic program** is an organized plan of study which, when successfully completed, is recognized by the awarding of a degree. It includes all courses and related activities required by the university and those required by a school, college, department or interdisciplinary program. **At Auburn University, the minimum number of semester hours in an undergraduate academic program is 120, including 41 semester hours of the Core Curriculum.** The academic program must include the University Core Curriculum and the major. It may also include a school or college core curriculum, a minor, and supporting course work. For undergraduates, the academic program is the most general term describing the formal course of their baccalaureate education. Students not completing an approved academic program do not qualify for baccalaureate degrees. Students who are completing an academic program may take courses in addition to those required by it including a minor or free electives beyond those required for graduation by their academic programs.

An undergraduate program option is a formal variation of an academic program by the offering department which meets objectives that may be more specifically focused. These additional objectives are integrated with the basic program. Some academic programs are structured only in the form of several formal program options. A program option is designated on the transcript. Other variants, which may carry the name of "track," "concentration," "emphasis," or similar terms, will not be designated on the transcript, but must meet the same minimal requirements for overlap as formal options. At Auburn University, all formal program options, like all academic programs, must include the Core Curriculum. Moreover, a formal program option must preserve the integrity of the academic program of which it is a variant by requiring at least half of the specific course work required by the program above and beyond the Core Curriculum. (In majors that are largely "menu-driven," with few specific course requirements, the menus of courses must contain sufficient overlap that a student in one option is not excluded from having half or more courses

in common with students in any other option in that degree program.) All academic programs and designated variations (whether called options, tracks, concentrations, or any other name) must be approved by the Alabama Commission on Higher Education (ACHE).

A graduate program option is a formally approved variation of an academic program by the offering department which meets objectives that may be more specifically focused. These additional objectives are integrated with the basic program. A formal graduate program option must preserve the integrity of the academic program of which it is a variant. Specifically, the formal program option must 1) be in a recognized sub-field of the discipline; and 2) share at least half of the total credits of the degree program. Only formally approved graduate program options are designated on the transcript. Other less formal variants, which may carry the name of "track," "concentration," "emphasis," or similar terms, are not designated on the transcript; however, all academic programs and designated variations (whether called "options," "tracks," "concentrations," "emphases" or some similar term) must be approved by the Alabama Commission on Higher Education (ACHE).

A **curriculum model** is the schematic organization of an academic program that is listed in this *Bulletin*. **A curriculum model is outlined for all undergraduate academic programs and program options and must be represented in the Auburn University Bulletin.**

A **major** is usually the largest part of an academic program which differentiates it from other programs. The term designates that portion of the program which consists of a specified group of courses offered by a particular academic department or interdepartmental program. The major may include lower-division courses and always includes specified upper-division courses or choices among courses offered by the department or interdepartmental program. The major may include course work from other departments. The major does not include other components of the academic program: the Core Curriculum, a school or college curriculum (if any), a required second major (if any), a required minor (if any), supporting course work (if any), or free electives. **At Auburn University, all majors must represent substantial academic concentration in a well-defined discipline or interdisciplinary field. The minimum number of hours required for an undergraduate major is 30 hours of course work in the discipline or in a closely allied field. Of these hours, a minimum of 20 must be taken in upper-division (numbered 3000 or above) courses in the major. Departments must have the consent of other departments before requiring their courses in a major.**

A **minor** is an organized sequence or cluster of courses, including both lower- and upper-division courses, offered by a department or interdepartmental program. It is more restricted in scope than the major but may also have a somewhat different focus and objective that make it appropriate for students whose principal concentration is in another discipline. Not all departments or interdepartmental programs offer a minor. At Auburn University, the term minor designates those sequences or clusters of courses that have been formally proposed as minors by departments or interdepartmental programs and approved by the University Senate Curriculum Committee. The minimum number of semester hours in a minor is 15. Of these, six hours may be lower-division courses. The remaining semester hours in the minor (a minimum of nine hours) must be courses numbered 3000 or above. At least nine semester hours required for the minor must be completed at Auburn University. Courses a student has taken in fulfillment of the university Core Curriculum, the school/college core curriculum (if any) or the courses designated as "in the major" (e.g. counting toward the GPA "in the major") may not be used to fulfill a minor. Elective courses (not in the major) and required supporting courses (e.g. required courses in the academic program that are not used to fulfill the university Core Curriculum or the school/college core and which are not counted toward the GPA in the major) may be used toward a minor. Some academic programs may require students to earn a minor. Students whose academic programs do not require a minor are free to earn one, though in such cases they should recognize that fulfilling the requirements for a minor may delay their graduation. No academic program is required to allow for a minor in its curriculum model. Students must follow announced university procedures and deadlines for declaring a minor. In addition, students may not be awarded a minor after the degree for the major has been awarded. **No course taken under the S/U option may be counted toward a minor. Students must earn a minimum overall grade average of C (2.0) on all course work in the minor. Individual colleges, schools and departments may have higher grade-point requirements.**

The phrase "supporting course work" designates courses that are required for the completion of a specific academic program but not included in the University Core Curriculum, the major, the school or college core curriculum (if any), the minor (if required), and free electives. At Auburn University, academic programs may require courses that are not specific to the major but support the general education and preparation of students in that program. Because these courses are usually outside the department of the major area of study, departments must have approval of the departments offering the courses they designate as required supporting course work. Supporting course work may be used in satisfying the requirements for a minor if a minor is not required by the academic major.

**Second baccalaureate and/or concurrent degrees.** To earn a second baccalaureate degree, a student must complete all the additional requirements for the second degree (including course work in the major fields, college/school core requirements and courses in support of a major). At least 30 semester hours of the second degree must be unique to the second degree and may not be used as major, supporting or core courses for the first degree. In addition, the total number of hours to complete both degrees must total at least 30 additional semester hours. If 30 unique hours or 30 additional hours cannot be identified, the student is not eligible to receive a second baccalaureate degree. Students who are completing a second degree must comply with all the same grade-point requirements and residency requirements as other students. Students may elect to pursue and to receive the two degrees simultaneously if college and departmental requirements can be met simultaneously. Not all colleges allow students to receive two of the same degree from the same college, e.g., Business. All students should consult with their advisor concerning eligibility for a second degree, and if eligible, complete appropriate paperwork to declare the second degree. It is recommended that students declare the second degree prior to the beginning of the senior year. It is the student's responsibility to file a graduation application for each degree being sought. If the two degrees are in the same college, the student must file two applications with his/her dean's office. If the student is completing degrees in different colleges, one application must be filed with each dean's office. Students completing a second or two degrees concurrently receive a diploma for each degree. The transcript will list each degree and each major. Eligibility for graduation with academic honors for the second baccalaureate degree requires a minimum of 60 semester hours above the requirements for the first baccalaureate degree. Students earning the second baccalaureate degree must earn the minimum overall grade average required for the honors distinction on the 60 additional hours for the second degree and must be achieved on Auburn University courses. Honors calculations for the second baccalaureate degree follows the same procedures as graduation honors for the first degree (see Graduation Honors).

