Academic Policies

Undergraduates Admissions Policies and Procedures

Auburn University, an equal-opportunity educational institution, does not discriminate in its admissions policy on the basis of race, color, sex, creed, handicap, 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 admitted is determined by the availability of facilities and faculty.

Application Forms. Application forms for admission to any undergraduate school or curriculum of the University can be obtained from the Admissions Office, 202 Mary Martin Hall, Auburn University, AL 36849-5145. Applicants are encouraged to submit their application electronically by using the document available on the Auburn University web site. This can be reached by going to www.auburn.edu and clicking on the section for prospective students. Application to the Graduate School or the School of Veterinary Medicine must be made to those schools.

Process for Application. Individuals may apply for entrance to any term of a calendar year as early as June 1 of the preceding year. 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.

Application Fee. A $25 processing fee (international application processing fee is $50) payable by check, money order or credit card information, 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 at least three weeks before the term opens. 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 ability test scores and high school grades 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

<table>
<thead>
<tr>
<th>Subject</th>
<th>Minimum years required</th>
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</thead>
<tbody>
<tr>
<td>English</td>
<td>4 years</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3 years</td>
</tr>
<tr>
<td>Algebra I and Algebra II</td>
<td>2 years</td>
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<tr>
<td>Geometry, Trigonometry, Calculus or Analysis</td>
<td>1 year</td>
</tr>
<tr>
<td>Science</td>
<td>2 years</td>
</tr>
<tr>
<td>Biology</td>
<td>1 year</td>
</tr>
<tr>
<td>Physical Science</td>
<td>1 year</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3 years</td>
</tr>
</tbody>
</table>

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. High school students may secure application forms from their principals or counselors. Scores on these tests are used as a partial basis for admission, for placement in English, chemistry, mathematics and for awarding University scholarships and loans.

Applicants whose native language is not English are required to demonstrate proficiency in English.

World Wide Web. Auburn University is committed to providing a wide range of web applications to deliver information and tools that enhance its mission. Student admissions, registration and records, campus directory services, administrative systems, e-mail, and a wide range of instructional and research tools employ web interfaces. Development of a significant web presence is ongoing.

The official AU web site resides at www.auburn.edu. AU colleges, schools, and departments maintain web sites specific to their areas. All information on the primary AU Web site is freely accessible by anyone on the Internet and includes online directory services and a search engine. Restricted-access web space is provided for information (such as copyrighted material) that must be limited to persons affiliated with the University. Real Media Servers distribute audio and video files and encode live broadcasts. A Meeting Point Server enables video conferencing.

Instructional Technology. Auburn University is dedicated to providing all faculty and students with effective technology to enhance courses and improve learning. Learning management systems, such as WebCT, provide ways for faculty to manage course content and for students to engage with the material, the teachers and each other. OIT provides seminars for faculty members in which they can explore and learn about the use of multimedia in teaching. There are over 100 technologically-enhanced classrooms on campus as well as special course development labs. Both professors and students benefit from the ability to bring experts from around the globe into the classroom electronically for real-time, two way classes. Nationally recognized expertise in multimedia direction and production, along with web design and graphic art skills, are available to faculty members. Test scoring and analysis services are also available to instructors.

Support. Training, documentation and consulting are provided for students, faculty and staff via orientations, courses, videotapes, workshops, publications and the OIT Help Desk (334/844-4944). The Help Desk is available during University business hours to answer questions regarding AU computing, telecommunications and information technology. The accompanying web site at www.auburn.edu/helpdesk is always available. The Office of Information Technology web site is at www.auburn.edu/oit. It serves as a central dissemination point for information regarding all aspects of computing, information technology, multimedia and telecommunications at the University. In addition to the online information, OIT publishes a number of guides, brochures and tip sheets. The bi-annual publication, Survival Guide: A Student's Guide to Computing at Auburn University, is designed to help students learn about and use computing resources available to them at the University. Information Technology does not conduct an academic program. Inquiries concerning computer curricula should be directed to the College of Engineering or the College of Business.

Policies. Auburn University’s Information Technology policies are on the Web at www.auburn.edu/it_policies. Effective Fall 2002, the student’s Auburn University e-mail address (userID@auburn.edu) is an official medium for faculty members and any University office to communicate with students. It is the students’ responsibility to check their Auburn University e-mail address in a timely fashion and on a regular basis.

and most labs are available 24 hours a day. The OIT labs require login with an OIT user ID and password and provide access to network laser printing. OIT computing lab software includes database, spreadsheet, word processing, and Web browsing. In addition to the general-purpose software, the OIT labs provide access to special-purpose software purchased by departments for specific classes.

AU Lease is a centrally administered OIT program, allowing students in participating AU colleges and schools to lease laptop computers. Leased machines are regularly upgraded.

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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. Applicants from non-accredited high schools will be considered on an individual basis by the Committee.

Early Decision. Early decision is a type freshman admission where the applicant should be admitted at time of application but must be of at least 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.