Students who completed a first baccalaureate degree at an institution other than Auburn University and subsequently pursue a second degree at Auburn University are not required to fulfill Auburn University's Core Curriculum. However, they may be required to take some classes listed as fulfilling the Auburn University Core Curriculum if these classes are pre-requisites to major classes.

**Double major.** To earn a double major, a student must complete all requirements for one degree program, all the major courses in a second major (courses bolded in the curriculum model), and other requirements for the second major such as grade-point requirements. College/school cores or other supporting coursework associated with the second major are not required unless they serve as course prerequisites for second major courses.

At least 20 hours in the second major must be unique and not courses that have been used as major, supporting, or core courses in the degree program. If at least 20 hours of unique courses do not exist between the second major and the major, supporting, and core courses in the degree program, a double major is not possible.

To declare a double major, the student initiates the process by meeting with an academic advisor in the college of his/her current degree program. The advisor, in conjunction with the advisor in the second major, will determine if a least 20 hours of unique courses as noted above exist and, if so, provide the form and instructions for declaring a double major. The student is responsible for ensuring that the appropriate form is completed, approved by the appropriate college(s), and submitted to the Registrar's Office prior to the senior year.

The student who completes the requirements for a double major is awarded one degree, e.g., BS or BA. The degree is determined by the degree program declared on the submitted form. If the second major is embedded in a degree program that leads to the same degree as the declared degree program, both majors will appear on the diploma and on the transcript. If the second major is embedded in a degree program that leads to a degree that is different from the declared degree program, the declared degree program dictates which degree and which baccalaureate major will appear on the diploma; the declared degree and both majors will appear on the transcript.

If a student changes his/her decision to pursue a double major, it is his/her responsibility to notify the Office of the Registrar and the dean's office of his/her college(s). Additional majors, beyond a double major, are allowed if the student can complete all the requirements outlined above, including 20 unique hours for any additional major not used as major, supporting, or core courses in the degree program or any of the other majors. A double major or additional majors may not be awarded after the degree for the first major has been granted.

**Accelerated Bachelor's / Master's Degree Plan.** The Accelerated Bachelor's / Master's Degree Plan allows Auburn students in some academic programs to count up to nine approved hours (in a 30-35-hour master's program) or 12 approved hours (in a 36-hour or greater master's program) toward both a bachelor's and a master's degrees. These hours must be at the graduate level.

To be considered for admission, students must have completed at least 45 credit hours and no more than 96 credit hours, including advanced placement credits. Transfer students must have completed at least 24 credit hours at Auburn University. All students must have a cumulative GPA of 3.4 / 4.0 or higher on course work completed at Auburn. Individual graduate programs may set higher standards or require additional criteria for admission to the accelerated degree program.

Students must complete an "Application for Admission to the Accelerated Bachelor's / Master's Degree Plan," and work with a graduate advisor in the degree-granting department to complete an approved Plan of Study, including: a) a list of the courses that count toward both the undergraduate and graduate degree; and b) the projected dates for the completion of the bachelor's and master's degrees. Students in the Honors College remain eligible to graduate with Honors while participating, and should consult with an Honors advisor.

Students must maintain a cumulative GPA (CGPA) of 3.4 / 4.0 or higher on Auburn University coursework; if the student completes the bachelor's degree requirements with a cumulative GPA of less than 3.4 / 4.0 at Auburn, the student cannot double-count credit hours and is terminated from the program.

Students must apply for admission to the Graduate School by the prescribed deadline. Admission to the Accelerated Degree Plan does not guarantee admission to the Graduate School. Students cannot opt to bypass the bachelor's degree.

Students may withdraw voluntarily from the Accelerated Plan at any time. Students must notify, in writing, the graduate program officer and the coordinator/director of undergraduate studies in their respective departments. Students who withdraw from the program voluntarily or because they do not meet program requirements will not be awarded graduate credit for double-counted courses. Students may contact their major program to see if it participates or visit the Graduate School's website for a listing of current ABM plans: <http://grad.auburn.edu/abm.html>.

**Residence Policy. Percentage of Course Work Earned in Residence at Auburn University Policy.** A minimum of 25 percent of the total semester hours are required for the baccalaureate degree and at least 50% of the course work in the major must be earned in residence at Auburn University. As a general rule, these hours must be taken in the final year and in the school/college curriculum of graduation. The student's dean may waive the final year's residence and may also allow course credit to be earned at another institution during the final year. However, the minimum of 25 percent of course work in residence at Auburn University is a firm requirement.

**Undergraduate Distance Learning.** All regularly admitted campus-based students are eligible to take Auburn University distance courses. A campus-based student may not exceed the maximum class hour load by adding a distance education course.

All non-traditional/distance education students must apply and meet Auburn University's minimum admission requirements. Non-traditional/

distant students will be permitted to register for distance courses only. These non-traditional/distance students are non-degree seeking students. Thus, a new application is required each academic year. Non-degree seeking students are not eligible for financial aid. A non-degree seeking student, who wishes to become a degree-seeking student, must apply to become a degree-seeking student and must meet the transfer requirements of 30 hours, including any Auburn University distance education courses, with an overall GPA of 2.5.

Information on available courses may be obtained from: Distance Learning & Testing Services, 118 Foy Hall, Auburn University, Auburn, AL 36849. Tel. (334) 844-5103

**Credit For Military Science and Physical Education.** A student may be allowed a maximum of 6 credits in military science courses toward graduation. All undergraduate curriculum models must accommodate these 6 credits in military science either through elective hours or substitutions. In addition, students may count additional hours of military science credits toward graduation if their curriculum model provides for additional free elective hours. A student may be allowed four credits of physical education activity courses toward graduation. A student who has served on active duty in the Armed Forces may receive physical education credits as follows: for less than six months of service, no credit; for six months to less than a year, two hours of credit for Physical Education; for one year or more in the service, three hours of credit. Application for credit for military experience should be submitted to the Office of the Registrar.

## Academic Advising

Academic Advising Web Site: [www.auburn.edu/academicadvising](http://www.auburn.edu/academicadvising). In relation to registration for a given academic term and preparation of an academic plan of study, students are strongly encouraged to meet with an academic advisor in his/her chosen college or school. Contact information for the academic advisors in each college or school can be found on the website shown above. Please note that all students are strongly encouraged to meet with an academic advisor prior to registration. In selected colleges or schools, students are required to meet with an academic advisor prior to registration.

## Change of Major or Curriculum

Students must have their dean's approval to change to another major within the same college or school. To change Colleges or Schools within the university, students must complete a Change of Major Form.

## Internal Transfers and High-Demand Majors

Transfer applicants (from on and off campus) to certain high-demand majors must meet specific requirements for admission to the major.

In the College of Architecture, Design and Construction, the following programs have been approved for special admissions requirements based on space available in the major: bachelor of architecture, bachelor of interior architecture, bachelor of science in building science, bachelor of industrial design, and bachelor of fine arts in graphic design.

In the College of Education, the following programs have been approved for special admissions requirements based on space available in the major: bachelor of science in early childhood education, bachelor of science in exercise science, and bachelor of science in elementary education.

In the College of Liberal Arts, the following programs have been approved for special admissions requirements based on space available: bachelor of science in communication disorders, bachelor of arts in radio/television/film, bachelor of arts in communication, bachelor of arts in public relations, bachelor of arts in journalism, bachelor of arts in health administration, bachelor of arts in music, bachelor of social work, bachelor of fine arts in theater.

In addition, the bachelor of science in nursing has been approved for special admissions requirements based on space available, and the bachelor of science in interior design in the College of Human Sciences has been approved for special admissions requirements based on space available.

Students wishing to transfer into a high demand major should contact the school or college advising office for details on the criteria for admission and the application process.

## Curriculum Model Change

When the university changes a curriculum model, students in the altered curriculum may be required to complete the subjects and hours placed above the level to which they have progressed. They will not, however, be required to complete additional subjects placed in the curriculum below the level they have achieved. Courses shifted from one class level to another are exempt from this latter provision. Students' deans will determine the revised subject requirements, and the registrar will determine the revised total hour and grade-point requirements. In no case for students who are continuously enrolled, however, will the changed curriculum compel them to accumulate additional hours and grade points to graduate. In other words, students must complete the university core requirements in place during the term that they first enroll, and in general they must complete the school, college or major requirements in place when they declare a major. Undergraduate students who have not been enrolled at Auburn University for a period of five years or more and who are returning to the same curriculum may be subject to different university, college, school or departmental requirements than those which existed at the time of their initial entry, as well as those which existed at the program level when continuous enrollment ceased.

## Academic Program Assessment

Auburn University is committed to fostering the academic achievement and personal development of its students. To carry out that commitment, the university continuously gathers information about the effectiveness of its academic programs, about the progress of its students toward educational and personal goals, and about the achievements and perspectives of its alumni. This information is used to monitor program effectiveness, to recognize educational trends and opportunities, and to develop a sound, factual basis for academic planning.

Each Auburn student is expected to participate in the university's assessment efforts. Academic programs use various means to gather assessment information, including portfolios, performances, achievement tests, comprehensive examinations, surveys, interviews, focus groups, evaluation forms, and other methods. While enrolled, a typical student can expect to take part in one or more of these assessment activities. The total time spent on assessment activities is not likely to exceed 15 hours over the course of four years of enrollment. Participation in these activities may be a completion requirement for some degree programs.

## Satisfactory Progress

**Student Athletes.** In addition to meeting the general academic requirements of the university, student athletes must meet all academic requirements, including those relating to satisfactory progress toward a degree, set forth in the legislation of the Southeastern Conference (SEC) and of the National Collegiate Athletic Association (NCAA).

**Student Financial Aid Recipients.** In addition to meeting the general academic requirements of the university, applicants for student financial aid funds must maintain Satisfactory Academic Progress to receive, or to continue to receive, assistance through federal, state and institutional student aid programs. Descriptions of these Satisfactory Academic Progress requirements for distinct classifications of Auburn students are available from the Office of Student Financial Services.

**Veterans.** All VA eligibles (Chapters 30, 31, 32, 35 and 106), in addition to meeting the general academic requirements set forth by the university, must maintain satisfactory academic progress as approved by the State Approving Agency of the State of Alabama, Department of Education. Such standards are as follows: Any undergraduate VA eligible must have a 2.0 GPA after the student has earned 120 hours at Auburn University. This would be checked at each term's end and the VA benefits of any VA eligible not meeting this requirement would be terminated. Separate standards of progress apply to graduate students as outlined in the Graduate School section.

## Dean's List

The name of every eligible student who meets certain scholastic requirements for a given semester is placed on a list prepared for the dean of the student's college or school. This honor is also noted in the student's permanent record.

To meet Auburn University's requirements for inclusion on the dean's list, the student must be enrolled for 12 credit hours exclusive of any S-U option courses, pass all courses attempted for the semester, have no

D or D\* grades that term, and earn a GPA of at least 3.75 (on the 4.00 system). All grades, including those excluded by the grade adjustment/course repeat policy, are used for determining academic honors. The special requirements, applied in addition to the university regulations, are listed as follows:

College of Architecture, Design and Construction: 3.75 average; only if an S-U graded course is required in the student's curriculum may it be included in the 12-hour minimum total.

School of Nursing: 3.75 average, only if S-U graded courses are required in the student's curriculum may they be included in the 12 hour minimum total if and only an S grade is earned in these courses.

## Class Attendance

Students are expected to attend all their scheduled classes. College work requires regular class attendance as well as careful preparation. Specific policies regarding class attendance are the prerogative of individual faculty members. Faculty shall inform each class in writing at the beginning of the course regarding the effect of absences on the determination of grades.

The student is expected to carry out all assigned work and to take examinations at the class period designated by the instructor. Failure to carry out these assignments or to take examinations at the designated times may result in an appropriate reduction in grade, except as provided below.

Instructors shall determine the policy regarding grading which they feel is best for the course. This policy shall be presented to the class, in writing, at the beginning of the term and will govern the actions of the instructor in the course.