Transfer applicants (from both on-and off-campus) to Architecture, Interior Architecture and Building Science in the College of Architecture, Design that Auburn University has is his or her institution of choice and that he or she will not apply as an early decision student to any other college. Early decision students must submit their application by November 1 for the following summer or fall term. Early decision students who meet admission requirements must submit a $200 non-refundable deposit. This deposit will be applied toward tuition for the initial term of entry.

Early Admission. Students of high academic promise may be admitted directly from the eleventh grade without a diploma. Basic requirements for early admission include:
1. Proper personal qualifications.
2. 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).
3. A letter from the high school principal assessing the applicant’s emotional and social maturity and readiness for college work.

Additional information on this procedure is available at the Admissions Office.

Advanced Standing and Credit. Prospective students are advised to write the Office of Admissions and Records at Auburn University requesting a brochure on the Advanced Placement Program.

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, College Level Examination Program (CLEP) General and Subject examinations and other evidences of experience and competence.

Students enrolled at 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.

Admission Deposit. Freshmen applicants who meet the university admission requirements and are offered provisional admission are required to pay a $200 deposit to confirm the offer of admission. The deposit is fully refundable until May 1, however, it is suggested students deposit as early as possible. Deposits will only be taken until the freshman class is full. Students will receive housing information and Camp War Eagle registration materials based on submission of the deposit.

Admission of Transfer Students. Applicants must provide two copies of official transcripts (not duplicated or faxed copies) from each college attended, including any at which the applicant enrolled while in high school. A satisfactory citizenship record, 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 for transfer admission. Transfer applicants who were not eligible for admission to Auburn when they graduated from high school must present a minimum of 48 quarter hours or 32 semester hours of college credit. All transfer students who have attempted 48 quarter hours or 32 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. 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 Arts, Sciences General Studies, Articulation and General Studies agreements.

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 Arts, Sciences General Studies agreement. For students transferring from colleges with which the University has had little or no experience, the amount of credit will be determined upon completion by the student of the fall term.

Transfer students who wish to major in COMM, JRNL, PRCM, or RTVF in the College of Liberal Arts must apply for admission to the degree program in addition to completing an application to Auburn University. All applicants must have completed 45 hours of course work (including the university core or its equivalents). Please contact the Chair of the Department of Communication and Journalism for further information.

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 Arts, Sciences General Studies agreement. For students transferring from colleges with which the University has had little or no experience, the amount of credit will be determined upon completion by the student of the fall term.

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 Director of Admissions and Records. 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 64 semester (96 quarter) hours.

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Transfer from Auburn University at Montgomery. Undergraduates enrolled at either of Auburn’s campuses may take classes at either campus, if they are in good standing, and if approved by the home campus, 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. To become a degree-seeking student on either campus, however, students must meet minimum transfer requirements.

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, transient students will not be admitted 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 candi-
date. 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 in Engineering must also meet the grade-point-average specified for Engineering transfer students. Unclassified students must submit the same academic credentials as transfer applicants. An application fee of $25 must be paid. The student will be accepted on a probationary basis.

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 Admissions Office.

Admission of International Students. The University welcomes admission inquiries from international students. Because of limited facilities, only those students who are academically strong 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 submit satisfactory results on the Scholastic Aptitude Test of the College Entrance Examination Board, also offered by the Educational Testing Service.

International students first should 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. The application must be accompanied by an application fee of $50 (not refundable). If the 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.

Students who are clearing incomplete grades, clearing for graduation, or seeking transfers, may meet with advisers during the regular registration period (see Auburn University Schedule of Courses). Students seeking guidance from their advisers before attempting to register for classes, and they are urged to register during their assigned registration period (see Auburn University Schedule of Courses). Students should register for courses during the term preceding the term they plan to attend. A currently enrolled student who fails to register during the assigned registration period will be required to register during the late registration/schedule adjustment period. When registering, the student is responsible for observing the pre-requisites and 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. A student’s class load may be reduced by the dean. Students may register for classes after the 1st class day only with the approval of the college, school or department offering the course. No student will be allowed to register after the 15th day of classes without the approval of the Provost.

Permission To Register. All students must have an electronic registration permit and a personal access code (PIN number) prior to participating in registration, late registration or schedule adjustment. Consult the Auburn University Schedule of Classes for instructions. All registration holds must be cleared prior to the start of registration to avoid delays in registration.

Transient Student Form. An Auburn student in good standing may be approved to take courses at another institution on a transient basis for one term. The Office of Admissions and Records issues a “Transient Student Form” that, when signed and stamped, certifies the student is in good standing and eligible to return to Auburn. The student’s dean’s office adviser then lists courses and credits approved to be taken elsewhere. 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.
Concurrent Enrollment. During any given term, students enrolled at Auburn University are expected to take courses only at Auburn. Only under exceptional circumstances, and with prior permission from the dean, may a student receive transfer credit toward the Auburn degree while concurrently enrolled at another college or university.

Classification.
Freshman ............ 30 or fewer semester hours.
Sophomore .......... 31-60 semester hours.
Junior .................. 61-90 semester hours.
Senior ................... 91 or more semester hours.

The codes for identifying the classification of students are as follows: FR, Freshman; SO, Sophomore; JR, Junior; SR, Senior; SYR, 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 baccalaude 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 13 hours during the 10-week session or any combination of summer sessions. An undergraduate must enroll for 12 or more hours to be considered full-time for athletic, financial aid, loan and insurance purposes. With the dean’s approval, students may schedule less than a normal load.

The maximum load may be exceeded under the following circumstances:
On approval of the dean, students may schedule overloads not to exceed 20 hours during the semester or 15 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 Director of Admissions and Records.

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.

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. (For the definition of W, see the following section on Grade Assignment for Class Withdrawal.)

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

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

An IN may be assigned at the discretion of the instructor if the student is passing but has not completed all assigned work or taken all scheduled examinations. For undergraduates, an IN is calculated as an F until it is cleared. Making up a final examination in an undergraduate course is allowed at the discretion of the instructor when there is a documented excuse for the absence.

It is the student’s responsibility to meet with the instructor as soon as possible to make arrangements for clearing the IN. If the instructor is no longer a faculty member at Auburn University, then the student should meet with the department head instead. During this meeting, the instructor should set an appropriate deadline for clearance within the maximum six months allowed. Because an IN will be calculated as an F for undergraduates until it is cleared, it is to the student’s benefit to clear the IN quickly; if not cleared within six months of the date the IN was awarded, regardless of the residence status of the student, the IN will become an F.

These policies apply to all students in undergraduate and graduate courses. 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 Director of Admissions and Records.

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 5th class day of summer term) will have no grade assignment; however, from the 15th class day during a semester (or the 5th 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.

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 15th class day of the Fall and Spring terms or the 5th class day of any Summer term.

Grade Reports. Grade information may be obtained from either the Auburn University Student Voice Information System or via OASIS at the Auburn University homepage, 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; otherwise the student will be resigned by the Office of Admissions and Records.

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:
Resignation and Appeals, and Grade Adjustment

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 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 incurs a Third Academic Suspension will be expelled from the University.

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.

School of Pharmacy. A student enrolled in the 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 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 Repeated Courses, Course Withdrawals, Resignation and Appeals, and Grade Adjustment

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 grade-point average. Deletion of grades from the computation of the cumulative grade-point average is not available to professional students in 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. Courses for which a grade has been deleted from the cumulative GPA will have the grade recorded and a notation on the transcript that the grade has been excluded from the earned hours and the cumulative GPA. 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 preceding 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 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 grade assignment must be processed prior to the 5th day.

A course may be dropped with a W after midterm only under unusual circumstances such as serious illness of the student, serious illness or death of a member of the student’s immediate family. 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 through the telephone registration system. 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 may obtain the student’s instructors’ or her scholastic standing at the time of resignation, and report it to the Office of Admissions and Records. If the student is failing in over half of the work, 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 be dropped and will not be counted in the grade-point computation. Furthermore, if a student has been placed on academic suspension at the end of the last term in residence prior to the resignation, the grades will be reviewed by the dean to determine whether the student will be placed on further academic suspension.

When a student through illness or physical disability is forced to resign after midterm, and when this condition 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 indefinite suspension must appeal to the Admissions Committee for readmission to the University. These requirements are University requirements. Individual colleges and schools may have higher requirements.
Accommodation Policy for Students with Disabilities

It is the policy of Auburn University to provide accessibility to its programs and activities and reasonable accommodation for persons defined as having disabilities under Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990. Students with disabilities desiring additional information should contact the Program for Students with Disabilities, 1244 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 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 Core Curriculum

The general purpose of the Auburn University Core Curriculum is to foster the development of educated citizens. This purpose leads to three goals:

First, the Core Curriculum seeks to assure that all graduates of Auburn University are competent in critical reading, writing, mathematics, and information literacy.

Second, the Core Curriculum seeks to assure that all graduates of Auburn University develop analytical skills that allow them to discern significant issues and events; ask appropriate questions; approach problems; gather, synthesize and interpret information; critically analyze established positions; and use knowledge creatively for the enhancement of society.

Finally, the Core Curriculum seeks to assure that all graduates of Auburn University possess an educated appreciation of the natural world, of human life, and of the interaction between them, especially through technology. Emphasis falls on human behavior, history and social organization, encouraging students to understand and appreciate both their own cultural traditions and the great diversity of other human cultures and experiences. The Core Curriculum also encourages inquiry into moral and aesthetic values and into ideas and their consequences.

To accomplish these goals, Auburn University’s Core Curriculum provides a shared learning experience to all Auburn undergraduates based on the principles of coherence and integration. Coherence is achieved by course sequences and by providing connections among courses. Integration is accomplished through interdisciplinary courses.