Arrangement to make up missed major examinations (e.g. hour exams, midterm exams) due to properly authorized excused absences (as defined by the Student Policy eHandbook) shall be initiated by the student within one week from the end of the period of the excused absence. Normally, a make-up exam shall occur within two weeks from the time that the student initiates arrangements for it. Instructors are encouraged to refrain from giving make-up examinations during the last three days prior to the first day of final examinations. The format of make-up exams and opportunities for students to make up work other than major examinations are at the discretion of the instructor whose make-up policies should be stated in writing at the beginning of the term. Instructors are expected to excuse absences for:

1. Illness of the student or serious illness of a member of the student's immediate family. The instructor may request appropriate verification.
2. The death of a member of the student's immediate family. The instructor may request appropriate verification.
3. Trips for members of the student organizations sponsored by an academic unit, trips for university classes, and trips for participation in intercollegiate athletic events. When feasible, the student must notify the instructor prior to such absences, but in no case more than one week after the absence. Instructors may request formal notification from appropriate university personnel to document the student's participation in such trips.
4. Religious holidays. Students are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays.
5. Subpoena for court appearance.
6. Any other reason the instructor deems appropriate.

If the instructor does not appear within 20 minutes after the designated class hour, it may be assumed the class is canceled.

It is university policy that all classes will meet as scheduled on the last day before and the first day after holiday periods designated by the university.

Unresolved problems regarding class attendance or procedures should be referred to the University Student Academic Grievance Committee.

## Examinations

Examinations are classified as (1) final examinations at the end of each term; (2) special examinations; and (3) other course examinations as determined by the instructor.

Announced tests in undergraduate courses will be administered at a regularly scheduled meeting of the course. Exceptions to this regulation may arise in specialized courses requiring performance or oral tests, and in multiple-sectioned laboratory classes requiring practical laboratory tests. Faculty having sound reasons for scheduling tests at times other than regularly scheduled meeting times are to obtain approval from the department head prior to the beginning of the term, and are to present a

written schedule of these changes to the class during the first few days of the term. Rescheduled tests are not to interfere with other scheduled academic endeavors of the students involved, and an appropriate reduction in regularly scheduled class time is to be given to compensate for the rescheduled test period.

**Final Examinations.** A final examination is a desirable means of evaluation in most undergraduate courses. In unusual circumstances, performance tests, term papers, research projects or other forms of evaluation appropriate to the objectives of the course may be substituted for a final examination with the approval of the department head, who will report such action to the dean. Instructors not giving a final examination are to present to the class at the beginning of the term a written description of the forms of evaluation to be used and the means of determining final grades. The professor teaching a 6000-level course or higher shall determine whether a formal final examination is appropriate.

Final examinations are to be given as scheduled in the term examination schedule. Exceptions to this policy require prior approval by the provost. Rescheduled examinations must not interfere with scheduled academic activities of the students involved.

Auburn University students are provided the conditional right to take no more than two (2) final examinations in a single calendar day if the student provides the designated timely notice to the affected faculty members. The deadline for student requests to reschedule final examinations with affected faculty members, under this policy, is the Mid-Semester Day (mid-term in the summer). Students with three or more final examinations scheduled on one calendar day should contact instructors on or before the designated deadline to request rescheduling so that no more than two final examinations fall on any calendar day. Any Auburn student unable to get any instructor(s) to voluntarily move the examination(s) will present this situation to the associate dean of the student's major college and, after verification, that associate dean will contact the faculty member(s) scheduled for the middle exam period(s) of the student's scheduled finals to arrange to reschedule the exam(s). Each student must contact the appropriate associate dean within one week following the mid-semester date, either to report the rescheduled examination(s) or to ask for assistance in rescheduling.

## Student Academic Grievance Policy

The Student Academic Grievance policy, which appears in full in the Student Policy eHandbook, is designed to resolve academic grievances of students which result from actions of faculty or administrators.

## Graduation

To earn a bachelor's degree, a student must earn a 2.00 GPA on all courses attempted at Auburn, a 2.00 GPA on all transfer courses which apply to degree requirements and a 2.00 GPA on all work in the student's major. These are university requirements. Individual colleges and schools may have higher requirements. Identification of the specific courses counted as courses in the major in an academic program is available in the dean's office.

**Clearing for Graduation.** Seniors should register for UNIV 4AA0 in the term before they graduate in order to arrange for a graduation check through their dean's office; they must also clear deferred grades by the 15th day of the graduation term for courses to be used toward degree requirements. Independent (Asynchronous) Distance Education courses must be completed by mid-term prior to graduation.

Students must be registered at Auburn University in the term in which degree requirements are completed. Students who have completed all course requirements but who lack other requirements (non-thesis final exam, internship, etc.) must register for UNIV4AA0 for the term in which those requirements are completed and/or the student is scheduled to graduate. The undergraduate student who is registered for no credit hours at Auburn University in the term of graduation must register for UNDG4900 In any semester during which the staff or the facilities of the university are used for academic work, for removal of an "Incomplete" grade, or when a student is completing graduation coursework requirements at an Institution other than AU. Undergraduate students who have completed all courses and requirements for graduation should register for UNIV4AA0. **Students who have in a previous term completed all requirements for the degree, upon receipt of a "certificate of completion" in the Office of the Registrar (undergraduate) will be required to register only for UNIV4AA0 in the actual term in which the degree is conferred.**

Graduate students should refer to page 127 of this *Bulletin* under "Registration and Graduation Requirements" for graduate students.

A graduation fee is payable to Office of Student Financial Services at the beginning of the term of graduation. A student who is a candidate for a degree in a term in which no credit work is taken is required to register in such term as a pre-requisite to graduation. (For members of the faculty and staff the charge is reduced to \$5.00.) The graduation fee is in addition to this charge. See "Fees and Charges" in this *Bulletin* for details. If a student is in default on any payment due to the university, the diploma and academic record will not be issued until the matter is cleared. Degrees are conferred each term. Commencement exercises are held after fall and spring semesters and summer term. If a student does not plan to attend the exercises, arrangements should be made with the dean or the Office of the Registrar to receive the degree in absentia.

## Graduation Honors

Undergraduate students with a minimum overall grade average of 3.40 are graduated Cum Laude; a 3.60 Magna Cum Laude; and a 3.80 Summa Cum Laude. This distinction of high academic achievement is placed on the student's diploma and on his or her permanent record.

The grade average for graduation honors must be achieved on Auburn University course work. At least 60 hours in residence at Auburn University are required for graduation honors. All grades, including those excluded by the grade adjustment/course repeat policy, are used for determining academic honors. Grades of S or U and non-credit courses are not used in the calculations. Students earning a second baccalaureate degree must earn the minimum overall grade average required for honor distinction on the additional hours completed for the second degree. Those additional hours must total at least 60 credit hours.