<table>
<thead>
<tr>
<th>CORE CURRICULUM</th>
<th>ENGLISH COMPOSITION (6 semester hours):</th>
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<tbody>
<tr>
<td>English Composition I ............................................. ENGL 1100</td>
<td></td>
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<tr>
<td>Honors Writing Seminar I ........................................ ENGL 1107</td>
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<tr>
<td>English Composition II ........................................... ENGL 1120</td>
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<tr>
<td>Honors Writing Seminar II ........................................ ENGL 1127</td>
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<tr>
<th>ENGLISH LITERATURE (6 semester hours):</th>
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<tbody>
<tr>
<td>Great Books I .................................................. ENGL 2200</td>
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<tr>
<td>Honors Great Books I .......................... ENGL 2207</td>
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<tr>
<td>Great Books II ............................................. ENGL 2210</td>
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<tr>
<td>Honors Great Books II ........................ ENGL 2217</td>
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<tr>
<th>PHILOSOPHY (3 semester hours):</th>
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<tbody>
<tr>
<td>Introduction to Logic ............ PHIL 1010</td>
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<tr>
<td>Honors Logic ............................. PHIL 1017</td>
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<tr>
<td>Introduction to Ethics ............ PHIL 1020</td>
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<tr>
<td>Honors Ethics .......................... PHIL 1027</td>
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<tr>
<td>Ethics and the Health Sciences .... PHIL 1030</td>
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<tr>
<td>Honors Ethics and the Health Sciences ........ PHIL 1037</td>
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<tr>
<td>Business Ethics ....................... PHIL 1040</td>
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<tr>
<th>FINE ARTS (3 semester hours):</th>
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<tbody>
<tr>
<td>Appreciation of Architecture .... ARCH 2600</td>
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<tr>
<td>Introduction to Art History I .... ARTS 1710</td>
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<tr>
<td>Introduction to Art History II ... ARTS 1720</td>
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<tr>
<td>Introduction to Art History I .......... ARTS 1730</td>
</tr>
<tr>
<td>Appreciation of Music ............... MUSI 2730</td>
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<tr>
<td>Honors Appreciation of Music .......... MUSI 2737</td>
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<tr>
<td>Introduction to Theatre ............. THEA 2010</td>
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<tr>
<td>Honors Introduction to Theatre ...... THEA 2017</td>
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<tr>
<th>MATHEMATICS (3 semester hours):</th>
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<tbody>
<tr>
<td>Finite Mathematics &amp; Applications .... MATH 1100</td>
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<tr>
<td>Pre-Calculus Algebra ............... MATH 1120</td>
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<tr>
<td>Pre-Calculus Trigonometry ........ MATH 1130</td>
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<tr>
<td>Pre-Calculus Algebra &amp; Trigonometry ........ MATH 1150</td>
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<tr>
<td>Calculus I ..................................... MATH 1610</td>
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<tr>
<td>Honors Calculus I ..................... MATH 1617</td>
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<tr>
<td>Calculus with Business Applications I .... MATH 1680</td>
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<tr>
<td>Calculus for Engineering &amp; Science I ........ MATH 1710</td>
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<tr>
<th>SCIENCE (8 semester hours in a sequence):</th>
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<tbody>
<tr>
<td>Introductory to Biology* .................. BIOL 1000</td>
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<tr>
<td>A Survey of Life .................................... BIOL 1010</td>
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<tr>
<td>Principles of Biology* ..................... BIOL 1020</td>
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<tr>
<td>Principles of Biology Honors* ............ BIOL 1027</td>
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<tr>
<td>Organismal Biology .......................... BIOL 1030</td>
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<tr>
<td>Organismal Biology Honors ............... BIOL 1037</td>
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<tr>
<td>Survey of Chemistry I .................... CHEM 1010</td>
</tr>
<tr>
<td>Survey of Chemistry I Laboratory .......... CHEM 1011</td>
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<tr>
<td>Survey of Chemistry II .................. CHEM 1020</td>
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<tr>
<td>Survey of Chemistry II Laboratory ........ CHEM 1021</td>
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<tr>
<td>Fundamentals of Chemistry I ............ CHEM 1030</td>
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<tr>
<td>Fundamentals of Chemistry I Laboratory .... CHEM 1031</td>
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<tr>
<td>Fundamentals of Chemistry II Laboratory .... CHEM 1040</td>
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<tr>
<td>General Chemistry I ..................... CHEM 1110</td>
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<tr>
<td>General Chemistry I Laboratory .......... CHEM 1111</td>
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<tr>
<td>Honors General Chemistry I ........ CHEM 1117</td>
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<tr>
<td>Honors General Chemistry I Laboratory .......... CHEM 1118</td>
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<tr>
<td>General Chemistry II ................... CHEM 1120</td>
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<td>General Chemistry II Laboratory .......... CHEM 1121</td>
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<tr>
<td>Honors General Chemistry II ........ CHEM 1127</td>
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<tr>
<td>Honors General Chemistry II Laboratory .... CHEM 1128</td>
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<tr>
<td>Physical Geology ........................ GEOL 1100</td>
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<tr>
<td>Historical Geology ........................ GEOL 1110</td>
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<tr>
<td>Foundations of Physics ................. PHYS 1000</td>
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<tr>
<td>Astronomy ....................................... PHYS 1150</td>
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<tr>
<td>General Physics I ....................... PHYS 1500</td>
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<tr>
<td>General Physics II ............................. PHYS 1510</td>
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<tr>
<td>Engineering Physics I ................ PHYS 1600</td>
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<tr>
<td>Honors Physics I .......................... PHYS 1607</td>
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<tr>
<td>Engineering Physics II ................ PHYS 1610</td>
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<tr>
<td>Honors Physics II .......................... PHYS 1617</td>
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<tr>
<td>Concepts of Science* ................ SCMH 1010</td>
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<tr>
<th>HISTORY (6 semester hours in a sequence):</th>
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<tbody>
<tr>
<td>World History I ...................................... HIST 1010</td>
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<tr>
<td>Honors World History I ........................ HIST 1017</td>
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<tr>
<td>World History II ..................................... HIST 1020</td>
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<tr>
<td>Honors World History II ..................... HIST 1027</td>
</tr>
<tr>
<td>Technology &amp; Civilization I ................ HIST 1210</td>
</tr>
<tr>
<td>Honors Technology &amp; Civilization I .......... HIST 1217</td>
</tr>
<tr>
<td>Technology &amp; Civilization II ................ HIST 1220</td>
</tr>
<tr>
<td>Honors Technology &amp; Civilization II ........ HIST 1227</td>
</tr>
<tr>
<td>Human Odyssey I ..................................... UNIV 2710</td>
</tr>
<tr>
<td>Human Odyssey I Honors ........................ UNIV 2717</td>
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<tr>
<td>Human Odyssey II ................................ UNIV 2720</td>
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<tr>
<td>Human Odyssey II Honors ........................ UNIV 2727</td>
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<tr>
<th>SOCIAL SCIENCE (6 semester hours):</th>
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<tbody>
<tr>
<td>Group 1 (select one):</td>
</tr>
<tr>
<td>Introduction to Anthropology: A 4-Field Approach .... ANTH 1000</td>
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<tr>
<td>Global Geography .............................. GEOG 1010</td>
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<tr>
<td>Introduction to Psychology ............ PSYC 2010</td>
</tr>
<tr>
<td>Sociology: Global Perspectives .......... SOCY 1000</td>
</tr>
<tr>
<td>Honors Sociology: Global Perspectives .......... SOCY 1007</td>
</tr>
</tbody>
</table>
Group 2 (select one):

- Principles of Microeconomics .................................................. ECON 2020
- Honors Principles of Microeconomics ...................................... ECON 2027
- Political Economy ................................................................. POLI 1023
- Honors Political Economy ......................................................... POLI 1027
- American Government in a Multicultural World ......................... POLI 1090

Concepts of Science may be paired with any course except BIOL 1000 or BIOL 1020/1027.

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 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 English Department at 334-844-4620. Students may also contact the English Department via e-mail at english@auburn.edu.

Students beginning collegiate study at Auburn as freshmen in Fall 1998 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 must 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, Great Books I-II.

Students who began collegiate study at Auburn between Summer 1998 and Summer 2000 have met the freshman composition requirement if they have completed ENGL 0110-0112 (or the Honors equivalents, ENGL 0118-0120) with a grade of C or better in each. (ENGL 0110-0112 and ENGL 0118-0120 were the course numbers in use between 1998 and 2000.) If they have completed only the first course in the composition sequence, they must complete ENGL 1120 (or 1127) with a grade of C or better. If they have not taken either course in the sequence, they must take ENGL 1100-1120 (or 1107-1127) and pass with a grade of C or better in each.

Students who began collegiate study at Auburn between Fall 1991 and Spring 1998 have met the English composition requirements if they have completed ENGL 0110 (or ENGL 0118). Only one freshman composition course was required at the time. Moreover, students in this group graduating after Summer 1998 have not been required to meet the core junior-level writing requirement which had earlier been in place. That requirement was waived by the Provost. Students in this group should, however, consult with an adviser in their major course of study to see if that major requires an additional writing course beyond English Composition I.

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-semester-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 semi-
Academic Programs and Curricula

Academic Programs and curricula are organized to provide components to ensure competence in oral communication skills. Program information documenting oral communication requirements 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 the 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, it is the most general term describing the formal course of their baccalaureate education. Students who do not complete 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 program.