Students meeting all of the requirements of the Auburn University Honors College graduate as University Honors Scholars.

## Student Records

### Confidentiality of Student Records

The university recognizes that the maintenance of student information and educational records is necessary and vital to assist the student's education and development and to provide opportunities for university research and policy formulation. The university recognizes its obligation to exercise discretion in recording and disseminating information about students to ensure that their rights of privacy are maintained.

The university will furnish annual notification to students of their right to inspect and review their educational records; the right to request amendment of educational records considered by them to be inaccurate or misleading or that violate privacy or other rights; and of their right to a hearing should the university decline to amend such records. This annual notice will be published in the *Auburn University Bulletin*.

The following guidelines have been developed to ensure the privacy rights of students. For the purposes of this policy statement a student is defined as an individual who has been admitted and has been in attendance in a component unit of the university. Classification as a student in one component unit of the university (e.g., an undergraduate program) does not imply that the person has been accorded the rights outlined below in other component units (i.e., graduate school, professional schools, branch campus).

### Student Access to Records

Auburn University's permanent student education record consists of one or more of the following: the official transcript of grades, competency evaluations, and any narrative evaluations. This is in accordance with guidelines established by the American Association of Collegiate Registrars and Admissions Officers and the State of Alabama policies on Retention of Records.

Students have the right to be provided a list of the type of educational records maintained by the university which are directly related to the student; the right to inspect and review the contents of these records; the right to obtain copies of these records; the right to a response from the university to reasonable requests for explanation and interpretation of these records; the right to an opportunity for a hearing to challenge the content of these records; and if any material or document in the educational record of a student includes information on more than one student, the right to inspect and review only the part of such material or document as relates to the student.

Students do not have access to financial records of their parents; confidential letters and statements of recommendation which were placed in the educational record prior to Jan. 1, 1975, provided such letters or statements were solicited or designated as confidential and are not used for purposes other than those for which they were specifically intended; confidential recommendations, if the student signed a waiver of the right of access, respecting admission, application for employment, and the receipt of an honor or honorary recognition.

Students do not have access to instructional, supervisory or administrative personnel records which are not accessible or revealed to any other individual except a substitute; Campus Security records which are maintained apart from educational records, which are used solely for law enforcement purposes, and which are not disclosed to individuals other than law enforcement officials of the same jurisdiction; employment records except when such employment requires that the person be a student; and the Alumni Office records.

Students do not have access to physical or mental health records created by a physician, psychiatrist, psychologist or other recognized professional acting in his or her capacity or to records created in connection with the treatment of the student under these conditions which are not disclosed to anyone other than individuals providing treatment. A physician or appropriate professional of the student's choice may review these records.

### Procedures for Access

The Office of the Registrar has a complete list of educational records maintained by the university which students may obtain. Students should contact the appropriate office to inspect and review their records. An office may require that a university official be present when a student inspects and reviews his or her educational records. Any questions concerning a student's access to records should be directed to the registrar.

### Amending Educational Records

Students may request that any information contained in their educational records which they consider to be inaccurate, misleading, or in violation of their privacy or other rights be amended or deleted from the records. (A grade or other academic scores may not be amended, except that the accuracy of recording the information may be challenged.)

Students who request that information in their records be amended should first direct their request to the official with primary responsibility for the information on the record. If the matter is not resolved to their satisfaction, students should direct their requests to the official's dean or division head. If the matter is not resolved to their satisfaction, they may request a formal hearing.

### Right to a Formal Hearing and Procedures for Decision

Students may request formal hearings to challenge information contained in their educational records. The hearing will be held in a reasonable time (not to exceed 45 days) and in a reasonable place. Students may be assisted or represented by persons of their choice, including an attorney, at the expense of the student, and shall be afforded a full and fair opportunity to present evidence relevant to the issue(s).

Students or their representative should request the hearing in writing and should specifically identify the information they seek to have amended. The request should be directed to the Office of the Provost/Vice President for Academic Affairs.

The Office of the Provost/Vice President for Academic Affairs will conduct the hearing and render a decision within a reasonable period of time after the conclusion of the hearing and the decision shall be based solely upon the evidence presented at the hearing. The student shall be notified in writing of the reason(s) for the decision and given a summary of the evidence.

If the decision is that the information in the student's educational records is inaccurate, misleading or in violation of his rights and privacy, the statement(s) will be corrected or expunged from the students records.

If the decision is that the information is not inaccurate, misleading, or in violation of the privacy or other rights of the student and that the information or parts thereof are to remain in the student's educational records, the student shall be notified and given the right to enter a statement in the records setting forth any reason for disagreeing with the decision of the Office of the Provost/Vice President for Academic Affairs. This statement shall be maintained in the records as long as the record or contested portion thereof is maintained, and if the contested educational record or

contested portion thereof is disclosed by Auburn University to any party, the student's explanation shall also be disclosed to that party.

The Secretary of Education has established a review board to receive complaints regarding violation of student's rights. Students wishing to file a complaint directly to the review board should write to the Family Policy and Regulations Office, Department of Education, Washington, D.C. 20202. Detailed procedures for this complaint procedure are listed under section 99.63 of the regulations issued by the Secretary and will be furnished upon request by the registrar, Auburn University.

This policy is adopted pursuant to the Family Educational Rights and Privacy Act, (34 CFR Part 99), and is not intended to impose any restrictions or grant any rights not specifically required by this Act.

### Release of Directory Information

The university may release directory information without the student's written consent. Directory information consists of student's complete name; local address and associated telephone number; place of birth; parent/spouse name, address and associated telephone number; mailing address and associated telephone number; E-mail address; photographs, video or other electronic image; participation in recognized activities and sports; weight and height of members of athletic teams; dates of attendance; enrollment time status (full or part time); degrees and awards received; and most recent previous educational agency or institution attended.

A student may deny the release of directory information by completing an Address Change/Information restriction request form available in the Office of the Registrar, 100 Mary Martin Hall. Students may also restrict directory information on tigerl.

To deny the release of information regarding participation in recognized activities the student must notify the vice president for Student Affairs and the student's academic dean in writing. To deny the release of athletic information, the student must notify the director of Athletics in writing. A former student, one who is not in attendance, must contact the appropriate offices to deny the release of information.

### Release of Educational Records

The university will release a student's educational record(s) upon the student's written request. The student must:

1. Specify the records to be disclosed.
2. Include the purpose or purposes of the disclosure.
3. State the party or parties and the address to whom the information is to be disclosed.