A program option is a formal modification of an academic program by the offering department in order to meet objectives that are integrated with the basic program but may be more specifically focused. Some programs exist only in several program options, there being no unmodified program. As a formal variant of an academic program, a program option differs from a less formal grouping of course work within an academic program. These looser groupings often carry titles like specialization, concentration, focus, track, or emphasis, and these may or may not be standardized by the University. At Auburn University, all program options, like all academic programs, must include the Core Curriculum. Moreover, a 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 and beyond the Core Curriculum. Specified groups of courses within an academic program that do not meet the definition of a program option must carry another name.

A curriculum model is the schematic organization of an academic program that is listed in this Bulletin. At Auburn University, all undergraduate academic programs and program options must be represented by a curriculum model in the Auburn University Bulletin. A major is that part of an academic program which differentiates it from other programs and is usually the largest part. 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 the other parts of the academic program: the Core Curriculum, a school or college curriculum (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. While no minimum number of semester hours is set, the typical major will require not fewer than 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 courses in the subject field. Departments may require students to have 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 9 hrs.) must be courses numbered 3000 or above. In fulfilling a minor, students may use any free electives or supporting course work required by their academic programs and additional course work above and beyond that required for graduation in their academic programs. Courses a student has taken in fulfillment of the University Core Curriculum, the school/college core curriculum (if any) or the major may not be included in 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. Students may not earn more than two minors or major and minor in the same subject. 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 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 that support the general education and preparation of students in the 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.

Second baccalaureate. To earn a second bachelor’s degree, a student must complete all the additional requirements for the second degree (including course work in the major field, college/school core requirements and courses in support of a major). These additional requirements must total a minimum of 30 semester hours beyond the total of the first degree. Students who are completing a second degree must comply with all the same grade point requirements and residency requirements as other students. Students should consult with their advisor concerning eligibility for a second degree.

Double major. To earn a double major, a student must complete all the course work in the major (courses bolded in the curriculum model) and meet all the requirements for both majors (field of study) such as grade point requirements. The student will designate which major is the first field of study and which is the second field. Students should consult with their advisor concerning this option prior to graduation.

Residence Policy. A minimum of 25 percent of the total semester hours required for the bachelor’s degree 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 25 percent of course work in residence at Auburn University is a firm requirement.
Credit for Independent (Asynchronous) Distance Education. A student may earn a maximum of 25 percent of the total credits required for the baccalaureate degree by independent (asynchronous) distance education courses; however, only 12 hours of the final year’s work may be earned thus. An individual with fewer than two semesters in residency prior to the last academic year may earn only 10 hours by independent (asynchronous) distance education.

A student in residence may not enroll in an independent (asynchronous) distance education course if the course or a suitable substitute can be scheduled. The resident student may not exceed the maximum class hour load by adding an independent (asynchronous) distance education course. A student must have prior approval of his or her Auburn dean if the credits are to be applied toward an Auburn degree.

Upon registering for an independent (asynchronous) distance education course, Auburn students must determine whether they want to pursue the graded or extended option. If the student selects the graded option, the course work must be completed within one semester and all current University policies related to enrollment, grading, and withdrawal from courses applies. The student’s grade appears on the transcript and is calculated into the GPA. If Auburn students select the extended option, nine months are allowed for course completion except in the case that the credit counts toward graduation. In this case, independent (asynchronous) distance education courses must be completed by midterm prior to graduation. Credit but no grade will be entered on the student’s record for the extended option. Information on available courses may be obtained from Distance Learning and Outreach Technology, Petrie Annex, Auburn University, Auburn, AL 36849, (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. A student may be allowed four credits on physical education activity courses toward graduation. A student who has served 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. Credits may also be allowed for military service courses. Application for credit for military experience should be submitted to the Office of Admissions and Records.

The student’s academic dean must approve credit into the student’s curriculum.

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 College/School Form.

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 Director of Admissions and Records 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 Aid.

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 or more 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 3.4 (on the 4.0 system). Furthermore, the dean of each College or School has established specific criteria governing inclusion on the list. 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 Agriculture: 3.70 average; 14-hour minimum total.
College of Architecture, Design and Construction: 3.70 average; only if an S-U graded course is required in the student’s curriculum may it be included in the 15-hour minimum total.
College of Business: 3.80 average; 14-hour minimum total.
College of Education: 3.80 average.
College of Engineering: 3.70 average; 14-hour minimum total.
School of Forestry and Wildlife Sciences: 3.70 average.
College of Human Sciences: 3.80 average; 14 hour minimum total.
College of Liberal Arts: 3.60 average.
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.
College of Pharmacy: 3.75; 15-hour minimum total.
College of Sciences and Mathematics: 3.75 average; 14-hour minimum total.
College of Veterinary Medicine: grades in the upper five percent of the enrollment of each class.
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 in paragraph 4 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 Tiger Cub) 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:

a) Illness of the student or serious illness of a member of the student’s immediate family. The instructor may request appropriate verification.

b) The death of a member of the student’s immediate family. The instructor may request appropriate verification.

c) 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.

d) Religious holidays. Students are responsible for notifying the instructor in writing of anticipated absences due to their observance of such holidays.

e) Subpoena for court appearance.

f) 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 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 and Provost. Faculty 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 7000-level course 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.

Student Academic Grievance Policy

The Student Academic Grievance policy, which appears in full in the student handbook, Tiger Cub, 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 2.0 GPA on all courses attempted at Auburn, a 2.0 GPA on all transfer courses which apply to degree requirements and a 2.0 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 4990 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.

A student must be registered 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 the term in which those requirements are completed. The student also must register in any semester during which the staff or the facilities of the university are used for work on a thesis or dissertation, for the taking of oral examinations, or for removal of an “incomplete” grade. Undergraduates who have completed all courses should register for UNIV0000. Students who have in a previous term completed all requirements for the degree, upon receipt of a “certificate of completion” in the Office of Admissions and Records (undergraduate) or the Graduate School (graduate), will not be required to register in a future term if their graduation is delayed or postponed.

A graduation fee is payable to the Cashier’s Office 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 payments due 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 Director of Admissions and Records to receive the degree in absentia.

Graduation Honors

Students with a minimum overall grade average of 3.4 are graduated Cum Laude; a 3.6 Magna Cum Laude; and a 3.8 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 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 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 (e.g., an undergraduate program). 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 January 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 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. These records may be reviewed by a physician or appropriate professional of the student’s choice.

Procedures for Access
The Office of Admissions and Records has a complete list of educational records maintained by the University which 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 Director of Admissions and Records.

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. 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 representatives should request the hearing in writing and should specifically identify the information they seek to have amended. The request should be directed to the Associate Provost and Vice President for Student Affairs.

The Associate Provost and Vice President for Student 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 student records. If the decision is that the information is not inaccurate, misleading, or in violation of the rights of the student 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 Vice President for Student 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
Directory information may be released by the University without the student’s written consent. Directory information consists of student’s complete name, local address and associated telephone number; 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; 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 Admissions and Records, 100 Mary Martin Hall.

To deny the release of information regarding participation in recognized activities the student must notify the Assistant Vice President for Student Life 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.
mately 200 incoming freshmen is based on ACT/SAT scores (29/1280 minimum), high school GPA (3.5 minimum), and a record of leadership and service. Students already enrolled at Auburn who have a 3.4 unadjusted GPA may also be considered for admission.

**Curriculum.** The Honors Curriculum has two components, the Junior Honors Program and the Senior Honors Program.

The Junior Honors Program has been developed to provide Honors students an opportunity for broad enriching educational experiences based on Auburn’s Core Curriculum. Students who complete it receive the Junior Honors Certificate. To complete the program, students must:

- maintain an unadjusted 3.2 GPA,
- attend two of the Honors Convocations each year,
- complete the Honors Writing Seminars I & II, and
- complete a minimum of 18 additional hours of Honors Core courses.

The Senior Honors Program offers Honors students the choice of completing the Thesis Option or the Contract Option. The Contract Option requires a specified number of contract courses, which are upper-level courses related to the student’s major with an added Honors component. Students selecting the thesis option take reading/thesis courses under the direction of a faculty member in the student’s major and write a thesis. Completing an undergraduate thesis is a significant achievement that is noted by admission committees for graduate and professional schools.

**Thesis Option.** To receive the Senior Honors Certificate under the Thesis Option, the student must:

- maintain an unadjusted 3.2 overall GPA,
- complete at least 3 hours in the Honors Readings course or in contract courses in the major curriculum (3000-level or above), and
- complete the Honors Thesis course. (Some curricula require a senior project or thesis, which may form the basis for the Honors Thesis.)

**Contract Option.** For the Contract Option, the student must:

- maintain an unadjusted 3.2 overall GPA and
- complete 4 contract courses (at least 12 hours) in the major curriculum (3000-level or above).

**University Honors Scholar and Senior Honors Scholar.** To graduate as a University Honors Scholar students must complete all requirements for the Junior and Senior Honors Certificates, the requirements for their discipline, and have a minimum cumulative unadjusted GPA of 3.4.

To graduate as a Senior Honors Scholar, students must complete the requirements for the Senior Honors Program and have a minimum cumulative unadjusted GPA of 3.2.

Each distinction is noted on the student’s diploma and transcript.

**Cooperative Education Program.**

The Cooperative Education program provides opportunities for students to alternate terms of academic study with experience in industry, business, and governmental 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, 101 Lowder Building, Auburn University, AL 36849-5123. Telephone: (334) 844-5410. Website: www.auburn.edu/co-op.

**Independent Learning.**

The Independent Learning program provides asynchronous credit and non-credit correspondence instruction, designed primarily for persons unable to attend college on a regular basis. Courses are also open to enrolled students with their dean’s permission. The credit
courses parallel those given in the University, award college credit, and are taught by instructors approved by the relevant academic department. Any person is eligible for enrollment, although enrollment is not equivalent to admission to the University.