The student shall, upon request, receive a copy of the record that is to be disclosed. It is university policy to furnish single copies of a student's record at no charge.

The university may release student's educational records to the following without prior written consent:

1. University officials who have a legitimate educational interest in the records. University officials are defined as teachers, administrative personnel and other employees except personnel of the security or law enforcement unit of Auburn University, and other agents acting on behalf of the university. If university officials are required in the performance of their duties to review the educational records of a student, this will be considered to be a legitimate educational interest. Auburn University has designated the National Student Clearinghouse as a university official.
2. Officials of another school in which the student intends to enroll upon request of the transfer school.
3. Government representatives of the Comptroller General of the United States, the Secretary of Education, the U.S. Commissioner of Education, the Director of the National Institute of Education, the Assistant Secretary for Education, State educational authorities, and State officials to whom such information is specifically required to be reported or disclosed by State law adopted prior to Nov. 19, 1974.
4. Appropriate authorities in connection with financial aid with the understanding that only the necessary records will be released.
5. Organizations conducting studies for, or on behalf of, the university or its agencies for the purpose of developing, validating, or administering predictive tests, administering student aid programs, and improving instruction and student life provided that the studies will not permit the personal identification of students and their parents by individuals other than representatives of the organization and provided that the personally identifiable information furnished will be destroyed when no longer needed for the purposes for which the study was conducted.
6. Accrediting organizations to carry out their accrediting functions.

7. Parents of a dependent student as defined in section 152 of the Internal Revenue Code of 1954. University officials may release educational records to parents on the basis of a written documentation from the parent that the student is a dependent as defined under the Code and there is reasonable notification of the student regarding the request.
8. A court of law to comply with a judicial order or lawfully issued subpoena with the understanding that the student will be notified in advance insofar as possible.
9. Appropriate parties to protect the health and safety of the student or other individuals in emergencies with the understanding that only information essential to the emergency situation will be released, that information will be released only to a party who would be in a position to deal with the emergency, and that the student will be notified insofar as possible of the information released, the purpose for the release, and to whom the information was released.

No personal information on a student will be released without a statement from the university to the party receiving the information that no third party is to have access to such information without the written consent of the student.

Each office with educational records will maintain a record of each request and disclosure of personally identifiable information from the educational records of a student except for information requested in writing by the student, information released to the student or the student's parents, directory information, and information released to university officials and teachers who have a legitimate educational interest in the records. The student may inspect the record of requests, disclosures and the legitimate interests of parties requesting or obtaining information in the appropriate university office.

## Special Academic Opportunities

### The University Honors College

The Honors College at Auburn University offers a select cohort of high-ability students a unique academic experience designed to provide many of the advantages of a small college in addition to the myriad opportunities available at a large and diverse research university. Students in the Honors College receive a more intensive and innovative education than is available in the regular curriculum. These advantages include small class sizes, specialized advising, and regular exposure to diverse social and co-curricular programs. Honors students have close personal contacts with their teachers and with other students, providing a sense of community and identity within the larger university context.

**Eligibility.** Entering freshmen as well as currently enrolled students who demonstrate the potential for outstanding academic achievement may apply for admission into the Honors College. Selection of incoming freshmen is based on ACT/SAT scores (29/1290 minimum), high school GPA (3.75 minimum), an application essay and a record of leadership and service. Students enrolled at Auburn who have a 3.4 unadjusted GPA may also be considered for admission.

**Curriculum.** The Honors Curriculum has two components, the Honors College Courses and the Honors Apogee Experience.

**The Honors College Courses** were developed to provide Honors students an opportunity for broad enriching educational experiences primarily based on Auburn's Core Curriculum. To complete the Honors College course requirements, students are required to:

1. Maintain a minimum unadjusted 3.2 GPA
2. Complete a minimum of 18 Honors hours in the following areas:
  - a. Honors University Core Courses
  - b. Honors Interdisciplinary Symposia
  - c. Honors Departmental Courses
  - d. Honors Contracted Courses
3. Complete a minimum of 4 hours of Honors Participation Courses.

**The Honors Apogee Experience** offers Honors students the choice of completing the Thesis/Project Option or the Seminar Option. The Seminar Option requires the completion of two 3-hour, 3000-level Honors Seminars. The Thesis/Project Option may be intra-disciplinary or interdisciplinary. It may be a traditional Honors thesis or a conference style presentation, a portfolio, a performance, approved service learning project, a project based on a substantial study abroad experience, or an identifiable part of a team (senior design) project. Students selecting the Thesis/Project Option are required to complete 6 hours of Special Topics/Reading/Thesis/Project/Contract courses under the direction of a faculty member in the student's major and write a thesis or give a podium presentation. Completing an undergraduate thesis is a significant achievement that is noted by admission committees for graduate and professional schools.

**Thesis/Project Option.** Honors students must:

1. Maintain an unadjusted 3.2 overall GPA
2. Complete at least 3 hours in the Honors Special Topics/Thesis/Readings/Contract course
3. Complete at least 3 hours in the Honors Thesis/Project course.

**Seminar Option.** Honors students must:

1. Maintain an unadjusted 3.2 overall GPA
2. Complete at least 6 hours in the 3000-level Honors Seminars.

**Honors Distinctions.** After completing the requirements of the Honors College Curriculum, students graduate with a special designation that is noted on their diploma and transcript.

To graduate as an Honors Scholar students must complete the Honors College Course requirements, the requirements for their discipline, and have a minimum cumulative unadjusted GPA of 3.2 – OR – complete the Honors Apogee Experience (Thesis/Project Option), 2 hours of Honors Participation Courses, the requirements for their discipline, and have a minimum cumulative unadjusted GPA of 3.2.

To graduate as a University Honors Scholar students must complete all requirements of the Honors College Courses and Honors Apogee Experience, the requirements for their discipline, and have a minimum cumulative unadjusted GPA of 3.4.

### Cooperative Education (Co-Op) Program

The Cooperative Education program provides opportunities for students to alternate terms of academic study with experience in industry, business and government agencies.

Coordination of study and work combines theory and practice. As a result students find increased meaning in and motivation for their studies. This experience helps to develop a sense of responsibility, judgment, and maturity. Students also benefit financially, since they are paid for their work.

In four-year undergraduate curricula, the Cooperative Education Program is a five-year plan. A student must complete at least two terms of the freshman year with an above-average scholastic record before being placed with an employer. Cooperative Education is offered in all curricula of the colleges of Agriculture; Architecture, Design and Construction; Business; Education; Engineering; Human Sciences; Liberal Arts; Sciences and Mathematics and in all curricula of the School of Forestry and Wildlife Sciences.