Independent learning courses use a number of delivery modes – print, cassettes, CDROM, and computer. Upon registration the student receives a course manual and instructions. The student will be required to do assigned reading, submit written assignments, and possibly do supplemental work. A supervised final examination is given upon completion of all course assignments. Any on-campus student trying to satisfy graduation requirements by independent learning must complete all course work and final examinations by mid-term prior to graduation.

Persons typically enroll in an independent learning course (1) when job or family responsibilities prevent on-campus study; (2) when classroom schedules conflict or a course is unavailable during the term it is needed; (3) when a person has been away from formal study for some time and wishes to get back in stride; (4) when a person is away from campus during the summer or while participating in a cooperative education program.

Courses are available from the following fields: film, geography, health, horticulture, physical education and recreation, nutrition and foods, political science, law enforcement, psychology.

Fees for independent learning courses are listed under Fees and Charges. Application forms and a course bulletin are available from Distance Learning, 305 O.D. Smith Hall, Auburn University, AL 36849-5611. Telephone: (334) 844-5103.

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.

English as a Second Language Program

The ESL Program is housed in the Office of the Associate Provost for Academic Affairs and operates in cooperation with the Department of English. The English as a Second Language (ESL) Program offers English language instruction for international students and visiting scholars. The program offers instruction in writing, reading and conversational skills for Auburn University undergraduate and graduate students, as well as international research associates and scholars visiting Auburn. It also offers special intensive English programs for students from other schools and organizations abroad. In addition, the ESL program provides training in the development of teaching skills to international GTA's. For additional information, contact: 108A Wallace Building, 334-844-2122; email: bflleck@auburn.edu or web: www.auburn.edu/esl/.

Office of International Education

The Office of International Education (OIE) is a unit of the AU Division of Academic Affairs. Its mission is to support the educational activities of the colleges, schools and departments by providing support to all students who are interested in an international experience and to all students from around the world who attend Auburn University. For additional information, contact: 201 Hargis Hall, 334-844-5766; email: intled@auburn.edu or web: www.auburn.edu/aub-ie. See page p. 28 for additional information on International Student Services.

OIE International Student and Scholar Services

The OIE International Student and Scholar Services unit provides international students and scholars on non-immigrant visas with technical and logistical assistance for coming to Auburn as well as after their arrival through their academic and/or degree activities. Certificates of eligibility for study in the United States, work authorizations, and other government documents required for international students are issued by this office. Joint orientation programs are conducted with the Office of International Student Life and other units of the university to assist students with adapting to the AU community. Currently there are approximately 750 international students at Auburn University representing 90 countries.

OIE Study Abroad Services

The OIE Study Abroad unit was established to develop and expand study opportunities outside of the United States. Currently Auburn University offers study abroad opportunities in most countries of the world. Each year over 300 Auburn students study outside of the United States. Programs are available for most core, major, and elective courses and although many programs may require prior knowledge of a foreign language, there are many that do not. Programs range in length from one month to a full academic year and are available for all semesters including summer. By participating in an approved program, students may retain official Auburn student status, apply for financial aid and arrange for a pre-estimation of overseas credits. With some planning study abroad can be fully integrated with Auburn University degrees. Freshmen are encouraged to begin planning their study abroad upon arrival on the AU campus. The Study Abroad staff also provides information about voluntary service projects, internships and short-term overseas employment. Scholarship information is available on AU scholarships for specific disciplines, the US Fulbright Awards for graduating seniors and the National Security Education Programs for Undergraduates and Graduates. Students are encouraged to visit the OIE Study Abroad office in 201 Hargis to talk with staff and search through the SA Resource Area which houses information on hundreds of opportunities abroad.

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 (Agricultural 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), Lambda Sigma (Sophomore Leadership), Mortar Board (Student Leadership), Omega Chi Epsilon (Chemical Engineering), Omicron Delta Kappa (Student Leadership), Omicron Nu (Home Economics), Phi Alpha Theta (History), Phi Beta Kappa (Arts and Sciences), Phi Eta Sigma (Freshman Scholarship), Phi Kappa Phi (Senior Scholarship), 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), Alpha Tau Alpha (Agricultural Education), Angel Flight (Air Force ROTC Auxiliary), Arnold Air Society (Air Force ROTC), Beta Beta Beta (Biology), Block and Bridge (Animal Husbandry), Delta Nu Alpha (Transportation), Delta Omicron (Music), Delta Sigma Pi (Commerce & Business Administration), Gamma Sigma Delta (Agriculture), Golden Key National Honor Society, Kappa Kappa Psi (Band), 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), Psi Zeta (Veterinary Medicine), Pi Alpha Xi (Horticulture), Pi Lambda Theta (Education), Pi Mu Epsilon (Mathematics), Pi Sigma Epsilon (Marketing), Scabbard and Blade (Military), Semper Fidelis (Marine Corps ROTC), 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).