A graduate Co-op Program is arranged for certain students in the master's and doctoral programs where employers can provide professional experiences which relate directly to the student's specialized field of study.

For additional information, contact: Cooperative Education (Co-Op) Program, 104 Ramsay Hall, Auburn, AL, 36849-5123. Telephone: (334) 844-5410. Website: [www.auburn.edu/co-op](http://www.auburn.edu/co-op).

### International Academic Opportunities

Access to international opportunities is provided throughout many colleges, schools, departments and other student support units. However there are several units on campus that provide specialized services for English language study, study abroad and international students attending Auburn University.

### International Internships, Academic/Curricular Practical Training

Academic internship experience both within the US and abroad are highly encouraged for all disciplines and all AU students. Students interested in participating in such experiences should check with their academic units for specific requirements. For international students practical training is available: UNIV 4920 Curricula Practical Training depending on US immigration status as Curricular Practical Training (F) or Academic Training (J). Students may also do academic internships abroad under Auburn Abroad. For further details on Auburn Abroad or CPT/AT students should check with the Office of International Programs.

### English as a Second Language (ESL) Program

The ESL Program operates under the Assistant Provost for International Programs and offers English language instruction to international students and visiting scholars. It provides courses in oral and written proficiency to support international students enrolled in undergraduate and graduate degree programs, a course in classroom communication skills for international graduate teaching assistants, and an Intensive English program involving 25 hours of instruction per week in listening,

speaking, reading, writing, grammar, pronunciation, and TOEFL skills. It also operates an International Student English Center that develops international students' and scholars' English skills through tutoring and workshops at no charge. For additional information, contact: 316 Foy Hall, (334) 844-2122; email: raffadc@auburn.edu; or visit [www.auburn.edu/esl](http://www.auburn.edu/esl).

### Office of International Programs

The Office of International Programs (OIP) is a unit of the AU Division of Academic Affairs. Its mission is to provide leadership and relevant administrative support to academic units, faculty, students, and staff for the effective promotion and efficient adoption of Auburn University's internationalization goals. The International Students and Scholar Service component of the OIP assists foreign national students, visiting scholars, and university employees in achieving their academic objectives. The Auburn Abroad unit of the OIP promotes and facilitates student and faculty participation in an international education experience through programs outside of the United States. For additional information, contact: Office of International Program, 227 Foy Hall; 334-844-5001; [intleedu@auburn.edu](mailto:intleedu@auburn.edu); or [www.auburn.edu.international](http://www.auburn.edu.international). Go to the section on International Student Services for additional information.

### OIP International Student and Scholar Services

The ISSS unit of the OIP provides assistance and guidance to foreign national students, visiting scholars, and University employees regarding US immigration requirements and Auburn policies for studying and/or working at Auburn University. Documentation of eligibility for study in the United States, work authorizations, and other government documents required by international students, scholars, and employees are issued and monitored by the ISSS. Joint orientation programs are conducted in cooperation with the Office of International Student Life and other units of the University to assist students, visitors, and employees adapt to the AU community. Currently, the university has more than 1200 international students, visiting scholars, and employees from over 90 nations.

### OIP Auburn Abroad Experience

The Office of International Programs (OIP) Auburn Abroad unit seeks to develop, expand and facilitate credit bearing study, internship and exchange opportunities outside of the United States. Each year more than 900 Auburn University students participate in the Auburn Abroad experience. More than 90 percent of these students go on faculty led programs and Exchange Programs with the rest going on other university or provider programs. With some planning, credit earned through the Auburn Abroad experience can be fully integrated with Auburn University degrees and applied to core, major, minor, and elective courses. Students on Auburn University faculty-led programs and Exchange Programs will earn AU credit and will receive grades on their transcript. Students going on other university programs will earn transient/transfer credit for their courses abroad. Students on other university programs will need to be enrolled in an Auburn Abroad placeholder course to be able to use their financial aid.

Auburn Abroad experiences vary considerably in length and are available for all semesters including summer. Each college and school within Auburn University has programs abroad tailored to their students' needs. The Auburn Abroad staff conducts Fall and Spring Study Abroad and Passport Fairs, and over 100 other information sessions each year to inform students about international opportunities. Both undergraduate and graduate students can participate in the Auburn Abroad Experience. Requirements for acceptance into the Auburn Abroad Experience include the following: (1) a minimum institutional cumulative GPA of 2.25 for undergraduates and 3.0 for graduate students, (2) the student must attain the age of 19 prior to the start date of program, (3) the student's record must show no pending Auburn University judicial actions and the student must be in good academic standing in their college or school. Faculty directors for programs abroad may also have additional requirements. Although some programs require prior knowledge of a foreign language, there are many that do not.

Students considering any type of credit bearing experience abroad should start their Auburn Abroad Experience by attending either (1) a weekly, thirty minute general orientation session conducted by the Auburn Abroad Staff or (2) by attending a faculty led program orientation session. The Auburn Abroad Experience sessions are held every semester. Sessions are conducted on Thursdays at 3pm and repeated on Fridays at 11am in the Auburn Abroad conference room, 242 Foy Hall. These sessions

include an introduction to the on-line Auburn Abroad application process, hints on searching for faculty led and other types of programs abroad, the credit approval process, transcript information, information on a variety of funding resources, and paperwork needed for scholarship, PACT and other benefit programs. Students interested in faculty led programs must contact the faculty director(s) for the dates of their orientation sessions. After students attend a study abroad orientation session, they are ready to start their on-line study abroad application, found at [www.auburn.edu/studyabroad](http://www.auburn.edu/studyabroad) on the Program Search link. They need to complete this on-line application, submit a completed Course Approval Form, and respond to any Auburn Abroad Unit emails requesting additional information. The Course Approval Form requires special attention and students must obtain all required signatures including department chair and dean. The on-line application and requested materials must be completed and submitted by the deadline dates listed on [www.auburn.edu/studyabroad](http://www.auburn.edu/studyabroad) to be considered. Current deadline dates are: Summer Programs: March 15; Fall Programs - April 30 and Spring Programs: October 15.

The OIP staff monitors students' on-line applications and will enroll individual students in one of the following Auburn Abroad Full Time Placeholder courses: (UNIV 2940/2945, UNIV 4940/4945, UNIV5949/5945 or UNIV7940/7945). These courses will be listed on the students' transcripts while they are abroad. Once students complete their course work abroad and the Auburn Abroad staff receives and processes their transcript through the registrar, then the actual, approved courses listed on their Course Approval Form will be listed on the students' transcripts as Auburn University Credit. These processes and dates are subject to change and it is the individual student's responsibility to attend orientation sessions and check the website to insure that they are in compliance. In addition to receiving credit for an abroad experience, students enrolled in Auburn Abroad are provided opportunities to attend pre-departure sessions and will be enrolled in the Auburn University International Travel Assistance plan. Students will receive a MEDEX/CMI enrollment card and material to read concerning the assistance plan, health and safety issues. The Auburn Abroad staff, along with the Department of Safety and Security routinely monitor global situations and will provide assistance to students in distress abroad. Returning students are encouraged to become Global Tiger Peer Advisors when they return, share their "Global Tiger Tale" on the Auburn Abroad website and submit photos from their experience abroad for the annual student photo contest. For additional information please visit the OIP Auburn Abroad Experience Website at [www.auburn.edu/studyabroad](http://www.auburn.edu/studyabroad) and/or send an email to: [auab@auburn.edu](mailto:auab@auburn.edu).

### Service Learning and Student Engagement

Auburn University has a long history of service to the community as part of its land-grant mission of outreach. The value of public service is also emphasized in the Auburn Creed. Service engagement is also one of Auburn's strategic objectives for enhancing students' academic experience, and it is required for many courses of study. Thus, students are expected to engage in organized outreach activities over their academic career at Auburn, through a variety of curricular, co-curricular, and extracurricular services experiences.

Service engagement enhances academic study and provides opportunities for personal and professional growth, while making a difference in the surrounding community. Engagement also builds appreciation for collaboration and cooperation by working with community partners in a service environment. Students may participate in public service activities through formal service-learning courses and internships that have been established in the university curriculum. Many majors require service as a component of disciplinary study. Students can also fulfill their personal service interests through student organizations, volunteerism in campus service projects, or direct engagement with community agencies.

Students can access information on service learning and service opportunities through AUBURNSERVES, an on-line network hosted by the university's engagement office, the Office of Public Service. AUBURNSERVES is a collaboration of campus partners including University Outreach, Access and Community Initiatives, Extension, the Biggio Center, Student Affairs' IMPACT program, Learning Communities, and academic programs in the schools and colleges. AUBURNSERVES offers students and their faculty mentors contact information for a wide range of organized service options available through more than 125 community partners statewide. The network also provides online resources for managing and documenting service projects.

For more information on student engagement and service learning at Auburn University, and to access the AUBURNSERVES network, visit [www.auburnserves.com](http://www.auburnserves.com), or contact the Office of Public Service at 334-844-5117.

### National Honor Societies

The following members of the Association of College Honor Societies have established chapters at Auburn: Alpha Delta Mu (Social Work), Alpha Epsilon (Biosystems Engineering), Alpha Epsilon Delta (Pre-Medicine), Alpha Kappa Delta (Sociology), Alpha Lambda Delta (Freshman Scholarship), Alpha Phi Sigma (Criminal Justice), Alpha Pi Mu (Industrial Engineering), Alpha Sigma Mu (Metallurgical & Materials Engineering), Beta Alpha Psi (Accounting), Beta Gamma Sigma (Business), Cardinal Key (Junior Leadership), Chi Epsilon (Civil Engineering), Eta Kappa Nu (Electrical and Computer Engineering), Kappa Delta Pi (Education), Iota Delta Sigma (Counselor Education), Lambda Sigma (Sophomore Leadership), Mortar Board (Student Leadership), Omega Chi Epsilon (Chemical Engineering), Omicron Delta Kappa (Student Leadership), Kappa Omicron Nu (Human Sciences), Phi Alpha Theta (History), Phi Beta Kappa (Arts and Sciences), Phi Eta Sigma (Freshman Scholarship), Phi Kappa Phi (Senior Scholarship), Phi Lambda Sigma (Pharmacy Leadership), Phi Sigma Tau (Philosophy), Pi Delta Phi (French), Pi Lambda Sigma (Pre-Law), Pi Sigma Alpha (Political Science), Pi Tau Sigma (Mechanical Engineering), Psi Chi (Psychology), Rho Chi (Pharmacy), Sigma Delta Pi (Spanish), Sigma Gamma Tau (Aerospace Engineering), Sigma Pi Sigma (Physics), Sigma Tau Delta (English), Tau Beta Pi (Engineering), Tau Sigma Delta (Architecture & Allied Arts), Xi Sigma Pi (Forestry).

### National Recognition Societies

The following national societies have chapters established at Auburn: Alpha Epsilon Lambda (Graduate), Alpha Eta Rho (Aviation), Alpha Kappa Psi (Business), Alpha Phi Omega (Service), Alpha Psi Omega (Theatre), Angel Flight (Air Force ROTC Auxiliary), Arnold Air Society (Air Force ROTC), Beta Beta Beta (Biology), Block and Bridle (Animal Husbandry), Delta Nu Alpha (Transportation), Delta Sigma Pi (Commerce & Business Administration), Eta Sigma Delta (Hotel and Restaurant Management), Gamma Sigma Delta (Agriculture), Golden Key National Honor Society, Kappa Kappa Psi (Band), Kappa Omicron Nu (Human Sciences), Kappa Psi (Pharmacy), Lambda Tau (Medical Technology), National Student Speech, Language, Hearing Association (Communication Disorders), Omicron Delta Epsilon (Economics), Omicron Kappa Pi (Architecture), Order of Omega (Greek Leadership), Phi Delta Kappa (Education), Phi Delta Chi (Pharmacy), Phi Lambda Sigma (Pharmacy), Phi Lambda Upsilon (Chemistry), Phi Mu Alpha (Music), Phi Psi (Textiles), Phi Zeta (Veterinary Medicine), Pi Alpha Xi (Horticulture), Pi Kappa Lambda (Music), Pi Mu Epsilon (Mathematics), Pi Sigma Epsilon (Marketing), Scabbard and Blade (Military), Semper Fidelis (Marine Corps ROTC), Sigma Alpha Iota (Music), Sigma Delta Chi (Journalism), Sigma Gamma Epsilon (Earth Sciences), Sigma Lambda Chi (Building Construction), Sigma Theta Tau (Nursing), Sigma Xi (Scientific Research), Society for Technical Communication (Liberal Arts), Steerage (Navy ROTC), Tau Beta Sigma (Band), Upsilon Pi Epsilon (Computer Science).